OPERATIONS MANUAL
(July 2008)

The International Scientific Committee (ISC) is an intergovernmental body dedicated to advancing fishery science of North Pacific tuna and tuna-like fishes through cooperation and collaboration among interested parties.

OPERATIONS MANUAL

(July 2008)

International Scientific Committee for Tuna and Tuna-like Species in the North Pacific Ocean

Table of Contents

OPERATIONS MANUAL FOR THE INTERNATONAL SCIENTIFIC COMMITTEE FOR TUNA AND TUNA-LIKE SPECIES IN THE NORTH PACIFIC (ISC)

Introduction

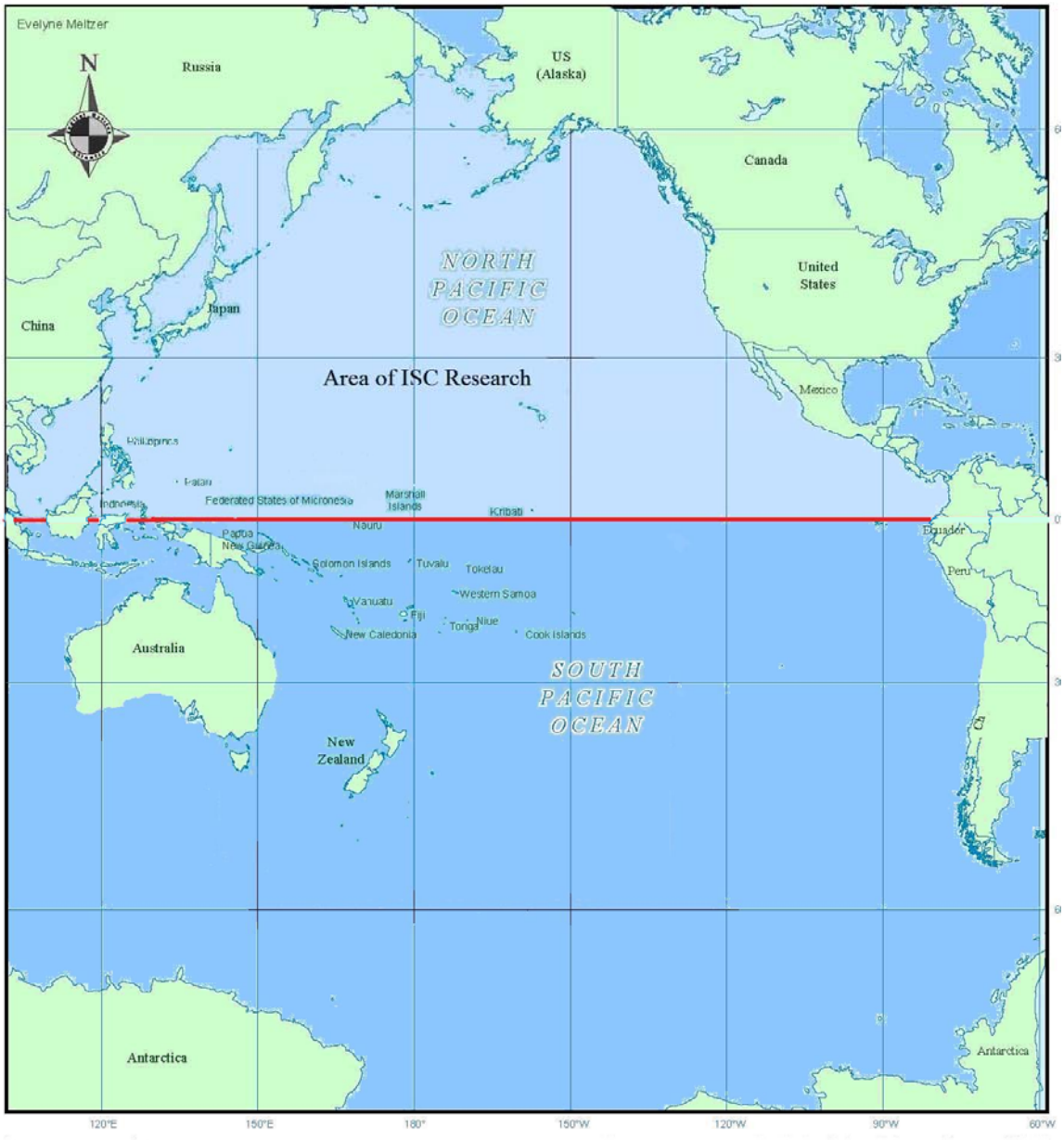
The ISC was established in 1995 through an intergovernmental agreement between the governments of Japan and the United States of America. This event was recorded with a press release (see p.9). Since its establishment and first meeting in 1996, the ISC has undergone a number of changes to its charter and name and has adopted guidelines for its operations. This manual is a compilation of documents that established the ISC and that guide its operations. All documents are amended versions of the originals and reflect changes adopted (as of July 2007) by the members: Canada, China, Chinese-Taipei, Korea, Japan, Mexico, and the U.S.A. and the U.N. Food and Agricultural Organization (FAO), Inter-American Tropical Tuna Commission (IATTC), North Pacific Marine Science Organization (PICES), and the Secretariat for the Pacific Community (SPC).

The following is a chronology of events related to the documents in this manual:

1994	Governments of Japan and the United States officially agree to establish the **Interim Scientific Committee** for Tuna and Tuna-like Species in the North Pacific Ocean.
1995 (Jan)	The agreement with "Guidelines" is announced and made available to the public. A Press Release is issued to mark the event.
1996 (May)	First meeting of the ISC is held in Tokyo, Japan.
2002 (Jan)	Guidelines are revised to expand membership and participation by "fishing entities," allowing Chinese-Taipei full status as a member.
2004 (Feb)	Rules and Procedures for Conduct of the Committee and Subsidiary Bodies are adopted along with rules for Data Reporting and Exchange Requirements (Data Protocol).
2005 (Mar)	Name of the organization is changed to **International Scientific Committee** for Tuna and Tuna-Like Species in the North Pacific Ocean. The North Pacific Albacore Workshop (established in 1974) joins the ISC and is integrated as a Working Group.
2005 (Dec)	A Memorandum of Understanding (MOU) to guide the relationship between the ISC and the Western-Central Pacific Fisheries Commission is adopted. Gary Sakagawa signing for the ISC and Glen Hurry, for the WCPFC.

2007 (Jul) Swordfish Working Group and Marlin Working Group merged into a new Billfish Working Group (BILLWG). Guidelines revised to allow for two categories of membership, voting and non-voting.

ISC Area



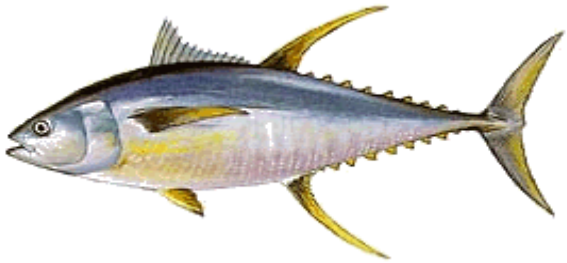
International Scientific Committee for Tuna and Tuna-Like Species in the North Pacific

NAMES AND CODES OF COMMON HMS SPECIES OF THE NORTH PACIFIC OCEAN

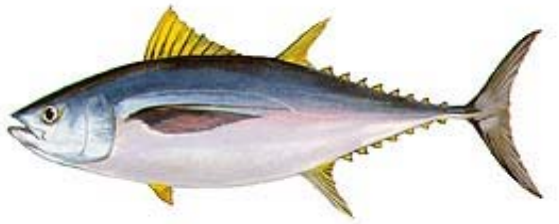
Code	Common English Name	Scientific name
TUNAS		
ALB	Albacore	*Thunnus alalunga*
BET	Bigeye tuna	*T. obesus*
PBF	Pacific bluefin tuna	*T. orientalis*
YFT	Yellowfin tuna	*T. albacares*
SKJ	Skipjack tuna	*Katsuwonus pelamis*
BILLFISHES		
SSP	Shortbill spearfish	*Tetrapturus angustirostris*
SWO	Swordfish	*Xiphias gladius*
MLS	Striped marlin	*Tetrapturus audax*
BUM	Blue marlin	*Makaira nigricans*
BLM	Black marlin	*M. indica*
SFA	Sailfish	*Istiophorus platypterus*
BIL	Other billfish	Family *Istiophoridae*
SHARKS		
ALV	Common thresher shark	*Alopias vulpinus*
PTH	Pelagic thresher shark	*A. pelagicus*
BTH	Bigeye thresher shark	*A. superciliosus*
SMA	Shortfin mako shark	*Isurus oxyrinchus*
BSH	Blue shark	*Prionace glauca*

Principal Species of interest to ISC
(pictures are not to scale)

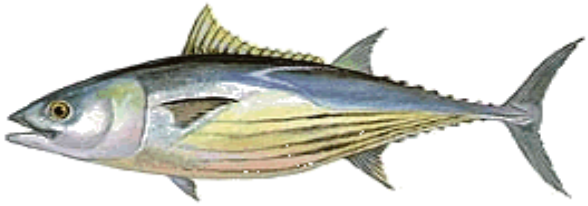
Albacore Tuna (ALB)
Thunnus alalunga



Yellowfin Tuna (YFT)
Thunnus albacares

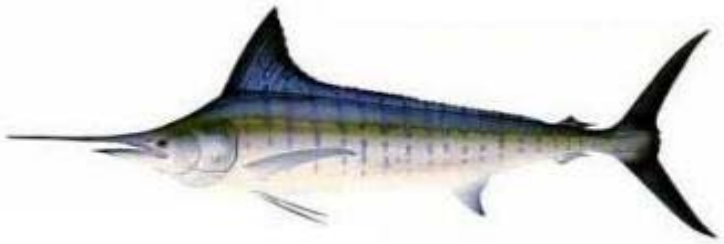


Bigeye Tuna (BET)
Thunnus obesus



Skipjack Tuna (SKJ)
Katsuwonus pelamis

Pacific Bluefin Tuna (PBF)
Thunnus orientalis



Striped Marlin (MLS)
Tetrapuerus audax

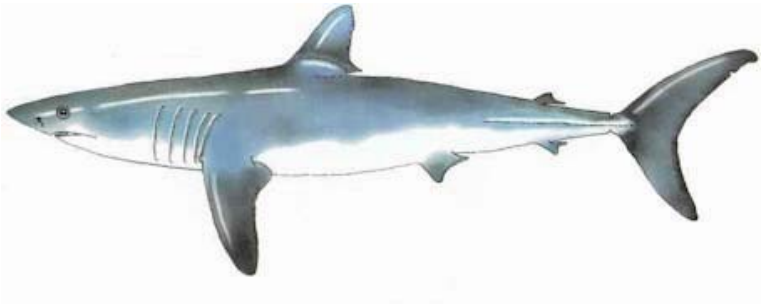
Broadbill Swordfish (SWO)
Xiphias gladius

Blue Shark (BSH)
Prionace glauca

Common Thresher Shark (ALV)
Alopias vulpinus

Pelagic Thresher Shark (PTH)
Alopias pelagicus

Bigeye Thresher Shark (BTH)
Alopias superciliosus



Shortfin Mako Shark (SMA)
Isurus oxyrinchus

PRESS RELEASE
(January 1995)

The Government of the United States and the Government of Japan announced today the formation of an Interim Scientific Committee to study the tuna and tuna-like species of the North Pacific Ocean. They announced as well that all countries of the region, and states with vessels fishing in the region could participate as Members of the Committee. They indicated that the Committee would cooperate closely with relevant fisheries and scientific organizations, and other entities with vessels fishing in the region.

In forming the Committee, the Government of the United States and the Government of Japan noted the need to develop better information on stocks of tuna and tuna-like species in the North Pacific Ocean, in cooperation with relevant fisheries organizations, to enhance scientific knowledge throughout the entire migratory range of these species.

They described the purposes of the Committee to be:

1. *To enhance scientific research and cooperation for conservation and rational utilization of the species of tuna and tuna-like fishes which inhabit the North Pacific Ocean during part or all of their life cycle; and,*

2. *To establish the scientific groundwork, if at some point in the future, it is decided to create a multilateral regime for the conservation and rational utilization of these species in this region.*

It was announced that the Government of Japan intends to host the first meeting of the Committee in 1995, that working groups plan to be formed on specific matters, and that these working groups are expected to report to the second meeting of the Committee which would occur in 1997 in the United States.

In establishing the Committee, the Governments of the United States and Japan indicated that it was their intention that the procedures and functions of the Committee be kept as simple and informal as possible in order to facilitate the full exchange of scientific information. In this regard, they developed a short statement of purposes, procedures and functions to guide the Committee in its work.

GUIDELINES FOR THE INTERNATIONAL SCIENTIFIC COMMITTEE FOR TUNA AND TUNA-LIKE SPECIES IN THE NORTH PACIFIC OCEAN

(Amended at the third Plenary Meeting on January 29, 2002 and at the seventh Plenary Meeting, July 25-30, 2007)

A. PURPOSES

1. To enhance scientific research and cooperation for conservation and rational utilization of the species of tuna and tuna-like fishes which inhabit the North Pacific Ocean during a part or all of their life cycle:
2. To establish the scientific groundwork, if at some point in the future, it is decided to create a multilateral regime for the conservation and rational utilization of these species in this region.

B. MEMBERSHIP

1. Members:
    a. Coastal states/fishing entities of the region;
    b. States/fishing entities with vessels fishing for these species in the region.
2. Non-voting Members:
    a. Relevant intergovernmental fishery organizations;
    b. Relevant intergovernmental marine science organizations;

C. PROCEDURES

1. The Committee will be composed of representatives with suitable scientific and fisheries qualification from Members and Non-voting Members.
2. Observer Participants should participate in the Committee in a manner decided by the Members and Non-voting Members.
3. Other scientific and fisheries experts may be invited to participate in the work of the Committee by consensus of the Members.
4. The Committee is expected to meet during 1995 in Japan and thereafter once every two years or as otherwise as may be agreed.
5. The Committee may establish subsidiary bodies which may meet in the interim between Committee meetings with a view to reporting to the Committee.
6. In carrying out its functions, the Committee will take into account the work of other relevant technical and scientific organizations.
7. The Committee will establish by consensus further procedures for its activities.

D. FUNCTIONS

The Committee will:

1. Regularly assess and analyze fishery and other relevant information concerning the species covered;
2. Prepare a report on its findings or conclusions on the status of such species such as trends in population abundance of such species, developments in fisheries, and conservation needs;
3. Strive to adopt reports and findings by consensus of all Members and Non-voting Members; however, it is not necessary that consensus be achieved on all matters, and reports and findings may reflect options and differing views when a consensus has not been achieved;
4. Formulate proposals for conduct of and, to the extent possible, coordinate international and national programs of research addressing such species; and
5. Consider any other matters, as appropriate, at the request of one of the member

RULES AND PROCEDURES FOR CONDUCT OF THE ISC AND SUBSIDIARY BODIES

(Adopted at the fourth Plenary Meeting on February 4, 2004, Amended at the fifth Plenary Meeting on March 30, 2005, and at the seventh Plenary Meeting, July 25-30 2007)

Background

The International Scientific Committee for Tuna and Tuna-like Species in the North Pacific Ocean (ISC) was established in 1995 for the purpose of enhancing scientific research and cooperation for conservation and rational utilization of tuna and tuna-like species (HMS) of the North Pacific Ocean, and to establish the scientific groundwork, if at some point in the future it is decided to create a multilateral regime for the conservation and rational utilization of the HMS in the North Pacific Ocean.

The Committee

The Committee is made up of Members from coastal states and fishing entities of the region and coastal states and fishing entities with vessels fishing for HMS in the region, and Non-voting Members from relevant intergovernmental fishery and marine science organizations, recognized by all members. Its functions are to regularly assess and analyze fishery and other relevant information concerning the species covered; prepare reports of its findings or conclusions on the status of the species covered, including trends in population abundance, developments in fisheries, and conservation needs. It promotes research cooperation and collaboration among members by developing proposals for conduct of and, to the extent possible, coordinates international and national programs of research addressing the species covered. Furthermore, it takes into account the work and findings of other relevant technical and scientific organizations in execution of its functions.

C1. *Membership.* The Committee consists of representatives with suitable scientific and fisheries qualifications. Current Members shall review the eligibility of prospective Members and Non-voting Members before admission. Each Member and Non-voting Member shall have the right to appoint one representative (Leader), an alternate, if desired, and to be accompanied by experts or advisors with suitable scientific and fisheries qualifications to participate on the Committee. The Leaders are the main source of contact for ISC communications.

C2. *Chairperson.* A Chairperson shall be elected by Members of the Committee. The Chairperson serves as the leader of the Committee and is responsible for advancing the objectives of the ISC in a cost-effective and efficient manner. Responsibilities include chairing meetings of the Committee and supervising the work of subsidiary bodies, organizing meetings of the

Committee, ensuring that ISC assignments and commitments are completed in a timely, efficient manner, and coordinates activities with the Chairpersons of subsidiary bodies. Additional duties with respect to preparations for meetings include: (1) distribute a draft meeting agenda 90 days in advance and soliciting comments, (2) coordinate arrangements, (3) ensure that reports of subsidiary bodies and results of assignments are available on a timely basis, (4) appoint and distribute a list of proposed invited experts for approval by Members in advance of the meeting (see C6), (5) appoint rapporteurs, and (6) perform other matters that are required for smooth preparation and functioning of a meeting. In conducting meetings, the Chairperson shall strive for consensus of all Members and Non-voting Members in Committee decisions, conclusions and findings.

- Nominees for Chairperson are from Members attending the meeting.
- The Chairperson is elected by secret ballot, one vote per Member and by majority vote of Members attending the meeting. The first round of an election will consist of each voting Member having the opportunity to submit one nominee's name on a secret ballot. If the same name appears on a majority of ballots submitted, that candidate shall be declared the elected Chairperson. If no majority of nominee appears on the ballots, the two nominees receiving the most votes would be the candidates for the second round. Members would vote for one of the candidates in the second round and the candidate receiving the majority of votes submitted shall be declared the elected Chairperson. If a tie vote results, a third round of voting between the two nominees shall be held in order to secure a candidate with majority votes.

- The Chairperson serves for a term of three years and is eligible for re-election for one additional three-year term.

C3. *Vice Chairperson.* A Vice Chairperson shall be elected by Members of the Committee. In the absence of the Chairperson, the Vice Chairperson assumes all duties and responsibilities of the Chairperson.

- The runner-up candidate in the second or third round of the election for Chairperson shall be declared the elected Vice Chairperson. If only one nominee results from the first round of the election for Chairperson, the Chairperson election process shall be applied to elect a Vice Chairperson.
- The Vice Chairperson serves for a term of three years and is eligible for reelection for additional terms.

C4. *Reports.* Reports of findings, decisions and conclusions are prepared by the Committee for the record and for distribution. In adopting a report, the Committee strives for consensus of all Members and Non-voting Members; however, if reasonable efforts fail to reach a consensus, reports and findings may reflect opinions and the differing views.

C5. *Exchange of fisheries and biological data.* Timely exchange of complete and accurate fisheries and biological data are primary obligations of participants of the ISC. Each Member and Non-voting Member of the Committee shall appoint a Data Correspondent, who shall be responsible for meeting all requirements for timely submission of complete and accurate data as specified by the Data Protocol of the ISC (Attachment).

C6. *Invited experts.* Scientific and fisheries experts, who are neither Members nor Non-voting Members of the Committee, may be invited to participate in the deliberations or work of the Committee. Decision on inviting experts, nominated by Members, shall be made by consensus of Members of the Committee. The Chairperson will be responsible for preparing the list of nominees, nominated by Members no later than 90 days before the event, and immediately distribute to Members for approval. If no objections are received by 45 days of the event, the Chairperson shall issue invitations to approved nominees. The manner of invited experts' participation shall be decided by the Members. Invited experts are not eligible to vote on ISC matters.

C7. *Subsidiary bodies.* The Committee may establish subsidiary bodies, including Working Groups, which may meet in the interim between Committee meetings, or more frequently, and report to the Committee.

C8. *Frequency of meetings.* The Committee shall meet once every two years or more frequently if required and agreed to by the Members. The time and place of meetings shall be decided by the Members. The working language of all meetings will be English, with formal interpretation into Japanese, as may be decided, for the plenary sessions of Committee meetings only.

C9. *Peer review of function.* Every five years, or more frequently as may be decided, the Committee shall organize a team of three recognized peers with no Committee affiliation, to review the function of the Committee and subsidiary bodies and to offer recommendations for improvement.

C10. *Other procedures.* The Committee will establish by consensus other procedures as required for conduct of activities. They can be dissolved by consensus of Members.

Working Groups

In 1996, the ISC established three species Working Groups (Bigeye Tuna Working Group, Pacific Bluefin Tuna Working Group, and Swordfish Working Group) and a Statistics Working Group. A fourth species Working Group, the Marlin Working Group, was created in 1999. In 2004, the Bigeye Tuna Working Group was dissolved and a Bycatch Working Group was created. In 2005, the North Pacific Albacore Workshop was merged into the ISC and renamed the Albacore Working Group. In 2007, the Swordfish Working Group and the Marlin Working Group were merged into a Billfish Working Group.

These Working Groups are subsidiary bodies of the Committee and report to the Committee. Each provide a forum for cooperation/collaboration in research by Member and Non-voting Member scientists as well as for focused consideration of technical matters assigned by the Committee. The species Working Groups' primarily focus on understanding the dynamics and ecology of the HMS and associated-species populations in order to accurately assess stock condition and status. The Statistical Working Group focuses on collection, exchange and archiving of fishery, biological and other data needed for stock assessments and for monitoring fishery developments and bycatch. The work of these Working Groups is guided by multi-year work plans and demands by the Committee.

W1. *Membership.* Working Groups shall consist of scientists with appropriate credentials and experience. They are appointed by Members and Non-voting Members of the Committee.

W2. *Chairperson.* A Chairperson with appropriate expertise and knowledge is to be chosen by Members of each Working Group.

The Working Group Chairperson is responsible for chairing meetings of the Working Group, facilitating the development of multi-year work plans and coordinating work plan assignments, organizing meetings, including advanced preparation of agendas, scheduling of presenters, appointing of rapporteurs, providing assignments for reports, and ensuring that Committee assignments are completed as required. The Chairperson also facilitates the meetings, to ensure that participants with differing views get an opportunity to be heard. He/She strives for consensus of all members in reporting of Working Group findings, conclusions and decisions to the Committee.

The Chairperson serves a three-year term and may be reappointed for an additional three-year term, but not for more than two consecutive terms.

W3. *Frequency of meetings.* Time and place of Working Group meetings are decided in consultation with the Committee. In general, Working Groups meet between Committee meetings, or more frequently as needed to complete assignments and with a view to reporting findings and results to the Committee in a timely manner.

W4. *Invited experts.* Occasionally, a Working Group may have a need for special expertise to assist in assignments or may receive requests for participation from experts. On such occasions, the Working Group Chairperson is responsible for following Rule C6 and consulting with the Committee Chairperson.

W5. *Format for species Working Group reports.* The focus of species Working Groups is largely to understand the population dynamics of the concerned species in order to accurately assess stock condition. Sufficient understanding for conducting a stock assessment may not accumulate on a regular, predictable schedule for conducting a stock assessment on a regular basis. Species Working Group findings, therefore, may be progress reports for stretches of time before a "current" stock assessment is available. To maintain consistency among reports of species Working Groups and from one year to the next, the following is a recommended outline for Working Group reports destined for submission to the Committee. This outline may

be modified by the Committee to meet changing assignments and Working Group requirements.

A. Introduction
B. Review of Recent Fisheries (Description of recent developments and issues of fisheries.)
C. Fishery Statistics (Presentation of fishing area by gear, time series of landings or catches, catch-effort or CPUE trends, size composition and other biological statistics, e.g., sex ratio and by-catch.)
D. Review of Biological Studies (Research results from biological working papers and summary of comments by participants.)
E. Review of Stock Assessment Studies (Research results from stock assessment working papers and summary of discussion.)
F. Current Stock Status (If results of stock assessment studies provide a basis for an overall assessment of stock condition, conclusions on current stock condition, including relative to conventional acceptable biological reference points and uncertainty should be provided.)
G. Special Assignments. (Advice on assignments from the Committee, including scientific advice on potential biological consequences of fisheries management actions and natural events.)
H. Research Recommendations and Updated Work Plan (Recommendations should be reported by category, statistics, biological studies and stock assessment and focused for advancing understanding of the resource, particularly for more accurate stock assessments.)
I. Administrative Matters (A catch-all section for time and place for next meeting, acknowledgments, and discussion of other administrative matters.)
J. Adjournment

Findings, conclusions, and decisions of Working Groups are to be agreed by consensus; however, if reasonable efforts are made and fail to yield consensus, reports and findings may reflect opinions and the differing views. A research plan that would resolve or clarify the different views might also be proposed.

W6. *Format for the Statistical Working Group report.* The main focus of the Statistical Working Group is the collection of accurate fishery statistics, biological and other data in support of stock assessment research, and to coordinate timely exchange and reporting of those data. As such, Data Correspondents should serve on this Working Group. The following is a recommended outline for reports of the Statistical Working Group:

A. Introduction
B. Review of Data Requirements for Stock Assessment and Fishery Monitoring
C. Review of Data Collected and performances by Participants
D. Updating of Data Inventory and Depository
E. Review of Data Reporting Protocol (reporting schedule, data access and availability, data correspondence)
F. Conclusions, Recommendations and Updated Work Plan
G. Administrative Matters
H. Adjournment

Steering Group

The Steering Group is an ad hoc body consisting of the Committee Chairperson and Vice Chairperson, Chairpersons of the Working Groups and one to three experienced Committee scientists invited to serve by the Committee Chairperson. This Group is responsible for assisting the Committee Chairperson in planning, organizing and coordinating activities and meetings of the Committee and for providing advice to the Committee Chairperson on administrative matters that arise during the intercession period.

Attachment 1: Data Protocol -- Data Reporting and Exchange Requirements

Data Reporting and Exchange

The minimum data required for ISC fishery monitoring and resource assessment fall into three categories:

Category I: total annual catch (round weight by species) and total annual effort (active vessels by fishery);
Category II: catch-effort (summary of logbook data);
Category III: biological data, (size composition, length or weight frequencies, sex information).

CATEGORY I (Total annual catch and total annual effort):

Total annual (calendar year) catch in metric tons (round weight) should be reported by gear, species and country for fisheries in the North Pacific Ocean (north of the equator). When established, data should be reported by subarea. If round weight is estimated from processed weight, the conversion procedure is to be noted.

Total nominal effort in numbers of active vessels fishing should be reported by fishery, gear and vessel size category for fisheries in the North Pacific Ocean. As with catch, effort should be reported by subarea of the North Pacific Ocean. However, if effort cannot be reported by subarea or even for the North Pacific Ocean as a whole, effort should be reported for the smallest area available and the size of area noted. Vessel size categories to be used in reporting effort are:

Vessel/Gear	Vessel Category
Longline	1. Distant-water and 2. offshore (e.g., Chinese-Taipei) 1. Distant-water, 2. offshore, and 3. coastal (e.g., Japan)
Purse seine	1. large (>260 cubic meter carrying capacity; >~300 mt 2. small (<260 cubic meter carrying capacity; <~300 mt 1. distant-water, and 2. offshore (e.g., Japan)
Harpoon Troll, gill net, etc.	aggregated by type of gear

CATEGORY II (Catch-effort):

Catch and effort (from logbooks) data should be reported by country, gear, and month. For each fleet, the unit of effort, and temporal and spatial resolution, that are required are as follows:

Gear	By Month and area	Catch	Effort	Region
Longline	5x5 deg.	.no. or wt.	hooks (directed at all species)	entire Pacific
Purse seine	1x1 deg.*	wt.	days fishing (include searching)	entire Pacific
Troll	1x1 deg.	no.	days fishing (include searching)	North Pacific
Gill net	1x1 deg.	no.	tans or net-days	North Pacific
Harpoon	1x1 deg.	no.	days fishing	North Pacific
Handline	1x1 deg.	no.	Number of lines	North Pacific
Pole-and-line	1x1 deg.	no.	Number of poles/successful days	North Pacific
Other	1x1 deg.	no.	or wt. as needed	North Pacific

*5x5 degree data if 1x1 degree data are not practicable

CATEGORY III (Biological data):

Size composition (length or weight frequencies) and sex data (for swordfish, striped and blue marlins) should be reported for the same strata as required for Category II data. However, coarser spatial and temporal resolution may be substituted if the finer resolution can not be applied. Reporting of length-frequencies should be with intervals (bins) of 1 or 2 cm. Standard measurements are round weight for individual fish weighed fork length for tuna and shark and eye-fork length for billfish. If standard measurements are not used, actual sampling measurement units should be reported.

All size composition data should include notes on collection method, e.g. port sampled, observer sampled, fisherman sampled, etc. Accuracy of measurement should also be reported (e.g. to the nearest cm, next larger cm, nearest kg, etc.).

Data Access and Availability

Data in ISC databases that do not contain proprietary information should be made available to the general public in summary form. Category I data aggregated over the entire North Pacific will be considered public domain (PD) data and can be released to the public. The PD data will include the caveat that some discards are not included in the catch statistics.

Data provided for use and held by the ISC in whatever form remains the property of the individual contributors[1]. Release of these data to the general public is governed by the policies of the contributor.

Category I, Category II and Category III data contain proprietary information and therefore, shall be made available to only contributors and members of ISC working groups for use in the work of the Working Groups. They are not to be shared with non-members of the Working Groups.

Japan will be responsible for managing the central data depository and will designate a Data Administrator for implementing the ISC data access and availability guidelines. When a request for non-PD data is received from a member of the general public or an unauthorized person, the Data Administrator will obtain approval and conditions for release from the contributors of the specific data requested prior to release. A record of all requests received from the general public and the disposition of the request will be maintained and made available at each meeting of the ISC Plenary.

Requests for non-PD data by contributors for purposes other than ISC activities will be handled by the Data Administrator, following the same procedures delineated in the previous paragraph.

Besides the Data Administrator's role in maintaining proprietary data, each species Working Group may designate a data manager to assist in collecting and maintaining detailed data from Working Group participants and making these data available to Working Group member's for special studies. The ISC rules for handling of these data will apply (i.e., ownership rights, assess for specific purposes only, and honoring security procedures.)

While there is consensus among all contributors regarding the data access rules outlined above, there is concern that these rules may be changed at some point in the future without the consent of all contributors. It was agreed that the rules not be changed without consensus of all contributors or members.

Data Reporting Schedule

Each year, data correspondents will submit Category I, Category II, and Category III data to ISC on or **before July 1st.** Category I data are to be submitted to both the Data Administrator and Working Group Data Managers. Category II and III data are to be submitted to the respective Data Managers of the species Working Groups, e.g., logbook data, (Category II) for albacore fisheries are to be submitted to the ALBWG Data Manager. These annual data submissions will have two components:

(1) preliminary estimates of all available statistics from the previous year (Category I, Category II and Category III data); and

[1] As used here and throughout this report, "Contributors" are all ISC participants who have provided data to ISC for inclusion in its database.

(2) all available updates of Category I, Category II, and Category III data from all earlier years.

Category II longline fisheries contain catches of many different species and each species is of interest to a different species Working Group. Standardization and validation of the data, especially fishing effort, should be performed once rather than by each species Working Group independently. The STATWG will coordinate this task with involvement of experts from the species Working Groups.

INSTRUCTIONS TO DELEGATIONS ON REPORTS

Report on Fishery Monitoring and Research.

Each ISC voting member prepares and submits an annual report on its activities for the past year in fishery monitoring and research on North Pacific highly migratory species (HMS). Reporting on fishery monitoring should include a brief description of principal North Pacific HMS fisheries that were monitored and any new developments that might have affected the operations and catch of the fisheries. Fisheries data collected (e.g., logbooks, landings, number of fishing vessels, size composition of catches, biological samples, etc.) should be noted, including a description of how they were collected (e.g., observers, port sampling, research vessel, etc.). The data should be summarized, e.g., annual catch (in tones) by species and gear, number of vessels by gear and size category, and average size of fish caught by species and fishery for the entire North Pacific Ocean, north of the equator. Catches of HMS species caught by all monitored fisheries, for the most recent year and back ten years or since the start of the fishery, are to be reported in a table by species, gear and year. Of particularly interest for ISC stock assessments are catches of Pacific bluefin tuna, *Thunnus orientalis,* swordfish, *Xiphias gladius, a*lbacore, *T. alalunga,* striped marlin, *Tetrapturus audax,* and blue marlin, *Makaira nigricans,* and for general fisheries performance, catches of yellowfin tuna, *T. albacares,* bigeye tuna, *T. obesus,* and skipjack tuna, *Katsuwonus pelamis.* Catches of bycatch species should also be reported, particularly back marlin, *M. indica,* sailfish, *Istiophorus platypterus,* shortbill spearfish, *Tetrapterus angustirostris,* blue shark, *Prionace glauca,* pelagic thresher shark, *Alophias pelagicus,* bigeye thresher shark, *A. superviliosus,* shortfin mako shark, *Isurus oxyrinchus.*, sea turtles and sea birds.

For reporting on research activities, a brief summary of activities undertaken during the past year and their results should be provided. Of particular interest are activities and results that contribute to improving the collection of fishery statistics (e.g., coverage rate and size composition sampling), improving understanding of biological parameters, or discoveries of fish behavior, migration and stock assessment methods.

MEMORANDUM OF UNDERSTANDING BETWEEN
THE COMMISSION FOR THE CONSERVATION AND MANAGEMENT OF HIGHLY MIGRATORY FISH STOCKS IN THE WESTERN AND CENTRAL PACIFIC OCEAN
AND
THE INTERNATIONAL SCIENTIFIC COMMITTEE FOR TUNA AND TUNA-LIKE SPECIES
IN THE NORTH PACIFIC OCEAN

Recognizing that, *inter alia*, the Commission for the Conservation and Management of Highly Migratory Fish Stocks in the Western and Central Pacific Ocean (hereinafter referred to as "the WCPF Commission"):

- Adopts measures to ensure long-term sustainability of highly migratory fish stocks in the Convention Area and promote the objective of their optimum utilization;

- Ensures that such measures are based on the best scientific evidence available and are designed to maintain or restore stocks at levels capable of producing maximum sustainable yield, as qualified by relevant environmental and economic factors, including the special requirements of developing States in the Convention Area, particularly small island developing States, and taking into account fishing patterns, the interdependence of stocks and any generally recommended international minimum standards, whether sub regional, regional, or global;

- Assesses the impacts of fishing, other human activities and environmental factors on target stocks, non-target species, and species belonging to the same ecosystem or dependent upon or associated with the target stocks;

- Collects and shares, in a timely manner, complete and accurate data concerning fishing activities on, inter alia, vessel position, catch of target and non-target species and fishing effort, as well as information from national and international research programs;

- Establishes a committee, which shall be called the Northern Committee, to make recommendations on the implementation of such conservation and management measures as may be adopted by the Commission for the area north of the 20 parallel of north latitude and on the formulation of such measures in respect of stocks which occur mostly in this area;

- Enters into administrative and financial arrangements as required to utilize scientific services for the purpose of providing information and advice on the fishery resources covered by its Convention and related matters that may be relevant to the conservation and management of those resources and, in order to carry out its functions in a cost-effective manner, shall, to the greatest extent possible, utilize the services of existing regional organizations and shall consult, as appropriate, with any other fisheries management, technical or scientific organization with expertise in matters related to the work of the Commission; and

- Establishes a committee (the Scientific Committee) to ensure that the Commission obtains for its consideration the best scientific information available through review of research results, encouraging and promoting cooperation in scientific research and assessing status of target or non-target stocks of interest.

Recognizing that the International Scientific Committee for Tuna and Tuna-like Species in the North Pacific (hereinafter referred to as "the ISC"):

- Enhances scientific research and cooperation for conservation and rational utilization of the species of tuna and tuna-like fishes which inhabit the North Pacific Ocean during a part or all of their life cycle;

- Creates the scientific groundwork, if at some point in the future, it is decided to create a multilateral regime for the conservation and rational utilization of these species in this region;

- Establishes a central database to support the scientific research of the ISC and continues to consider establishing a permanent Secretariat;

- Establishes subsidiary Working Groups to perform the significant scientific work of the ISC.

The Commission of the WCPFC and the ISC, the participants to this Memorandum of Understanding ("MOU"), have therefore reached the following understanding.

Part I: Provision of Scientific Advice

- The Northern Committee may request from the ISC scientific information and advice regarding fish stocks (generally those stocks occurring mostly north of the 20º parallel of north latitude; see Annex 1) for response prior to each meeting of the Northern Committee. This formal request will be transmitted expeditiously to the ISC. The Commission will, if requested, provide data necessary for the scientific analysis to be conducted by the ISC.

- The ISC will provide requested scientific information and advice in accordance with this MOU one (1) month before the annual meetings of the Northern Committee. ISC will also provide the requested scientific information and advice to the Commission and the Scientific Committee. This scientific information and advice will follow the standard presented in Annex 2 for standard (recurring) requests or as mutually agreed upon for special requests (see also Part III below).

- The ISC will provide its normal Committees and Working Group reports, prepared under the Rules and Procedures for the Conduct of the ISC Committee and Subsidiary Bodies, including relevant background reports, directly to the Northern Committee, the Commission, and the Scientific Committee.

- ISC scientific information and advice will be presented at the annual meeting of the Northern Committee and the Scientific Committee, and may be presented to the Commission by the Chair of the ISC, or a designate, and advisors from the ISC Working Groups, as appropriate. The participation costs of the ISC Chair, or designate, and advisers from the ISC Working Groups will be borne by the Member Governments of the ISC Chair and Working Group advisors.

Part II: Framework for Mutual Cooperation

Participants to this MOU will:

- Encourage reciprocal consultations and regular contacts on matters of common interest regarding scientific research on highly migratory tuna and tuna-like resources;

- Regularly exchange relevant meeting reports, information, project plans, documents, and publications regarding matters of mutual interest; and

- Routinely exchange fishery data, in accordance with the rules and procedures for data confidentiality adopted by each organization, to minimize duplicative data collection efforts and enhance fishery monitoring and stock assessment through the use of common data sources.

The Executive Director of the Commission, or designate, including the Chair of the Northern Committee and Chair of the Scientific Committee, will be invited to observe the plenary meetings of the ISC and its Working Groups. The Chair of the ISC, or designate, will be invited to observe the annual meetings of the Commission and meetings of the Northern Committee and Scientific Committee, as well as other subsidiary bodies, as appropriate. The costs of participation will be borne by each Organization respectively.

Part III: Finance

- ISC will provide its normal reports and the reports of its Working Groups, as well as standard (recurring) scientific information and advice, without cost to the Commission.

- The Commission will pay, as mutually decided, costs for special scientific advice requested by the Commission.

Part IV: General Administrative Arrangements

- This MOU becomes effective upon the date of signature of the responsible representatives in both the Commission and ISC.

- This MOU may be modified by written consent of both Commission and ISC and signed by the responsible representative in each organization. The modified MOU becomes effective upon the date of signature of both the responsible representatives of the Commission and ISC.

- If any dispute should arise between the Commission and ISC on the operation of this MOU, both will make every effort to resolve the dispute themselves, or if necessary, by utilizing a mutually decided arbiter.

- Either Commission or ISC may terminate this MOU by providing 30 days written notice to the other of its intention to withdraw from this MOU. Upon termination of the MOU, any funds provided for special, typically non-recurring, scientific advice shall be refunded to the Commission (see Part III above).

- A full review of the terms and operation of the MOU and its Annexes will be conducted as soon as practicable after the first full 12 months of operation following its signature by the Commission and the ISC and subsequently every three years.

Part V: Signature
Signed on behalf of the Commission for the Conservation and Management of Highly Migratory

ISC Plenary Meetings

First Meeting, May 7-10, 1996, Tokyo, Japan

Second Meeting, January 20-23, 1999, Honolulu, Hawaii, USA

Third Meeting, January 28-30, 2002, Nagasaki, Japan

Fourth Meeting, February 2-4, 2004, Honolulu, Hawaii, USA

Fifth Meeting, March 28-30, 2005, Tokyo, Japan

Sixth Meeting, March 23-27, 2006, La Jolla, California, USA

Seventh Meeting, July 25-30, 2007, Busan, Korea

Eighth Meeting, July 22-27, 2008, Takamatsu, Japan