



Serial No. N6487

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37<sup>th</sup> ANNUAL MEETING – SEPTEMBER 2015**Administrative Report for the period September 2014 to August 2015  
and Financial Statements for the fiscal year ending 31 December 2015**

by

**NAFO Secretariat**

This year NAFO is conducting its 37<sup>th</sup> Annual Meeting.

1. **The Contracting Parties of NAFO** (12) constitute the following membership to the NAFO three main bodies:

Canada  
Cuba  
Denmark (in respect of the Faroe Islands and Greenland) (DFG)  
European Union (EU)  
France (in respect of St. Pierre et Miquelon)  
Iceland  
Japan  
Norway  
Republic of Korea  
Russian Federation  
Ukraine  
United States of America (USA)

**2. NAFO Officers**

Position	Name (CP)	Term
President of NAFO and Chair of the General Council	Veronika Veits (EU)	Sep 2011-Sep 2015
Vice-Chair of the General Council	Stéphane Artano (France in respect of St. Pierre et Miquelon)	Sep 2012-Sep 2016
Chair of the Standing Committee on Finance and Administration (STACFAD)	Deirdre Warner-Kramer (USA)	Sep 2012-Sep 2016
Vice-Chair of STACFAD	Elise Lavigne (Canada)	Sep 2013-Sep 2015
Chair of the Scientific Council	Don Stansbury (Canada)	Sep 2013-Sep 2015
Vice-Chair of the Scientific Council and Chair of the Standing Committee on Research Coordination (STACREC)	Katherine Sosebee (USA)	Sep 2013-Sep 2015
Chair of the Standing Committee on Fisheries Science (STACFIS)	Brian Healey (Canada)	Sep 2013-Sep 2015
Chair of the Standing Committee on Publications (STACPUB)	Margaret Treble (Canada)	Sep 2013-Sep 2015
Chair of the Standing Committee on Fisheries Environment (STACFEN)	Andrew Cogswell (Canada)	Sep 2014-Sep 2016
Chair of the Fisheries Commission	Sylvie Lapointe (Canada)	Sep 2011-Sep 2015
Vice-Chair of the Fisheries Commission	Temur Tairov (Russian Federation)	Sep 2012-Sep 2016
Chair of the Standing Committee on International Control (STACTIC)	Gene Martin (USA)	Sep 2012-Sep 2015
Vice-Chair of STACTIC	Aronne Spezzani (EU)	Jun 2012-Sep 2016

### 3. NAFO Meetings

*September 2014 – August 2015:*

- 10-17 September 2014 Joint NAFO/ICES *Pandalus* Assessment Meeting in Nuuk, Greenland
- 22-26 September 2014 NAFO 36<sup>th</sup> Annual Meeting in Vigo, Spain
- 18-27 November 2014 NAFO Working Group on Ecosystem Science Assessment (WGESA) in Dartmouth, Nova Scotia, Canada
- 14-16 April 2015 International Fisheries Commissions Pension Society Annual Meeting in Ottawa, Ontario, Canada
- 14 Apr 2015 Standing Committee on International Control (STACTIC) Editorial Drafting Group of the NAFO CEM (EDG) in Montreal, Quebec Canada
- 15-16 Apr 2015 Standing Committee on International Control (STACTIC) Observer Program Review Working Group in Montreal, Quebec Canada
- 20-21 Apr 2015 Joint Fisheries Commission-Scientific Council Ad Hoc Working Group on Catch Reporting (WG-CR) in Halifax, Nova Scotia, Canada
- 22-24 Apr 2015 Joint Fisheries Commission-Scientific Council Working Group on Risk-Based Management Strategies (WG-RBMS) in Halifax, Nova Scotia, Canada
- 4-5 May 2015 Ad hoc Working Group on Port State Control Alignment in Tallinn, Estonia
- 6-8 May 2015 Standing Committee on International Control (STACTIC) Intersessional Meeting in Tallinn, Estonia
- 20-21 May 2015 Joint Advisory Group on Data Management (JAGDM) meeting in Halifax, Nova Scotia, Canada
- 29 May-11 June 2015 Scientific Council and its Standing Committees in Halifax, Nova Scotia, Canada
- 13-14 July 2015 Fisheries Commission Ad Hoc Working Group on Bycatches, Discards and Selectivity (WG-BDS) in Dartmouth, Nova Scotia, Canada
- 15-17 July 2015 Joint Fisheries Commission-Scientific Council Working Group on Ecosystem Approach Framework to Fisheries (WG-EAFFM) in Halifax, Nova Scotia, Canada

Reports of all NAFO meeting are finalized following the meeting end and are posted on the public NAFO website. (<http://www.nafo.int/publications/frames/publications.html>)

*Future Meetings:*

- 9-16 September 2015 – Scientific Council and NAFO/ICES *Pandalus* Assessment Group in St. John's, Newfoundland, Canada
- 21-25 September 2015 NAFO 37<sup>th</sup> Annual Meeting in Halifax, Nova Scotia, Canada
- 17-26 November 2015 Scientific Council Working Group on Ecosystem Science and Assessment (WG-ESA) in Dartmouth, Nova Scotia, Canada
- 19 – 21 April 2016 -- International Fisheries Commissions Pension Society Annual Meeting, Seattle, Washington, USA.
- Standing Committee on International Control (STACTIC) Intersessional Meeting, date and venue TBD
- 3 June -16 June, 2016 Scientific Council and its Standing Committees in Halifax, NS, Canada
- 19-23 September 2016 NAFO 38<sup>th</sup> Annual Meeting, Halifax, NS, Canada (unless an invitation to host is extended by a Contracting Party and accepted by the Organization)

### 4. Joint Meetings

#### ***Joint Advisory Group on Data Management (JAGDM)***

In 2013, this technical experts group was created to provide advice on technical issues and to promote harmonization and standardization in the area of fisheries data management & communications amongst interested Regional Fisheries Management Organizations (RFMO)s. Current participants are the North East Atlantic Fisheries Organization (NEAFC) and the Northwest Atlantic Fisheries Organization (NAFO). This

year, the meeting was hosted at the NAFO Secretariat in Dartmouth, Nova Scotia on 20-21 May 2015. The main topics discussed during this meeting included election of a new Chair; the data sharing between NAFO and NEAFC; and recommendations for adopting an information security management system (ISMS) for NAFO.

## 5. Secretariat Staff

### *Recruitment*

This year, the Secretariat said goodbye to two long-term employees. After 36 dedicated years at NAFO, Barbara Marshall, Senior Information Officer, and Cindy Kerr, Senior Fisheries Information Manager, retired. This left two open positions, and in 2015, two new employees joined the Secretariat, Jana Aker and Dayna Bell.

Jana Aker joined the NAFO Secretariat as the Fisheries Information Administrator in February 2015. Her main responsibilities are to monitor and compile information related to the NAFO fisheries. Jana's recent work experience includes Fisheries and Oceans Canada where she was an Oceans Biologist, GIS Technician/Spatial Analyst. She holds a Masters in Marine Management and Bachelor of Science with Honours in Biology.

Dayna Bell joined the NAFO Secretariat as the Scientific Information Administrator in May 2015. Dayna supports the Scientific Council meetings and its subsidiary bodies. She also is the first point of contact for the media and other interested public. She attended Mount Saint Vincent University for both a Master of Arts Communication and a Bachelor of Science (Science Communication) degree.

For the period of September 2014 – August 2015, the Secretariat was comprised of the following employees:

Executive Secretary	Fred Kingston
Deputy Executive Secretary and Senior Finance and Staff Administrator	Stan Goodick
Senior Fisheries Commission Coordinator	Ricardo Federizon
Scientific Council Coordinator	Neil Campbell
Executive Assistant to the Executive Secretary	Lisa LeFort
Senior Information Officer	Barbara Marshall (to 31 March 2015)
Senior Fisheries Information Manager	Cindy Kerr (to 31 March 2015)
IT Manager	Matthew Kendall
Publications Manager	Alexis Pacey
Database Manager	Mark Harley
Office Administrator	Sarah Burton
Fisheries Information Administrator	Jana Aker (from 23 Feb 2015)
Scientific Information Administrator	Dayna Bell (from 04 May 2015)

## 6. Publications

During the period of September 2014 – August 2015, in addition to the many meeting documents and working papers for NAFO meetings, the NAFO Secretariat prepared, posted to the web and/or printed the publications listed below:

***Conservation and Enforcement Measures (for 2015)*** (190 pages)

***Annual Report for 2014*** (online and 8.5"x11" 20 page booklet)

***Meeting Proceedings of the General Council and Fisheries Commission for Sep 2014/Aug 2015*** (380 pages)

***Scientific Council Reports for 2014*** (421 pages)

***Journal of Northwest Atlantic Fishery Science*** Volume 46, 2014 (56 pages – printed and distributed in December 2014, including a CD); Volume 47, 2015 - two articles published (online), eight in review.

***Meeting Documentation CD*** (GC/FC Proceedings 14–15, SC Reports 2014, NAFO Convention, NCEM 2015, Rules of Procedures, Annual Report 2014 and all meeting documents).

#### **Other initiatives and work:**

##### ***Journal of Northwest Atlantic Fishery Science (JNAFS)***

A new content management system (CMS) was started for the online version of the Journal, with the assistance of a consultant in late 2014. This new format will have a structure that manages content for publications in an efficient and streamlined manner. The new format was presented at the SC meeting in June 2015.

##### ***Aquatic Sciences and Fisheries Abstracts (ASFA)***

ASFA is an international cooperative information system which is comprised of an abstracting and indexing service covering the world's literature on the science, technology, management, and conservation of marine, brackish water and freshwater resources. It is a bibliographic database that is supported by the UN co-sponsoring partners, national and international partners, and a publishing partner (ProQuest). FAO provides the Secretariat for the ASFA Partnership. NAFO is an international partner and the Secretariat is responsible for inputting data into the ASFA database for disseminating information to the world.

ASFA data entry keeps the publications department busy with over 75 publications and documents that need indexing every year. Approximately 68 Scientific Council Research (SCR) documents get indexed. Every article that is published from the Journal of the Northwest Atlantic Fisheries Organization gets indexed individually, in addition to the Scientific Council Studies. Other NAFO publications are indexed on an annual basis. They would include the CEM, Meeting Proceedings, Scientific Council Reports and the Annual Report.

##### ***New Identification Guide***

###### ***Coral, Sponge, and Other Vulnerable Marine Ecosystem Indicator Identification Guide, NAFO Area***

This is a continuation of the previous *Coral Identification Guide NAFO Area* and *Sponge Identification Guide NAFO Area* that were published in 2009 and 2010, respectively, to include more VME indicator species. This guide will be using a waterproof binder with water resistant pages that can be inserted as more VME indicator species are discovered. This initiative was the result of the WG-ESA meeting in November 2014. A group of authors and contributors will be collaborating with the publications department on this new book.

#### **Signs and banners**

Various signs and banners were designed and produced to enhance the NAFO identity, in co-operation with the Outreach team initiative of the NAFO communications plan.

#### **7. Fishery Statistics**

The NAFO statistical databases are compiled by the NAFO Secretariat and published on the NAFO web site <http://www.nafo.int/data/stats/21stats.html>. They are continuously updated as soon as new submissions are received. Table 1 presents an overview of the statistical catch information submitted by Contracting Parties for the last three years as of 1 September 2015.

The 21A Extraction Tool continues to be used to query the NAFO Statistical database (<http://www.nafo.int/data/frames/extract.html>). Fishery catch statistics are available by country, species, division and year from 1960 to the present.

**Table 1.** Submission of catch statistics by NAFO Contracting Parties (STATLANT 21) (to 1 Sept 2015). Blank cells indicate no report received, dnf = did not fish.

Country/Component	STATLANT 21A (deadline, 1 May)			STATLANT 21B (deadline 31 August)		
	2012	2013	2014	2012	2013	2014
CAN-CA	✓	✓	✓	✓	✓	✓
CAN-M						
CAN-SF	✓			✓		✓
CAN-G	✓		✓	✓		✓
CAN-N	✓	✓	✓	✓	✓	
CAN-Q						
CUB	✓					
E/BUL	dnf			dnf		
E/EST	✓	✓	✓	✓	✓	✓
E/DNK	✓	✓	✓	✓	✓	✓
E/DEU	✓	✓	✓	✓	✓	✓
E/FRA-M	dnf			dnf		
E/LVA	✓		dnf	✓		
E/LTU	✓		✓	✓		✓
E/POL			✓			
E/PRT	✓	✓	✓	✓	✓	✓
E/ESP	✓	✓	✓	✓	✓	✓
E/GBR	✓	✓		✓	✓	
FRO	✓	✓	✓	✓	✓	✓
GRL	✓	✓	✓	✓	✓	✓
ISL	dnf	✓	dnf	dnf		
JPN	dnf			dnf		
KOR						
NOR	✓	✓	✓	✓	✓	✓
RUS	✓	✓	✓	✓	✓	✓
USA	✓	✓	✓			
FRA-SP	✓	✓	✓	✓	✓	✓
UKR						

## 8. Information Technology (IT)

### *Security and Auditing Policies*

This year the Secretariat continued to look at how to secure and safeguard NAFO's data. There was an extensive IT audit completed, which made 27 recommendations to improve NAFO's information security management system. Some of these recommendations, such as encrypting backup tapes and only using encrypted flash drives, have already been implemented. These recommendations have been forwarded to Contracting Parties for consideration.

### *Server Room*

2015 was the year the Secretariat moved into a virtualized server environment in a big way. This provides many advantages including redundancy, scalability and ease of maintenance. It is also cost effective.

### *Increased use of electronic files*

The NAFO Secretariat continues to investigate the best ways to increase the use of electronic files. Electronic files are portable, cost-effective and environmentally friendly.

Pre-meeting documentation is provided on the NAFO Members' pages and NAFO Meetings SharePoint in place of paper copies. At the Annual Meeting, pre-meeting documentation is also provided at registration on electronic flash drives.

## 9. The NAFO Webpages

NAFO has a comprehensive set of webpages that provide useful services to the public, Contracting Parties and most recently NAFO Inspectors. These pages continue to be updated with current information. The Secretariat is presently reviewing the structure of the webpages to ensure they provide the best ease of use and practicality for Contracting Parties. Check out: [www.nafo.int](http://www.nafo.int) and [members.nafo.int](http://members.nafo.int).

### *Inspection Website*

In the last three years, NAFO has embarked on comprehensive development of a secure NAFO Inspectors website. Inspectors assigned to the NAFO Joint Inspection and Surveillance Scheme are able to access information relevant to fishing vessels operating in the NAFO Regulatory Area. Phase 1 includes a Vessel Registry containing vessels authorized to fish and charter arrangements. Phase 2 is an Inspection and Surveillance section which shows Inspection Presence Activity allowing Inspectors to see which Contracting Party is currently conducting at-sea inspections in the area. Inspection reports are able to be transmitted electronically through this website, although not all inspectors are presently using it.

At the May intersessional meeting 2015, STACTIC reviewed Phase 3, which is the Port State Measures section of the Inspectors website. The initial development of Phase 3 of the Monitoring, Control and Surveillance (MCS) website has been completed, including the incorporation of the PSC forms 1, 2, and 3. Contracting Parties are testing the functionality of the Phase 3 addition and have provided feedback throughout the process.

### *SharePoint*

The NAFO SharePoint continues to be a valuable resource replacing the network and allowing access to the meeting documentation before, during and after meeting hours ([meetings.nafo.int](http://meetings.nafo.int)).

The NAFO Secretariat continues to investigate the best ways to increase the use of SharePoint technology during meetings. This year, a comprehensive Meeting SharePoint was developed and available for use at all NAFO meetings.

### *Search functionality*

During the last few years, all NAFO and ICNAF historic documentation has been digitized and placed on the NAFO website. This year, NAFO implemented a convenient search tool to the ICNAF pages to assist in navigating the historic documents. This makes NAFO and ICNAF documentation more accessible to the user.

## 10. Vessel Monitoring System (VMS)

VMS is integral to the Monitoring, Control and Surveillance (MCS) measures enforced by NAFO; however its usefulness continues to expand beyond the scope of enforcement.

This year the Scientific Council used effort metrics derived from VMS data as a means of interpreting trends in recent years STATLANT 21 data.

## 11. Observer Renewals

This year, The Shark Trust and Dalhousie University – Marine & Environmental Law Institute joined NAFO's list of accredited non-governmental Observers. The Sierra Club of Canada also received accreditation, after its previous accreditation had lapsed. The Torngat Joint Fisheries Board received accreditation which it later withdrew.

In addition, the five-year status of four NAFO Observers was up for renewal namely the Pew Environment Group; the International Coalition of Fisheries Associations; the Ecology Action Centre (EAC) and the World Wildlife Fund (WWF). All were granted renewal of NAFO Observer status.

### **Staff Committee**

The Secretariat would like to thank Emilia Batista, Joanne Morgan and Deirdre Warner-Kramer for serving on the Staff Committee for the 2014-2015 term.

## **12. Secretariat Activities**

### ***NAFO Internship Program***

At the 2011 Annual Meeting, a NAFO Internship Program was adopted by the Organization. Since then six interns have taken part in the program. Due to budget constraints in 2015, only one intern worked in the Secretariat for a three-month period, Toni Bartulin.

Toni comes to the NAFO Secretariat for a three month internship from late July to early October 2015. He hails from Croatia where he completed a Master of Engineering in Fisheries and Game Management at the Faculty of Agriculture Zagreb.

During the course of his internship, Toni will have the opportunity to gain an international experience with a Regional Fishery Management Organization and contribute to various office duties and research in all areas and functions of the Secretariat under the supervision of the Senior Fisheries Commission Coordinator and the Fisheries Information Administrator.

He will assist in the tasks pertaining to NAFO Conservation and Enforcement Measures, specifically, processing of observer reports and haul-by haul catch submissions, quota uptake monitoring through the VMS, catch and bycatch analysis, summary graphs and figures for the Draft Compliance Review, etc.

In addition, Toni will have the opportunity to join the 2015 Annual Meeting of NAFO.

### ***Outreach***

#### **Media**

The Secretariat continued to circulate the annual press release to a dedicated media contact list. This year a press release was circulated shortly after the publication of the report of the June Scientific Council meeting. This resulted in the distribution of information about NAFO in various fisheries news publications and an interview with the Fisheries Broadcast (CBC) in Canada.

#### **Oil and Gas Activity in the NRA**

In the past year, NAFO's Regulatory Area (NRA) has experienced increased oil and gas activity. This has resulted in the decision of NAFO to explore the possibility of establishing an information arrangement in attempt to mitigate potential conflicts between the fishing and the oil and gas industries that may arise. Over the 25- 27 November, while in St. John's, Newfoundland and Labrador, the Executive Secretary and the Senior Fisheries Commission Coordinator met informally with the Chair of the Canada-Newfoundland and Labrador Offshore Petroleum Board (C-NLOPB), Scott Tessier, and representatives of the C-NLOPB, in addition to representatives of the region's offshore oil and gas industry. They also met with officials at the regional headquarters of the Canadian Department of Fisheries and Oceans, the provincial Department of Fisheries and Aquaculture and the local fishing industry. The meetings provided a better understanding of the possible issues involved with regard to the interaction of fisheries activities with oil and gas exploration in the NAFO NRA.

#### **External Relations**

During the past year, Executive Secretary Fred Kingston has participated in meetings to discuss NAFO-related issues, including the following:

- 20 November, represented NAFO at the book launch of '*Voyage of Discovery: Fifty Years of Marine Science*' at the Bedford Institute of Oceanography.
- 25 – 27 November, series of meetings particularly focused on oil and gas activities in the NRA in St. John's, Newfoundland and Labrador (see above).
- 28 November, paid a courtesy visit to Faith Scattolon, Regional Director General of Fisheries and Oceans Canada, Maritime Region.
- 13 March, paid a courtesy visit to Mike Savage, Mayor of Halifax.

- 14-16 April, met with officials of Fisheries and Oceans Canada in Ottawa to discuss a range of issues, including the status of the headquarters agreement and the development of an information exchange arrangement in the context of offshore oil and gas activities.
- 20 May and 16 September, participated in meetings of the Consular Corps of Nova Scotia in Halifax, Nova Scotia.
- 29 May, met with Dr. Peter Hutchinson, Secretary of North Atlantic Salmon Conservation Organization (NASCO) in Halifax, Nova Scotia.

The Executive Secretary, Fred Kingston also continues to try to strengthen NAFO's relationship with the local academic community, in particular Dalhousie University in Halifax.

- 21 October, gave a lecture about NAFO to a Law of the Sea class at the Dalhousie University's Schulich School of Law in Halifax, Nova Scotia.
- 27 November, gave a lecture about NAFO to the Centre for Fisheries Ecosystem Research at Memorial University in St. John's, Newfoundland.
- 10 June, gave a lecture on RFMOs and NAFO to students participating in the International Ocean Institute (IOI)'s 2015 training program on ocean governance at the NAFO headquarters. The 12 IOI students, from various international backgrounds, had the opportunity to ask questions and learn about the practices of NAFO. The students also had the opportunity to liaise with various Secretariat staff to ask questions on different areas of the Organization and its initiatives.

On 1 October, Dr. Andrew Kenney (EU) and Dr. Neil Campbell, NAFO's Scientific Council Coordinator, participated in the Western Central Atlantic Fisheries (WECAFC) Technical Workshop on Bottom Fisheries on the High Seas of the Western Central Atlantic. Mr. Kenney presented via WebEx, a presentation in conjunction with Tony Thompson, on NAFO's experience with Vulnerable Marine Ecosystems (VMEs). This was an opportunity to discuss NAFO's implementation of the ecosystem approach to fisheries management, particularly with regard to VMEs.

### ***Guests to the Secretariat***

In late September 2014, the Secretariat was pleased to welcome Marie-Anne Coninx, Ambassador of the European Union to Canada, during her first official visit to Nova Scotia. Accompanied by Karen Eva Abrahamsen, Senior Advisor at the Trade and Economic Section, European Union Delegation to Canada, the Ambassador was eager to discuss the outcomes of the NAFO Annual Meeting as well as current issues related to high-seas fisheries.

On 29 April, the Secretariat was visited by representatives of the EU Delegation and EU Member State Embassies to Canada while they were in the Halifax area. During their time at the Secretariat, they were introduced to NAFO and received a presentation from Executive Secretary, Mr. Fred Kingston, about NAFO. The delegates had the opportunity to ask questions and find out more about the organization.

On 26 May, Karen Wong-Petrie (Acting Director) and Kris Vascotto (Marine Advisor) of the Marine and Coastal Division of the Nova Scotia Department of Fisheries and Aquaculture met with the Executive Secretary and staff to discuss relations between NAFO and the province's fisheries industry. Karen and Kris were given a presentation about NAFO and had their questions answered regarding procedure and stock assessments.

On 27 May, the Secretariat received Mr. Morley Knight, newly-appointed Regional Director General of Fisheries and Oceans Canada, Maritime Region. This was an opportunity for Mr. Knight to visit the premises and meet the Secretariat staff. Fred Kingston made a follow up visit to Mr. Knight on 25 June at his office at the Bedford Institute of Oceanography, Dartmouth, Nova Scotia.

On July 21, SAI Global met at the Secretariat to discuss the Marine Stewardship Council (MSC) Certification of 3LN redfish fishery for the Groundfish Enterprise Allocation Council (GEAC). At this meeting, representatives attended on behalf of the client group with Secretariat members from both the Scientific Council and the Fisheries Commission.

The NAFO Secretariat continues to hold smaller working group meetings in its boardroom whenever possible as well as offer the use of the space to affiliated groups for a nominal fee. In the past, universities and



Fisheries and Oceans Canada have used the space for meetings including the joint Working Group on the Northwest Atlantic Regional Sea (WGNARS) held 23 -27 Feb 2015.

### ***International Oceans Day***

The NAFO Secretariat continued to participate in World Oceans Day 2015. Two Secretariat staff members attended the local Oceans Day in Halifax, Nova Scotia on Friday, 5 June at the Maritime Museum of the Atlantic on the Halifax waterfront. This year over 1,000 people attended this Oceans Day event.

In Iona, Cape Breton on 7 June at the St Columba Parish Centre the Senior Fisheries Commission Coordinator, Ricardo Federizon, spoke about NAFO and its activities during the World Oceans Day presentations.

### ***Dalhousie University Environmental Information: Use and Influence (EIUI) Research Project—Update***

In late 2013, NAFO participated as part of a project investigating the use and policy relevance of marine scientific information, led by Prof. Bertrum MacDonald of the School for Information Management at Dalhousie University, by hosting a doctoral student in kind. Other partners in this project include Fisheries and Oceans Canada, Nova Scotia Department of Fisheries and Aquaculture, the FAO and WWF Canada. Dalhousie University – EIUI Project is also an accredited Observer to NAFO meetings. The project, still ongoing, is funded by the Canadian Social Science and Humanities Research Council (SSHRC), and aims to foster partnership and design new approaches for research into best practice models of information flow. In particular, information flow involving “grey literature”, and how the scientific information contained within, informs marine environmental policy decisions. Secretariat staff member, Alexis Pacey (Publications Manager) is the current Chair of the Steering Committee for this project.

Since the project’s inception, NAFO has strengthened its relationship with Dalhousie and this particular initiative. This year, the relationship between NAFO and the School for Information Management at Dalhousie, due to common interests, has led to co-hosting the annual Aquatic Sciences and Fisheries Abstracts (ASFA) meeting taking place this autumn in Halifax, NS.

### ***Information Requests***

The NAFO Secretariat regularly responds to requests from various international sources. During the last year the Secretariat has responded specifically to:

- Request for input to the UN Secretary-General’s report on Review Conference on the United Nations Fish Stocks Agreement.
- Request for input to the UN Secretary-General’s report on developments in the field of ocean affairs pursuant to UNGA Resolution A/69/L.29 entitled, “Ocean and the Law of the Sea.”
- Contribution to the Regional Fishery Body Secretariats Network (RSN) Newsletters

Throughout the year various simple and informal requests are made to the Secretariat regarding specific information, procedures of NAFO, etc. by students, educational institutes, RFMOs, CPs representatives or other organizations. These are answered to the best of the ability and as time permits by various members of the NAFO Secretariat.

## **13. Participation by Secretariat at external meetings**

### ***Workshop on Linking Global and Regional Levels in the Management of Marine Areas Beyond National Jurisdiction***

Executive Secretary, Fred Kingston, attended the Workshop on Linking Global and Regional Levels in the Management of Marine Areas Beyond National Jurisdiction in Rome, Italy during the 17-20 February. Mr. Kingston delivered a presentation on NAFO’s development of its ecosystem approach framework to fisheries management. The report of the meeting will be released later this year.

### ***FAO FIRMS Steering Committee Meeting—9th Session***

The 9<sup>th</sup> session of the FIRMS Steering Committee took place in Namibia 23-27 February. Secretariat staff member, Barbara Marshall (Senior Information Officer) was the elected Chair of the Steering Committee. FIRMS is now focusing on encouraging additional memberships in order to have a worldwide coverage, and

additionally, to revamp current outreach. The next meeting aims to take place in early 2016 with the location still to be announced.

### ***FAO CWP on Fishery Statistics—25th Session***

This Coordinating Working Party (CWP) of the FAO held an intersessional meeting of the fisheries group for fishery statistics during the 23-27 February in Namibia. The CWP developed a new focus for the working party as a repository for standards in fisheries statistics. A strategy to ensure that the next meeting (April 2016) is quorate has been developed. During the meeting, there was also a focus on the clarification of fishery commodity codes to align with World Customs Organisation Central Product Classification Codes, and on the identification of fisheries, in conjunction with FIRMS.

### ***FAO ABNJ Project—Workshop on VME Process and Practices***

In 2013, NAFO was invited to partner in the FAO-Global Environment Facility (GEF) Project, “*Sustainable fisheries management and biodiversity conservation of deep-sea living marine resources and ecosystems in the Areas Beyond National Jurisdiction (ABNJ)*”.

This year, a meeting was held 2- 4 March in Namibia under the auspices of the FAO ABNJ Deep Seas project, that aimed to identify and document best practices surrounding VMEs in RFMOs. Participants from the Secretariats and scientific bodies of CCAMLR, SPRFMO, NEAFC, NAFO, GCFM and SIOFPA attended, including two members of the NAFO Secretariat. The FAO plan to publish the meeting report, before moving on to a second edition of the Worldwide Review of Fisheries, later in the year.

The Executive Secretary, Fred Kingston, has also agreed to be the liaison for NAFO for the ABNJ Project's Community of Practice on Fisheries, Biodiversity and Climate Change.

### ***JASCO Applied Sciences***

In July, the Executive Secretary and the Fisheries Information Administrator from the Secretariat met with JASCO Applied Sciences, in Dartmouth, Nova Scotia, Canada.

JASCO is an acoustic monitoring company that is currently deploying several acoustic sensors throughout the NAFO Convention Area, two of which have been deployed in the NAFO Regulatory area during the summer of 2015. The sensors deployed are part of an Environmental Studies Research Fund (ESRF) project that is funding research with the purpose of determining seasonal locations of marine mammals and potentially detecting groundfish spawning areas. The ESRF itself is funded by the Canadian oil and gas industry.

The Secretariat briefed JASCO about NAFO, and they agreed to share their result outcomes which have a tentative completion of autumn 2016. JASCO will remain in contact with NAFO throughout the remainder of the project.

### ***International Fisheries Commissions Pension Society (IFCPS) Annual Meeting***

The annual meeting of the International Fisheries Commissions Pension Society (IFCPS) was hosted by the Department of Fisheries and Oceans Canada during 14-16 April 2015 in Ottawa, Ontario, Canada. The meeting was attended by representatives of the seven International Fisheries Commissions with headquarters located in Canada and the United States of America. Also attending the meeting were the IFCPS directors appointed by the Governments of Canada and the United States. NAFO was represented by Fred Kingston, Executive Secretary, and Stan Goodick, Deputy Executive Secretary/Senior Finance and Staff Administrator. Discussions focused on the performance of the pension plan investments which for 2014 was 12.5% (gross of fees). This was well in excess of the 5.5% return target. The 2016 annual meeting of the IFCPS will be hosted by the International Pacific Halibut Commission during 19-21 April 2016 in Seattle, Washington, USA.

## **14. Secretariat Staff Classification**

At the 2014 NAFO Annual Meeting, the General Council tasked STACFAD to hire an external consultant to review the existing NAFO Secretariat staff classification scheme, including salary scales and relevant employment benefits, such as separation indemnity. The external consultant selected, SJM Consulting, is

based in Ottawa, Ontario, Canada. The results of this review are expected to be presented at the 2015 NAFO Annual Meeting in September.

### **15. Financial Status Update**

The Organization again ended the 2014 fiscal year in a very good financial position with operating cash at high levels and with only \$18,521 owing from one Contracting Party. Actual operating expenses for the year were 3.4% under the Organization's budget of approximately \$1.890 million. W|B|L|I Chartered Accountants performed the audit of the 2014 financial records for the fourth year and the statements will be reviewed and approved by the Organization at the September 2015 Annual Meeting.

The NAFO budget for 2015 was increased to \$1.981 million as additional supplementary payments are required to pay down the NAFO Pension Plan deficit. The Secretariat has been working within the approved budget and expenditures are projected to be \$30,000 under budget for the 2015 fiscal year (see page 12 - Statement I of the Financial Statements). As of 10 September 2015, there was \$31,880 in membership contributions outstanding from one CP (see page 14 - Statement III of the Financial Statements).

## Financial Statements

## STATEMENT I

**Budget Appropriations. Obligations Incurred and Unliquidated Balances of  
Appropriations**

**For the Year Ending 31 December 2015**

**(Estimated from 31 July 2015)**

(Canadian Dollars)

	Approved Budget 2015	Total Estimated Obligations for Fiscal Year 2015	Estimated Unliquidated Balance of Appropriations
1 Personal Services			
a) Salaries	\$1,029,000	\$975,000	\$54,000
b) Superannuation and Annuities	358,000	358,000	-
c) Medical and Insurance Plans	91,000	89,000	2,000
d) Employee Benefits	67,000	55,000	12,000
Subtotal Personal Services	1,545,000	1,477,000	68,000
2 Additional Help	1,000	1,000	-
3 Communications	24,000	23,000	1,000
4 Computer Services	31,000	34,000	(3,000)
5 Equipment	28,000	28,000	-
6 Fishery Monitoring	36,000	36,000	-
7 Hospitality Allowance	3,000	3,000	-
8 Internship	6,000	6,000	-
9 Materials and Supplies	28,000	28,000	-
10 NAFO Meetings			
a) Sessional	114,000	110,000	4,000
b) Inter-sessional Scientific	25,000	25,000	-
c) Inter-sessional Other	30,000	24,000	6,000
Subtotal NAFO Meetings	169,000	159,000	10,000
11 Other Meetings and Travel	35,000	18,000	17,000
12 Performance/External Reviews	-	15,000	(15,000)
13 Professional Services	51,000	62,000	(11,000)
14 Publications	12,000	12,000	-
15 Recruitment and Relocation	12,000	49,000	(37,000)
<b>Total Ordinary Budget</b>	<b>\$1,981,000</b>	<b>\$1,951,000</b>	<b>\$30,000</b>

## STATEMENT II

**Statement of Assessed Contributions and Expenditures**  
**for the Year Ending 31 December 2015**  
**(Estimated from 31 July 2015)**  
(Canadian Dollars)

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Contracting Parties Assessed:

Canada	\$729,173.13
Cuba	43,102.95
Denmark (in respect of Faroe Islands and Greenland)	257,001.10
European Union	84,223.77
France (in respect of St. Pierre et Miquelon)	43,424.11
Iceland	41,994.30
Japan	41,994.30
Republic of Korea	41,994.30
Norway	45,622.61
Russian Federation	55,802.03
Ukraine	41,994.30
United States of America	<u>253,445.10</u>
Assessed Contributions for the year ending 31 December 2015	\$1,679,772.00
Transferred from Accumulated Surplus Account	<u>301,228.00</u> <sup>a</sup>
Approved Budget for 2015	\$1,981,000.00
Total Estimated Obligations for 2015 - Statement I	<u>1,951,000.00</u>
Amount to be transferred to Accumulated Surplus Account	<u>\$ 30,000.00</u>

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<sup>a</sup> Excess of revenue over expenditures during the 2014 fiscal year (includes ex gratia grant; staff assessments; sales of publications; bank interest and balance of appropriations not expended).

## STATEMENT III

## Balance Sheet for the Year Ending 31 December 2015

(Estimated from 31 July 2015)

(Canadian Dollars)

<b>Assets</b>		<b>Liabilities</b>	
Current		Current	
Cash	\$572,207	Accounts Payable	
Contributions Receivable from		and Accrued Liabilities	\$95,891
Contracting Parties (Note 1)	31,880	Advance Contributions	9,073
Prepaid Expenses	1,962	Current Portion of Employee	
Province of Nova Scotia		Termination Benefits	0
Ex gratia grant receivable	80,000	Provision for Accrued Employee	
		Vacation Pay	28,405
	<u>686,049</u>		<u>133,369</u>
Long-Term		Long-Term	
Employee Termination Benefit		Provision for Employee Termination	
Investments	245,532	Benefits	245,532
	<u>245,532</u>		<u>378,901</u>
		<b>Members' Net Assets</b>	
		Accumulated Surplus	552,680
			<u>552,680</u>
	<u>\$931,581</u>		<u>\$931,581</u>

**Note 1.**

Contributions Receivable from Contracting Parties

Ukraine \$31,880

## STATEMENT IV

**Statement of Accumulated Surplus  
for the Year Ending 31 December 2015a  
(Estimated from 31 July 2015)  
(Canadian Dollars)**

Accumulated Surplus - Beginning of 2015		\$585,908
Less: Amount appropriated 1 January 2015		-301,228
Add: Staff Assessments	\$145,000	
Province of Nova Scotia - <i>ex gratia</i> grant	80,000 <sup>b</sup>	
Balance of appropriations not expended in 2015	30,000	
Interest	10,000	
Sales of Publications	1,000	
Observer Attendance Fees	1,000	
Boardroom Rental	1,000	268,000
Accumulated Surplus - End of 2015		<u>\$552,680</u>
Appropriated to maintain minimum balance (to be authorized by G.C.)		
Minimum balance maintained	\$285,000	
Unappropriated balance available	<u>267,680</u>	
Total Accumulated Surplus		<u>\$552,680</u>

<sup>a</sup> Provisions for the Accumulated Surplus Account from the NAFO Financial Regulations:

Rule 4.2 Within the books of accounts, there shall be established an accumulated surplus account to which shall be credited:

- i) excess of receipts over expenditures at the end of the financial year;
- ii) unexpended balances at the end of the 12-month period specified in Rule 3.2 for prior year obligations, but not disbursed;
- iii) refunds, from any source, of prior year's expenditures of the Organization.

Rule 4.3 Monies available in the accumulated surplus account may be used temporarily to the extent necessary to finance appropriations pending receipt of annual payments by Contracting Parties.

Rule 4.5 The Standing Committee on Finance and Administration and the General Council shall review the amount available in the accumulated surplus account during each annual meeting. Insofar as possible, the General Council shall anticipate unforeseen expenditures during the succeeding three years and shall attempt to maintain the accumulated surplus account at a level sufficient to finance operations during the first three months of the year plus an amount up to a maximum of 10% of the annual budget for the current financial year for use in an emergency in

<sup>b</sup> This amount represents the Provincial portion of income tax paid by NAFO employees.

## STATEMENT V

**Preliminary calculation of billing for Contracting Parties against the proposed estimate  
of \$1,997,000 for the 2016 financial year (based on 12 Contracting Parties to NAFO)  
(Canadian Dollars)**

Budget Estimate	\$1,997,000
Deduct: Amount from Accumulated Surplus (pending approval from General Council)	<u>\$267,680</u>
Funds required to meet 2016 Administrative Budget	<u>\$1,729,320</u>
60% of funds required =	\$1,037,592
30% of funds required =	\$518,796
10% of funds required =	\$172,932

2015 Billing for comparison purposes		
Approved Budget 2015		\$1,981,000
Deduct Accumulated Surplus		<u>301,228</u>
Funds required 2015 Budget		<u>\$1,679,772</u>
Nominal Catches for 2012	% of Total Catch in the Convention Area	2015 Annual Contribution
500,305	57.91%	\$729,173.13
960	0.11%	43,102.95
156,492	18.12%	257,001.10
36,198	4.19%	84,223.77
1,065	0.12%	43,424.11
-	-	41,994.30
-	-	41,994.30
-	-	41,994.30
3,140	0.36%	45,622.61
11,806	1.37%	55,802.03
-	-	41,994.30
153,919	17.82%	253,445.10
863,885	100.00%	<u>\$1,679,772.00</u>

Contracting Parties	Nominal Catches for 2013	% of Total Catch in the Convention Area	10%	30%	60%	2016 Preliminary Billing
Canada	357,615	51.13%	\$95,945.59	\$43,233.00	\$530,520.78	\$669,699.37
Cuba	845	0.12%	-	43,233.00	1,245.10	44,478.10
Denmark (in respect of Faroe Islands and Greenland) (1)	144,541	20.67%	38,779.34	43,233.00	214,470.27	296,482.61
European Union	39,695	5.67%	-	43,233.00	58,831.47	102,064.47
France (in respect of St. Pierre et Miquelon)	316	0.05%	84.78	43,233.00	518.80	43,836.58
Iceland	92	0.01%	-	43,233.00	103.76	43,336.76
Japan	-	-	-	43,233.00	-	43,233.00
Republic of Korea	-	-	-	43,233.00	-	43,233.00
Norway	2,846	0.41%	-	43,233.00	4,254.13	47,487.13
Russian Federation	11,399	1.63%	-	43,233.00	16,912.75	60,145.75
Ukraine	-	-	-	43,233.00	-	43,233.00
United States of America	142,092	20.31%	38,122.29	43,233.00	210,734.94	292,090.23
	699,441	100.00%	\$172,932.00	\$518,796.00	\$1,037,592.00	<u>\$1,729,320.00</u>
Funds required to meet 1 January - 31 December 2016 Administrative Budget						<u>\$1,729,320.00</u>

(1) Faroe Islands 4,803 metric tons  
Greenland 139,738 metric tons