

Annex P

Online Submission of Progress Report Data and Proposed Changes to the Progress Report Template

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This group was formed to examine various suggestions and recommendations made in recent years (e.g. in the Working Group on Bycatch and the Sub-committee on Small Cetaceans) with respect to online submission of various types of data included in the Progress Reports and the ability to quickly obtain summary tables of information on, for example, bycatch, ship strikes and directed catches. In view of this, the group examined the existing requirements for Progress Reports in the light of possible online submission, recognising that this must balance the needs of the progress report compilers as well as the Committee.

What follows are our suggestions for streamlining the Progress Reports and developing a prototype online system in conjunction with data providers.

SUBMISSION OF DATA

After a discussion about the collection and input of the data that forms the basis of the National Progress Reports, it was suggested that the most efficient method to collect this data electronically would be the use of country-specific web applications that could be completed by the National Compiler or disseminated in parts by that Compiler to those individuals or organisations that input the data at source.

The Compiler would be able to send a web URL to the source data-collectors, which would link to a web page containing data-entry tables similar to the paper versions currently used. Each application would then aggregate the data for that country and store the data temporarily allowing for the National Compiler to have final review before submitting them to a Global Progress Report Database stored at the Secretariat. At this submission stage the Compiler would also have the opportunity to export their data to any external national or other database if they so choose.

This global database could then be queried to provide any live summary data that were requested by the Scientific Committee. Live summary tables would be displayed on the IWC website, which may negate the need to have them published in the Supplement to the *Journal* and printed at the Scientific Committee Meeting. The Secretariat would have final editorial control of the data and would present them as was necessary. This approach would provide the flexibility to help reduce the workload of the National Compilers and allow them more time to follow up on missing or erroneous data from the source.

PROPOSED CHANGES TO PROGRESS REPORT TEMPLATE

A standardisation and reorganisation of the existing tables was recommended in order to streamline and simplify both

the data-entry process and database design. In some cases this reorganisation would bring the database into line with existing IWC database standards (e.g. Entanglement, Ship Strikes, Catch data, etc.) and would aid interaction between them and recycle existing 'lookup' data.

The current Progress Template allows for a large amount of free-text footnotes, which are of limited use in creating useful data summaries, and also contains some out-dated or redundant fields.

Consequently, a discussion was held to decide on a new standard format for the tables and how best to incorporate necessary comments. It was also agreed that some sections, primarily relating to reporting results, should be deleted as such information was better provided by submitting papers or referring to publications.

The following tables represent the recommended changes to each section of the Progress Report, with drop-down fields linked to standard lookup lists highlighted in grey. Where appropriate these will be hierarchical.

PROPOSED TIMELINE

The design and implementation of the database and web application represents a significant amount of work that could be contracted out to the consultant who created the IWC Ship Strikes database and subsequently maintained by the Secretariat. The consultant has stated that it would take between six to twelve months to complete the work from design to implementation. A small group of compilers could pilot-test the application before next year's meeting to test before going live the following year. Intersessional discussions will establish whether existing templates (e.g. for the EU) may be used to minimise work for National Compilers.

Given the new proposed changes to the format of the tables, the work can be completed in two stages:

- (1) using the existing data-collection methods with the new amended tables for next year's Progress Reports for publication at the 2011 Annual Meeting; and
- (2) implementing the web application with the new amended tables to collect data for the Progress Reports for the 2012 Annual Meeting.

Using the existing data-collection methods with the amended tables in the first year would allow the data collectors to familiarise themselves with the changes while work on building the web applications and database was underway. Any fine-tuning to the tables could be decided at the 2011 Annual Meeting before the database was finalised, aiding design at the root-level.

Proposed Changes to the Progress Report Template

1. DATA PROVIDERS/COMPILERS

Country	Compiled by	Affiliation	Address

This report summarises information obtained from:

Name of agency/institute	Abbreviation (use in rest of report)	Contact e-mail address

2. SIGHTINGS DATA

Give brief details of systematic surveys, when and where held and references to cruise reports if applicable. Systematic surveys will be defined and the table will also include appropriate data from platforms of opportunity.

Species	Date	Large Area	Comments	Survey type	Contact	References (e.g. IWC paper)
[Drop down menu]	[Drop down menu: from/to dates]	[Drop down menu]	E.g. further area info	[Drop down] e.g. Platform of Opportunity, systematic-line transect		

3. MARKING DATA

3.1 Field work

3.1.1 Natural marking data

Species	Feature	Large Area	Comments	Years over which catalogue existed (range)	No. Individuals in catalogue	Contact	References
[Drop down menu]	[Drop down menu] e.g. fluke	[Drop down menu]	E.g. further area info				

3.1.2. Artificial marking data

This would include such things as Discovery marks (especially recovery information) or external artificial tags.

3.1.3 Telemetry data

Include both satellite and radio-tags.

Species	Large Area	Small Area	Comments	Tag type	No. successfully deployed*	Contact	References
[Drop down menu]	[Drop down menu]	[Drop down menu]	E.g. further area info	[Drop down menu]			

*successfully deployed is defined as those deployed and successfully providing data.

4. TISSUE/BIOLOGICAL SAMPLES COLLECTED

Species	Large Area	Small Area	Comments	Source	Purpose of study	Number collected	Tissue type	In tissue bank/register	Total holdings	Contact	Refs
[Drop down menu]	[Drop down menu]	[Drop down menu]	E.g. further area info	[Drop down menu] Commercial, aboriginal etc.	[Check boxed for pollutants, age study etc.]		[Check boxes for skin, blubber etc.]	[Drop down menu] Yes/ No			

5. STATISTICS FOR LARGE CETACEANS

5.1 Corrections to earlier years' statistics for large whales

This is the correct place to include any corrections to statistics presented in earlier years. It is also appropriate to include references to studies that utilise time series of data here [existing database entries manually edited by Secretariat].

Species	Date	Large Area	Correction details	Contact person	References
[Drop down menu]	[Drop down menu: from/to dates]	[Drop down menu]			

5.2 Direct catches of large whales (commercial, aboriginal and scientific permits) for the calendar year 20XX or the season 20XX/XX

It must be noted that this summary is not considered to fulfil the obligation to supply data to the Commission as specified in the Schedule.

Species	Type of catch	Large Area	IWC Small Area	Comments	Males	Females	Total landed	Struck and lost
[Drop down menu]	[Drop down menu] e.g. aboriginal	[Drop down menu]	[Drop down menu]	e.g. further area info				

5.3 Non-direct anthropogenic mortality of large whales for the calendar year 20XX or the season 20XX/XX

5.3.1 Observed or reported ship strikes of large whales (including non-fatal events)

The inclusion of this data was agreed by the Committee in 2004 (IWC, 2005). If available, please use latitude and longitude for location or else specify as much detail as possible.

Species	Large Area	IWC Small Area	Comments	Date	Sex	No.	Fate	Submitted to IWC ship strikes database	Contact person	References
[Drop down menu]	[Drop down menu]	[Drop down menu]	E.g. long/lat	[Drop down menus: from/to dates]	[Drop down menu] M, F, U			[Drop down menu] Yes, No		

5.3.2 Fishery bycatch of large whales

The inclusion of this data was agreed by the Committee in 2004 (IWC, 2005). If available, please use Latitude and Longitude for location. The Committee also agreed that types of fishing gear involved in bycatch should be documented (IWC, 2005). More detailed information and illustrations of the different types of fishing gear can be found on the FAO/FIGIS website¹. Please also include any instances of entanglement in shark exclusion nets, which are another important source of bycatch. **If no mortality has been reported then please state this in the table (do not leave blank).**

Species	Large Area	IWC Small Area	Comments	Date	Sex	No.	Fate	Targeted fish species	Gear	How observed	Contact person	Refs
[Drop down menu]	[Drop down menu]	[Drop down menu]	e.g. long/lat	[Drop down menus: from/to dates]	[Drop down menu] M, F, U				[Drop down menu] FAO codes	[Drop down menu] FAO codes		

6. STATISTICS FOR SMALL CETACEANS

It was first agreed to include this information in a Commission resolution in 1976 (IWC, 1977, p.31). Furthermore, in 2005 (IWC, 2006) it was agreed that these data should be brought into line with those reported for large cetaceans. **Therefore, this section should be completed using the same guidelines as given in Section 5 above, Statistics for large cetaceans. If no mortality has been reported then please state this in the table (do not leave blank).**

6.1 Corrections to earlier years' statistics for small cetaceans

This is the correct place to include any corrections to statistics presented in earlier years. It is also appropriate to include references to studies that utilise time series of data here [database entry manually edited by Secretariat].

Species	Date	Large Area	Correction details	Contact person	References
[Drop down menu]	[Drop down menu: from/to dates]	[Drop down menu]			

6.2 Direct catches of small cetaceans for the calendar year 20XX or the season 20XX/XX

Species	Type of catch	Large Area	IWC Small Area	Comments	Males	Females	Total landed	Struck and lost
[Drop down menu]	[Drop down menu] e.g. aboriginal	[Drop down menu]	[Drop down menu]					

6.3 Anthropogenic mortality of small cetaceans for the calendar year 20XX or the season 20XX/XX

6.3.1 Observed or reported ship strikes of small cetaceans (including non-fatal events)

Species	Large Area	IWC Small Area	Comments	Date	Sex	No.	Fate	Submitted to IWC ship strikes database	Contact	Refs
[Drop down menu]	[Drop down menu]	[Drop down menu]	E.g. long/lat	[Drop down menus: from/to dates]	[Drop down menu] M, F, U		[Drop down menu]	[Drop down menu] Yes, No		

6.3.2 Fishery bycatch/entanglement of small cetaceans

Species	Large Area	IWC Small Area	Comments	Date	Sex	No.	Fate	Targeted fish species	Gear	How observed	Contact person	Refs
[Drop down menu]	[Drop down menu]	[Drop down menu]	E.g. long/lat	[Drop down menus: from/to dates]	[Drop down menu] M, F, U				[Drop down menu] FAO codes	[Drop down menu] FAO codes		

¹http://www.fao.org/figis/servlet/static?dom=root&xml=tech/gears_search.xml.

There will be intersessional discussions on if and how to incorporate the EU table below.

Incidental catch rates by fleet segment and target species

Metier	Fishing area	Main target species	Incidentally caught cetaceans species	Number of incidents	Number of specimens incidentally caught by species		Incidental catch rates		Total incidental catch estimate	CV
					With pingers	Without pingers	With pingers	Without pingers		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

There will be intersessional discussions on if and how to incorporate information from monitoring programmes e.g. ICES.

7. STRANDINGS

Give a paragraph detailing the nature of the strandings reporting process (e.g. completely opportunistic, one or more networks, coastline covered, seasonal coverage). Then complete the following summary table with information where people can go for more details.

Species	Total no. individuals stranded reported to national authority in calendar year	Total no. stranding events	Contact person(s)/ institute(s)	References
[Drop down menu]				

*Note the IWC keeps an up-to-date list of national stranding networks. Please check the information for your country is up to date [HERE](#) [link to database of networks].

8. LITERATURE CITED

Include all references cited in the text here. Please follow the official IWC style guide for references (<http://www.iwcoffice.org/publications/styleguide.htm>). Please include information as to where the documents may be obtained **and if possible, pdf versions or reprints for the library.**

Reference in full	Cited in tables	Publication status	Where document can be obtained
	[Drop down menu] Yes/No	[Drop down menu] published, in press etc.	

REFERENCES

- International Whaling Commission. 1977. Chairman's Report of the Twenty-Eighth Meeting. *Rep. int. Whal. Commn* 27:22-35.
- International Whaling Commission. 2005. Report of the Scientific Committee. Annex J. Report of the Sub-Committee on Estimation of Bycatch and Other Human-Induced Mortalities. *J. Cetacean Res. Manage. (Suppl.)* 7:254-62.
- International Whaling Commission. 2006. Report of the Scientific Committee. Annex J. Report of the Working Group on Estimation of Bycatch and Other Human-Induced Mortality. *J. Cetacean Res. Manage. (Suppl.)* 8:177-84.