

**Terms of Reference:
Programmatic Review of the
Commercial Fisheries Bio-sampling Program
1/26-28/2016**

Purpose of the Review

Sound science is critical for making the right decisions when it comes to managing fisheries resources. This review seeks to evaluate the quality, relevance, and performance of the research conducted and its usefulness for the management it supports. This review will help plan for future needs but also ensure that the current practices are appropriate and well designed to meet the expressed needs of management.

Scope of the Review

For this review the Panel should consider the following areas:

- Scientific/Technical
 - Do the laboratory and market sampling programs apply an appropriate suite of methods to sample collection and analysis?
 - Are the sample collection and analytical processes of the laboratory sampling program peer-reviewed, efficient, effective and clearly described?
 - Are the territorial field and laboratory teams appropriately trained in the skills necessary for executing the program protocols?
 - How are the species collected for life history determined? Are those species appropriate for management purposes?
- Data
 - Are the data collection protocols clearly articulated, streamlined, efficient and appropriate to the data collected? Are there improvements that could be effectively implemented within current resources?
 - Do data confidentiality concerns exist and how are they accommodated? Are data review, quality control, data integrity, transparency, confidentiality, and PII, etc. treated appropriately?
 - What fisheries management research questions are the data being collected for? Are the samples collected and the analytical process used relevant to the management or research questions being asked? Is the data collection appropriately designed to meet the management needs?
- Communication
 - Are effective working relationships in place with vendors and fishermen so that staff are able to obtain access to measure and take samples of fish at the landing sites and at vendor sites?
 - Is the communication between, territorial and federal bio-sampling staff effective and at the appropriate level to meeting the needs of territorial and federal mandates?

- Are the results of the bio-sampling work communicated to stakeholders and the public?
- Opportunities
 - Are there existing opportunities for leveraging that should be pursued but are not currently? E.g., data management systems, training opportunities?

To try to achieve consistency in information provided by the territorial agencies they have been provided with a set of questions to address.

Management: Questions to Territorial Agencies

- Describe your agency's fisheries management mandates.
- What are your agency's management and monitoring priorities around meeting those mandates?
- How does the bio-sampling program support those priorities?
- Does the agency currently use data collected in the bio-sampling program and how are those data used?
- Describe your agency's process or participation in the selection of priority species.
- Describe your agency's activities, role, and technical capacity in the scientific/technical and data management/analysis aspects of the bio-sampling program, e.g., collecting data, quality control, logistics, man-hours.

Briefing and Background materials

Background materials:

- Administrative report: Status of Life History Sampling Conducted Through the Commercial Fisheries Bio-Sampling Programs in the Western Pacific Territories of American Samoa and Guam and in the Commonwealth of the Northern Mariana Islands

All presentations will be provided to the Panel on a thumb drive at the beginning of the review.

Products

Each Panelist will produce a succinct report detailing his observations of and recommendations for the themes provided within the TOR for the Program Review. Individual reports are required for NOAA to comply with the Federal Advisory Committee Act (1972). Final reports are requested at the close of the review and prior to departure (January 29, 2016).

Example Panel Report

Program Review of PIFSC Commercial Fisheries Bio-Sampling

Address

Dates

Review Panel Members

- Author Name, Affiliation,
- Panelist Name, Affiliation
- Panelist Name, Affiliation

I. General Observations

- a. Scientific/technical approach
- b. Data and data management
- c. Communications
- d. Organization and priorities
- e. Accomplishments relative to management needs
- f. Opportunities
- g. Other

II. Key (Specific) Findings and Recommendations

III. Conclusions

