

Draft Work Plan and Annual Report Guidance

October 2020
(ad-hoc contracts)

ANNEX to the Commission Implementing Decision laying down rules on the format for the submission of work plans for data collection in the fisheries and aquaculture sectors

ANNEX I

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ANNEX 1 - QUALITY REPORT FOR BIOLOGICAL DATA SAMPLING SCHEME 74

Section 1: General principles

Table 1.1 (ex-5A): Quality assurance framework for biological data

Note by contractors : The preferred option is to shift from a table form to a biological data quality form (Annex I). Since the guidelines for the quality form includes all elements of the table guidance, we have left the table here as option 2 and put the form (option 1) in annex.

Option 1

See Annex 1 - Quality report for Biological data Sampling Scheme

Guidance for evaluators – Quality report

The quality report for biological data is not intended to be evaluated in terms of achievement of 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 the Quality form.

Option 2

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

MS are requested to fully update this table. To record what changes or improvements have been made during the sampling year, MS must complete a new column ('AR comments') at the end of the table.

A text box associated with Table 5A on Quality Assurance allows further comments by MS on their Quality Assurance processes.

General comment: This Table fulfills Article 6 paragraph 3(c) and 3(d) of the EU-MAP. This Table is intended to specify data to be collected under chapter II, section 2 of the Delegated Decision on Biological data on exploited biological resources caught by Union commercial and recreational fisheries. 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 2.3, 2.4 and 2.5 of this Annex.

Name of the variable	Guidance
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MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Sampling under regional agreement (Y/N)	Member State shall indicate if the sampling is carried out under a regional/bi-lateral/multi-lateral agreement ('Y') or not ('N'). In case of an agreement, MS shall make sure that the details can be found in Table 1.5.
Sampling year/period	Member State shall state the year related to planned sampling.
Region	Member State shall refer to the naming convention used in Table 8 of the multi-annual Union programme. If information refers to all regions, insert 'all regions'. See code list 'Region'.
RFMO/RFO/IO	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. See code list 'RFMO'.
Sampling scheme	Member State shall state the name of the sampling scheme. Names of sampling schemes shall be identical to the names used in Table 2.3 of this Annex ('type of survey'), in Table 2.4 of this Annex ('Survey_id'), in Table 2.5 and in Table 2.6 ('survey acronym'). See code list 'Sampling scheme'.
Catch fraction	Member State shall state the catch fraction. Names of catch fractions shall be identical to the names in Tables 2.5 of this Annex. See code list 'Catch fraction'
Link to sampling design documentation	Member State shall provide a link to a webpage where the documentation can be found. If no link is available, but documentation exists, Member State shall provide a literature reference (author(s), year and type of publication - e.g. internal report). If no documentation on the sampling design exists, Member State shall state 'No documentation available'.
Is sampling design compliant with international recommendations?	Member State shall state 'Y' (yes) if the sampling design is in line with international recommendations, and 'N' if not. If no relevant expert or coordination groups exist, the sampling design should be shortly explained in the text, and should be available upon request for the evaluators.
Link to sampling protocol	Member State shall provide a link to a webpage where the documentation can be found. If no link is available, but documentation exists, Member State shall provide a literature reference (author(s), year and type of publication - e.g. internal report). If no documentation on the sampling design exists, Member State shall state 'No documentation available'.

Is sampling protocol compliant with international recommendations?	Member State shall state 'Y' (yes) if the sampling protocol is in line with international recommendations, and 'N' if not. If no relevant expert or coordination groups exist, the sampling protocol should be shortly explained in the text, and should be available upon request for the evaluators.
Are non-responses and refusals recorded ?	Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.
Are quality checks to validate detailed data documented?	Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.
Where can documentation on quality checks for data capture be found?	Member State shall provide link to webpage where the documentation can be found, if Member State responded 'Y' (yes) in the previous field. Otherwise, insert 'NA' (not applicable).
In which national database are data stored?	Member State shall provide the name of national database, if applicable. Otherwise, insert 'NA' (not applicable).
In which international database(s) are data stored?	Member State shall provide the name of international database(s), if applicable. Otherwise, insert 'NA' (not applicable).
Are processes to evaluate data accuracy (bias and precision) documented?	Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.
Where can documentation on processes to evaluate accuracy be found?	Member State shall provide link to webpage where the documentation can be found, if Member State responded 'Y' (yes) in the previous field. Otherwise, insert 'NA' (not applicable).
Are the editing and imputation methods documented?	Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.
Where can documentation on editing and imputation be found?	Member State shall provide link to webpage where the documentation can be found, if Member State responded 'Y' (yes) in the previous field. Otherwise, insert 'NA' (not applicable).
Comments	Any further comments. Use this field to indicate when documentation will be made available (if that presently is not the case).
AR Comments	Any further comments. Use this field to indicate when documentation will be made available (if that presently is not the case).

Guidance for evaluators – Table 1.1 and Text Box 1.1

The Table and Text Box of this section are not intended to be evaluated in terms of achievement of 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 the Table and Text Box.

Table 1.2 (ex-6A): Data availability

<p><i>General Comment: This table fulfills Article 6 paragraph 3(f) of the EU-MAP: National Work Plan shall contain a detailed description on when data are to be made available to end-users of scientific data, taking into account the needs defined by the end-users of scientific data, where known. Use this table to provide information on data availability to end-users per data set.</i></p>	
Name of the variable	Guidance
MS	Member State shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Region	Member State shall refer to the naming convention used in Table 9 of the multi-annual Union programme. See code list 'Region'.
Data set	Member State shall refer to the data set for which information on availability will be given. See code list 'Dataset'.
Section-Table	Member State shall refer to the specific table of the Work Plan where the corresponding data is detailed.
Variable or Variable group	Member State shall refer to the specific variables in Tables 2 to 7 of the NWP. See code list 'Variable'.
Specific item	Free text if needed
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 when the data was collected and provided during the implementation year(s).
Availability date of the data	Member State shall report the date when the data collected during the reference year is planned to be available during the implementation year(s).
Comments	Any further comments.

<p><i>General comment: This grey part of the table is applicable only to Annual Report. MS should provide information on the number of fish measured for each species/stock. New species/stock, not included in the accepted Work Plan, may be added as additional rows, highlighted in grey, at the end of the Table</i></p>	
<p>Date when data was available</p>	<p>Member State shall indicate the date when data was made available.</p>
<p>AR Comments</p>	<p>Member State shall add a comment, if the date when the data was made available is more than one month after the planned date of submission.</p>

Guidance for evaluators

- Does Table 1.2 include all types of data reported in the Work Plan? The types of data are listed below:
 1. Biological variables
 2. Fishing Activity Data
 3. Economic and social data for fisheries
 4. Economic and social data for aquaculture
 5. Economic and social data for the processing industry
 6. 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 made available significantly later than expected, then please check that a valid justification is given in the 'AR Comments' field.

Table 1.3 (ex-7A): Planned regional and international coordination

This table is applicable to the WP and AR. For the AR, MS should transfer the information from their accepted WP Table 1.3 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 1.3 to report all relevant meetings from the WP. Indicate which meetings have been attended by MS, including the number of attendees. Relevant meetings are for e.g.: the RCGs for the regions the MS has fishing activities in; ICES, GFCM and other RFMO/RFO/IO meetings for the stocks; planning groups for surveys for the stocks which the MS is fishing; PGECON meetings; National Correspondents meetings; relevant workshops.

In case of non-attendance, please provide a justification in the 'AR comments' field.

<i>General Comment: This table fulfills Article 6 paragraph 3(f) of Regulation 2017/1004. Use this table to provide information on the planned participation of the Member State to meetings relevant for data collection under the DCF.</i>	
Name of the variable	Guidance
MS	Member State shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
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 Organisations (IO) for providing management/advice on the species/stock. See code list 'RFMO/RFO/IO'. If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used.
Planned MS participation	Member State shall mark (insert 'X') if it is planned to attend the meeting.
Number of MS participants	Member State shall indicate the number of MS participants per meeting.
Comments	Any further comments.

AR comments	Add comments to clarify any deviation from the Work Plan.
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Guidance for evaluators

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

Table 1.4 (ex-7B): Follow-up of recommendations and agreements

This table is applicable to the WP and AR. For the AR, MS should transfer the information from their accepted WP Table 1.4 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 1.4 to comment on the recommendations and the agreements from the RCGs, Liaison Meeting, STECF and survey planning groups, relevant to the sampling year and the MS. Give a brief description of the responsive actions taken.

All recommendations, whether applicable to the MS or not, should be listed.

<i>General Comment: This Table fulfills Article 7 paragraph 2(c) of the Regulation 2017/1004. 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>	
Name of the variable	Guidance
MS	Member State shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Region	Member State shall refer to the naming convention used in Table 2 of the EU-MAP Implementing Decision. 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 Organisations (IO) for providing management/advice on the species/stock. See code list 'RFMO/RFO/IO'. 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 Group (RCG), Liaison Meeting (LM), STECF Expert Working Group (EWG), e.g. 'LM 2020', 'STECF EWG 20-08'.
Section	Member State shall refer to the Work Plan section, e.g. '2.1', '2.2' 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 recommendations and agreements applicable to the Member State. There is no need to list recommendations and agreements that do not apply to the Member State (e.g. on Terms of Reference of expert groups, on actions to be taken by the Commission etc).
Follow-up action	Member State shall provide a brief description on the responsive actions taken or to be taken.
Comments	Any further comments.
MS action taken	Member State shall provide a brief description of the responsive actions taken.

Guidance for evaluators

- Are all relevant regional and international recommendations (RCGs/LM/STECF/Survey Planning Groups) listed?
- Are the actions taken to address the recommendations described?
- Are the actions acceptable?

Table 1.5 (ex-7C): Bi- and multi-lateral agreements

This table is applicable to the WP and AR. MS should transfer the information from their accepted WP Table 1.5 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 1.5 to list all agreements included in the accepted WP and any additions or changes to the agreements, where applicable.

The Member State should coordinate with other Member States on a consistent treatment of an agreement, i.e. the respective cells in this table should be filled with the same information in the WPs of the participating Member States. Cost-sharing agreements for surveys should be listed here as well.

Complete the 'AR comments' field to record the status or change of status to any agreement during the sampling year.

<i>General Comment: This table fulfills Article 6 paragraph 3(f) of the Regulation 2017/1004. Use this table to provide information on the agreements with other Member States and how European and international obligations are met.</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'. See code list 'MS'.
Name of the agreement	Insert the name for the agreement.
Contact persons	Member State shall provide the name(s) and email address(es) of the responsible person(s) 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 comments.
AR comments	Please provide a comment to say whether there were any changes to the agreements during the sampling year. Use the terms "Ongoing" if operational, "Obsolete" if no longer in date and "New" if added.

Guidance for evaluators

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

Section 2: Biological Data

Table 2.1 (ex-1A): List of required stocks

Note from the subcontractors: The fields Species, Region, RFMO/RFO/IO and Area are shaded in grey to indicate the proposal detailed in the document 'Considerations and options' that these fields should not be filled by MS but proposed as a fixed list in the template.

<p><i>General comment: This table fulfills Article 5 paragraph 2(a), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II, section 2.1.a) of the EU-MAP Delegated Decision. This table is intended to specify data to be collected under Table 1 of the EU-MAP Delegated Decision. Use this table to give an overview of the collection of data at the level of area/stock. All individuals sampled shall be identified to species level and have length measurements taken, where possible.</i></p>	
Name of the variable	Guidance
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Statistics reference period	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 e.g. '2018-2020'.
Species (scientific name)	Member State shall report (in Latin) the name of all the species/stocks listed in Table 1 of the EU-MAP Delegated Decision, for all regions where the Member State's fishing fleet is operating.
Region	Member State shall refer to the naming convention used in Table 1 of the EU-MAP Delegated Decision.
RFMO/RFO/IO	<p>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 as specified in Table 1 of the EU-MAP Delegated Decision.</p> <p>For MS operating in Outermost regions EEZ (Other region), use this field to indicate the name of the EEZ, e.g. Azores EEZ</p> <p>See code list 'RFMO/RFO/IO'.</p>

Area	Member State shall indicate the area of the mentioned species/stock, in accordance with Table 1 of the EU-MAP Delegated Decision (e.g. GSA 16; ICES areas 1, 2; ICES areas 3a, 4, 7d etc). See code list 'Area'.
Average landings in the reference years (tons)	Average landings for each species and stock over the most recent 3-years reference period. If the species is not landed at all, then enter 'None'. Average landings figures may be rounded to the nearest 5 or 10 t.
Data source used for national landings	Enter the name of the data source for national landings (e.g. national statistics, EUROSTAT, FIDES etc.).
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 (value between 0 and 1) if the Member State has 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 (value between 0 and 1), if the Member State's has landings of the stock concerned.
Data source used for EU landings	Enter the name of the data source for EU landings (e.g. EUROSTAT, FIDES etc.).
Threshold rules used	Indicate the name of the threshold used. See code list 'Threshold'.
Regional coordination arrangements (Y/N)	Enter 'Y' (yes) or 'N' (no) if there is a regional agreement on sampling.
Covered by a commercial sampling scheme for length	Enter 'Y' (yes) or 'N' (no) if this species/stock is covered by commercial sampling for length. A stock is

	considered covered by sampling if length structures have been sent to end-users routinely during the last 3-years or if covered by a new sampling frame with a plan to send the length structure to the competent RFMO/RFO/IO in the future.
Selected for sampling of biological variables (Y/N)	Member State shall indicate by 'Y' (yes) whether the species/stock has been selected for sampling for at least one variable of Table 2.2 of this Annex and by 'N' (no) otherwise. MS should make sure that all stocks marked by a 'Y' in this field have an entry in Table 2.2.
Comments	Any further comments.
<p><i>General comment: This grey part of the table is applicable only to Annual Report. MS should provide information on the number of fish measured for each species/stock. New species/stock, not included in the accepted Work Plan, may be added as additional rows, highlighted in grey, at the end of the Table.</i></p>	
Achieved number of individuals measured at the national level	Member State shall state the total number of fish measured at the national level from commercial fisheries.
Achieved number of samples	Member State shall state the number of samples (PSUs) from which the number individuals was obtained from commercial fisheries.
AR Comments	Any comment useful to explain the figures if these are different from the usual expectations.

Guidance for evaluators

Landings figures should be checked against official data sources (Eurostat and official regulation regarding TACS and quotas).

All species/area selected for sampling of biological variables should have an entry in Table 2.2.

Achieved number of length samples and measurements should be regarded against the end-user expectations and if there is an issue mentioned as a data transmission failure.

Table 2.2 (ex-1B-C): Planning of sampling for biological variables

<p><i>General comment: This table fulfills Article 5 paragraph 2(a), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II, section 2.1.a) of the EU-MAP Delegated Decision. This table is intended to specify data to be collected under Table 1 of the EU-MAP Delegated Decision. For species listed in this table, biological parameters (age, weight, sex ratio, maturity and fecundity) planned to be collected shall be shown.</i></p>	
Name of the variable	Guidance
MS	<p>Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.</p> <p>The values should be consistent with those in Table 2.1.</p>
Sampling year	<p>Member State should indicate the year of planned sampling. One entry for each sampling year of the WP period should be entered, avoiding entering multiple years in the same cell.</p>
Region	<p>Member State shall refer to the naming convention used in Table 2 of the EU-MAP Implementing Decision. If information refers to all regions, insert 'All regions'.</p> <p>The values should be consistent with those in Table 2.1.</p>
RFMO/RFO/IO	<p>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.</p> <p>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used.</p> <p>See code list 'RFMO/RFO/IO'.</p>

	<p>The values should be consistent with those in Table 2.1.</p>
Species	<p>Member State shall report (in Latin) the name of the species for which biological variables sampling is required according to Table 1 of the EU-MAP Delegated Decision, for all areas where the Member State's fishing fleet is operating.</p> <p>Only the species that have a “Y” in the column “Selected for sampling of biological variables” in Table 2.1 shall have an entry in this Table 2.2.</p> <p>The values should be consistent with those in Table 2.1.</p>
Area	<p>Member State shall indicate the area of the mentioned species (e.g. GSA 16; ICES areas 1, 2; ICES areas 3a, 4, 7d, etc.) according to Table 1 of the EU-MAP Delegated Decision.</p> <p>The values should be consistent with those in Table 2.1.</p>
Variable	<p>Enter biological variable to be collected. See code list 'Variable'.</p>
Sampling scheme	<p>Enter the sampling scheme used, See code list 'Sampling scheme'</p> <p>When no sampling scheme is in place, enter 'None'.</p> <p>For mandatory surveys, the acronym used in 'sampling scheme' column shall be identical to those used in Table 1 of the EU-MAP Implementing Decision and it</p>

	<p>should be consistent with the information under column 'Survey Acronym' in Table 2.6 (ex-Table 1G).</p> <p>The sampling schemes in case of surveys are restricted to survey target species.</p> <p>The reference to sampling schemes should be consistent throughout all the tables where this column appears.</p>
End-user specific request	Enter "Y" (yes) or "N" (no) if there is an end-user specific request for these data.
Source	<p>Enter the source for these data,</p> <p>See code list 'Data source'.</p>
Average number of individual sampled of the last 3 years	<p>Enter the average number of individuals sampled within the last 3 years.</p> <p>Member States can opt to fill column K or column L. If column K is filled MS do not need to fill column L and vice versa.</p>
Planned minimum number of individuals to sample	<p>Enter the planned minimum number of individuals to sample.</p> <p>Member States can opt to fill column K or column L. If column K is filled MS do not need to fill column L and vice versa.</p>
Is there a RWP in force?	Member States should indicate here by "Y" (yes) or "N" (no) if a Regional Work Plan is in force for sampling this species/variable.
WP Comments	Any further comments.
<p><i>General comment: This grey part of the table is applicable only to Annual Report. MS should provide information on the number of fish measured for each species, area, biological parameter and sampling scheme. New species/parameter/scheme, not included in the accepted Work Plan, may be added as additional rows, highlighted in grey, at the end of the Table.</i></p>	

Achieved number of individuals measured at the national level	Member State shall state the total number of fish measured at the national level.
Achieved number of samples	<p>Member State shall state the number of samples (PSUs) from which the number individuals was obtained.</p> <p>If PSUs are not used, MS should describe the units in the column 'AR comments'.</p>
AR Comments	<p>Detailed comments on the deviations in terms of expected vs. achieved (< XX % and > XXX % from expected, to be decided) should be included here. The addition of species, for which sampling was not planned, should be clearly justified in this column.</p> <p>In case MS consider necessary to provide general reasons for deviations, they should be included in the Text Box 2.2.</p> <p>Any further comments.</p>

Table 2.2: Guidance for evaluators

- Check if all the species that have a “Y” in the column “Selected for sampling of biological variables” in Table 2.1 have an entry in Table 2.2 in all years.
- In case of variables not sampled annually, check if the variable is planned at least in one year of the period. It is not mandatory to collect all variables (except length) in all years (e.g. In RCG Med&BS, all Member States decided to sample some variables triennially in the same year and during the MEDITS survey. In similar cases not all variables will have entries for all years).
- In case a Regional Work Plan (RWP) is in force, check if the species/variable is included in that RWP.
- Check the deviations, if any, and the explanations given by MS. (When there are a number of individuals planned, it is expected that at least a percentage of this number is achieved. It does not matter if the number is planned based on a fix number or based on an average of previous years. Then, if a significant deviation occurs, it should be explained. The matter is to decide which the limit to be considered 'significant' is.)
- The addition of species in Table 2.2 that were not selected in Table 2.1 should be clearly justified.

Text Box 2.2 (ex-1C): Planning of sampling for biological variables

General comment: This Text Box fulfills Article 5 paragraph 2(a), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II, section 2.1.a) of the EU-MAP Delegated Decision. This Text Box is applicable to the Annual Report and complements the Table 2.2.

Deviations from the Work Plan

MS to list the deviations (if any) in the achieved data collection compared to what was planned.

General reasons for deviations from the Work Plan 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 Table 2.2.

Actions to avoid deviations.

Member State 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.

(One text-box max. 1 000 words per Region/RFMO/RFO/IO can be used)

Table 2.3 (ex-1D): Recreational fisheries

<p><i>General comment: This table fulfills Article 5 paragraph 2(a), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II, section 2.2 of the EU-MAP Delegated Decision. This Table is intended to specify data to be collected under chapter II, section 2, point 2.2 of the Delegated Decision. Use this table to specify data to be collected under Table 4 of the EU-MAP Delegated Decision which also includes marine and freshwater recreational catches for anadromous and catadromous species.</i></p>	
Name of the variable	Guidance
MS	Member State shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU' See code list 'MS'.
Sampling year	Member State shall state the year for planned sampling. The different years of the WP period shall be stated in different rows of the table. All years concerned shall be included.
Region	Member State shall refer to the naming convention used in Table 2 of the EU-MAP Implementing Decision. If information refers to all regions, insert 'all regions'.
Area	Member State shall refer to the naming convention used in Table 4 of the EU-MAP Delegated Decision. In the case of eel, salmon and sea trout, Eel Management Unit (EMU)/river/subdivision shall be reported, respectively.
RFMO/RFO/IO	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. If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. See code list 'RFMO/RFO/IO'.

Species	Member State shall report the scientific name of the species for which recreational fisheries sampling is required according to Table 4 of the EU-MAP Delegated Decision and of the species 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. Elasmobranchs and highly migratory ICCAT species shall be given individually.
Applicable (Species present in the MS) (Y/N)	Member State shall indicate with “Y” (yes) or “N” (no) if the species is present in the Member State even if not sampled.
Survey ID	Unique survey reference. “Survey ID” should be related to the Type of survey and Table 1.1 (ex-5A). If no survey applies, Member State shall indicate “No survey applies”.
License (Y/N)	Member State shall indicate by “GL” (general license), “SL” (species specific license) or “N” (no) whether a general, a species-specific or no license is required by a delegated authority.
Reasons for not sampling	If the species is required according to Table 4 of the EU-MAP Delegated Decision or is selected at regional level, but not collected, Member State shall indicate the reason(s) for not sampling this species, with specific references where appropriate (e.g. species not present in the area, regulations/laws in the country etc.).
Agreed at RCG	The designation of species of interest shall be defined at regional level. MS should indicate by 'Y' (yes) or 'N' (no) in this column if there is RCG recommendation or agreement at the regional level to conduct the respective sampling.
Is the annual estimate of the total catch planned? (Y/N)	Member State shall indicate by 'Y' (yes) or 'N' (no) whether, for the mentioned species all the necessary actions that will enable the annual estimate of catch (weight and/or numbers), are planned.
Is the estimation of the annual percentage of catch released alive planned? (Y/N)	Member State shall indicate by 'Y' (yes) or 'N' (no) whether for the mentioned species all the necessary actions that will make the estimation of the annual percentage of released catch (rate of fish released alive) possible, are planned.

<p>Is the collection of stock-related variables planned? (Y/N)</p>	<p>Member State shall indicate by 'Y' (yes) or 'N' (no) whether, for the mentioned species, all the necessary actions that will make the estimation of the catch composition (e.g. length, age structure) possible, are planned.</p>
<p>Is there any threshold for the collection of stock related variables agreed at regional level? (Y/N)</p>	<p>Member State shall indicate by 'Y' (yes) or 'N' (no) whether, for the mentioned species, a threshold applies, on biological data collection from recreational catches, agreed and coordinated at marine region level based on end user needs. This column shall be filled only when "Y" is indicated in previous question (Is the collection of stock-related variables planned?).</p>
<p>Type of survey</p>	<p>Member State shall indicate the types of survey that will be done to collect data on recreational fisheries (e.g. on-site survey, telephone survey, anglers diaries etc. or any combination of these). If "other" is indicated as "type of survey" more information shall be given in the "WP comments" column. The type of survey should be described also in Table 1.1 (ex-5A) in the column "Sampling scheme". See code list 'Sampling scheme'.</p>
<p>Frequency</p>	<p>Member State shall indicate the frequency at which sampling will take place ('Quarterly', 'Annual', 'Biennial', 'Triennial', 'O' (other) – please specify). See code list 'Frequency'.</p>
<p>WP Comments</p>	<p>Any further comments.</p>
<p><i>General comment: The grey part of this Table is applicable to the Annual Report. This Table should provide information on the realization of the estimations on catch quantities, percentage released and collection of catch composition data concerning the recreational fisheries implemented by Member States.</i></p>	
<p>Estimation of the annual catch quantities of stocks (Y/N)</p>	<p>Member State shall indicate by 'Y' (yes) or 'N' (no) whether, for the mentioned species, the annual catch weight (tons) is estimated for the sampling year.</p>
<p>Estimation of the annual percentage released (Y/N)</p>	<p>Member State shall indicate by 'Y' (yes) or 'N' (no) whether, for the mentioned species, the annual percentage released is estimated for the sampling year.</p>

Collection of catch composition data (Y/N)	Member State shall indicate by 'Y' (yes) or 'N' (no) whether, for the mentioned species, the catch composition data is estimated for the sampling year.
Evaluated by external experts/bodies (Y/N)	Member State shall indicate by 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, ICCAT) in the AR Comments column.
AR Comments	Any further comment.

Table 2.3: Guidance for evaluators

The evaluator should check if:

- all mandatory species, listed in Table 4 of the EU-MAP Delegated Decision and the species list from the RCGs, are included under this column.
- any thresholds apply on biological data collection from recreational catches, agreed and coordinated at marine region level.
- the reasons for not sampling are well documented.

TEXTBOX on PILOT STUDY 1

Given that the Member States should have completed the pilot studies on recreational fishery in the previous period, and according to the EU-MAP Delegated Decision that the MSs should carry out statistically robust multispecies sampling schemes from now on, the Text Box on Pilot Study 1 should be deleted.

Text Box 2.3 (ex-1D): Recreational Fisheries

General comment: This Text Box fulfills Article 5 paragraph 2(a), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II, section 2.2 of the EU-MAP Delegated Decision. Use this Text Box to give an overview of the methodology used for the data collected on marine and freshwater recreational catches for anadromous and catadromous species.

Description of the sampling scheme /survey according to Table 2.3. Member State should provide information on the design, implementation and analysis of all components of sampling schemes/surveys that are listed in Table 2.3.

(max 900 words)

Deviations from the Work Plan

Member State shall list the deviations (if any) in the achieved data collection, compared to what was planned in the Work Plan and explain the reasons for the deviations.

Action to avoid deviations

Member State shall 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

Table 2.4 (ex-1E): Diadromous species data collection in freshwater

<p><i>General comment: This table fulfills Article 5 paragraph 2(a), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II, section 2.1.b) and 2.3 of the EU-MAP Delegated Decision. Use this table to give an overview of the data to be collected from freshwater commercial fisheries for salmon, sea trout and eel, and from research surveys on salmon and sea trout in freshwater, and on eel in any relevant habitat including coastal waters.</i></p>	
Name of the variable	Guidance
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Sampling year	Member State shall state the years for planned sampling. The different years of the WP period shall be stated in different rows of the table. All years concerned shall be included.
Region	Member State shall refer to the naming convention used in Table 2 of the EU-MAP Implementing Decision. If information refers to all regions, insert 'all regions'.
Management unit / River	In the case of salmon and sea trout, river shall be reported. In the case of eel, Eel Management Unit (EMU) shall be reported.
Waterbody	Member State shall fill in the name of the chosen river (for salmon and sea trout) or waterbody (for eel).
RFMO/RFO/IO	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. If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. See code list 'RFMO/RFO/IO'.
Species	Member State shall report the scientific name of the species. All species shall be reported even if the species is/are not present in the Member State.

Applicable (Y/N)	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.
Survey ID	Unique survey reference. Member State shall indicate a unique code. Free text or coding can be used
Reasons for not sampling	If the species is selected at regional level, but not collected, Member State shall indicate the reason(s) for not sampling this species, with specific references where appropriate (e.g. species not present in the area, regulations/laws in the country etc.).
Life stage	Member State shall indicate the life stage of the species (e.g. glass, yellow, silver, parr, smolt, adult etc.). See code list 'Life stage'
Agreed at RCG(Y/N)	The designation of water bodies and rivers to be monitored for eel, salmon and sea trout shall be defined at regional level. MS shall indicate by 'Y' (yes) or 'N' (no) (Y/N) in this column if there is RCG recommendation or agreement at the regional level, to sample the sampling sites specified.
Fishery / Independent data collection	Member State shall indicate whether data shall be derived from commercial catches (F = fishery) or from sources other than commercial catches (I = independent).
Variables	<p>Member State shall indicate the variables to be collected [e.g. the abundance of recruits (glass eel), the abundance of standing stock (yellow eel), the number, weight and sex ratio of emigrating silver eels, the abundance of smolt, parr and the number of ascending individuals in rivers for adult salmon and sea trout).</p> <p>If variables are not directly collected but estimated, the method of estimation should be described in Text Box 2.4. Different variables shall be stated in different rows of the table</p>
Method	Member State shall indicate the source(s) of data (e.g. traps, electrofishing, counter, logbooks etc. or any combination of these methods) from which data will be derived. The sampling method/strategy should be described also in Table 1.1.

Unit	For each method, the planned unit of data reporting shall be indicated (number, sites, number of individuals etc.)
Planned minimum number of units	Member State shall indicate the planned minimum numbers for the unit chosen. (e.g. number of traps, number of counters, number of electrofishing sites etc).
Frequency	Member State shall indicate the frequency at which sampling will take place ('M' (monthly), 'Q' (quarterly), 'A' (annually), 'B' (biennial), 'T' (triennial), 'O' (other) – please specify). See code list 'Frequency'
WP Comments	Any further comments.
<i>General comment: The grey part of this Table is applicable to the Annual Report. This Table should provide information on the achieved numbers and short texts to explain any non-conformities with the Work Plan.</i>	
Achieved Numbers	Member State shall indicate the quantitative objective achieved (in numbers) for the unit chosen
% of achievement (100*P/M)	No action required by Member State. Automatically filled column
Reason for non-conformity	If Planned/Achieved \neq 1, Member State shall make a reference here or shall describe in the Text Box 2.4 the reasons of non-conformity and actions taken to mitigate it.
AR Comments	Any further comment.

Table 2.4: Guidance for evaluators for WP

The evaluator should check that:

- The reasons for not sampling given in Table 2.4 are acceptable.
- The RCG recommendations / agreements are followed.

- All variables required for sampling are listed

Table 2.4 Guidance for evaluators for AR

The evaluator should check whether:

- the data have been collected on all required biological characteristics per species and life stages.
- the data have been collected from all fisheries.
- the data have been collected from all Management unit / Rivers.
- the MS has provided a short explanation in the AR Table 2.4 or in AR Text Box 2.4 for non-conformity.

Text Box 2.4 (ex-1E): Diadromous species data collection in freshwater

General comment: This Textbox fulfills Article 5 paragraph 2(a), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II, section 2.1.b) and 2.3 of the EU-MAP Delegated Decision. Use this Text Box to give an overview of the methodology used for the data collected from freshwater commercial fisheries for salmon, sea trout and eel, and from research surveys on salmon and sea trout in freshwater, and on eel in any relevant habitat including coastal waters.

Method selected for collecting data.

(MS should explicitly describe the method for collecting the variables presented in Table 2.4. If variables are not directly collected but estimated the method of estimation should be described here.

(Max. 250 words per species and area).

Were the planned numbers achieved? Yes/ No

If the answer is No, Member State shall explain why not, and what measures were taken to avoid non-conformity.

(max. 500 words per Area)

Table 2.5 (ex-4A): Sampling plan description for biological data

<p><i>General Comment: This table fulfills Article 5 paragraph 2(a) and 2(b), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II, section 2.1.a) and 4.1 of the EU-MAP Delegated Decision. This table refers to data to be collected under Table 1 and under regulations specified in Table 2 of the EU-MAP Delegated Decision. Use this table to identify all fishery-dependent sampling schemes in the Member State. The Member State shall list the strata within the scheme, the primary sampling unit (PSU) type and the envisaged number of PSU that will be available in the year of submission. For each stratum, the Member State shall record the number of PSUs it is planning to undertake.</i></p>	
Name of the variable	Guidance
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'. The values should be consistent with those in Table 2.1.
Statistics reference period	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 3 most recent years. Give the reference period as '20XX-20XX'. (e.g. 2016-2018, 2019-2020). Reasons may be given to justify the use of a different period. The values should be consistent with those in Table 2.1.
Region	Member State shall refer to the naming convention used in Table 2 of the EU-MAP Implementing Decision. If information of a sampling frame refers to all regions, insert 'All regions'. The values should be consistent with those in Table 2.1.
RFMO/RFO/IO	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. If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used. See code list 'RFMO/RFO/IO'. The values should be consistent with those in Table 2.1.
Sampling frame area	Member State shall indicate the area (e.g. the ICES area, the GFCM GSA, the NAFO area, ICCAT sampling areas, etc).

Sampling scheme	<p>Enter the sampling scheme used, See code list 'Sampling scheme' . When no sampling scheme is in place enter 'None'. MS shall avoid entering multiple sampling schemes in the same cell. The reference to sampling schemes should be consistent throughout all the tables where this column appears.</p>
Sampling frame ID code	<p>Member State shall indicate a unique code to identify each sampling frame within the scheme. Free text or coding can be used, but it shall always coincide with the 'sampling frame ID code', in all tables (or text-boxes) where this reference appears. Sampling frames with no coverage (i.e. no planned number of PSUs or PSU=0) shall also be detailed, in order to provide measurement on coverage of the sampling plan. [e.g. unsampled (on-shore), unsampled (at-sea)]. This is fundamental information to understand the real coverage of the sampling design developed.</p>
Sampling frame title	<p>Member State shall insert a short description (free text) of the sampling frame (e.g. trawlers in the GSA 22; west coast purse-seiners; ports of the NW area, etc.). Free text can be used, but it shall always coincide with the 'sampling frame title', in all tables (or text-boxes) where this reference appears. In case MS consider necessary to better describe the sampling frame, this additional description should be in Text Box 2.5.</p>
PSU type	<p>Member State shall indicate the Primary Sampling Unit (PSU) inside each sampling frame. PSU could be fishing trip, fishing vessel, fishing day, port, trip, vessel*trip, vessel*week, port*day, port*week, port*month, etc.</p>
Catch fractions covered	<p>Member State shall indicate which fraction of the catch is to be See code list 'Catch fraction'. If 'other' is used, it shall be described in 'WP comments'.</p>
Species/ Stocks covered for estimation of volume and length of catch fractions	<p>Member State shall indicate if the sampling frame covers all or only a part of the species. See code list 'species coverage' In case of using 'Selected species/stocks', provide specific details in column 'WP Comments'</p>
Seasonality (Temporal strata)	<p>Member State shall provide a keyword description of the sampling scheme in terms of temporal stratification. See code list 'Frequency'. When 'other' is chosen, the temporal strata shall be described in the column 'WP comments'.</p>

Average Number of PSU during the reference period	Member State shall indicate the total number of PSU calculated as the average values of the years used as period of reference.
Planned number of PSUs	Member State shall state the planned number of PSU to be sampled.
PETS observation covered within the sampling scheme	Member States should indicate here “Y” (yes) or “N” (no) if the PETS observation is covered within the sampling scheme.
Does the sampling protocol allow for the calculation of PETS observation effort ‘at haul level’?	Member State shall indicate by “Y” (yes) or “N” (no) Observation effort ‘at haul level’ can be obtained: * if 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) is recorded * or if the overall percentage of the catch process that has been observed during sorting/processing or during hauling (set- and drift nets, longlining) is recorded % 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 trawlnet. % 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
WP Comments	MS shall indicate in this column if a regional sampling agreement is in place and list the MS participating in it. Any further comments.

Annual Report:

<i>General comment: This table is applicable to the Annual Report. This table should provide information on the achieved level of sampling of Member States and also if incidental catches of PETS were monitored. New scheme/frame, not included in the accepted Work Plan, may be added as additional rows, highlighted in grey, at the end of the Table.</i>	
Total number of PSU in the sampling year	Member State shall record the total number of primary sampling units (PSU) that were available for selection for the specified sampling frame in the sampling year. The PSU is as defined in the Work Plan in the column ‘PSU type’. The total number of PSU should be broadly similar to the ‘Average number of PSU in the reference period’ column. in the Work Plan; it will however reflect the actual situation found in the sampling year. If there is a temporal element to the sampling frame definition in the work plan that relates to

	<p>less than the whole year, then the PSU total must respect this.</p> <p>Work Plan Table 2.5 should include one or more rows for sampling frames for which no sampling is planned. In the Annual Report, this should be populated with the actual number of PSU for unsampled sampling frames</p>
Achieved number of PSU in the sampling year	<p>Member State shall record the number of primary sampling units (PSU) from which data was successfully collected for the specified sampling frame in the sampling year. The PSU is as defined in the Work Plan in the column 'PSU type'</p> <p>The achieved number of PSU should be broadly similar to the 'Planned number of PSU' entry in the Work Plan. It will however reflect the actual situation found in the sampling 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.</p>
% of achievement (100* S/L)	<p>Based on columns 'Achieved number of PSU in the sampling year'/'Planned number of PSU', this percentage indicates the achievement in planned sampling.</p>
% of divergence of sampling year from reference period (100*(R/M))	<p>Based on columns 'Total number of PSU in the sampling year'/' Average Number of PSU during the reference period'. This percentage provides the dimension of the divergence between the existing situation when planning was designed and the real situation during the sampling year.</p>
Number of unique vessels with activity in the sampling frame	<p>This field relates to both on-shore and at-sea sampling. It should contain the unique number of vessels with activity during the sampling year for the sampling schemes and the sampling frames specified.</p>
Number of unique vessels sampled	<p>This field relates to both on-shore and at-sea sampling. It should contain the unique number of vessels sampled for the sampling schemes and the sampling frames specified.</p>
Number of fishing trips in the sampling frame	<p>This field relates to both on-shore and at-sea sampling. It should contain the unique number of fishing trips for the sampling schemes and the sampling frames specified.</p>
Number of fishing trips sampled	<p>This field relates to both on-shore and at-sea sampling. It should contain the unique number of fishing trips sampled for the sampling schemes and the sampling frames specified. More than one fishing trips could have been sampled from the same vessel.</p>
Number of species with length measurements	<p>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.</p>

Total number of length measurements	This field should include the total number of recorded length measurements that 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.
Is there any PETS mitigation device?	Member State shall indicate by 'Y' (yes) or 'N' (no) whether there is/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 column 'AR Comments'.
Has there been monitoring of PET Birds incidental catches?	Member State shall indicate by 'Y' (yes), 'N' (no) or 'NA' (not applicable) if they have recorded birds incidentally by-caught, according to Table 2 of the EU-MAP Delegated Decision. Recordings marked by 'Y' can also include zero bycatch (no bycatch recorded), as long as the observer was looking for bycaught individuals, i.e. there was observation effort for bycatch.
Has there been monitoring of PET Mammals incidental catches?	Member State shall indicate by 'Y' (yes), 'N' (no) or 'NA' (not applicable) if they have recorded mammals incidentally by-caught, according to Table 2 of the EU-MAP Delegated Decision. Recordings marked by 'Y' can also include zero bycatch (no bycatch recorded), as long as the observer was looking for bycaught individuals, i.e. there was observation effort for bycatch.
Has there been monitoring of PET Reptiles incidental catches?	Member State shall indicate by 'Y' (yes), 'N' (no) or 'NA' (not applicable) if they have recorded reptiles (turtles) incidentally by-caught, according to Table 2 of the EU-MAP Delegated Decision. Recordings marked by 'Y' can also include zero bycatch (no bycatch recorded), as long as the observer was looking for bycaught individuals, i.e. there was observation effort for bycatch.
Has there been monitoring of PET benthic invertebrates incidental catches?	Member State shall indicate by 'Y' (yes), 'N' (no) or 'NA' (not applicable) if they have recorded benthic invertebrates incidentally by-caught, according to Table 2 of the EU-MAP Delegated Decision. Recordings marked by 'Y' can also include zero bycatch (no bycatch recorded), as long as the observer was looking for bycaught individuals, i.e. there was observation effort for bycatch.
Has there been monitoring of PET Fish incidental catches?	Member State shall indicate by 'Y' (yes), 'N' (no) or 'NA' (not applicable) if they have recorded fish incidentally by-caught, according to Table 2 of the EU-MAP Delegated Decision. Recordings marked by 'Y' can also include zero bycatch (no bycatch recorded), as long as the observer was looking for bycaught individuals, i.e. there was observation effort for bycatch.
AR Comments	If there is a deviation between the 'Planned number of PSU' and the 'Achieved number of PSU in the sampling year', the Member State shall provide a reference for this

discrepancy. More detailed explanation shall be provided in the Text Box 2.5. Any further comments.
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Table 2.5: Guidance for evaluators

Guidance for evaluator was adapted from the Guidance in EWG 17-17

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. Some of the low numbers in % of achievements can be explained by the % of divergence between sampling year and reference period. When this % is very low it is expected that planned numbers could not be achieved.

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 sampling frames?

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

If Q1 and or Q2 is Yes:

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

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

If Q3 is Yes:

It is suggested that MS merge sampling frames 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 included in Tables 2.5 an indication of the activity not covered under all the strata? This should appear as lines with a 0 value in the column “Planned number of PSUs” in 2.5.

This is 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 achieved PSU in the sampling frame 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 sampling 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:

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

(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 the number of total vessels with activity in that sampling frame.

Text Box 2.5 (ex-4A): Sampling plan description for biological data

General Comment: This Text Box fulfills Article 5 paragraph 2(a) and 2(b), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter 2, section 2.1.a) and 4.1 of the EU-MAP Delegated Decision. This Text Box complements the Table 2.5.

This text box is optional since all information on the sampling schemes should be available in the Quality document template (former Table 5A). MS is invited to highlight here additional information on sampling schemes and sampling frames deemed necessary to understand the actual sampling design planned for the region and the implementation year(s).

Additional information on sampling schemes

MS may add to the existing sampling scheme quality document (former table 5A), specific contextual information regarding the region and the implementation year(s), e.g. highlighting new development not yet detailed in the quality document, regional adaptation and/or perspectives for the future. In this case insert the information under the same Sampling scheme names as in column F of the table 2.5.

Additional description on sampling frames

In case of MS consider necessary to include additional description to that already included in column H of the Table 2.5 (ex-table 4A), then insert the information under the same ID and title used for each frame in columns G and H of the table and in the same order (**Sampling frame ID number+Sampling frame title**)

(One text box max. 1 000 words per region/RFMO/RFO/IO can be used)

Deviations from the Work Plan

Member State shall list the deviations (if any) in the achieved data collection, compared to what was planned in the Work Plan and explain the reasons for the deviations.

Actions to avoid deviations.

Member State shall 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.

(One text-box max. 1 000 words per Region/RFMO/RFO/IO can be used)

Table 2.6 (ex-1G): Research surveys at sea

<p><i>General Comment: This table fulfills Article 5 paragraph 1(b), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 (EU-MAP) and Chapters I and II of the EU-MAP Implementing Decision. This table is intended to specify which research surveys at sea set out in Table 2 of the EU-MAP Implementing Decision and which additional surveys will be carried out by the Member State.</i></p>	
Name of the variable	Guidance
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Region	Member State shall refer to the naming convention used in Table 2 of the EU-MAP Implementing Decision. If information refers to all regions, insert 'all regions'.
Sampling year	Member State should indicate the year of planned sampling. One entry for each sampling year of the WP period should be entered, avoiding entering multiple years in the same cell.
Name of survey	<p>Member State shall state the name of the survey. For mandatory surveys the name shall be identical those used in Table 1 of the EU-MAP Implementing Decision.</p> <p>Member State shall at least list:</p> <ul style="list-style-type: none"> • the surveys it participates in, whether financial, technical, in effort or with a combination of those; • single-species mandatory surveys where the Member State's TAC share (or total Union landings) is more than 0% but below the threshold (based on Table 2.1 of the National Work Plan); • multi-species and ecosystem surveys where thresholds have been set at a regional level for the relevant regions. <p>Member State is allowed to list non-mandatory surveys. The name for those surveys should be in accordance with national survey names.</p>
Survey acronym	<p>Member State shall state the acronym of the survey. For mandatory surveys the acronym shall be identical to those used in Table 1 of the EU-MAP Implementing Decision.</p> <p>The survey acronyms used in this table should be in line with the information under 'Sampling scheme' in Table 2.2.</p>
Mandatory (Y/N)	Member State shall enter 'Y' (yes) or 'N' (no) if the survey is included in Table 1 of the EU-MAP Implementing Decision.

Threshold rules used	<p>Member State shall state if, and if yes, which, threshold rules apply, based on which the Member State has no obligation to contribute to the survey. See code list 'Threshold' for codings.</p> <p>For mandatory surveys, Member State shall enter one of the following options:</p> <ul style="list-style-type: none"> • 'No threshold applies': the Member State has to contribute to the survey by any means, further specified in column "<i>Type of MS participation</i>" in this table; • 'Threshold applies based on Implementing decision rules': the Member State has no obligation to contribute to the survey due to the rules laid out in the EU-MAP Implementing Decision. • 'Threshold applies based on Regional agreement': the Member State has no obligation to contribute to the survey due to the rules laid out in a regional agreement. If a regional threshold agreement applies, Member State shall provide reference to the agreement in question 4 of the Text Box 2.6. <p>For non-mandatory surveys, Member State shall fill in 'NA' (not applicable)</p>
Cost-sharing agreement signed by MS	<p>Member State shall enter 'Y' (yes) or 'N' (no) whether the Member State has signed a cost-sharing agreement. When no cost-sharing agreement is in place, 'NA' (not applicable) should be entered.</p> <p>If a cost-sharing agreement applies, Member State shall provide reference to the agreement in question 4 of the Text Box 2.6.</p>
Regional survey plan applies	<p>If the survey falls under a regional survey plan (i.e. under the responsibility of a Regional Coordination Group). Member State shall state 'Y', otherwise 'N'.</p>
Type of MS participation	<p>Member State shall indicate the form of participation as mentioned in code list 'Participation'.</p> <p>See code list 'Participation'.</p> <ul style="list-style-type: none"> • 'Financial' assumes only financial support (mostly arranged via a cost-sharing agreement) • 'Technical' includes ships or other platforms, supply of materials, support in post-processing samples (e.g. lab work) • 'Personnel' includes contribution of people on board • 'Combination' is any combination of the above. If no other Member States contribute to the survey, Member State shall use this option. • 'None' is only allowed when Threshold rules apply (see column '<i>Threshold rules used</i>') <p>Describe in more detail in Text Box 2.6.</p>
Area(s) covered	<p>Member State shall indicate the areas planned to be covered. For mandatory surveys the area shall be the same as those used in Table 1 of the EU-MAP Implementing Decision.</p>

Period (Month)	<p>Member State shall indicate the time period (calendar months in numbers separated by comma) planned to be covered by the Member State.</p> <p>In case a Regional Work Plan applies, Member State shall refer to that plan, by stating 'see RWP RCG'.</p>
Survey frequency	<p>Member State shall indicate the frequency of the survey according to allowed values specified in the code list 'Frequency'.</p>
Relevant international planning group - RFMO/RFO/IO	<p>Member State shall enter the relevant international group in charge of planning the survey and its corresponding RFMO/RFO/IO.</p> <p>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.</p> <p>See code list 'RFMO/RFO/IO'.</p> <p>If no RFMO, RFO or IO is applicable, 'NA' (not applicable) is used.</p> <p>If available, Member State shall provide the link to the webpage where more information on the survey planning group can be found.</p>
Days at sea planned	<p>Number of survey days planned</p>
Type of sampling activities	<p>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 decided upon by the Member State itself. Use a separate line for each type of sampling activity, repeating the information from the previous columns. Member State is prompted to use the following categories: fish hauls, hydrography, plankton hauls, acoustic profiles, litter hauls, etc.</p> <p>In case a Regional Work Plan applies, Member State shall refer to that plan, by stating 'see RWP RCG'.</p>
Number of sampling activities planned	<p>Member State shall indicate the number of planned sampling activities.</p> <p>In case a Regional Work Plan applies, Member State shall refer to that plan, by stating 'see RWP RCG'.</p>
Database	<p>This applies to the existence of a database where the data will be stored, not to the fact that data are, or are not, uploaded.</p> <p>Member State shall state the name of the database, either national or international housing the data collected under the research survey. If possible, Member State shall add the link to the database. In case no database exists, Member State shall enter 'NA'. When data is stored in national and international databases, only the latter shall be mentioned.</p>

Link to survey manual	Member State shall indicate where the survey manual can be found. For mandatory and internationally coordinated surveys the Member State shall provide the link to the international manual, even if a national manual is also in place. For non-mandatory surveys a link to the (inter)national manual is optional.
Comments	Any further comments.

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In case of financial participation, is payment done? (Y/N)	In case of financial participation to a research survey, Member State shall enter 'Y' (yes) or 'N' (no) if financial contribution has been realised or not.
Days at sea achieved	Member State shall indicate the number of days at sea during the survey. In case a Regional Work Plan applies, Member State shall refer to that plan, by stating 'see RWP RCG'.
Number of sampling activities achieved	Member State shall indicate the number of target units given in the column "Number of sampling activities planned" during the survey. In case a Regional Work Plan applies, Member State shall refer to that plan, by stating 'see RWP RCG'.
Other data assimilations (Y/N)	Member State shall enter 'Y' (yes) or 'N' (no) if the raw data are submitted or assimilated to other scientific bodies, than the relevant database.
Was the survey carried out within the official time period? (Y/N)	Member State shall enter 'Y' (yes) or 'N' (no) if the survey was carried out within the official survey time period. In case a Regional Work Plan applies, Member State shall refer to that plan, by stating 'see RWP RCG'.
Was the survey carried out within the official survey area? (Y/N)	Member State shall enter 'Y' (yes) or 'N' (no) if the survey was carried out within the official survey area. In case a Regional Work Plan applies, Member State shall refer to that plan, by stating 'see RWP RCG'.

Indication if AR comments by MS are required concerning number of samples achieved	This column is automatically filled in, depending on the magnitude of the discrepancy between planned and achieved number of samples. The range of discrepancy falls between <90% and > 150%. If the values fall outside the range of discrepancy, this is flagged by "x", and the Member State is requested to provide a comment in the AR comments. Member State can fill in comments even though no indication is given.
Indication if AR comments by MS are required concerning temporal and spatial coverage	This column is automatically filled in, depending on the spatial and temporal period being met. If in one of the columns, 'N' has been reported, this is flagged by "x", and the Member State is requested to provide a comment in the AR comments. Member State can fill in comments even though no indication is given.
AR Comments	Member State can/must (see above) include an explanation for the discrepancy detected in previous columns. Member State can fill in relevant comments even though no indication is given. Extended comments should only be placed in the text box but need to be referenced in this column.

Text Box 2.6 (ex-1G): Research surveys at sea

General Comment: This Text Box fulfills Article 5 paragraph 1(b), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapters I and II of the EU-MAP Implementing Decision. It is intended to specify which research surveys at sea set out in Table 2 of the EU-MAP Implementing Decision will be carried out. Member States shall specify whether the research survey is included in Table 2 of the EU-MAP Implementing Decision or whether it is an additional survey.

1. Objectives of the survey

Guidance:

For mandatory surveys: list the full list of target species/ecosystem components set by the coordinating group (as opposed to the target species provided in Table 1 of the EU-MAP Implementing Decision and the international as well as additional national objectives.

For non-mandatory surveys: describe the purpose of the survey including sampling activities and target species/ecosystem components, the end user, the data use.

2. Description of the survey design and methods used in the survey for each type of data collection as listed in Table 2.6 for this specific survey.

Guidance:

If documentation of the survey design and methods used is available online in English, Member State can refer to that documentation.

3. For internationally coordinated surveys, describe the participating Member States/vessels.

4. Where applicable, describe the threshold agreement and the cost-sharing agreement used, including international task sharing (physical and/or financial)

(max 450 words per survey)

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

Member State shall provide a hyperlink to the meeting report from the body coordinating the survey (ICES, MEDITS coordination group, MEDIAS coordination group etc.). For surveys that are not internationally coordinated, Member State shall refer to any status report (e.g. Cruise report).

6. List the main use of the results of the survey (e.g. indices, abundance estimates, environmental indicators).

Member State shall specify in which context the results are used (on routine basis), both on an international as well as on a national context.

If the Member State feels the need to present a map of the achieved survey stations, this can be provided as an annex. Member State shall clearly refer to the Annex and map numbers.

7. Extended comments (Table 2.6)

If the Member State has extended AR Comments, these can be placed under this section. If this is the case, a reference to this text box should be provided in the corresponding tables.

(max 450 words per survey)

Table 2.7 (proposed): Stomach sampling and analysis

<p><i>General Comment: This table fulfills Article 5 paragraph 2(b), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II section 4.3 of the EU-MAP Delegated Decision. This table is intended to specify the sampling plan to collect and analyse stomach contents.</i></p>	
Name of the variable	Guidance
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Region	Member State shall refer to the naming convention used in the EU-MAP Implementing Decision Table 2. If information refers to all regions, insert 'All regions'
Sampling year	Member State should indicate the year of planned sampling. One entry for each sampling year of the WP period should be entered, avoiding entering multiple years in the same cell.
Area(s) covered	Member State shall indicate the areas planned to be covered. For mandatory surveys the area shall be the same as those used in Table 1 of the EU-MAP Implementing Decision.
Sampling scheme	<p>Enter the sampling scheme used, following allowed options in code list 'Sampling scheme'.</p> <p>For mandatory surveys the acronym used in 'sampling scheme' column shall be identical to those used in Table 1 of the EU-MAP Implementing Decision.</p> <p>The survey acronyms used in 'sampling scheme' column should be consistent with the information under column 'Survey Acronym' in Table 2.6.</p> <p>The sampling schemes in case of surveys are restricted to survey target species. The reference to sampling schemes should be consistent throughout all the tables where this column appears.</p>
Regional stomach sampling plan applies (Y/N)	Member State shall enter 'Y' (yes) or 'N' (no) if appointments are being made on a regional level.
Period (Quarter)	<p>Member State shall indicate the time period (quarters, if more than one separated by a comma) planned to be covered by the Member State.</p> <p>In case a Regional stomach sampling plan applies, Member State shall refer to that plan.</p>

Species	Member State shall report the scientific name of the species for which biological variables sampling is required according to Table 1 of the multi-annual Union programme,
Expected number of stomachs	Member State shall fill in the expected number of stomach samples based on the sampling protocol. E.g. if the protocol mentions 5 fish per length class for a species, estimate how many length classes may be expected for that species based on previous years, and multiply by 5.
Number of person days planned for analysis	Member State shall indicate the number of planned person days for stomach analysis in the lab (processing stomach samples).
Database	This applies to the existence of a database where the data will be stored, not to the fact that data are, or are not, uploaded. Member State shall state the name of the database, either national or international housing the stomach data collected. If possible, Member State shall add the link to the database. In case no database exists, Member State shall enter 'NA'. When data is stored in national and international databases, only the latter shall be mentioned.
Link to sampling protocol	Member State shall indicate where the stomach sampling protocol can be found. It is preferred that the Member State refers to an international manual, even if a national manual is also in place.
Metagenomic techniques	Member State shall indicate 'Y' (Yes) if metagenomic techniques will be used in the stomach sampling or 'N' (No) if not.
Comments	Any further comments.

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Sampled number of stomachs	Member State shall indicate the number of stomachs collected.
Achieved number of person days for analysis	Member State shall indicate the number of person days used for the processing of the stomachs.
Was the sampling carried out within the planned quarters(s)? (Y/N)	Member State shall enter 'Y' (yes) or 'N' (no) if the stomach sampling was carried out within the planned time period.

<p>Was the sampling carried out within the planned area(s)? (Y/N)</p>	<p>Member State shall enter 'Y' (yes) or 'N' (no) if the stomach sampling was carried out within the planned area(s).</p>
<p>Indication if AR comments by MS are required concerning number of samples achieved</p>	<p>This column is automatically filled in, depending on the magnitude of the discrepancy between planned and achieved number of samples. The range of discrepancy falls between <80% and > 150%. If the values fall outside the range of discrepancy, this is flagged by "x", and the Member State is requested to provide a comment in the AR comments. Member State can fill in comments even though no indication is given.</p>
<p>Indication if AR comments by MS are required concerning number of person days for analysis achieved</p>	<p>This column is automatically filled in, depending on the magnitude of the discrepancy between planned and achieved number of person days for stomach analysis. The range of discrepancy falls between <80% and > 150%. If the values fall outside the range of discrepancy, this is flagged by "x", and the Member State is requested to provide a comment in the AR comments. Member State can fill in comments even though no indication is given.</p>
<p>Indication if AR comments by MS are required concerning temporal and spatial coverage</p>	<p>This column is automatically filled in, depending on the spatial and temporal period being met. If in one of the columns 'N' has been reported, this is flagged by "x", and the Member State is requested to provide a comment in the AR comments. Member State can fill in comments even though no indication is given.</p>
<p>AR Comments</p>	<p>Member State can/must (see above) include an explanation for the discrepancy detected in previous columns. Member State can fill in relevant comments even though no indication is given.</p>

Section 3: Fishing Activity Data

Table 3.1 (ex-2A): Fishing activity variables data collection strategy

<p><i>General comment: This table fulfills Article 5 paragraph 2(c), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II section 3 of the EU-MAP Delegated Decision. This table is intended to cover variables indicated in Table 6 of the EU-MAP Delegated Decision and describe the method used to derive estimates on representative samples where data are not to be recorded under the Control Regulation (EC) No 1224/2009 or where data collected under Regulation (EC) No 1224/2009 are not at the right aggregation level for the intended scientific use. Table 3.1 should be filled only in case complementary data collection is planned.</i></p>	
Name of the variable	Guidance
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Supra region	Member State shall refer to the naming convention used in Impl.Dec. Table 2 (Del. Dec. former 5C) of the multi-annual Union programme. If information refers to all supra regions, insert 'all supra regions'. For the supra regions, see Code list 'EU-MAP Table 9 Regions'.
GEO-indicator	Member State shall refer to the 'geographic indicator' distinguishing fleet segments operating in outermost regions and fleet segments operating exclusively in non-EU waters (international waters + third country – fisheries partnership agreements). If a geographic indicator is not relevant for a fleet segment, the NGI code can be used. For GEO indicators, see 'Code list Geo-indicator'.
Region	Member State shall refer to the naming convention used in Table 2 of the EU-MAP Implementing Decision. If information refers to all regions, insert 'all regions'. For regions, see Code list 'EU-MAP Table 9 Regions'.
Activity indicator	Member State shall use the following activity indicators: Low active; A-Active. If the MS is using activity indicators and dividing the fleet segment into different activity levels, use "L" for the low activity vessels and "A" for the normal economic activity vessels. Be aware that the sum of the vessels with "L" and "A" activities should be equal to the total population of that segment. Methodology of how to apply activity level is provided in the Recommendation 5 of PGECON 2018. If activity level is not applied, the "NA"- not applicable should be indicated in the column. For the activity indicators, see 'Code list Activity indicator'.

Segment Cluster Name (either name of segment or cluster, in case of clustering)	Either the name of segment or cluster, in case of clustering. Member State shall refer to the naming convention used in Table 8 of the multi-annual Union programme. Put an asterisk in the case the segment has been clustered with other segment(s) for data collection purposes. The WP guidance on Text Box 5.1 provides rules for clustering (paragraph 4. Description of clustering). For fleet segmentation, see Code list 'EU-MAP Table 8 Fishing tech' and 'EU-MAP Table 8 LOA class'.
Variable	Member State shall refer to the naming convention used in Table 6 (Marine waters) of the multi-annual Union programme. It should be specified by variables, and not by the variables group. For the list of variables, see Code list 'EU-MAP Table 6 Fishing activity'.
Data source for complementary data collection	Member States shall enter the data sources used for complementary data collection (accounts, questionnaires etc.). Data sources shall be clearly stated for each variable. For the data sources, see Code list 'Data source'.
Data collection scheme for complementary data collection	Member States shall enter the data collection scheme (A - Census; B - Probability Sample Survey; C - Non-Probability Sample Survey; D-Indirect survey). For the data collection schemes, see Code list 'DataCollectionScheme'.
Planned sample rate under complementary data collection	For each of the data sources, the planned coverage percentage, estimated on the basis of numbers of vessels under complementary data collection shall be provided.
WP year	Year of the foreseen collection of data
Comments	Any further comments.
AR reference year	Year for which data have been collected
Number of vessels under complementary data collection	Member State shall enter the number of vessels under complementary data collection. The population shall be based on the active and inactive vessels registered in the Union Fishing Fleet Register as defined in Commission Implementing Regulation (EU) 2017/218 on December 31 st of the reporting year and vessels that do not appear on the Register at that date but have fished at least one day during the reporting year.
Planned sample number	Number of vessels planned for the complementary data collection. (automatic calculation)

Achieved response number	Member State shall enter the numbers of responses for the complementary data collection for each of the data sources and variables.
Response rate (%)	Number of responses/ Sample size (automatic calculation) Response rate (%) = (Achieved response number / Planned sample number) %
Achieved coverage (%)	Achieved coverage from the number of vessels under complementary data collection. (automatic calculation) Achieved coverage (%) = (Achieved response number / Number of vessels under complementary data collection) %
AR comments	Any further comment relevant to AR.

Text Box 3.1 (ex-2A): Fishing activity variables data collection strategy

<p><i>General comment: This Text Box fulfills Article 5 paragraph 2(c), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II section 3 of the EU-MAP Delegated Decision. It is intended to describe the method used to derive estimates on representative samples where data are not to be recorded under the Control Regulation (EC) No 1224/2009 or where data collected under Regulation (EC) No 1224/2009 are not at the right aggregation level for the intended scientific use.</i></p>
<p>1. Description of the data source</p> <p>Member States shall provide the explanation about data collected under the Control Regulation and data received by the complementary data collection.</p> <p>2. Description of the complementary data collection</p> <p>Member States shall provide general information on:</p> <ul style="list-style-type: none"> ➤ sample plan methodology, ➤ type of data collection, ➤ frequency of data collection. <p>3. Quality Assurance Framework</p> <p>3.1 Confidentiality</p>

Briefly described procedures for the confidential data handling in place and documented. Are protocols to enforce confidentiality between DCF partners or external users in place and documented.

3.2 Sound methodology

Briefly describe if the data collection follows methodologies, guidelines and best practices agreed in expert groups and whether methodologies are documented and are made publicly available.

3.3 Accuracy and reliability

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

3.4 Accessibility and Clarity

Indicate with Yes or No:

Are methodological documents publicly available?

Are data stored in databases?

Where can methodological and other documentation be found?

Provide the web link, if documentation is publicly available.

Provide the web link where collected data can be accessible.

4. Deviations from Work Plan

List the changes from WP (if any) and explain the reasons.

5. 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.

Proposal (to be discussed) Table 3.2: Fishing activity variables data collection strategy (for eel commercial fisheries)

General comment: This table fulfills Article 5 paragraph 2(c), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II section 3 of the EU-MAP Delegated Decision. This table is intended to cover variables indicated in Table 6 (former 4) for inland water commercial fisheries for eel and describe the method used to derive estimates on representative samples where data are to be recorded under Regulation (EC) No 1100/2007.

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

Eel Management Unit	In defining eel river basins, Member States shall have the maximum possible regard for the administrative arrangements referred to Article 3 of Directive 2000/60/EC.
Fishing gear type	Member State shall refer to the naming convention for the fishing gear type in FAO international Standard Statistical Classification of Fishing Gear.
Number of licences for inland water eel	Member State shall enter the number of licences for commercial fisheries for inland water eel. The column shall be updated annually.
Variable	Member State shall refer to the naming convention used in Table 6 (Inland waters eel) of the multi-annual Union programme. It should be specified by variables, and not by the variables group. Fishing days, Number of trips, Live Weight of landings total and per species shall be collected for the commercial fisheries for eel in inland waters. For the list of variables see Code list 'EU-MAP Table 6 Fishing activity'.
Data source	Member States shall enter the data sources used for data collection (logbooks questionnaires etc.) Data sources shall be clearly stated for each variable. See Code list 'Data source'.
Data collection scheme	Member States shall enter the data collection scheme (A - Census; B - Probability Sample Survey; C - Non-Probability Sample Survey; D-Indirect survey). See code list 'DataCollectionScheme'.
Planned sample rate in % from the total number of licences for eel in inland waters	For each of the data sources, the planned coverage percentage, estimated on the basis of numbers of licences, shall be provided as quality assurance and quality control framework indicators.
Reference year	Member State shall refer to the year of the foreseen collection of data.
Comments	Any further comments.
Planned sample number	Member State shall enter the number of licenses planned for the data collection.
Achieved response number	Member State shall enter the number of responses for the eel data collection for each of the data sources and variables.

Response rate (%)	<p>Number of responses/ Sample size</p> <p>Member States shall enter the response rate percentage estimated on the basis of planned sample number, for each of the data sources and variables.</p>
Achieved coverage (%)	<p>Member States shall enter the achieved coverage percentage estimated on the bases of the total number of licenses, for each of the data sources and variables.</p>
AR comments	<p>Any further comment relevant to AR.</p>

Proposal (to be discussed) Text Box 3.2 (ex-2A): Fishing activity variables data collection strategy (FOR EEL COMMERCIAL FISHERIES)

General comment: This Text Box fulfills Article 5 paragraph 2(c), Article 6 paragraph 3(a), 3(b) and 3(c) of the Regulation 2017/1004 and Chapter II section 3 of the EU-MAP Delegated Decision. It is intended to describe the method used to derive estimates on representative samples where data are collected on inland water commercial fisheries for eel under Regulation (EC) No 1100/2007 shall be provided in the Text Box.

1. Description of the inland water commercial fisheries data collection for eel

Member States shall provide general information on:

- data source,
- type of data collection,
- collected data resolution (Management Unit in defining eel river basins)
- classified gears

2. Deviations from Work Plan

List the changes from WP (if any) and explain the reasons.

3. 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.

Section 5-7: Economic and Social Data

Table 5.1 (ex-3A): Population segments for collection of economic and social data for fisheries

<p><i>General comment: This table fulfills Chapter II section 5 of the EU-MAP Delegated Decision. This table is intended to specify data to be collected under Tables 7 and 10 of the EU-MAP Delegated Decision. Use this table to give an overview of the population for economic and social data in the fisheries sector.</i></p>	
Name of the variable	Guidance
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code. See Code list "MS".
Supra region	Member State shall refer to the naming convention used in Table 2 of the EU-MAP Implementing Decision (level III). If information refers to all regions, insert 'all regions'. For Supra Regions, see Code list "Regions" (the code "All regions" is not yet included in the code list !)
GEO-indicator	The 'geographic indicator' distinguishes fleet segments operating in outermost regions and fleet segments operating exclusively in non-EU waters (international waters + third country – fisheries partnership agreements). If a geographic indicator is not relevant for a fleet segment, the NGI code can be used. GEO indicators, see Code list "Geo-Indicator".
Activity indicator	L- Low active; A- Active; NA- not applicable. If the MS is using activity indicator for dividing the fleet segment into different activity levels, use "L" for the low activity vessels and "A" for the normal economic activity vessels. Be aware that the sum of the vessels with "L" and "A" activities should be equal to the total population of that segment. Methodology of how to apply activity level is provided in the Recommendation 5 of PGECON 2018. If activity level is not applied, NA should be used. For codes to be used for Activity indicators, see code list "Activity indicators".
Type of variables (E/S)	Member State shall enter the category that the variables belong to: 'E' (economic) or 'S' (social), based on Table 7 of the EU-MAP Delegated Decision for the economic variables and Table 10 of the EU-MAP Delegated Decision for the social variables. Comment: When following the database approach, the "type of variables" could be automatically derived from the code lists " <i>EU-MAP Table 7 Fleet econ</i> " and " <i>EU-MAP Table 10 Social</i> ".

Segment Cluster Name	Either the name of the segment or of the cluster, in case of clustering. Member State shall refer to the naming convention used in Table 8 of the multi-annual Union programme. Put an asterisk in the case the segment has been clustered with other segment(s) for data collection purposes. For coding the rules for clustering (WP guidance on Text Box 5.1, paragraph 4) should be followed.
Variable	Member State shall refer to the naming convention used in Table 7 of the EU-MAP Delegated Decision, 2nd column, for the economic variables and Table 10 of the EU-MAP Delegated Decision for the social variables. For entries to be used see code lists “EU-MAP Table 7 Fleet econ” and “EU-MAP Table 10 Social”.
Data Source	Member State shall enter the data sources used. For entries to be used see code list “Data source”.
Type of data collection scheme	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 5.1 of this Annex. See code list “DataCollectionScheme”, column “data collection scheme”.
WP year	Year of foreseen data collection. The social data should be collected in 2024 for reference year 2023.
Planned sample rate %	The Planned sample rate (%) shall be based on the fleet population . When data collection for some variables will not be implemented, the column ‘Planned sample rate (%)’ shall be filled in with 'N' (no).
WP Comments	Any further comments.
AR reference year	Year for which data have been collected
Updated planned sample rate	Sample rate, updated during the sampling process (based on updated information) - <i>this will need further elaboration, e.g. request of justification</i>

Achieved response number	Number of responses received
Total population	Should be consistent with "Total population (AR)" in Table 5.2 (This field should ideally be filled automatically)
Updated planned sample number	"Number of vessels" X "Updated planned sample rate (%)" (automatic calculation)
Response rate (%)	Number of responses/sample size (automatic calculation)
Achieved coverage (%)	Achieved response number/total population (AR) (automatic calculation)
Ratio planned rate/updated rate	Automatic calculation
AR comments	Any further comments relevant in the AR context (e.g. justification of planned sample rate... <i>to be further elaborated</i>)

Text Box 5.1 (ex-3A): Population segments for collection of economic and social data for fisheries

<p><i>General comment: This Text Box fulfills Chapter II section 5 of the EU-MAP Delegated Decision. It is intended to specify data to be collected under Tables 7, 8 and 10 of the EU-MAP Delegated Decision.</i></p>
<ol style="list-style-type: none"> 1. Description of the selected data sources 2. Description of the selected types of data collection 3. Description of the sampling frame and allocation scheme 4. Description of clustering <p>[In cases where a fleet segment has less than 10 vessels: (a) Clustering may be necessary in order to design the sampling plan and to report economic variables;</p>

(b) Member States shall report which fleet segments have been grouped at the national level and shall justify the clustering on the basis of statistical analysis;

(c) In their annual report, Member States shall report the number of sampled vessels for each fleet segment regardless of any clustering made to collect or provide the data.”

Clustering should be described, and information should be given on the segments that are clustered.

MS should distinguish between segments considered for clustering as follows:

1. Important segments with distinct characteristics;
2. Segments similar to other segments;
3. Non-important segments with distinct characteristics.

Importance of fleet segments should be assessed in terms of landings (value and volume) and/or effort. Similarity should be demonstrated using expert knowledge on fishing patterns or on available data on landings and/or effort.

For each of the cases described, MS should apply the following approaches for clustering according to the different characteristics of fleet segments:

1. Important segments with distinct characteristics

Such segments should not be clustered unless strictly necessary in data reporting for confidentiality reasons. Data should be separately collected for these segments and included in national totals (unless separate identification is then made possible as a consequence).

2. Segments similar to other segments

Such segments can be clustered for sampling purposes, as well as for confidentiality reasons. The segments merged should be selected according to criteria that should be fully explained and justified by the MS. In particular, the approach to determine similarity should be clearly described by the MS.

3. Non-important segments with distinct characteristics

Such segments can be clustered for sampling purposes, as well as for confidentiality reasons. These segments can be merged with other non-important segments. Clustering of these segments with other important segments should be avoided. MS should explain how the lower importance had been determined and for which reasons the clustered segments have been selected. Clusters should be named after the biggest segment in terms of number of vessels or economic significance.]

5. Description of methodologies

[the reference to the methodological document developed by each MS according to the guidelines and structure prepared by the PGECON should be provided]

6. Quality Assurance Framework

6.1 Confidentiality

(Briefly described if procedures for the confidential data handling in place and documented. Are protocols to enforce confidentiality between DCF partners or external users in place and documented.)

6.2 Sound methodology

(Briefly describe if the data collection follows methodologies, guidelines and best practices agreed in expert groups and whether methodologies are documented and are made publicly available.)

6.3 Accuracy and reliability

(For additional information, briefly describe how raw data inputs, intermediate results and outputs are regularly assessed and validated and how errors are identified, documented and dealt with.)

6.4 Accessibility and Clarity

Indicate with Yes or No:

Are methodological documents publicly available?

<p>Are data stored in databases? Where can methodological and other documentation be found? Provide the web link, if documentation is publicly available. Provide the web link where collected data can be accessible.</p>

Table 5.2: Fleet total population and clustering

<p><i>The population shall be all active and inactive vessels registered in the Union Fishing Fleet Register as defined in Commission Regulation (EU) 2017/218 on December 31st of the reporting year and vessels that do not appear on the Register at that date but have fished at least one day during the reporting year.</i></p>	
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code. See Code list "MS".
Supra region	Member State shall refer to the naming convention used in Table 5(C) of the multi-annual Union programme (level III). If information refers to all regions, insert 'all regions'. For Supra Regions, see Code list "Regions" (The code "All regions" is not yet included in the code list !)
GEO-indicator	The 'geographic indicator' distinguishes fleet segments operating in outermost regions and fleet segments operating exclusively in non-EU waters (international waters + third country – fisheries partnership agreements). If a geographic indicator is not relevant for a fleet segment, the NGI code can be used. For GEO indicators, see Code list "Geo-Indicator".
Activity indicator	L- Low active; A- Active; NA- not applicable. If the MS is using activity indicator for dividing the fleet segment into different activity levels, use "L" for the low activity vessels and "A" for the normal economic activity vessels. Be aware that the sum of the vessels with "L" and "A" activities should be equal to the total population of that segment. Methodology of how to apply activity level is provided in the Recommendation 5 of PGECON 2018. If activity level is not applied, NA should be used. For codes to be used for Activity indicators, see code list "Activity indicators".
Fishing technique	Member State shall refer to the naming convention used in Table 8 of the multi-annual Union programme. For codes to be used, see code list "EU-MAP Table 8 Fishing tech".

Length class	Member State shall refer to the naming convention used in Table 8 of the multi-annual Union programme. Put an asterisk in the case the segment has been clustered with other segment(s) for data collection purposes. For codes to be used, see code list "EU-MAP Table 8 LOA class".
Segment cluster name	Either the name of segment or cluster, in case of clustering. Member State shall refer to the naming convention used in Table 8 of the multi-annual Union programme. Put an asterisk in the case the segment has been clustered with other segment(s) for data collection purposes. For coding rules for clustering (WP guidance on Text Box 5.1, paragraph 4) should be followed.
Total Population (NWP)	Number of vessels as described in the header of this guidance table (based on information available at the time of WP submission).
WP year	Year of foreseen data collection.
WP Comments	Any further comments.
AR reference year	Year for which data have been collected.
Total population (AR)	Number of vessels as described in the header of this guidance table (based on information available at the time of AR submission).
AR comments	Any further comments.

Table 6.1 (ex-3B): Population segments for collection of economic and social data for aquaculture

<p><i>General comment: This table fulfills paragraph 6 points (1) and (2) of Chapter II of the EU-MAP Delegated Decision. This table is intended to specify data to be collected under Tables 10, 11 and 12 of the EU-MAP Delegated Decision. Use this table to give an overview of the collection of economic and social data of the aquaculture sector.</i></p>	
Name of the variable	Guidance
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'
Techniques	Data shall be segmented by species and technique for aquaculture, as mentioned in EU-MAP Table 12. For definitions of farming techniques, see Regulation (EC) No 762/2008. Collection of data for freshwater species is not mandatory. However, if the data for freshwater aquaculture is collected, Member States shall follow the segmentation set out in Table 12 of the EU-MAP Delegated Decision. For the social data collection, the segmentation should be provided as "all techniques" and "all species group". See code list 'Aquaculture segments'
Species group	
Type of variables (E/S)	Member State shall enter the category that the variables belong to: 'E' (economic) or 'S' (social) based on Table 11 of the EU-MAP Delegated Decision for the economic variables and Table 10 of the EU-MAP Delegated Decision for the social variables. Comment: When following the database approach, the "type of variables" could be automatically derived from the code lists "EU-MAP Table 11 Fleet econ" and "EU-MAP Table 10 Social"
Variable	Member State shall refer to the naming convention used in Table 11 of the EU-MAP Delegated Decision, 2nd column, for the economic variables and Table 10 of the EU-MAP Delegated Decision for the social variables. See code list 'EU-MAP Table 11 Aquaculture' and 'EU-MAP Table 10 Social'.
Data Source	Member State shall enter the data sources used (accounts, questionnaires etc). Data sources shall be clearly stated for each variable. See code list 'Data Source'.
Type of data collection scheme	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 6.1 of this

	Annex. See code list “DataCollectionScheme”, column “data collection scheme”.
Type of Threshold	Member State shall indicate the threshold applied according to Chapter II (7) of the EU-MAP Implementing Decision. See code list ‘Aquaculture Thresholds’.
Frequency	Member State shall enter the frequency that economic and social data are to be collected, according to provision 6.1 and 6.2 of Chapter II, Data collection methods and data requirements, of the EU-MAP Delegated Decision. See code list “Frequency”.
Planned sample rate %	The Planned sample rate (%) shall be based on the population, as defined in provision 6.1 of Chapter II of the EU-MAP Delegated Decision. 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.
WP year	Year of the foreseen collection of data The social data should be collected in 2024 for reference year 2023.
WP Comments	Any further comments.
AR reference year	Year for which data have been collected.
Number of Enterprises (AR)	Number of enterprises in segment
Achieved response number	Number of responses
Planned sample number	“Number of Enterprises” x “Planned sample rate %” (automatic calculation)
Response rate (%)	Achieved response number/sample size (automatic calculation)
Achieved coverage (%)	Achieved response number/Number of Enterprises (AR) (automatic calculation)
AR comments	Any further comments relevant in the AR context

Text Box 6.1 (ex-3B): Population segments for collection of economic and social data for aquaculture

General comment: This Box fulfills paragraph 6 points (1) and (2) of Chapter II of the EU-MAP Delegated Decision. It is intended to specify data to be collected under Tables 10 and 11 of the EU-MAP Delegated Decision.

1. Description of the selected data sources

2. Description of the selected types of data collection

3. Description of the sampling frame and allocation scheme

4. Description of the threshold application

[Please provide % of the MS production from the latest EU aquaculture production reported to the EUROSTAT.]

5. Description of methodologies

[the reference to the methodological document developed by each MS according to the guidelines and structure prepared by the RGC ECON should be provided]

6. Quality Assurance Framework

6.1 Confidentiality

(Briefly described if procedures for the confidential data handling in place and documented. Are protocols to enforce confidentiality between DCF partners or external users in place and documented.)

6.2 Sound methodology

(Briefly describe if the data collection follows methodologies, guidelines and best practices agreed in expert groups and whether methodologies are documented and are made publicly available.)

6.3 Accuracy and reliability

(For additional information, briefly describe how raw data inputs, intermediate results and outputs are regularly assessed and validated and how errors are identified, documented and dealt with.)

6.4 Accessibility and Clarity

Indicate with Yes or No:

Are methodological documents publicly available?

Are data stored in databases?

Where can methodological and other documentation be found?

Provide the web link, if documentation is publicly available.

Provide the web link where collected data can be accessible

7. Deviations from Work Plan

List the changes from WP (if any) and explain the reasons.

8. 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

Table 7.1: Population segments for collection of economic and social data for the processing industry

<i>General comment: This table fulfills paragraph 7 of Chapter II of the EU-MAP Delegated Decision. This table is intended to specify data to be collected under Table 13? of the EU-MAP Delegated Decision for complementary data collection. Use this table to give an overview of the collection of economic and social data of the processing industry. Specify data collection for variables not covered by EUROSTAT or for which additional sampling is required. Economic and social data shall be collected for fish processing enterprises below 10 employees; for enterprises which have fish processing as a secondary activity; for variables not covered by EUROSTAT. The complementary data collection for fish processing may be implemented on a voluntary basis.</i>	
Name of the variable	Guidelines
MS	Member State's name shall be given as ISO 3166-1 alpha-3 code e.g. 'DEU'. See code list 'MS'.
Segment	The criteria for the segmentation shall be the number of persons employed. The following EUROSTAT segmentation should be applied: companies <= 9; companies 10-49; companies 50-250; companies >250. Member State shall enter "NA" if segmentation is not applied.
Type of variables (E/S)	Member States shall enter the category that the variables belong to: 'E' (economic) or 'S' (social), based on Table 10 and Table 13 of the EU-MAP Delegated Decision.
Variables	Member State shall refer to the naming convention used in Table 13 and Table 10 of the multi-annual Union programme. For enterprises that carry out fish

	processing but not as a main activity, the number of enterprises and the turnover attributed to fish processing should be provided. See Code list 'EU-MAP Table 10 Social' and 'EU-MAP Table 13 Processing ind'.
Data Sources	Member State shall enter the data sources used (accounts, questionnaires etc). Data sources shall be clearly stated for each variable. See Code list 'Data source'.
Type of data collection scheme	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. See Code list 'DataCollectionScheme'.
Frequency	Member State shall enter the frequency that economic and social data shall be collected. See code list "Frequency".
Planned sample rate %	The Planned Sample rate (%) shall be based on the population not covered by EUROSTAT. The population shall refer to enterprises whose main activity is defined according to the EUROSTAT definition under NACE Code 15.20: 'Processing and preserving of fish and fish products' and to those which have fish processing as non-main activity. 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.
WP year	Year of the foreseen collection of data. The social data should be collected in 2024 for reference year 2023.
Comments	Any further comment.
AR reference year	Year for which data have been collected
Number of enterprises not covered by the EUROSTAT	Member States shall enter the number of fish processing enterprises not covered by the EUROSTAT.
Planned sample number	Member States shall enter the number of fish processing enterprises planned for the complementary data collection. (automatic calculation)
Achieved response number	Member States shall enter the number of responses for the complementary data collection for each of the data sources and variables.

Response rate (%)	Number of responses/ Sample size (automatic calculation) Response rate (%) = (Achieved response number / Planned sample number) %
Achieved coverage (%)	Achieved coverage from the number of enterprises not covered by the EUROSTAT (automatic calculation) Achieved coverage (%) = (Achieved response number / Number of enterprises not covered by EUROSTAT) %
AR comments	Any further comment relevant to AR.

Text Box 7.1 (ex-3C): Population segments for collection of economic and social data for the processing industry

General comment: This Box fulfills paragraph 7 of Chapter II of the EU-MAP Delegated Decision. It is intended to describe the method used to derive estimates on representative samples where data are not to be collected under EUROSTAT.

MSs that deem that data submitted in line with the European business statistics Regulation as published by Eurostat are not at the correct resolution or are not of sufficient quality or coverage for the intended scientific use, should provide appropriate justification in Work Plan, if they want to collect data for the fish processing sector and provide a list of variables planned for collection in the WP Table 7.1.

1. Description of the selected data sources
2. Description of the selected types of data collection
3. Description of the sampling frame and allocation scheme

4. Description of methodologies

[the reference to the methodological document developed by each MS according to the guidelines and structure prepared by the PGECON should be provided]

5. Quality Assurance Framework

5.1 Confidentiality

Briefly described if procedures for the confidential data handling are in place and documented. Are protocols to enforce confidentiality between DCF partners or external users in place and documented.

5.2 Sound methodology

Briefly describe if the data collection follows methodologies, guidelines and best practices agreed in expert groups and whether methodologies are documented and are made publicly available.

5.3 Accuracy and reliability

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

5.4 Accessibility and Clarity

Indicate with Yes or No:

Are methodological documents publicly available?

Are data stored in databases?

Where can methodological and other documentation be found?

Provide the web link, if documentation is publicly available.

Provide the web link where collected data can be accessible

4. Deviations from Work Plan

List the changes from WP (if any) and explain the reasons.

5. 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.

ANNEX 1 - Quality Report for biological data sampling scheme

(ex Table 5A and ex Text Box 5A)

General comment: This document fulfills Article 6 paragraph (3) point (d) of the EU-MAP. This document is intended to specify data to be collected under chapter II, section 2 of the Delegated Decision on Biological data on exploited biological resources caught by Union commercial and recreational fisheries. Use this document 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 2.3, 2.4, 2.5 and 2.7 of the WP/AR template. In case of quality information on scientific surveys, the survey acronym can be used as sampling scheme. For mandatory surveys, refer to Table 1 of the EU-MAP Implementing Decision.

MS :
Region :
Sampling scheme name :
(+) Time period of validity : from when until when
Short description (max 100 words) : <i>e.g. sampling scheme aiming at collecting length samples from commercial landings on-shore for all species listed in Table 1 of the EU-MAP. The scheme covers mainland and all overseas islands (RUP).</i>

(+) indicate proposed additional information from the columns of Table 1.1

Description of the population
(+) Population targeted : Member State shall specify which are the Primary Sampling Units, e.g. all national port*days (information present in former Table 4B). For research surveys: specify the main target species from a survey perspective (as opposed to the table in the Annex to the Implementing Decision) and the main survey area.
(+) Population sampled : Member State shall specify which part of the target population will be sampled and specify which part of the target population is unreachable for sampling or excluded for some reason to explain, <i>e.g. major ports being listed as auctions excluding all minor ports and no sampling during the week-ends</i> . For research surveys at sea describe target species in single-species surveys or ecosystem component (<i>e.g. demersal, pelagic</i>) in multispecies surveys.

(+) Stratification : Member State shall explain which logic has been taken to stratify the population and the number of strata generated, *e.g. population stratified in 3 geographical lots (from A to B, from B to C and from C to D). Each lot is then stratified by auction.*

AR comment : Have there been any deviations?

Sampling design and protocols

(+) Sampling design description : Member State shall describe how the sampling allocation is defined; how PSU and SSU are selected for sampling; indicate for which catch fraction the sampling scheme applies.

(+) is the sampling design compliant with the 4S principle? : Y/N/NA (NA for e.g. surveys and diadromous and recreational sampling schemes)

Regional coordination : Member State shall indicate if the sampling design and protocols were developed as part of a regional or multi-lateral agreement, and if yes, refer to the agreement (table 1.5) and list all MS participating.

Link to sampling design documentation : Member State shall provide a link to a webpage where the documentation can be found. If no link is available, but documentation exists, Member State shall provide a literature reference (author(s), year and type of publication - e.g. internal report). If no documentation on the sampling design exists, Member State shall state '~~No documentation available~~' provide some details in the textbox.

Compliance to international recommendations : Member State shall state 'Y' (yes) if the sampling design is in line with international recommendations, and 'N' if not. If no relevant expert or coordination groups exist, the sampling design should be shortly explained in the text, and should be available upon request for the evaluators.

Link to sampling protocol documentation : Member State shall provide a link to a webpage where the documentation can be found. If no link is available, but documentation exists, Member State shall provide a literature reference (author(s), year and type of publication - e.g. internal report). If no documentation on the sampling design exists, Member State shall state '~~No documentation available~~' provide details on the sampling protocol in this textbox.

Compliance to international recommendations : Member State shall state 'Y' (yes) if the sampling protocol is in line with international recommendations, and 'N' if not. If no relevant expert or coordination groups exist, the sampling protocol should be shortly explained in the text, and should be available upon request for the evaluators.

AR comment : Have there been any deviations?

Sampling implementation

Recording of refusal rate : Member State shall indicate with 'Y' (yes) or 'N' (no), or 'NA' (not applicable, in case of research surveys). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available.

(+) Monitoring of sampling progress within the sampling year : Member State shall indicate how sampling allocations are adjusted (if needed) and followed-up, what are the mechanisms in place to resolve issues and adopt mitigation measures during the sampling year?

AR comment : Have there been any deviations?

Data capture

(+) Means of data capture : short description (+ photo optionally). MS shall indicate what are the means for collecting the data, e.g. scales, measuring board, dedicated software, ...

Data capture documentation : Member State shall provide a link to a webpage where the documentation can be found. If no link is available, but documentation exists, Member State shall provide a literature reference (author(s), year and type of publication - e.g. internal report). If no documentation on the sampling design exists, Member State shall ~~state 'No documentation available'~~ provide some details in the textbox.

Quality checks documentation : Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available. Member State shall provide a link to a webpage where the documentation can be found. If no link is available, but documentation exists, Member State shall provide a literature reference (author(s), year and type of publication - e.g. internal report). If no documentation on the sampling design exists, Member State shall ~~state 'No documentation available'~~ provide some details in the text box.

AR comment : Have there been any deviations?

Data storage

National database : Member State shall provide the name of national database, if applicable. Otherwise, insert 'NA' (not applicable). Provide a link if the database is accessible through a website.

International database : Member State shall provide the name of international database(s) and the organisation hosting the database, if applicable. Otherwise, insert 'NA' (not applicable). Provide a link if the database is accessible through a website.

Quality checks and data validation documentation : Member State shall provide link to webpage where the documentation can be found. Otherwise, ~~insert 'NA' (not applicable)~~. provide some details in the textbox.

AR comment : Have there been any deviations?

Data processing

Evaluation of data accuracy (bias and precision) : ~~Member State shall provide link to webpage where the documentation can be found, if Member State responded 'Y' (yes) in previous field. Otherwise, insert 'NA' (not applicable).~~

Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available. Member State shall provide a link to a webpage where the documentation can be found. If no link is available, but documentation exists, Member State shall provide a literature reference (author(s), year and type of publication - e.g. internal report). If no documentation on the sampling design exists, Member State shall provide some details in the textbox.

Editing and imputation methods : ~~Member State shall provide link to webpage where the documentation can be found, if Member State responded 'Y' (yes) in previous field. Otherwise, insert 'NA' (not applicable).~~

Member State shall indicate with 'Y' (yes) or 'N' (no). If 'N' (no), indicate in the 'Comments' when (year) documentation will be available. Member State shall provide a link to a webpage where the documentation can be found. If no link is available, but documentation exists, Member State shall provide a literature reference (author(s), year and type of publication - e.g. internal report). If no documentation on the sampling design exists, Member State shall ~~state 'No documentation available'~~ provide some details in the textbox.

(+) Quality document associated to a dataset : is there a DOI created? a document summarising the estimation process followed?

(+) Validation of the final dataset : How are datasets validated (quality checked) before providing to end-user?

AR comment : Have there been any deviations?

AR comment : Anything more to say?

ANNEX 2 - References to the EU-MAP

Provisions of the multi-annual Union programme (EU-MAP)		Corresponding part of the Work Plan / Annual Report	
<i>Provision</i>	<i>Table</i>	<i>Table</i>	<i>Text</i>
<i>Delegated Decision, Chapter II</i>			
1.2	-	1.1	Annex 1
2.1.a)	1 1 5	2.1 2.2 2.5	Text Box 2.2
2.1.b)	3	2.3	Text Box 2.3
2.2 2.3	4	2.4	Text Box 2.4
3.1 3.2	6	3.1 3.2	Text Box 3.2
4.1 4.2 4.3	2 - -	2.5 - 2.7	Text Box 2.5
5.1	7 8 9	5.1 5.2	Text Box 5.1
5.2	10	5.1 6.1 7.1	Text Box 5.1 Text Box 6.1 Text Box 7.1
6.1 6.2 6.3	11, 12 10 -	6.1	Text Box 6.1
7	13?	7.1	Text Box 7.1
<i>Implementing Decision, Chapter I</i>			
1. 2.	1	2.6	Text Box 2.6