

Attachment E – Recommended modifications to CMM 2014-03 to support the Upgraded RFV

Box 1: Recommended Modifications to CMM 2014-03 Attachment 3 and 4 to support the Upgraded RFV

Attachment 3. Electronic Formatting Specifications

These specifications describe the electronic files that CCMs must provide if they choose to submit information via the electronic transmission mode (paragraph 3.a).

A) File type

The information must be provided in Microsoft Excel format. ~~one of the following formats~~
~~Microsoft Excel file~~

File name

~~The name of the file must be: **XX_RFV_UPDATES_DDMMYYYY.ssss**~~
~~where:~~

- ~~• **XX** two letter ISO country code (Attachment 7) of the CCM providing the file~~
- ~~• **DDMMYYYY** the date of the provision of the file~~
- ~~• **sssss** the standard file suffix (xls or xlsx if Excel file)~~

~~For example:~~

~~**AU_RFV_UPDATES_11082013.xlsx** (Excel file provided by Australia, on 11 August 2013)~~

B) File content

The RFV update file must contain only the vessels to be added to or deleted from the RFV, or whose details are being updated (i.e., the file must not include vessels for which no changes are being made). The type of change required for a particular vessel must be indicated by the “Data Action Code” (text) field, which must consist of one of the following values:

“ADDITION” (for a vessel that has not been on the RFV (active or previously delisted), to be added to the RFV),

“MODIFICATION” (for a vessel that: i) is currently on the RFV and which is to be modified by the current submitted by CCM, and to remain on the RFV; or ii) has previously been on the RFV but was deleted (delisted) at some stage, and which is to be modified by the current submitted by CCM (relisted) or a different submitted by CCM (reflagged),), or

“DELETION” (for a vessel to be removed from the RFV by the same submitted by CCM).

For a MODIFICATION, all the minimum data requirement fields for the vessel must be completed in the record so that the fields to be updated can be clearly identified. For an ADDITION, all minimum data requirement fields with the exception of the VID must be completed. For a DELETION, at a minimum, the following fields must be completed in the record: VID, name of the fishing vessel, flag of the fishing vessel, registration number, WCPFC Identification Number, and reason for deletion.

C) File structure

Each record in the electronic file represents a single vessel. Each record must have the structure specified in Attachment 1, including the same sequence of fields.

Sample MS Excel files with the proper formats are available [to download](#) from the [WCPFC RFV Web Portal](#).

Attachment 4. Web Portal Specifications

These specifications provide details on the web portal interface that the WCPFC Secretariat will maintain to support CCMs' submission of information via the manual transmission mode (paragraph 3.b).

The WCPFC Secretariat will provide a web portal interface for authorised RFV personnel of CCMs to directly enter and provide updates to RFV data for their vessels, and where applicable chartered vessels. Access to the web portal will be secure, and will require authorised RFV personnel to log in using a ~~CCM specific~~ [their WCPFC website](#) user name and password.

The web portal will be [accessed from a link prominently displayed on the public WCPFC website](#).
~~hosted on:~~ <https://intra.wcpfc.int/Lists/Vessels/Active%20Vessels%20by%20CCM.aspx>

This web portal will be designed to meet the standards and specifications of Attachment 1 and the SSPs, and where data relate to a specific list of alternative categories that is determined by the WCPFC Secretariat, this will be provided where possible as a drop-down menu option. In other instances, the option of numerical entries or text entries will be possible. There will be a capability for photos to be uploaded and updated.

After submission of a change or entry to the RFV via the web portal, each change or entry will be checked ~~by the WCPFC Secretariat~~ for consistency with the SSPs before being incorporated into the RFV. The CCM user will be ~~promptly~~ notified as to whether a given entry or change was incorporated into the RFV, and if not, the nature of the problem.

6. Noting that there have been updates to CMMs which are referenced in CMM 2014-03 since its adoption, the Secretariat also suggests the following edits are made in **Attachment 1. List of Fields in the WCPFC RFV and their Format and Content**
 - Replace various instances of “~~CMM 2013-10~~” with “[CMM 2018-06 or its replacement](#)” and “~~CMM 2012-05~~” with “[CMM 2012-04 or its replacement](#)”