



## **ANNEX 13**

*20<sup>th</sup> Meeting of the  
International Scientific Committee for Tuna  
and Tuna-Like Species in the North Pacific Ocean  
Held Virtually  
July 15-20, 2020*

## **REPORT OF THE STATWG WORKSHOP**

**July 2020**

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*Annex 13***REPORT OF THE STATISTICS WORKING  
GROUP**

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

**1.0 Opening of Meeting**

The Statistics Working Group (STATWG) meeting was held July 7, 2020 via teleconference prior to the 20<sup>th</sup> meeting of the ISC Plenary. The STATWG Interim Chair, Jon Brodziak opened the meeting and welcomed participants from Canada, Chinese Taipei, Japan, Korea, USA, and the WCPFC (Attachment 1). In support of the STATWG, Kirara Nishikawa continued to fulfill the roles of both the ISC Data Administrator (DA) and ISC Webmaster.

The agenda for the STATWG intersessional meeting was considered and adopted (Attachment 2). A data revision working paper from Japan for 2020 was reviewed at the meeting (Attachment 3). A working paper outlining a draft non-disclosure agreement for sharing confidential ISC stock assessment information was also reviewed at the meeting (Attachments 3 and 5).

**2.0 Review of STATWG Work****2.1 Status of STATWG Work Plan**

The DA reviewed the STATWG work plan for 2019-2020 adopted at ISC19 (Attachment 4) and commented on the status of each item. It was reported that seven of the eleven items of the work plan were completed in the past year. The items that were not completed include:

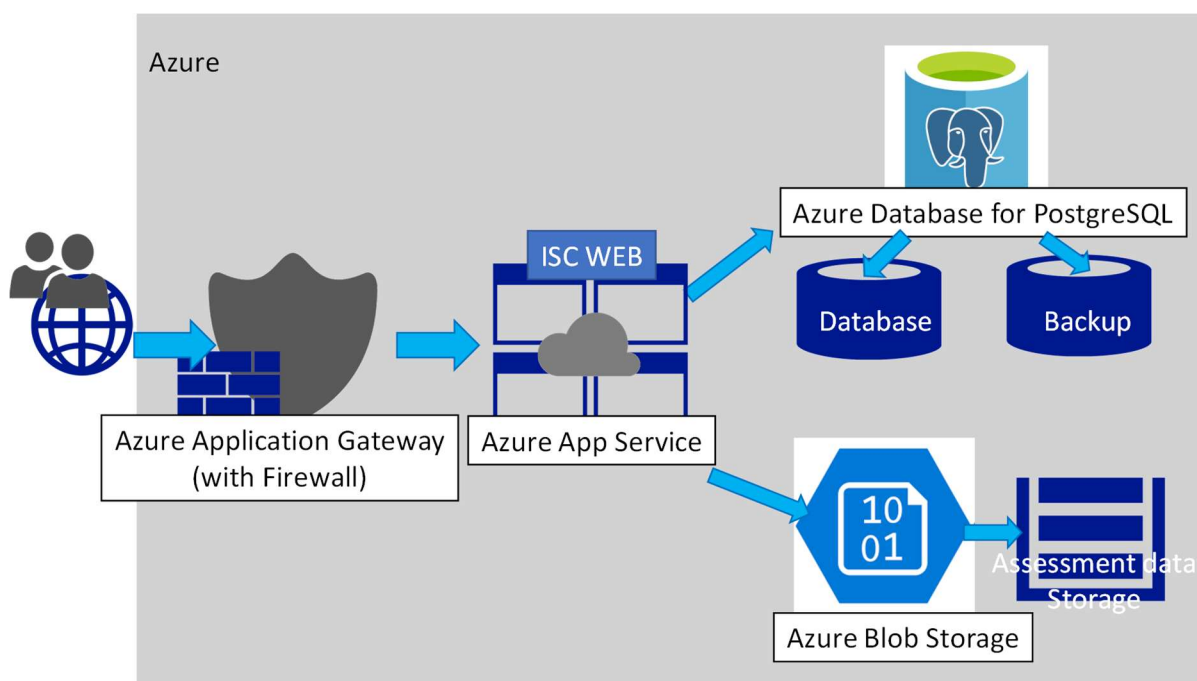
- (1) The DA will continue to distribute Member's metadata by March 30, 2020. The Data Correspondents will review and update their metadata by July 1, 2020 prior to the ISC20 Plenary, and the metadata will be published on the ISC researcher's website by August 31, 2020.
- (2) The DA will request any ISC database modifications recommended by the STATWG to the database contractor after the transfer to the new server by March 2020. These modifications include the implementation of controlled access space for the WGs to share files during their work processes. The DA will revise and update the User's Guide for Online Data Submission with the rules for using the controlled access space recommended by the

STATWG and distribute to the Data Correspondents and Working Group Chairs by December 31, 2020. The DA will conduct training as necessary.

- (3) The DA and Chair of the STATWG will develop error-checking protocols to be used to post-data submission by Data Correspondents to confirm the quality of the data in the database. This protocol will be reviewed by the STATWG at ISC21.
- (4) The DA's contact information will be added to the website for external parties to request stock assessment files. In addition, a form will be developed for these requests.

## 2.2 Report on ISC Data Systems

The DA provided a report on the status of the ISC data systems as of July 2020. The DA noted that the server housing the ISC database is scheduled to be closed down at the end of February 2021 and that the transfer of the ISC database to the new server was successfully completed. The DA described the configuration of the ISC website and database on the new server (Figure 1).



**Figure 1.** Schematic diagram of ISC website on new Azure cloud server.

The DA also described the technical specifications of the new ISC server, which included:

Service Provider - Microsoft Azure Cloud Server

- Operating System - Linux (Premium V2)
- Programming Language - PHP
- Storage for Database – 200 GB (+200 GB of backup storage)
- Storage for Assessment Data – 300 GB
- Domain Name – Same as Old Server (<https://isc.dc.affrc.go.jp/>)
- Server Security - Web Application Firewall

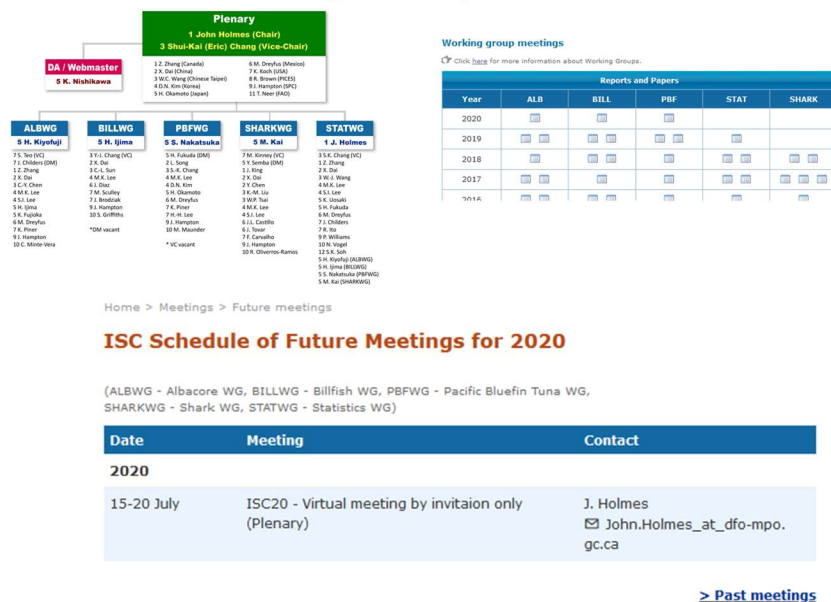
The STATWG noted that the new secure server configuration was a substantial improvement over the old server and thanked the DA for coordinating the successful transfer of the ISC database to the new server.

## **2.3 Report on ISC Website**

The Webmaster provided a report on the status of the ISC website as of July 2020. The Webmaster noted that there were two major improvements to the ISC website. These were:

- (1) Regular information updates. The website now incorporates regular updates to information on the ISC meeting schedule, news, and Working Group papers (Figure 2).

## Regular updates



**Figure 2.** Regular updates to the ISC website as of July 2020.

- (2) Updated fishery statistics. The updated ISC fishery statistics include graphs of historical catches by country and gear along with an update of the ISC public domain data and the publication of ISC data inventory (Figure 3).

Home > Fisheries statistics

## Fisheries statistics

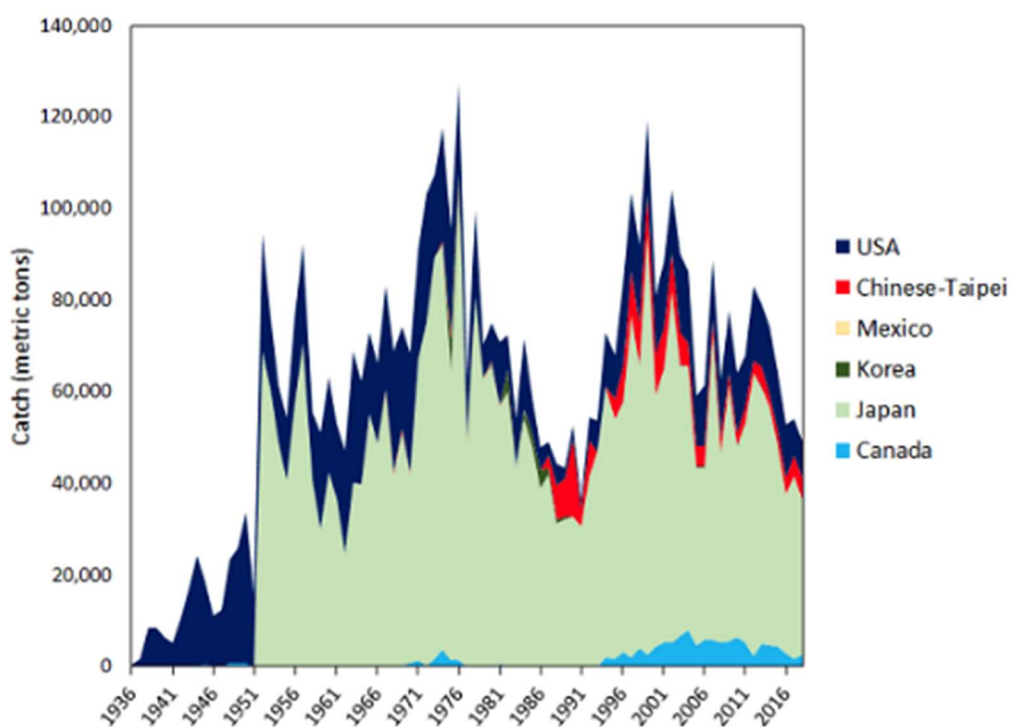
### The reported total annual landings

The total annual landings for four species which ISC has been conducting stock assessment. The statistics are updated annually after plenary meeting which is conducted in July.

Following graphs show the reported total annual landings by ISC members and by gears for albacore, Pacific bluefin tuna, striped marlin, and swordfish.

[→ Download the original data of "ISC19 Annual Catch Table"](#)

### [Annual catches by countries]



**Figure 3.** Updated ISC fishery statistics available on the ISC website.

Last, the Webmaster noted that the ISC researcher's website has also been moved to the new server and the STATWG considered this to be an improvement that will help foster collaborative research efforts.

### 3.0 Review of ISC Members Statistics

#### 3.1 Data Submission Condition

The DA reviewed 2019 data submissions for Category Ic, Ie, II, and III, by member country and by gear. Data submissions are due by June 1 annually, followed by metadata updates and submissions on July 1 annually. As in previous years, China did not submit data to the

ISC but its data can be obtained from the Inter-American Tropical Tuna Commission (IATTC) and the Western and Central Pacific Fisheries Commission (WCPFC). All other

Member countries submitted their data by June 1, 2020, except Korea, which submitted late (Tables 1, 2, and 3). Korea indicated in the meeting that they would provide the data before the Plenary meeting. Some discrepancies were noted in the reported submissions of data by gear so the STATWG requested that the DA distribute the summary tables to each member for confirmation of the data they submitted prior to the end of the ISC20 Plenary meeting.

**Table 1.** Report card of 2019 ISC data submission by data category (CAT) and by country (CAN is Canada, CHN is China, JPN is Japan, KOR is Korea, MEX is Mexico, TWN is Chinese Taipei, USA is United States of America).

Member	CAT Ic	CAT Ie	CAT II	CAT III
CAN				
CHN				
JPN				
KOR				
MEX				
TWN				
USA				
	On Time and Complete			
	Submitted Late but Complete			
	Not Provided			
	On Time but Incomplete and/or not in ISC format			
	Submitted Late and Incomplete and/or not in ISC format			

#### ISC Gear Codes\*

Code	Gear	Name	LX	Hook-and-line	Hooks and lines (not specified)
FPN	Set-net	Stationary uncovered pound nets	MIS	Other gears	Miscellaneous gear
GND	Gill-net	Driftnets	NK	Not specified	Gear not known or not specified
GN	Gill-net	Unspecified Gill-net	PS	Purse-seine	Supporting nets with purse lines (purse-seine)
HAR	Harpoon	Harpoons	RG	Sport	Recreational fishing gears
LH**	Handline	Handline gear	TX	Trawl	Trawl (not specified)
LLD	Longline	Drifting longlines			
LP**	Pole-and-line	Pole-and-line			
LTR	Troll	Trolling lines			

\* FAO 1999. Definition and classification of fishing gear categories. FAO Fish. Tec. Pap. 222 Rev.1.

\*\* IATTC code.



**Table 2.** Status of 2019 ISC data submission by data category, country and gear. During the STATWG review of this table, some discrepancies were identified. These discrepancies will be corrected by the end of ISC20 prior to publication of this report on the ISC website.

Submitted in 2020( by 2020/07/14)														
Country	Category	Gear												
		FPN	GN	GND	HAR	LH	LLD	LP	LTR	LX	MIS	PS	RG	TX
CAN	1c								★					
	1e								★					
	2								★					
	3								★					
CHN	1c													
	1e													
	2													
	3													
JPN	1c	★		★			★	★	★		★	★		
	1e						★	★	★			★		
	2						★	★				★		
	3			★	★		★	★						
KOR	1c	★					★					★		★
	1e						★					★		
	2						★					★		
	3						★					★		
MEX	1c											★		
	1e											★		
	2											★		
	3											★		
TWN	1c	★	★		★		★				★	★		
	1e						★					★		
	2						★					★		
	3						★					★		
USA	1c			★	★	★	★		★	★	★	★	★	
	1e			★	★	★	★		★	★		★		
	2				★		★		★	★			★	
	3						★		★				★	

**Table 3.** Status of submission of 2017-2019 data, by data category, country and gear. During discussion of this table at the STATWG meeting, some discrepancies were identified for correction by the end of ISC20 and prior to publication of this report on the ISC website.

Year	Country	Category	Gear													
			FPN	GN	GND	HAR	LH	LLD	LP	LTR	LX	MIS	NK	PS	RG	TX
2017	CAN	1c								★						
2018	CAN	1c								★						
2019	CAN	1c								★						
2017	CHN	1c														
2018	CHN	1c														
2019	CHN	1c														
2017	JPN	1c	★		★			★	★	★		★	★	★		
2018	JPN	1c	★		★			★	★	★		★	★	★		
2019	JPN	1c	★		★			★	★	★		★		★		
2017	KOR	1c	★					★						★		★
2018	KOR	1c	★					★						★		★
2019	KOR	1c	★					★						★		★
2017	MEX	1c												★		
2018	MEX	1c												★		
2019	MEX	1c												★		
2017	TWN	1c	★	★		★		★				★		★		
2018	TWN	1c	★	★		★		★				★		★		
2019	TWN	1c	★	★		★		★				★		★		
2017	USA	1c			★	★	★	★		★	★	★		★	★	
2018	USA	1c			★	★	★	★		★	★	★		★	★	
2019	USA	1c			★	★	★	★		★	★	★		★	★	

Table 3. Continued.

Year	Country	Category	Gear													
			FPN	GN	GND	HAR	LH	LLD	LP	LTR	LX	MIS	NK	PS	RG	TX
2017	CAN	1e								★						
2018	CAN	1e								★						
2019	CAN	1e								★						
2017	CHN	1e														
2018	CHN	1e														
2019	CHN	1e														
2017	JPN	1e						★	★	★				★		
2018	JPN	1e						★	★	★				★		
2019	JPN	1e						★	★	★				★		
2017	KOR	1e						★						★		
2018	KOR	1e						★						★		
2019	KOR	1e						★						★		
2017	MEX	1e												★		
2018	MEX	1e												★		
2019	MEX	1e												★		
2017	TWN	1e						★						★		
2018	TWN	1e						★						★		
2019	TWN	1e						★						★		
2017	USA	1e			★	★	★	★		★	★			★		
2018	USA	1e			★	★	★	★		★	★			★		
2019	USA	1e			★	★	★	★		★	★			★		

Table 3. Continued.

Year	Country	Category	Gear	FPN	GN	GND	HAR	LH	LLD	LP	LTR	LX	MIS	NK	PS	RG	TX
2017	CAN	2									★						
2018	CAN	2									★						
2019	CAN	2									★						
2017	CHN	2															
2018	CHN	2															
2019	CHN	2															
2017	JPN	2							★	★					★		
2018	JPN	2							★	★					★		
2019	JPN	2							★	★					★		
2017	KOR	2							★						★		
2018	KOR	2							★						★		
2019	KOR	2							★						★		
2017	MEX	2													★		
2018	MEX	2													★		
2019	MEX	2													★		
2017	TWN	2							★						★		
2018	TWN	2							★						★		
2019	TWN	2							★						★		
2017	USA	2			★	★			★		★					★	
2018	USA	2			★	★			★		★	★				★	
2019	USA	2				★			★		★	★				★	

**Table 3.** Continued.

Year	Country	Category	Gear													
			FPN	GN	GND	HAR	LH	LLD	LP	LTR	LX	MIS	NK	PS	RG	TX
2017	CAN	3								★						
2018	CAN	3								★						
2019	CAN	3								★						
2017	CHN	3														
2018	CHN	3														
2019	CHN	3														
2017	JPN	3			★			★	★							
2018	JPN	3			★			★	★							
2019	JPN	3			★	★		★	★							
2017	KOR	3						★						★		
2018	KOR	3	★	★				★						★		★
2019	KOR	3	★					★						★		
2017	MEX	3												★		
2018	MEX	3														
2019	MEX	3												★		
2017	TWN	3						★						★		
2018	TWN	3						★						★		
2019	TWN	3						★						★		
2017	USA	3						★		★					★	
2018	USA	3						★		★					★	
2019	USA	3						★		★					★	

### 3.2 Metadata and Data Collection System

The DA reviewed metadata submissions by member countries. Currently Canada, Chinese Taipei, Korea, Japan, and USA have submitted their metadata. The metadata are scheduled to be published on August 1, 2020.

The contents of metadata table were reviewed during the meeting. Explanatory notes were requested to clarify the interpretation of some metadata. For example, it was noted that ranking of data quality was provided by reporting country, potentially using different criteria, and therefore data quality is not a suitable way to compare data among member countries. STATWG members requested that the DA circulate the metadata table to National Data Correspondents for correction and confirmation prior to publishing the table on the ISC researcher's website.

### 3.3 Total Catch Tables

STATWG members requested that the DA distribute this table to National Data Correspondents for confirmation and explanation of the discrepancies before the end of ISC20 Plenary meeting as authoritative catch figures will be included in the ISC20 Plenary report.

### 3.4 Data Revision Report of Japan

After June 1, 2019, Japan revised the catch in weight (mt) data “Category 1c” including catch for swordfish for 1951-2018, striped marlin for 1951-2018, blue shark for 1994-2019 and shortfin mako for 1994-2019, and catch-effort data “Category 2” including catch-effort data for coastal longline fishery in 2014 (ISC20/STATWG/WP-01). The revisions were necessary because of changes to the report species catches by the gear category “longline-others” to improve consistency of interpretation and because of improved methods methodologies for estimating catches of sharks were developed. These methods and the resulting catches have been reviewed and approved by the Shark WG. It was noted that Japan provided a table showing the percent changes in catch by species, in addition to weight of changes, and Japan agreed to this suggestion. The STATWG recommends that the ISC20 Plenary approve the data revisions submitted by Japan.

## 4.0 Review of Issues Relating to Species Working Groups

### 4.1 Species Working Group Needs

The STATWG noted that the species Working Groups requested some clarification on the treatment of stock assessment updates conducted between benchmark stock assessments from the Plenary. It was noted that some requested assessment updates may not be specifically used to update stock status or to provide formal management advice but instead are requested to provide auxiliary information on the impacts of new data. In this case, it was suggested that the term “update” might not be the best way to characterize the results of the work.

### 4.2 Archive of Stock Assessment Reports

The DA presented the status of submission of stock assessment files that are due to be submitted by November 1 each year (Figure 4). These data files include input data, control files, input data files, and related various model runs completed for each species assessment. The STATWG discussed the accessibility of these data files on the ISC researcher’s website. The DA reported that currently only species Working Group chairs, members, and the DA have access to the respective species Working Group pages on the website. There was extended discussion on making these data available to external data requesters. A draft non-disclosure or confidentiality agreement was developed in 2020 for sharing with parties external to the ISC, as some of the data held by Working Groups are confidential (Attachment 5). The STATWG agreed that a standard protocol for sharing confidential ISC stock assessment information needs to be established and this task was added to the STATWG 2020-2021 work plan.

**Figure 4.** The data submission status of stock assessment files by the ISC species Working Groups from 2017 to 2020.

	ALBWG	BILLWG			PBFWG	SHARKWG	
	ALB	SWO	MLS	BUM	PBF	BSH	SMA
2017							
2018							
2019							
2020							
	Stock assessment was done, and stock assessment files will be submitted by November 2020.						
	Stock assessment was done, and stock assessment files were submitted.						

The STATWG also discussed the issue of whether the stock assessment modeling and data files from assessment updates needed to be archived in the ISC database. The species WG Chairs agreed that benchmark stock assessment information needed to be archived but there were some reasons to consider not archiving an assessment update if it was not intended or going to be used to characterize stock status. The issue was resolved by consensus that it would be simplest and most appropriate to archive a stock assessment update if the results of the update were used to provide new information on stock status and to provide management advice.

#### 4.3 Draft Non-Disclosure Agreement for Stock Assessment Data and Modeling Files

The STAWG Chair presented the draft non-disclosure agreement (NDA) for confidential ISC stock assessment data and modeling files to the STATWG (Attachment 5). The Chair noted that the draft NDA was a template for a contract between the two parties that outlines confidential data that the parties wish to share for a specified scientific purpose but that the ISC wishes to restrict access to. The Chair emphasized that the template would need to be modified for specific applications. It was discussed who would be responsible for modifying the NDA for specific applications and the STATWG noted that this issue would need to be resolved to implement a standard protocol for sharing confidential data through an NDA. Overall, the STATWG agreed that the draft NDA represented a positive step forward towards developing a formal confidential data sharing protocol. It was also agreed by consensus of the STATWG members and species Working Group Chairs to forward the draft NDA to the ISC20 Plenary for review.

## 5.0 Other Statistics and Database Issues

Given the new ISC web server, the STATWG suggestion in 2019 to create a file-sharing space in ISC researcher's website for species WG can now be accomplished. Considering the need and convenience for WG to have a confidential file-sharing space for meeting participants, the STATWG agreed that creating a specific working and file-sharing space for each species WG was appropriate. This would be done subject to the following conditions: (1) any files uploaded to the working space must be relevant to WG under Chair of WG's decision; (2) the Chair of WG needs to confirm annually that uploaded files are still necessary, and remove them when they are no longer required; and (3) the file-

sharing space will be accessible only to members of the WG.

## **6.0 Future Work Plan and Recommendations**

### **6.1 Function of STATWG and Future Work Plan**

STATWG members agreed there is an ongoing need for the STATWG with functions of (1) maintaining the ISC database and the quality of data submitted by members; (2) maintaining the proper function of ISC website; and (3) internal data sharing and developing protocols for answering external data requests. Although these functions were partially performed by the DA, the STATWG is responsible for overseeing these functions and providing a link to the ISC Plenary as well as recommending appropriate actions when needed, with collective efforts by all members and chairs of all species WGs.

STATWG members developed the following work plan for 2020-2021:

1. The DA will continue to distribute the ISC data inventory for Category I, II, and III to ISC Data Correspondents for review by September 30, 2020. The DA will then distribute the ISC data inventory to Chairs of the species Working Groups by October 15, and publish on the ISC website by October 31, 2020.
2. The DA will continue to archive stock assessment files from all 2019-2020 ISC assessments, which are required to be submitted by Chairs of species Working Groups by November 1, 2020.
3. After the Data Correspondents have reviewed and updated their metadata prior to the ISC20 Plenary, this metadata will be published on the ISC researcher's website by August 31, 2020. For 2020-2021, the DA will continue to distribute Member's new metadata by March 30, 2021. The Data Correspondents will review and update their new metadata by July 1, 2021 prior to the ISC21 Plenary, and this new metadata will be published on the ISC researcher's website by August 31, 2021.
4. The DA will complete the transfer of the ISC database and will provide any recommended database modifications to the database contractor for the new server by December 202. The closure of the old server will be completed by February 28, 2021.
5. Modifications to the ISC Data System in 2020-2021 will include the implementation of controlled access space for the WGs to share files during their work processes. The DA will revise and update the User's Guide for Online Data Submission with the rules for using the controlled access space on the new ISC collaborative research project database and research website. This revised information will be distributed to the Data Correspondents and Working Group Chairs by December 31, 2021. The DA will conduct training as necessary.
6. The DA and the Chair of STATWG will annually review the responsibilities, duties and deliverables of the DA to ensure that they are accurate and practical, and revise them as necessary.
7. The DA and Chair of the STATWG will develop error-checking protocols to be used to



post-data submission by Data Correspondents to confirm the quality of the data in the database. This protocol will be reviewed by the STATWG at ISC21.

8. The STATWG will pursue harmonizing the ISC data submission formats with those used by the WCPFC and the IATTC.
9. The STATWG Steering Group will hold an intersessional meeting or conference call/webinar January 2021 to conduct work to complete this work plan.
10. The STATWG Chair, Vice-Chair and other interested parties will continue to develop a non-disclosure agreement for data sharing requests. This non-disclosure agreement will incorporate comments from ISC20 and will be reviewed at the next STATWG meeting. A standard operating protocol will be developed to handle data sharing requests, which will include ISC point of contact information.

## **6.2 Recommendations to the Plenary**

1. The STATWG recommends that the DA turn the old server off after ISC20.
2. The STATWG recommends approval of the data revisions to Blue Shark, Shortfin Mako Shark, Swordfish and Striped Marlin catches presented by Japan in 2020.
3. The STATWG recommends that Species WG chairs review the Species pages and update information, if necessary, to improve the utility and information content. It is also recommended that links to Albacore and Pacific Bluefin Management Strategy Evaluation (MSE) meeting documents be updated on their respective species webpages as needed.
4. The STATWG recommends that the ISC20 discuss the development of a standard protocol for sharing confidential stock assessment files with external parties and provide guidance to the STATWG on this matter. It is expected that this protocol would include a non-disclosure agreement and rules governing the process and use of shared files.
5. It is recommended that the STATWG hold a face-to-face meeting to complete its work for 2020-2021 and that this meeting be scheduled for 1.5 days in advance of the ISC21 Plenary.
6. It is recommended there is an ongoing need for the STATWG with functions of
  - (1) Maintaining the ISC database and the quality of data submitted by members
  - (2) Maintaining the proper function of ISC website
  - (3) Supporting internal data sharing and developing protocols for external requests for sharing confidential ISC data.

## **7.0 Administrative Matters**

### **7.1 Election of Chair and Vice Chair**

The STATWG held an election for Chair. The Interim Chair was nominated to serve as Chair but he informed the STATWG that he could not accept or reject the nomination at this time.

The STATWG also held an election for Vice Chair. Sung Il Lee of Korea was nominated to

serve as Vice Chair and was elected by the STATWG to serve a 3-year term.

## **7.2 Update of Organization Chart**

The organization chart of the STATWG (Attachment 5) was reviewed and updated. The updates were:

- (1) Sung Il Lee replaces Eric Chang as Vice Chair
- (2) Yuhong Gu replaces John Childers for USA
- (3) Jung-Hyun Lim replaces Mi Kyung Lee for Korea

The Interim Chair also noted that the next STATWG meeting is planned to be held prior to ISC21 for one and a half days in July 2021, at a time and place to be determined.

## **8.0 Adjournment**

The meeting of the ISC STATWG was adjourned at approximately 16:00 on July 7, 2020.

## Attachment 1

## LIST OF PARTICIPANTS

**Canada**

Zane Zhang  
Fisheries and Ocean Canada  
Pacific Biological Station  
3190 Hammond Bay Road  
Nanaimo, B.C. , Canada V9T 6N7  
[zane.zhang@dfo-mpo.gc.ca](mailto:zane.zhang@dfo-mpo.gc.ca)

**Chinese-Taipei**

Weijen Wang  
Overseas Fisheries  
Development Council  
3F. No. 14, Wenzhou St. Da'an Dist.  
Taipei, 106 Taiwan  
[weijen@ofdc.org.tw](mailto:weijen@ofdc.org.tw)

**Japan**

Shuya Nakatsuka  
National Research Inst. of Far Seas Fisheries  
5-7-1 Orido, Shimizu  
Shizuoka, 424-8633 Japan  
[snakatsuka@fra.affrc.go.jp](mailto:snakatsuka@fra.affrc.go.jp)

Hiromu Fukuda  
National Research Inst. of Far Seas Fisheries  
5-7-1, Orido, Shimizu  
Shizuoka, 424-8633 Japan  
[fukudahiromu@affrc.go.jp](mailto:fukudahiromu@affrc.go.jp)

Hiroataka Ijima  
National Research Inst. of Far Seas Fisheries  
5-7-1 Orido, Shimizu  
Shizuoka, 424-8633 Japan  
[ijima@affrc.go.jp](mailto:ijima@affrc.go.jp)

Mikihiko Kai  
National Research Inst. of Far Seas Fisheries  
5-7-1 Orido, Shimizu  
Shizuoka, 424-8633 Japan  
[kaim@affrc.go.jp](mailto:kaim@affrc.go.jp)

Kirara Nishikawa  
5-7-1, Orido, Shimizu  
Shizuoka, 424-8633 Japan  
[kiraranishi@fra.affrc.go.jp](mailto:kiraranishi@fra.affrc.go.jp)

Hidetada Kiyofuji  
National Research Inst. of Far Seas Fisheries  
5-7-1 Orido, Shimizu  
Shizuoka, 424-8633 Japan  
[hkiyofuji@affrc.go.jp](mailto:hkiyofuji@affrc.go.jp)

Koji Uosaki  
National Research Inst. of Far Seas Fisheries  
5-7-1, Orido, Shimizu  
Shizuoka, 424-8633 Japan  
[uosaki@fra.affrc.go.jp](mailto:uosaki@fra.affrc.go.jp)

**Republic of Korea**

Sung Il Lee  
National Institute of Fisheries Science  
216 Gijanghaeanro, Gijang-Eup,  
Gijang-gun, Busan 46083, Korea  
[k.sungillee@gmail.com](mailto:k.sungillee@gmail.com)

Mi Kyung Lee  
National Institute of Fisheries  
Science 216 Gijanghaeanro, Gijang-  
Eup, Gijang-gun, Busan 46083,  
Korea [ccmklee@korea.kr](mailto:ccmklee@korea.kr)

Jung-Hyun Lim  
National Institute of Fisheries Science  
216 Gijanghaeanro, Gijang-Eup,  
Gijang-gun, Busan 46083, Korea  
[jhlml1@korea.kr](mailto:jhlml1@korea.kr)

**United States of America**

Russell Ito  
NOAA NMFS PIFSC  
1845 Wasp Boulevard, Bldg. #176  
Honolulu, Hawaii, 96818 USA  
[Russell.Ito@noaa.gov](mailto:Russell.Ito@noaa.gov)

Yuhong Gu  
NOAA NMFS SWFSC  
8901 La Jolla Shores Drive  
La Jolla, CA, 92037 USA  
[Yuhong.Gu@noaa.gov](mailto:Yuhong.Gu@noaa.gov)

Jon Brodziak  
NOAA NMFS PIFSC  
1845 Wasp Boulevard, Bldg. #176  
Honolulu, Hawaii, 96818 USA  
[Jon.Brodziak@noaa.gov](mailto:Jon.Brodziak@noaa.gov)

**WCPFC**

Peter Williams  
SPC, Oceanic Fisheries Programme  
BP D5, Noumea 98848  
New Caledonia  
[peterw@spc.int](mailto:peterw@spc.int)

**ISC Office of the Chair**

Shui-Kai (Eric) Chang  
ISC Vice Chair  
Institute of Marine Affairs  
National Sun Yat-sen University  
70 Lienhai Road, Kaohsiung 80424  
Taiwan, R.O.C.  
[skchang@faculty.nsysu.edu.tw](mailto:skchang@faculty.nsysu.edu.tw)

**Attachment 2**

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

**ISC STATISTICS WORKING  
GROUP (STATWG)**

**INTERSESSIONAL MEETING  
ANNOUNCEMENT AND AGENDA**

**Teleconference Venue:** Joining Information for Google Meet

Join with Google Meet at: <https://meet.google.com/qyt-siex-bhm?authuser=0>

Join by phone at: (US) +1 318-814-8340 PIN: 850 309 399#

Google Meet requirements at:  
<https://support.google.com/meet/answer/7317473>

**Meeting Dates:** 7 July 2020, 14:00-16:00 Hawaii Standard Time

**Goals:** The ISC Statistics Working Group is holding an intersessional meeting to review progress on the 2019-2020 work plan and to set the work plan for 2020-2021. This will include discussion of maintenance and potential improvements to the ISC data inventory, the development of a nondisclosure agreement for providing archived stock assessment information, and other STATWG infrastructure and analytical issues in preparation for the ISC 20 Plenary meeting.

**ISC STATWG Contact:** Jon Brodziak, ISC Interim STATWG Chair  
NOAA Fisheries  
Pacific Islands Fisheries Science Center  
1845 Wasp Blvd., Honolulu HI 96818, USA  
Email: [jon.brodziak@NOAA.GOV](mailto:jon.brodziak@NOAA.GOV) Tel: (+1) 808-725-5617

## **Attachment 2**

### **1 Opening of meeting**

- 1.1 Welcome
- 1.2 Adoption of agenda
- 1.3 Meeting arrangement

### **2 Review of STATWG work**

- 2.1 Status of STATWG work plan (STATWG chair)
- 2.2 Report on ISC data systems (DA)
  - 2.2.1 Database server transfer
  - 2.2.2 Other issues
- 2.3 Report on ISC website components (Webmaster)
  - 2.3.1 ISC website pages (<http://isc.fra.go.jp/>)
  - 2.3.2 Researcher's website page
  - 2.3.3 Species Working Group website pages

### **3 Review of ISC members' statistics**

- 3.1 Data submission condition (reporting card)
- 3.2 Metadata and data collection system (including e-reporting)
- 3.3 Total catch table (by species and by member)
- 3.4 Data revision report of Japan as of 2020 (Uosaki)

### **4 Review of issues relating to species Working Groups**

- 4.1 Species Working Group needs
- 4.2 Archive of stock assessment reports
- 4.3 Draft nondisclosure agreement for stock assessment data and modeling files

### **5 Other statistics and database issues**

### **6 Future work plan and recommendations**

- 6.1 Function of STATWG and future work plan
- 6.2 Recommendations to the Plenary

### **7 Administrative matters**

- 7.1 Election of Chair and Vice Chair
- 7.2 Update of organization chart for 2020-2021

### **8 Adjourn**

## **Attachment 3**

### **List of Working Papers**

#### **WORKING PAPERS**

Uosaki, K., Kai, Mikihiro. 2020. Data Revision Report of Japan as of 2020. National Research Institute of Far Seas Fisheries, Shizuoka, Japan, ISC20/STATWG/WP-1, 6 p.

Brodziak, J. 2020. Non-Disclosure Agreement for Confidential ISC Stock Assessment Information, NOAA Fisheries, Pacific Islands Fisheries Science Center, Honolulu, Hawaii, USA, ISC20/STATWG/WP-2, 4 p.

## Attachment 4

### 2019-2020 STATWG Work Plan Tasks

1. The DA will continue to distribute the ISC data inventory for Category I, II, and III to ISC Data Correspondents for review by September 30, 2019. The DA will then distribute the ISC data inventory to Chairs of the species Working Groups by October 15, and publish on the ISC website by October 31, 2019.
  - **Completed**
  - **Ongoing need**
2. The DA will continue to archive stock assessment files from 2018-2019 ISC assessments that are required to be submitted by Chairs of species Working Groups by November 1, 2019.
  - **Completed**
  - **Ongoing need**
3. The DA will continue to distribute Member's metadata by March 30, 2020. The Data Correspondents will review and update their metadata by July 1, 2020 prior to the ISC20 Plenary, and the metadata will be published on the ISC researcher's website by August 31, 2020.
  - **Completed**
  - **Ongoing need**
4. The DA will oversee the transfer of the ISC database to a new server in Japan by March 2020. The Data Correspondent for each member country will check and confirm their data after the transfer is complete by July 1, 2020.
  - **Completed**
5. The DA will request any ISC database modifications recommended by the STATWG to the database contractor after the transfer to the new server by March 2020. These modifications include the implementation of controlled access space for the WGs to share files during their work processes. The DA will revise and update the User's Guide for Online Data Submission with the rules for using the controlled access space recommended by the STATWG and distribute to the Data Correspondents and Working Group Chairs by December 31, 2020. The DA will conduct training as necessary.
  - **Completed**
  - **Ongoing need**



- Attachment 4**
6. The DA and Chair of the STATWG will develop error-checking protocols to be used to post-data submission by Data Correspondents to confirm the quality of the data in the database. This protocol will be reviewed by the STATWG at ISC20.
    - **Ongoing need**
  7. The DA and the Chair of STATWG will annually review the responsibilities, duties and deliverables of the DA to ensure that they are accurate and practical, and revise them as necessary.
    - **Completed**
    - **Ongoing need**
  8. The Steering Committee and STATWG will hold intersessional meetings, conference calls, or webinars in 2020 to conduct work for this work plan.
    - **Completed**
  9. The Webmaster will add links to ALB and PBF MSE meeting documents through the Species pages.
    - **Completed**
  10. The DA's contact information will be added to the website for external parties to request stock assessment files. In addition, a form will be developed for these requests.
    - **Ongoing need**
  11. The STATWG Chair and Vice-Chair will develop a non-disclosure agreement for external file requests for review at the next STATWG meeting.
    - **Completed**
    - **Ongoing need**

**Attachment 5****Non-Disclosure Agreement for Confidential ISC  
Stock Assessment Information**

Jon Brodziak, Interim STATWG Chair  
[Jon.Brodziak@NOAA.GOV](mailto:Jon.Brodziak@NOAA.GOV)

This is a draft of a non-disclosure or confidentiality agreement between the International Scientific Committee for Tuna and Tuna-Like Species in the North Pacific (ISC) and a Requestor, or independent party, who wants to request the use of a confidential stock assessment information for an assessment conducted by an ISC Species Working Group for a specific scientific purpose. This draft emphasizes the major components of the non-disclosure agreement in a general manner and is subject to review by the ISC STATWG Steering Committee, STATWG and interested parties for approval and consideration by the ISC Plenary. The ten primary components of the non-disclosure agreement for ISC confidential stock assessment information are listed below.

**I. Identify the Parties to the Agreement**

- A. The ISC is represented by the ISC Chair or their designee, hereafter denoted as “ISC”, with Name, Address, and Contact Information:
  
  
  
  
  
- B. The Requestor who is asking to use the confidential stock assessment information, hereafter denoted as ‘Requestor’, with Name, Affiliation, Address, and Contact Information:
  
  
  
  
  
- C. The scientific purpose of the request to use the confidential stock assessment information, hereafter denoted as ‘confidential information’, is:

**II. Identify the Confidential Information to be Disclosed to the Requester**

- A. The stock assessment input data files.
  
  
  
  
  
- B. The stock assessment modeling software.
  
  
  
  
  
- C. The stock assessment output files or results.

D. The stock assessment metadata identifying items A, B, and C above.

### **III. Obligations to Maintain Confidentiality**

A. The definition of confidential information under the agreement.

B. The terms of confidentiality, including the specific period for using the confidential information.

C. The deletion or physical destruction of the confidential information by the Requestor after a specific number of days from the receipt of the information.

### **IV. Notifications**

A. The Requestor authorizes the ISC to notify other parties of this agreement.

### **V. Ownership Rights**

A. The Requestor acknowledges that the confidential information is the sole property of the ISC.

B. The Requestor has no rights by license or otherwise to the confidential information in this agreement.

C. The Requestor may not use the confidential stock assessment information as a basis on which to develop or have a third party develop a competing or similar stock assessment or undertaking.

### **VI. Ownership Rights**

A. The Requestor may not assign their rights under this agreement to a third party except with the prior written consent of the ISC.

B. All voluntary assignment of rights to the confidential information are limited by this section.

C. The Requestor may not delegate any performance under this agreement except with prior written consent of the ISC.

### **VII. Counterparts and Electronic Signatures**

A. The ISC and Requestor may execute this agreement in any number of counterpart or copies, each of which is an original, but all of which are one and the same instrument.

B. This agreement and related documents are signed when a party's signature is delivered by facsimile, email, or other electronic signature medium.

### **VIII. Notices**

A. The parties to this agreement need to communicate in writing and use of these types of delivery: (i) personal delivery, (ii) mail (postage prepaid), (iii) certified overnight courier (fees prepaid), (iv) facsimile, or (v) email.

B. Address for the ISC is:

C. Address for the Requestor is:

D. A notice is effective only if the party giving notice uses an acceptable delivery type and specified address and the recipient receives the notice.

### **IX. Effectiveness**

A. The agreement is effective when all parties have signed it.

B. The date of this agreement is the date it is signed by the last party to sign it.

### **X. Necessary Acts**

A. The ISC and Requestor shall use all reasonable efforts to carry out the intents and purposes of this agreement.

### **Signature and Date**

A. Requestor:

B. ISC:

**Attachment 6**  
**STATWG Organization Chart as of July 10, 2020**

<b>STATWG</b>	<b>MEMBER</b>	<b>CONTACT</b>
Interim Chair	Jon Brodziak	<a href="mailto:jon.brodziak@noaa.gov">jon.brodziak@noaa.gov</a>
Vice Chair	Sung Il Lee	<a href="mailto:k.sungillee@gmail.com">k.sungillee@gmail.com</a>
Data Administrator	Kirara Nishikawa	<a href="mailto:kiraranishi@affrc.go.jp">kiraranishi@affrc.go.jp</a>
Webmaster	Kirara Nishikawa	<a href="mailto:kiraranishi@affrc.go.jp">kiraranishi@affrc.go.jp</a>
Canada	Zane Zhang	<a href="mailto:zane.zhang@dfo-mpo.gc.ca">zane.zhang@dfo-mpo.gc.ca</a>
China	Xiaojie Dai	<a href="mailto:xjdai@shou.edu.cn">xjdai@shou.edu.cn</a>
Chinese Taipei	Weijen Wang	<a href="mailto:weijen@ofdc.org.tw">weijen@ofdc.org.tw</a>
Korea	Jung-Hyun Lim	<a href="mailto:jhlim1@korea.kr">jhlim1@korea.kr</a>
Japan	Hiromu Fukuda	<a href="mailto:fukudahiromu@affrc.go.jp">fukudahiromu@affrc.go.jp</a>
Japan	Koji Uosaki	<a href="mailto:uosaki@affrc.go.jp">uosaki@affrc.go.jp</a>
Mexico	Michel Dreyfus	<a href="mailto:dreyfus@cicese.mx">dreyfus@cicese.mx</a>
USA	Yuhong Gu	<a href="mailto:yuhong.gu@noaa.gov">yuhong.gu@noaa.gov</a>
USA	Russell Ito	<a href="mailto:russell.ito@noaa.gov">russell.ito@noaa.gov</a>
WCPFC	Peter Williams	<a href="mailto:peterw@spc.int">peterw@spc.int</a>
IATTC	Nickolas Vogel	<a href="mailto:nvogel@iattc.org">nvogel@iattc.org</a>