

# **EWG-17-17 – ANNEX 1**

**DRAFT**

**Guidance for the submission of**

**Annual Reports under**

**Regulation (EU) 2017/1004**

**Commission Implementing Decision (EU) 2016/1701**

**Commission Implementing Decision (EU) 2016/1251**

**Version for Annual Reports 2017-2019**

**(\*\*\*\*\*2017)**

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## **Purpose of the Guidance**

The Guidance for the submission of Annual Reports (AR) under the framework Regulation (EU) 2017/1004, Commission Implementing Decision (EU) 2016/1701, Commission Implementing Decision (EU) 2016/1251 (the 'Data Collection Framework' or DCF) is intended to help Member States (MS) in producing Annual Reports that contain all the necessary information for evaluation by the Scientific, Technical and Economic Committee for Fisheries (STECF) and the European Commission (EC).

## **Years of application and periodical revision of the Guidance**

The present document contains the 2017 version of the Guidance which was developed by the STECF EWG 17-17 of October 2017. This Guidance is designed to assist MS's in reporting their achievements in the ARs for the years 2017-2019.

Tables of the Annual Work Plans (NWP) can be maintained as in the original formats because suggested revisions only relate to information that should be given in the AR and not in the NWP.

## **Circulation of the Guidance**

The Guidance will be circulated by the EC to the MS through their National Correspondents (NC). This will be done well in advance of the AR submission deadlines, so that MS are always provided in time with the most recent version of the Guidance.

The Guidance will also be available on JRC's data collection web pages:

<https://datacollection.jrc.ec.europa.eu> (National Programmes and Annual Reports > [most recent year] > Guidance)

## **Deadline for the submission of Annual Report**

Following the provisions of the DCF, the deadline for the submission of the AR is **31May** of the year following the sampling year. MS are urged to scrupulously respect this deadline. Delays in submission may lead to reductions in the financial assistance, based on provisions under the European Maritime and Fisheries Fund (EMFF, Regulation (EU) No508/2014).

## **Evaluation and approval of the outcomes of the national work plans**

Article 11 of Regulation (EU) 2017/1004 requires Member States to submit annually to the Commission a report on the implementation of their national work plans. An STECF Expert Working Group (EWG) shall evaluate the execution of the national work plans and the quality of the data collected.

The EWG's conclusions and recommendations will be laid down in its summer meeting report, for subsequent endorsement by STECF Plenary and further consideration by the EC.

## **Scope of the Annual Report**

The primary aim of the AR is to allow STECF to evaluate:

1. What has been achieved by MS in fulfilment of the requirements of the DCF including against:
  - Data requirements as specified in EU MAP;
  - Regional specificities and recommendations (RCGs, PGECON, end users);
  - Known end user needs;
2. The conformity in the AR with the provisions of the DCF.
3. Realisation against the national work plan (NW P) and reasons for any deviation (methodology, objectives, etc.).
4. The quality of the data collected by the Member States.

Gaps in data should be identified including where these might inform further development of the DCF to better meet end user needs. The report should also provide useful information for end users (e.g. summary statistics, bilateral agreements).

The AR should particularly address the above aspects of the data collection programmes, in a **brief but sufficiently comprehensive** way. The AR text should address general aspects of AWP implementation and deviations from the AWP, while details on deviations from planned numbers of samples etc. should be addressed briefly in the AR tables in the corresponding lines (rows) under the 'Comments' column. The aim is to make the tables as informative as possible and to reduce explaining text to a minimum, but allowing a full STECF evaluation of MS conformity and the utility of programmes.

### **Format of the Annual Report files**

The AR should be provided in two physical documents, one file containing the report text in a Microsoft Word (or compatible) file (a PDF file of the word document should also accompany the submission) and one file containing the standard tables in an Excel (compatible) file (also see section 'Standard tables' below). Annexes (if any) should be physically part of the main report, not in separate files.

Plain text should be formatted in Times New Roman, font size 11 or 12.

Coloured graphs and charts should be avoided unless their complexity is such that the use of grey scales only makes reading difficult.

The AR file for the main body of the report should be named as follows:

- Country\_Annual\_Report\_Programme-year\_Text\_Submission-date.docx

Example: Belgium\_Annual\_Report\_2017\_Text\_31-May-2018.docx.

The AR file containing the standard tables should be named as follows

- Country\_Annual\_Report\_Programme-year\_Tables\_Submission-date.xlsx

Example: Belgium\_Annual\_Report\_2017\_Tables\_31-May-2018.xlsx

Only those ARs that have been reviewed by the STECF and subsequently approved by The Commission shall be placed on the DCF website (<https://datacollection.jrc.ec.europa.eu/ars>). Any earlier versions shall be removed. This is to ensure that only the most recent definitive versions of MSs' ARs are accessible

### **Language**

MS are encouraged to submit their AR in English, in order to avoid delays in the evaluation process. STECF is aware that the EC cannot oblige MS to submit their AR in English, but stresses that doing so is in the MS's own interest since it helps to speed up the evaluation process.

## General section layout

The AR should have the following sections and sub-sections, referring to the structure of Commission Implementing Decision (EU) \*\*\*\*/\*\*\*\*.

The layout of the AR and the numbering of the sections should strictly be adhered to.

Details on the expected contents of each section and sub-section of the AR are given in the relevant sections of the Guidance

## Standard tables

The Guidance comes with a unique set of standard tables. The standard tables should be submitted as a separate file, and in an Excel compatible format, avoiding the use of pdf or other non-compatible formats. No cells should be deleted from the tables (apart from the example rows) and no columns should be added.

Comments should be inserted into the relevant column, at the end of the table or explained in the AR text. The aim of this column is to substitute the footnotes in every cell and make the tables more workable. This column should also be used to provide short explanations (up to approx. 200 characters) for deviations from the NWP, while longer and complex explanations should be inserted in the AR text.

Details of achieved sampling can be uploaded to Regional Databases each year, on the basis of data calls for assessment working groups, and sampling data can also be uploaded centrally in response to RCM data calls on an annual basis.

Reporting of information requested according to the AR standard tables could be done using Regional Data Bases. The variables should be given in the same order as given in the standard tables. There are no special requirements for specific fonts or font sizes. Fonts without serifs (sans-serif) such as Arial, however, are preferred in terms of readability.

Details on which tables go with which Modules and sections of the DCF and on the types of data that should be included in the tables (and their formatting) are given in the relevant Sections of the Guidance. When filling in the tables, MS should closely follow the instructions and not to leave cells blank when they should indicate "No data" or "Not Applicable".

Cell Descriptions:

|              |  |
|--------------|--|
| White Cells  | Copy directly from the NP                          |
| Grey Cells   | Fill in with achievements                          |
| Yellow cells | Contain calculations and will update automatically |

Do not include any empty rows (e.g. meant to mark sections in long tables), as this makes the evaluation process difficult.

Unhide any hidden cells and remove any filters before submitting the AR tables!

## Revised versions of Annual Reports

Revisions of AR text and/or standard tables before their evaluation by STECF (e.g. because omissions or errors were discovered after the original had been sent to the Commission) are sometimes authorised by the Commission under certain conditions.

Should a revision be necessary and agreed by the Commission, MS shall submit a revised version of the entire AR with all modified paragraphs (not single figures, words or sentences), table entries and graph titles highlighted in red font, to allow easy identification of the sections that were changed.

Revised versions of the AR should be named following the same rules as for the initial versions (see section 'Format' above).

Only the latest approved version of the AR and standard tables should be available on the JRC Data Collection website.

### **Consistent naming and codification, compliance with conventions**

In order to allow full comparability within and between MS reports, **consistent naming and codification** of gears, species, métiers, fishing grounds etc. – according to the DCF and other international conventions including those established at Regional Co-ordination Groups (RCGs)—has to be applied throughout the text and tables of the reports.

"Other regions" should be presented in one regional chapter per section and not separately by CECAF, ICCAT etc... Regional (Fisheries Management) Organisations (RFMO) should be specified within these chapters. The same division is to be followed in the standard tables, i.e. columns "Region" and "RFMO/RFO/IO" (i.e. Regional Fisheries Management Organisation/Regional Fisheries Organisation/International organisation).

## SECTION 1: BIOLOGICAL DATA

**Table 1A: List of required stocks**

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 1A to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

| <p><i>This Table fulfills paragraph 2 point (a) (i)(ii)(iii) of Chapter III of the multi-annual Union programme and Article 2, Article 3 and Article 8 of the Decision (EU) 2016/1701. This Table is intended to specify data to be collected under Tables 1(A), 1(B) and 1(C) of the multi-annual Union programme and give an overview of the collection of data at the level of species area/stock level.</i></p> <p><i>The AR provides a record of any significant changes to the landings in the sampling year compared to the average over the reference period - if it has impacted on any sampling.</i></p> |  |
|--|--|
| <b>Name of the variable</b>  | <b>Guidance</b>  |
| MS   | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| Reference years  | Member State shall report the year(s) to which the data actually refer. Member State shall select the three most recent years with data available. Give the reference year/years as '2013-2015'.   |
| Species  | Member State shall report (in Latin) the name of the species/stocks for which biological variables sampling is required according to the Tables 1(A), 1(B) and 1(C) of the multiannual Union programme, for all areas where the Member State's fishing fleet is operating.   |
| Region   | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If information refers to all regions, insert 'all regions'.  |
| RFMO/RFO/IO  | <p>Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.</p> <p>e.g. RFMO: ICCAT, GFCM, NAFO</p> <p>e.g. RFO: CECAF</p> <p>e.g. IO: ICES</p> <p>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used.</p>  |
| Area/Stock   | Member State shall indicate the area of the mentioned species/stock, in accordance with Tables 1(A), 1(B) and 1(C) of the multiannual Union programme (e.g. GSA 16; ICES areas I, II; ICES areas IIIa, IV, VIIId, etc.).   |
| Selected for sampling (Y/N)  | Member State shall indicate by 'Y' (yes) or 'N' (no) whether the species/stock has been selected for sampling. Indicate 'Y' (yes) if the species/stock is selected for sampling for at least one variable of Table 1B of this Annex.   |
| Average landings in the reference years (tons)   | Average landings for each species and stock over the most recent 3-year reference period. While entering the landings data, Member State shall take into account the following conventions: If the species is not landed at all, then enter 'None'. If the average landings are less than 200 t, then do not enter the average landings figure, but enter '< 200' instead. If the average landings exceed 200 t, then enter the average landings figure for the most recent 3-year reference period. Average landings figures may be rounded to the nearest 5 or 10 t. |
| EU TAC (if any) (%)  | Only applies to stocks that are subject to TAC and quota Regulations. In this column Member State shall: —enter 'None', if the Member State has no share in the EU TAC of the stock concerned, — enter the exact share if the Member State has a share in the EU TAC of the stock concerned.   |

|  |  |
|--|--|
| Share (%) in EU landings               | Applies to (i) all stocks in the Mediterranean; and (ii) all stocks outside the Mediterranean for which no TACs have been defined yet. In this column Member State shall: — enter 'None', if the Member State has no landings of the stock concerned, — enter the exact share, if the Member State has landings of the stock concerned, in the case that the Member State wants to invoke a threshold. |
| Threshold (Y/N)                        | Member State shall indicate by 'Y' (yes) or 'N' (no) whether, for the reported species/ stock, a threshold applies, according to Chapter V of the multiannual Union programme.   |
| Comments                               | Any further comment.   |
| Changes in species landings (optional) | MS shall optionally briefly describe any change in landings that had an impact on WP implementation compared with those shown in the NWP.  |

## Guidance for evaluators

Changes in species landings may be reported if this is useful to illustrate changes in sampling activity. Provision of this information is optional. Landings figures should be checked against official data sources (Eurostat and official regulation regarding TACS and quotas). Also the addition of species for which sampling was not planned should be clearly justified.

## Table 1B: Planning of sampling for biological variables

This table is applicable to the AR and should be presented as it appears in the Annual Work Plan. No additional information is required. As a result, no effort from the evaluators is required to review Table 1B.

## Table 1C: Sampling intensity for biological variables

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 1C to this table, before filling in the additional columns highlighted in grey. Please do not edit any of the values in this table that came from the accepted WP.

| <p>This table fulfils paragraph 2 point (a) (i) (ii) (iii) of Chapter III, Chapter IV of the multiannual Union programme and Article 2, Article 4 paragraph 1 and Article 8 of the Decision (EU) 2016/1701. This table is intended to specify data to be collected under Tables 1(A), 1(B) and 1(C) of the multiannual Union programme.</p> <p>This AR provides information on the number of fish measured together with number of samples for each species area/stock, biological parameter and sampling scheme as a first step for the evaluation of the quality</p> |   |
|--|---|
| Name of the variable   | Guidance  |
| MS   | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.  |
| MS participating in sampling   | If the sampled activity has been carried out according to a regionally coordinated programme, all participating Member States shall be listed. Otherwise, the Member State responsible for the sampling shall be listed. Links to planned regional and international coordination or bi- and multilateral agreements, where available, shall be listed in the 'Comments'. |
| Sampling year  | Member State shall detail the year or years for planned objectives. Different years shall be stated in different rows of the table. All years concerned shall be included.  |
| Species  | Member State shall report (in Latin) the name of the species/stocks for which biological variables sampling is required according to Tables 1(A), 1(B) and 1(C), for all areas where the Member State's fishing fleet is operating  |

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|---|--|
| <b>Region</b>   | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If information refers to all regions, insert 'all regions'.  |
| <b>RFMO/RFO/IO</b>  | Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.<br><br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br><br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. |
| <b>Area/Stock</b>   | Member State shall indicate the fishing ground of the mentioned species/stock (e.g. GSA 16; ICES areas I, II; ICES areas IIIa, IV, VIIId, etc.).   |
| <b>Variables</b>  | Member State shall report the variables length, age, weight, sex ratio, sexual maturity and fecundity, as given in Table 1B of this Annex. Combination of species and variables as indicated in Table 1B of this Annex shall match with this information.  |
| <b>Data sources</b>   | Member State shall give a keyword description of the main data sources (e.g. surveys, commercial samples, market samples, discard samples, etc.). Member State shall report separately the planned sampling for 'commercial fisheries' and 'surveys'.  |
| <b>Planned minimum No of individuals to be measured at the national level</b> | Member State shall state the total planned minimum number of fish to be measured at the national level. Use 'Comments' to briefly define the methodology used to obtain these values (e.g. previous sampling, simulation, etc.).   |
| <b>Planned minimum No of individuals to be measured at the regional level</b> | Member State shall state the planned minimum number of fish to sample as part of a regionally coordinated scheme if one exists or, otherwise, 'NA' (not applicable) is used. Use 'Comments' to briefly define the methodology used to obtain these values (e.g. previous sampling, simulation, etc.).  |
| <b>Comments</b>   | Any further comment.   |
| <b>Achieved number of individuals measured at the national level</b>          | Member State shall state the total number of fish measured at the national level   |
| <b>% of achievement (100*M/J)</b>   | No action required by Member State. Automatic filling with the figures achieved vs planned   |
| <b>Achieved number of samples</b>   | Member State shall state the number of samples from which the number individuals came  |
| <b>Sampling protocol</b>  | MS shall briefly describe the methodology used to obtain these values (e.g. 10 ind/haul, max 50 ind/box (comm. Cat), 5 ind/cm/quarter)   |
| <b>AR Comments</b>  | Detailed comments on the deviations ( $>\pm$ XX% from planned) should be included here.  |

## Text Box 1C: Sampling intensity for biological variables

This text box is applicable to the AR.

*General comment: This Text box fulfils paragraph 2 point (a)(i)(ii)(iii) of Chapter III, Chapter IV of the multiannual Union programme and Article 2, Article 4 paragraph 1 and Article 8 of this Decision.*

MS should to provide by Region/RFMO/RFO/IO :

- **Evidence of data quality assurance**

*.Quality evaluation could be only carried out if the information coming from Table 5A is available. If this information is not available, some overview can be provided by MS within this section giving information on the methodology used to assure the quality of the data collected.*

*e.g.:*

*The sampling design and protocols follow the outcomes of sampling experts groups.*

*Use of common standard criteria agreed with other countries/groups.*

*Use of special packages or tools (e.g. COST ...) for calculations.*

*Use of sampling protocol for storage of data.*

*Use of sampling protocol for processing of data.*

*Use appropriate exploratory statistical techniques to detect outliers and anomalous registers.*

- **Deviations from the NWP**

*MS to list the deviations (if any) in the achieved data collection compared to what was planned in the WP and explain the reasons for the deviations.*

*Explain any deviation from the proposed:*

- *sampling intensity,*
- *methods used for collecting data.*
- *methods used for estimating the parameters.*

*General reasons for deviations from the WP in terms of planned vs. achieved should be summarised in this section, while detailed comments on deviations on particular species/stocks should be included in the AR Comments column in 1C.*

*In case of MS add new species not included in the 1A and 1B should be clearly explained and justified*

- **Actions to avoid deviations.**

*MS to describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section is not applicable.*

*(x words)*

## Guidance for evaluators - Table and Text Box 1C

Regarding the consistency the evaluator should check:

- The species/region/RFMO-RFO-IO/ Area-Stock selected for sampling in Tables 1A, 1B, with the species sampled in table 1C. Number of species in table 1C could be bigger (or equal) but not smaller than those appeared in Tables 1B and 1A.

- The parameters planned for sampling in table 1 B should have a corresponding line in table 1C.
- The addition of species in table 1C that was not selected in table 1A nor planned in tables 1B should be clearly justified.

Regarding the quality the evaluator should check:

- If the planned number of individuals proposed derives from an effective number of samples because an effective sample size together with total number of individual measurements would form the basis of indicators of precision.
- The existence of a sampling protocol for each species and variable as a first sign of data quality.
- Quality evaluation could be only carried out if the information coming from Table 5A is available. If this information is not available, some information has to be provided under this section.

### Table 1D: Recreational fisheries

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 1D to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

| <p><i>This Table fulfills paragraph 2 point (a) (iv) of Chapter III of the multi-annual Union programme and Article 2, Article 3 and Article 4 paragraph 1 of the Decision (EU) 2016/1701.</i></p> <p><i>This AR is intended to specify data to be collected under Table 3 of the multi-annual Union programme, which also includes marine and freshwater recreational catches for anadromous and catadromous species and also a summary of the results and provenance of any survey.</i></p> |   |
|---|---|
| Name of the variable  | Guidance  |
| MS  | Member State shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| Sampling year   | Member State shall state the year for planned sampling.   |
| Area/EMU  | Member State shall refer to the naming convention used in Table 3 of the multiannual Union programme<br>In the case of eel, Eel Management Unit (EMU) shall be reported.  |
| RFMO/RFO/IO   | Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.<br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used.    |
| Species   | Member State shall report (in Latin, where possible) the name of the species for which recreational fisheries sampling is required according to Table 3 of the multiannual Union programme or identified by pilot studies and/or management needs for the recreational fishery (by region). All species shall be included even if the species is/are not present in the Member State. |
| Applicable (Species present in the MS?)   | Member State shall indicate with 'Y' (yes) or 'N' (no) if the species is present in the Member State.   |
| Reasons for not sampling  | If the species is present in the Member State, but not collected, Member State shall indicate the reason(s) (free text) for not sampling this species, with specific references where   |

|  |  |
|--|--|
|  | appropriate (e.g. species not present in the area, regulations/laws in the country, fit the requested threshold, etc.).  |
| <b>Threshold (Y/N)</b>   | Member State shall indicate by ‘Y’ (yes) or ‘N’ (no) whether, for the mentioned species, a threshold applies, according to Chapter V of the multiannual Union programme.   |
| <b>Annual estimate of catch? (Y/N)</b>   | Member State shall indicate by ‘Y’ (yes) or ‘N’ (no) whether, for the mentioned species, the annual estimate of catch (weight and/or numbers) is planned.  |
| <b>Annual percentage of released catch? (Y/N)</b>                                  | Member State shall indicate by ‘Y’ (yes) or ‘N’ (no) whether, for the mentioned species, the annual percentage of released catch (rate of released fish) is planned.   |
| <b>Collection of catch composition data? (Y/N)</b>                                 | Member State shall indicate by ‘Y’ (yes) or ‘N’ (no) whether, for the mentioned species, the catch composition (e.g. length structure) is planned.   |
| <b>Type of survey</b>  | Member State shall indicate the types of survey that will be done to collect data on recreational fisheries (e.g. on-site surveys, telephone surveys, anglers' diaries, etc. or any combination of these).   |
| <b>Comments</b>  | Any further comment.   |
| <b>Unique Survey ID or Name of sampling scheme<br/>(Linked to Table 5A)</b>        | Member State shall state the name of the sampling scheme. Currently identified in Table 1D as (‘type of survey’). Check that all type of surveys mentioned in Table 1D, are included in Table 5A. If not included, go to AR Word template document.  |
| <b>Is the survey part of a pilot study or part of an established programme?</b>    | Member state should state if this information is from a “Pilot” or “Routine”   |
| <b>Frequency</b>   | Member State shall indicate the frequency of the survey: 'Annual', 'Biennial', 'Triennial' etc.  |
| <b>Is the sampling design documented?<br/>(Linked to Table 5A)</b>                 | If name of sampling scheme (see name of sampling scheme column) is included in Table 5A, member State shall indicate with ‘Y’ (yes) or ‘N’ (no). If ‘N’ (no), go to AR Word Document and follow Text Box “Type of Survey” instructions.              |
| <b>Are non-responses and refusals recorded?<br/>(Linked to Table 5A)</b>           | If name of sampling scheme (see name of sampling scheme column) is included in Table 5A Member State shall indicate with ‘Y’ (yes) or ‘N’ (no). If ‘N’ (no), go to AR Word Document and follow Text Box “Data Quality” instructions.                 |
| <b>Are the editing and imputation methods documented?<br/>(Linked to Table 5A)</b> | If name of sampling scheme (see name of sampling scheme column) is included in Table 5A Member State shall indicate with ‘Y’ (yes) or ‘N’ (no). If ‘N’ (no), go to AR Word Document and follow Text Box “Data Analysis and Processing” instructions. |
| <b>Estimation of the yearly weight and numbers of catch</b>                        | Provide annual catch weight (tonnes) and numbers estimates when answer is Y in column “annual estimates of catch”.   |
| <b>Estimation of the yearly percentage release</b>                                 | Provide yearly percentage release when answer is Y in column “annual percentage of release catch”.   |
| <b>Collection of catch composition data</b>  | Provide Collection of catch composition data when answer is Y in column “Collection of catch composition data”.  |
| <b>Survey Evaluated by external experts/bodies (Y/N)</b>                           | Indicate with Y (Yes) or N (No) if the survey is evaluated by external experts/bodies. If the answer is Y, identify the evaluator (e.g. WGRFS).  |
| <b>Conform with accepted standards Y/N</b>   | Indicate with Y (Yes) or N (No) if the survey evaluated by external experts/bodies, follows accepted standards.  |

## Text Box 1D - Recreational fisheries

The critical requirement for quality evaluation procedures is to have accurate documentation of all components of the programme (design, implementation and analysis). These components are included in NWP Table 5A (Quality Assurance Framework for biological data). However, Member States (MS), following the guidelines to fill in the tables *“this table is intended to identify data to be*

**collected under tables 1A, B and C”** have not included any documentation about the surveys carried out on Recreational Fisheries Surveys. For this reason, some additional information and clarification in the AR text is requested based on the NWP tables. These will help in the evaluation of the planned surveys and the quality of the estimates provided.

*General comment: This Table fulfills paragraph 2 point (a) (iv) of Chapter III of the multi-annual Union programme and Article 2, Article 3 and Article 4 paragraph 1 of this Decision.*

### **1.-Description of the target population**

*The target population and the elements of this target population accessibility, needs to be defined and described. In the case of Recreational Fisheries target population could be whole population of resident anglers, charter boats etc. This will permit to evaluate if all sectors contributing to the total catch are included in the survey.*

### **2.-Type of survey**

*A large variety of methods are available for surveying recreational fisheries and the choice of approach is complex. In Table 1 the methodology or type of survey used must be included but any information about the design is missing.*

*Table 5A in the NWP allows to identify if the sampling design is documented and where it can be found. Are the surveys identified correctly in table 5A and information about sampling design provided under this table?*

*If the answer is NO: Some basic information in the design should be included in the Annual Report (e.g.: stratification, selection of PSU, is sampling probability base etc.)*

*Depending in how detailed is the information provided by the MS, this would allow to make some kind of evaluation of the quality of the sampling programme.*

### **3.-Data Quality**

*A large variety of methods are available for surveying recreational fisheries and the choice of approach is complex. In Table 1 the methodology or type of survey used must be included but any information about the design is missing.*

*Table 5A in the NWP allows to identify if the sampling design is documented and where it can be found. Are the surveys identified correctly in table 5A and information about sampling design provided under this table?*

*If the answer is NO: Some basic information in the design should be included in the Annual Report (e.g.: stratification, selection of PSU, is sampling probability base etc.)*

*Depending in how detailed is the information provided by the MS, this would allow to make some kind of evaluation of the quality of the sampling programme.*

### **4.-Data Analysis and processing**

*Table 5A in the NWP under Data Processing columns, cover the information about Data processing. Are the editing and imputation methods documented and identified where it can be found under this Table 5A?*

*If the answer is NO: information about the estimation procedure must be reported in the AR. Helpful questions:*

- ☐ *Does the estimation procedure follow the survey design?*
- ☐ *Has the precision of the estimates been calculated and documented?*

## Guidance for evaluators

### *Conformity*

#### **Species column:**

The evaluator should check that all mandatory species included in Table 3 in the regulation (Commission Implementing Decision (EU) 2016/1251) being included under this variable.

#### **Threshold column:**

The evaluator should check that no thresholds are applied to recreational catches stocks under recovery or multi annual management plans (large pelagic species and highly migratory species, and anadromous and catadromous species).

### *Quality evaluation*

Based on this table, quality evaluation could be only carried out if the information coming from columns Table 5A is available. If it this information is not available, some text box are provided in the AR template Word document, where additional information is required to the MS.

This additional information would help evaluators for any evaluation on the survey identified in the NWP.

## **Pilot Study 1: Relative share of catches of recreational fisheries compared to commercial fisheries**

MS should transfer the information from their accepted WP before filling in the additional section highlighted in grey.

|   |
|---|
| General comment: This Box fulfils paragraph 4 of Chapter V of the multi-annual Union programme and Article 2 and Article 4 paragraph (3) point (a) of this Decision.  |
| <p>1. Aim of pilot study</p> <p>MS should Justify how this pilot covers EU MAP requirements</p> <p>2. Duration of pilot study</p> <p>MS should state the Period covered by the study</p> <p>3. Methodology and expected outcomes of pilot study</p> <p>Points to be considered under section</p> <p>a. <b>Description of the target population:</b></p> <p>MS should defined and described the target population (e.g. Whole population of anglers, charter boats, private boats etc.)</p> <p>b. <b>Methodology: Survey methodology to be used and sampling design:</b></p> |

MS should give:

- Description of possible methodologies or type of surveys to be conducted under the pilot studies (e.g. “off-site surveys”: mail, phone, diaries, logbooks etc. or “on-site surveys”: Acces points, roving surveys, aerial surveys etc.)
  - Survey design: Brief description on the design for the methodologies to be used.
  - Follow up best practices guidelines provided by exeprts in the field (e.g. WGRFS best practise guidelines, ICES 2013)
  - Consider data quality issues (non-response rates, refusal rates etc.)
- c. Expected outcomes:

Ms should Justify how the exepected outcomes will contribute to fulfill the EU MAP reuirements

*Brief description of the results obtained (including deviations from planned and justifications as to why if this was not the case)*

*1. Achievement of the original expected outcomes of pilot study and justification if this was not the case*

*2. Incorporation of results from pilot study into regular sampling by the MS*

*(max x words)*

## Guidance for evaluators

For pilot studies particular attention should be paid to the following aspects:

- Overall quality of the Pilot Study Report
- Provision of sampling protocols, does sampling design follow internationally agreed protocols?
- Soundness of conclusions drawn from the Pilot Study
- Follow-up suggested by MS
- Other comments / recommendations

## Table 1E: Anadromous and catadromous species data collection in fresh water

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 1E to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

There are some inconsistencies with respect to data collection on anadromous and catadromous stocks (salmon, sea trout and eel) between the Decision text and the Guidelines

for Tables and Text Boxes in 1701/2016. To avoid confusion, this guidance has been developed on the basis of the following assumptions about what data should be collected and where it's planning and achievements should be reported:

- Commercial fisheries in marine waters: should be defined in Tables 1A, 1B, 1C;
- Recreational fisheries in all waters: should be defined in Table 1D;
- Commercial fisheries in freshwaters: data collection of landings and biological data should be defined in Table 1E;
- Data collection for eel recruits, standing stock and silver eels, and for salmon parr, smolts and ascending adults (hereafter called eel and salmon life stages): should be defined in Table 1E;
- The sampling strategy for biological information from commercial fisheries, and recreational fisheries, and for eel, salmon and sea trout life stages: should be described in Table 4A;
- Information on the Quality of all data collection plans, for fisheries-dependent and -independent, should be described in Table 5A;
- Data collection of Sea trout in the Baltic should be reported the AR Tables and Text, even though the species was not listed in Chapter III.2c and d of Implementing Decision 1701/2016.

Paragraph 2 points (b) (c) of Chapter III of the multiannual Union programme (Implementing Decision 1251/2016) specify:

*(b) In addition to data collected under point (a), data on anadromous and catadromous species listed in Table 1E caught by commercial fisheries during the freshwater part of their lifecycle, irrespective of the way these fisheries are undertaken, as follows: (i) stock-related variables (for individual specimens, on age, length, weight, sex, maturity and fecundity, by life stage, but further specified on a species and regional basis); and (ii) annual catch quantities by age class or life stage.*

*(c) In addition: as regards eel, information (e.g. data, estimates, relative trends, etc.) collected annually in at least one river basin per eel management unit on: (i) the abundance of recruits; (ii) the abundance of the standing stock (yellow eel); and (iii) the number or weight and sex ratio of emigrating silver eels; and as regards all wild salmon: information collected annually — unless agreed otherwise at regional level — on the abundance of smolt and parr and number of ascending individuals. The designation of rivers to be monitored for eel and salmon shall be defined at regional level. The selection of stocks from which these variables have to be collected shall be coordinated at regional level based on end-user needs.*

*General comment: Table 1E fulfils paragraph 2 points (b) (c) of Chapter III of the multiannual Union programme and Article 2, Article 3 and Article 4 paragraph (1) of Decision (1701/2016). The table is intended to specify data to be collected under Table 1(E) of the multiannual Union programme. The table is to be used to give an overview of the data collected on freshwater commercial fisheries for anadromous and catadromous species*

*The AR the grey columns is intended to provide information on the achieved numbers, short texts to explain any non-conformities with the WP, the Survey ID code, and whether or not the data collection is agreed at Regional level.*

| Name of the variable | Guidance |
|----------------------|----------|
|----------------------|----------|

|  |   |
|--|---|
| <b>MS</b>                                    | Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'.   |
| <b>Sampling period</b>                       | Member State shall state the period for planned sampling.   |
| <b>Area</b>                                  | In the case of eel, 'EMU'(Eel Management Unit) shall be reported.<br>For all other cases, catchment basin shall be reported.  |
| <b>RFMO/RFO/IO</b>                           | Member State shall enter the acronym of the competent Regional Fisheries Management Organisation (RFMO), Regional Fisheries Organisation (RFO) or International Organisations (IO) for providing management/advice on the species/stock.<br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. |
| <b>Species</b>                               | Member State shall report (in Latin) the name of the species. All species shall be reported even if the species is/are not present in the Member State.   |
| <b>Applicable (Y/N)</b>                      | Member State shall indicate by 'Y' (yes) or 'N' (no) if the species is present in the Member State or if fisheries of this species is banned.   |
| <b>Reasons for not sampling</b>              | If the species is present in the Member State, but not collected, Member State shall indicate the reason(s) (free text) for not sampling this species (e.g. species not present in the area, regulations/laws in the Member State, fit the requested threshold etc).  |
| <b>Water Body</b>                            | Member State shall fill with the name of the river/system chosen (eg. index river).   |
| <b>Life stage</b>                            | Member State shall indicate the life stage of the species (e.g. adult, glass, silver etc).  |
| <b>Fishery / Independent data collection</b> | Member State shall indicate whether data shall be derived from commercial catches (fishery) or from sources other than commercial catches (independent).  |
| <b>Method</b>                                | Member State shall indicate the source(s) of data (eg. trap, counter, logbooks etc or any combination of these methods) from which data will be derived.  |
| <b>Unit</b>                                  | For each method, the planned unit of data reporting shall be indicated (e.g. number of traps, number of counters, number of electrofishing etc).  |
| <b>Planned nos</b>                           | Member State shall indicate the quantitative objective planned (in numbers) for the unit chosen.  |
| <b>Frequency</b>                             | Member State shall indicate the frequency at which sampling will take place ('M' (monthly), 'Q' (quarterly), 'A' (annually), 'O' (other) – please specify).   |
| <b>Comments</b>                              | Any further comment.  |
| <b>Achieved Nos</b>                          | Member State shall indicate the quantitative objective achieved (in numbers) for the unit chosen.   |

|                                   |   |
|-----------------------------------|---|
| <b>% of achievement (100*P/M)</b> | No action required by Member State. Automatically filled column.  |
| <b>Reason for non-conformity</b>  | If Planned/Achieved $\neq$ 1, Member State shall reference here Text Box 1E where the Member States shall describe the reasons and actions taken to mitigate. |
| <b>Survey ID</b>                  | Member State shall indicate the Survey ID, referring to the system described below.   |
| <b>Agreed at RCG level?</b>       | Member State shall indicate (Y/N) if there is agreement at the regional level to sample the Water body.   |
| <b>AR Comments</b>                | Any further comment.  |

### *System to select a unique Survey ID code*

STECF recommended that appropriate (assessment) expert groups will either provide the unique ID or instruction on how it is derived. As this had not been communicated to these assessment working groups, a system to construct unique ID codes is proposed as following:

Survey ID code: MS-SPP-Habitat-Gear-Data source

Where,

- FAO country codes (ISO3): see <http://www.fao.org/countryprofiles/iso3list/en/>
- FAO codes for species: European eel (ELE), Atlantic salmon (SAL), sea trout (TRS)
- Habitat codes: marine (MAR), freshwater (FRW)
- FAO codes for fishing gears: see <ftp://ftp.fao.org/FI/DOCUMENT/cwp/handbook/annex/AnnexM2fishinggear.pdf>
- Codes for fishery-independent data collection, e.g. model-based estimate of silver eel biomass based on yellow eel surveys – does the Survey ID refer to the method to collect the raw data or the method to derive the specified indicator

**Data source: commercial fishing, recreational fishing, fishery-independent.**

### **Guidance for Evaluators**

#### *Evaluating conformity with the WP*

Column [Proportion achieved] allows an evaluation of the conformity of the AR with the WP in terms of numbers planned vs achieved. For Judgements for AR evaluation, where the value in this cell is  $<1.0$ , the MS will provide an explanation in the AR Table 1E and elaborated in AR Text Box 1E (ii). The „Guidelines for the evaluation of Annual Reports and Data Transmission based on the National Data Collection Programmes under ....., January 2016“ provides a table of compliance classes and levels to judge whether non-conformities are minor or not. However, it may be that advice must be sought from end users to determine whether non-conformities have a material effect on their use of the data collected under the EU MAP, and whether or not the explanations are acceptable.

#### *Evaluating conformity with the EU MAP*

Some WPs do not conform with the EU MAP. This complicates an evaluation of whether or not the AR conforms with the EU MAP, because an AR could conform with the NWP, but at the same time not conform with the EU MAP.

The evaluation of whether or not the AR conforms with the EU MAP should ask the following 3 questions:

1. Have data been collected from all fisheries?
2. Have data been collected from all Areas (EMU/Regions)?
3. Have data been collected on all required biological characteristics?

### *Evaluating the quality of the AR*

AR Table 1E does not allow a scientific evaluation of the quality of work plans, nor the quality of the data collected in terms of its effect on stock assessments. STECF (17-04) notes that additional information would be required, and that evaluation by external experts would be facilitated by the use of appropriate Survey ID that provided a reference to a completed line in Table 5A which would then link to appropriate documents describing the sampling scheme and reference to any external evaluation. This implies that an external evaluation of the quality of work plans is expected. This might be delivered by the RCGs or assessment expert groups.

### **Text Box 1E: Anadromous and catadromous species data collection in fresh water**

MS should transfer the information from their accepted WP before filling in the additional section highlighted in grey.

*General comment: This Box fulfills paragraph 2 points (b) and (c) of Chapter III of the multi-annual Union programme and Article 2 of Decision (1701/2016).*

Method selected for collecting data.

*(max 250 words per Area)*

Were the Planned Nos achieved? Y/N

If answer is N, Ms should provide text explaining why not, and what measures were taken to avoid non-conformity.

*(max x words per Area)*

### **Guidance for evaluators**

The expert evaluators may be able to judge whether the explanations given in Text Box 1E (ii) are appropriate. However, it may be that advice must be sought from end users to determine whether non-conformities have a material effect on their use of the data collected under the EU MAP, and whether or not the explanations are acceptable

### Table 1F: Incidental by-catch of birds, mammals, reptiles and fish

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 1F to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

#### *General comments on incidental by-catch*

The purpose of the proposed data collection by MS is to obtain reliable incidental by-catch data. For this the observation effort needs to be provided and data need to be appropriately collected. Incidental by-catch observation effort is NOT the same as general observation effort, since it requires a specific and different kind of observation to that normally used. Incidental by-catch rate can only be estimated if the observation effort “at haul level” has been recorded. An incidental by-catch is by definition a rare event and often the individual(s) animals involved are relatively large. By taking a small subsample (e.g. a fish basket) from a large catch, incidental by-catch will almost always be missed. The whole catch or at least a substantial part of the catch needs to be scanned to record incidental by-catch events. As with other types of data, data need to be stored and transmitted to end users.

Decision (EU) 2016/1251 specifies that incidental by-catch data should be collected for all types of fisheries, therefore, in this table, Member State shall report on all at sea strata as listed in Table 4A of the Working Plan.

*This Table fulfills paragraph 3 point (a) of Chapter III of the multi-annual Union programme and Article 2 of the Decision (EU) 2016/1701. This Table is intended to specify data collected under Table 1(D) of the multi-annual Union programme.*

*In the AR the columns highlighted grey are intended to provide information on incidental by-catch data, its coverage and storage. Decision (EU) 2016/1251 specifies that incidental by-catch data should be collected for all types of fisheries, therefore, in this table, Member State shall report on all at sea strata as listed in Table 4A of the Working*

| Name of the variable    | Guidance   |
|-------------------------|--|
| MS                      | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| Sampling period/year(s) | Member State shall state the period for planned sampling. Give the sampling year/ years as '2017-2018'.  |
| Region                  | Member State shall refer to the naming convention used in Table 5(C) of the multi- annual Union programme (level II). If information refers to all regions, insert 'all regions'.  |
| RFMO/RFO/IO             | Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.<br><br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br><br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. |

|  |   |
|--|---|
| <b>Sub-area/Fishing ground</b>                           | Member State shall indicate the fishing ground of the mentioned species/stock (e.g. GSA 16; ICES areas I, II; ICES areas IIIa, IV, VIIId, etc.).  |
| <b>Scheme</b>  | Member State shall state the sampling scheme: 'at markets', 'at sea', a combination of both methods, 'other' or 'research survey'. Values shall match those reported in Table 4A and Table 4B of this Annex, unless directed schemes are in place or sampling takes place on board research surveys.  |
| <b>StratumIDcode / Name of the survey</b>                | Member State shall indicate a unique code to identify each stratum within the scheme.. Values shall match those reported in Table 4A and Table 4B of this annex, unless directed schemes are in place.  |
| <b>Groupofvulnerablespecies</b>                          | Member State shall indicate the group of species, based on provision 3(a) of Chapter III of the multiannual Union programme.  |
| <b>Expected occurrence of recordings</b>                 | Member States shall indicate the expected occurrence of recordings for individuals caught as incidental by-catch, including releases, in accordance with Table1 (D) of the multiannual Union programme. Fill in with (+/-) number or 'X'.   |
| <b>Comments</b>  | Any further comment.  |
| <b>Average number of PSUs during the reference years</b> | Member State shall indicate the total number of PSUs calculated as the average values of the years used as reference.   |
| <b>Planned number of PSUs</b>                            | Member State shall state the planned number of PSU to be sampled.   |
| <b>Number of PSU sampled for by-catch</b>                | Member State shall state the achieved number of PSU sampled for incidental by-catch   |
| <b>% Trawls codend observed*</b>                         | Member State gives the percentage of hauls of which the incidental by-catch has been checked by an observer at opening of the codend (trawl and seine only). This percentage is calculated by dividing the summed number of codend-observed hauls by the summed number of all hauls in the PSU's sampled for bycatch, multiplied by 100%.                                     |
| <b>% sorting observed^</b>                               | Member State gives the overall percentage of the catch process that has been observed during sorting/processing or during hauling (set- and drift nets, longlining). This percentage is calculated by dividing the summed percentages of sorting-coverage from all hauls in the PSU's sampled for bycatch by the summed number of all hauls in the PSU's sampled for bycatch. |

|  |  |
|--|--|
| <b>Is there any mitigation device?</b>               | Member State shall state whether there are mitigation device(s) in place (i.e. acoustic deterrent devices, escape devices, etc.) that could be affecting the numbers of by-catches. If 'Y' (yes), indicate the type of device in the 'Comments'.   |
| <b># Fish</b>  | Member State shall indicate the total number of individual fish incidentally by-caught (listed in Table 1D R1251/2016).  |
| <b># Mammals</b>                                     | Member State shall indicate the total number of individual marine mammals incidentally by-caught (listed in Table 1D R1251/2016).  |
| <b># Birds</b>                                       | Member State shall indicate the total number of individual birds incidentally by-caught (listed in Table 1D R1251/2016).   |
| <b># Reptiles</b>                                    | Member State shall indicate the total number of individual reptiles (turtles) incidentally by-caught (listed in Table 1D R1251/2016).  |
| <b>Additional data/samples available?</b>            | Member State shall indicate if additional information and/or samples are available (i.e. length measurements, samples, etc.) and type of samples (e.g. "measurements", "tissue samples", "other biological information").  |
| <b>Are data stored in a national database?</b>       | Member State shall indicate with 'Y' (yes) or 'N' (no) whether data and associated information are stored in databases. If 'N' (no), indicate in the 'Comments' what are the main constraints. Member State shall provide the name of national database if applicable.                                     |
| <b>Are data stored in international database(s)?</b> | Member State shall indicate with 'Y' (yes) or 'N' (no) whether primary, detailed and aggregated data and associated metadata are stored in databases. If 'N' (no), indicate in the 'Comments' what are the main constraints. Member State shall provide the name of international database, if applicable. |
| <b>AR Comments</b>                                   | Relevant comments: provide short explanations (up to approx. 200 characters) for deviations from the WP, while longer and more detailed explanations should be inserted in the AR text.  |

**\*% observation codend** - In the situation where on board observers have to carry out different tasks and are therefore not able to observe the whole catch, an indication (a percentage) is required of the extent to which the catch has been observed at haul level. The exact protocol for sampling of the incidental catch at haul level depends on the type of fishery. In trawl fisheries, it is important to observe the opening of the codend of the trawl net.

**^% sorting observed** - In fisheries with large catches a percentage of coverage can be given for the process of sorting/processing the catch. The same is the case for fisheries where the catch comes on board over a longer period of time like set- or drift nets and longline fishery.

### **Text box 1F: Incidental by-catch of birds, mammals, reptiles and fish**

*This Table fulfills paragraph 3 point (a) of Chapter III of the multi-annual Union programme and Article 2 of the Decision (EU) 2016/1701.*

*In the AR this section is applicable only for those section where MS have reported they were carrying out regular sampling. Results and deviations for Pilot studies should be reported in the Pilot Study Box*

#### **1. Results**

Member States will fill the table and provide additional information if available in this text box. For example, for the incidental by-catch section of the table list species (or family) identification, number of samples, and the state of the animals incidentally by-caught (i.e. were they released alive, dead, or collected for sampling).

#### **2. Deviations from WP**

Member States should list the deviations (if any) in the achieved data collection compared to what was planned in the WP and explain the reasons for the deviations.

Explain any deviations from the proposed:

- sampling intensity
- methods used for collecting data

#### **3. Data quality**

Member States should provide information on sampling protocols and sampling design for incidental by-catch data collection

Questions to be addressed are listed below:

- Does the onboard observer protocol contain a check for rare specimens in the catch at opening of the codend? If YES is the observer instructed to indicate if the codend was NOT checked in a haul?
- In gill nets - and hook-and-line fisheries: does the onboard observer protocol instruct the observer to indicate how much of the hauling process has been observed for (large) incidental bycatches which never came on board (because they fall out of the net)? In large catches: does the protocol instruct to check for rare specimens during sorting of the catch (i.e. at conveyor belt)? Is the observer instructed to indicate what percentage of the sorting or hauling process has been checked at "haul level"?
- Does the onboard observer protocol instruct to report on the use of mitigation (i.e. Escape Devices or Acoustic Deterrent Devices)?
- Does the sampling design and protocol follow the recommendations from relevant expert groups? Provide appropriate references. If there are no relevant expert groups, the design and protocol has to be explained in the text.
- Are data quality issues taken into account?
- How are data (and samples) stored

*(max x00 words)*

## Guidelines for evaluators:

Evaluator should first check differences between the table 1F presented in the work plans and the table 1F presented in the annual report. Any differences should be documented in the comments section. Evaluators should check if the sampling plan is in line with the Region/RFMO/Sub-Area/Scheme reported in table 4A and 4B. Sampling coverage can be assessed using the PSU numbers reported in the column 10, 11 and 12, while effective use of the collected data should be checked in relation with their integration in and existence of national and international database.

## Data Quality

Although the monitoring of incidental by-catch of protected species in observer programs at sea is required, most MS have interpreted this to be applicable in Pilot Studies only. Very few MS have mentioned at sea observers and in this case almost all will be observers carrying out biological and other sampling the ones collecting also by-catch data. In this case, it would still be useful to know the duties of the observer in order to judge their likely dedication to observing by-catch.

In order to evaluate the quality of the collected data, it is essential that MS indicate the extent of the sampling on haul level (“% observation codend” and “% sorting observed”), at least in the strata in the Pilot Studies.

MS can only provide these data if the sampling protocols instruct the observer to check for rare specimens in the catch at opening of the codend and/or if the protocol contains instruction to give an indication of the extent to which a sorting or hauling has been observed (see remarks under “Data Quality” in the guidelines for the MS).

## Table 1F(a): Data to assess impacts of Union fisheries on marine ecosystems

This table is applicable to AR. All columns should be filled by the MS

*This table fulfils paragraph 3 point (b and c) of Chapter III of the multiannual Union programme and Article 2 of the Decision (EU) 2016/1701.*

*In the AR, the aim of Table 1F(a) is provide an overview of other data collection for future determination of the impact of fisheries on the marine ecosystem (excluding incidental by-catch). Because MSs have not indicated figures/activities/targets, etc. in the WP, Table 1F(a) is purely informative in this case and not for checking conformity.*

| Name of the variable    | Guidance  |
|-------------------------|---|
| MS                      | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.  |
| Sampling period/year(s) | Member State shall state the period for planned sampling. Give the sampling year/ years as '2017-2018'.   |
| Region                  | Member State shall refer to the naming convention used in Table 5(C) of the multi- annual Union programme (level II). If information refers to all regions, insert 'all regions'. |

|  |   |
|--|---|
| <b>RFMO/RFO/IO</b>                         | <p>Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.</p> <p>e.g. RFMO: ICCAT, GFCM, NAFO</p> <p>e.g. RFO: CECAF</p> <p>e.g. IO: ICES</p> <p>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used.</p> |
| <b>Sub-area/Fishing ground</b>             | Member State shall indicate the fishing ground of the mentioned species/stock (e.g. GSA 16; ICES areas I, II; ICES areas IIIa, IV, VIIId, etc.).  |
| <b>Scheme</b>                              | Member State shall state the sampling scheme: 'at markets', 'at sea', a combination of both methods, 'other' or 'research survey'. Values shall match those reported in Table 4A and Table 4B of this Annex, unless directed schemes are in place or sampling takes place on board research surveys.  |
| <b>StratumIDcode / Name of the survey</b>  | Member States shall indicate a unique code to identify each stratum within the scheme or the name of the survey if Scheme is 'research survey'.   |
| <b>Any VMS/logbook/EM data collected?</b>  | The Member States shall indicate whether – in the given stratum - any effort-position is collected/recorded, such as Vessel Monitoring System-, Electronic Logbook- or Electronic Monitoring data.  |
| <b>Type of data</b>                        | The Member States indicates the type of data that is recorded: VMS, Logbook, Electronic Monitoring, sale notes or other sources.  |
| <b>Database where the data are stored</b>  | The Member State shall provide the contact (web) address or entity where the data are stored and can be requested.  |
| <b>Effective time lag for availability</b> | Member State shall indicate the time lag for availability of the collected information  |
| <b>AR Comments</b>                         | Any additional comments   |
| <b>Are stomach content data collected?</b> | Member State shall indicate with 'Y' (yes) or 'N' (no) whether stomachs are collected and analysed.   |

|  |  |
|--|--|
| <b>Group of species sampled</b>                      | Member State shall indicate the group of species sampled for stomach contents (i.e. demersal, pelagic, top predators, etc.).   |
| <b># species sampled</b>                             | Member State shall indicate the total number of species sampled.   |
| <b># stomach sampled</b>                             | Member State shall indicate the total number of individual stomach sampled.  |
| <b>Are data stored in a national database?</b>       | Member State shall indicate with 'Y' (yes) or 'N' (no) whether data and associated information are stored in databases. If 'N' (no), indicate in the 'Comments' what are the main constraints. Member State shall provide the name of national database if applicable.                                     |
| <b>Are data stored in international database(s)?</b> | Member State shall indicate with 'Y' (yes) or 'N' (no) whether primary, detailed and aggregated data and associated metadata are stored in databases. If 'N' (no), indicate in the 'Comments' what are the main constraints. Member State shall provide the name of international database, if applicable. |
| <b>Effective time lag for availability</b>           | Member State shall indicate the time lag for availability of the collected information   |
| <b>AR Comments</b>                                   | Any additional comments  |

### **Text box 1F(a): Data to assess the impact of Union fisheries on marine ecosystems**

*This Table fulfills paragraph 3 point (a) of Chapter III of the multi-annual Union programme and Article 2 of the Decision (EU) 2016/1701*

*In the AR this section is applicable only for those section where MS have reported they were carrying out regular sampling. Results and deviations for Pilot studies should be reported in the Pilot Study Box].*

#### **1. Results**

For the stomach content section of the table MS should provide additional information in this text box by listing the species sampled, number of stomach per species sampled, etc.

For VMS/logbook etc. section of the table MS should provide additional relevant information (if any) in this text box

#### **2. Data Quality**

Member States should provide information on sampling protocols and sampling design for stomach content collection.

Questions to be addressed are listed below:

- Does the sampling design and protocol follow the recommendations from relevant expert groups? Provide appropriate references. If there are no relevant expert groups, the design and protocol has to be explained in the text.
- Are data quality issues taken into account?
- How are data (and samples) stored and where?

(max x00 words)

## **Pilot Study 2: Level of fishing and impact of fisheries on biological resources and marine ecosystem**

MS should transfer the information from their accepted WP before filling in the additional section highlighted in grey.

In the case of pilot studies, similar information should be provided in the table if applicable, otherwise a "NA" should be used instead. In addition, the relevant text box of the AR should include information on the following aspects:

*General comment: This Box fulfills paragraph 3 point (c) of Chapter III of the multi-annual Union programme and Article 2 and Article 4 paragraph (3) point (b) of this Decision*

1. Aim of pilot study

2. Duration of pilot study

3. Methodology and expected outcomes of pilot study

(max 900 words)

Brief description of the results obtained (including deviations from planned and justifications as to why if this was not the case)

1. Achievement of the original expected outcomes of pilot study and justification if this was not the case

2. Incorporation of results from pilot study into regular sampling by the MS

(max x00 words)

## Guidelines for evaluators:

### Data Quality

For pilot studies particular attention should be paid to the following aspects:

- Overall quality of the Pilot Study Report
- Provision of sampling protocols, does sampling design follow internationally agreed protocols?
- Soundness of conclusions drawn from the Pilot Study
- Follow-up suggested by MS
- Other comments / recommendations

## Table 1G: List of research surveys at sea

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 1G to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

| <i>This Table fulfills Chapter IV and Chapter V of the multi-annual Union programme and Article 2 and Article 3 of the Decision (EU) 2016/1701. This Table is intended to specify which research surveys at sea set out in Table 10 of the multi-annual Union programme and which additional surveys will be carried out by the Member State.</i><br><i>The AR is intended to provide information on the performance of the survey</i> |   |
|--|---|
| Name of the variable   | Guidance  |
| MS   | Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'.   |
| Name of survey   | Member State shall state the name of the survey. For mandatory surveys the name shall be the same as the one used in Table 10 of the multi-annual Union programme.  |
| Acronym  | Member State shall state the acronym of the survey. For mandatory surveys the acronym shall be the same as the one used in Table 10 of multi-annual Union programme.  |
| Mandatory (Y/N)  | Member State shall enter 'Y' (yes) or 'N' (no) if the survey is included in Table 10 of the multi-annual Union programme.   |
| Threshold (Y/N)  | Member State shall enter 'Y' (yes) or 'N' (no) if a threshold applies, according to provision 7 of Chapter V of the multi-annual Union programme. If 'Y' (yes), describe in more detail in Text Box 1G of this Annex.   |
| Agreed at RCG level  | Member State shall enter 'Y' (yes) or 'N' (no) if the survey is agreed at marine region level.  |
| MS participation   | Indicate whether other Member State(s) are participating in the survey and the form of participation ['F' (financial), 'T' (technical), 'E' (effort) or 'C' (combination)]. Describe in more detail in Text Box 1G of this Annex. If no other Member State is participating in the survey, this field shall be filled with 'NA' (not applicable). |
| Area(s) covered  | Member State shall indicate the areas planned to be covered. For mandatory surveys the area shall be the same as the one used in Table 10 of the multi-annual Union programme.  |
| Period (Month)   | Member State shall indicate the time period (in months) planned to be covered. For mandatory surveys the time period shall be as the one used in Table 10 of multi-annual Union programme.  |
| Frequency  | Member State shall indicate the frequency of the survey: 'Annual', 'Biennial', 'Triennial' etc.   |
| Days at sea planned  | Member State shall indicate the days at sea planned at national level.  |
| Type of sampling activities  | Member State shall state the type of core sampling activities. Core sampling activities are those agreed in the relevant group in charge of planning the survey, as opposed to additional sampling activities. Use a separate line for each type of   |

|  |  |
|--|--|
|  | sampling activity. Member State is prompted to use the following categories: fish hauls, conductivity temperature density (CTD), plankton hauls etc.   |
| <b>Planned target</b>  | Member State shall indicate the number of planned sampling activities.   |
| <b>Map</b>   | Member State shall add reference to the map, as included in Text Box 1G of this Annex.   |
| <b>Relevant international planning group - RFMO/RFO/IO</b>                       | Member State shall enter the relevant international group in charge of planning the survey and its corresponding RFMO/RFO/IO.<br>Member State shall enter the acronym of the competent Regional Fisheries Management Organisation (RFMO), Regional Fisheries Organisation (RFO) or International Organisations (IO) for providing management/advice on the species/stock.<br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. |
| <b>International database</b>  | Member State shall state the name of the international database, in relation to the data collected under the research survey, or enter 'no existing database'. This applies to the existence of an international database, not to the fact that data are, or are not, uploaded.  |
| <b>Comments</b>  | Any further comment.   |
| <b>Type of MS participation</b>  | Limited to a list. Indicate if the contribution to the survey is: Physical (physically carry out the survey onboard own or foreign research vessel and work up samples), Technical (only work up samples collected by other MS) or/and Financial (Financially support other MS to physically carry out the survey)   |
| <b>Days at sea achieved</b>  | Indicate the number of days at sea during the survey   |
| <b>Achieved target</b>   | Indicate the number of target units given in the column "Type of sampling activity" during the survey  |
| <b>Other data assimilations</b>  | Indicate if the raw data are submitted or assimilated to other scientific bodies than the relevant database  |
| <b>Deviation from fixed temporal range</b>                                       | Indicate if the survey was carried out within the official survey time period  |
| <b>Deviation from fixed spatial range</b>  | Indicate if the survey was carried out within the official survey area   |
| <b>Indication if AR comments by MS are required concerning effort conformity</b> | This column is automatically filled in depending of the magnitude of the discrepancy between planned and achieved effort. If "x", then the MS is requested to provide a comment in the AR comments field. MS can fill in comments even though no indication is given.  |
| <b>Indication if AR comments by MS are required concerning area and period</b>   | This column is automatically filled in depending of if the spatial and temporal period is in agreement with official limits. If "x", then the MS is requested to provide a comment in the AR comments field. MS can fill in comments even though no indication is given.   |
| <b>AR Comments</b>   | MS can/must (see above) include an explanation for the discrepancy detected in previous columns. MS can fill in relevant comments even though no indication is given. Extended comments should only be placed in the text section but need to be referenced in this column.  |

## Guidance for evaluators

This table provides an overview of the sampling intensity obtained compared with the intensity planned. If the obtained intensity deviates significantly from what is expected in one or both of two fields will flag that the MS is required to provide a simple explanation in the "AR comment" field either or a reference to additional information explaining the deviation in

the text box. If the obtained intensity deviates more than the agreed percentage (currently  $\pm 10\%$ ) from the planned either concerning “Days at sea” or “Target sample activities” an indication of this is given in the column “Indication if AR comments by MS are required concerning effort conformity” requesting the MS to comments in the column “AR comments”. If the MS has entered Y in either of the fields flagging a spatial or temporal deviation from the plan then the “Indication if AR comments by MS are required concerning area and period” field will also prompt for comment. The evaluator should check if the comment provided gives a valid explanation for the discrepancy.

#### **Text Box 1G: List of research surveys at sea**

*This Box fulfills Chapter IV of the multi-annual Union programme and Article 2 and Article 7 paragraph (3) of this Decision the Decision (EU) 2016/1701. It is intended to specify which research surveys at sea set out in Table 10 of the multi-annual Union programme will be carried out. Member States shall specify whether the research survey is included in Table 10 of the multi-annual Union programme or whether it is an additional survey.*

*In the AR this text box is to provide complementary information on the performance of the Surveys, the results and the main use of the results of the survey*

**1. Graphical representation (map) showing the positions (locations) of the realized samples.**

Maps should be given presenting the spatial distribution of the main sampling types obtained during the survey.

**2. For internationally coordinated surveys, provide a link to the latest meeting report of the coordination group.**

Hyperlink to the meeting report from the body, which coordinate the survey (ICES, MEDITS coordination group, MEDIAS coordination group etc.). For **not** international coordinated surveys, refer to any status report (e.g. Cruise report)

**3. List the main use of the results of the survey (e.g. indices, abundance estimates, environmental indicators).** MS should specify in which context the results are used (on routine basis) internationally and nationally

4. Extended comments (Tables 1G and 1H). If the Member State have extended AR-comments (too long for the table, they can be placed here. A reference to the text box should then be given in the table).

*(max x00 words per survey)*

#### **Guidance for evaluators**

Evaluators should check if the spatial distribution of the samples corresponds to the spatial distribution mapped in the Working Plan. Furthermore, it should be checked if links to relevant coordination group reports and other status reports exists.

#### **Table 1H: Research survey data collection and dissemination**

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 1H to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

| <p><i>General Comment: This Table fulfills Chapter IV of the multi-annual Union programme. This Table is intended to specify data to be collected in relation to the research surveys at sea that are described in Table 1G of this Annex.</i></p> <p><i>In the AR, the grey columns are intended to provide information on the data collected in relation to the research surveys at sea</i></p> |  |
|---|--|
| <b>Name of the variable</b>   | <b>Guidance</b>  |
| <b>MS</b>   | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| <b>Name of survey</b>   | Member State shall state the name of the survey. For mandatory surveys the name shall be the same as the one used in Table 10 of the multiannual Union programme.  |
| <b>Acronym</b>  | Member State shall state the acronym of the survey. For mandatory surveys the acronym shall be the same as the one used in Table 10 of multiannual Union programme.  |
| <b>Type of data collected</b>   | Member State shall state the type of data collected. Use a separate line for each type of data collected. Member State is prompted to use the following categories: biological data for a given stock, larvae data for a given stock, egg production for a given stock, CTD by haul, litter by haul, marine mammal, turtles, sea bird observations, benthos in the trawl, etc. In the case of multispecies surveys, different stocks may be grouped. |
| <b>Core/Additional variable</b>   | Core variables are those resulting from core sampling activities driving the survey design. Additional variables are all the rest. Reporting of additional variables is not mandatory.   |
| <b>Used as basis of advice (Y/N)</b>  | Member State shall enter 'Y' (yes) or 'N' (no) if the data collected is expected to be used as basis for advice. Member State can specify in the 'Comments' the type of advice (stock assessment, integrated ecosystem assessment, national advice, etc.).   |
| <b>Comments</b>   | Any further comment.   |
| <b>Was the sampling carried out?</b>  | Y/N (Drop down). Member State shall enter 'Y' (yes) or 'N' (no) if the particular data object was not sampled during the survey  |
| <b>Relevant international database</b>  | This will be automatically filled in if the name of the survey and acronym is the same as in Table 1G. If not the Member State shall state the name of the international database, in relation to the data collected under the research survey, or enter 'no existing database'. This applies to the existence of an international database, not to the fact that data are, or are not, uploaded.  |
| <b>Was the data uploaded to the relevant database</b>   | Y/N (Drop down). Member State shall enter 'Y' (yes) or 'N' (no) to indicate if the particular data object is uploaded to the relevant database.  |
| <b>Other data assimilations</b>   | Y/N (Drop down). Member State shall enter 'Y' (yes) or 'N' (no) to indicate if the disaggregated data are submitted or assimilated to other scientific bodies than the relevant database   |
| <b>Indication if AR comments are required by MS</b>   | This column is automatically filled in. If the answer in the field "Was the sampling carried out?" No then the row will be flagged in this field with an 'x' to ensure the MS is aware that the evaluator needs an explanation as to why. MS can fill in comments even if no indication is given.  |
| <b>AR Comment</b>   | MS can/must (see above) include an explanation for the discrepancy detected between planned and achieved effort. MS can fill in comments even though no indication is given. Extended comments should only be placed in the text section (Text Box 1G) but need to be referenced in this column  |

## Guidance for evaluators

Evaluators should check if the comments given in the column “AR Comments” are valid for not sampling of the sample types stated in the Working Plan. If “Y” is answered in the column “Other data assimilations”, it should be checked if the type and place of the assimilation is given in the text box.

## SECTION 2: FISHING ACTIVITY DATA

**Table 2A: Fishing activity variables data collection strategy**

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 2A to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

The fishing activity variables are listed in Table 4 of the multi-annual Union programme. The data sources are either the Control Regulation, Fleet register or complimentary data collection. For all data sources, each variables should be listed, but quality indicators “Achieved coverage of data collected under complementary data collection” and “Response rate” should be provided only for the complementary data collection by each variable in respect with each data source, fishing technique, length class and métier (all métiers are possible if it is the case in WP). In the case when Control Regulation or Fleet register is used as data source, quality indicators should be indicated with NA.

| <i>General comment: This Table fulfills paragraph 4 of Chapter III of the multi-annual Union programme and Article 2 and Article 4 paragraph (2) point (a) of this the Decision (EU) 2016/1701 This Table is intended to state and describe the method used to derive estimates on representative samples where data are not to be recorded under Regulation (EU) No 1224/2009 or where data collected under Regulation (EU) No 1224/2009 are not at the right aggregation, quality or coverage level for the intended scientific use.</i> |   |
|--|---|
| <i>The additional columns to the NWP in this AR are intended to provide information on the achievements of the MS</i>  |   |
| <b>Name of the variable</b>  | <b>Guidance</b>   |
| <b>MS</b>  | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.  |
| <b>Supra region</b>  | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level III). If information refers to all regions, insert 'all regions'.  |
| <b>Region</b>  | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If information refers to all regions, insert 'all regions'.   |
| <b>Variable group</b>  | Member State shall refer to the naming convention used in Table 4 of the multiannual Union programme. MS should enter 'Effort', 'Landing' or 'Capacity'.  |
| <b>Variable</b>  | Member State shall refer to the naming convention used in Table 4 of the multiannual Union programme. Variable has been added since variable group from the AWP can only be Effort / Landing / or Capacity. For ease and improved consistency between MS these need to be considered as new. They offer an alternative to the NWP Variable Group already submitted. As in Table 4 of the multiannual Union Programme both the Variable Group and the Variable are dependent but listed separately |
| <b>Fishing technique</b>   | Member State shall refer to the naming convention used in Table 5(B) of the multiannual Union programme.  |
| <b>Length class</b>  |   |
| <b>Cluster name</b>  | Insert cluster name if clustering has taken place   |
| <b>Metiers (level 6)</b>   | Member State shall refer to the naming convention used in Table 2 of the multiannual Union programme. Only to be identified if Member State has a specific sampling frame defined by 'metier by segment'. Otherwise Member State can provide 'all metiers' but the information has to be reported by 'fleet segment by metiers'.  |
| <b>Data collected under control regulation appropriate for scientific</b>  | Member State shall enter 'Y' (yes), 'N' (no) or 'I' (insufficient).   |

|  |   |
|--|---|
| <b>use (Y/N/I)</b>   |   |
| <b>Type of data collected under control regulation used to calculate the estimates</b>             | Member State shall enter the type of data collected: logbooks, sales notes, VMS data, etc.  |
| <b>Data source for complementary data collection</b>   | Member State shall enter the type of data source for complementary data collection. In case of Control Regulation and Fleet register, put NA.   |
| <b>Expected coverage of data collected under control regulation (% of fishing trips)</b>           | For each of the data sources, the planned coverage percentage, estimated on the basis of fishing trips, shall be provided as quality assurance and quality control framework indicators.  |
| <b>Additional data collection (Y/N)</b>  | Member State shall enter 'Y' (yes) or 'N' (no), if additional data collection is planned.   |
| <b>Data collection scheme</b>  | Member State shall enter the data collection scheme: probability sampling survey, non-probability sampling survey, indirect survey, census survey, none, etc.   |
| <b>Reference year</b>  | Member State shall state the year(s) to which the description of the fisheries actually refers (e.g. 2014-2016). Member State shall select the three most recent years with data available.   |
| <b>Planned coverage of data collected under complementary data collection (% of fishing trips)</b> | For each of the data sources, the planned coverage percentage, estimated on the basis of fishing trips, shall be provided as quality assurance and quality control framework indicators.  |
| <b>Achieved coverage of data collected under complementary data collection</b>                     | Only for complementary data collection it should be applied. For each of the data sources and variables, the achieved coverage percentage, estimated on the basis of fishing trips. If WP will be amended to "Planned coverage of data collected under complementary data collection (% of fishing vessels) as suggested in STECF 17-11 it should be achieved coverage percentage, estimated on the basis of fishing vessels. In case of Control Regulation and Fleet register, put NA. |
| <b>Response rate</b>   | Only for complementary data collection it should be applied. Calculation is provided in the table for Definition of the "Indicators of accuracy" in 3A section. In case of Control Regulation and Fleet register, put NA.   |
| <b>Comments</b>  | Any further comment.  |
| <b>AR comments</b>   | Any further comment relevant to AR  |

## Guidance for evaluators

### *Main principles*

Table 2A contains data formerly called transversal (capacity, effort, landings). Capacity data are by definition derived from the fleet register. Thus there should be no option other than census. In order to assign a vessel to a fleet segment the dominant gear needs to be determined. This is usually done using logbook information, where available.

Effort is also determined through logbooks, where available.

Landings should, in general, be available under the Control Regulation via landings declarations /salesnotes.

Whenever complete data are collected under the Control Regulation, no further details on sampling, coverage, estimation, cross-validation are expected.

If no logbooks or sales notes are available or they are insufficient, additional surveys should be undertaken to collect the required information. This case should be justified.

It might not be mandatory to refer to “fishing trips” in column M of table 2A (“planned coverage under complementary collection”) if explained under “comments” or in the text box. The reference could e.g. be “vessel”.

### What to check

- Are all three variable groups (capacity, effort, landings) listed? (ref. EU DEC. 2016/1251, table 4)
- Are all variables (ref. EU DEC. 2016/1251, table 4) listed?
- Are all fleet segments (Fishing technique X Length class) listed which appear in table 3A?
- Is the proper codification used? (ref. EU DEC. 2016/1251, tables 4, 5b)
- Are the data sources provided?
- Assess achieved coverage of data collected under complementary data collection in comparison to planned.
- Does the “comment” column (maybe in combination with text box 2A) provide sufficient information in case of “no métiers” or coverage <100%?

### Text Box 2A: Fishing activity variables data collection strategy

MS should transfer the information from their accepted WP before filling in the additional section highlighted in grey.

*General comment: This Box fulfills paragraph 4 of Chapter III of the multi-annual Union programme and Article 2, Article 4 paragraph (2) point (b) and Article 5 paragraph (2) of this the Decision (EU) 2016/1701. It is intended to describe the method used to derive estimates on representative samples where data are not to be recorded under Regulation (EU) No 1224/2009 or where data collected under Regulation (EU) No 1224/2009 are not at the right aggregation level for the intended scientific use.*

1. Description of methodologies used to cross-validate the different sources of data
2. Description of methodologies used to estimate the value of landings
3. Description of methodologies used to estimate the average price (it is recommended to use weighted averages, trip by trip)
4. Description of methodologies used to plan collection of the complementary data (sample plan methodology, type of data collected, frequency of collection etc)

*(max 900 words per Region)*

**1. Deviations from WP methodology used to cross-validate the different sources of data**

*List the deviations.*

***Actions to avoid deviations***

*Briefly describe the actions that will be considered / have been taken to avoid the deviations*

**2. Description of methodologies used to estimate the value of landings**

***Deviations from WP methodology used to estimate the value of landings***

*List the deviations.*

***Actions to avoid deviations***

*Briefly describe the actions that will be considered / have been taken to avoid the deviations*

**3. Deviations from WP methodology used to estimate the average price (it is recommended to use weighted averages, trip by trip)**

*List the deviations*

***Actions to avoid deviations***

*Briefly describe the actions that will be considered / have been taken to avoid the deviations*

**4. Deviations from WP methodology used to plan collection of the complementary data**

*List the deviations*

***Actions to avoid deviations***

*Briefly describe the actions that will be considered / have been taken to avoid the deviations.*

*(max x words)*

**Guidance for evaluators**

Evaluators should check:

- Are there any deviations to cross-validation of different sources
- Are there any deviations from NWP concerning estimation of the value of landings?
- Are there any deviations from NWP concerning estimation of the average price clearly described?
- Is there any deviations from NWP concerning methodologies used to plan collection of the complementary data

In accordance with the COMMISSION IMPLEMENTING DECISION 1701/2016 on work plans table 2A and text box 2A only have to be filled in “*When data are collected under other legal acts than Regulation (EC) No 199/2008, as defined in Article 15(1)(a) of that Regulation...*” (1701/2016, Art. 4.2). In the context of section 2 of the Work Plan template the relevant reference is the Control Regulation 1224/2009. i.e. if all data are collected only under Regulation 1224/2009, MS may leave text box 2A blank.

## SECTION 3: ECONOMIC AND SOCIAL DATA

**Table 3A: Population segments for collection of economic and social data for fisheries**

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 3A to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

| <p><i>This Table fulfills paragraph 5 points (a), (b) and 6 of Chapter III of the multi-annual Union programme and Article 2, Article 3 and Article 4 paragraphs (1) and (2) of Decision (EU) 2016/1701. This Table is intended to specify data to be collected under Tables 5(A) and 6 of the multi-annual Union programme. Use this Table to give an overview of the population for economic and social data in the fisheries sector.</i></p> <p><i>The additional columns to the AWP in this AR are intended to provide information on the achievements of the MS</i></p> |  |
|--|--|
| <b>Name of the variable</b>  | <b>Guidance</b>  |
| <b>MS</b>  | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| <b>Supra region</b>  | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level III). If information refers to all regions, insert 'all regions'.   |
| <b>Fishing technique</b>   | Member State shall refer to the naming convention used in Table 5(B) of the multiannual Union programme.   |
| <b>Length class</b>  |  |
| <b>Cluster Name</b>  | Insert cluster name if clustering has taken place for data collection purposes.  |
| <b>Type of variables (E/S)</b>   | Member State shall enter the category that the variables belong to: 'E' (economic) or 'S' (social), based on Table 5(A) of the multiannual Union programme for the economic variables and Table 6 of the multiannual Union programme for the social variables.   |
| <b>Variable</b>  | Member State shall refer to the naming convention used in Table 5(A) of the multiannual Union programme, 2nd column for the economic variables and Table 6 of the multiannual Union programme for the social variables.  |
| <b>Data Source</b>   | Member State shall enter the data sources used (logbook, sales notes, accounts, questionnaires, etc.). Data sources shall be clearly stated for each variable.   |
| <b>Type of data collection scheme</b>  | Member State shall enter the code of the data collection scheme, as follows: A — Census; B — Probability sample survey; C — Non-probability sample survey; D — Indirect survey. In case the variable is not directly collected but estimated, indirect survey is applied. In that case, further explanation on the data collection scheme and estimation method is provided in Text Box 3A of this Annex.  |
| <b>Frequency</b>   | Member State shall enter the frequency that economic and social data are to be collected according to provision 5(a)(b) of Chapter III of the multiannual Union programme.   |
| <b>Planned sample rate %</b>   | The planned sample rate (%) shall be based on the fleet population, which is defined as vessels included in the Fleet Register on the 31 December and any active vessel fishing at least one day during the year. When data collection for some variables will not be implemented, the column 'Planned sample rate (%)' shall be filled in with 'N' (no). Planned sample rate can be modified based on updated information on the total population (fleet register). |
| <b>Frame population</b>  | Frame population should correspond to total population as described in Chapter III, paragraph 5a of multiannual Union programme  |
| <b>Achieved sample number</b>  | Achieved sample number should refer to the number of respondents (not for number of questionnaires sent)   |
| <b>Achieved Sample Rate %</b>  | Provide the value of the indicator as defined in the table "indicators of accuracy" in guidance section.<br>Filled in automatically.   |

|  |   |
|--|---|
|  | When data collection for some variables will not be implemented, the column ‘Achieved Sample Rate %’ shall be filled in with ‘NA’ (not applicable).   |
| <b>Response Rate %</b>                       | Provide the value of the indicator as defined in the table, indicators of accuracy” in guidance section.<br>When data collection for some variables will not be implemented, the column ‘Achieved Sample Rate %’ shall be filled in with ‘NA’ (not applicable). |
| <b>Achieved Sample no/Planned sample no.</b> | Filled in automatically.  |
| <b>Comments</b>                              | Any further comment.  |
| <b>AR Comments</b>                           | Add comments to clarify any deviation from Work Plan  |

### Definition of the “Indicators of accuracy” to be presented by MS in the AR

| Type of data collection          | Accuracy indicators    | Definition and <i>presentation</i>   |
|----------------------------------|------------------------|--|
| A: Census                        | Response rate          | achieved no. <sup>(1)</sup> / frame population no.<br><i>Present as %</i>          |
| B: Probability Sample survey     | Achieved sampling rate | achieved sample no. <sup>(2)</sup> /frame population no.<br><i>Presented as %</i>  |
| C: Non-Probability Sample survey | Response rate          | achieved sample no.(2)/ planned sample no. <sup>(3)</sup><br><i>Presented as %</i> |

(1) **Achieved no.** is the number of respondents who supplied data in response to the census

(2) **Achieved sample no.** is the number of respondents that supply data (and not, for instance, the number of questionnaires sent out, or number of companies contacted)

(3) **Planned sample no.** is the number of units to be contacted for the survey (even though you may not expect all of them to respond and supply data)

### Guidance for evaluators

Evaluators should check:

- The supra regions are listed in Table 5c of the multi-annual Union programme. In cases there are any differences in data collection schemes between national regimes or supra regions MS should provide information about it.
- Are the proper names for segmentation used (Table 5(B) of the multi-annual programme)?
- Are all required variables listed (ref. multiannual Union programme, table 5A)? Economic variables, capital value, should be indicated for inactive vessels
- Are data sources in place?
- Are the planned types of data collection provided and whether it consistent with WP? If not, what is missing?
- Does the sampling rate match the collection scheme (e.g. 100% for census, <100% for pss)?
- Is the proper frequency provided (annually for economic data, every 3 years starting in 2018 for social data)
- Assess achievements in comparison to the planned sampling.

Member state should explain if there are any confidentiality issues

### **Text Box 3A: Population segments for collection of economic and social data for fisheries**

MS should transfer the information from their accepted WP before filling in the additional section highlighted in grey.

*General comment: This box fulfils paragraph 5 points (a) and (b) of Chapter III of the multiannual Union programme and Article 2, Article 4 paragraphs (1), (2) and (5) and Article 5 paragraph (2) of the Decision (EU) 2016/1701. It is intended to report on the data collected under Tables 5(A) and 6 of the multiannual Union programme*

1. Description of methodologies used to choose the different sources of data
2. Description of methodologies used to choose the different types of data collection
3. Description of methodologies used to choose sampling frame and allocation scheme
4. Description of methodologies used for estimation procedures
5. Description of methodologies used on data quality  
(max 900 words per Region)

#### **1. Deviations from WP methodology for selection of data source**

*List the deviations (if any) from the methodology used to select data source compared to what was planned in the WP, and explain the reasons for the deviations.*

*Actions to avoid deviations*

*Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.*

#### **2. Deviations from WP methodology to choose type of data collection**

*List the deviations (if any) from the methodologies to choose type of data collection scheme compared to what was planned in the WP, and explain the reasons for the deviations.*

*Actions to avoid deviations*

*Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.*

#### **3. Deviations from WP methodology to choose sampling frame and allocation scheme**

*List the deviations (if any) from the methodologies used to choose sampling frame and allocation scheme compared to what was planned in the WP, and explain the reasons for the deviations.*

*Actions to avoid deviations*

*Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.*

#### **4. Deviations from WP methodology used for estimation procedures**

*List the deviations (if any) from the methodologies used for estimation procedures compared to what was planned in the WP, and explain the reasons for the deviations.*

*Actions to avoid deviations*

*Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.*

#### **5. Sound methodology**

*Briefly describe if the data collection follow methodologies, guidelines and best practices agreed in PGECON and whether methodologies are documented and publically available?*

*For example see:*

*Report of the meeting of the subgroup of DCF/PGECON on statistical issues and Methodologies (SIM)*

<https://datacollection.jrc.ec.europa.eu/documents/10213/8d6368c7-59a4-4b07-a233-63aa552406ff>

*Social data collection sharing experience and identifying the best practices*

<https://datacollection.jrc.ec.europa.eu/documents/10213/7c57e818-1aeb-4d46-b1de-7867a4433bf1>

*Other Relevant PGECON or Subgroups of PGECON reports dealing with methodologies.*

#### **6. Accuracy and reliability**

*Accuracy and reliability as Response rate and Achieved sample rate is provided in AR Table 3C.*

*For additional information briefly describe how raw data inputs, intermediate results and outputs are regularly assessed and validated? How are errors identified, documented and dealt with?*

#### **7. Accessibility and Clarity**

*Indicate Yes or No*

☐ *Are methodological documents publicly available? \_\_\_\_\_*

☐ *Are data stored in databases? \_\_\_\_\_*

☐ *Where can methodological and other documentation foundbe found? \_\_\_\_\_*

*Provide the link if documentation web link if documentation is publically available*

*(max 1000 words)*

### **Guidance for evaluators**

Evaluators should check:

- Is there any deviation from approved WP in terms of :
  - o methodology for selection of data source;
  - o methodologies used to choose the different types of data collection;
  - o methodologies used to choose sampling frame and allocation scheme;
  - o methodologies used for estimation procedures;
- Are all data sources deviating from WP (see table 3A) described and justified concisely and do they appear appropriate? If not, what is missing?
- Are the planned types of data collection deviating from WP described and justified and is it mentioned why certain types are applied? If not, what is missing?
- Are sampling frame and allocation scheme described and justified, where applicable? If not, what is missing?
- Are estimation procedures deviating from WP are described and justified? If not, what is missing?

### Concerning section 5 of text box.

Description of methodologies used in terms of quality indicators (response rate, achieved sample rate, suggested in SGECA 09-02) should be checked in Table 3A along with Table 5B. In relation to table 5B additional information on use of best practices and methodologies agreed in PGECON as well as accessibility of methodologies and accuracy of collected data should be evaluated by checking:

- Do the MS follow methodologies, guidelines and best practices agreed in PGECON?
- Do MS apply data validation tools and whether errors are identified and assessed?
- Are methodologies publically available for end-users/data providers and whether data are stored in databases?

### Pilot Study 3: Data on employment by education level and nationality

MS should transfer the information from their accepted WP before filling in the additional section highlighted in grey.

*General comment: This Box fulfills paragraph 5 point (b) and paragraph 6 point (b) of Chapter III of the multi-annual Union programme and Article 2 and Article 3 paragraph (3) point (c) of the Decision (EU) 2016/1701. It is intended to specify data to be collected under Table 6 of the multi-annual Union programme.*

1. Aim of pilot study

2. Duration of pilot study

3. Methodology and expected outcomes of pilot study

*(max 900 words)*

Brief description of the results obtained (including deviations from planned and justifications as to why if this was not the case)

*Guidance on best practice, variable definitions and suggested reporting aggregations should be taken from PGECON 2017 report – Chapter 5: Development of guidelines for social variables data collection*

*in fisheries.*

<https://datacollection.jrc.ec.europa.eu/documents/10213/16149b9a-e493-462f-bacb-1be25100d15d>

1. Achievement of the original expected outcomes of pilot study and justification if this was not the case
2. Incorporation of results from pilot study into regular sampling by the MS

*(max x00 words)*

### **Guidelines for evaluators:**

For pilot studies particular attention should be paid to the following aspects:

- Overall quality of the Pilot Study Report
- Provision of sampling protocols, does sampling design follow internationally agreed protocols?
- Soundness of conclusions drawn from the Pilot Study
- Follow-up suggested by MS
- Other comments / recommendations

### **Table 3B: Population segments for collection of economic and social data for aquaculture**

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 3B to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

Note: The economic and social variables for the aquaculture sector are listed in 6 and 7 of multi-annual Union programme. MS are to add information in grey cells in Table 3B. The population is all enterprises whose primary activity is defined according to the EUROSTAT definition under NACE Code 03.21 and 03.22 and who operate for profit.

*General comment: This Table fulfills paragraph 6 points (a) and (b) of Chapter III and Chapter V of the multi-annual Union programme and Article 2, Article 3 and Article 4 paragraph (1) of the Decision (EU) 2016/1701. This Table is intended to specify data to be collected under Tables 6 and 7 of the multi-annual Union programme. Use this Table to give an overview of the collection of economic and social data of the aquaculture sector.*

*The additional columns to the AWP in this AR are intended to provide information on the achievements of the MS*

| Name of the variable | Guidance   |
|----------------------|--|
| MS                   | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'. |

|  |  |
|--|--|
| <b>Techniques</b>                            | Member State shall follow Table 9 of the multiannual Union programme for the segmentation to be applied for the collection of aquaculture data.  |
| <b>Species group</b>                         |  |
| <b>Type of variables (E/S)</b>               | Member State shall enter the category that the variables belong to: 'E' (economic) or 'S' (social), based on Table 7 of the multiannual Union programme for the economic variables and Table 6 of the multiannual Union programme for the social variables.  |
| <b>Variable</b>                              | Member State shall refer to the naming convention used in Table 7 of the multiannual Union programme, second column for the economic variables and Table 6 of the multiannual Union programme for the social variables.  |
| <b>Data source</b>                           | Member State shall enter the data sources used (accounts, questionnaires, etc.). Data sources shall be clearly stated for each variable.   |
| <b>Type of data collection scheme</b>        | Member State shall enter the code of the data collection scheme, as follows: A — Census; B — Probability sample survey; C — Non-probability sample survey; D — Indirect survey. In case the variable is not directly collected but estimated, indirect survey is applied. In that case, further explanation on the data collection scheme and estimation method is provided in Text Box 3B of this Annex.  |
| <b>Threshold (Y/N)</b>                       | Member State shall enter 'Y' (yes) or 'N' (no) if a threshold applies, according to Chapter V of the multiannual Union programme.  |
| <b>Threshold Type</b>                        | Threshold Type described in Chapter V (5) of the multiannual Union programme to be indicated as 1,2 or 3.<br><br>1. total production of the Member State is less than 1 % of the total Union production volume and value<br><br>2. for species accounting for less than 10 % of the Member State's aquaculture production by volume and value<br><br>3. simplified methodology for Member States with a total production of less than 2.5 % of the total Union aquaculture production volume and value |
| <b>Frequency</b>                             | Member State shall enter the frequency that economic and social data are to be collected according to provision 5(a)(b) of Chapter III of the multiannual Union programme.   |
| <b>Planned sample rate %</b>                 | The planned sample rate (%) shall be based on the population, as defined in provision 6(a) of Chapter III of the multiannual Union programme. When data collection for some variables will not be implemented, the column 'Planned sample rate (%)' shall be filled in with 'N' (no). Planned sample rate can be modified based on updated information on the total population.  |
| <b>Frame population</b>                      | Frame population should correspond to total population as described in Chapter III, paragraph 6a of multiannual Union programme  |
| <b>Achieved sample number</b>                | Achieved sample number should refer to the number of respondents (not for number of questionnaires sent)   |
| <b>Achieved sample rate %</b>                | <i>See table for Definition of the "Indicators of accuracy"</i><br><br>When data collection for some variables will not be implemented, the column 'Achieved sample rate' shall be filled in with 'NA' (not applicable).   |
| <b>Response rate %</b>                       | <i>See table for Definition of the "Indicators of accuracy"</i><br><br>When data collection for some variables will not be implemented, the column 'Achieved sample rate' shall be filled in with 'NA' (Not applicable).   |
| <b>Achieved Sample no/Planned sample no.</b> | Filled in automatically.   |
| <b>Comments</b>                              | Any further comment.   |
| <b>AR Comments</b>                           | Add comments to clarify any deviation from Work Plan   |

Definition of the “Indicators of accuracy” to be presented by MS in the AR

| Type of data collection          | Accuracy indicators    | Definition and presentation  |
|----------------------------------|------------------------|--|
| A: Census                        | Response rate          | achieved no <sup>(1)</sup> / frame population no.<br><i>Present as %</i>           |
| B: Probability Sample survey     | Achieved sampling rate | achieved sample no <sup>(2)</sup> /frame population no.<br><i>Presented as %</i>   |
| C: Non-Probability Sample survey | Response rate          | achieved sample no.(2)/ planned sample no. <sup>(3)</sup><br><i>Presented as %</i> |

(1) **Achieved no.** is the number of respondents who supplied data in response to the census

(2) **Achieved sample no.** is the number of respondents that supply data (and not, for instance, the number of questionnaires sent out, or number of companies contacted)

(3) **Planned sample no.** is the number of units to be contacted for the survey (even though you may not expect all of them to respond and supply data)

## Guidance for evaluators

Evaluators should check:

- Are the proper codifications for technique and species groups used (AR guidelines 3B)?
- If there are differences between data collection for techniques and species are enterprises segmented correctly, according to their main farming technique?
- Are all required variables listed (ref. EU DEC. 2016/1251, table 7)?
- Are data sources in place?
- Are the planned types of data collection provided and whether it consistent with WP? If not, what is missing?
- If thresholds are used has the type of threshold indicated? Threshold type to be given as a number (1, 2, or 3), see AR guidelines 3B.
- Does the sampling rate match the collection scheme (e.g. 100% for census, <100% for pss)?
- Is the proper frequency provided (annually for economic data, every 3 years starting in 2018 for social data)
- Assess achievements in comparison to the planned sampling.

## Text Box 3B - Population segments for collection of economic and social data for aquaculture

MS should transfer the information from their accepted WP before filling in the additional section highlighted in grey.

*General comment: This Box fulfills paragraph 6 points (a) and (b) of Chapter III of the multi-annual Union programme and Article 2, Article 4 paragraphs (1) and (5) and Article 5 paragraph (2) of the Decision (EU) 2016/1701. It is intended to specify data to be collected under Tables 6 and 7 of the multi-annual Union programme.*

1. Description of methodologies used to choose the different sources of data
2. Description of methodologies used to choose the different types of data collection
3. Description of methodologies used to choose sampling frame and allocation scheme
4. Description of methodologies used for estimation procedures
5. Description of methodologies used on data quality

*(max 1000 words)*

### **1. Deviations from WP methodology for selection of data source**

*List the deviations (if any) from the methodology used to select data source compared to what was planned in the WP, and explain the reasons for the deviations.*

*Actions to avoid deviations*

*Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.*

### **2. Deviations from WP methodology to choose type of data collection**

*List the deviations (if any) from the methodologies to choose type of data collection scheme compared to what was planned in the WP, and explain the reasons for the deviations.*

*Actions to avoid deviations*

*Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.*

### **3. Deviations from WP methodology to choose sampling frame and allocation scheme**

*List the deviations (if any) from the methodologies used to choose sampling frame and allocation scheme compared to what was planned in the WP, and explain the reasons for the deviations.*

*Actions to avoid deviations*

*Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be*

skipped.

#### **4. Deviations from WP methodology used for estimation procedures**

List the deviations (if any) from the methodologies used for estimation procedures compared to what was planned in the WP, and explain the reasons for the deviations.

*Actions to avoid deviations*

Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.

#### **5. Quality assurance**

##### **5.1. Sound methodology**

Briefly describe if the data collection follow methodologies, guidelines and best practices agreed in RCG (PGECON(?)) and whether methodologies are documented and publically available?

*For example see:*

*Report of the meeting of the subgroup of DCF/PGECON on statistical issues and Methodologies (SIM)*

<https://datacollection.jrc.ec.europa.eu/documents/10213/8d6368c7-59a4-4b07-a233-63aa552406ff>

*Social data collection sharing experience and identifying the best practices*

<https://datacollection.jrc.ec.europa.eu/documents/10213/7c57e818-1aeb-4d46-b1de-7867a4433bf1>

*Other Relevant PGECON or Subgroups of PGECON reports.*

##### **5.2. Accuracy and reliability**

*Accuracy and reliability as Response rate and Achieved sample rate is provided in AR Table 3B.*

*For additional information briefly describe how raw data inputs, intermediate results and outputs are regularly assessed and validated? How are errors identified, documented and dealt with?*

##### **5.3. Accessibility and Clarity**

*Indicate Yes or No*

☐ *Are methodological documents publicly available? \_\_\_\_\_*

☐ *Are data stored in databases? \_\_\_\_\_*

☐ *Where methodological and other documentation found can be found? \_\_\_\_\_*

*Provide the link if documentation web link if documentation is publically available*

*(max x00 words)*

## Guidance for evaluators

Evaluators should check:

- Is there any deviation from approved WP in terms of :
    - o methodology for selection of data source;
    - o methodologies used to choose the different types of data collection;
    - o methodologies used to choose sampling frame and allocation scheme;
    - o methodologies used for estimation procedures;
  - Are all data sources deviating from WP (see table 3B) described and justified concisely and do they appear appropriate? If not, what is missing?
  - Are the planned types of data collection deviating from WP described and justified and is it mentioned why certain types are applied? If not, what is missing?
  - Are sampling frame and allocation scheme described and justified, where applicable? If not, what is missing?
  - Are estimation procedures deviating from WP are described and justified? If not, what is missing?
- Concerning section 5 of text box.

Description of methodologies used in terms of quality indicators (response rate, achieved sample rate, suggested in SGECA 09-02) should be checked in Table 3B along with Table 5B. In relation to table 5B additional information on use of best practices and methodologies agreed in PGECON as well as accessibility of methodologies and accuracy of collected data should be evaluated by checking:

- Do the MS follow methodologies, guidelines and best practices agreed in PGECON?
- Do MS apply data validation tools and whether errors are identified and assessed?
- Are methodologies publically available for end-users/data providers and whether data are stored in databases?

### Pilot Study 4: Environmental data on aquaculture

MS should transfer the information from their accepted WP before filling in the additional section highlighted in grey.

*General comment: This Box fulfills paragraph 6 point (c) of Chapter III of the multi-annual Union programme and Article 2 and Article 4 paragraph (3) point (d) of the Decision (EU) 2016/1701. It is intended to specify data to be collected under Table 8 of the multi-annual Union programme.*

*1. Aim of pilot study*

*2. Duration of pilot study*

*3. Methodology and expected outcomes of pilot study*

*(max 900 words)*

**1. Provide an update on the pilot study outlined in the work programme.**

*Guidance on best practice and variable definitions need further clarification.*

*The data requirements for aquaculture were considered in some detail at PGECON last year (Subgroup of Fisheries Data Collection Experts Group 6th Planning Group on Economic Issues – PGECON, 15-19 May 2017, Vilnius, Lithuania). PGECON noted that the variables set out in the EU MAP were not specified in sufficient detail and further work was needed to make sure that the data collection was useful. PGECON recommended that this should be done through a workshop meeting in 2018. Following the workshop the next time data would be collected then would be 2020. This would be done on the basis of any guidelines agreed there. The AR therefore requires only any update on any work carried out on pilot studies (if any). This information would be mostly of interest to carry forward to PGECON and the proposed workshop in 2018.*

*(max 1000 words)*

**Guidelines for evaluators:**

For pilot studies particular attention should be paid to the following aspects:

- Overall quality of the Pilot Study Report
- Provision of sampling protocols, does sampling design follow internationally agreed protocols?
- Soundness of conclusions drawn from the Pilot Study
- Follow-up suggested by MS
- Other comments / recommendations

**Table 3C Population segments for collection of economic and social data for the processing industry**

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 3C to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

Note: The economic and social variables for the processing industry are listed in Table 11 of multi-annual Union programme. The population shall refer to all enterprises whose main activity is defined according to the EUROSTAT definition under NACE code 10.20: „products”; “Processing and preserving of fish, crustaceans and molluscs”. For those enterprise that carry out fish processing but not as main activity, it is also mandatory to provide information on number of enterprises. Table below, provide guidance of filling the Table 3C. Cells in grey are relevant for filling AR table.

*General comment: This Table fulfills paragraph 3 points (2) of Chapter III and Chapter V of the multi-annual*

*Union programme and Article 2, Article 3 and Article 4 paragraph (1) of the Decision (EU) 2016/1701. This Table is intended to specify data to be collected under Table 11 of the multi-annual Union programme. Use this Table to give an overview of the collection of economic and social data of the processing industry.*

*In the AR the grey columns are intended to provide information of the achievements of MS*

| <b>Name of the variable</b>                  | <b>Guidelines</b>   |
|--|---|
| <b>MS</b>                                    | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.  |
| <b>Segment</b>                               | The criteria for the segmentation shall be the number of persons employed. The following segmentation is recommended: companies <= 10; companies 11-49; companies 50-250; companies > 250.  |
| <b>Type of variables (E/S)</b>               | Member State shall enter the category that the variables belong to: 'E' (economic) or 'S' (social), based on Table 11 of the multiannual Union programme.   |
| <b>Variables</b>                             | Member State shall refer to the naming convention used in Table 11 of the multiannual Union programme.  |
| <b>Data Sources</b>                          | Member State shall enter the data sources used (accounts, questionnaires, etc.). Data sources shall be clearly stated for each variable.  |
| <b>Type of data collection scheme</b>        | Member State shall enter the code of the data collection scheme, as follows: A — Census; B — Probability sample survey; C — Non-probability sample survey; D — Indirect survey. In case the variable is not directly collected but estimated, indirect survey is applied. In that case, further explanation on the data collection scheme and estimation method is provided in Text Box 3C of this Annex. |
| <b>Frequency</b>                             | Member State shall enter the frequency that economic and social data shall be collected.  |
| <b>Planned sample rate %</b>                 | The planned sample rate (%) shall be based on the population. When data collection for some variables will not be implemented, the column 'Planned sample rate (%)' shall be filled in with 'N' (no). Planned sample rate can be modified based on updated information on the total population.   |
| <b>Frame population</b>                      | Number of enterprises accessible for sampling (in each of the segments, if segmentation is used)  |
| <b>Achieved sample number</b>                | Achieved sample number should refer to the number of respondents (not for number of questionnaires sent)  |
| <b>Achieved sample rate %</b>                | <i>See table for Definition of the "Indicators of accuracy"</i><br>When data collection for some variables will not be implemented, the column 'Achieved sample rate' shall be filled in with 'NA' (not applicable).  |
| <b>Response rate %</b>                       | <i>See table for Definition of the "Indicators of accuracy"</i><br>When data collection for some variables will not be implemented, the column 'Achieved sample rate' shall be filled in with 'NA' (not applicable).  |
| <b>Achieved Sample no/Planned sample no.</b> | Filled in automatically.  |
| <b>Comments</b>                              | Any further comment.  |
| <b>AR Comments</b>                           | Add comments to clarify any deviation from Work Plan  |

### **Definition of the "Indicators of accuracy" to be presented by MS in the AR**

| <b>Type of data collection</b> | <b>Accuracy indicators</b> | <b>Definition and presentation</b> |
|--------------------------------|----------------------------|------------------------------------|
|--------------------------------|----------------------------|------------------------------------|

|                                  |                        |  |
|----------------------------------|------------------------|--|
| A: Census                        | Response rate          | achieved no <sup>(1)</sup> / frame population no.<br><i>Present as %</i>           |
| B: Probability Sample survey     | Achieved sampling rate | achieved sample no <sup>(2)</sup> /frame population no.<br><i>Presented as %</i>   |
| C: Non-Probability Sample survey | Response rate          | achieved sample no.(2)/ planned sample no. <sup>(3)</sup><br><i>Presented as %</i> |

(1) **Achieved no.** is the number of respondents who supplied data in response to the census

(2) **Achieved sample no.** is the number of respondents that supply data (and not, for instance, the number of questionnaires sent out, or number of companies contacted)

(3) **Planned sample no.** is the number of units to be contacted for the survey (even though you may not expect all of them to respond and supply data)

## Guidance for evaluators

Evaluators should check:

- Is the proper codification for segmentation is used (AR guidelines 3C)?
- Are all required variables listed ref. multiannual Union programme, table 11)?
- Are data sources in place?
- Are the planned types of data collection provided and whether it consistent with WP? If not, what is missing?
- Does the sampling rate match the collection scheme (e.g. 100% for census, <100% for pss)?
- Is the proper frequency provided (annual for economic data, every 3 years starting in 2018 for social data)
- Compare achievements with planned sampling.

## Text Box 3C - Population segments for collection of economic and social data for the processing industry

MS should transfer the information from their accepted WP, before filling in the additional section highlighted in grey.

*General comment: This Box fulfils footnote 6 of paragraph 1.1(d) of Chapter III of the multi-annual Union programme, Article 2, Article 4 paragraphs (1) and (5) and Article 5 paragraph (2) of Decision (EU) 2016/1701. It is intended to specify data to be collected under Table 11 of the multi-annual Union programme.*

1. Description of methodologies used to choose the different sources of data
2. Description of methodologies used to choose the different types of data collection
3. Description of methodologies used to choose sampling frame and allocation scheme

4. Description of methodologies used for estimation procedures

5. Description of methodologies used on data quality

(max 1000 words)

**1. Deviations from WP methodology for selection of data source**

List the deviations (if any) from the methodology used to select data source compared to what was planned in the WP, and explain the reasons for the deviations.

**Actions to avoid deviations**

Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.

**2. Deviations from WP methodology to choose type of data collection**

List the deviations (if any) from the methodologies to choose type of data collection scheme compared to what was planned in the WP, and explain the reasons for the deviations.

**Actions to avoid deviations**

Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.

**3. Deviations from WP methodology to choose sampling frame and allocation scheme**

List the deviations (if any) from the methodologies used to choose sampling frame and allocation scheme compared to what was planned in the WP, and explain the reasons for the deviations.

**Actions to avoid deviations**

Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be skipped.

**4. Deviations from WP methodology used for estimation procedures**

List the deviations (if any) from the methodologies used for estimation procedures compared to what was planned in the WP, and explain the reasons for the deviations.

**Actions to avoid deviations**

Briefly describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section can be

skipped.

## **5. Quality assurance**

### **5.1. Sound methodology**

*Briefly describe if the data collection follow methodologies, guidelines and best practices agreed in RCG (PGECON) and whether methodologies are documented and publically available.*

*For example see:*

*Report of the meeting of the subgroup of DCF/PGECON on statistical issues and Methodologies (SIM)*

*<https://datacollection.jrc.ec.europa.eu/documents/10213/8d6368c7-59a4-4b07-a233-63aa552406ff>*

*Social data collection sharing experience and identifying the best practices*

*<https://datacollection.jrc.ec.europa.eu/documents/10213/7c57e818-1aeb-4d46-b1de-7867a4433bfl>*

*Other Relevant PGECON or Subgroups of PGECON reports.*

### **5.2. Accuracy and reliability**

*Accuracy and reliability as Response rate and Achieved sample rate is provided in AR Table 3C.*

*For additional information briefly describe how raw data inputs, intermediate results and outputs are regularly assessed and validated? How are errors identified, documented and dealt with?*

### **5.3. Accessibility and Clarity**

*Indicate Yes or No*

☐ Are methodological documents publicly available? \_\_\_\_\_

☐ Are data stored in databases? \_\_\_\_\_

☐ Where methodological and other documentation can be found? \_\_\_\_\_

*Provide the link if documentation web link if documentation is publically available*

*(max 1000 words)*

## **Text Box 3C- What to check**

- Is there any deviation from approved WP in terms of :
  - o methodology for selection of data source;
  - o methodologies used to choose the different types of data collection;
  - o methodologies used to choose sampling frame and allocation scheme;
  - o methodologies used for estimation procedures;
- Are all data sources deviating from WP (see table 3C) described and justified concisely and do they appear appropriate? If not, what is missing?
- Are the planned types of data collection deviating from WP described and justified and is it mentioned why certain types are applied? If not, what is missing?

- Are sampling frame and allocation scheme described and justified, where applicable? If not, what is missing?
- Are estimation procedures deviating from WP are described and justified? If not, what is missing?

## SECTION 4: SAMPLING STRATEGY FOR BIOLOGICAL DATA FROM COMMERCIAL FISHERIES

**Table 4A: Sampling plan description for biological data**

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 4A to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

Table 4A for the annual reporting draws on the scheme and stratification set out in the work plan table 4A, and adds columns to record the achieved level of sampling. These are quantified in terms of the vessels trips, species length measures biological species and biological measures (age sex weight and maturity).

The conformity of the work plan to the annual report is set out in terms of the number of primary sampling units (PSU) planned, and the number of primary sampling units achieved.

It is an important consideration that the PSU can differ between schemes and MS and that the realised sampling pertaining to the stratum relates to the specified PSU only.

Fields related to biological variables are optional in this table (noted with ‘\*’ after the name of the variable). When the sampling schemes/strata used to plan sampling for biological variables are different from those described by MS in table 4A, the provision of the information requested in columns Y to AZ is optional. Countries not having provided their stratification for those variables can add some of this information (numbers of individuals sampled, etc.) in Table 1C.

*This table fulfils Article 3, Article 4 paragraph (4) and Article 8 of the Decision (EU) 2016/1701 and forms the basis for the fulfilment of paragraph 2 point (a)(i) of Chapter III of the multiannual Union programme. This table refers to data to be collected under Tables 1(A), 1(B) and 1(C) of the multiannual Union programme. Use this table to identify all fishery-dependent sampling schemes in the Member State.*

*In the AR the grey columns are intended to provide information of the achievements of MS.*

| Name of the variable                | Guidance   |
|-------------------------------------|--|
| <b>MS</b>                           | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| <b>MS participating in sampling</b> | If the sampled activity has been carried out according to a regionally coordinated programme, all participating Member States shall be listed. Otherwise, the Member State responsible for the sampling shall be listed. Links to planned regional and international coordination or bi- and multilateral agreements, where available, shall be listed in the 'Comments'.                          |
| <b>Region</b>                       | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If information refers to all regions, insert 'all regions'.  |
| <b>RFMO/RFO/IO</b>                  | Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.<br><br>e.g. RFMO: ICCAT, GFCM, NAFO<br><br>e.g. RFO: CECAF<br><br>e.g. IO: ICES<br><br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. |
| <b>Sub-area/Fishing ground</b>      | Member State shall indicate the fishing ground (e.g. the ICES area, the GFCM GSA, the NAFO area, etc.).  |
| <b>Scheme</b>                       | Member State shall state the sampling scheme: 'at markets', 'at sea', a combination of both methods or 'other'. If 'other' is used (e.g. 'other (Market stock-specific sampling)'), it shall be described in Text Box 4A of this Annex.  |

|  |   |
|--|---|
| <b>Stratum ID code</b>   | Member State shall indicate a unique code to identify each stratum within the scheme. Free text or coding can be used, but it shall always coincide with the 'stratum ID code', as in Table 4B of this Annex. Strata with no coverage (i.e. no planned number of PSUs) shall also be detailed, in order to provide measurement on coverage of the sampling plan.  |
| <b>PSU type</b>  | Member State shall indicate the primary sampling unit (PSU) inside each stratum. PSU could be fishing trip, fishing vessel, port, fishing day, etc.   |
| <b>Catch fractions covered</b>   | Member State shall indicate which fraction of the catch is to be sampled. Insert 'Catch', if the bulk catch is sampled, 'Landings', 'Discards', 'Landings+Discards', etc.   |
| <b>Species/Stocks covered for estimation of volume and length of catch fractions</b> | Member State shall indicate if the sampling plan covers all or only a part of the species. Insert 'all species and stocks', 'only stocks in Table 1A, 1B and 1C', 'selected species/stocks' and specify further in 'Comments'.  |
| <b>Seasonality (Temporal strata)</b>   | Member State shall provide a keyword description of the sampling scheme in terms of temporal stratification: 'monthly', 'quarterly', 'annual', etc.   |
| <b>Reference years</b>   | Member State shall indicate the year(s) used as a reference for the expected primary sampling units in the year of implementation of the sampling scheme. Member State shall use the three most recent years (e.g. '2014-2016'). Reasons may be given to justify the use of a different period.   |
| <b>Average number of PSUs during the reference years</b>                             | Member State shall indicate the total number of PSUs calculated as the average values of the years used as reference.   |
| <b>Planned number of PSUs</b>  | Member State shall state the planned number of PSU to be sampled.   |
| <b>Comments</b>  | Any further comment.  |
| <b>Total number of PSU in the reporting year</b>                                     | Record the total number of primary sampling units that were available for selection for the specified stratum in the reporting year. The PSU is as defined in the WP table 4A in the column "PSU type". These typically are vessel, trip, location and time etc. The total number of PSU should be broadly similar to the "Average number of PSU in the reference year" column in the WP table; it will however reflect the actual situation found in the reporting year. If there is a temporal element to the stratum definition in the work plan that relates to less than the whole year then the PSU total must respect this.<br><br>WP table 4A should include one or more rows for strata for which no sampling is planned. In the AR template this should be populated with the actual number of primary sampling units for unsampled strata. |
| <b>Achieved number of PSU in the reporting year</b>                                  | Record the number of primary sampling units from which data was successfully collected for the specified stratum in the reporting year. The PSU is as defined in the WP table 4A in the column "PSU type" (these typically are vessel, trip, location and time etc.). The achieved number of PSU should be broadly similar to the "Planned number of PSU" entry in the WP table. It will however reflect the actual situation found in the reporting year. If there is a temporal element to the stratum definition in the work plan that relates to less than the whole year then the achieved PSU must respect this.  |
| <b>Number of unique on-shore locations sampled</b>                                   | This column is primarily concerned with on-shore sampling schemes, at-sea schemes should fill this column with -1. .<br>For on-shore schemes the number of unique on shore locations should be recorded. On-shore locations can be ports, markets or processors.  |
| <b>Number of unique vessels with activity in the stratum</b>                         | This field relates to both on shore and at-sea sampling, this should contain the unique number of vessels with activity during the reported year for the schemes and the stratum specified.   |
| <b>Number of unique vessels sampled</b>  | This field relates to both on shore and at-sea sampling, this should contain the unique number of vessels sampled for the schemes and the stratum specified.  |
| <b>Number of unique fishing trips in the stratum</b>                                 | This field relates to both on shore and at-sea sampling, this should contain the unique number of fishing trips for the schemes and the stratum specified.  |
| <b>Number of unique fishing</b>  | This field relates to both on shore and at-sea sampling, this should contain the unique number of fishing trips sampled for the schemes and the stratum specified. More than one  |

|   |  |
|---|--|
| <b>trips sampled</b>  | fishing trips could have been sampled from the same vessel.  |
| <b>Number of species with length measures</b>                               | This field should include the number of recorded species for which length measurements have been taken. This is distinct from the species for which biological data has been collected. In the case of RDB data it will include the species listed in the table HL   |
| <b>Total number of length measures</b>                                      | This field should include the total number of recorded length measurements have been taken. This is distinct from the species for which biological data has been collected. , but the latter will in most instance be included. In the case of RDB data it will include the species listed in the table HL   |
| <b>Number of species with biological data (age, weight, sex, maturity)*</b> | This field should include the number of recorded species for which biological data has been collected. All the species for which any biological data has been collected should be included, (though not all biological data needs to have been collected for the species). In the case of RDB data it will include the species listed in the table CA. In case countries do not have provided their stratification for this variable -1 can be used. |
| <b>Total age structures collected*</b>                                      | Record the number of individual specimens of all species for which age structures have been collected. In the case of RDB data it will obtained from the data in the table CA. In case countries do not have provided their stratification for this variable -1 can be used.   |
| <b>Total weight measurements collected*</b>                                 | Record the number of individual specimens of all species for which weight measurements have been collected. In the case of RDB data it will obtained from the data in the table CA. In case countries do not have provided their stratification for this variable -1 can be used.  |
| <b>Total sex determinations made*</b>                                       | Record the number of individual specimens of all species for which sex was determined. In the case of RDB data it will obtained from the data in the table CA. In case countries do not have provided their stratification for this variable -1 can be used.   |
| <b>Total maturity measurements taken*</b>                                   | Record the number of individual specimens of all species for which maturity measurements have been collected. In the case of RDB data it will obtained from the data in the table CA. In case countries do not have provided their stratification for this variable -1 can be used.  |
| <b>AR Comments</b>  | For comments. If there is a deviation between the “Planned number of PSU” and the “Achieved number of PSU in the reporting year” then the MS should provide in the comments column a reference to the reason for this discrepancy, and provide in the text box 4A a brief text in explanation  |

## Guidance for evaluators

### Conformity

Conformity to the WP is derived from a comparison of the “planned number of PSU” column of the WP with the “achieved number of PSU in the reporting year” column in the annual report section of 4A

### Considerations about Stratification and Effort allocation

Low numbers of PSU in the “achieved number of PSU in the reporting year” column are generally undesirable and the MS and STECF should consider the following:

Q1 Were the planned number of PSU, sufficiently large to avoid unsampled strata?

Q2 Were the number of strata too numerous, in relation to the planned number of PSU, to avoid low number of planned PSU?

If Q1 and or Q2 is Yes:

It is suggested that MS consider using fewer strata, or increasing the number of planned PSU, to increase the number of planned PSU.

Q3 Were the planned PSU not achieved due to an unexpectedly low number of actual PSU in the reporting year.

If Q1 and or Q2 is Yes:

It is suggested that MS merge strata so that the expected total PSU is more robust to annual fluctuations.

### Considerations about coverage: the coverage of the sampling design in relation to the total population

Have the MS include in tables 4A-4B an indication of the activity not covered under all the strata? This should appear as lines with a 0 value the column “Planned number of PSUs” in Table 4A. MS could have misunderstood this when preparing their WP. In case they didn’t provide it MS should be required to provide it in the amendments for next year WP.

This is a fundamental information to understand the real coverage of the sampling design developed. Calculation of the coverage is only possible based on this information.

Coverage for the reported year: (to be done automatically or during the evaluation process) should be calculated using the *number of unique PSU in the stratum* corresponding to the used PSU type (e.g. the *Number of unique fishing trips in the stratum* in case of PSU type = “fishing trip” or the *Number of unique vessels with activity in the stratum* in case of PSU type = “vessel”) and the *Total number of PSU in the reporting year* with the following formula:

By “**Region**”, “**RFMO**”, “**Scheme**” and “**PSU type**” coverage is given by the column “Total number of PSU in the reporting year” and the following formula:

$$Coverage_{Region,RFMO,Scheme,PSUtype} = \sum_{stratum} \begin{cases} 0, if \text{ Achieved no. of PSU in the reporting year} = 0 \\ \frac{\text{no. of PSU in the stratum}}{\text{total no. of PSU in the reporting year}}, if \text{ Achieved no. of PSU} > 0 \end{cases}$$

(This should be the “total PSU” where the achieved is > 0, divided by the “total PSU” where the achieved PSU is 0 and where it is >0) These are in the same column.

### Consideration in relation to the other new fields requested. Assistance to assess on some quality aspects derived from the sampling data

Number of unique vessels sampled can be regarded in relation to number of total vessels with activity in that stratum.

## Other considerations

Fields related to biological variables are optional in this table

### Text Box 4A- Sampling plan description for biological data

MS should transfer the information from their accepted WP, before filling in the additional section highlighted in grey.

*This Box fulfills Article 3, Article 4 paragraph (4) and Article 8 of the Decision (EU) 2016/1701 and forms the basis for the fulfilment of paragraph 2 point (a)(i) of Chapter III of the multi-annual Union programme. This Table refers to data to be collected under Tables 1(A), 1(B) and 1(C) of the multi-annual Union programme.*

Description of the sampling plan according to Article 5 paragraph (3) of this Decision

*(max 900 words per Region)*

Deviation from the sampling plan according to Article 5 paragraph (3) of the Decision (EU) 2016/1701

- **Deviations from WP**

*MS to list the deviations (if any) in the achieved data collection compared to what was planned in the WP and explain the reasons for the deviations.*

- **Action to avoid deviations**

*MS to describe the actions that will be considered / have been taken to avoid the deviations in the future and when these actions are expected to produce effect. If there are no deviations, then this section is not applicable*

*(max. x words per region)*

## What to check

- Are all Member States participating in sampling listed? Cross-check with links to planned regional and international coordination or bi- and multilateral agreements in table 7A
- Does the 'stratum ID code' coincide with the one in Table 4B?
- Have also strata with no coverage (i.e. no planned number of PSUs) being reported?
- If the field 'Species/Stocks covered' is filled in with 'only stocks in Table 1A, 1B and 1C', then check against the list of species declared in Tables 1A, 1B, 1C
- Compare planned sample rate and achieved sample rate as well as response rate. If deviations are identified, is it sufficiently justified?
- Does the "Comment" column provide sufficient justification for any deviations from the WP?

### Table 4B: Sampling frame description for biological data

No extra fields are requested to be completed in this table. Information on the sampling programme is provided in Table 4A and this submission should match the evaluated NWP.

No extra fields are requested to be fulfilled in this table. Information on the sampling programme is requested in Table 4A.

| <i>General Comment: This Box fulfils Article 3, Article 4 paragraph (4) and Article 8 of the Decision (EU) 2016/1701 and forms the basis for the fulfilment of paragraph 2 point (a)(i) of Chapter III of the multi-annual Union programme. This Table refers to data to be collected under Tables 1(A), 1(B) and 1(C) of the multi-annual Union programme.</i> |  |
|---|--|
| Name of the variable  | Guidance   |
| MS  | Member State shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.  |
| Stratum ID code   | Member State shall indicate a unique code to identify each stratum within the scheme. Free text or coding can be used, but it shall always coincide with the 'stratum ID code', as in Table 4A of this Annex. Strata with no coverage (i.e. no planned number of PSUs) shall also be detailed, in order to provide measurement on coverage of the sampling plan. |
| Stratum   | Member State shall insert a short description (free text) of the sampling strata (e.g. trawlers in the GSA 22; west coast purse-seiners; ports of the NW area, etc.).  |
| Sampling frame description  | Member State shall shortly describe (free text) the sampling frame for each stratum (e.g. list of vessels in the GSA 22; list of purse-seiners in the west coast; list of ports in the NW area).   |
| Method of PSU selection   | Member State shall indicate the method(s) (free text) for the selection of the primary sampling unit (PSU).  |
| Comments  | Any further comment.   |

### Guidance for evaluators

No extra fields are requested to be completed in this table. Information on the sampling programme is provided in Table 4A and this submission should match the evaluated NWP.

### Table 4C: Data on the fisheries by member state

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 4C to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

MS are required to complete the information for the new fields based on the data of the sampled (reported) year. This information can potentially help to detect changes in the fisheries happening during the reported year that could have an impact in the sampling.

MS are invited to consider a modification in their following WP to provide 4C information following their at sea stratification according to 4A-4B tables.

### General information

Table 4C describes the distribution of vessels, fishing effort and landings across the fleets.

According to the criteria allowed in the regulation (EU 2016/1701) MS can choose different criteria under the field “Fleet segment / Metier” to complete the information in their WPs. While this information is useful for getting a picture of the national fisheries (e.g. fleet segment according to LOA, metier level 6 as an extended domain provided to end-users, etc), the utility of this table to get a better understanding of the fisheries dynamics and the sampling issues (e.g. coverage, impact in sampling results, etc) is not completely exploited.

The comprehension of the AR results could be improved if information provided in this table is given following the same segmentation that is used for at-sea sampling programmes in Table 4A-4B. The information in Table 4C can then be compared directly to the population described in 4A.

It has to be said that national stratification in Table 4A may or may not provide sufficient information for end-users or third parties to get an overview of the fisheries (e.g. fleet segment according to LOA or metier level 6). In any case this seems not be the main purpose of the WP and AR.

| <i>This Table fulfills Article 4 paragraph (4) of the Decision (EU) 2016/1701 and forms the basis for the fulfilment of paragraph 2 point (a) (i)(ii)(iii) of Chapter III of the multi-annual Union programme. This Table refers to data to be collected under Tables 1(A), 1(B) and 1(C) of the multi-annual Union programme. Use this Table to summarize the size and activity of the national fleet.</i> |  |
|---|--|
| <b>Name of the variable</b>   | <b>Guidance</b>  |
| <b>MS</b>   | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| <b>Region</b>   | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If information refers to all regions, insert 'all regions'.  |
| <b>RFMO/RFO/IO</b>  | Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.<br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. |
| <b>Sub-area/Fishing ground</b>  | Member State shall indicate the fishing ground (e.g. the ICES area, the GFCM GSA, the NAFO area, etc.).  |
| <b>Reference years</b>  | Member State shall state the year(s) to which the description of the fisheries actually refers (e.g. 2014-2016). Member State shall select the three most recent years with data available.  |
| <b>Fleet Segment/metier</b>   | Data shall be reported by metier (at level 6) as defined in Table 2 of the multiannual Union programme, or fleet segment, as defined in Table 5(B) of the multiannual Union programme.   |
| <b>Targeted species/species assemblage</b>  | Member State shall indicate the target species assemblage ('Demersal species', 'Small pelagic fish', etc.) as indicated in Table 2 of the multiannual Union programme.   |
| <b>Average number of vessels</b>  | Member State shall indicate the average number of vessels by fleet segment/metier in the given reference years.  |
| <b>Average number of fishing trips</b>  | Member State shall indicate the average number of fishing trips by fleet segment/metier in the given reference years.  |
| <b>Average number of fishing days</b>   | Member State shall indicate the average number of fishing days by fleet segment/metier in the given reference years.   |
| <b>Average landings (tonnes)</b>  | Member State shall report the average volume in live weight (tonnes) of the total landings by fleet segment/metier in the given reference years. This column shall be  |

|  |   |
|--|---|
|  | obtained from the sum of the other two columns of this table: 'Average landings (tonnes) in national ports' and 'Average landings (tonnes) in foreign ports'.   |
| <b>Average landings (tonnes) in national ports</b> | Member State shall report the average volume in live weight (tonnes) of the landings by fleet segment/métier in the given reference years.  |
| <b>Average landings (tonnes) in foreign ports</b>  | Member State shall report the average volume in live weight (tonnes) of the landings abroad by fleet segment/métier in the given reference years. If none, indicate '0'.  |
| <b>Comments</b>                                    | Any further comment.  |
| <b>Number of vessels</b>                           | Member State shall indicate the number of vessels by fleet segment/métier in the reported year.   |
| <b>Number of fishing trips</b>                     | Member State shall indicate the number of fishing trips by fleet segment/métier in the reported year.   |
| <b>Number of fishing days</b>                      | Member State shall indicate the number of fishing days by fleet segment/métier in the reported year.  |
| <b>Landings (tonnes)</b>                           | Member State shall report the volume in live weight (tonnes) of the total landings by fleet segment/métier in the reported year. This column shall be obtained from the sum of the other two columns of this table: 'Landings (tonnes) in national ports' and 'Landings (tonnes) in foreign ports'. |
| <b>Landings (tonnes) in national ports</b>         | Member State shall report the volume in live weight (tonnes) of the landings by fleet segment/métier in the reported year.  |
| <b>Landings (tonnes) in foreign ports</b>          | Member State shall report the volume in live weight (tonnes) of the landings abroad by fleet segment/métier in the reported year. If none, indicate '0'.  |

## Guidance for evaluators

MS may have completed this table by métier or fleet segment. One of the rationales of this table is that the sum of all vessels should give the total number of vessel of the MS. However, this condition is not clear in the regulation, and if, for example, the table is filled in by métier, the number of vessels will be higher than the vessel population for a MS. This is because a vessel can operate with different métiers. This has to be taken into account during the evaluation in order to avoid any misinterpretation.

## Table 4D: Landing Locations

*[see report of EWG 17-17] Plenary had agreed that Table 4 D should be presented in the AR as from the NWP with no additional information required. However it is argued that there is no fundamental difference between tables 4D and 4C. It is suggested that both should set out a logical grouping of populations and therefore both should be updated with the current year's values. It is noted that Table 4D has the ability to demonstrate if a MS has a high proportion of foreign landings, and thus an obligation to sample those landings. The absence of this information may risk leaving gaps in any pan-European data collection scheme. A possible Table 4D with evaluation guidance is presented here:*

This table is applicable to AR and should be presented as it appears in the Annual Work Plan. No additional information is required.

As a result, no effort from the evaluators is required to review Table 4D.

## Guidance for evaluators

No additional fields to the NWP have been completed in this AR. This table should be the same as that the evaluated NWP for this MS.

*Alternatively Table 4 D may appear as follows:*

| <b>Name of the variable</b>              | <b>Guidance</b>  |
|--|--|
| MS                                       | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| Region                                   | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If information refers to all regions, insert 'all regions'.  |
| Sub-area/Fishing ground                  | Member State shall indicate the fishing ground (e.g. the ICES area, the GFCM GSA, the NAFO area, etc.).  |
| Reference years                          | Member State shall state the year(s) to which the description of the landing locations actually refers (e.g. '2014-2016'). Member State shall select the three most recent years with data available.  |
| Landing locations(s)                     | Member State shall fill in with free text describing the grouping/assemblage of landing locations (e.g. major ports, minor ports, ports, local ports, etc.), if available.   |
| Average number of locations              | Member State shall indicate the average number of landing locations by grouping/assemblage in the given reference years, if available.   |
| Average number of registered landings    | Member State shall indicate the average number of registered landing operations that took place by grouping/assemblage (if applicable) in the given reference years. As the previous fields are optional, this field could refer the average number of total landings operations in the Member State.  |
| Average landed tonnage                   | Member State shall indicate the average volume in live weight (tons) of the total landing during the reference years. Data shall be reported by grouping/assemblage of landing places (if applicable). This column shall be given by the sum of the other two columns of this Table: 'Average landed tonnage of national fleet' and 'Average landed tonnage of foreign fleet'. |
| Average landed tonnage of national fleet | Member State shall indicate the average volume in live weight (tons) of the total landing made by Member State vessels during the reference years by grouping/assemblage of landing places (if applicable).  |
| Average landed tonnage of foreign fleet  | Member State shall indicate the average volume in live weight (tons) of the total landing made by foreign vessels during the reference years by grouping/assemblage of landing places (if applicable). If none, indicate '0'.  |
| Comments                                 | Any further comment.   |
| Actual number of locations               | Member State shall indicate the number of landing locations by grouping/assemblage in the reporting year.  |
| Number of registered landings            | Member State shall indicate the number of registered landing operations that took place by grouping/assemblage in the given reporting year.  |
| Landed tonnage                           | Member State shall indicate the volume in live weight (tons) of the total landing during the reporting year.   |
| Landed tonnage from national fleet       | Member State shall indicate the volume in live weight (tons) of the total landing made by Member State vessels during the reporting year.  |
| Landed tonnage of foreign fleet          | Member State shall indicate the volume in live weight (tons) of the total landing made by foreign vessels during the reporting year. If none, indicate '0'.  |

## **Guidance for evaluators**

### **Definition of the Population**

Table 4D assesses the ability of the MS to quantify on-shore locations covering the landings into the MS, to aggregate them into meaningful groups, and provide accurate characteristics of these groupings, in order to inform the sampling designs operating on-shore.

Q Has the MS demonstrated the ability to define the on shore population and aggregate them into meaningful groups to inform the sampling designs operating at-sea.

Q Has the MS demonstrated the ability to provide for the reporting year accurate characteristics of these groups (number of trips, landing totals etc.)

If No

MS should look to improve the ability to define and quantify the at-sea population

### **Coverage**

Q Does the member state operate sampling schemes that cover the on-shore population?

If No

MS may wish to consider whether there are important gaps in the coverage of landings into the member state.

Q Does the MS receive landings from foreign vessels?

If Yes

Are protocols in place to ensure that foreign flagged vessels are included in the on-shore sampling conducted by the MS.

## SECTION5: DATA QUALITY

**Table 5A: Quality assurance framework for biological data**

This table is applicable to the AR. All columns should be filled by the MS. MS should use their accepted NWP as a reference and ideally only change those fields where information has improved or changed.

This table is not intended to be evaluated in terms of achievement of any conformity but to show the state of the art and remark any significant improvement done by MS.

MS are requested to fully update this table. To have a register of what changes or improvements have been done during the reported year, MS have to complete a new column at the end of the table to indicate the changes.

A new box table for this 5A Quality Assurance is provided with the AR in order to provide further comments on this Quality Assurance process.

| <p><i>This Table fulfills Article 5 paragraph (2) point (a) of the Decision (EU) 2016/1701. This Table is intended to specify data to be collected under Tables 1(A), 1(B) and 1(C) of the multi-annual Union programme. Use this Table to state whether documentation in the data collection process (design, sampling implementation, data capture, data storage and data processing) exists and identify where this documentation can be found. Names on sampling schemes and strata shall be identical to those in Tables 4A and 4B of this Annex.</i></p> <p><i>In the AR, the aim of this Table is provide an overview of the relevant improvements done/implemented during the reported year.</i></p> |  |
|--|--|
| <b>Name of the variable</b>  | <b>Guidance</b>  |
| <b>MS</b>  | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| <b>MS participating in sampling</b>  | If the sampling scheme is carried out within a regional/bilateral/multilateral coordinated programme, all participating Member States shall be given. If the sampling scheme is carried out unilaterally, the single Member State shall be given.  |
| <b>Sampling year/period</b>  | Member State shall state the year or period for planned sampling.  |
| <b>Region</b>  | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If information refers to all regions, insert 'all regions'.  |
| <b>RFMO/RFO/IO</b>   | Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.<br><br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br><br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. |
| <b>Name of sampling scheme</b>   | Member State shall state the name of the sampling scheme. Names of sampling schemes shall be identical to the names used in Tables 4A and 4B of this Annex, in Table 1D of this Annex ('type of survey') and in Table 1E of this Annex ('species' *'method').  |
| <b>Sampling frame</b>  | Member State shall state the sampling frame. Names of sampling frames shall be identical to the names in Tables 4A and 4B of this Annex.   |
| <b>Is the sampling design</b>  | Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the   |

|  |  |
|--|--|
| <b>documented?</b>   | 'Comments' when (year) documentation will be available.  |
| <b>Where can documentation on sampling design be found?</b>                                    | Member State shall provide link to web page where the documentation can be found, if Member State responded 'Y' (yes) in previous field. Otherwise, insert 'NA' (not applicable).  |
| <b>Are non-responses and refusals recorded?</b>  | Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.   |
| <b>Are quality checks to validate detailed data documented?</b>                                | Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.   |
| <b>Where can documentation on quality checks for data capture be found?</b>                    | Member State shall provide link to web page where the documentation can be found, if Member State responded 'Y' (yes) in previous field. Otherwise, insert 'NA' (not applicable).  |
| <b>In which national database are data stored?</b>   | Member State shall provide the name of national database, if applicable. Otherwise, insert 'NA' (not applicable).  |
| <b>In which international database(s) are data stored?</b>                                     | Member State shall provide the name of international database(s), if applicable. Otherwise, insert 'NA' (not applicable).  |
| <b>Are processes to evaluate data accuracy (bias and precision) documented?</b>                | Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.   |
| <b>Where can documentation on processes to evaluate accuracy be found?</b>                     | Member State shall provide link to web page where the documentation can be found, if Member State responded 'Y' (yes) in previous field. Otherwise, insert 'NA' (not applicable).  |
| <b>Are the editing and imputation methods documented?</b>                                      | Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.   |
| <b>Where can documentation on editing and imputation be found?</b>                             | Member State shall provide link to web page where the documentation can be found, if Member State responded 'Y' (yes) in previous field. Otherwise, insert 'NA' (not applicable).  |
| <b>Comments</b>  | Any further comment. Use this field to indicate when documentation will be made available (if that presently is not the case).   |
| <b>AR Comments: Remark any relevant improvements done/implemented during the reported year</b> | Indicate the columns that contains changes in comparison to WP. Indicate relevant information related to improvements done during the reported year that mean a step forward in any of the fields covered by this Quality assurance table. |

## Guidance for evaluators

This table is not intended to be evaluated in terms of achievement of any conformity but to show current status and remark on any significant improvement done by MS. The general idea is that MS should have clear, transparent and agreed documentation of their procedures made publicly available at the end of the period covered by the WP. In this sense it is expected that they show a gradual transition to that situation and that must be reflected in this table.

**Table 5B: Quality assurance framework for socioeconomic data**

This table is applicable to AR. All columns should be filled by the MS. MS should use their accepted NWP as a reference and ideally only change those fields where information has improved or changed.

To be consistent with field names in Section 3 the field names are slightly different to how they appear in the NWP but the contents are the same - Type of data collection scheme; Data Source; Name of data sources

| <p><i>General comment: This Table fulfills Article 5 paragraph (2) point (b) of the Decision (EU) 2016/1701. This Table is intended to specify data to be collected under Tables 5(A), 6 and 7 of the multi-annual Union programme. Use this Table to state whether documentation in the data collection process exists and identify where this documentation can be found.</i></p> <p><i>In the AR, the aim of this Table is provide an overview of the relevant improvements done/implemented during the reported year.</i></p> |  |
|---|--|
| <b>Name of the variable</b>   | <b>Guidance</b>  |
| <b>MS</b>   | Member State's name shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| <b>Sector name</b>  | Member State shall indicate the sectors for which data was collected:<br>Fishing; Aquaculture; Processing.   |
| <b>Sampling year/period</b>   | Member State shall state the year or period for planned sampling.  |
| <b>Region</b>   | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If information refers to all regions, insert 'all regions'.  |
| <b>Type of data collection scheme</b>   | Member State shall enter the code of the data collection scheme, as follows:<br>A — Census; B — Probability sample survey; C — Non-probability sample survey; D — Indirect survey. In case the variable is not directly collected but estimated, indirect survey is applied. In that case, further explanation on the data collection scheme and estimation method is provided in Text Box 3A of this Annex. Member State shall indicate the name of sampling schemes. They shall be identical to the names used in Table 3A, Table 3B and Table 3C of this Annex. |
| <b>Data SourceName of data sources</b>  | Member State shall enter the data sources used (logbook, sales notes, accounts, questionnaires, etc.). Data sources shall be clearly stated for each variable.   |
| <b>Statistically sound sources and methods</b>  | Member State shall indicate with 'Y' (yes) or 'N' (no) whether statistically sound sources and methods are in place. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box.   |
| <b>Error checking</b>   | Member State shall indicate shall indicate with 'Y' (yes) or 'N' (no) whether errors discovered in published data are corrected at the earliest possible date and publicised. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box..   |
| <b>Are procedures for confidential data handling in place and documented?</b>   | Member State shall indicate with 'Y' (yes) or 'N' (no) whether procedures for the enforcement, treatment and reduction of confidential data are in place and documented. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box..  |
| <b>Are protocols to enforce confidentiality between DCF partners in place and documented?</b>   | Member State shall indicate with 'Y' (yes) or 'N' (no) whether protocols to enforce confidentiality between DCF partners are in place and documented. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box referring to the text Box.  |
| <b>Are protocols to enforce confidentiality with external users in</b>  | Member State shall indicate with 'Y' (yes) or 'N' (no) whether protocols to enforce confidentiality with external users are in place and documented. If 'N' (no), indicate in the 'Comments' main constraints referring to the text  |

|   |   |
|---|---|
| <b>place and documented?</b>  | Box.  |
| <b>Is sound methodology documented?</b>   | Member State shall indicate with 'Y' (yes) or 'N' (no) whether sound methodology is documented. If yes, please provide reference. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box..  |
| <b>Does it follow international standards, guidelines and best practices?</b>               | Member State shall indicate with 'Y' (yes) or 'N' (no) whether sound methodology follows international standards, guidelines and best practices. If 'Y' (yes), please provide reference. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box..   |
| <b>Are methodologies consistent at MS, regional and EU level?</b>                           | Member State shall indicate with 'Y' (yes) or 'N' (no) whether procedures are in place to ensure that standards, concepts, definitions and classifications are consistent between partners at Member State, regional and EU level. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box.. |
| <b>Is there consistency between administrative and other statistical data?</b>              | Member State shall indicate with 'Y' (yes) or 'N' (no) whether procedures are in place to ensure the consistency of definitions and concepts between administrative and other statistical data. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...                                   |
| <b>Are there agreements for access and quality of administrative data between partners?</b> | Member State shall indicate with 'Y' (yes) or 'N' (no) whether there are agreements in place to ensure access to relevant administrative data and quality of relevant administrative data between partners. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...                       |
| <b>Are data collection, entry and coding checked?</b>                                       | Member State shall indicate with 'Y' (yes) or 'N' (no) whether data collection, data entry and coding are routinely monitored and revised, as required. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...   |
| <b>Are editing and imputation methods used and checked?</b>                                 | Member State shall indicate with 'Y' (yes) or 'N' (no) whether editing and imputation methods are used and regularly reviewed, revised or updated as required. If no, indicate in the 'Comments' main constraints referring to the text Box...  |
| <b>Are revisions documented and available?</b>  | Member State shall indicate with 'Y' (yes) or 'N' (no) whether revisions are documented and available. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...  |
| <b>Is duplication of data collection avoided?</b>   | Member State shall indicate with Y (yes) or N (no) whether administrative sources are used whenever possible to avoid duplication of data collection and reduce burden on respondents. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...  |
| <b>Do automatic techniques for data capture, data coding and validation exist?</b>          | Member State shall indicate with 'Y' (yes) or 'N' (no) whether procedures and tools exist to implement automatic techniques for data capture, data coding and validation. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...   |
| <b>Are end-users listed and updated?</b>  | Member State shall indicate with 'Y' (yes) or 'N' (no) whether a list of key end-users and their data uses, including a list of unmet user needs, are available and regularly updated. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...  |
| <b>Are sources, intermediate results and outputs regularly assessed and validated?</b>      | Member State shall indicate with 'Y' (yes) or 'N' (no) whether data sources, intermediate results and statistical outputs are regularly assessed and validated. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...   |
| <b>Are errors measured and documented?</b>  | Member State shall indicate with 'Y' (yes) or 'N' (no) whether sampling errors and non-sampling errors are measured and systematically documented, according to the European standards. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...   |
| <b>Are procedures in place to ensure timely execution?</b>                                  | Member State shall indicate with 'Y' (yes) or 'N' (no) whether procedures exist to monitor the progress of the tasks and ensure their timely execution. If  |

|   |   |
|---|---|
|   | 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...  |
| <b>Are procedures in place to monitor internal coherence?</b> | Member State shall indicate with 'Y' (yes) or 'N' (no) whether procedures to monitor internal coherence are developed and carried out in a systematic way and divergences explained. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box...  |
| <b>Are statistics comparable over time?</b>                   | Member State shall indicate with 'Y' (yes) or 'N' (no) whether statistics are comparable over a reasonable period of time, whether breaks in the time series are explained and whether methods to ensure reconciliation over a period of time are made available. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box... |
| <b>Are methodological documents publicly available?</b>       | Member State shall indicate with 'Y' (yes) or 'N' (no) whether methodological documents are readily available. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box.  |
| <b>Are data stored in databases?</b>                          | Member State shall indicate with 'Y' (yes) or 'N' (no) whether primary, detailed and aggregated data and associated metadata are stored in databases. If 'N' (no), indicate in the 'Comments' main constraints referring to the text Box.   |
| <b>Where can documentation be found?</b>                      | Give link to webpage where the documentation can be found, if Member State responded 'Y' (yes) in previous field. Otherwise, insert 'NA' (not applicable).  |
| <b>Comments</b>   | Any further comment. Use this field to indicate when documentation will be made available (if that presently is not the case).  |

## Guidance for evaluators

This table is not intended to be evaluated in terms of achievement of any conformity but to show current status and remark on any significant improvement done by MS. General Idea is that MS should have clear, transparent and agreed documentation of their procedures made publicly available at the end of the period covered by the WP. In this sense it is expected that they show a gradual transition to that situation and that must be reflected in this table.

## Text Box 5B: Quality assurance

*This Table fulfills Article 5 paragraph (2) point (b) of the Decision (EU) 2016/1701. This Table is intended to specify data to be collected under Tables 5(A), 6 and 7 of the multi-annual Union programme. Use this text box to provide additional information on Table 5B.*

### Evidence of data quality assurance

Within this section MS should provide information on the methodology used to assure the quality of the data collected. Information should be provided by each sector (Fishing fleet, Aquaculture, Fish processing) for which data was collected and by each data collection scheme. In the case when the same quality assurance framework is applied to all sectors or/and all data collection schemes, information can be provided at general level with indication "all sectors" or "all data collection schemes".

In separate sections, corresponding to Table 5B, MS should explain the main constraints, where "N" was indicated in Table 5B and in the cases where it asks for the reference documents, web link should be provided.

In cases when documents are not publically available due to institutions internal policy,

confidentiality or other reasons, please indicate it for each case.

*Section P3 Impartiality and objectiveness*

Explain main constraints If 'N' (no), was indicated in 5B

*Section P4 Confidentiality*

Explain main constraints If 'N' (no), was indicated in 5B

*Section P5 Sound methodology*

Explain main constraints If 'N' (no), was indicated in 5B

Information on this principle should be briefly explained in Text boxes 3A, 3B and 3C, chapter 5. Description of methodologies used on data quality.

*Section P6 Appropriate statistical procedures*

Explain main constraints If 'N' (no), was indicated in 5B. Please provide a link if the documented revisions are available and not confidential.

*Section P7 Non-excessive burden on respondents*

Explain main constraints If 'N' (no), was indicated in 5B

*Section P8 Cost effectiveness*

Explain main constraints If 'N' (no), was indicated in 5B

*Section P9 Relevance*

Explain main constraints If 'N' (no), was indicated in 5B

*Section P10 Accuracy and reliability*

Explain main constraints If 'N' (no), was indicated in 5B

Information on this principle should be briefly explained in Text boxes 3A, 3B and 3C, chapter 5. Description of methodologies used on data quality.

*Section P11 Timeliness and punctuality*

Explain main constraints If 'N' (no), was indicated in 5B

*Section P12 coherence and comparability*

Explain main constraints If 'N' (no), was indicated in 5B

*P13 Accessibility and Clarity Section*

Explain main constraints If 'N' (no), was indicated in 5B.

Information and links to documentation on this principle should be briefly explained in Text boxes 3A, 3B and 3C, chapter 5. Description of methodologies used on data quality.

(per Region/RFM/RFO/IO)



## SECTION 6: DATA AVAILABILITY

### Table 6A: Data availability

This table will be linked to data transmission information so will need input from end users and access to Data transmission records.

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 6A to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

If the data was available significantly later than it was expected then please explain why in the Comments field.

| <i>General Comment: This Table fulfills Article 6 of the Decision (EU) 2016/1701. Use this Table to provide information on data availability to end-users per data set.</i><br><br><i>In the AR, the aim of this Table is provide an overview of the relevant improvements done/implemented during the reported year</i> |  |
|--|--|
| Name of the variable   | Guidance   |
| MS   | Member State shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.  |
| Data set   | Member State shall refer to the data set for which information on availability will be given. The name of the data set can be derived by the title of the respective tables of this Annex. |
| Section  | Member State shall refer to the specific section of the work plan.   |
| Variable group   | Member State shall refer to the specific variables in Tables 1B, 1E, 1I, 2A, 3A, 3B of this Annex. When reference is made to another table, this field can be left empty.                  |
| Year(s) of WP implementation   | Member State shall refer to the year or years that the work plan will apply.   |
| Reference year   | Member State shall refer to the year of the foreseen collection of data.   |
| Final data available after   | Member State shall state after how many years from collection, the data will be available to end-users. Use year and month if applicable.  |
| Comments   | Any further comment.   |
| Date when data was available   | Date when data was available   |
| AR Comment   | Any further comment.   |

### Guidance for evaluators

- Does table 6A includes all types of data reported in the Work Plan? This includes:
  - a) Biological variables
  - b) Recreational fisheries
  - c) Anadromous and catadromous species
  - d) Incidental by-catch
  - e) Research surveys at sea
  - f) Fishing Activity Data
  - g) Economic and social data for fisheries
  - h) Economic and social data for aquaculture
  - i) Economic and social data for the processing industry

- j) All pilot studies
- Is it possible to link each data set with the corresponding part of the WP?
  - Is the date of data delivery reasonable? (N, or N+1)

If the data was available significantly later than it was expected then please check there is a valid justification given in the Comments field.

## SECTION 7: COORDINATION

### Table 7A Planned regional and international coordination

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 7A to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

Use Table 7A to report all relevant meetings from the NWP and indicate which meetings have been attended by MS. Relevant meetings are, e.g., the RCGs for the regions the MS has fishing activities in, ICES, GFCM and other RFMO/RFO/IO meetings for the stocks or planning groups for surveys for the stocks which the MS is fishing, PGECON meetings, National Correspondents meetings and relevant workshops.

Provide a justification for non-attendance of relevant meetings.

The number of attendees should be given.

| <p><i>This Table fulfills Article 7 paragraph (1) of the Decision (EU) 2016/1701. Use this Table to provide information on the planned participation of the Member State to meetings relevant for data collection under the DCF.</i></p> <p><i>In the AR the grey columns are intended to provide information of the attendance of MS to the relevant regional and international groups</i></p> |  |
|---|--|
| Name of the variable  | Guidance   |
| MS  | Member State shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.  |
| Acronym   | Member State shall provide the official acronym of the meeting attended.   |
| Name of the meeting   | Member State shall provide the full official name of the meeting attended.   |
| RFMO/RFO/IO   | Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.<br><br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br><br>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. |
| Planned MS participation  | Member State shall mark if it is planned to attend the meeting.  |
| Comments  | Any further comment.   |
| Number Participants   | Member state shall indicate number of participants per meeting.  |
| AR Comments   | Add comments to clarify any deviation from Work Plan   |

### Guidance for evaluators

Are the reasons for non-attendance at relevant meetings explained?

## Table 7B: Follow-up of recommendations and agreements

Use Table 7B to comment on the recommendations and the agreements from the RCMs/RCGs, Liaison Meeting, STECF and survey planning groups, relevant to the AR year and the MS. Give a brief description of the responsive actions taken. There is no need to list recommendations and agreements that do not apply to the MS (e.g. on the terms of reference of ICES expert groups, or actions to be taken by the EC, etc.).

Information for the table with the exception of ‘Follow-up action and ‘AR comments’ will be provided by the Commission.

| <p><i>This Table fulfills Article 7 paragraph (1) and Article 8 of the Decision (EU) 2016/1701. Use this Table to provide information on how the Member State plans to fulfill the recommendations and agreements relating to data collection under the DCF at the European and international level.</i></p> <p><i>In the AR, the aim of this Table is provide an overview of the responsive actions taken during the reported year to follow the relevant recommendations and agreements applicable to the reported year.</i></p> |  |
|--|--|
| Name of the variable   | Guidance   |
| MS   | Member State shall be given as ISO 3166-1 alpha-3 code, e.g. ‘DEU’.  |
| Region   | Member State shall refer to the naming convention used in Table 5(C) of the multiannual Union programme (level II). If recommendation refers to all regions, insert ‘all regions’.   |
| RFMO/RFO/IO  | Member State shall enter the acronym of the competent regional fisheries management organisation (RFMO), regional fisheries organisation (RFO) or international organisation (IO) for providing management/advice on the species/stock.<br><br>e.g. RFMO: ICCAT, GFCM, NAFO<br>e.g. RFO: CECAF<br>e.g. IO: ICES<br><br>If no RFMO, RFO or IO is applicable, ‘NA’ (not applicable) is used. |
| Source   | Member State shall provide the source of recommendation in the form of the acronym of the relevant Regional Coordination Meeting (RCM)/Regional Coordination Group (RCG), Liaison Meeting (LM), STECF Expert Working Group (EWG), e.g. ‘LM 2014’, ‘STECF EWG 14-07’.   |
| Section  | Member State shall refer to the work plan section, e.g. ‘1A’, ‘1B’, etc. If recommendation applies to several sections, insert the relevant sections. If recommendation applies to all sections, insert ‘all’.   |
| Topic  | Member State shall refer to the topic to which recommendation applies, e.g. ‘Data quality’, ‘Surveys’, etc.  |
| Recommendation number  | Member State shall refer to the number assigned to an individual recommendation, where numbers exist.  |
| Recommendation/Agreement   | Member State shall refer to the relevant recommendations to the work plan reference period and to the Member State. There is no need to list recommendations and agreements that do not apply to the Member State (e.g. on the terms of reference of ICES expert groups, on actions to be taken by the Commission, etc.).  |
| Follow-up action   | Member State shall give a brief description on the responsive actions taken or to be taken.  |
| AR comments  | MS will give a brief description on actions taken  |

## Guidance for evaluators

Are the relevant regional and international recommendations (RCM's/STECF/LM/Survey Planning Groups) listed? (n.b. – list should be provided by the Commission).

Are the responsive actions described?

Are the responsive actions acceptable?

### Table 7C: Bi- and multilateral agreements

This table is applicable to the AR. MS should transfer the information from their accepted WP Table 7C to this table, before filling in the additional columns highlighted in grey.

Please do not edit any of the values in this table that came from the accepted WP.

Use table 7C to list all agreements included in the evaluated NWP and any additions or changes to the agreements if any. Complete the AR comment field to record the status or change of status to any agreement during the sampling year.

| <i>General comment: This table fulfils Article 7 paragraph (2) and Article 8 of this Decision. Use this table to provide information on the agreements with other Member States and how European and international obligations are met.</i><br><i>In the AR, the aim of this Table is provide information on the agreements applicable to the reported year</i> |  |
|---|--|
| Name of the variable  | Guidance   |
| MSs   | Member States involved in the agreement shall be given as ISO 3166-1 alpha-3 code, e.g. 'DEU'.   |
| Contact persons   | Member State shall provide the name and email address of the responsible person from each Member State, involved in the agreement.   |
| Content   | Member State shall provide a brief description of the aim of the agreement. Member State shall provide an unambiguous full reference or a valid link to the documentation of the agreement, where relevant, in the 'Comments'. |
| Coordination  | Member State shall describe briefly how the coordination is done/will be done and by whom.   |
| Description of sampling/sampling protocol/sampling intensity  | Member State shall describe briefly the sampling to be carried out under the agreement.  |
| Data transmission   | Member State shall state which Member State is/will be responsible for submitting which data set.  |
| Access to vessels   | Member State shall state if the agreement implies access to other partners' vessels.   |
| Validity  | Member State shall mention the year when the agreement expires or the year when the agreement was/will be signed, if it rolls over annually.   |
| Comments  | Any further comment.   |
| AR comments   | Please provide a comment to say whether there were any changes to the agreements during the sampling period. Use the terms "Ongoing" if operational, "Obsolete" if it is no longer in date and "New" if added.                 |

**Guidance for evaluators**

A comment in the AR field is required where there have been changes to agreements listed in the AWP.