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European Union

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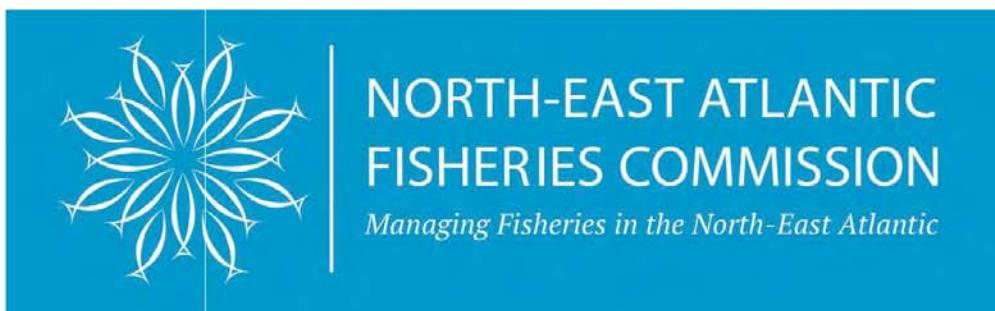
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NOTE

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|----------|---|
| From: | General Secretariat of the Council |
| To: | Delegations |
| Subject: | Notification of Recommendations adopted at the Thirty-Sixth Annual Meeting of NEAFC (London, 13-17 November 2017) |

Delegations will find attached the recommendations adopted at the 36th Annual Meeting of NEAFC, as received from the European Commission services.



20 November 2017

President
Vice President
Heads of Delegation
All Contracting Parties

HOD 17/44

**NOTIFICATION OF RECOMMENDATIONS ADOPTED AT THE THIRTY-SIXTH ANNUAL MEETING OF
NEAFC, 13-17 NOVEMBER 2017**

I am writing to formally notify you, in accordance with Article 11 of the Convention, of the recommendations adopted at the 36th Annual Meeting of NEAFC held 13-17 November 2017.

These recommendations are:

- Recommendation 1: Recommendation on Conservation and Management Measures for Deep and Shallow Pelagic Redfish in the Irminger Sea and adjacent waters in the NEAFC Convention Area for 2018
- Recommendation 2: Recommendation on Conservation and Management Measures for Blue Whiting in the NEAFC Regulatory Area for 2018
- Recommendation 3: Recommendation on Conservation and Management Measures for Norwegian Spring Spawning (Atlanto-Scandian) Herring in the NEAFC Regulatory Area for 2018
- Recommendation 4: Recommendation on Conservation and Management Measures for Mackerel in the NEAFC Regulatory Area for 2018
- Recommendation 5: Recommendation to Adopt Conservation and Management Measures for Haddock in the NEAFC Regulatory Area (ICES 6b) in 2018
- Recommendation 6: Recommendation on Conservation and Management Measures for Deep Sea Species in the NEAFC Regulatory Area in 2018
- Recommendation 7: Recommendation on Deep-Sea Fisheries within the NEAFC Regulatory Area
- Recommendation 8: Recommendation on the Conservation and Management of Roundnose Grenadier (*Coryphaenoides rupestris*), Roughhead Grenadier (*Macrourus berglax*), and Roughtnout Grenadier (*Trachyrinchus scabrus*) and other Grenadiers (*Macrouridae*) in the NEAFC Regulatory Area (Divisions Xb and XIc, and Subdivisions XIIa1 and XIVb1) for 2018

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- Recommendation 9: Recommendation on the Conservation and Management of Roundnose Grenadier (*Coryphaenoides rupestris*), Roughhead Grenadier (*Macrourus berglax*), and Roughsnout Grenadier (*Trachyrinchus scabrus*) and other Grenadiers (*Macrouridae*) in the NEAFC Regulatory Area on Hatton Bank and Rockall (ICES Subdivisions VIb1 and VIIc1 and VIIk1, and Subdivisions Vb1a and Division XIIb) for 2018
- Recommendation 10: Recommendation on amending Recommendation 19:2014 on the Protection of Vulnerable Marine Ecosystems in the NEAFC Regulatory Area, as amended
- Recommendation 11: Recommendation to Amend Article 22.3 of the NEAFC Scheme of Control and Enforcement
- Recommendation 12: Recommendation to Amend Article 23 of the NEAFC Scheme of Control and Enforcement
- Recommendation 13: Recommendation to Amend Article 25.1 of the NEAFC Scheme of Control and Enforcement
- Recommendation 14 : Recommendation to add a new Annex XII C) to the NEAFC Scheme of Control and Enforcement
- Recommendation 15 : Recommendation to Amend Annex XV a – Form PSC 1 and Annex XV b – Form PSC 2 of the NEAFC Scheme of Control and Enforcement
- Recommendation 16 : Recommendation to adopt the UN/CEFACT International Standard for Communications between the NEAFC Secretariat and Fisheries Monitoring Centres
- Recommendation 17 : Recommendation on Access to Meeting Documents

The texts of these recommendations are attached to this letter.

Please regard the date of this letter, 20 November 2017, as the formal notification date for the attached recommendations pursuant to Article 11 of the Convention.

Article 12 of the Convention lays down the arrangements by which recommendations enter into force and also the time periods within which, and under what circumstances, Contracting Parties may object to recommendations.

In accordance with Article 12(4), I will notify Contracting Parties immediately if an objection to any recommendation is received, and will confirm the dates of entry into force, which are of course dependent on whether objection procedures are invoked.

Finally, I should like to remind you that Article 15 of the Convention obliges Contracting Parties to take whatever steps are necessary to give effect to NEAFC recommendations, once these have become binding on Contracting Parties.

Yours sincerely



Dr. Darius Campbell
Secretary of NEAFC

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Recommendation 1 : 2018

Recommendation on Conservation and Management Measures for Deep and Shallow Pelagic Redfish in the Irminger Sea and Adjacent Waters in the NEAFC Convention Area for 2018

As proposed by Denmark, in respect of the Faroe Islands and Greenland, and the European Union, the Commission hereby adopts the following Recommendation pursuant to Articles 5 and 6 of the Convention:

Taking note of the most recent scientific advice from ICES on management measures for the deep and shallow redfish stocks, as well as advice on stock identity;

Considering that, as the ICES advice is for a zero catch in 2017-2018, it remains essential to significantly reduce the outtake of deep pelagic redfish and prohibit fishing on shallow pelagic redfish in the Irminger Sea and adjacent waters with a view to bringing the level of fishery in to line with the ICES advice;

Considering the recent changes in fishing patterns for both deep pelagic and shallow pelagic redfish in the Irminger Sea and adjacent waters;

Recognising the need to improve current management measures for deep pelagic redfish and shallow pelagic redfish in the Irminger Sea and adjacent waters with the aim of achieving recovery and long-term stability;

Recognising however that an interim management measure for deep pelagic redfish in 2018 in the Irminger Sea and adjacent waters is required;

Recognising that the north-eastern area of the Irminger Sea and adjacent waters are important areas of larval extrusion, and that there is a particular need to protect the redfish and promote its recovery;

Agreeing that, in order to ensure this protection and subsequent recovery, it is also necessary to adopt effective control measures for this fishery;

In accordance with Articles 5 and 6 of the Convention, the Contracting Parties have agreed the following interim management measure for the pelagic redfish fisheries in the Irminger Sea and adjacent waters to apply for 2018:

Recommendation 1 : 2018

1. TAC and quota allocation between Contracting Parties for the deep pelagic fishery

- a. The total allowable catches in the deep pelagic fishery in the Irminger Sea and adjacent waters by Contracting Parties in 2018 shall not exceed 6,500 tonnes.
- b. The Contracting Parties are allocated the following quota shares of the established TACs for 2018. These percentage shares are agreed on an *ad hoc* basis for 2018 and do not prejudice quota allocation schemes for subsequent periods.
 - i. Denmark, in respect of the Faroe Islands and Greenland 1,884 tonnes
(Faroe Islands 438 tonnes)
(Greenland 1,446 tonnes)
 - ii. European Union 1,004 tonnes
 - iii. Iceland 2,016 tonnes
 - iv. Norway 250 tonnes
 - v. Russian Federation 1,346 tonnes
- c. For 2018, each Party may transfer to 2019 unutilised quantities of up to 5% of the quota allocated to that Party for 2018. The quantity transferred shall be in addition to the quota allocated to the Party concerned in 2019. This quantity cannot be transferred further to the quotas for subsequent years.
- d. Each Party may authorise fishing by its vessels of up to 5% beyond the quota allocated to that Party in 2018. All quantities fished beyond the allocated quota for 2018 shall be deducted from that Party's quota allocated for 2019.
- e. Prior to the start of the fishing season, and in any event by 1 May, the Parties shall notify each other and the NEAFC Secretariat of the agreed transfers of quotas between the Parties.
- f. The Parties will provide information regarding quotas and catches in the format set out in the Appendix to this interim measure. Each Party shall, by 1 May 2018, provide updated information to NEAFC regarding their total catches in 2017. The NEAFC Secretariat shall forward this information as soon as possible to all Contracting Parties.

2. Authorised fishing period

To enhance the protection of areas of larval extrusion, fisheries shall not commence prior to 10 May.

3. TAC for the shallow pelagic fishery

Catches in the shallow pelagic fishery in the Irminger Sea and adjacent waters should take place outside the area referred in paragraph 4 of this measure. In accordance with the latest advice from ICES and in the absence of any agreed recovery plan, there shall be no fishery during 2018 in the NEAFC Convention Area. NAFO shall be informed of this prohibition. Fisheries for future years will depend upon the establishment of a recovery plan for the shallow redfish in the Irminger Sea and adjacent waters, as well as on any new scientific advice.

4. Authorised fishing areas for the deep pelagic fishery

Catches in the deep pelagic fishery in the Irminger Sea and adjacent waters referred to in paragraph 1 shall be conducted for 2018 within an area bounded by the lines joining the following coordinates:

| Point no. | Latitude | Longitude | Latitude | Longitude |
|-----------|----------|-----------|-----------|-----------|
| 1 | 64.75000 | - 28.50 | 64° 45' N | 28° 30' W |
| 2 | 62.83333 | - 25.75 | 62° 50' N | 25° 45' W |
| 3 | 61.91667 | - 26.75 | 61° 55' N | 26° 45' W |
| 4 | 61.00000 | - 26.50 | 61° 00' N | 26° 30' W |
| 5 | 59.00000 | - 30.00 | 59° 00' N | 30° 00' W |
| 6 | 59.00000 | - 34.00 | 59° 00' N | 34° 00' W |
| 7 | 61.50000 | - 34.00 | 61° 30' N | 34° 00' W |
| 8 | 62.83333 | - 36.00 | 62° 50' N | 36° 00' W |
| 9 | 64.75000 | - 28.50 | 64° 45' N | 28° 30' W |

5. Scientific research

- a. In order to achieve sufficient information as input for an adequate assessment of the stock, a mandatory on-board sampling scheme shall be conducted. An annual sampling shall include an adequate number of tows per flag state, with at least 20 random samples taken from those tows measuring length and sex, and collecting otoliths, along with information on location and depth.
- b. In addition to ICES co-ordinated surveys, Contracting Parties may conduct scientific research with the aim of improving scientific knowledge of the redfish. They may set aside a part of their respective quota for scientific purposes. Catches taken as a part of such scientific research exercise shall be counted against the Contracting Party's quotas as set out in paragraphs 1 and 3 of this measure.

6. Participation in the fishery

- a. Only vessels flying the flag of a NEAFC Contracting Party, authorised by their flag State to fish for redfish in the NEAFC Convention Area, shall be entitled to participate in these fisheries.
- b. The authorisation to fish for redfish in the Regulatory Area is only valid if the information transmitted in accordance with paragraph 7 of this Recommendation, as well as with Articles 11, 12 and 13 of the Scheme of Control and Enforcement (the Scheme), is made available to the Secretary in line with Article 14 of the said Scheme.

7. Reporting requirements

- a. Reports shall be made to the NEAFC Secretariat in accordance with the Scheme and, in particular, with Article 12 (Communication of catches) and Article 14 (Communication to the Secretary) of the Scheme. This information shall be made accessible for appropriate representatives of the Contracting Parties, including inspectors, on the secure site of the NEAFC website.

Recommendation 1 : 2018

- b. Fishing vessels shall report their catches on a daily basis. The catch report shall be transmitted after the fishing operations of that calendar day have been completed and no later than 12:00 UTC of the following day. The catches on board taken since the last communication of catches shall be indicated in the report.
- c. The Secretariat shall, on a weekly basis, compile a table for each Contracting Party, indicating the total quota for each Party as well as the catch already taken from that quota, based on the catch reports received from the fishing vessels. When 50% of the quota established in paragraph 1(c) is taken, such tables shall be compiled daily. The tables shall be forwarded without delay to all Contracting Parties and to the inspectors via the NEAFC website. The tables shall give details for each vessel indicating their daily catches. This provision derogates from Article 14.3 of the Scheme.
- d. To further ensure prompt reporting, the Secretariat shall monitor on a daily basis the reports from each vessel and notify all Contracting Parties without delay if a vessel has not fulfilled its obligations according to paragraph 7(b) or if the required reports are not available at the Secretariat according to article 8 of this measure for inspection purposes.
- e. In accordance with Article 9 of the Scheme, masters of fishing vessels shall record the fishing depth in their fishing logbooks.
- f. All receivers of fish shall ensure that all quantities are weighed when landed or transhipped. The weight of fish landed in standardised boxes shall be determined using documented sampling methods. Contracting Parties shall report to the Secretariat on a weekly basis the catches landed by their vessels. This information shall be made available to Contracting Parties and to the inspectors on the secure site of the NEAFC website.

8. Inspection and surveillance

- a. A Contracting Party may request access to information communicated pursuant to Articles 11, 12 and 13 of the Scheme for the areas where they intend to undertake inspection and surveillance activities. The Secretary shall inform other Contracting Parties and make the information available to the requesting Contracting Party during the fishing season.
- b. Contracting Parties shall notify the Secretariat of the systems in place for verifying catches from this fishery, including weighing procedures and inspection of transshipments and landings. PECMAC shall evaluate the effectiveness of these measures.
- c. Inspectors from any Contracting Party may accompany the inspectors from another Contracting Party during the inspection of landings or transshipment operations, subject to the consent of the port State, and flag State if different.

In order to facilitate this process, the Contracting Party interested in observing an inspection in another Contracting Party's port shall, at the earliest opportunity,

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notify the flag State¹ of the vessel concerned of its request to have officials present to observe the landing / transshipment of redfish in port.

Upon receiving such a request, the flag State, and port State if different, shall reply as soon as possible and not later than two working days after receiving the request. In the affirmative, the flag State shall, without delay, communicate details of the vessel in question, such as name of port, estimated date and time of arrival of the vessel in port. The request shall be forwarded to the port State, if the operations are due to occur in a port outside the flag State's jurisdiction.

9. Technical measures

- a. It is prohibited to use trawls with a mesh size of less than 100 mm.
- b. The conversion factor used in this fishery for gutted and headed presentations, including Japanese cut, shall be 1.70. This conversion factor shall be used for the purposes of this Recommendation and is without prejudice for other purposes.

10. Development of a recovery plan

During 2018, NEAFC will seek to establish a recovery plan for redfish in the Irminger Sea and adjacent waters, including appropriate harvest control rules. The objective of any such recovery plan shall be to establish such conservation measures which will result in the recovery of pelagic redfish in the Irminger Sea and adjacent waters to biological safe levels given the present management divergences. This recovery plan should take due account of the interim management measures as set out in this recommendation. As a basis for such a recovery plan, NEAFC will utilize long-term scenarios of stock development under a range of likely harvest options provided by ICES under the MoU.

¹ In the case of vessels flagged to an EU Member State, the European Commission shall be put in copy of all correspondence.

Recommendation 1 : 2018

Annex 1

| 2017 | | QUOTAS (tonnes) | | | CATCHES (tonnes) | |
|---|-------|---|----------------|--|------------------|-----------------|
| Party | Share | Balance 2016 | Quota exchange | Quotas after transfers and flexibility | Irminger Sea | Balance to 2018 |
| Denmark in respect of the Faroe Islands and Greenland | | | | | | |
| - Faroe Islands | | | | | | |
| - Greenland | | | | | | |
| European Union | | | | | | |
| Iceland | | | | | | |
| Norway | | | | | | |
| Russian Federation | | | | | | |
| Total all Parties | | | | | | |
| | | | | | | |
| 2018 | | QUOTAS (tonnes) | | | CATCHES (tonnes) | |
| Party | Share | Balance 2017 | Quota exchange | Quotas after transfers and flexibility | Irminger Sea | Balance to 2019 |
| Denmark in respect of the Faroe Islands and Greenland | | | | | | |
| - Faroe Islands | | | | | | |
| - Greenland | | | | | | |
| European Union | | | | | | |
| Iceland | | | | | | |
| Norway | | | | | | |
| Russian Federation | | | | | | |
| Total all Parties | | | | | | |
| | | | | | | |
| Guideline for the spreadsheet | | | | | | |
| Coastal state share/share | | Quota allocated to the Party | | | | |
| Balance | | Unutilised/fishing beyond the quota from last year | | | | |
| Quota exchange | | Includes unused quantity related to transfers between countries | | | | |
| Quotas after transfers and flexibility | | Transfers between countries | | | | |
| | | New quota | | | | |

Recommendation on Conservation and Management Measures for Blue Whiting in the NEAFC Regulatory Area for 2018

The Commission hereby adopts the following Recommendation pursuant to Article 5 of the Convention:

1. Each Contracting Party shall establish conservation and management measures for its blue whiting fishery in the NEAFC Regulatory Area for 2018.
2. Conservation and management measures shall include catch limits.
3. Only vessels entitled to fly the flag of a NEAFC Contracting Party, having been authorised by its flag State to fish for blue whiting in the NEAFC Regulatory Area, may take part in the fishery.
4. Each Contracting Party shall notify the conservation and management measures it has taken to the Secretary by 1 May 2018. The Secretary shall without delay notify these measures to the other Contracting Parties.
5. These conservation and management measures shall be without prejudice to any future conservation and management measures to be taken for the blue whiting in the North-East Atlantic.

Recommendation on Conservation and Management Measures for Norwegian Spring Spawning (Atlanto-Scandian) Herring in the NEAFC Regulatory Area for 2018

The Commission hereby adopts the following Recommendation pursuant to Article 5 of the Convention:

1. Each Contracting Party shall establish conservation and management measures for its Norwegian Spring-Spawning (Atlanto-Scandian) herring fishery in the NEAFC Regulatory Area for 2018.
2. Conservation and management measures shall include catch limits.
3. Only vessels entitled to fly the flag of a NEAFC Contracting Party, having been authorized by its flag State to fish for Norwegian Spring-Spawning (Atlanto-Scandian) herring in the NEAFC Regulatory Area, may take part in the fishery.
4. Each Contracting Party shall notify the conservation and management measures it has taken to the Secretary by 1 May 2018. The Secretary shall without delay notify these measures to the other Contracting Parties.
5. These conservation and management measures shall be without prejudice to any future conservation and management measures to be taken for Norwegian Spring-Spawning (Atlanto-Scandian) herring in the North-East Atlantic.

**Recommendation on Conservation and Management Measures for Mackerel in
the NEAFC Regulatory Area for 2018**

The Commission hereby adopts the following Recommendation pursuant to Article 5 of the Convention:

1. Each Contracting Party shall establish conservation and management measures for its mackerel fishery in the NEAFC Regulatory Area for 2018.
2. Conservation and management measures shall include catch limits.
3. Only vessels entitled to fly the flag of a NEAFC Contracting Party, having been authorised by its flag State to fish for mackerel in the NEAFC Regulatory Area, may take part in the fishery.
4. Each Contracting Party shall notify the conservation and management measures it has taken to the Secretary by 1 May 2018. The Secretary shall without delay notify these measures to the other Contracting Parties.
5. These conservation and management measures shall be without prejudice to any future conservation and management measures to be taken for the mackerel in the North-East Atlantic.

Recommendation 5 : 2018

Recommendation to Adopt Conservation and Management Measures for Haddock in the NEAFC Regulatory Area (ICES 6b) in 2018

The Commission hereby adopts the following Recommendation pursuant to Article 5 of the Convention:

All fishing, except with long-lines, shall be prohibited in waters beyond the areas under national fisheries jurisdiction of the Contracting Parties in the box bounded by the following co-ordinates:

- 57° 00' N, 15° 00' W
- 57° 00' N, 14° 00' W
- 56° 30' N, 14° 00' W
- 56° 30' N, 15° 00' W

This measure shall be in force for the period 1 January to 31 December 2018.

Recommendation 6 : 2018

Recommendation on Conservation and Management Measures for Deep-Sea Species in the NEAFC Regulatory Area in 2018

The Commission hereby adopts the following recommendation pursuant to Article 5 of the Convention:

1. Each Contracting Party undertakes to limit the effort put into the directed fishing for deep sea species set out in Annex IB of the Scheme in the NEAFC Regulatory Area.
2. The effort shall not exceed 65 per cent of the highest level put into deep sea fishing in previous years for the relevant species.
3. The effort should be calculated as aggregate power, aggregate tonnage, fishing days at sea or number of vessels, which participated.
4. This measure shall be in force from 1 January to 31 December 2018.

Recommendation on Deep-Sea Fisheries within the NEAFC Regulatory Area

The Commission hereby adopts the following recommendation pursuant to Article 5 of the Convention:

1. Only vessels entitled to fly the flag of a NEAFC Contracting Party, having been authorised by its flag State to conduct deep-sea fisheries in the NEAFC Regulatory Area may take part in such fisheries.
2. Based on the precautionary approach, Contracting Parties shall effectively manage the deep-sea fisheries of vessels flying their flag, including by ensuring that fisheries for species/stocks not subject to other conservation and management measures established by NEAFC only expand gradually and that the new/expanding fisheries provide relevant data facilitating assessment of sustainability, based on best available scientific information.
3. The Secretary shall present to PECMAS every year an overview of catches of deep-sea species in the Regulatory Area. This shall include the best available information for the year up to the time the PECMAS meeting is held as well as official NEAFC catch statistics for the previous years.
4. Taking account of the overview referred to in paragraph 3, PECMAS should formulate proposals for stock specific conservation and management measures for deep-sea species/stocks where development and/or trends in the fisheries make such measures appropriate. Pending ICES advice facilitating stock specific measures, PECMAS should formulate proposals for precautionary stock specific conservation and management measures.

Recommendation on the Conservation and Management of Roundnose Grenadier (*Coryphaenoides rupestris*), Roughhead Grenadier (*Macrourus berglax*), and Roughsnout Grenadier (*Trachyrinchus scabrus*) and other Grenadiers (Macrouridae) in the NEAFC Regulatory Area (Divisions Xb and XIIc, and Subdivisions XIIa1 and XIVb1) for 2018

The Commission hereby adopts the following recommendation pursuant to Article 5 of the Convention:

1. A total allowable catch limitation of 717 tonnes of roundnose grenadier is established.
2. No direct fisheries for roughhead grenadier and roughsnout grenadier should be authorised, and bycatches of these grenadiers as well as other grenadiers (Macrouridae) should be counted against the total allowable catch of roundnose grenadier specified in Point 1.
3. Contracting Parties shall submit all data on the relevant fishery to ICES, including catches, bycatches, discards and activity information.

Recommendation on the Conservation and Management of Roundnose Grenadier (*Coryphaenoides rupestris*), Roughhead Grenadier (*Macrourus berglax*), and Roughsnout Grenadier (*Trachyrinchus scabrus*) and other Grenadiers (Macrouridae) in the NEAFC Regulatory Area on Hatton Bank and Rockall (ICES Subdivisions VIb1 and VIIc1 and VIIk1, and Subdivisions Vb1a and Division XIIb) for 2018

The Commission hereby adopts the following recommendation pursuant to Article 5 of the Convention:

1. For Subdivisions VIb1 and VIIc1 and VIIk1 and Subdivisions Vb1a, the catches should not exceed 1170 tonnes.
2. For Division XIIb a total allowable catch limitation of 526 tonnes of roundnose grenadier is established.
3. No direct fisheries for roughhead grenadier and roughsnout grenadier should be authorised, and bycatches of these grenadiers as well as other grenadiers (Macrouridae) should be counted against the total allowable catch of roundnose grenadier as specified in Point 1 and 2.
4. Contracting Parties shall submit all data on the relevant fishery to ICES, including species-specific catches, bycatches, discards and activity information.

Recommendation to amend Recommendation 19:2014 on the Protection of Vulnerable Marine Ecosystems in the NEAFC Regulatory Area, as amended

The Commission hereby adopts the following recommendation pursuant to Article 5 of the Convention:

Article 1

In Article 10.2 of Recommendation 19:2014, as amended, the following wording shall be deleted: “Article 5.2 (a) – (i) and (k) – (m) shall be in force until 31 December 2017.” In its place, the following wording shall be inserted: “Article 5.2 shall be in force until 31 December 2022.”

Article 2

In Annex 2 to Recommendation 19:2014, as amended, the coordinates for “Area (I) Hatton–Rockall Basin”, Area 2, shall be deleted and replaced with the following coordinates:

| | lat | lon | LAT | LON |
|---|---------|----------|-----------|------------|
| 1 | 58.1077 | –16.6192 | 58° 06.46 | –16° 37.15 |
| 2 | 58.2656 | –16.4744 | 58° 15.93 | –16° 28.46 |
| 3 | 58.1129 | –16.1733 | 58° 06.77 | –16° 10.40 |
| 4 | 58.0572 | –16.1738 | 58° 03.43 | –16° 10.43 |
| 5 | 58.0248 | –16.4197 | 58° 01.49 | –16° 25.19 |
| 6 | 58.0436 | –16.6159 | 58° 02.62 | –16° 36.96 |
| 7 | 58.1077 | –16.6192 | 58° 06.46 | –16° 37.15 |

Recommendation to Amend Article 22.3 of the NEAFC Scheme of Control and Enforcement

As proposed by PECMAC, the Commission hereby adopts the following recommendation pursuant to Article 8 of the Convention:

The following Article shows the proposed amendments in track changes

Article 22 - Prior Notification of Entry into Port

3. The prior notification referred to in paragraph 1 may be cancelled by the sender pursuant to Article 22.1 of the Scheme by notifying the competent authorities of the port they wished to use no later than 24 hours before the notified estimated time of arrival in the port. However, a Contracting Party may make provisions for another notification period for cancellation. The Contracting Party concerned shall without delay inform the Secretary, who shall put this information on the NEAFC website. The Secretary shall mark as expired any notification from a vessel where part B or C has not been completed, or where it has not entered into the port as notified, within ~~seven days~~ 48 hours of the notified estimated time of arrival.

Recommendation to Amend Article 23 of the NEAFC Scheme of Control and Enforcement

As proposed by PECMAC, the Commission hereby adopts the following recommendation pursuant to Article 8 of the Convention:

The following Article shows the proposed amendments in track changes.

Article 23 - Landing or transhipment and other use of ports

1. In response to a notification transmitted pursuant to Article 22 (2a and 2b) the flag State of the vessel intending to land, ~~or~~ tranship or make use of other port services, or where the vessel has engaged in transhipment operations outside a port, the flag State or States of donor vessels, shall confirm by completing Part B of Annex XV (a) or Annex XV (b), as appropriate, stating that:
 - a. the fishing vessels declared to have caught the fish had sufficient quota for the species declared;
 - b. the quantities of fish on board have been duly reported and taken into account for the calculation of any catch or effort limitations that may be applicable;
 - c. the fishing vessels declared to have caught the fish had authorisation to fish in the areas declared;
 - d. the presence of the vessel in the area of catch declared has been verified according to VMS data.
2. Landing, ~~or~~ transhipment operations or other use of port services, may only commence after authorisation has been given by the competent authorities of the port State, by completing Part C of Annex XV (a) or Annex XV(b), as appropriate. Such authorisation shall only be given if the confirmation from the flag State referred to in paragraph 1 has been received.
3. By way of derogation from paragraph 2 the port State may authorise all or part of a landing in the absence of the confirmation but in such cases shall keep the fish concerned in storage under the control of the competent authorities. The fish shall only be released to be sold, taken over or transported once the confirmation referred to in paragraph 1 has been received. If the confirmation has not been received within 14 days of the landing the port State may confiscate and dispose of the fish in accordance with national rules.
4. Landing, transhipment and other use of ports services shall not be authorised if the port State receives clear evidence that the catch on board was taken in contravention of applicable requirements of a Contracting Party in respect of areas under its national jurisdiction.
5. The sender, pursuant to Article 22.1 of the prior notification of landing and the vessel's flag Contracting Party shall be informed of the completion of Part C of Annex XV (a) or Annex XV (b), or any derogation thereof. The port State shall notify without delay its decision whether or not to authorise the landing or transhipment and other use of ports services to the master of the vessel or his representative, to the flag Contracting Party and to the Secretary by completing as appropriate Part C of the relevant notification. The Secretary shall put this information on the NEAFC website without delay.

Recommendation to Amend Article 25.1 of the NEAFC Scheme of Control and Enforcement

As proposed by PECMAC, the Commission hereby adopts the following recommendation pursuant to Article 8 of the Convention:

The following Article shows the proposed amendments in track changes.

Article 25 – Inspections

1. Each Contracting Party shall carry out inspections of at least 5% of landings or transshipments of fresh fish and at least 7.5% of frozen fish in its ports during each reporting year, on the basis of risk management that takes into consideration the general guidelines outlined in Annex XVII. If a vessel is landing or transshipping both fresh and frozen catches, this inspection shall be counted against the benchmarks for both fresh and frozen landings. The minimum levels for inspection shall be reviewed three years after entry into force of this provision, or earlier if a Contracting Party so requests.

Recommendation 14 : 2018

Recommendation to Add a New Annex XII C) to the NEAFC Scheme of Control and Enforcement

As proposed by PECMAC, the Commission hereby adopts the following recommendation pursuant to Article 8 of the Convention:

Annex XII (C) – Accepted means of Surveillance

| Means of surveillance | Means of verification |
|-----------------------|---|
| Visual | ID of vessel, radio call sign, external registration number, IMO number or name, as displayed on the vessel |

Proposal by PECMAC for a Recommendation to Amend Annex XV a – Form PSC 1 and Annex XV b – Form PSC 2 of the NEAFC Scheme of Control and Enforcement

As proposed by PECMAC the Commission hereby adopts the following recommendation pursuant to Article 8 of the Convention:

The following Annexes show the proposed amendments in track changes.

Annex XV a - Form PSC 1

Notifications and the completion of Parts A, B and C, pursuant to Articles 22, 23 and 39 shall be done through an online application established and maintained by the Secretary on the NEAFC website. A fax-based system, using the forms set out in Annex XV, shall be used as a back-up system in the event that the NEAFC website is offline.

| NEAFC PORT STATE CONTROL FORM PSC 1 | | | | | | | |
|---|-----------------------------|-------------------------------------|---|---------------|----------------------------|---------------------|---------------------------------|
| PART A: To be completed by the Master of the Vessel. Please write in black ink ⁶ . | | | | | | | |
| Name of Vessel: | IMO Number: ¹ | | Radio Call Sign: | | Flag State: | | |
| | | | | | | | |
| Email Address: | Telephone Number: | | Fax Number: | | Inmarsat Number: | | |
| | | | | | | | |
| Vessel Master's Name | Vessel Master's Nationality | | Vessel Owner | | Certificate of Registry ID | | |
| | | | | | | | |
| Vessel Dimension: | Length (m) | | Beam (m) | | Draft (m) | | |
| Port State | | | Port of Landing, (or Transshipment or other Use of Port) | | | | |
| Reason for Port Entry ¹ | Landing: y/n | | Transshipment: y/n | | Other: y/n | | |
| | | | | | | | |
| Last port of call | | | Date: | | | | |
| Estimated time of arrival | | | Date: | | Time UTC: | | |
| Total catch on board - all areas | | | | | | | Catch to be landed ² |
| Species ³ | Product ⁴ | Packaging or Container ⁴ | Type of processing ⁵ | Area of catch | Conversion Factor | Product Weight (kg) | Product Weight (kg) |

¹ Landing and/or transshipping must be chosen if any catches are to be landed and/or transhipped.

| NEAFC PORT STATE CONTROL FORM PSC 1 | | | | | | | | | |
|-------------------------------------|--|--|--|--|----------------------------|----------------|--|--|--|
| | | | | NEAFC CA (ICES subareas and divisions) | NAFO RA Sub Division | Other Areas | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

| | | | | |
|---|-----------------|----|---------|----|
| PART B: For official use only - to be completed by the Flag State | | | | |
| The Flag State of the vessel must respond to the following questions by marking in the box "Yes" or "No" | NEAFC CA | | NAFO RA | |
| | Yes | No | Yes | No |
| a) The fishing vessel declared to have caught the fish had sufficient quota for the species declared | | | | |
| b) The quantities on board have been duly reported and taken into account for the calculation of any catch or effort limitations that may be applicable | | | | |
| c) The fishing vessel declared to have caught the fish had authorisation to fish in the area declared | | | | |
| d) The presence of the fishing vessel in the area of catch declared has been verified according to VMS data | | | | |
| Flag State confirmation: <i>I confirm that the above information is complete, true and correct to the best of my knowledge and belief.</i> | | | | |
| Name and Title: | | | Date: | |
| Signature: | Official Stamp: | | | |
| | | | | |
| PART C: For official use only - to be completed by the Port State | | | | |
| Name of Port State: | | | | |
| Authorisation: | Yes: | | No: | |
| | | | Date: | |
| Signature: | Official Stamp: | | | |
| | | | | |
| NOTES <ol style="list-style-type: none"> 1. Fishing vessels not assigned an IMO number shall provide their external registration number 2. If necessary an additional form or forms shall be used 3. FAO Species Codes Annex V 4. Product presentations Appendix 1 (A and B)to Annex IV 5. Type of processing NEAFC Appendix 1c) to Annex IV 6. Black ink is required when faxing forms | | | | |

Draft: Annex XV b - Form PSC 2

Notifications and the completion of Parts A, B and C, pursuant to Articles 22, 23 and 39 shall be done through an online application established and maintained by the Secretary on the NEAFC website. A fax-based system, using the forms set out in Annex XV, shall be used as a back-up system in the event that the NEAFC website is offline.

| NEAFC PORT STATE CONTROL FORM PSC2 | | | | | |
|--|------------------------------------|--|--|--|-----------------------------------|
| PART A: To be completed by the Master of the Vessel. A separate form shall be completed for each donor vessel. Please write in black ink ⁶ | | | | | |
| Name of Vessel: | IMO Number:¹ | | Radio Call Sign: | | Flag State: |
| | | | | | |
| Email Address: | Telephone Number: | | Fax Number: | | Inmarsat Number: |
| | | | | | |
| Vessel Master's Name | Vessel Master's Nationality | | Vessel Owner | | Certificate of Registry ID |
| | | | | | |
| Vessel Dimension: | Length (m) | | Beam (m) | Draft (m) | |
| Port State | | | Port of Landing, (or Transshipment) or other Use of Port | | |
| Reason for Port Entry² | Landing: y/n | | Transshipment: y/n | | Other: y/n |
| | | | | | |
| Last port of call | | | Date: | | |
| Date of Transshipment⁷ | | Location of Transshipment⁷ | | Transshipment authorisation if relevant | |
| Estimated time of arrival | Date: | | Time UTC: | | |
| Estimated Time of Arrival: | Date: | | Time UTC: | | |
| Catch Information for Donor Vessels: A separate form shall be completed for each Donor Vessel | | | | | |
| Name of Vessel: | IMO Number:¹ | | Radio Call Sign: | | Flag State: |
| | | | | | |
| | | | | | |
| | | | | | |

² Landing or transshipping must be chosen if any catches are landed or transhipped.

| NEAFC PORT STATE CONTROL FORM PSC2 | | | | | | | | | |
|------------------------------------|----------------------|-------------------------------------|---------------------------------|--|------------------------|-------------|-------------------|---------------------------------|---------------------|
| Total catch on board - all areas | | | | | | | | Catch to be landed ² | |
| Species ³ | Product ⁴ | Packaging or Container ⁴ | Type of Processing ⁵ | Area of catch | | | Conversion Factor | Product Weight (kg) | Product Weight (kg) |
| | | | | NEAFC CA (ICES subareas and divisions) | NAFO RA (Sub Division) | Other Areas | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

PART B: For official use only - to be completed by the Flag State

| The Flag State of the vessel must respond to the following questions by marking in the box "Yes" or "No" | NEAFC CA | | NAFO RA | |
|---|----------|----|---------|----|
| | Yes | No | Yes | No |
| a) The fishing vessel declared to have caught the fish had sufficient quota for the species declared | | | | |
| b) The quantities on board have been duly reported and taken into account for the calculation of any catch or effort limitations that may be applicable | | | | |
| c) The fishing vessel declared to have caught the fish had authorisation to fish in the area declared | | | | |
| d) The presence of the fishing vessel in the area of catch declared has been verified according to VMS data | | | | |

Flag State confirmation: *I confirm that the above information is complete, true and correct to the best of my knowledge and belief.*

| | | | |
|-----------------|--|-----------------|--|
| Name and Title: | | Date: | |
| Signature: | | Official Stamp: | |
| | | | |

PART C: For official use only - to be completed by the Port State

| | | | |
|---------------------|-----------------|-----|-------|
| Name of Port State: | | | |
| Authorisation: | Yes: | No: | Date: |
| Signature: | Official Stamp: | | |

| NEAFC PORT STATE CONTROL FORM PSC2 | | |
|--|--|---|
| | | |
| 1. Fishing vessels not assigned an IMO number shall provide their external registration number | | |
| 2. If necessary an additional form or forms shall be used | 3. FAO Species Codes Annex V | 4. Product presentations Appendix 1 to Annex IV (A and B) |
| 5. Type of processing NEAFC Appendix 1c) to Annex IV | 6. Black ink is required when faxing forms | 7. If the catch specified in this PSC2 form has been accepted from the donor vessel in more than one transshipment, the date and location of the final transshipment operation should be entered. |

Recommendation to Adopt the UN/CEFACT International Standard for Communications between the NEAFC Secretariat and Fisheries Monitoring Centres

As proposed by PECMAC, the Commission hereby adopts the following recommendation pursuant to Article 8 of the Convention:

The international standard UN/CEFACT “Fisheries Language for Universal Exchange” shall be implemented as the format for electronic communications between FMCs and NEAFC Secretariat no later than June 2019 for the purpose of reporting catches and fishing effort and transshipments as appropriate, pursuant to NEAFC Scheme Chapter III - Monitoring of Fisheries as amended for ERS.

The specifications set out in Annex VIII and IX may be used for the transmission to the Secretary for up to two years transition period after the electronic reporting system becomes operational.

After the transition period [Annex IX A*] Annex VIII of NEAFC Scheme will be repealed.

** note that some parts of the Scheme are on a separate timeline for transition to UN/CEFACT and so references to Annex IX should be reviewed.*

This heading was proposed by the Working Group on the Future of NEAFC at the 32nd Annual Meeting in November 2013. The document reference for that meeting was AM 2013-17 under agenda item 17 (Report and Proposals from the Working Group on the Future of NEAFC)

Recommendation on Access to Meeting Documents

The Commission hereby adopts the following recommendation to update Guidelines on Information Classification pursuant to Article 2 (Scope) of Recommendation 11:2013 and Article 7.2 (Asset management: Information Classification), and Article 11 (Access Control) of Recommendation 08:2014.

This Recommendation follows the decision of the Heads of Delegation communicated in HOD 17/01. The text of the new annex to Article 7.2 of ISMS shall read as below, and the data classification in Article 7.2 and ref 1 to the table in Article 11 Access Control Security Guidelines of NEAFC ISMS shall be corrected accordingly (as shown in track changes). The ref 1 information will also be made available on the reports archive page on the NEAFC website.

This Recommendation shall enter in to force in January 2018 Documents from 2017 and older will be considered as historical documents and outside of the scope of this recommendation.

NEAFC ISMS Article 7.2 (Data Classification)

Annex 2: Classification of Meeting Documents

The NEAFC meeting documents will be classified as public after presentation to the Annual Meeting with the exception of;

1. Documents where individual vessels or individuals are identified;
2. Documents that contain business sensitive information; and,
3. Documents relating to personnel issues.

Business Sensitive information includes anything that could harm NEAFC, its Contracting Parties or its stakeholders, if discovered by a competitor or the general public. In the context of NEAFC, working papers which are not yet final will be considered business sensitive by default.

Classification of Documents will become a standing agenda item for all Committees and Working Groups of the Commission and decisions will duly be recorded. All documents should be marked on the document itself as well as on the website.

Requests for Access to documents classified as restricted should be made according to ref 1 to the table in Article 11 Access Control Security Guidelines.

Article 7.2 Information Classification

Data Classification and Transmission in the NEAFC Secretariat at 30/09/2017:

Descriptions of Data Transmission and Storage used below refer to Article 10 Communications and Operations Management of NEAFC Information Security and Management System (restricted)

Public = available to all (P)

Restricted medium = sensitive or private with conditional access (RM)

Restricted high = sensitive or private with conditional access (as referred to in the NEAFC Scheme as confidential) (RH)

| Location | Data type | Data classification | Data Transmission and Storage | Notes |
|-----------|------------------------|---------------------|-------------------------------|---|
| neafc.org | public web pages | P | P | Listed in Annex 1 |
| | user names | RM | RH | Stored as plain text transmitted encrypted. Selective display to authenticated users |
| | passwords | RH | RH | Stored and transmitted encrypted |
| | User information | RH | RH | |
| | meeting reports | P/RM | P/RM | Final versions P after Annual Meeting. Draft Reports are marked as draft and distributed by email |
| | Standard meeting docs | RM P/RM | RM P/RM | Final versions P after Annual Meeting |
| | Sensitive meeting docs | RM | RM | Identified by Committees and |

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| Location | Data type | Data classification | Data Transmission and Storage | Notes |
|---------------|--|---------------------|-------------------------------|---|
| | | | | working groups according to Annex 2 |
| | HOD letters | RM | RM | Sent by email |
| | Heads Meeting Docs | | | |
| | IUU event log | RH | RH | |
| | Scheme Letters | RM | RM | Sent by email |
| | Operational Contacts | P/RM | P/RM | Choice of CP where appropriate |
| | Redfish catches | RM | RM | Sent by email |
| | ICES vms data | RH | RH | recommendation 10: 2013 |
| | Monthly provisional Statistics | RM | RM | Application Not currently in use sent by email |
| vms server | inspectors application data: view of surveillance and annex ii [not & aut] messages received via https | RH | RH | Java layer on vms server haddock. Gui for view / download resides on secure.neafc.org |
| vms server | All data sent via https network: vms /ers/vti /surveillance | RH | RH | mcs = web gui to view / download/ (send pilot project only) |
| psc.neafc.org | unregistered PSC | P | RH | |

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| Location | Data type | Data classification | Data Transmission and Storage | Notes |
|-------------|---|---------------------|-------------------------------|--|
| | registered PSC forms | RH | RH | Pdf attachments of landing details are circulated by email |
| | PSC Fax or inspection report uploaded to website | RH | RH | Inspection reports sent by email |
| | administer PSC for PS (acknowledge & PSC form Part C) | RH | RH | |
| | administer PSC for FS [PSC form part B] | RH | RH | |
| | View all PSC | RH | RH | |
| File server | Inspection reports | RM | RM | Received via email |
| | Aggregated statistics | RM | RM | Received via email |
| | meeting reports | RM | RM | |
| | meeting docs | RM | RM | |
| | HOD letters | RM | RM | |
| | Heads Meeting Docs | RM | RM | |
| | IUU event log | RM | RM | |
| | Scheme Letters | RM | RM | |
| | Redfish catches | RM | RM | |
| | Statistics data | RM | RM | |

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| Location | Data type | Data classification | <i>Data Transmission and Storage</i> | Notes |
|-----------------|------------------|----------------------------|---|--------------|
| Email server | Contacts | RH | RH | |

* Management of Communication Security is described in detail in ISMS Article 10 Communication and Operation Security Guidelines

Annex 1 to Article 7.2 (Information Classification) NEAFC ISMS

NEAFC website & standard text email regarding the subscription criteria for web accounts are the main vehicles for sharing information about the organisation with the public. Details of this standard text and subscription process are found in ISMS Article 11 Access Control

Public Information available on the NEAFC website 03/10/2017

| Website section | Item | Description |
|----------------------|---|---------------------------------|
| Homepage/quick links | Final Annual Statistics | As signed off at annual meeting |
| | Coastal states meeting | Stock/Dates only |
| | Fishing licence guide | Summary of Scheme Information |
| | Generic Secretariat contact details | |
| | List of contacting parties | |
| | List of cooperating non-contracting parties | |
| | General news items | Signed off by Secretary |
| About / Basic Texts | Convention | |
| | Rules of Procedure | |
| | Committee and WG terms of reference | |
| | ICE MoU | |

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| Website section | Item | Description |
|--|--|--|
| | OSPAR MoU | |
| | HQ agreement | |
| About /Structure | President (name and Contracting Party) | |
| | List of Committees | |
| | List of Chairs (name /Contracting Party) | |
| | List of Secretariat Staff | |
| | FAQs | |
| | Meeting room facilities | |
| | Becoming a contracting party | Guidelines agreed at AM 2003 |
| | Press releases | |
| | News and jobs | |
| About/ NEAFC Fish Stocks (<i>information pool</i>) | Overview page | Description for 'information pool' – which is an initiative started by at the request of the heads to provide more information to the public about the work of NEAFC |
| | Herring | Intro to Herring management |
| | Herring fact sheet | Based on content provided by Secretariat for FAO firms fact sheets |
| | Blue Whiting Fact Sheet | |
| | Mackerel Fact Sheet | |

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| Website section | Item | Description |
|---|------------------------------------|--|
| | Irminger Sea Redfish Fact Sheet | |
| About/ VMEs and closures <i>(information pool)</i> | Overview page | Wider Ecosystem considerations |
| | Protection of VMEs | NEAFC action on bottom fishing |
| | Existing new and closed areas | Description of what these terms mean |
| Managing Fisheries | Intro to measures | |
| | Current Measures | Measures/Recommendations currently in force |
| | Pending Measures | Measures/Recommendations still in objection period |
| | Historic Measures | Measures/Recommendations no longer in force |
| | NEAFC Scheme | All formats |
| | Map of NEAFC RA | |
| | Map of Ices areas in NEAFC RA | |
| Managing Fisheries/VME and closures | Closed area coordinates | Text disclaimer on accuracy |
| | Existing fishing areas coordinates | text disclaimer on accuracy |
| | NEAFC RA and all closures | Google map |
| | Existing bottom fishing areas | Google map |

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| Website section | Item | Description |
|-------------------------------------|--|---|
| | Blue ling closure | Google map |
| | Mid Atlantic Ridge VME closures | Google map |
| Managing Fisheries/VME and closures | Hatton Rockall closures | Google map |
| | Edora Bank Closure | Google map |
| | NEAFC Scheme | All formats |
| Illegal Fishing | Intro/about illegal fishing | |
| | A and B lists | Does not include events log |
| | About Port-state Control | Description and link to UN FAO PSMA |
| Reports Archive | Final reports from committees and working groups | Reports are available after presentation at AM (for example reports from 2012 are made available when AM report for 2012 is signed off in Jan 2013). Working papers will be made available according to ref1 of the table in Article 11 (Access Control). Meeting Papers from 2017 and older are available on request. |
| | International Reports | Reports from international meetings NEAFC has attended or contributed to |
| PSC.neafc.org | Designated ports list | |
| | Public port contacts list | |
| | Species list | |
| | Product form codes | |

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| Website section | Item | Description |
|-----------------|-----------------------|--|
| | PSC overview guide | |
| | PSC operational guide | |
| | Completing PSC1 form | Detailed formats for fields |
| | Completing PSC2 form | Detailed formats for fields |
| | EPSC user guide | Step-by-step Guides to using the application |

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Article 11: NEAFC Access Control Security Guidelines

Access Control for the NEAFC website: Last updated-03/10/2017:

Please note minor changes for 2017 to this Article are included in this update as well as updates required for document access changes

User Roles and Content Permissions see notes for details on user authorisation

| | Role | | | | | | | | | | | | | | |
|------------------|--------------------------|------|-----------------------|----------|-------------|-----------|-----------------------|-----------|---------------------|-----------|----------|----------|--------------------|---------------|-------------------|
| SITE | content | anon | industry delegate [2] | delegate | AM Observer | heads [3] | PECMAS observers [10] | basic ops | assigned inspectors | NEAFC Sec | PS admin | FS admin | PSC vessel account | PSC basic ops | ICES VMS Data [8] |
| www.neafc.org | public pages | X | X | X | X | X | X | X | X | X | X | X | X | X | |
| | meeting reports [1] | X | X | X | X | X | - | X | X | X | X | X | X | X | |
| | meeting docs [1] | X | X | X | X | X | X[10] | - | - | X | - | - | - | - | |
| | HOD letters | - | - | X | - | X | - | - | - | X | - | - | - | - | |
| | Heads Meeting Docs | - | - | - | - | X | - | - | - | X | - | - | - | - | |
| | IUU event log | - | - | - | - | - | - | X | X | X | - | - | - | - | |
| | Scheme Letters | - | - | - | - | - | - | X | X | X | - | - | - | - | |
| | Operational Contacts [4] | - | - | - | - | - | - | X | X | X | - | - | - | - | |
| | Redfish catches | - | - | X | - | - | - | X | X | X | - | - | - | - | |
| | Statistics upload | - | - | - | - | - | - | - | - | X | - | - | - | - | |
| | user names and passwords | X | X | X | - | X | - | X | X | X | X | X | X | X | |
| | ICES vms data | - | - | - | - | - | - | - | - | - | - | - | - | - | X |
| secure.neafc.org | view inspectors apps [5] | - | - | - | - | - | - | X | X | X | - | - | - | - | |

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| | | | | | | | | | | | | | | | |
|------------------|--------------------------------|---|---|---|---|---|---|---|---|---|---|---|---|---|--|
| | add inspectors data [6] [7] | - | - | - | - | - | - | - | X | X | - | - | - | - | |
| psc.neafc.org | create unregistered PSC | X | X | X | - | - | - | X | X | - | - | - | - | - | |
| | create/view own registered PSC | - | - | - | - | - | - | - | - | - | - | X | - | - | |
| | add PSC Fax | - | - | - | - | - | - | - | - | X | - | - | - | - | |
| | administer PSC for PS [7] | - | - | - | - | - | - | - | - | - | X | - | - | - | |
| | administer PSC for FS [7] | - | - | - | - | - | - | - | - | - | - | X | - | - | |
| | View all PSC | - | - | - | - | - | - | - | - | - | - | - | - | X | |
| scheme.neafc.org | View all messages in VMS GUI | - | - | - | - | - | - | - | - | X | - | - | - | - | |
| | View own messages in VMS GUI | - | - | - | - | - | - | - | - | - | - | - | - | - | |
| | Send messages from VMS GUI | - | - | - | - | - | - | - | - | - | - | - | - | - | |

Colour coding

| | | | | | | |
|---|------------|---|------------------------|---|----------------------|--|
| - | Public (P) | - | Restricted medium (RM) | - | Restricted high (RH) | Public, Restricted and Medium content is defined in NEAFC ISMS Article 7.2 Data Classification |
|---|------------|---|------------------------|---|----------------------|--|

Article 11 (Access Control)

Annex I: Details of user roles and permissions on NEAFC websites

General Principles when assigning roles to users:

Process for subscribing users and assigning user roles is described in detail in [Article 11 Access Control Guidelines document Subscribing Users to the NEAFC website](#)

Anyone can create an account on the NEAFC website, however accounts do not confer additional access rights beyond those of 'public user' until permissions assigned by an administrator from within the Secretariat. Accounts for NEAFC users on the website are confirmed by a designated source from within the Contracting Party in order that delegations remain in control of their users.

Delegates and Industry Delegates are identified in cooperation with the CP web representative. A list of these people is available at <http://www.neafc.org/meetings/>. Operational Users (Inspectors and PS/FS admin) are identified on the basis of processes defined in the Scheme, namely the annual assignment of inspectors and the process for designating ports and contacts within the PSC scheme.

Accounts for operational staff are compared to lists submitted annually as part of the requirements of NEAFC Scheme and blocked on an annual basis. User lists for delegates are blocked after two years of no access. Users having accounts blocked as part of the annual process are directed to their web representative for confirmation by an auto text email from the Secretariat.

Users creating an account without prior authorisation are sent details (by an auto text email from the Secretariat) of the registration policy and directed to the web representative for their Contracting Party.

Notes to the table:

1. Meeting Reports **and Documents** for the year are made public after the Annual Meeting report is finalised **according to Article 7.2 Data Classification, Annex 2 Classification of Meeting Documents**. Requests for access to restricted documents can be made after the documents have been presented to the Commission (normally at the Annual Meeting). Requests will be sent to the Secretary and evaluated by the Commission on a case by case basis.
2. Industry Delegates to the Annual Meeting: Have access to all Meeting Papers until the meeting report is adopted and then the account is blocked
3. Heads: This role has been used for Heads Meetings but not regularly and consistently in use
4. Operational Contacts: Some PSC contacts have been kept restricted to members at the request of a CP. This is not consistent across all CPs. CPs without designated ports have PSC/FS contacts which are restricted.

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5. View Inspectors Apps: The legacy shared account still operates at the request of CP
6. Add Inspectors Data: This permission is for users with individual user name and password. These are identified to NEAFC as part of the annual assignment of inspectors to the Scheme, these lists are used to compare and revoke accounts. NOR is an exception to this system at their own request which operates a group account system.
7. Add Inspections Data: 'Assigned inspectors' and PS/FS PSC admin roles operate with a national sub role, so that officials can only enter data for an assigned country
8. Content created and transferred according to recommendation 10 2013: Providing VMS Data to ICES
9. Time limited access to PECMAS meeting documents
10. Time limited access to Annual Meeting documents for Observers
 - The main access control list (Users and Roles) is kept as an Excel spreadsheet on the NEAFC file server
 - Passwords are reset automatically and are not administered by the Secretariat. In the case of PSC officials, NEAFC Secretariat sets up accounts and with default passwords, and complete user information (which will be printed on to the PSC form). In these cases, user names are sent out with password re-set links usernames and passwords, if ever sent, are sent across two separate emails.
 - Secure, Scheme (ie httpsgw) and PSC sites use only HTTPS protocol.