

## **REPORT OF THE EXECUTIVE SECRETARY**

### Introduction

1. There were a number of decisions of the 1983 meetings of the Commission and Scientific Committee which required action by the Secretariat. Brief reports are provided in the following paragraphs. Financial, staffing and other administrative matters are also reported on.

### Follow-up Actions From the 1983 Meeting

2. The main focus of effort of the Secretariat this year has been on data collection and handling. Details of the development of the Commission's data bank are reported in SC-CAMLR-III/4.

3. The meeting of the *Ad Hoc* Working Group on Data Collection and Handling was held in Woods Hole, USA, in June and was most successful, providing a very useful basis for the continuing work in that area at the 1984 meeting.

4. The organisation of the meeting was excellent and all participants appreciated the warm hospitality and perfect weather provided by the United States and arranged by the Convener, Mr R. Hennemuth.

5. The report of the meeting has been distributed as SC-CAMLR-III/9.

### Past Data From Commercial Operations (Up to 1982/83 Season)

6. At the last meeting there was agreement on a list of information on data that existed from commercial operations. It was also agreed that members engaged in fishing operations would complete this list of information and submit it to the Secretariat for collation into an inventory of existing data.

7. At the time this report was prepared Australia, Argentina, Belgium, FRG, New Zealand, South Africa, UK and USA have advised that they have not engaged in any commercial fishing in the area. Completed lists had been submitted by: Chile, France, GDR, Japan and Poland; and coordinated into an inventory by the Secretariat (Document SC-CAMLR-III/4).

#### Statlant Forms

8. The Secretariat was asked to omit the species item *Merluccius hubbsi* from the Statlant forms. Discussions were held with FAO staff and the item is to be deleted from the 1984/85 form.

9. The Secretariat was further asked to clarify the reported catch of *Trematomus trematomi* from the Convention area. The matter was discussed in correspondences with FAO and concerned members: advantage will be taken of the presence of all parties at this meeting to finally resolve the issue.

10. The Secretariat was also asked to resolve some ambiguities in the instructions for completing the 'Fishing Effort' section of the Statlant forms. FAO staff have been consulted. The matter will be resolved at this meeting and incorporated in the next printing of the Statlant notes.

#### Statlant Data

11. The Secretariat was asked to consult with FAO to assemble all Statlant data that had been received and to correspond with members to obtain data where the records appeared to be incomplete.

12. After initially raising the issue in correspondence, the Data Manager visited the FAO headquarters and obtained all the available data.

13. Letters were written to France, GDR, Japan, Poland and USSR and responses have been received from France, GDR, Japan and Poland, either providing additional or amended data or undertaking to do so. Chile has not completed Statlant forms before and has undertaken to provide a completed set for past commercial activities.

14. The current status of the Statlant data is presented in SC-CAMLR-III/4.

15. As requested, the Secretariat has prepared a draft statistical bulletin using the available data for consideration by the Scientific Committee (Document SC-CAMLR-III/8).

#### Scientific Data

16. At its last meeting the Scientific Committee prepared a format to guide the submission of an 'inventory of data collected in the course of relevant scientific investigations in the Southern Ocean'. The Secretariat was asked to coordinate the collection of these inventories during the year.

17. At this stage responses have been received from Argentina, Australia, GDR and USA (See Document SC-CAMLR-III/4).

#### Fish Stock Assessment

18. As a result of a decision at the last meeting an item on Fish Stock Assessment has been included on the agenda for this meeting. The Committee agreed that as a starting point for the discussion members would submit papers commenting on the Report of the Biomass Working Group on Fish Ecology (Biomass Report Series 12) and providing details of analyses, data and other information relevant to assessments undertaken by members.

19. The Secretariat was asked to collate, translate and circulate the papers before the meeting. No papers were received in advance of the meeting.

#### Biomass Resource Review

20. The Secretariat was asked to make available to members copies of the Report of this review which was in preparation at the time of the last meeting. The review has not been completed, but the Biomass Group has made available an advance copy of the first part of the report dealing with fish. It has been distributed as SC-CAMLR-III/BG/2.

21. The second part deals with krill. Drafts of contributions to that part of the report have been made available very recently and have been distributed at the meeting as SC-CAMLR-III/BG/2 Part 2.

## Ecosystem Management

22. This subject has been included on the agenda of the 1984 meeting of the Scientific Committee in accordance with a decision from the last meeting. Members were requested to send papers on the subject to the Secretariat at least three months preceding the 1984 meeting for collation and circulation. Observer organisations were invited to contribute papers as well.

23. Papers were received from Australia (SC-CAMLR-III/BG/1), South Africa (SC-CAMLR-III/BG/3) and the USA (SC-CAMLR-III/BG/5). The FAO and IUCN also submitted papers SC-CAMLR-III/BG/8 and SC-CAMLR-III/BG/7 respectively.

24. A paper entitled 'Ecosystem Monitoring and Management, Summary of Papers Presented at the Third Meeting of the Scientific Committee' has been prepared in the Secretariat and has been distributed as SC-CAMLR-III/BG/4.

## Dependent and Related Species

25. At its last meeting the Scientific Committee prepared lists of questions to be referred to the Biomass Working Party on Bird Ecology and the SCAR Group of Specialists on Seals. The Secretariat was asked to circulate the replies to all members.

26. Copies of the replies were distributed on 3 February 1984. A summary of the replies has been prepared and is included in SC-CAMLR-III/BG/9.

## Newsletter

27. The Scientific Committee endorsed a proposal for a CCAMLR Newsletter to be distributed by the Secretariat as the need arose. The first edition was distributed on 8 June.

## Budget Expenditures and Contributions

28. The 1984 Budget allocations will be adequate to meet the Commission's expenditure. There will be some savings in allocations for data handling which were made in the expectation of the

submission of commercial data, delay in the appointment of a staff member and from certain allowances which had to be provided for but were not certain of being required.

29. Financial Regulation 5.7 states that ‘the Executive Secretary shall report to each meeting of the Commission on the receipt of the contributions and the position of arrears’.

30. The following table lists the members and the date on which their contributions were made.

Norway	10 Feb 1984
Union of Soviet Socialist Republics	23 Feb 1984
United States of America	7 Mar 1984
France	23 Mar 1984
Australia	26 Mar 1984
United Kingdom	13 Apr 1984
Belgium	18 Apr 1984
South Africa	9 May 1984
New Zealand	16 May 1984
Japan	21 May 1984
German Democratic Republic	5 Jun 1984
Germany, Federal Republic of	22 Jun 1984
Poland (Due date 26 July, 1984)	25 Jul 1984
European Economic Community	23 Aug 1984
Chile	24 Aug 1984
Argentina	payment will be made in Sept 1984

No member was in arrears at 31 December 1983.

31. At the last meeting the Commission agreed that ‘members should make every effort to pay their contributions as early as possible to avoid cash flow problems’. Members’ contributions fall due on 1 January, but because of the time necessary to finalise the accounts and notify members of the exact amount of the contribution in practice no payments can be made much before the beginning of February. Payments of contributions can be made up to 150 days after the due date, i.e. up to the end of May.

32. In 1984 two members paid in February, three in March, two in April and ten had paid their contributions before the end of May. Several members, however, were late in making their payments and one had not paid when this report was being prepared. Ultimately no one benefits

from any member paying late or falling into arrears, and in an attempt to avoid this situation arising, as it has in other organisations, the Secretariat will be sending out more frequent statements and reminders concerning members' contributions.

#### Staffing Developments

33. As reported in the first edition of the CCAMLR Newsletter, Dr E. Sabourenkov joined the staff in January 1984 as a science officer. His appointment completes the filling of the established permanent positions in the Secretariat agreed by the Commission at its first meeting.

34. The Secretariat now comprises :

Executive Secretary	-	Dr D.L. Powell
Science Officer	-	Dr E.N. Sabourenkov
Data Manager	-	Mr F.M. Ralston
Finance/Administration Officer	-	Mr T.L. Grundy
Secretary	-	Miss L.I. Lark.

35. In addition to the permanent staff, the Secretariat has been assisted by Mrs J. Standish, Mrs G. Naylor, and Mrs C. Woolford, as required on a part-time basis in general clerical, typing and secretarial duties and in translation work.

36. Additional casual staff is employed during the meeting period for the production of meeting documents and translation and interpretation is provided by contract.

#### Visits By Secretariat Staff

37. Early in 1984 the Data Manager visited a number of organisations with relevant data bases. These included FAO, IWC, ICES and NAFO. He also visited the Secretary of the Coordinating Working Party on Atlantic Statistics (CWP) at the EEC data centre in Luxembourg and had discussions with scientists in Bremerhaven and Cambridge concerning the Biomass data.

38. The Data Manager attended the meeting of the *Ad Hoc* Working Group on Data Collection and Handling held at Woods Hole, Massachusetts, USA.

39. It was not possible for him to attend the 1984 meeting of the CWP. The meeting date was too close to the meeting dates of CCAMLR and the pressure of work would not permit his attendance.

40. The Executive Secretary visited the South West Fisheries Research Centre in La Jolla, California, USA en route to the meeting of the *Ad Hoc* Working Group on Data Collection and Handling in Woods Hole, Massachusetts. At the conclusion of the Working Group meeting he visited the U.N. Secretariat in New York for discussions on possible affiliation of CCAMLR with the United Nations Joint Pension Fund. He also took the opportunity to have discussions with UN staff involved in the Secretary-General's Study of Antarctica.

41. On the way back to Hobart the Executive Secretary attended the FAO World Conference on Fisheries at the FAO headquarters in Rome. The Executive Secretary was able to meet with the Chairman of the Scientific Committee, who was also attending the conference, for discussions on preparations for the 1984 meeting and progress with the Species Identification Sheet project with Mr Fischer of the FAO who is directing the project.