
SUGGESTED FORMAT FOR WRITTEN REPORTS OF INVITED EXPERTS

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PURPOSE

To provide a template for written reports of Working Party meetings by the Invited Experts.

BACKGROUND

Invited Experts and Consultants

The IOTC Secretariat annually facilitates the participation of Invited Experts, selected by the IOTC membership, to attend each of the Working Party meetings. The participation by experts was a recommendation of the 1st Performance Review of the IOTC and has greatly enhanced the capacity within particular working parties.

In 2014, the IOTC Scientific Committee adopted revised guidelines for the selection of Invited Experts and Consultants as detailed in the text below:

1. *Section 14.3 Invited Experts*

2. *SC17. Para 181: The SC **RECOMMENDED** that at least one 'Invited Expert' be brought to each of the science Working Parties in 2015 and in each subsequent year, so as to further increase the capacity of the Working Parties to undertake the work detailed in the Program of Work. The Invited Expert for each meeting will continue to be selected based on the process adopted by the Scientific Committee.*

Since 2015 Invited Experts have been attending the various Working Parties to provide leadership and advice during the meetings. It is suggested here that the experts should be tasked with submitting a written report concerning the WP meeting they attended which sets out their personal observations and opinions. The reports would be available to the Scientific Committee when it reviews the WP report and the stock assessments undertaken by the WP.

The headings below have been taken from a previous report by one of the Invited Experts to an IOTC Working Party. They relate specifically to a stock assessment but could be modified to be more generic for all WPs. They should be discussed and revised as required to meet the agreement of the Scientific Committee.

DISCUSSION

Tables 1 provides a series of headings that could be used by Invited Experts to report back from the WP meeting.

TABLE 1: SUGGESTED HEADINGS FOR WRITTEN REPORT BY INVITED EXPERTS

1. Working Party and Date
2. Name of Invited Expert
3. Review of stock assessments and WP papers
 - Evaluate the adequacy, appropriateness, and application of data used in the assessment.
 - Evaluate the adequacy, appropriateness, and application of methods used to assess the stock and if appropriate recommend alternative approaches to be accomplished in the future.
 - Evaluate the methods used to estimate population benchmarks and stock status (e.g., MSY, FMSY, BMSY, or their proxies).
 - Evaluate the adequacy, appropriateness, and application of the methods used to evaluate future population status, given the commissions objectives.
 - Evaluate the adequacy, appropriateness, and application of methods used to characterize the uncertainty in estimated parameters. Comment on whether the implications of uncertainty in technical conclusions are clearly stated.
 - How did the assessment inform the HCR and allowable TAC? Was the process well thought out?
 - Comment on whether the stock assessment results are clearly and accurately presented in the detailed report of the Stock Assessment.
 - Comment on potential improvements on the stock assessment process (CPC participation, transparency, objectivity, documentation, uncertainty characterization, etc.) as applied to the reviewed assessments.
 - Comment on the adequacy of the work plan for the assessment and whether it was adequately addressed by the WP
 - Consider the research recommendations provided by the working group and suggest any additional recommendations or prioritizations warranted. Clearly denote research and monitoring needs that could improve the reliability of future assessments. Recommend an appropriate interval for the next assessment considering control rules or management strategy in effect.
 - Other papers of relevance on WP
4. Summary and conclusions, including other recommendations