

Northwest Atlantic



Fisheries Organization

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13TH ANNUAL MEETING - SEPTEMBER 1991

Administrative Report and Financial Statements

for the fiscal year ending 31 December 1991

(as of 31 July 1991)

by

NAFO Executive Secretary

1. Membership

The Contracting Parties of NAFO are:

General Council

Bulgaria
Canada
Cuba
Denmark (in respect of the Faroe
Islands and Greenland)
European Economic Community (EEC)
Iceland
Japan
Norway
Poland
Romania
Union of Soviet Socialist
Republics (USSR)

Scientific Council

Bulgaria
Canada
Cuba
Denmark (in respect of the Faroe
Islands and Greenland)
European Economic Community (EEC)
Iceland
Japan
Norway
Poland
Romania
Union of Soviet Socialist
Republics (USSR)

Fisheries Commission

Bulgaria
Canada
Cuba
Denmark (in respect of the Faroe
Islands and Greenland)
European Economic Community (EEC)
Japan
Norway
Poland
Union of Soviet Socialist
Republics (USSR)

2. NAFO Officers

2.1 Elected

President of NAFO and Chairman of the General Council
(elected Sept. 1989; term expires Sept. 1991)
Vice-Chairman of the General Council
(elected Sept. 1989; term expires Sept. 1991)
Chairman of the Standing Committee on Finance and
Administration (STACFAD)
(elected Sept. 1990; term expires Sept. 1991)

Chairman of the Scientific Council
(elected Sept. 1989; term expires Sept. 1991)
Vice Chairman of the Scientific Council
(elected Sept. 1989; term expires Sept. 1991)
Chairman of the Standing Committee on Fisheries
Science (STACFIS)
(elected Sept. 1990; term expires Sept. 1992)

Chairman of the Standing Committee on Research
Coordination (STACREC)
(elected Sept. 1989; term expires Sept. 1991)
Chairman of the Standing Committee on Publications
(STACPUB)
(elected Sept. 1989; term expires Sept. 1991)

Chairman of the Fisheries Commission
(elected Sept. 1989; term expires Sept. 1991)
Vice-Chairman of the Fisheries Commission
(elected Sept. 1989; term expires Sept. 1991)
Chairman of the Standing Committee on International
Control (STACTIC)
(elected Sept. 1989; term expires Sept. 1991)

- K. Hoydal (Denmark on behalf of Faroes and Greenland)

- E. Oltuski (Cuba)

- D. Gill (Canada)

- B. W. Jones (EEC)

- V. P. Serebrykov (USSR)

- D. B. Atkinson (Canada)

- W. Brodie (Canada)

- V. P. Serebrykov (USSR)

- J. Zygmanski (Poland)

- G. Etchegary (Canada)

- O. Muniz (Cuba)

2.2 Secretariat

Executive Secretary	- L. I. Chepel
Assistant Executive Secretary	- Tissa Amaratunga
Administrative Assistant	- William H. Champion
Senior Clerk-Secretary	- Beverly J. Cruikshank
Senior Statistical Clerk	- Gordon M. Moulton
Clerk-Duplicator Operator	- Ronald A. Myers
Clerk-Duplicator Operator	- Barry T. Crawford
Finance and Publications Clerk-Steno	- Forbes D. Keating
Documents and Mailing Clerk	- Ferne E. Perry
Clerk-Typist	- Dorothy C. Auby
Statistical Clerk (Fishery Statistics)	- Barbara L. Marshall
Statistical Clerk (Surveys and Sampling)	- Cynthia L. Kerr

3. Other Meetings and Staff Activities

The Executive Secretary travelled to Ottawa in January to meet and introduce himself with authorities of the host country, and to discuss appropriate NAFO issues.

The first meeting of the Standing Committee on Fishing Activities of Non-Contracting Parties (STACFAC) was held in the Holiday Inn, Dartmouth, 30-31 January.

The Chairperson of STACFAC, Ms. Debbie Gill and Mr. David Delcorde, Canada, visited the NAFO Secretariat on 15 February and discussed Staff Rules with the Executive Secretary.

The International Fisheries Commission Pension Society held its Annual Meeting in Vancouver, British Columbia from 14 to 16 May. Directors of the Society and Commission representatives met to discuss the pension plan for employees in North America. The NAFO Secretariat was represented by the Executive Secretary and Messrs. Champion and Keating.

The second meeting of the Standing Committee on Fishing Activities of Non-Contracting Parties (STACFAC) was held in NAFO Headquarters, Dartmouth, 3-4 June.

The Scientific Council and its Standing Committees met at NAFO Headquarters, Dartmouth, 5-19 June.

The Working Group on Improvements to Inspection and Control in the Regulatory Area met at NAFO Headquarters, Dartmouth, 3-5 July.

A Symposium, "Changes in Abundance and Biology of Cod Stocks and Their Possible Causes", hosted by the Scientific Council is scheduled to be held at NAFO Headquarters, 4-6 September 1991.

4. Publications

The publications listed below are typed or phototypeset and printed in the NAFO Secretariat. It is estimated that 825,000 pages of printed material will be distributed in publications and an additional 1.0 million pages of printed material distributed in documents/circular letters before the end of 1991.

- a) NAFO Journal of Northwest Atlantic Fishery Science - Volume 10 (62 pages) was distributed in January 1991. This volume was an invitational paper "The Delimitation of Fishing Areas in the Northwest Atlantic" by R. G. Halliday and A. T. Pinhorn.
- b) NAFO Journal of Northwest Atlantic Fishery Science - Volume 11 containing 7 papers (80 pages) was distributed in March 1991.
- c) NAFO Journal of Northwest Atlantic Fishery Science - Volume 12 containing 7 papers (approximately 60 pages) will be distributed in December 1991.
- d) NAFO Scientific Council Studies - Number 15 containing 7 papers (68 pages) was distributed in May 1991.
- e) NAFO Scientific Council Studies - Number 16 containing 21 papers (approximately 150 pages) will be distributed in December 1991.
- f) NAFO Scientific Council Reports 1990 - (188 pages) was distributed in January 1991.
- g) NAFO Statistical Bulletin Volume 38 (308 pages) was distributed in February 1991.
- h) NAFO Index of Meeting Documents for the years 1985-89 (116 pages) was distributed in January 1991.

5. Research and Statistical Activities

a) Fishery Statistics

The statistical database at the Secretariat which is in an IBM compatible PC system, was updated back to 1960. Many Contracting Party requests for data were conveniently fulfilled and supplied in the form of diskettes.

i) STATLANT 21B Reports for 1988

After the late receipt of STATLANT 21B data from some countries, NAFO Statistical Bulletin Vol. 38 was published in February 1991 just 1 month after all data became available. Since the deadline for submission of data was 30 June 1989, this issue was significantly delayed.

ii) STATLANT 21B Reports for 1989

Deadline for submission of STATLANT 21B reports for 1989 was 30 June 1990. As of June 1991, data were still outstanding from 7 countries. The delay in the acquisition of final data will again have impact on the timely publication of NAFO Statistical Bulletin Vol. 39.

iii) STATLANT 21B Reports for 1990

Deadline for submission of STATLANT 21B reports for 1990 was June 1991. As of June 1991, data from only 5 countries were reported to the Secretariat.

iv) STATLANT 21A Reports for 1990

The deadline for the submission of provisional statistics in the STATLANT 21A reports for 1990 was 15 April 1991. This is in order to provide sufficient time for the Secretariat to tabulate the data for the June Meeting of the Scientific Council. Timely submission of these provisional data are necessary for stock assessments carried out by the Scientific Council at the June Meeting. As of June 1990, data were outstanding from 8 countries, however, necessary data were submitted during the June 1990 Meeting except for data from France and the Secretariat tabulated the available data during the meeting.

v) Monthly Reporting of Provisional Catch Statistics

The Secretariat continued to prepare and distribute the monthly reporting of the provisional catches for selected stocks, by the NAFO Circular Letter series. There were, however, occasions when some Contracting Parties tended to neglect submissions. The most recent report was issued in NAFO Circular Letter 90/78.

vi) Historical catches for 1979-89

The Secretariat continued the practice of preparing a Summary Document (SCS Doc. 91/1, Serial No. N1868). The document contains an 11-year time series from 1979 to 1989 with mainly updates for 1979-88 and provisional data for 1989. More than 70 stocks are currently included in this list (others may be added upon request).

vii) Biological Sampling Data

The Secretariat continued the practice of preparing a Summary Document on Biological Sampling Data: SCS Doc. 91/10, Serial No. N1898 containing data for 1989. The Inventory of Sampling Data for 1985-89 is due to be published this year. All outstanding data or modifications were requested to be submitted to the Secretariat at or before the September 1991 meeting.

viii) List of Fishing Vessels, 1989

Data for the List of Fishing Vessels are still outstanding from 4 countries (components) (Denmark-M, France-M, Poland and Spain). Since this list was due to be published last year, all outstanding data are requested to be forwarded to the Secretariat as soon as possible (see Circular Letter 90/06).

b) Research and Editorial

i) Journal Vol. 10

Technical editing and preparation, in collaboration with Associate Editors, were completed and Volume 10 containing one invited paper, 3 notices and 2 obituaries was published as planned as a special issue of the Journal with the publication date of December 1990. Volume 10 of the Journal, as agreed by the Scientific Council in September 1989, contained the new cover design after a decade of Journal publications with the old cover.

ii) Journal Vol. 11

Technical editing and preparation, in collaboration with Associate Editors, were completed and Volume 11 containing 7 refereed papers and 3 notices was published as planned with the publication date of February 1991.

iii) Journal Vol. 12

Technical editing and preparation, in collaboration with Associate Editors were completed in preparation for Volume 12 of the Journal, which is slated to contain 7 refereed papers. Volume 12 is planned for publication in the near future.

A single issue of the Journal is in preparation for publication with respect to papers presented at the Special Session on "Changes in Biomass, Production and Species Composition of the Fish Populations in the Northwest Atlantic Over the Last 30 Years and Their Possible Causes" held in Brussels, September 6-8, 1989.

iv) Studies No. 15 and 16

Editing and preparation of Studies Number 15 containing 7 papers and 3 notices was completed and published as planned with the publication date of May 1991.

Editing and preparation of Studies Number 16 containing 21 papers and 3 notices was completed. This special issue containing the papers presented at the 1990 Special Session is due to be published as proposed in 1991.

v) Scientific Council Reports

Editing and preparation of the reports of the June and September 1990 meetings of the Scientific Council were completed and published in *NAFO Scientific Council Reports, 1990* in December 1990.

Editing and preparation of the *Executive Summary* of the June 1991 meeting of the Scientific Council was completed and published in preparation for the September 1991 meeting. This is a new publication undertaken by the Secretariat.

vi) Index and List of Titles

The subject and author indexes and lists of titles of 115 research documents and 25 summary documents which were presented at the Scientific Council meetings during 1990, were compiled and presented to the Scientific Council in June 1991 in SCS Doc. 91/02 (24 pages).

The indexes issued over the last 5 years were compiled and the publication of the *Index of Meeting Documents, 1985-89* was completed in December 1990.

c) Documentations and Biostatistical Compilations

The following additional materials were compiled and presented to Scientific Council Meetings in June 1991:

- Tagging activities reported for 1990 (SCS Doc. 91/7).
- Notes on statistical activities and publications since June 1990 (SCS Doc. 91/9).
- Provisional nominal catches in the Northwest Atlantic, 1990 (SCS Doc. 91/17).
- Compilation of research vessel surveys on a stock-by-stock basis (SCS Doc. 91/18).
- Report of Scientific Council, June 1991 Meeting (SCS Doc. 91/19).

STATEMENT I

Budget Appropriations. Obligations Incurred and Unliquidated Balances of Appropriations
For the Year Ending 31 December 1991
(Estimated from 31 July 1991)

	<u>Appropriated by Organization at Annual Meeting 1990</u>	<u>Obligations Incurred and Liquidated to 31 July 1991</u>	<u>Expenses Estimated for Remainder of Fiscal Year</u>	<u>Total Obligations for Fiscal Year</u>	<u>Unliquidated Balance of Appropriations (Estimated)</u>
Personal Services:					
A. Salaries	560,000	311,271	225,399	536,670	23,330
B. Superannuation and Annuities	73,000	34,455	29,370	63,825	9,175
C. Additional Help	1,000	-	-	-	1,000
D. Group Medical and Insurance Plans	29,000	14,657	9,314	23,971	5,029
E. Termination Benefits	10,000	-	12,210	12,210	(2,210)
F. Accrued Vacation Pay	5,000	-	4,977	4,977	23
Travel	8,000	5,816	2,150	7,966	34
Transportation of Things	1,000	511	365	876	124
Communications	49,000	31,169	16,978	48,147	853
Publications	20,000	7,940	12,000	19,940	60
Other Contractual Services	45,000	31,313	11,982	43,295	1,705
Materials and Supplies	29,000	17,572	11,400	28,972	28
Equipment	5,000	-	4,500	4,500	500
Annual and Mid-Term Meetings	30,000	7,361	21,269	28,630	1,370
Computer Services	13,000	9,961	2,746	12,707	293
Total Ordinary Budget	878,000	472,026	364,660	836,686	41,314
Exceptional Expenditures:					
Relocation Expenses for Exec. Sec.	-	5,700	-	5,700	(5,700)
GRAND TOTAL	878,000	477,726	364,660	842,386	35,614
LESS: 1.5% Budgetary Restraint	13,170	-	-	-	13,170
Adjusted Budget Total	<u>864,830</u>	<u>477,726</u>	<u>364,660</u>	<u>842,386</u>	<u>22,444</u>

STATEMENT II

Statement of Assessed Contributions and Expenditures
for the Year Ending 31 December 1991
(Estimated from 31 July 1991)

Contracting Parties Assessed:

Bulgaria	20,060.56	
Canada	406,829.56	
Cuba	24,826.95	
Denmark (in respect of Faroe Islands and Greenland)	60,839.68	
European Economic Community	59,559.81	
Iceland	20,060.56	
Japan	22,532.02	
Norway	20,501.89	
Poland	23,370.55	
Romania	20,060.56	
Union of Soviet Socialist Republics	<u>56,911.28</u>	735,554
Add: Transfer from Accumulated Surplus Account		<u>129,276</u>
Adjusted Budget Total		<u>864,830</u>
Total Obligations to be Incurred - Statement I		<u>842,386</u>
Amount to be transferred to Accumulated Surplus Account		<u>22,444</u>

STATEMENT III -

Balance Sheet for the Year Ending 31 December 1991
(Estimated from 31 July 1991)

<u>ASSETS</u>		<u>LIABILITIES</u>	
<u>Current</u>		<u>Current</u>	
Cash	149,961	Accounts Payable and Accrued Liabilities	4,751
Certificates of Deposit	20,000	Contribution Overpayments by Contracting Parties	<u>0</u>
Contributions receivable from Contracting Parties (Note 1)	233,409		4,751
Accounts Receivable - Publications	1,613		
Accrued Interest Receivable	510	<u>Long-term</u>	
		Provision for Employee Termination Benefits	149,903
		Provision for Accrued Employee Vacation Pay	<u>15,634</u>
			165,537
		<u>EQUITY</u>	
		Accumulated Surplus	<u>235,205</u>
	<u>405,493</u>		<u>405,493</u>

Note 1: This amount represents amounts due from Bulgaria (\$20,060.56); Cuba (1991-\$24,826.95 + 1990-\$25,276.00); Denmark (in respect of Faroe Islands & Greenland)(\$1,671.71); EEC (\$59,559.81); Japan (\$1,671.71); Poland (\$23,370.55) Romania (\$20,060.56); USSR (\$56,911.28).

STATEMENT IV

Statement of Accumulated Surplus for the Year Ending 31 December 1991 (Estimated from 31 July 1991)

Accumulated Surplus - Beginning of 1991		204,276
Add: Province of Nova Scotia - ex gratia grant for 1989	37,228	
Sales of Publications	6,898	
Interest	26,892	
Staff Assessments	86,804	
Balance of Appropriations not expended in 1991	<u>22,444</u>	<u>180,266</u>
		384,542
Less: Amount appropriated 1 January 1991		129,276
Contribution deemed uncollectible 1991 (from Romania)		<u>20,061</u>
		<u>235,205</u>
Appropriated to maintain minimum balance	75,000	
Unappropriated balance available	<u>160,205</u>	
Total Accumulated Surplus		<u>235,205</u>

STATEMENT V

Preliminary calculation of billing for Contracting Parties
against the proposed estimate of \$903,000.00 for the 1992
financial year (based on 11 Contracting Parties to NAFO).

Budget Estimate..... \$903,000.00
Deduct: Amount from Accumulated Surplus Account..... 160,205.00
Funds required to meet 1992 Budget..... \$742,795.00

60% of funds required = \$445,677.00
10% of funds required = 74,279.50
30% of funds required = 222,838.50

Contracting Parties	Nominal Catches for 1989	% of Total Catch in the Convention Area	10%	30%	60%	Amount Billed
Bulgaria	-	-	-	20,258.05	-	\$ 20,258.05
Canada ¹	1,017,562	66.75	64,043.78	20,258.05	297,489.39	381,791.22
Cuba	24,102	1.58	-	20,258.05	7,041.70	27,299.75
Denmark (Faroes and Greenland) ^{1,2}	162,671	10.67	10,235.72	20,258.05	47,553.74	78,047.51
European Economic Community ¹	151,899	9.97	-	20,258.05	44,434.00	64,692.05
Iceland	-	-	-	20,258.05	-	20,258.05
Japan	9,025	0.59	-	20,258.05	2,629.49	22,887.54
Norway	4,803	0.32	-	20,258.05	1,426.17	21,684.22
Poland	9,132	0.60	-	20,258.05	2,674.06	22,932.11
Romania	-	-	-	20,258.05	-	20,258.05
Union of Soviet Socialist Republics	145,166	9.52	-	20,258.05	42,428.45	62,686.50
	1,524,360	100.00	74,279.50	222,838.50	445,677.00	<u>\$742,795.00</u>
Funds required to meet 1 January - 31 December 1992 Administrative Budget						<u>\$742,795.00</u>

¹ Provisional Statistics used when calculating 1989 nominal catches.

² Faroes = 12,143; Greenland = 150,528