

## Information to be provided in advance by vessels

1. Intended port of call			2. Country			
3. Estimated date and time of arrival		<i>YYYY</i>	<i>MM</i>	<i>DD</i>	<i>HH</i>	<i>MM</i>
4. Purpose(s)		<i>LAN</i>	<i>TRX</i>	<i>PRO</i>	<i>OTH (specify)</i>	
5. Port and date of last port call			<i>YYYY</i>	<i>MM</i>	<i>DD</i>	
6. Port and date of next port call			<i>YYYY</i>	<i>MM</i>	<i>DD</i>	
7. Name of the vessel						
8. Flag State		9. Type of vessel		10. IRCS		
11. Global Record ID			12. IMO ship ID			
13. External ID			14. Other ID			
15. MMSI ID			16. Home port			
17. LOA			18. Moulded depth			
19. GT			20. Beam			
21. Engine(s) power		22. Construction year		<i>YYYY</i>		
23. Construction place						
24. Vessel owner(s)						
25. IMO company ID(s)						
26. Vessel beneficial owner(s)						
27. Vessel operator(s)						
28. Master						
29. Fishing master						
30. Vessel agent						
31. VMS		<i>No</i>	<i>Yes: National</i>	<i>Yes: RFMOs</i>		
32. AIS		<i>No</i>	<i>Yes</i>	33. LRIT	<i>Yes</i>	<i>No</i>
34. Previous name(s)				<i>Date(s)</i>		
				<i>YYYY</i>	<i>MM</i>	<i>DD</i>
				<i>YYYY</i>	<i>MM</i>	<i>DD</i>
35. Previous flag(s)				<i>Date(s)</i>		
				<i>YYYY</i>	<i>MM</i>	<i>DD</i>
				<i>YYYY</i>	<i>MM</i>	<i>DD</i>
36. Previous owner(s)				<i>Date(s)</i>		
				<i>YYYY</i>	<i>MM</i>	<i>DD</i>
				<i>YYYY</i>	<i>MM</i>	<i>DD</i>
37. Fishing license reference			<i>Issue date(s)</i>			
			<i>YYYY</i>	<i>MM</i>	<i>DD</i>	
			<i>YYYY</i>	<i>MM</i>	<i>DD</i>	

<b>38. License scope</b>		<i>Period of validity</i>							
<i>Quota</i>				<i>Effort</i>					
<i>Issuing authority</i>				<i>Country(ies)</i>					
<i>Target Species</i>				<i>Gear</i>					
<i>Fishing area(s)</i>									
<b>39. Transshipment documents</b>									
<i>Species</i>	<i>Product</i>	<i>Area</i>	<i>Quantity</i>	<i>TRX from</i>	<i>TRX to</i>	<i>Date</i>			
						<i>YYYY</i>	<i>MM</i>	<i>DD</i>	
						<i>YYYY</i>	<i>MM</i>	<i>DD</i>	
<b>40. Transshipping authorizations</b>									
<i>Issued by</i>				<i>Number</i>		<i>Date</i>	<i>YYYY</i>	<i>MM</i>	<i>DD</i>
<b>41. Trip starting</b>		<i>Date</i>	<i>YYYY</i>	<i>MM</i>	<i>DD</i>	<i>Time</i>	<i>HH</i>	<i>MM</i>	
<b>42. Fish onboard at start of trip</b>									
<i>Species</i>			<i>Product</i>			<i>Quantity</i>			
<i>Species</i>			<i>Product</i>			<i>Quantity</i>			
<b>43. Areas visited</b>									
<b>44. Total fish onboard</b>					<b>45. Landed/trx</b>		<b>46. Retained</b>		
<i>Species</i>	<i>Product</i>	<i>Catch area</i>	<i>Quantity</i>	<i>Quantity</i>	<i>Quantity</i>				
<b>47. Flag State status in RFMO(s)</b>				<i>Party</i>	<i>Coop. non-Party</i>	<i>Non-Party</i>			
<b>48. Fishing logbook</b>				<i>Yes</i>	<i>No</i>				
<b>49. Production/processing logbook</b>				<i>Yes</i>	<i>No</i>				
<b>50. Catch receiver (landed)</b>									
<b>51. Catch receiver (transshipped)</b>									
<b>52. Catch destination</b>									
<b>53. Catch documentation scheme</b>									
<b>54. Trade information scheme</b>									

**Port State inspection procedures**

The inspector(s) shall:

- a) verify that the vessel identification documentation onboard and information relating to ownership is true, complete and correct, including through appropriate contacts with the flag State or international records of vessels if necessary;
- b) verify that the vessel's flag and markings (e.g. name, external registration number, IMO ship identification number, international radio call sign and other markings) are consistent with information contained in the documentation;
- c) to the extent possible, verify that the authorization(s) for fishing and fishing related activities is/are true, complete and correct and consistent with the information provided in accordance with Annex A;
- d) to the extent possible, review all other relevant documentation and records, including those in electronic format and VMS data. Relevant documentation may include logbooks, catch and trade documents, crew lists, stowage plans and drawings, descriptions of fish holds, and documents required pursuant to the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES);
- e) inspect all gear onboard, including any gear stowed out of sight, and to the extent possible verify that it is in conformity with the conditions of the authorization(s). The fishing gear shall, to the extent possible, also be checked to ensure that features such as the mesh and twine size(s), devices and attachments, dimensions and configuration of nets, pots, dredges, hook sizes and numbers are in conformity with applicable regulations and that the markings correspond to those authorized for the vessel;
- f) to the extent possible, examine whether the fish on board was harvested in accordance with the applicable authorization(s);
- g) examine the catch in the hold or during or after the landing to determine the quantity and composition of all catch onboard, including by sampling. In doing so, the port inspector(s) may open cartons where the catch has been pre-packed and move the catch or cartons to ascertain the integrity of fish holds. Such examination may include inspections of product type and determination of nominal weight. The inspector(s) may also examine any catch retained onboard;
- h) evaluate whether there is reasonable evidence for believing that a vessel has engaged in, or supported IUU fishing;
- i) provide the report containing the result of the inspection to the master of the vessel, to be signed by the inspector and the master. The master's signature of the report shall serve only as acknowledgment of the receipt of a copy of the report. The master shall be given the opportunity to add any comments to the report, and
- j) where necessary, arrange for an official translation of relevant documentation.

## Report of the results of the inspection

1. Inspection report No				2. Country			
2. Inspecting Authority							
3. Name of Inspector						ID	
3. Name of Inspector						ID	
4. Place of inspection							
5. Commencement of inspection		<i>YYYY</i>	<i>MM</i>	<i>DD</i>	<i>HH</i>	<i>MM</i>	
5. Completion of inspection		<i>YYYY</i>	<i>MM</i>	<i>DD</i>	<i>HH</i>	<i>MM</i>	
6. Advanced notification received		<i>Yes</i>	<i>No</i>				
7. Purpose(s)		<i>LAN</i>	<i>TRX</i>	<i>PRO</i>	<i>OTH (specify)</i>		
8. Port and date of last port call				<i>YYYY</i>	<i>MM</i>	<i>DD</i>	
9. Port and date of next port call				<i>YYYY</i>	<i>MM</i>	<i>DD</i>	
10. Name of the vessel							
11. Flag State				11. Type of vessel			
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21. LOA				22. Moulded depth			
23. GT				24. Beam			
25. Engine(s) power				26. Construction year		<i>YYYY</i>	
27. Construction place							
28. Vessel owner(s)							
29. IMO company ID(s)							
30. Vessel beneficial owner(s)							
31. Vessel operator(s)							
32. Master							
33. Fishing master							
34. Vessel agent							
35. VMS		<i>No</i>	<i>Yes: National</i>		<i>Yes: RFMOs</i>		
36. AIS		<i>No</i>	<i>Yes</i>	37. LRIT		<i>Yes</i>	<i>No</i>
38. Previous name(s)				Date(s)			
		<i>YYYY</i>	<i>MM</i>	<i>DD</i>			
39. Previous flag(s)				Date(s)			
		<i>YYYY</i>	<i>MM</i>	<i>DD</i>			
		<i>YYYY</i>	<i>MM</i>	<i>DD</i>			

<b>40. Previous owner(s)</b>					<i>Date(s)</i>		
					<i>YYYY</i>	<i>MM</i>	<i>DD</i>
					<i>YYYY</i>	<i>MM</i>	<i>DD</i>
<b>41. Activities in RFMO areas</b>			<i>Yes</i>	<i>No</i>			
<b>42. RFMO</b>		<b>43. Flag State status</b>	<i>CP</i>	<i>NCP</i>	<i>NP</i>		
<b>42. RFMO</b>		<b>43. Flag State status</b>	<i>CP</i>	<i>NCP</i>	<i>NP</i>		
<b>44. Vessel in authorized list</b>		<b>RFMO</b>		<i>Yes</i>	<i>No</i>		
<b>44. Vessel in authorized list</b>		<b>RFMO</b>		<i>Yes</i>	<i>No</i>		
<b>45. Vessel in IUU list</b>		<b>RFMO</b>		<i>Yes</i>	<i>No</i>		
<b>45. Vessel in IUU list</b>		<b>RFMO</b>		<i>Yes</i>	<i>No</i>		
<b>46. Fishing license reference</b>			<i>Issue date(s)</i>				
			<i>YYYY</i>	<i>MM</i>	<i>DD</i>		
			<i>YYYY</i>	<i>MM</i>	<i>DD</i>		
<b>47. License scope</b>	<i>Period of validity</i>						
<i>Quota</i>				<i>Effort</i>			
<i>Issuing authority</i>			<i>Country(ies)</i>				
<i>Target Species</i>			<i>Gear</i>				
<i>Fishing area(s)</i>							
<b>48. Transshipment documents</b>							
<i>Species</i>	<i>Product</i>	<i>Area</i>	<i>Quantity</i>	<i>TRX from</i>	<i>TRX to</i>	<i>Date</i>	
						<i>YYYY</i>	<i>MM</i>
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<b>49. Transshipping authorizations</b>							
<i>Issued by</i>			<i>Number</i>		<i>Date</i>	<i>YYYY</i>	<i>MM</i>
<b>50. Trip starting</b>		<i>Date</i>	<i>YYYY</i>	<i>MM</i>	<i>DD</i>	<i>Time</i>	<i>HH</i>
<b>51. Fish onboard at start of trip</b>							
<i>Species</i>		<i>Product</i>		<i>Quantity</i>			
<i>Species</i>		<i>Product</i>		<i>Quantity</i>			
<b>52. Areas visited</b>							
<b>53. Total fish onboard (weight declared by master - Kg)</b>							
<i>Species</i>	<i>Product</i>	<i>Catch area</i>	<i>TRX / LAN</i>	<i>Nominal</i>	<i>Processed</i>	<i>Conv. Fac.</i>	
<b>54. Total fish onboard (weight declared by inspectors - Kg)</b>							
<i>Species</i>	<i>Product</i>	<i>Catch area</i>	<i>TRX / LAN</i>	<i>Nominal</i>	<i>Processed</i>	<i>Conv. Fac.</i>	
<b>55. Comments by inspectors</b>							

<b>56. Fishing logbook</b>		<i>Yes</i>	<i>No</i>		
<b>57. Production/processing logbook</b>		<i>Yes</i>	<i>No</i>		
<b>58. Catch receiver (landed)</b>					
<b>59. Catch receiver (landed)</b>					
<b>60. Catch receiver (transshipped)</b>					
<b>61. Catch destination</b>					
<b>62. Catch documentation scheme</b>					
<b>63. Trade information scheme</b>					
<b>64. Type of gear used</b>					
<b>65. Gear marked</b>	<i>Yes</i>	<i>No</i>	<b>66. Unused gear securely stowed</b>	<i>Yes</i>	<i>No</i>
<b>67. Number of hooks</b>			<b>68. Hook size</b>		
<b>69. Gear configuration</b>					
<b>70. Gear dimension</b>					
<b>71. Gear length</b>					
<b>72. Gear dept</b>					
<b>73. Mesh measurement of gear used (mm)</b>					
<b>74. Average mesh size</b>				<b>75. Legal mesh size</b>	
<b>76. Comments on gear</b>					
<b>77. Violations</b>					
<b>78. Action taken</b>					
<b>79. Comments by inspectors</b>					
<b>80. Comments by master</b>					

### **Information systems on port State inspections**

In implementing this Agreement, Parties shall:

- a) seek to establish computerized communication in accordance with Article 6, paragraph 1 and Article 15 of this Agreement;
- b) to the extent possible, establish websites to publicize the list of ports designated in accordance with Article 7 of this Agreement and the actions taken in accordance with Article 9 of this Agreement;
- c) ensure that inspection reports include as a minimum the information required in Annex C. Each inspection report should be identified by a unique reference number starting with 3-alpha country code of the port State and identification of issuing agency;
- d) to the extent possible, utilize the international coding system below and shall translate any other coding system into the international system.

countries/territories:	ISO-3166 3-alpha Country Code
species:	FAO 3-alpha code
vessel types:	FAO alpha code
gear types:	FAO alpha code
devices/attachments:	FAO 3-alpha code
ports:	UN LO-code

### **Guidelines for the training of inspectors**

Elements of a training programme for port State inspectors should include at least the following areas:

1. Ethics
2. Health, safety and security issues
3. Applicable laws and regulations, areas of competence and conservation and management measures of relevant regional fisheries management organizations, and applicable international law
4. Collection, evaluation and preservation of evidence
5. General inspection procedures such as report writing and interview techniques
6. Analysis of information, such as logbooks, electronic documentation and vessel history (name, ownership and flag), required for the validation of information given by the master of the vessel
7. Vessel boarding and inspection, including hold inspections and calculation of vessel hold volumes
8. Verification and validation of information related to landings, transshipment, processing and catch remaining onboard, including utilizing conversion factors for the various species and products
9. Identification of fish species and the measurement of length and other biological parameters
10. Identification of vessels and gear and techniques for the inspection and measurement of gear
11. Equipment and operation of VMS and other electronic tracking systems
12. Actions to be taken following an inspection
13. Relevant languages, particularly English