



WESTERN CENTRAL ATLANTIC FISHERY COMMISSION (WECAFC)
ELEVENTH (VIRTUAL) SESSION OF THE SCIENTIFIC ADVISORY GROUP (SAG)
25-27 April 2022
[WG Report Name]
[WG Convener Name]

Guidance Template for preparation of WG presentations

General Instructions for Working group presentations and documents to be delivered at SAG XI

For working group (WG) reports, the following template is provided as general guidance in preparation of presentations for the SAG XI meeting. WG presentations should be succinct summaries from the primary WG report providing, a complete recap of the main report including recommendations and intersession work plan. Presentations should be approximately 20 slides and require not more than 30 minutes for delivery. Approximately 15 minutes will be allotted for questions and comments. The template follows below:

WG conveners' agenda items

8. FSAMP
9. Bycatch Strategy (Shrimps and GroundFish)
10. Sharks, Rays and Chimaeras
11. Moored FAD 1
12. Moored FAD 2
13. FDS-WG DCRF
14. to 16. All the 10 listed WG

Table of Contents

Introduction and Background 1

Objectives

Main Accomplishments during the Intersession Period by WG
.....

Challenges and issues faced during Intersession Period and steps taken to mitigate
.....

Conclusions
.....

.....

1. In reference to agenda items 14-16 WG Conveners please use the format below for your presentations and documents.
 - a. Actions requested from the SAG (Recommendations)
.....
 - Cover note
 - Preamble
 - Recommendation 1
 - Recommendation 2
 - Recommendation x
 - b. Tailored TORs for WG
 - c. Draft WG Work Plan for 2022-2024 Intersession Period for WECAFC/SAG/XI (guidance table follows) -----

Please use the Draft template below as guidance for presenting your ‘WG Work plan’.

The [XX] Working Group will carry out the following activities in 2022–2023 period:

Activity	Timetable	Responsible Entity	Group/ Theme