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ANNUAL MEETING - JUNE 1964

Administrative Report for the year ending 30 June, 1964

(to 4 May 1964)

1. The Commission's Officers

At the Annual Meeting, June, 1963, the following officers were elected to serve for the next two years:

Chairman of Commission	- Mr. K. Sunnanaa (Norway)
Vice-Chairman of Commission	- Mr. F. P. Briggs (USA)
Chairman of Panel 1	- Mr. G. Mocklinghoff (Federal Republic of Germany)
Chairman of Panel 2	- Mr. H. Gardner (UK)
Chairman of Panel 3	- Mr. V. Kamentsev (USSR)
Chairman of Panel 4	- Captain T. de Almeida (Portugal)
Chairman of Panel 5	- Mr. W. C. MacKenzie (Canada)
Chairman of Standing Committee on Research and Statistics	- Mr. R. J. H. Beverton (UK)
Chairman of Standing Committee on Finance and Administration	- Dr. J. H. MacKichan (Canada)

2. Panel memberships for 1963/1964

<u>Panel</u>	1	2	3	4	5	Total
Canada		+	+	+	+	4
Denmark	+					1
France	+	+	+	+		4
Germany	+	+				2
Iceland	+					1
Italy			+	+		2
Norway	+					1
Poland	+	+	+			3
Portugal	+	+	+	+		4
Spain	+	+	+	+		4
USSR	+	+	+	+	+	5
UK	+	+	+			3
USA			+	+	+	<u>3</u>
	10	8	9	7	3	37

3. The Commission's Headquarters

Effective 1 August, 1963, the headquarters of the Commission was moved from the campus of Dalhousie University in Halifax, Nova Scotia, to the Bedford Institute of Oceanography in Dartmouth, Nova Scotia. The move, which allowed the University to reclaim much needed additional classroom space, was made possible through the kind invitation of the Department of Mines and Technical Surveys of the Canadian Government to the Commission to occupy office space in its fine new Bedford Institute of Oceanography.

In accordance with the unanimous decision of the Commission, a letter was sent to the President and Board of Governors of Dalhousie University

expressing the appreciation of the Commission for accommodation for the Commission's headquarters since September 1953.

Accommodation in the Bedford Institute of Oceanography consists of a total of 1680 square feet of lighted and heated office space and approximately 220 square feet of dry storage for the Commission's publications.

Special thanks are due Dr. W.N. English, Director of the Institute, and his staff for their warm welcome and generous assistance.

#### 4. The Commission's Secretariat

Permanent members of the Secretariat were:

Executive Secretary	-	L. R. Day
Statistician	-	B. F. C. DeBaie
Editorial Assistant	-	H. Champion (from 15 November 1963)
Secretary	-	Miss Jean Maclellan
Clerk-Typist	-	Miss Gertrude Schrader
Clerk	-	Mrs. Barbara MacKenzie

During the period covered by the report, the Executive Secretary discussed publication procedures with the Editor of the Fisheries Research Board of Canada in Ottawa, 3 December 1963; discussed common problems with Mr. K. Atkinson, Executive Secretary of North-East Atlantic Fisheries Commission (formerly the Permanent Commission) in London, 23 January 1964; attended the ICNAF Environmental Symposium in Rome, 27 January-1 February 1964; discussed arrangements for the 14th Annual Meeting with Mr. G. Mocklinghoff of the Ministry of Food, Agriculture and Forests of the Federal Republic of Germany and Dr. v. Brandt, Director of the Federal Institution of Fisheries Research in Hamburg, 4 February 1964; and discussed common problems with Dr. A. Fridriksson, Secretary General of ICES, and Dr. E. Bertelsen (Director) and E. Poulsen of the Danish Institute for Marine and Fisheries Research, Charlottenlund, Denmark, 6-7 February 1964.

#### 5. The Commission's Publications

Since January 1963 the Commission has issued almost 1500 pages of printed material in its 7 publications.

The Redbook 1963 was issued in 3 parts as in 1962. Pt. I contains the Proceedings of the 1963 meetings of the Standing Committee on Research and Statistics. Pt. II contains the national reports on research in 1962, and Part III contains selected papers from the 1963 meetings. Part I was distributed in October 1963, Parts II and III (one book) were distributed in December 1963.

The Annual Proceedings Vol. 13 for the year 1962-63 contains the Administrative Report for the year ending 30 June 1963 by the Executive Secretary, Report of the 13th Annual Meeting 1963 by the Chairman of the Commission, Summaries of Research carried out in each subarea of ICNAF in 1962, and a list of scientists and laboratories engaged in the Commission's work. The Annual Proceedings was distributed in December 1963 and copies are available (\$ Canadian 1.50) from the headquarters of the Commission.

The Statistical Bulletin Vol. 11 for 1961 was distributed in December 1963. Copies are available (\$ Canadian 3.00) from the headquarters of the Commission. The Statistical Bulletin Vol. 12 for 1962 was sent to the printers in March 1964, 5 months earlier than previous numbers.

The List of vessels fishing in the Convention Area in 1962 was distributed in January 1964. Copies are available (\$ Canadian 2.00) from the Commission's headquarters.

The Sampling Yearbook Vol. 6 for 1961 was distributed in April 1963 and Sampling Yearbook Vol. 7 for 1962 was distributed in April 1964.

The ICNAF Special Publication No. 4 containing 64 scientific articles presented at the Commission-sponsored North Atlantic Fish Marking Symposium held at Woods Hole, Mass., May 1961, under the Chairmanship of Mr. R. J. H. Beverton, was distributed in February 1964. This publication presents information on methods and effectiveness of marking, tagging, and tag recovery and on the analysis of results of marking and tagging experiments. It is of great value both to the experienced researcher and to those who are beginning research. Copies are available (\$ Canadian 4.00) from the Commission's headquarters.

The ICNAF Special Publication No. 5 (Volume 2 of the Proceedings of the Joint ICNAF/ICES/FAO Special Scientific Meeting on Fishing Effort, the Effect of Fishing on Resources and the Selectivity of Fishing Gear, held in Lisbon, 1957) containing 24 scientific articles on the Selectivity of Fishing Gear was distributed in February 1964. Copies are available (\$ Canadian 5.00) from the Commission's headquarters.

The Research Bulletin of ICNAF will make its initial appearance in 1964. As the title implies, this new serial publication will contain papers on the results of scientific research of importance to the work of the Commission. Papers for the first issue are now in press.

#### 6. Newsletter

Only one newsletter, No. 44, was distributed. It covered the period January 1963 to March 1964. Future issues will be prepared and distributed quarterly.

#### 7. Co-operation with other International Organizations

During the year the Secretariat was in close contact with the Fisheries Division of the Food and Agriculture Organization of the United Nations (FAO), the International Council for the Exploration of the Sea (ICES), and the North-East Atlantic Fisheries Commission (NEAFC), formerly the Permanent Commission.

The Commission was represented at the Annual Meeting of ICES in Madrid in October 1963 by Mr. R. J. H. Beverton (UK), and at the Intergovernmental Oceanographic Commission (IOC) meeting in Paris by Dr. C. E. Lucas (UK). Mr. G. Mocklinghoff will represent the Commission at the Second Meeting of NEAFC in May 1964 at The Hague, Holland.

Regular exchange of publications, reports and meeting proceedings was maintained with FAO, ICES and NEAFC.

The Commission was pleased to accept an invitation to use the conference facilities of FAO in Rome for its Environmental Symposium, 27 January-1 February 1964.

#### 8. Co-operation with Non-Member Countries

Japanese fishing activities in the Convention Area increased within the past year. The Government of Japan continues to supply catch statistics in the form required by the Commission and has accepted an invitation to send an observer to the Commission's 14th Annual Meeting in Hamburg, Federal Republic of Germany.

Belgium continues to report catch statistics as a result of fishing operations in the Convention Area.

9. Programmes and Reports of Research

Programmes of research for 1964 for each member country were exchanged through the Secretariat.

National reports of research to be carried out in 1963 in the Convention Area are being prepared as meeting documents for the 1964 Annual Meeting. Reports by Canada, Denmark, France, Germany, Iceland, Norway, USSR and UK on their participation in the ICNAF Environmental Surveys (NORWESTLANT 1-3) in the northern part of the Convention Area (Subareas 1, 2 and Divisions 3K and 3L) during April-June 1963, are being received and prepared for consideration at the 1964 Annual Meeting.

10. Statistics

Concerted effort by the Statistician has shortened the time required to publish the complete statistics of the fisheries in the Convention Area (Statistical Bulletin of ICNAF) from two years to eighteen months.

In an attempt to provide the Commission's scientists with earlier and more complete statistics, preliminary statistical data on the groundfish and herring landings by countries and divisions in 1962 were made available prior to the 1963 Annual Meeting. With the assistance of FAO and the use of the new FAO/ICNAF statistical reporting form, STANA 1W, by member countries (except Canada and U.S. in 1963), efforts are now being made to have 1963 landings by species, country and division (Table 1 of Statistical Bulletin) and by species and subarea (Table 3 of Statistical Bulletin) available prior to the 1964 Annual Meeting.

Considerable time and effort was spent on graphic presentation of landings by species, country and year from 1952-62 inclusive (vide 1964 Meeting Document No. 7). In addition, consideration was given to a standard graphic presentation of landing and effort statistics to allow ready appraisal of trends by both Commissioners and scientists.

11. Otolith Exchange Programs

Exchange of cod, redfish and halibut otoliths has continued through the Secretariat. Results of readings of halibut and redfish otoliths by interested countries are reported in 1964 Meeting Document No. 8 and 9 respectively.

12. Changes in the Convention

The declaration of understanding that the words "fish", "fishes", "fishery", "fisheries" and "fishing", as they appear in the text of the Convention, include and apply to molluscs as well as finny fish, entered into force for all Contracting Governments 5 June 1963.

Proposed changes in the Convention to allow proposals for national and international measures of control, adopted by the Commission 7 June 1963, were forwarded to Depositary Government 10 July 1963, who circulated a draft protocol to member governments 25 September 1963.

13. International regulation of trawl fisheries

Amendments to regulations regarding savings gear in Subareas 1, 2, 3, 4 and 5, adopted by the Commission 7 June 1963, were forwarded to Depositary Government 10 July 1963 and are still under consideration by member countries.

14. Inspection of Regulated Fisheries.

In accordance with the decision of the Commission, the results of inspections by member countries of trawl gear in regulated fisheries and Subareas for 1963 are being submitted for consideration by the Commission at the 1964 Annual Meeting on a new form "Annual Returns of Infringements".

15. Meetings.

The Co-ordinating Committee for the ICNAF Environmental Surveys (NORWESTLANT 1-3) met in Madrid 7 October, 1963, (during the ICES Meeting) under the Chairmanship of Mr. A. J. Lee to discuss the working-up of the material collected.

The ICNAF Environmental Symposium, another major feature of the environmental program of the Commission was held, by courtesy of the Director General of FAO in Rome from 27 January to 1 February, 1964, under the Chairmanship of Dr. C. E. Lucas. The Symposium considered aspects of the influence of the environment on the principal fish stocks of the North Atlantic. Pre-meeting circulation of 90 scientific contributions allowed the participants to devote a maximum of time to sessional discussion. About 70 scientists from 12 countries attended. Considerable progress has been made in preparing the contributions for publication in the Commission's Special Publications Series.

16. Financial Statements.

Statements 1, 2 and 3, attached cover the financial administration of the Commission from 1 July, 1963, to 30 April, 1964, with estimates to the end of the fiscal year 30 June, 1964. Statement 1 shows that projected total expenditures will be within the appropriation approved by the Commission at the 1963 Annual Meeting. Deficits are shown in some appropriations sections and authorization of the Chairman of the Commission will be sought to meet these deficits by transfer from other sections in accordance with the Financial Regulations, Section IV, 4, 5 as amended at the 1960 Annual Meeting of the Commission.

I certify that, in my opinion, these financial statements are in accord with the books and record of the Commission.

L. R. Day,  
Executive Secretary.  
5 May, 1964.

STATEMENT 1

BUDGET APPROPRIATIONS, OBLIGATIONS INCURRED AND UNOBLIGATED BALANCES OF APPROPRIATIONS  
FOR THE YEAR ENDING 30 JUNE, 1964 (ESTIMATED FROM MAY 1, 1964)

	<u>Appropriated By Commission At Annual Meeting 1963</u>	<u>Obligations Incurred And Liquidated Up To April 30, 1964</u>	<u>Expenses Estimated For Rest Of Fiscal Year</u>	<u>Total Obligations For Fiscal Year</u>	<u>Unobligated Balances Of Appropriations (Estimated)</u>
1. Personal Services					
(a) Salaries	\$ 35,980.00	\$ 29,360.26	\$ 6,246.68	\$ 35,606.94	+ \$ 373.06
(b) Superannuation	2,800.00	859.78	176.24	1,036.02	+ 1,763.98
(c) Additional help	1,200.00	720.01	468.00	1,188.01	+ 11.99
(d) Medical Plan	200.00	146.24	34.96	181.20	+ 18.80
2. Travel	6,000.00	7,007.20	30.00	7,037.20	- 1,037.20
3. Transportation of things	1,200.00	1,312.12	25.00	1,337.12	- 137.12
4. Communication services	1,600.00	2,848.02	260.00	3,108.02	- 1,508.02
5. Rent and utility services	2,400.00	2,000.00	400.00	2,400.00	----
6. Other contractual services including printing	10,800.00	10,729.24	1,200.00	11,929.24	- 1,129.24
7. Supplies and materials	2,500.00	1,933.98	300.00	2,233.98	+ 266.02
8. Equipment	1,600.00	930.72	----	930.72	+ 669.28
9. Annual Meeting	5,260.00	----	4,720.00	4,720.00	+ 540.00
10. Unliquidated obligations	7,044.54	6,521.89	----	6,521.89	+ 522.65
<b>TOTAL</b>	<b>\$ 78,584.54</b>	<b>\$ 64,369.46</b>	<b>\$ 13,860.88</b>	<b>\$ 78,230.34</b>	<b>+ \$ 354.20</b>

STATEMENT 2

STATEMENT OF INCOME AND EXPENDITURE

FOR THE YEAR ENDING JUNE 30, 1964

(ESTIMATED FROM MAY 1, 1964)

Members' Contributions Assessed:

Canada	\$7,144.53	
Denmark	2,181.13	
France	7,144.53	
Germany	3,835.60	
Iceland	2,181.13	
Italy	3,835.60	
Norway	2,181.13	
Poland	5,490.07	
Portugal	7,144.53	
Spain	7,144.53	
U. S. S. R.	8,799.02	
United Kingdom	5,490.07	
U. S. A.	<u>5,490.07</u>	\$68,061.94
Add: Surplus 1962-63		3,478.06
Add: Miscellaneous Income		
Bank Interest	\$ 357.42	
Sale of Publications	3,851.66	
Others	<u>145.07</u>	4,354.15
Add: Unliquidated obligations 1962/63		7,044.54
	<u>Total</u>	<u>82,938.69</u>
Deduct: Obligations incurred and liquidated up to April 30, 1964 and obligations estimated to remainder of fiscal year		78,230.34
		<u>      </u>
<u>Excess of Income Over Expenditure</u>		<u>\$ 4,708.35</u>

STATEMENT OF ASSETS AND LIABILITIES AS AT APRIL 30, 1964

<u>ASSETS</u>	<u>LIABILITIES</u>		
Cash in Bank - Savings Account	\$26,868.24	Principal of Working Capital Fund	\$10,000.00
Cash in Bank - General Account	996.03	Due to: Iceland (overpayment 1963/64)	173.99
Accounts Receivable (Sale of Publications)	882.95	Italy (overpayment 1963/64)	4.00
		Expenses estimated (Statement 1) May 1 to June 30, 1964	13,860.88
		Surplus (Statement 2)	4,708.35
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TOTAL	\$28,747.22	TOTAL	\$28,747.22
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