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**Minutes from the Conference Call of the
STACTIC Working Group on the Pilot Project**

14 April 2003

Organized by NAFO Secretariat

Chair: Johanne Fischer (NAFO Secretariat)

Participants:

Anderson, Jennifer (USA)

Cosh, Robert (Canada)

Cruikshank, Bev (NAFO Secretariat)

Dadason, Gudmunder (Iceland)

Ekwall, Staffan (EU)

Geirsson, Gylfi (Iceland)

Martin, Peter (USA)

Moulton, Gordon (NAFO Secretariat)

Nedergaard, Mads (Greenland)

Newman, Martin (EU)

Skarphedinsson, Thorir (Iceland)

Steinarsson, Hoskuldur (Iceland)

Whelan, Ben (Canada)

Objective: Review a cost estimate from TRACKWELL (see Annex) for the work necessary to update the VMS used by NAFO to include Catch and Observer Reports (Pilot Project)

The group consented to every single item listed in the TRACKWELL estimate and had no suggestions for alterations. It was agreed that the WG will propose to STACTIC that the TRACKWELL proposal can be recommended for implementation to Fisheries Commission without changes if the Pilot Project receives a go by Contracting Parties.

Concern was voiced that the overall amount of costs appears to be rather low in comparison with the costs for prior work done for NAFO by TRACKWELL. This was discussed briefly without leading to rejection of the proposal.

The Secretariat proposes that, if necessary, NAFO Secretariat staff travels to Iceland to familiarize themselves with the changes instead of having TRACKWELL personnel coming to Dartmouth. This will certainly lower the costs. Also, the Secretariat decided to confirm the cost estimate with TRACKWELL before the STACTIC Meeting in June.

Annex: TRACKWELL estimate for changes to VMS regarding Catch and Observer Report from 15/01/2003

**Annex to Minutes from the Conference Call of the
STACTIC Working Group on the Pilot Project**

**Estimate for changes to VMS regarding Catch and
Observer Report**

15/01/2003

Following is an estimate of effort for changes to the NAFO VMS/HAIL system according to a "REQUEST FOR QUOTATION" resulting from a STACTIC W.G. Meeting held in November 2002. The following estimates are based on specifications presented in the above mentioned RFQ and an attached Working Paper prepared on the same W.G. Meeting.

1. Reception and distribution of Catch reports.

The system already has the capability to receive and store Catch reports according to the NEAFC Scheme version of the North Atlantic Format. The proposal assumes the addition of three new data fields to the Catch reports. This requires some modifications to the system.

Estimated effort: 16-24 hours

2. New message type – Observer Report

This is a totally new message type with several new data fields. This requires modifications on various modules.

Estimated effort: 32-40 hours

3. Automatic report generation according to description in Annex 2.

It is assumed that this will be implemented in a database query tool, using sql-scripts to extract the data and generate a text file containing the necessary information. (This is the fastest way to extract the data and the least expensive way). The report generation tool would be run automatically from a scheduling utility in the operation system of computer. The resulting text files, one pr. report could be emailed to one or more recipient inside the secretary to allow import into Excel/Word or other tools or emailed directly to a list of Contracting Parties.

(Note that other ways are possible but likely to be slightly more time consuming)

The reports as outlined in Annex 2 are non-trivial, requiring data extraction and calculations on the extracted data. These need thorough testing on real data to make sure that all boundary conditions are tested.

Estimated effort: 32-40 hours

4. Distribution of data to Contracting Parties with inspection presence in the RA on a real time basis.

The system already has the capability to forward messages to Contracting Parties with active inspection presence (based on the reception of Surveillance Entry and Exit messages in NEAFC).

In this case, it is necessary to define how the system knows to which CPs messages should be forwarded, if not always to the same list of CPs. The easiest way would be to use the SEN/SEX message entry capabilities of the system to manually give the CPs the status of having active inspection presence or not.

This requires possibly some modifications to the forwarding rules.

Estimated effort: 8 – 24 hours (depending on what needs to be done)

5. Familiarization of NAFO staff

Since the chances are not substantial, we assume that a sufficient familiarization will be to write an addition to the user manual, explaining how to use the new features. Telephone assistance will of course be provided additionally as required.

Estimated effort on update of user manual: 8 hours.

If NAFO feels that more training is required, a person from TrackWell could be sent to Halifax to do one day training. This would require three days in addition (two traveling days + training day), air fare, hotel and daily allowance for on person.

Total:

Item	Estimated effort (hours)
1	16 - 24
2	32 - 40
3	32 - 40
4	8 - 24
5 Update of manual (for familiarisation of staff)	8
Installation of new version	5
Testing and verification after installation	24
Sub total	125 – 165 hours
Unforeseen ~10%	15
Total	140 - 180 hours

The above estimates are rough but should give indication of the order of magnitude.

Assuming half of the work performed by junior level person and half by senior level person, and 10% discount due to magnitude, the estimated cost in would be in the range of **35-40.000 CAD**.