

INTERNATIONAL COMMISSION FOR

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THE NORTHWEST ATLANTIC FISHERIES
Commissioner's Document No. 2

ANNUAL MEETING - JUNE 1965

Administrative Report for the year ending 30 June, 1965
(to 14 May 1965)

1. The Commission's Officers

Chairman of Commission	-	Mr K. Sunnanaa (Norway)
Vice-Chairman of Commission	-	Mr F P. Briggs (USA)
Chairman of Panel 1	-	Mr G. Mocklinghoff (Federal Republic of Germany)
Chairman of Panel 2	-	Mr H. Gardner (UK) (to November 1964)
Chairman of Panel 3	-	Mr V. Kamentsev (USSR)
Chairman of Panel 4	-	Captain T. de Almeida (Portugal)
Chairman of Panel 5	-	Mr W.C. MacKenzie (Canada)

These officers were elected at the 1963 Annual Meeting to serve for a period of two years.

Chairman of Standing Committee
on Research and Statistics - Dr. W. Templeman (Canada)

Chairman of Standing Committee
on Finance and Administration - Mr R. Green (US)

These officers were elected at the 1964 Annual Meeting to serve for a period of one year.

2. Panel Memberships for 1964/65

<u>Panel</u>	1	2	3	4	5	Total
Canada		+	+	+	+	4
Denmark	+					1
France	+	+	+	+		4
Germany	+	+				2
Iceland	+					1
Italy			+	+		2
Norway	+					1
Poland	+	+	+			3
Portugal	+	+	+	+		4
Spain	+	+	+	+		4
USSR	+	+	+	+	+	5
UK	+	+	+			3
USA			+	+	+	<u>3</u>
	10	8	9	7	3	37

3. The Commission's Office Accomodation

Through the kindness of the Department of Mines and Technical Surveys of the Canadian Government, the Commission has occupied office space in the Bedford Institute of Oceanography since 1 August 1963.

As a result of representation from the 1964 Annual Meeting of the Commission, the Canadian Government approved a recommendation effective 18 June 1964, that the space leased in the Bedford Institute of Oceanography to the Commission be occupied by the Commission, free of any rental charges to 1 August 1966, the remainder of the period of lease.

Effective 26 April 1965, the Secretariat vacated 240 square feet of office space to allow the Bedford Institute of Oceanography to meet, in part, its need to accomodate a rapid increase in staff toward full complement.

4. The Commission's Secretariat

Permanent members of the Secretariat were:

Executive Secretary	-	L.R. Day
Statistician and Accounts Officer	-	B.F.C. DeBaie (to 15 March 1965)
Editorial Assistant	-	H. Champion
Secretary	-	Miss Jean Maclellan
Clerk-Typist	-	Miss Gertrude Schrader
Clerk	-	Mrs. Barbara MacKenzie

Part-time typing assistance was provided by:

Mrs. Margaret Crickard
Miss Mabel Parker

Since the 1964 Annual Meeting, the Executive Secretary discussed the presentation of proposals to Depositary Governments from the 1964 Annual Meeting for changes to paragraphs 7 and 8 of Article VIII of the Convention and for changes in the ICNAF trawl regulations with Mr. Wm. Sullivan of the Office of the Special Assistant in Fish and Wildlife to the Under Secretary of State (22-23 June 1964); discussed job description with the Classification Branch of the Canadian Civil Service Commission with a view to certification of salary levels appropriate to the positions in the Commission's Secretariat and discussed Commission matters with personnel of the Canadian Department of Fisheries and The Fisheries Research Board of Canada in Ottawa (26-28 October 1964); participated in a meeting of Canadian and U.S. scientists to discuss common problems in research and management of commercial species particularly sea scallops, silver hake and haddock in ICNAF Subareas 4 and 5; represented ICNAF, in company with the Chairman of the Statistics Subcommittee, Mr. R. Hennemuth, at the Fourth Session of the FAO/ICES/ICNAF Continuing Working Party on Fishery Statistics in the North Atlantic Area (CWP) at FAO in Rome (9-12 March 1965).

The Commission's statistician, Mr. DeBaie, planned implementation of the statistics proposals from the 1964 Annual Meeting with the Chairman of the Statistics Subcommittee at the Wood's Hole, Mass., Laboratory of the U.S. Bureau of Commercial Fisheries (8-10 September, 1964).

The Editorial Assistant, Mr. H. Champion, reviewed editorial procedures for scientific publications with the Editor of Publications for the Fisheries Research Board of Canada, Dr. J.C. Stevenson and his assistant, Mr. R. MacIntyre, in Ottawa (5-7 August, 1964).

5. The Commission's Publications

The 1964 Meeting Proceedings (66 pages) was distributed in July 1964. It contains the reports of the Plenary Sessions and of meetings of the Panels, Commissioners, the Standing Committee on Finance and Administration and the ad hoc Committee on Trawl Regulations held in connection with the Commission's Fourteenth Annual Meeting held at the Federal Institute for Fisheries Research, Hamburg-Altona, from 1 to 6 June 1964.

The Redbook 1964 was issued in three parts. Part I (one book of 84 pages) contains the proceedings of the 1964 meetings of the Standing Committee on Research and Statistics and its Subcommittees and working groups. It was distributed in October 1964. Parts II and III (one book of 150 pages) contains the reports by member countries on research conducted in the Convention Area in 1963 and selected scientific papers presented to the 1964 meetings. Parts II and III were distributed in November 1964.

The Statistical Bulletin Vol. 12 for the year 1962 (75 pages) was distributed in November 1964. It contains the quantities of fish caught by species, by ICNAF Division, by month, by type of gear and vessel for the calendar year 1962.

The Statistical Bulletin Vol. 13 for the year 1963 (87 pages) will be available in June 1965. This is five months earlier than previous volumes have been printed and distributed.

The Annual Proceedings Vol. 14 for the year 1964/65 (43 pages) was distributed in January 1965. It contains the Administrative Reports with Financial statements for the year ending 30 June 1964 prepared by the Executive Secretary, the Report of the Fourteenth Annual Meeting, 1964, by the Chairman of the Commission and summaries of Research carried out in each Subarea of the Convention Area in 1963.

The Research Bulletin of ICNAF No. 1 (110 pages) was distributed in December 1964. This new serial publication contains 12 scientific papers on fisheries research important to the work of the Commission.

The Sampling Yearbook Vol. 8 for the year 1963 (173 pages) was distributed in February 1965. The volume contains the length and age frequencies and age/length keys and frequencies for the main ICNAF species sampled in ICNAF Divisions in 1963 by the research agencies of member countries.

The Research Bulletin of ICNAF No. 2 (about 80 pages) contains 13 scientific contributions to the knowledge of fisheries in the Northwest Atlantic. Papers are now in page proof stage at the printers. The number will be distributed in July 1965.

The ICNAF Handbook, formerly the ICNAF Directory (Blue Book) has been received and is at the printers. It contains the Articles of the International Convention for the Northwest Atlantic Fisheries, the Commission's Rules of Procedure and Financial Regulations, the Rules of Procedure for the Panels, the Commission's Trawl Regulations, Protocols to the Convention, the Statistical Divisions of the Convention Area and other useful items.

The ICNAF Special Publication No. 6 (about 850 pages) contains the Chairman's Introduction, 9 Section Summaries, 3 Review Papers and 91 Scientific Contributions to the ICNAF Environmental Symposium held at FAO, Rome, 27 January-1 February, 1964. Preparation of this publication for offset reproduction is almost complete and it will be available for distribution about mid-year 1965.

6. Newsletter

To date (14 May 1965) two Newsletters have been distributed, No. 46 covering the period July to September 1964 and No. 47 covering the period October to December 1964. Issue No. 46 highlighted the results of the Fourteenth Annual Meeting. Issue No. 47 provided a short summary of the Commission's accomplishments to date and outlook for the future.

7. Cooperation with Other International Organizations

The Secretariat has continued to maintain a close contact with other international organizations.

Statistics on the catch and effort in the northern ICNAF areas have been supplied to the Organization for Economic Cooperation and Development (OECD) for use in an economic study of developments in North Atlantic fisheries. In addition, the Secretariat has provided data for the OECD multilingual nomenclature of fish and fishery products.

Reports of the Statistical committees of ICES and ICNAF were exchanged. A review of possible conservation actions in the ICNAF area prepared by the Chairman of ICNAF's Research and Statistics Committee and Assessments Subcommittee was sent to ICES for consideration and possible use by the ICES Liaison Committee in their report to NEAFC in May 1965. Preparation has continued on the Joint ICES/ICNAF special meeting on sampling to be held in October 1965.

Proposals for preparation of an index of North Atlantic publications by FAO/ICES/ICNAF are being discussed.

Plans for sharing the expense and work of a joint FAO/ICES/ICNAF Symposium on Food Chains are being pursued.

Close cooperation with FAO and ICES was maintained in the development of adequate statistical procedures for the North Atlantic through participation by the Executive Secretary and the Chairman of the ICNAF Statistics Subcommittee, at the 4th Session of the FAO/ICES/ICNAF Continuing Working Party on Fishery Statistics in the North Atlantic held in March 1965.

Cooperation in developing FAO's role in world fisheries was effected through representation by Dr. A.W.H. Needler (Canada) on behalf of this Commission's Chairman at meetings of the ad hoc Committee on FAO Conference Resolution 8/63 in March 1965.

Dr. J.L. McHugh (USA) will represent the Commission at the 2nd Session of the FAO Working Party for Rational Utilization of tuna resources in the Atlantic Ocean (WPUTR) to be held in July 1965 at FAO, Rome.

The Chairman of the ICNAF Environmental Subcommittee represented the Commission at the 3rd Session of IOC in June 1964, the executive meeting of SCOR in June 1964 and the 7th meeting of SCOR in November-December 1964 to ensure coordination of the environmental studies of the Commission with these agencies which have world-wide responsibility for oceanographic studies.

Meeting reports were exchanged between NEAFC and ICNAF in an effort to assist each other in the solution of common problems in connection with the fisheries of the North Atlantic. Mr. G. Mocklinghoff (Federal Republic of Germany) represented ICNAF at the 3rd Meeting of NEAFC in May in Moscow.

8. Cooperation with Non-Member Countries

The exploratory fishing activities of Japanese fishing vessels in the Convention area resulted in larger catches in 1964. The Government of Japan has again submitted catch and effort statistics in the form required by the Commission. An invitation extended to the Government of Japan to send an observer to the 15th Annual Meeting in Halifax, Nova Scotia, has been accepted.

The Government of Belgium notified the Commission that it had not fished in the Convention Area in 1964.

The development of Rumanian fishing interest in the Convention Area has resulted in the Secretariat having fulfilled a request for information on the Commission's organization, function, work and for its publications.

9. Programmes and Reports of Research

Projected research programmes for 1965 for each member country were submitted to the Secretariat for duplication and distribution.

National research reports were received from all member countries except Italy, who had no vessels fishing in the Convention Area in 1964. The research reports have been prepared as Research Documents for consideration by scientists from the member countries at the 1965 Annual Meeting.

Considerable progress has been made toward completion of the text and figures of the sections of the Environmental Survey:

NORWESTLANT 1 - 3, April-June, 1963. Basic oceanographic data are being forward to the Canadian Oceanographic Data Centre (CODC) for storage and publication.

10. Statistics

The statistical service to the Commission continues to improve.

The time required to compile and publish the Statistical Bulletin of ICNAF has been reduced to twelve months in the Secretariat. As a consequence, the complete published statistic of the fishery in 1963 in the Convention Area (Statistical Bulletin Vol.13 for 1963) will be available for use at the Commission's scientific meetings beginning in May, 1965.

With the help of FAO and the use of the new FAO/ICNAF statistical reporting form Stana 1W by all member countries except Canada and USA, 1964 catches by species, country and division (Table 1 of Statistical Bulletin Vol.14 for 1964) and by species and subareas (Table 3 of Statistical Bulletin Vol.14 for 1964) will be available prior to the 1964 Annual Meeting.

Member countries were requested to submit returns on quantities of fish discarded and used for industrial purposes and on quantities of redfish taken at various depth zones.

Reports on the conversion and yield factors used by member countries in the ICNAF countries were requested for study at the 1964 Annual Meeting.

A detailed study of the form Stana 1W for ICNAF purposes has resulted in a number of improvements to the instructions issued for its use.

11. Otolith Exchange Programs

Completion of the cod otolith exchange program designed to compare age-reading techniques has allowed Mr R. Hennemuth (USA) to undertake an analysis of results for presentation to the 1965 Annual Meeting.

A new program of otolith exchange to compare silver hake age-readings using Canadian, US and USSR scientists has been forwarded.

12. Changes in the Convention

Proposed changes to paragraphs 7 and 8 of Article VIII of the International Convention for the Northwest Atlantic Fisheries to provide less time-consuming procedures for effecting regulatory measures, adopted by the Commission 6 June 1964, was forwarded to the Depositary Government 30 June 1964. A draft protocol was circulated by Depositary Government to Member Governments 5 October 1964.

13. International Regulation of Trawl Fisheries

Amendments to regulations to meet the growing and widespread use of synthetic fibres and to meet the different legal and administrative problems in Member Countries with regard to measurement of the size of the mesh for enforcement purposes in Subareas 1, 2, 3, 4 and 5, adopted by the Commission 6 June 1964, were forwarded to Depositary Government 30 June 1964.

14. Review of Conservation Actions

In accordance with requirements of the 14th Annual Meeting, the Chairman of Research and Statistics Committee, Dr. W. Templeman (Canada) and the Chairman of the Assessments Subcommittee, Mr. J. Gulland (UK) met in the Secretariat in mid December 1964 and completed a joint report entitled "Review of possible conservation actions for the ICNAF area". The report was circulated in late January 1965 to Commissioners and their Advisers in Member Countries for study prior to consideration at the 15th Annual Meeting of the Commission in June 1965 at Halifax.

15. Inspection of Regulated Fisheries

Reports of infringements to the ICNAF trawl regulations having to do with mesh size, mesh obstruction and excess landings were received from Member Countries and summarized for consideration at the 15th Annual Meeting.

16. Meetings

Subject co-ordinators and national correspondents concerned with the collection, analysis and publication of the material from the ICNAF Environmental Survey (NORWESTLANT 1 - 3) met on 25-26 September 1964 at Copenhagen under the Chairmanship of Mr. A. Lee (UK). Plans for coordinating and publishing the subject material in the ICNAF Special Publication series were discussed.

17. Financial Statements

Financial statements 1, 2 and 3 are attached. They cover the financial administration of the Commission from 1 July 1964 to 30 April 1965 with estimates to the end of the fiscal year 30 June 1965.

Statement 1 shows that projected total expenditures will be well within the total amount appropriated from Member Governments and from the Working Fund as approved by the Commission at its 1964 Annual Meeting. Deficits are shown in Communication Services (Section 4) and Equipment (Section 8). Authorization will be sought to meet these deficits by transfer from the sections in accordance with the Commission's Financial Regulations Section IV (4.5) as amended at the 1960 Annual Meeting of the Commission. The surplus shown in Personal Services (Section 1) are savings due to the Statistician, Mr. DeBaie,

leaving the Commission's employ. The Surplus in Travel (Section 2) was effected through restricted travel. Other Contractual Services (Section 6) show a considerable surplus due to more extensive use of the Canadian Government printing facilities. The surplus in Unliquidated Obligations (Section 10) is due to the Government of the Federal Republic of Germany assuming Commission major expenses in connection with the 1964 Annual Meeting in Hamburg.

I certify that, in my opinion, these financial statements are in accord with the books and records of the Commission.



L.R. Day
Executive Secretary to the
Commission

Office of the Secretariat
21 May 1965

STATEMENT 1

BUDGET APPROPRIATIONS, OBLIGATIONS INCURRED AND UNOBLIGATED BALANCES OF APPROPRIATIONS
FOR THE YEAR ENDING 30 JUNE, 1965 (ESTIMATED FROM MAY 1, 1965)

	<u>Appropriated by Commission at Annual Meeting 1964</u>	<u>Obligations Incurred and Liquidated up to April 30, 1965</u>	<u>Expenses Estimated for Rest of Fiscal Year</u>	<u>Total Obligations for Fiscal Year</u>	<u>Unobligated Balance of Appropriations (Estimated)</u>
1. Personal Services					
(a) Salaries	\$41,300.00	\$33,354.29	\$5,466.68	\$38,820.97	\$2,479.03
(b) Superannuation	1,200.00	393.52	139.52	533.04	666.96
(c) Additional Help	1,200.00	81.50	720.00	801.50	398.50
(d) Medical Plan	300.00	199.02	37.90	236.92	63.08
2. Travel	3,500.00	1,733.64	752.00	2,485.64	1,014.36
3. Transportation of things	500.00	134.25	200.00	334.25	165.75
4. Communication services	2,000.00	1,970.99	400.00	2,370.99	370.99
5. Printing	11,300.00	10,122.35	1,000.00	11,122.35	177.65
6. Other contractual services	5,200.00	1,303.27	700.00	2,003.27	3,196.73
7. Supplies and materials	3,000.00	1,303.76	1,200.00	2,503.76	496.24
8. Equipment	1,500.00	997.69	800.00	1,797.69	297.69
9. Annual Meeting	3,000.00	138.88	2,861.12	3,000.00	-
10. Unliquidated obligations	3,853.17	2,576.74	-	2,576.74	1,276.43
11. Advance from Working Capital Fund for printing Environmental Symposium	7,500.00	1,288.50	6,211.50	7,500.00	-
TOTAL	\$85,353.17	\$55,598.40	\$20,488.72	\$76,087.12	\$9,266.05

STATEMENT 2
STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDING JUNE 30, 1965
(ESTIMATED FROM MAY 1, 1964)

Members' Contributions Assessed:

Canada	\$7,529.82	
Denmark	2,277.45	
France	7,529.82	
Germany	4,028.23	
Iceland	2,277.45	
Italy	4,028.23	
Norway	2,277.45	
Poland	5,779.03	
Portugal	7,529.82	
Spain	7,529.82	
U.S.S.R.	9,280.60	
United Kingdom	5,779.03	
U.S.A.	<u>5,779.03</u>	\$71,625.78
Add: Surplus 1963-64		2,374.22
Loan from Working Capital Fund		7,500.00
Add: Miscellaneous Income		
Bank Interest	174.77	
Sale of Publications	<u>2,326.81</u>	2,501.58
Add: Unliquidated obligations 1963/64		3,853.17
		<hr/>
<u>Total</u>		87,854.75
Deduct: Obligations incurred and liquidated up to April 30, 1965 and obligations estimated to remainder of fiscal year Statement I		<u>76,087.12</u>
		<u>\$11,767.63</u>

STATEMENT 3

STATEMENT OF ASSETS AND LIABILITIES AS AT APRIL 30, 1965

ASSETS

Cash in Bank - Savings Account \$30,511.94
Cash in Bank - General Account 1,878.99
Government Contributions Receivable
1964/65, Italy 1,180.23
Accounts Receivable 200.00
(Sale of Publications)
Accountable Advance (travel) 1,045.00
TOTAL \$34,816.16

LIABILITIES

Overpayment of Government Contribution
billed for 1964/65 - U.S.S.R. \$ 59.81
Estimated expenses per Statement I
(May 1 to June 30, 1965) 20,488.72
Principal of Working Capital Fund 10,000.00
Less loan to Environmental Symposium 7,500.00
Surplus (Statement 2) 11,767.63
TOTAL \$34,816.16