

DCF national correspondents

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Our Ref: L.27/ACB/CP/RF/eg

14 December 2018

Subject: Data submission for ICES advisory work of the Working Group on Bycatch of Protected Species (WGBYC).

Dear Reader,

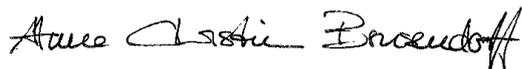
Please find enclosed a document describing the rationale, scope and technical details of the data call for data submission for ICES advisory work by the Working Group on Bycatch of Protected Species (WGBYC). The data call includes also two annexes with additional information.

ICES has a standing request from the European Commission to advise and inform on the impact of fisheries on the ecosystem and to give warnings of any serious threats from fishing activities alone or in conjunction with any other relevant activity to local ecosystems or species as soon as ICES is aware of such threats. ICES currently provides advice on the effect of fishing on small cetaceans and other marine animals and the requested data will be used by the ICES advisory groups involved in the provision of such advice.

For countries which are also EU members this data call is under Council Regulation 812/2004 and the DCF regulation ((EC) No 2017/1004 and Commission Decision 2016/1251/EU).

For questions about the content of the data call, please contact: advice@ices.dk. For questions on data submission, please contact: data.call@ices.dk.

Sincerely,



Anne Christine Brusendorff
General Secretary

CC: Sara Königson (WGBYC co-chair); Kelly Macleod (WGBYC co-chair); Venetia Kostopoulou (DG-Mare, DCF); Bas Drukker (DG-Mare, DCF).



ICES
CIEM

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Data call: Data submission for ICES advisory work of the Working Group on Bycatch of Protected Species (WGBYC)

1. Scope of the Data Call

This data call aims to collate data describing fishing effort, monitoring effort, and bycatch event records of protected species from 2017. These data will support the provision of ICES management advice on the wider effects of fishing activity, and for the activities of other relevant ICES Working Groups.

2. Rationale

ICES has a standing request from the European Commission to advise and inform on the impact of fisheries on the ecosystem and to give warnings of any serious threats from fishing activities alone or in conjunction with any other relevant activity to local ecosystems or species as soon as ICES is aware of such threats. ICES currently provides advice on the effect of fishing on small cetaceans and other marine animals and the requested data will be used by the ICES advisory groups involved in the provision of such advice.

Currently, ICES summarizes information about the bycatch of marine mammals and other protected species as reported by EU Member States (MS) under Council Regulation (EC) No. 812/2004 (Reg 812/2004) and other mechanisms. Thus far, the available data have been insufficient to allow robust assessments of the overall effect of EU fisheries on a variety of protected species (ICES 2018*). Reg 812/2004 is due to be repealed, and consequently ICES is now preparing for the transition away from using MS Reg 812/2004 reports as the primary source of data on the bycatch of cetaceans (as well as other protected and endangered species). In future, data provision will be through the ICES regional database (RDB) because of [Commission Implementing Decision \(EU\) 2016/1251](#)[†] (EU MAP). This data call aims to improve consistency and completeness in the reporting of bycatch data at a regional scale. ICES acquisition of fisheries sampling and protected species bycatch data will aid the transition from Reg 812/2004 to EU MAP, and improve the ability of ICES to advise on the effect of fisheries on protected species.

The data will be used to provide summaries of bycatch rates by species / gear type and area, and will inform the development of risk assessments. These will be designed to provide insights into the potential effects of fisheries on protected and endangered species.

The data will also be used to undertake a comparative assessment of fishing effort data acquired from different sources. Any inconsistencies will, therefore, be understood as WGBYC transitioning from Reg 812/2004 reports to the RDB as their main source of effort data that underpins advice.

3. Legal framework

All governments or intergovernmental commissions that request and receive advice from ICES, and all contracting parties to OSPAR and HELCOM, have signed international agreements under UNCLOS 1995 Fish Stocks agreement articles 5 and 6, as well as WSSD 2002 article 30. By signing, they agree to incorporate the effect of fisheries on other components of marine ecosystems, and to implement an ecosystem approach to oceans policy that includes fisheries. These agreements also include an obligation to support assessments

* ICES 2018. Bycatch of small cetaceans and other marine animals – review of national reports under Council Regulation (EC) No. 812/2004 and other information. *In* Report of the ICES Advisory Committee, 2018. ICES Advice 2018, 8 pp. <http://www.ices.dk/sites/pub/Publication%20Reports/Advice/2018/2018/byc.eu.pdf>

[†] EU, 2016. [Commission Implementing Decision \(EU\) 2016/1251](#) of 12 July 2016 adopting a multiannual Union programme for the collection, management and use of data in the fisheries and aquaculture sectors for the period 2017-2019 (notified under document C(2016) 4329).

of the effects of fisheries on protected and endangered species, and on the environment (UNCLOS FSA art 6).

For EU Member States this data call is under Council Regulation 812/2004, the DCF regulation ((EC) No 2017/1004 and Commission Decision 2016/1251/EU), and in particular Article 17(3) of regulation (EC) No 2017/1004 which states that regarding “...requests made by end-users of scientific data in order to serve as a basis for advice to fisheries management, Member States shall ensure that relevant detailed and aggregated data are updated and made available to the relevant end-users of scientific data within the deadlines set in the request...”

For non-EU states with fisheries operating in the North Atlantic, there is a requirement to make fisheries data available to support fisheries management under OSPAR, HELCOM, and UNCLOS.

These data are made available to facilitate the scientific basis for advice in support of marine policies. ICES also has a policy on data use, which governs decisions on who is given access and what they can do with the data; see http://ices.dk/marine-data/Documents/Data_Policy_RDB.pdf.

This data call follows the principles of personal data protection as referred to in paragraph (9) of the preamble in Regulation (EU) 2017/1004, and repealing Council Regulation (EC) No 199/2008.

4. Deadlines

ICES request that the data be delivered by the 15th of February 2019, to provide enough time for additional quality assurance and data handling procedures before the upcoming WGBYC meeting in March 2019. **Data submitted after this date cannot be processed and will not be taken into account at the WGBYC 2019 meeting.**

5. Data to report

5.1 Geographic and temporal scope

The geographical scope of this data call includes all areas covered by the monitoring and mitigation requirements of Reg 812/2004, and other North Atlantic (and adjacent) areas including:

- Northwest Atlantic Fisheries Organisation (NAFO) Fishing Areas <http://www.fao.org/fishery/area/Area21/en>
- ICES Fishing Areas (<http://www.fao.org/fishery/area/Area27/en>) on as detailed a level as possible (including the adjustments to the North East Atlantic Fisheries Commission (NEAFC) Regulatory Areas https://www.neafc.org/managing_fisheries/measures/ra_map)
- Geographical subareas (GSA) of the General Fisheries Commission for the Mediterranean (GFCM) <http://www.fao.org/gfcm/data/maps/gsas>

The temporal scope is for data collected specifically from **2017**. However, historical data (i.e. 2009-2016) that have not been submitted previously to ICES (by EU and non-EU countries) should also be submitted in the same format. Please refer to Section 6 – Annex 1 and 2 for specific guidance on the data submission process, format, data fields, and definitions.

5.2 Data types

Data covered by this data call include:

For EU countries:

1. *Data describing fishing effort, monitoring/sampling effort and incidental bycatch of **cetaceans** in pelagic trawl, high opening trawl, bottom set net, and drift net fisheries in accordance with the reporting requirements of EC Council Regulation 812/2004; and*

2. Data describing monitoring/sampling effort and incidental bycatch of **any non-cetacean** protected species (i.e. species officially protected under national or international legislation), to include all other marine mammals (phocids etc), all seabird species, all sea turtle species, and any protected, prohibited (see pages 26 and 27 of the [WGEF 2018](#) report for a list of EU-prohibited elasmobranchs) or zero TAC elasmobranchs and protected fish species, from the same gear types as listed in point 1.
3. Data describing monitoring effort and incidental bycatch of **all protected species (as defined in points 1 and 2 above)** recorded from any **other** monitored gear types (demersal trawls, lines etc.) under national data collection programmes (e.g. DCF etc.) or other monitoring programmes.

For non-EU countries:

1. Data from any **non-EU countries** describing fishing effort, monitoring/sampling effort and incidental bycatch of any protected species (as defined in points 1&2 above) by gear type and area.

6. Data submission

Data submissions must conform to the present structure of the WGBYC format definition (<http://datsu.ices.dk/web/selRep.aspx?Dataset=128>). To facilitate the submission of the data ICES has developed an Excel template. The template can be found here: http://bycatch.ices.dk/upload/bycatchReporting_template.zip

Once the Excel data submission template is completed (see Annex 1), go to the “Export_data” sheet and press the “Export data to XML” button to create a data file in XML format, then save it onto your computer or network. Note: please do not use the Excel automatic XML conversion function, as it will not produce the correct file.

Go to the bycatch portal <http://bycatch.ices.dk>

Press the ‘Submit data’ link and log in with your ICES sharepoint user credentials. If you do not have access to ICES sharepoint, please contact data.call@ices.dk for assistance.

Full step-by-step instructions on how to submit data using the WGBYC data template is provided in Annex 1. The data format and look-up vocabularies are described in detail in Annex 2.

7. Contact information

For support concerning any issues about the data call please contact the ICES Secretariat advice@ices.dk or the WG chairs Sara Königson (sara.konigson@slu.se) and Kelly Macleod (Kelly.Macleod@jncc.gov.uk).

8. Electronic outputs

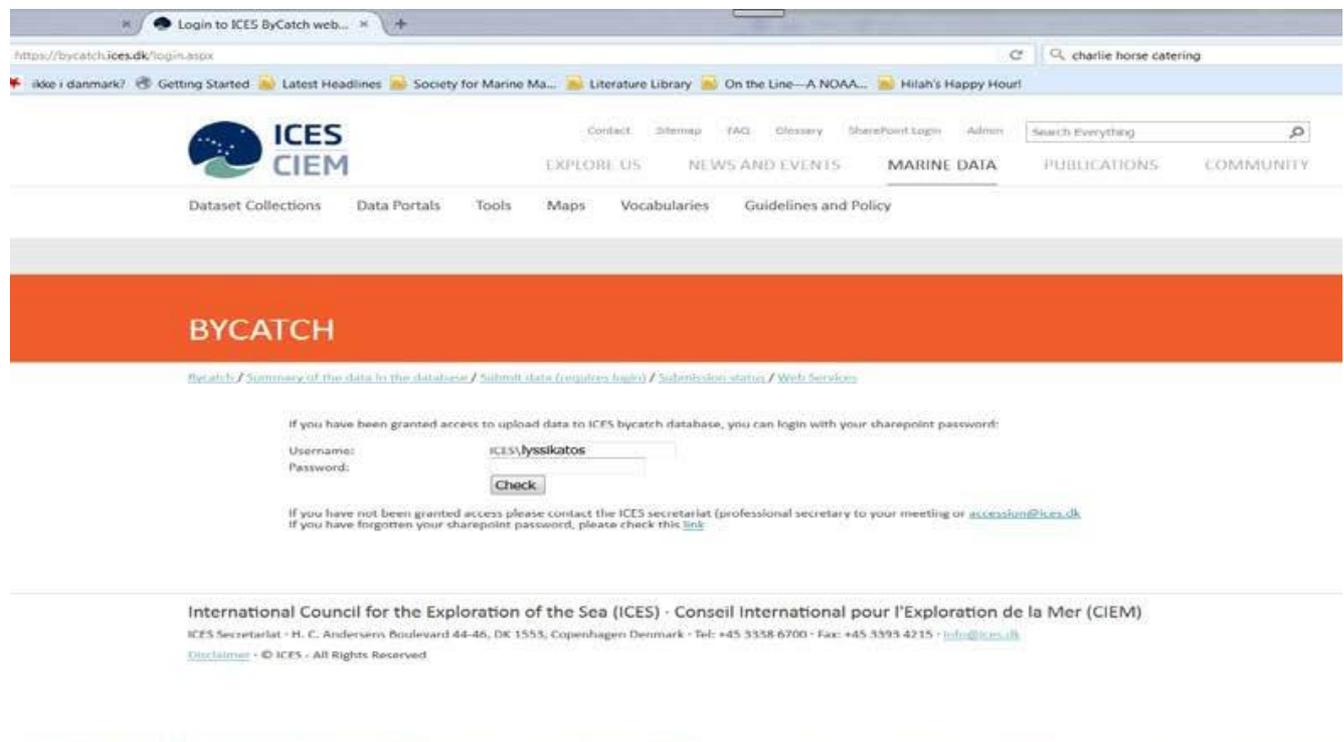
Data on fishing effort, monitored effort, and bycatch of protected species will be aggregated by ICES Areas and ecoregion, as well as by GSA area in the Mediterranean. This data will be shown in maps and tables within ICES Bycatch reports and in ICES Advice[‡]. Aggregated data will also be visible and accessible on the [ICES Publications Library](#).

[‡] ICES 2018. Bycatch of small cetaceans and other marine animals – review of national reports under Council Regulation (EC) No. 812/2004 and other information. *In* Report of the ICES Advisory Committee, 2018. ICES Advice 2018, 8 pp. <http://www.ices.dk/sites/pub/Publication%20Reports/Advice/2018/2018/byc.eu.pdf>

Annex 1. Data submission procedure

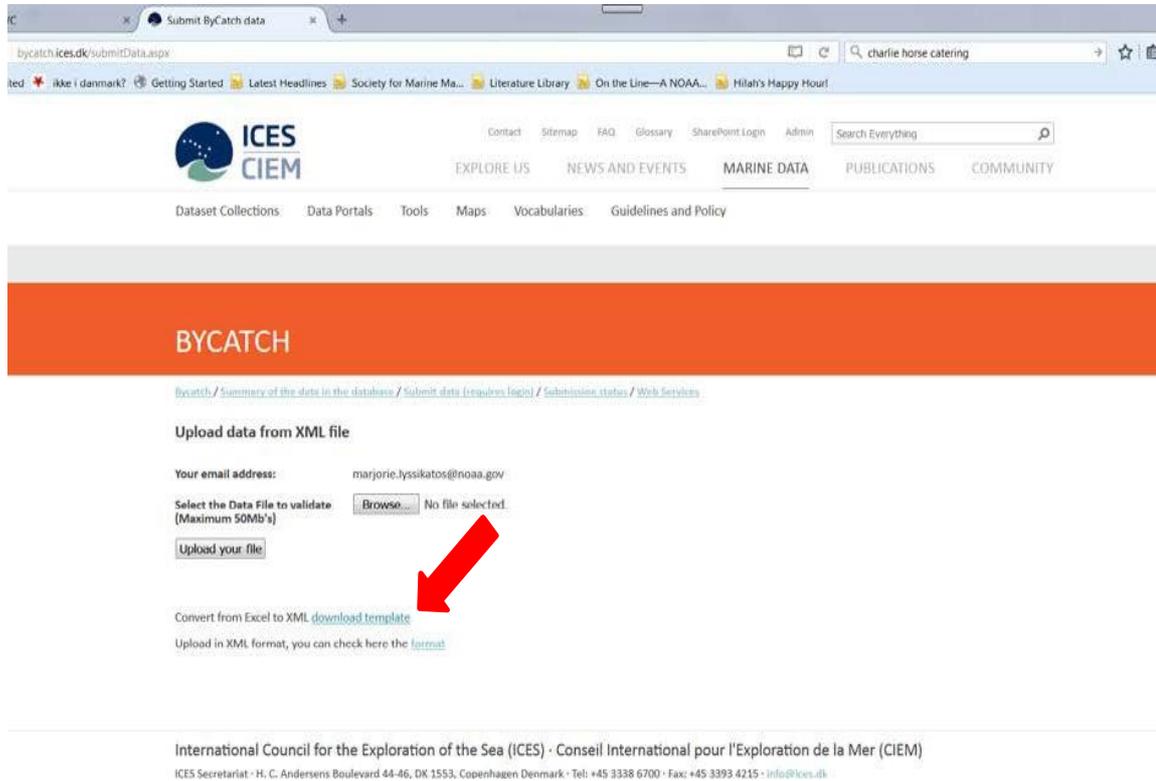
In the data submission template available from the ICES bycatch web-page, there are four worksheet tabs (Annex 2: Table 1 - File Information, Table 2 - Fishing Effort, Table 3 - Bycatch Monitoring Effort, and Table 4 - Bycatch Events) that contain mandatory data elements (red columns). These require completion in order for data to be uploaded properly. Reporting of the non-mandatory data elements (green columns) is encouraged when available. The worksheets and their respective data entry fields are described in more detail in Annex 2 below. ICES Data Centre has broadened the list of vocabularies to support data entry into several fields. Below are the brief step-by-step instructions for entering and uploading data.

The **first step** is to click on the link provided here: <http://bycatch.ices.dk/login.aspx> to access the data entry and upload template from the data submission site. ICES sharepoint login credentials are required to login and can be requested at data.call@ices.dk.



The screenshot shows a web browser window with the URL <https://bycatch.ices.dk/login.aspx>. The page features the ICES CIEM logo and a navigation menu with categories like 'EXPLORE US', 'NEWS AND EVENTS', 'MARINE DATA', 'PUBLICATIONS', and 'COMMUNITY'. Below the navigation, there are links for 'Dataset Collections', 'Data Portals', 'Tools', 'Maps', 'Vocabularies', and 'Guidelines and Policy'. A prominent orange banner contains the word 'BYCATCH'. Below this, there are links for 'bycatch / Summary of the data in the database / Submit data (requires login) / Submission status / Web Services'. The main content area contains a login form with the text: 'If you have been granted access to upload data to ICES bycatch database, you can login with your sharepoint password!'. The form has fields for 'Username:' (containing 'ICES\lyssikatos') and 'Password:', followed by a 'Check' button. Below the form, there is a note: 'If you have not been granted access please contact the ICES secretariat (professional secretary to your meeting or secretariat@ices.dk). If you have forgotten your sharepoint password, please check this [link](#).' At the bottom of the page, there is contact information for the ICES Secretariat: 'International Council for the Exploration of the Sea (ICES) - Conseil International pour l'Exploration de la Mer (CIEM), ICES Secretariat - H. C. Andersen Boulevard 44-46, DK 1553, Copenhagen Denmark - Tel: +45 3338 6700 - Fax: +45 3398 4215 - info@ices.dk. Disclaimer - © ICES - All Rights Reserved.'

After entering your username and password, the **second step** is to download the template (see below).



Step 3 is to review the 'README' tab in the template.

Bycatch data template

This Excel file converts data to an XML file that can be uploaded to the Bycatch database.

1) COPY YOUR DATA INTO THE TABLES

File_information	This table should be filled in
Fishing_effort	This table should be filled in
Bycatch_monitor_effort	This table should be filled in
Bycatch_event	Fill in this table if you have observed bycatch events

All red outlined cells should be checked / filled in

Green cells should be filled in but are not mandatory

Export data to XML

2) EXPORT TO XML TEMPLATE

Click the 'export' button on the "README" table

3) VERIFY AND UPLOAD

The .xml file can be uploaded to the Bycatch database via:

<http://bycatch.ices.dk/>



Step 4. Begin entering your data starting with the 'File_Information' tab (Annex 2 – Table 1). **NOTE:** you may choose to manually enter the data or cut and paste data from an electronic file. However, if you cut and paste, the values must match the values provided in the vocabularies/drop down lists. Otherwise, you are likely to receive error messages upon data upload.

	A	B	C	D
1				
2		ISO 3166 Code (2 ALPHA) (Vocabulary)	EDMO code (Vocabulary)	Email of person that fills in the template
3		Country	Reporting organisation	Email
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31				
32				
33				
34				

README | File_information | Fishing_effort | Bycatch_monitor_effort | Bycatch_event | Vocabularies

Step 8. Go back to the readme tab, export your data to XML file, and save the file locally in your computer.

Bycatch data template

This Excel file converts data to an XML file that can be uploaded to the Bycatch database.

1) COPY YOUR DATA INTO THE TABLES

File_information	This table should be filled in
Fishing_effort	This table should be filled in
Bycatch_monitor_effort	This table should be filled in
Bycatch_event	Fill in this table if you have observed bycatch events

All red outlined cells should be checked / filled in

Green cells should be filled in but are not mandatory

Export data to XML

2) EXPORT TO XML TEMPLATE

Click the 'export' button on the "README" table

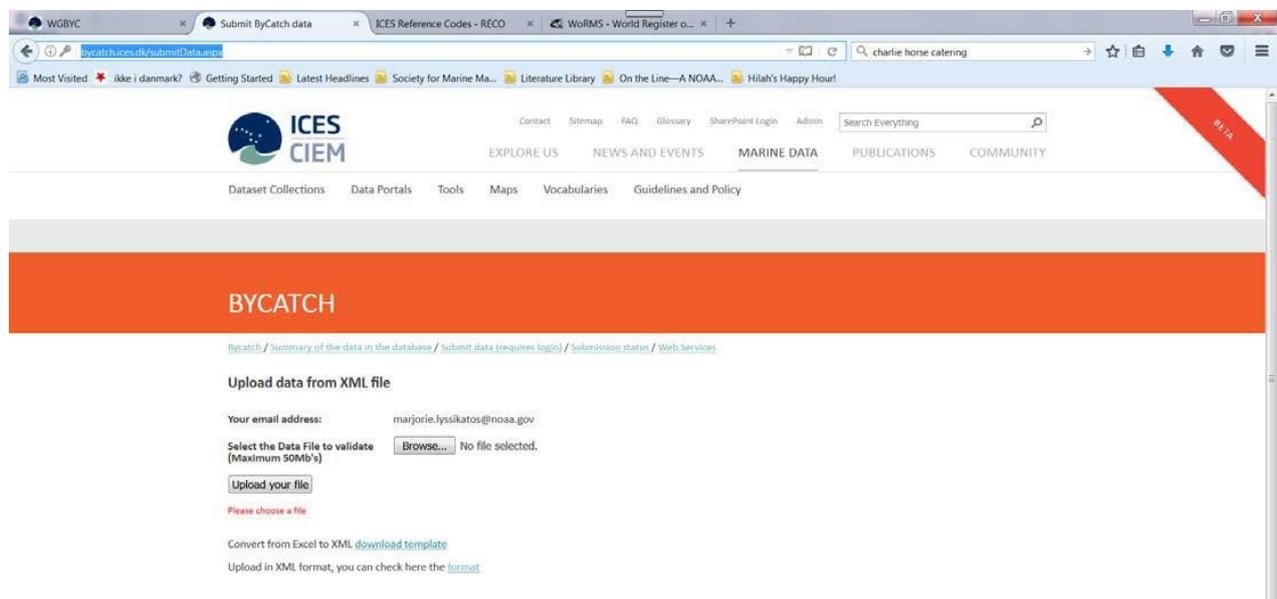
3) VERIFY AND UPLOAD

The .xml file can be uploaded to the Bycatch database via:

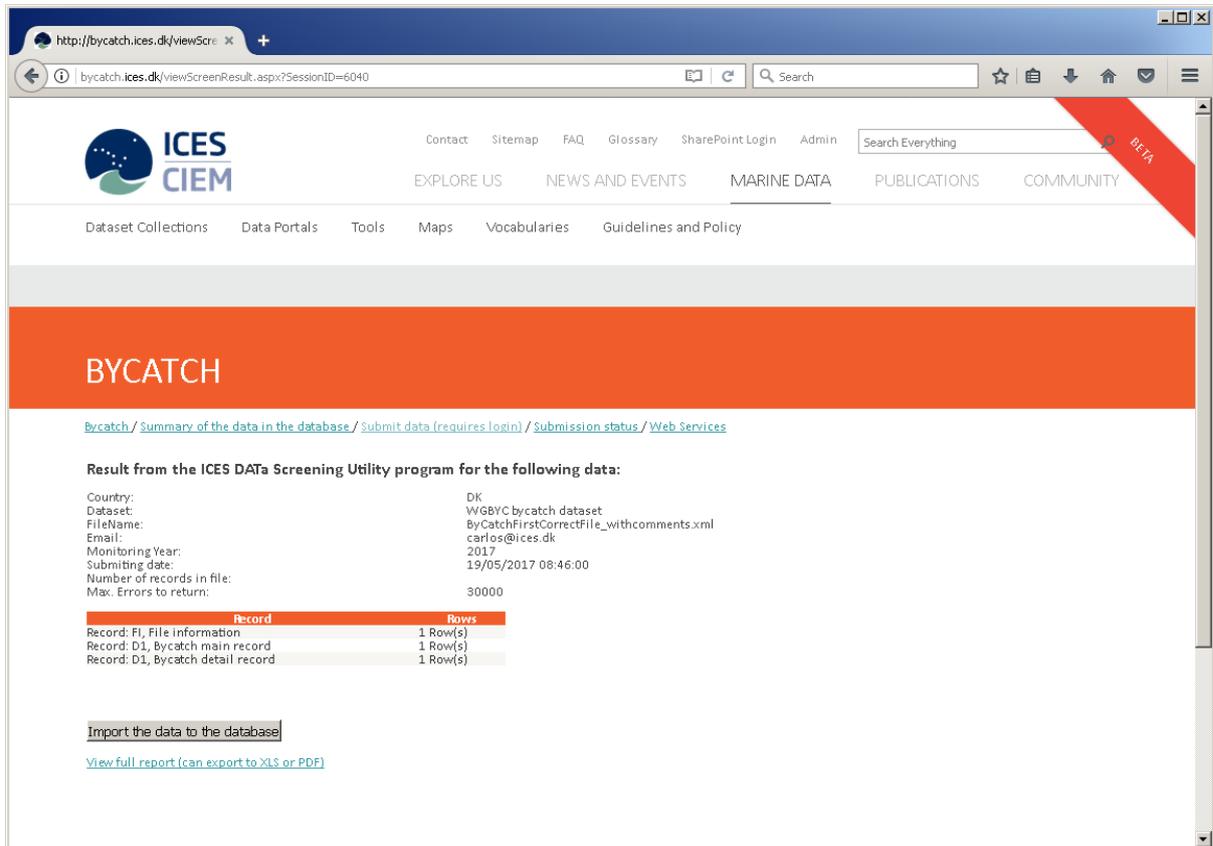
<http://bycatch.ices.dk/>



Step 9. Go back to the <http://bycatch.ices.dk/submitData.aspx> link, and **browse** to your directory where you saved your XML file and then click 'Upload your File' to upload your data to the database.



Step 10. After data upload is initiated a message will appear, with the summary of your data, and any possible error messages. If the file has no errors, then you should see (below) the “Import the data to the database” button.



The screenshot shows a web browser window displaying the ICES CIEM BYCATCH interface. The page title is "BYCATCH" and the URL is "http://bycatch.ices.dk/viewScreenResult.aspx?SessionID=6040". The navigation menu includes "EXPLORE US", "NEWS AND EVENTS", "MARINE DATA", "PUBLICATIONS", and "COMMUNITY". A red "BETA" banner is visible in the top right corner.

The main content area displays the following information:

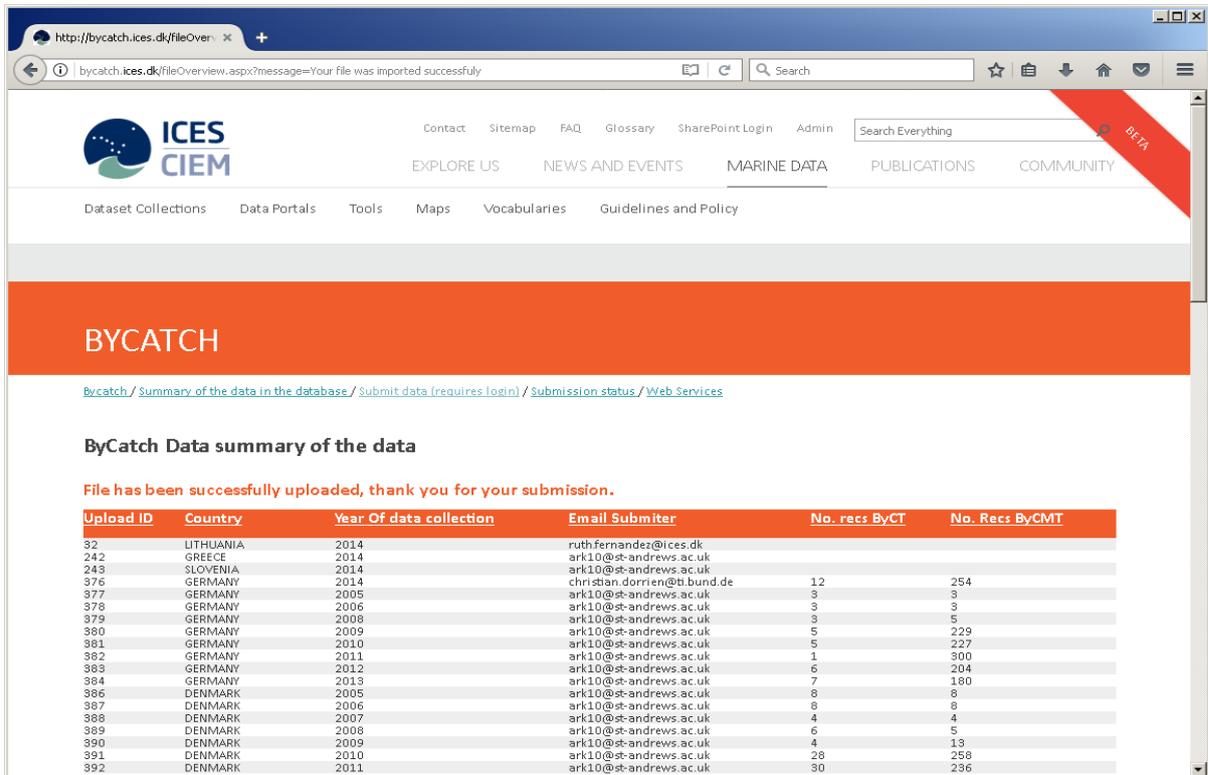
Result from the ICES DATA Screening Utility program for the following data:

Country: DK
 Dataset: WGBYC bycatch dataset
 FileName: ByCatchFirstCorrectFile_withcomments.xml
 Email: carlos@ices.dk
 Monitoring Year: 2017
 Submitting date: 19/05/2017 08:46:00
 Number of records in file: 30000
 Max. Errors to return: 30000

Record	Rows
Record: FI, File Information	1 Row(s)
Record: D1, Bycatch main record	1 Row(s)
Record: D1, Bycatch detail record	1 Row(s)

At the bottom of the page, there is a button labeled "Import the data to the database" and a link for "View full report (can export to XLS or PDF)".

Step 11. Once you have clicked the import button, you will receive a message that the data have been successfully uploaded.



The screenshot shows a web browser window at [http://bycatch.ices.dk/fileOverview.aspx?message=Your file was imported successfully](http://bycatch.ices.dk/fileOverview.aspx?message=Your%20file%20was%20imported%20successfully). The page header includes the ICES CIEM logo, navigation links (Contact, Sitemap, FAQ, Glossary, SharePoint Login, Admin), a search bar, and a 'BETA' banner. The main content area features a large orange banner with the text 'BYCATCH' and a breadcrumb trail: [Bycatch](#) / [Summary of the data in the database](#) / [Submit data \(requires login\)](#) / [Submission status](#) / [Web Services](#). Below this, the heading 'ByCatch Data summary of the data' is followed by a confirmation message: 'File has been successfully uploaded, thank you for your submission.' A table with 6 columns and 20 rows displays the data summary.

Upload ID	Country	Year Of data collection	Email Submitter	No. recs ByCT	No. Recs ByCMT
32	LITHUANIA	2014	ruthfernandez@ices.dk		
242	GREECE	2014	ark10@st-andrews.ac.uk		
243	SLOVENIA	2014	ark10@st-andrews.ac.uk		
376	GERMANY	2014	christian.dorrien@ti.bund.de	12	254
377	GERMANY	2005	ark10@st-andrews.ac.uk	3	3
378	GERMANY	2006	ark10@st-andrews.ac.uk	3	3
379	GERMANY	2008	ark10@st-andrews.ac.uk	3	5
380	GERMANY	2009	ark10@st-andrews.ac.uk	5	229
381	GERMANY	2010	ark10@st-andrews.ac.uk	5	227
382	GERMANY	2011	ark10@st-andrews.ac.uk	1	300
383	GERMANY	2012	ark10@st-andrews.ac.uk	6	204
384	GERMANY	2013	ark10@st-andrews.ac.uk	7	180
386	DENMARK	2005	ark10@st-andrews.ac.uk	8	8
387	DENMARK	2006	ark10@st-andrews.ac.uk	8	8
388	DENMARK	2007	ark10@st-andrews.ac.uk	4	4
389	DENMARK	2008	ark10@st-andrews.ac.uk	6	5
390	DENMARK	2009	ark10@st-andrews.ac.uk	4	13
391	DENMARK	2010	ark10@st-andrews.ac.uk	28	258
392	DENMARK	2011	ark10@st-andrews.ac.uk	30	236

If errors are found in your file, you can re-upload and overwrite previously entered data. If you have no success with your data upload, please contact ICES Data Centre (data.call@ices.dk). You can check the summary of records entered by clicking on the Summary of the data in database or Submission Status. **Please note that data uploaded after the deadline (15th February 2019) will not be considered in the provision of advice on the bycatch of protected species in 2019.**

In case of questions about the template, reporting format, vocabulary codes, etc., please contact data.call@ices.dk.

Annex 2. Data submission format in detail

There are four tables (worksheets) in the Excel file for submission, in addition to a README. This Annex explains the type (character [char], numeric, or text) and meaning of each field, and whether the field is mandatory (M) or optional (O). Mandatory field headers are coloured red in the tables and must be completed; optional field headers are green.

Table 1. File Information Table

FIELD NAME	FIELD TYPE	OBLIGATION	DESCRIPTION	GUIDANCE
Country	Char	M	ISO 2-alpha country code	Use vocabulary link in template
Reporting_organisation	Char	M	EDMO code of the organization responsible for the data.	Use vocabulary link in template
E-mail	Char	M	E-mail address for the point of contact about the data.	Valid e-mail address

Table 2. Fishing_effort Table (for fishing effort)

FIELD NAME	FIELD TYPE	OBLIGATION	DESCRIPTION	GUIDANCE
Year	Numeric	M	Four-digit year (e.g. 2015)	Enter the year when the data were collected.
Month	Numeric	O	One or two-digit month (e.g. 1 for January)	Enter the month when the data were collected.
Area type	Char	M	Area reference type	Specify which area reference codes you are using: ICES areas, GFSM GSAs, NAFO areas
Area code	Char	M	Area code, where the majority of trips were observed	Use code options from the look-up lists for each area type; multiple areas must be separated by '~'
Metier Level 3	Char	M	Generic gear group	Use vocabulary options provided in the template drop down list; if 'other' is selected, please provide explanation in the comment field.
Metier Level 4	Char	M	Gear type	Use vocabulary options provided in the template drop down list
Metier Level 5	Char	M	Target species group	Use vocabulary options provided in the template drop down list
Metier Level 6	Char	O	Mesh size and other selective devices	If applicable, briefly provide the mesh size ranges and other selective devices applicable for the métier, according to Appendix IV of the Commission Decision 2008/949/E
Vessel size range [m]	Char	M	The size range of vessel that was observed in metres	Use vocabulary options provided in the template drop down list.
Days at sea F	Numeric	M	Total number of days at sea corresponding to fishing time (e.g. 60)	Indicate total days at sea operating at Métier Level V according to Appendix IV of the Commission Decision 2008/949/E

FIELD NAME	FIELD TYPE	OBLIGATION	DESCRIPTION	GUIDANCE
Vessels F	Numeric	O	The total number of vessels	Indicate total number of vessels operating at Métier Level 5 according to Appendix IV of the Commission Decision 2008/949/E
Trips F	Numeric	O	The Total number of trips	Indicate total number trips operating at Métier Level 5 according to Appendix IV of the Commission Decision 2008/949/E
Total length of nets F [km]	Numeric	O	Total length of nets in kilometres (km)	Indicate total length of nets (km) deployed at Métier level 5 according to Appendix IV of the Commission Decision 2008/949/E
Total km hours F	Numeric	O	Total soak time of nets in kilometre hours (kmh) (this information is intended for fixed gears).	Indicate total soak time (kmh) fished at Métier level 5 according to Appendix IV of the Commission Decision 2008/949/E
No. of hauls F	Numeric	O	Total number of hauls fished	Total number of hauls (aka tows or sets) fished at Métier level 5
Total towing time F	Numeric	O	Total time tow deployed for fishing in hours (h) (this information is intended for mobile gears)	Total tow time fished (h) at the Métier level reported.

Table 3. Bycatch Monitoring Effort Table

FIELD NAME	FIELD TYPE	OBLIGATION	DESCRIPTION	GUIDANCE
Year	Numeric	M	Four-digit year (e.g. 2015)	Enter the year when the data were collected.
Month	Numeric	M	One or two digit month (e.g 1 for January)	Enter the month when the data were collected.
Area type	Char	M	Area reference type	Specify which area reference codes you are using: ICES areas, GFSM GSAs, NAFO areas
Area code	Char	M	Area code, where the majority of trips were observed	Use code options from the look-up lists for each area type; multiple areas must be separated by '~'
Métier Level 3	Char	M	Generic gear group	Use vocabulary options provided in the template drop down list; if 'other' is selected, please provide explanation in the comment field.
Métier Level 4	Char	M	Gear type	Use vocabulary options provided in the template drop down list
Métier Level 5	Char	M	Target species group	Use vocabulary options provided in the template drop down list
Métier Level 6	Char	O	Mesh size and other selective devices	If applicable, briefly provide the mesh size ranges and other selective devices applicable for the métier, according to Appendix IV of the Commission Decision 2008/949/E
Vessel size range [m]	Char	M	The size range of vessel that was observed in metres	Use vocabulary options provided in the template drop down list.

FIELD NAME	FIELD TYPE	OBLIGATION	DESCRIPTION	GUIDANCE
Monitoring program	Char	M	Name of data collection program under which the data were collected.	Use vocabulary options provided in the template drop down list; if 'other' is selected please provide explanation in the comments field. You can check the vocabulary here: http://vocab.ices.dk/?ref=1500
Monitoring protocol	Char	M	The target species/taxa of the bycatch monitoring program	Use vocabulary options provided in the template drop down list. For example, 'marine mammals' implies the observers main role was to monitor the gear for interactions with marine mammals; You can check the vocabulary here: http://vocab.ices.dk/?ref=1501
Monitoring method	Char	M	Type of monitoring method used to collect the data	Use vocabulary options provided in the template drop down list. For example, "At sea observer" means that the data were collected visually by an observer onboard the vessel
Fishery target species	Char	O	Name of the main target species. Minimum specification – taxonomic group or common name; Maximum specification – scientific name of the species.	If more than one species, separate scientific names by '~' e.g. Sprattus sprattus~Clupea harengus
Pinger characteristics	Char	O	Pinger (i.e. acoustic deterrent devices) specifications according to Annex II or Article 3.2 in Council Regulation (EC) 812/2004.	Indicate type of device being used. Use vocabulary options provided in the template drop down list; Type 1 or Type 2 (http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=celex:32004R0812 , DDD=Dolphin Dissuasive Device; MIX = a mixture of acoustic deterrents used; other=devices other than Type 1, Type 2, DDD, or a mixture of these 3 types) If other pinger is used, please specify in the comments field. You can check the vocabulary here: http://vocab.ices.dk/?ref=1504
Other mitigation measures	Char	O	Other observed active or passive mitigation techniques used on the gear.	Other observed mitigation techniques could include escape panels and reflective gear.
Vessels Observed	Numeric	O	Total observed number of vessels	Indicate the total number of vessels that were monitored at the Métier level reported.
Trips Observed	Numeric	O	Total observed number of trips	Indicate the total number of trips that were monitored at the Métier level reported.
Days at sea Observed	Numeric	M	Total observed number of days at sea (e.g. 60)	Indicate total days at sea observed at the Métier level reported.
Hauls with pingers Observed [%]	Numeric	O	The percentage of hauls observed with pingers	Indicate the % of observed hauls that were equipped with pingers (acoustic deterrent devices)
Total length of nets Observed [km]	Numeric	O	Total observed length of nets in kilometres (km)	Indicated the total length of nets observed (km) at the Métier level reported.

FIELD NAME	FIELD TYPE	OBLIGATION	DESCRIPTION	GUIDANCE
Total km hours Observed	Numeric	O	Total observed soak time of nets in kilometre hours (kmh) (this information is intended for fixed gears).	Indicate total observed soak time (kmh) at the Métier level reported.
No. of hauls Observed	Numeric	O	Total observed number of hauls	Total number of hauls (e.g. tows or sets) at the Métier level reported.
Total towing time Observed	Numeric	O	Total observed towing time in hours (h) (this information is intended for mobile gears)	Total tow time observed (h) at the Métier level reported.
Type of 812 monitoring	Text	O	Type of monitoring program under Reg. 812	Indicate type of monitoring program conducted in agreement with Article 4 and Annex III of Council Regulation (EC) Monitoring scheme, Pilot monitoring schemes or Scientific studies. You can check the vocabulary here: http://vocab.ices.dk/?ref=1505
Comments	Char	O	Provide additional information as appropriate.	Follow guidance for mandatory fields; comments for optional fields are encouraged but not required.

Table 4. Bycatch Event Table

FIELD NAME	FIELD TYPE	OBLIGATION	DESCRIPTION	GUIDANCE
Year	Numeric	M	Four-digit year (e.g. 2015)	Enter the year when the data were collected.
Month	Numeric	M	One or two-digit month (e.g 1 for January)	Enter the month when the data were collected.
Area type	Char	M	Area reference type	Specify which area reference codes you are using: ICES areas, GFSM GSAs, NAFO areas
Area code	Char	M	Area code, where the majority of trips were observed	Use code options from the look-up lists for each area type; multiple areas must be separated by '~'
Metier Level 3	Char	M	Generic gear group	Use vocabulary options provided in the template drop down list; if 'other' is selected, please provide explanation in the comment field.
Metier Level 4	Char	M	Gear type	Use vocabulary options provided in the template drop down list
Metier Level 5	Char	M	Target species group	Use vocabulary options provided in the template drop down list
Metier Level 6	Char	O	Mesh size and other selective devices	If applicable, briefly provide the mesh size ranges and other selective devices applicable for the métier, according to Appendix 4 of the Commission Decision 2008/949/E

Vessel size range [m]	Char	M	The size range of vessel that was observed in metres	Use vocabulary options provided in the template drop down list.
Monitoring program type	Char	M	Name of data collection program under which the data were collected.	Use vocabulary options provided in the template drop down list; if 'other' is selected please provide explanation in the comments field. You can check the vocabulary here: http://vocab.ices.dk/?ref=1500
Monitoring protocol	Char	M	The target species/taxa by the human observer/monitoring program. See guidance if electronic monitoring was used.	Use vocabulary options provided in the template drop down list. For example, 'marine mammals' implies the observer's main role was to monitor the gear for interactions with marine mammals. You can check the vocabulary here: http://vocab.ices.dk/?ref=1501
Monitoring method	Char	M	Type of monitoring method done to collect data	Use vocabulary options provided in the template drop down list. For example, "At sea observer" means that the data were collected visually by an observer onboard the vessel
Bycatch species	Char	M	Name of species caught incidentally. Minimum specification – taxonomic group or common name; Maximum specification – scientific name of the species.	Use WoRMS to verify the valid species name http://www.marinespecies.org/
Is cetacean	Char	O	Yes; No	Indicate if the animal is a cetacean.
No. of specimens with pingers	Numeric	M	Total number of observed specimens incidentally caught in gear equipped with pingers.	Number of live and dead specimens caught in gear equipped with pingers.
No. of specimens without pingers	Numeric	M	Total number of observed specimens incidentally caught in gear NOT equipped with pingers.	Number of live and dead specimens caught in gear NOT equipped with pingers.
No. of incidents with pingers	Numeric	M	Number of fishing operations equipped with pingers that caught animals (dead and live animals)	For example, this would be the total number of fishing operations [e.g. haul] observed that were equipped with pingers and had incidental bycatch of that species.
No. of incidents without pingers	Numeric	M	Number of fishing operations that caught animals (dead and live animals)	For example, this would be the total number of fishing operations [e.g. haul] observed that were NOT equipped with pingers and had incidental bycatch of that species
Bycatch rate with pingers	Numeric	O	The ratio of observed specimens incidentally taken as bycatch per unit of observed fishing effort from gear equipped with pingers.	Indicate per unit of observed fishing effort, the bycatch rate (i.e total number of specimens per days at sea observed), for a given species from gear that was equipped with pingers.
Bycatch rate without pingers	Numeric	O	The ratio of specimens incidentally taken as bycatch per unit of observed fishing effort from gear NOT equipped with pingers.	Indicate per unit of observed fishing effort, the bycatch rate (i.e total number of specimens per days at sea observed), for a given species from gear that was NOT equipped with pingers.

Total Bycatch Estimate	Numeric	O	Estimated total number of animals taken as bycatch derived from observed incidental bycatch.	Provide the total bycatch estimate for each of the different species reported.
Coefficient of Variation [%]	Numeric	O	Coefficient of Variation (%)	Provide the estimated CV (standard deviation/bycatch estimate x 100) associated with the total bycatch estimate for each species.