

ANNUAL MEETING - JUNE 1954Administrative Report for the Year ending 30 June 1954

by the Executive Secretary

1. Headquarters

At the Annual Meeting in May 1953 the Commission decided to establish its permanent headquarters in Halifax, N.S., Canada, and in offices in the Forrest Building of Dalhousie University offered to the Commission by that University.

During the summer of 1953 the new office rooms were re-fitted in a most satisfactory way by the University, and the Provincial Government of Nova Scotia provided liberally for the furniture needed in the office rooms.

The moving of headquarters to Halifax took place during the first days of September 1953.

The Commission and the Secretariat in particular is greatly indebted to the Atlantic Biological Station of the Fisheries Research Board of Canada for the hospitality, help and friendship given during the two years in which headquarters was established in St. Andrews.

2. Secretariat

On 27 May 1954 Miss Johanne Welsh gave due notice of her wish to resign from her position as secretary to the Executive Secretary from 15 September 1954 owing to her forthcoming marriage. Miss Welsh has during her three years with the Commission carried out her work in a most efficient way and to the complete satisfaction of the Commission.

3. Officers

At the Annual Meeting, May 1953, Dr. Stewart Bates (Canada) was elected Chairman of the Commission for the next two years and Captain Tavares de Almeida (Portugal) Vice Chairman for the same period.

At the same Annual Meeting the following elections of Chairmen for the Panels for the next two years took place:

- Panel 1 - Mr. Klaus Sunnanaa (Norway)
- Panel 2 - Mr. Louis S. Bradbury (Canada)
- Panel 3 - Comm. H.F. Barbier (France)
- Panel 4 - Mr. Vicente Trelles (Spain)*
- Panel 5 - Mr. B.K. Knollenberg (U.S.A.)

Further Dr. C.E. Lucas (United Kingdom) was elected Chairman of the Standing Committee on Research and Statistics, and Mr. J. Howard MacKichan (Canada) was re-elected Chairman of the Standing Committee on Finance and Administration for the coming year.

* The Spanish Government has notified that Mr. C.L. Chicheri will take over the Chairmanship of Panel 4, hitherto held by Mr. Vicente Trelles.

Finally the following elections of Chairmen of Subcommittees took place:

Subcommittee on Cod-Haddock - Dr. G. Rollefson (Norway)
Subcommittee on Redfish-Halibut - Dr. Herbert W. Graham (U.S.A.)
Subcommittee on Hydrography - Dr. A.W.H. Needler (Canada)

4. Panel memberships

Following revision by the Commission at the Annual Meeting May 1953 Panel memberships are:

Country	Panel no.					Total
	1	2	3	4	5	
Canada		x	x	x	x	4
Denmark	x					1
France	x	x	x	x		4
Iceland						0
Italy	x	x	x	x		4
Norway	x					1
Portugal	x	x	x	x		4
Spain	x		x	x		3
United Kingdom	x		x			2
United States			x	x	x	3
Total	7	4	7	6	2	26

5. Newsletters

Four newsletters were distributed from headquarters in order to circulate information relevant to the Commission's activities to Commissioners, Experts and Advisers as well as to certain persons or institutions outside the Commission who would be interested.

The newsletters were issued on 20 July 1953, 2 December 1953, 17 February 1954, and 21 May 1954.

6. Commission's Publications

According to decision taken at the Annual Meeting May 1954 the Commission's annual publications are now divided in two series: Annual Proceedings and Statistical Bulletin.

The Annual Proceedings Vol. 3 for the year 1952/53 was distributed during December 1953.

The Statistical Bulletin for the year 1952 was distributed during March 1954.

7. Co-operation with other International Organizations

During the year the Secretariat was in close contact with the Food and Agriculture Organization of the United Nations (FAO) as well as with the Conseil Permanent International pour l'Exploration de la Mer (ICES)

The Commission was represented at the Annual Meeting of ICES in Copenhagen in October 1953 by the Executive Secretary. This opportunity was used i.a. for considerations with the General Secretary of ICES regarding various administrative matters, f.i. the exchange of publications and for discussions with the Statistician of ICES of various problems connected with the collecting and treatment of statistical information.

The Commission was represented at the Paris Session of the International Fishing Boat Congress (FAO) in October 1953 by the Executive Secretary. During a stay in Rome in October 1953 the Executive Secretary attended the Meeting of the General Fisheries Council for the Mediterranean (FAO) and had conferences with various fisheries officers of FAO, especially concerning the collection of statistical information and the treatment of statistical data.

Finally the Commission was represented by its Chairman at the Meeting of the International North Pacific Fisheries Commission in Washington in February 1954.

During a stay in London in November 1953 the Executive Secretary had considerations with the President of the Permanent Commission set up in connection with the International Fisheries Convention of 1946, Mr. R.G.R. Wall, concerning the possible co-operation between that body and ICNAF. Later, through an exchange of letters (25 March and 14 April 1954) between the President of the Permanent Commission and the Chairman of this Commission, it was agreed that representatives of each Commission be free to attend the appropriate meetings of the other as observers and that each should freely exchange copies of reports and publications.

The Third Meeting of the Permanent Commission took place in Copenhagen in the first week of May 1954. Dr. Paul M. Hansen who attended the meeting acted as observer for ICNAF, and has forwarded to the Secretariat a report covering the meeting (Document No. 29)

The special collaboration between the Northwestern Subarea Committee of ICES and the Panel for Subarea 1 was continued.

The regular exchange of publications has been maintained with FAO and ICES.

8. Larger travels

From September to November the Executive Secretary travelled in Europe. Apart from attending FAO and ICES meetings and having discussions with various officers of FAO, ICES and the Permanent Fisheries Commission (see under item 7) he visited the following countries: Denmark, France, Italy, Spain, Portugal and the United Kingdom. In these countries he visited various fishing ports, fisheries establishments and marine research institutions, and had conversations with the authorities of these countries concerning Commission matters. The travel in Portugal and Spain followed an invitation by the delegations of these countries to the Third Commission Meeting.

In October the Commission Statistician visited various marine biological institutions and fishing ports at the coasts of Quebec, the Maritimes, and New England.

9. Meetings within the Commission during the year

A meeting of the Panel for Subarea 1 was held in Copenhagen on 6 October 1953, with Klaus Sunnanaa in the Chair. Present were Commissioners, partly with advisers, from the following countries, being members of the Panel: Denmark, France, Norway, Portugal, Spain and the United Kingdom. Observers from Canada, Iceland, and the United States were present. From the Secretariat the Executive Secretary and Miss Johanne Welsh attended the meeting (as the other ICNAF meetings held in Copenhagen). Reports were delivered on research work carried out and on the status of the fisheries in the Subarea. Considerations took place relevant to the collecting of statistics, methods used in reporting of researches, and the planning of future work.

The Subcommittee on Cod-Haddock met in Copenhagen on 7 October 1953 with G. Rollefson in the Chair. Nominees from the following countries were present: Canada, Denmark, France, Iceland, Norway, Portugal, Spain, U.K., and U.S.A.

The considerations dealt mainly with the problems of standardization of techniques for sampling, and with the investigations of cod in Subareas 1 and 4.

The Subcommittee on Redfish-Halibut met in Copenhagen on 7 October 1953 with Herbert W. Graham in the Chair. Nominees from Canada, Denmark, France, Iceland, Norway, U.K., and U.S.A. were present.

The problem of standardization was considered. As to redfish it was agreed that in particular the following questions should be studied: The systematics of the North Atlantic redfish, the methods of age-determinations, and tagging. As to halibut it was recommended that measurements of samples be made and proportions of small halibut be recorded.

The Subcommittee on Hydrography met in Copenhagen on 8 October 1953 with C.E. Lucas (replacing the Chairman A.W.H. Needler) in the Chair. Nominees from Canada, Denmark, France, Iceland, Norway, Portugal, Spain, U.K., and U.S.A. were present.

The hydrographic research program for the Convention Area was discussed, and the subcommittee agreed to certain main points that first and foremost should be considered. Further it was recommended that a review of hydrographic conditions in the Area and of the explorations under way should be prepared, together with a draft form for reporting hydrographic information to ICNAF.

Meetings of the Groups of Advisers to Panels 4 and 5 took place in St. Andrews on 9-11 December 1953 and in Woods Hole on 3-5 March 1954. Advisers to Panel 4 had met in Copenhagen on 8 October 1953.

Advisers to Panel 5 reported on the effect of the newly introduced regulations of the haddock fishery in Subarea 5 and considered the planning of the future researches in the Subarea.

The Advisers to Panel 4 reported on researches and considered the collecting of statistics from the Subarea, and the planning of future researches. A report on the activity of the Group of Advisers to Panel 5 during the year 1953/54 has been circulated as Meeting document no. 15. A report on the 1953/54 activity of the Group of Advisers to Panel 4 will be prepared during the meeting of the Group on the 10th of June 1954.

10. Haddock Regulations in Subarea 5

The Commission's amendments to the regulation of the haddock fishery in Subarea 5, as adopted at the Annual Meeting 1953, were on 11 June 1953 transmitted to the Depositary Government.

On 14 October 1953 the Secretariat was notified by the Depositary Government that as the proposal for the amendments to the regulations of the haddock fishery in Subarea 5 was accepted by the Governments of Canada and U.S.A. - the two Governments holding memberships in Panel 5 - it would come in force for all contracting governments on 1 January 1954.

The Depositary Government was further notified of the acceptance of the proposal by Norway on 21 September 1953, by United Kingdom on 23 October 1953 and by Portugal on 9 March 1954.

11. Research Summaries

According to Commission's recommendation at the Annual Meeting 1953 research summaries for 1953 were forwarded to the Secretariat during January-May 1954. These summaries, by Canada, Denmark, France, Iceland, Norway, Portugal, Spain, United Kingdom and U.S.A. have been circulated from headquarters as documents for the Annual Meeting 1954, together with a summary by subareas.

12. Research Programs

According to Commission's decision research programs for 1954 were forwarded to the Secretariat during November 1953 - March 1954 by Canada, Denmark, France, Iceland, Norway, Portugal, Spain, United Kingdom and U.S.A. They were circulated from headquarters during the same months, together with a summary of the programs.

13. Collecting of Statistics

The collecting of statistical data for the Commission has during the year developed in a satisfactory way, and in closer accordance with the requirements than formerly. Nearly all landings are now attributed to subareas. Some countries have already reported landings according to subdivisions and/or to months. Collections of data on fishing efforts have been made, and in the Statistical Bulletin for the year 1952 for the first time calculations of catch per fishing units have been published.

In co-operation with FAO and ICES various problems concerning statistics have been considered, i.a. the problems connected with size-categories.

14. Fourth Annual Meeting

The Fourth Annual Meeting is being held in Halifax, N.S. in the days 14-19 June 1954. It is preceded, 10-12 June, by meetings of subcommittees and groups of Advisers.

15. Other Matters

According to Commission's decision the following papers have been circulated from headquarters: 1) annotated lists of pertinent papers published during 1951-53, 2) a list of scientists engaged in Commission's work, and 3) a proposal for a poster concerning tagging.

A survey of Commission's Planning of and Reporting on Research Work in the Convention Area, being a compilation of existing recommendations and actions based on them, was circulated from headquarters on 14 August 1953.

An extract and translation of a German paper by Dr. Arno Meyer concerning German fishery and Research work in West-Greenland waters was circulated from headquarters on 22 December 1953.

16. Provisional Financial Statements for the Fiscal Year ending 30 June 1954

The following statements were prepared as per 31 May 1954. Expenses for the rest of the financial year are estimated:

Statement 1.

Budget appropriations, obligations incurred, and unobligated balances of appropriations for the fiscal year 1953/54.

Purpose of appropriation	Appropriated by Commission at Annual Meeting 1953	Obligations incurred and liquidated up to 1 June 1954	Expenses estimated for rest of fiscal year	Total obligations fiscal year	Unobligated balances of appropriations (estimated)
Personal services	19,430.00	17,795.81	1,631.67	19,427.48	2.52
Travel, including subsistence	5,000.00	3,250.53	950.00	4,200.53	799.47
Transportation of things	500.00	283.37	175.00	458.37	41.63
Communication services	800.00	524.80	275.20	800.00	0
Rent and utility services	1,000.00	0	0	0	1,000.00
Other contractual services including printing	2,700.00	2,527.25	172.75	2,700.00	0
Supplies and material	1,000.00	455.41	200.00	655.41	344.59
Equipment	2,000.00	753.90	300.00	1,053.90	946.10
Annual Meeting	700.00	63.54	400.00	463.54	236.46
Total	33,130.00	25,654.61	4,104.62	29,759.23	3,370.77

Statement 2.

Statement of income and expenditures for the year ending 30 June 1954

Income:

Unobligated balances from the year ending 30 June 1953	\$ 3,374.78
Members' contributions assessed:	
Canada	\$ 4,546.12
Denmark	1,531.52
France	4,546.12
Iceland	526.66
Italy	4,546.12
Norway	1,531.52
Portugal	4,546.12
Spain	3,541.25
United Kingdom	2,536.40
United States	3,541.25

\$31,393.08

Less credits due to member Governments

Actual unobligated balances from year ending 30 June 1953 3,374.78

Estimated unobligated balances on which contributions were calculated 1,736.92

1,637.86

29,755.22

Total \$33,130.00

Deduct obligations incurred and liquidated up to 31 May 1954 and obligations estimated for rest of fiscal year (Statement 1) 29,759.23

To be carried to surplus account \$ 3,370.77

Statement 3

Statement of assets and liabilities as at 1 June 1954

<u>Assets</u>		<u>Liabilities</u>	
<u>General Fund</u>			
Cash at bank	\$ 6,078.01	Credits due to member Governments as per statement 2 for fiscal year ending 30 June 1953	5,281.97
Contributions receivable Italy:		Credits due to member Governments as per statement 2	1,637.86
1952/53	3,704.86	Estimated expenses for rest of 1953/54 as per statement 1	4,104.62
1953/54	<u>4,546.12</u>	Surplus as per statement 2	<u>3,370.77</u>
	8,250.98		
Spain: deficit on exchange rate contribution			
1951/52	20.73		
1953/54	<u>45.50</u>		
	<u>66.23</u>		
	8,317.21		
		Total	<u>\$14,395.22</u>
Total	<u>\$14,395.22</u>		

Working Capital Fund

Cash at bank	\$ 5,793.26	Credits due to member Governments	
Contributions receivable Italy:		from Italian contribution	\$ 626.97
	626.97	from French contribution	<u>526.66</u>
Total	<u>\$ 6,420.23</u>		1,153.63
		Principal of Fund	<u>5,266.60</u>
		Total	<u>\$ 6,420.23</u>

Inventory of Fixed Assets

as at 30 June 1952

	<u>Purchase Price</u>
1 only Addressograph-Multigraph - Model 80 Multigraph Machine	\$1,965.70
1 only Remington electric adding machine	341.64
1 only Remington typewriter and line-a-time	226.02
1 only Remington two-drawer safe file	222.82
1 only steel two-drawer filing cabinet	83.82
1 only Triner postal scale	40.04
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Total:	\$1,965.70

as at 30 June 1953

1 only Friden Calculating Machine	821.60
1 only Leroy Lettering Set	61.70
1 only Remington line-a-time	41.60
1 only card index cabinet	16.00
1 only Remington typewriter	220.48
1 only Remington typewriter and line-a-time	222.81
1 only Addressograph Machine	204.00
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Total:	\$1,598.19

as at 31 May 1954

2 only floor rugs	260.00
1 only Addressograph filing cabinet	48.10
4 only sets of drapes	190.55
1 only copying table	30.00
1 only typist stand	32.00
4 only telephone tables	140.00
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Total:	\$ 686.65

