

**REPORT OF THE 2018 MEETING OF THE PORT INSEPCION
EXPERT GROUP FOR CAPACITY BUILDING AND ASSISTANCE**
(18-19 September 2018, Madrid, Spain)

1. Opening and logistical arrangements

The meeting was held at the ICCAT Secretariat offices in Madrid, Spain, from 18-19 September 2018, with financial assistance for many of the participants being provided by the FAO Common Oceans/ABNJ Tuna Project. The ICCAT Executive Secretary, Mr. Camille Jean Pierre Manel, welcomed the participants to the meeting. Mr. Todd Dubois (United States) who chaired the meeting, welcomed the meeting participants (“the Group”), and requested the Group’s concurrence to serve as both the Chairman of the meeting as well as the CPC representative from the United States to which there was no objection. The meeting agenda was adopted with minor changes (**Appendix 1**). The List of Participants is attached as **Appendix 2**. Dr. Katheryn Patterson (United States) was nominated from the floor and served as Rapporteur for the meeting.

2. Review of 2017 Expert Group Meeting and Outcomes

The Rapporteur provided an overview of the last meeting’s proceedings, reviewed the Group’s terms of reference (ToR), and provided updates on completed actions since the last meeting. The Group reflected on last year’s efforts to develop and adopt a two-phased approach for assessing capacity building needs through the use of a pre-assessment form to be completed by a developing CPC seeking assistance and a subsequent in-country assessment to be conducted in person during the second phase of the assessment. Since the last meeting, the Commission adopted the Group’s pre-assessment and detailed assessment forms ([2017 PWG Report in Report for Biennial Period, 2016-17, Part II \(2017\) – Vol. 1. \(ANNEX 10, Addendum 3 to Appendix 3\)](#)) and approved the Group’s proposed procedure for reviewing and evaluating submitted self pre-assessments. During the last meeting, it was agreed that the information provided in the assessments should not be used to evaluate compliance concerns in order to establish confidence and trust from a CPC seeking assistance without judgement. Lastly, the Group recalled the existing port-inspection training materials and tools that were discussed during the last meeting and noted the outstanding action to continue the evaluation of available port inspection training materials and develop ICCAT specific training tools from these resources.

3. Review of pre-assessment Forms Submitted by CPCs

In response to ICCAT Circular #1619/18, seven CPCs submitted a self-pre-assessment to request assistance with implementation of ICCAT Recommendation 12-07 on Port Inspection. The CPC submissions included: Côte d'Ivoire, Republic of Guinea, Mauritania, Namibia, Nigeria, São Tomé and Príncipe, and Senegal. The Group acknowledged that all CPCs needed and deserved assistance.

Two of the CPCs seeking port inspection capacity building assistance noted they had corrections/updates to provide to their submissions. The Secretariat agreed to receive these updates and requested that all updates be submitted electronically prior to the Group’s evaluation of the assessments.

Recognizing that there are not sufficient funds to conduct the second phase of the assessments in all seven requesting CPCs immediately, the Group reviewed the self-pre-assessments and developed a fair and repeatable method for prioritizing which CPCs should receive the second-phase in-country assessment first, noting that the next phase of assessments will eventually be conducted in all seven CPCs. The Group then grouped the seven CPCs into three different groups (**Appendix 3**) based on the following criteria:

- Group A (Côte d'Ivoire and Nigeria)
 - CPCs that reported they were conducting some level of inspections of foreign-flagged vessels carrying ICCAT managed species;
 - CPCs that reported their inspectors received at least a basic level of training in eight or less of the training modules identified in the pre-assessment;

- Group B (Namibia and Senegal)
 - CPCs that reported conducting a higher level of inspections of foreign-flagged vessels carrying ICCAT managed species than Group A.
 - CPCs that reported their inspectors received at least a basic level of training in more than eight of the training modules identified in the pre-assessment.
- Group C (Republic of Guinea, Mauritania, and São Tomé and Príncipe)
 - CPCs that reported no level of inspections of foreign-flagged vessels carrying ICCAT managed species were being conducted.

The Group determined that the best way forward in the future was to refine the self pre-assessment and request that the CPCs provide additional information on the quantity of ICCAT species being landed by foreign-flagged vessels in that CPC as well as the number of foreign-flagged vessels landing ICCAT species in the port(s) designated by the CPC. Because only two of the CPCs requesting assistance are currently sharing their inspection reports with the Secretariat, the Secretariat was not able to provide this information at the time of the meeting.

4. Identification of CPCs and other entities with possible existing capacity building programmes that may be able to provide assistance to developing CPCs

The Group noted that global capacity building efforts to enhance port inspection capacities have increased over the last year, and that capacity building is not limited to providing training. The European Fisheries Control Agency (under the “PESCAO” EU funded project) and the United States provided updates on their respective existing port inspection capacity building initiatives and port-inspector training programs. The Group also mentioned and provided updates on existing programs of other CPCs and entities that were not in attendance of the meeting such as Norway (West Africa Task Force-WATF, in partnership with the Fishery Committee of the Western Central Gulf of Guinea and FAO).

It was noted that all seven CPCs seeking port inspection capacity building from the Group, are also engaged in and receiving broader port inspection assistance through other partnerships. The Group acknowledged the number of broad port-inspector training programs and port-inspection capability building projects already in existence as initiatives to be leveraged and not duplicated when considering the development of a specialized ICCAT inspector training program. This led to the Group adopting a two-tiered approach to support CPC capacity building requests.

The Group recognized that it would be more effective to identify the broader port inspection needs of a CPC requesting assistance through the second phase of the assessment, and then couple the CPC with the relevant entities that are already providing that assistance whether the need(s) is legal framework assistance, enhancing port inspection infrastructure, providing broader port inspector training. This approach establishes a coordinating role for the Group with the intent to be able assist a developing CPC with the majority of their identified needs through existing efforts on those topics, while being able to maximize the resources of the Group on ICCAT specific efforts.

The Group identified that there is a universal gap in that an ICCAT specific inspector training program does not currently exist. The Group supported the development of an ICCAT inspector training program as a specialized curriculum that will be built upon existing inspector training programs. This approach suggests that the specialized ICCAT inspector training would come with a pre-requisite that inspectors within a CPC already receive basic port inspection training. For example, if the second-phase assessment determined that basic inspector training was an identified need, the Group would be able to connect that CPC with the appropriate existing efforts of another entity as a first step. Once inspectors have sufficiently received basic port inspection training, this would then be followed with a specialized ICCAT training as a more advanced training course. The Group also recognized the importance of ensuring that an ICCAT inspector training program be developed in a sustainable way with specific emphasis on adopting a train-the-trainer approach. The Group also considered the option of conducting regionally focused capacity building efforts once enough ICCAT instructors were successfully trained as an outcome of the train-the-trainer efforts. The

Group also hopes that the Secretariat will promote bilateral Agreements that enhance port inspection capacities between CPCs and allow a CPC that has implemented the ICCAT specific training requirements to work with another CPC without having to go through the formal pre-assessment/assessment process.

While the Group's current focus is on the operational port inspection aspects, the Group also recognizes that other assistance may be needed and should be considered in future. The Group discussed broader port inspection capacity building needs that it might be able to provide to complement the efforts of a fisheries inspector to adequately manage ICCAT species and upholding its obligations under the ICCAT recommendations.

5. Consideration of next steps and assignment of tasks

The Group provided recommendations for refining the assessment process based on the lessons learned during the review of the first round of submissions. The Group recommends:

- Changing a column header in the table under item three of the self-pre-assessment to identify the number of foreign-flagged vessels that carry ICCAT managed species that enters each of the designated ports and of those, what percentage are inspected?
- Add a question in the self-pre-assessment to where the CPC seeking assistance has the opportunity to list what the CPC needs for assistance.

The Group discussed the timeline for and the manner in which the second phase assessments should be conducted although no firm dates were concluded. The first assessments will be conducted in Côte d'Ivoire and Nigeria. Senegal volunteered to lead the assessment team with support from the Secretariat and the consideration of including a consultant. The Secretariat agreed to look for the availability of consultants that would not require a tender to include on the assessment team. The Group determined that the assessment of the second phase in Côte d'Ivoire should be considered a pilot after which the Group will reassess the process and make any necessary refinements.

The Expert Group assessed whether a subset of the Group, or a third party would be responsible for developing the specialized ICCAT port inspection training programme and supporting materials in accordance with Recommendation 12-07. The Secretariat provided information on the process of the Call for tender for an external party to conduct the work. Noting the time and resources required to develop the curriculum, the Group agreed that a Call for tender would be the best approach. The Group drafted criteria to be included in the development of the Call for tender (**Appendix 4**) and requests to review the Terms of Reference for the tender prior to the Secretariat's submission for Commission approval. If a Call for tender is approved, the Group requests that the Commission announce the tender in early December and allow for the call to be open for two months. The Group requests that any materials developed by a third party be reviewed and approved by the Group prior to the Submission to the Commission for adoption.

With respect to last year's recommendation, *"the Group also recommends that the Commission charge the Group as the reviewing body for technical assistance requests per the ToR and develop a long-term structure that allows the Group to review rolling assistant requests on a quarterly or biannual basis after the first submission deadline has passed"* – the Group noted that they would revisit this after the pilot assessments.

6. Other matters

The Group requests that the PWG develop a database of all ICCAT port inspection reports that is accessible to all CPCs. Such a database would make the necessary data available to the Group for evaluating assessments.

7. Adoption of report and adjournment

The Rapporteur provided an overview of the draft report, highlighting its content and the major outcomes from the meeting. The Group agreed to adopt the report electronically after the report is translated. The Chair provided the opportunity for the Group to provide comments on the Report prior to adjournment of the meeting.

Agenda

1. Opening of the Meeting and logistical arrangements
2. Review of 2017 Expert Group Meeting and Outcomes
3. Review of pre-assessment forms submitted by CPCs
4. Identification of CPCs and other entities with possible existing capacity building programmes that may be able to provide assistance to developing CPCs
5. Consideration of next steps and assignation of tasks
6. Other matters
7. Adoption of report and adjournment

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Appendix 3

Criteria used for Prioritizing the Order of Capacity Building Assistance to be received by Requesting CPCs

<i>Developing CPC Seeking Assistance</i>	<i>Number of ICCAT Designated Ports Reported in the Self Pre-Assessment*</i>	<i>Total Number of Inspectors Assigned to the ICCAT Designated Ports within a CPC</i>	<i>Inspections of Foreign-Flagged Fishing/Support Vessels Carrying ICCAT Managed Species Identified by the CPC</i>	<i>Are CPC inspection reports being submitted to ICCAT?</i>	<i>Number of Training Modules Inspectors Currently Receive even at a Basic Level (out of 14)</i>	<i>Engagement in Other Capacity Building Initiatives Identified During the Discussions of the Meeting</i>	<i>Ordered Groupings for the second phase Assessment**</i>
Côte d'Ivoire	2	22	Some reported	No	6	PESCAO Project, FCWC, WATF, Broader Counter IUUF training provided by the U.S.	A
Guinea (Rep.)	2	10	None Reported	No	8	PESCAO Project, FAO TCP/INT/3603 (Gaps Analysis)	C
Mauritania	2	80	None Reported	No	13	PESCAO Project	C
Namibia	2	73	100%	Yes	14	FAO GCP/INT/307/NOR - Gap Analysis, and Fisheries Law and Governance Capacity Building	B
Nigeria	4	41	Some reported	No	8	PESCAO Project, FCWC, WATF, Broader Counter IUUF training provided by the U.S.	A
São Tomé and Príncipe	4	8	None reported	No	8	FAO Gap Analysis	C
Senegal	1	10	100%	Yes	13	PESCAO Project	B

*Not all CPCs have provided their designated port information to ICCAT, and are encouraged to provide this information.

**Priority Groupings with A being the first groups to go through the second phase assessment and C group being the last.

**Draft Elements to be Included in a
Call for Tender for the Development of a specialized ICCAT Inspector Training Curriculum**

Elements to be included in the Call for Tender

- The Call for tender should include:
 - A third Party shall develop a specific training program and supporting materials (e.g., training manual, job aides, etc.) to assist ICCAT foreign-flagged vessel inspections in accordance with Recommendation 12-07 and other applicable ICCAT measures;
 - Request a third Party to also provide a quote for delivering the training (if capable) as an optional item within the tender.
- All training materials should be in English, French, and Spanish in accordance with ICCAT provisions.
- All training materials should be developed as digital copies, but noting that image quality should allow for successful printing later.

Elements of the ICCAT Inspector Training Curriculum

- The third Party shall review existing materials that discuss best practices for conducting port inspections and other international instruments such as legal framework and capacity need assessment guides;
- The third Party shall develop a specific training program and supporting materials (e.g., training manual, job aides, etc.) to assist ICCAT foreign-flagged vessel inspections in accordance with Recommendation 12-07 and other applicable ICCAT measures to include:
 - Pre-inspection procedures and verifications
 - Designated ICCAT ports
 - Ensure landings take place in designated ports
 - Sharing of prior inspection history among inspectors within these ports
 - Recommended list of specialized ICCAT boarding equipment
 - Prior Notifications
 - Risk analysis
 - Data collection
 - Information sharing
 - VMS-AIS data interpretation
 - Conducting Port Inspections (to include practical exercises)
 - Relevant ICCAT recommendations for conducting inspections, particularly ones that lead to violations (e.g., quotas)
 - Document analysis and verification
 - How to check the catch (minimum size, measurements) / Species ID training module and guide
 - Checking fishing gear
 - Fishing areas (VMS, logbook, etc.) – information analysis.
 - Prohibitions
 - Procedure in the event of apparent infringements
 - Post inspection procedures and reporting
 - Use of ICCAT inspection form
 - Sharing of inspection reports to relevant entities

- The third Party shall avoid simply repeating the text from ICCAT recommendations, and should put the items outlined in 12-07 into context;
- The third Party shall develop the training curriculum from the inspector's perspective;
- The third Party should implement a train-the-trainer component in the training to promote sustainability of the program in CPCs receiving assistance;
- The third Party shall develop a guidebook/training manual for trainers (train-the-trainer);
- The third Party shall develop a guidebook/training manual for inspectors receiving training;
- The third Party should develop and provide an indicative timeline for the training and include this information in the training manual;
- Guidebook/Manual for trainers (train-the-trainer);
- Guidebook/Manual for inspectors receiving training.