

## Information to be provided in advance by vessels

<b>1. Intended port of call</b>						
<b>2. Port State</b>						
<b>3. Estimated date and time of arrival</b>						
<b>4. Purpose(s)</b>						
<b>5. Port and date of last port call</b>						
<b>6. Name of the vessel</b>						
<b>7. Flag State</b>						
<b>8. Type of vessel</b>						
<b>9. International Radio Call Sign</b>						
<b>10. Vessel contact information</b>						
<b>11. Certificate of registry ID</b>						
<b>12. IMO ship ID, if available</b>						
<b>13. External ID (ID issued by flag State), if available</b>						
<b>14. Applicable RFMO ID</b>						
<b>15. Master</b>						
<b>16. Relevant fishing authorization(s)<sup>1</sup></b>						
<i>Identifier</i>	<i>Issued by</i>	<i>Validity</i>	<i>Fishing area(s)</i>	<i>Species</i>	<i>Gear</i>	
<b>17. Transshipment authorization(s)<sup>1</sup></b>						
<i>Identifier</i>		<i>Issued by</i>		<i>Validity</i>		
<i>Identifier</i>		<i>Issued by</i>		<i>Validity</i>		
<b>18. Transshipment information concerning donor vessels</b>						
<i>Name</i>	<i>Flag State</i>	<i>ID number</i>	<i>Species</i>	<i>Product form</i>	<i>Catch area</i>	<i>Quantity</i>
<b>19. Total catch onboard</b>				<b>20. Catch to be offloaded</b>		
<i>Species</i>	<i>Product form</i>	<i>Catch area</i>	<i>Quantity</i>	<i>Quantity</i>		

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<sup>1</sup> To be completed where applicable

**Port State inspection procedures**

The inspector(s) shall:

- a) to the extent possible, 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 held onboard, as well as those in electronic format and VMS data from the flag State or relevant regional fisheries management organizations (RFMOs). Relevant documentation may include logbooks, catch, transshipment 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 ;
- e) examine all relevant fishing gear onboard, including any gear stowed out of sight as well as related devices, and to the extent possible, verify that they are 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, determine whether the fish on board was harvested in accordance with the applicable authorization(s);
- g) examine the catch to determine its quantity and composition , including by sampling. In doing so, the port inspector(s) may open containers where the catch has been pre-packed and move the catch or containers to ascertain the integrity of fish holds. Such examination may include inspections of product type and determination of nominal weight;
- h) evaluate whether there is reasonable evidence for believing that a vessel has engaged in, or supported illegal, unreported and unregulated 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 and available, arrange for a translation of relevant documentation.

## Report of the results of the inspection

<b>1. Inspection report no</b>		<b>2. Port State</b>	
<b>3. Inspecting Authority</b>			
<b>4. Name of Principal Inspector</b>			<b>ID</b>
<b>5. Port of inspection</b>			
<b>6. Commencement of inspection</b>		<i>YYYY</i>	<i>MM</i>
		<i>DD</i>	<i>HH</i>
<b>7. Completion of inspection</b>		<i>YYYY</i>	<i>MM</i>
		<i>DD</i>	<i>HH</i>
<b>8. Advanced notification received</b>		<i>Yes</i>	<i>No</i>
<b>9. Purpose(s)</b>	<i>LAN</i>	<i>TRX</i>	<i>PRO</i>
<i>OTH (specify)</i>			
<b>10. Port and State and date of last port call</b>		<i>YYYY</i>	<i>MM</i>
		<i>DD</i>	
<b>11. Vessel name</b>			
<b>12. Flag State</b>			
<b>13. Type of vessel</b>			
<b>14. International Radio Call Sign</b>			
<b>15. Certificate of registry ID</b>			
<b>16. IMO ship ID, if available</b>			
<b>17. External ID (ID issued by flag State), if available</b>			
<b>18. Port of registry</b>			
<b>19. Vessel owner(s)</b>			
<b>20. Vessel beneficial owner(s), if different from vessel owner</b>			
<b>21. Vessel operator(s), if different from vessel owner</b>			
<b>22. Master</b>			
<b>23. Fishing master</b>			
<b>24. Vessel agent</b>			
<b>25. VMS</b>	<i>No</i>	<i>Yes: National</i>	<i>Yes: RFMOs</i>
<b>26. Status in RFMO areas where fishing or fishing related activities have been undertaken, including any IUU vessel listing</b>			
<i>Vessel identifier</i>	<i>RFMO</i>	<i>Flag State status</i>	<i>Vessel on authorized vessel list</i>
			<i>Vessel on IUU vessel list</i>
<b>27. Relevant fishing authorization(s)</b>			
<i>Identifier</i>	<i>Issued by</i>	<i>Validity</i>	<i>Fishing area(s)</i>
			<i>Species</i>
			<i>Gear</i>
<b>28. Transshipment authorization(s)</b>			
<i>Identifier</i>		<i>Issued by</i>	<i>Validity</i>
<i>Identifier</i>		<i>Issued by</i>	<i>Validity</i>

<b>29. Transshipment information concerning donor vessels</b>						
<i>Name</i>	<i>Flag State</i>	<i>ID no.</i>	<i>Species</i>	<i>Product form</i>	<i>Catch area(s)</i>	<i>Quantity</i>
<b>30. Evaluation of offloaded catch (quantity)</b>						
<i>Species</i>	<i>Product form</i>	<i>Catch area(s)</i>	<i>Quantity declared</i>	<i>Quantity offloaded</i>	<i>Difference between quantity declared and quantity determined, if any</i>	
<b>31. Catch retained onboard (quantity)</b>						
<i>Species</i>	<i>Product form</i>	<i>Catch area(s)</i>	<i>Quantity declared</i>	<i>Quantity retained</i>	<i>Difference between quantity declared and quantity determined, if any</i>	
<b>32. Examination of logbook(s) and other documentation</b>				<i>Yes</i>	<i>No</i>	<i>Comments</i>
<b>33. Compliance with applicable catch documentation scheme(s)</b>				<i>Yes</i>	<i>No</i>	<i>Comments</i>
<b>34. Compliance with applicable trade information scheme(s)</b>				<i>Yes</i>	<i>No</i>	<i>Comments</i>
<b>35. Type of gear used</b>						
<b>36. Gear examined in accordance with paragraph e) of Annex B</b>			<i>Yes</i>	<i>No</i>	<i>Comments</i>	
<b>37. Findings by inspector(s)</b>						
<b>38. Apparent infringement(s) noted including reference to relevant legal instrument(s)</b>						
<b>39. Comments by the master</b>						
<b>40. Action taken</b>						
<b>41. Master signature</b>						
<b>42. Inspector signature</b>						

**Information systems on port State measures**

In implementing this Agreement, Parties shall:

- a) seek to establish computerized communication in accordance with Article X, paragraph X and Article X of this Agreement;
- b) to the extent possible, establish websites to publicize the list of ports designated in accordance with Article X of this Agreement and the actions taken in accordance with Article X of this Agreement;
- c) to the extent possible, identify each inspection report by a unique reference number starting with 3-alpha code of the port State and identification of the issuing agency;
- d) to the extent possible, utilize the international coding system below in Annexes A and C and shall translate any other coding system into the international system.

countries/territories:	ISO-3166 3-alpha code
species:	ASFIS 3-alpha code (known as FAO 3-alpha code)
vessel types :	ISSCFV code (known as FAO alpha code)
gear types:	ISSCFG code (known as FAO alpha 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, transshipments, 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, and
13. Relevant languages, particularly English.