

Northeast Fisheries Science Center (NEFSC) Fisheries Sampling Branch (FSB)
At-sea Monitoring Program
Recertification Training
January 15-17, 2013 (rev. 01/09/13)

To properly prepare for this training, monitors should review all issued materials.

- The safety training section has a required exam and practical component. To prepare please review the safety materials prior to training provided on the FSB website:
http://www.nefsc.noaa.gov/fsb/safety/practical_review/index.html
- The conflict resolution session has a required dispute resolution form. To prepare please the Dispute Resolution form attached along with this agenda.

Monitors are required to bring the following items to the first day of the training session:

Safety Gear:

- Immersion Suit with all attachments (PLB, whistle, signal mirror, strobe light, wax stick)

Manuals and Reference Materials:

- ASM Program Manual
- ASM Biological Sampling Manual
- Regulatory Compliance Folder
- Cheat sheets
- Fish ID Guides

Sampling Gear:

- Calipers
- Large scale (100 lb) & Small scale (12 lb)
- Tally Counter with Clipboard
- Calculator
- Tape Measures: 50 ft and 10 ft

Electronic Gear:

- Charged iPAQ with iPAQ charger (All trips must be uploaded prior to training)
- Otter Box
- SD card, Micro SD card, and adapter

Charged Digital Camera and case (if issued)

Training Location:
*Fisheries Sampling Branch
Technology Park
25 Bernard Saint Jean Drive
Falmouth MA, 02536*

Training Contact:
*Diana Cowan
(508)495-2283*

DAY 1	DAY 2	DAY 3
January 15, 2013	January 16, 2013	January 17, 2013
<p>0815 Recertification Training Objectives & Housekeeping</p> <p>0900 Manual & Gear Update Update iPAQ/ToughBook Program 2.0.9 Fill out Gear Requests & Reg. Comp Request Gear Review & Turn In Out-of-Date Material</p> <p>0930 Updates to the ASM Program</p> <p>1000 Regulatory Compliance Review (Restock Folder & Review Contents) Incident Report</p> <p>1030 Fishermen Forum</p> <p>1100 Conflict Resolution II</p>	<p>0800 Safety Program Updates</p> <p>Safety Practical Safety Exam</p> <p>1000 Catch Estimation II Catch Estimation Group Homework Presentations</p> <p>1130 Overview of Monitor Common Log & Data Errors Groundfish Gear In Class Presentation Trawl, Gillnet, Longline, Handline, Multi-gear</p>	<p>0800 Optional Study Session</p> <p>0830 Catch Estimation Homework & Groundfish Sampling Workshop Wrap-Up</p> <p>0900 Fish ID Exam</p> <p>1000 ASM Recertification Exam</p>
LUNCH 1230: 45 min lunch	LUNCH 1245: 45 min lunch	LUNCH 1200: 45 min lunch
<p>1315 Catch Estimation Group Homework Assignments</p> <p>1345 Incidental Take Program</p> <p>1445 Digital Photo Protocol Review</p> <p>1500 Fish ID Review Species Verification Program</p> <p>1545 Bio Sampling Manual Review & Game</p> <p>1600 Fish Disposition Codes</p>	<p>1330 Final Exams Overview</p> <p>1345 Groundfish Sampling Workshop</p> <p><u>Session 1:</u> Trawl Fishery</p> <p><u>Session 2:</u> Gillnet Fishery</p> <p><u>Session 3:</u> Longline Fishery</p> <p><u>Session 4:</u> Individual Animal & Incidental Take</p>	<p>1245 EM Update</p> <p>1300 Safety Exam Review</p> <p>1330 Data Quality</p> <p>1400 Data Release</p> <p>1415 Exam & HW Review</p> <p>1545 Conclusion & Issue Additional Gear</p>

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 1 <i>Tuesday</i>		January 15, 2013	Tech Park: Training Room
HOMEWORK IN CLASS	Dispute Resolution Form Reg. Compliance and Gear Request Form		
0815	Welcome, General Housekeeping & Recertification Training Objectives	Diana Cowan	General housekeeping and emergency procedures. Recertification Program Standards.
0900	Update iPAQ Program 2.0.9 Safety Practical Overview Manual & Gear Update <ul style="list-style-type: none"> • Gear Check-In & Inspection • Scale Calibrations Gear & Reg. Comp Folder Requests	Charles Dunlap Lauren Carroll Training Staff Carl Lemire Tyler Staples	Update iPAQ Program. Review any common mistakes and issues. Night/Weekend iPAQ Support: 508-367-8256. Overview of Safety Exam & Practical. Gear check-in and inspection. Scale calibrations, check for accuracy of scales. Review the changes to reference material.
0930	Updates to the ASM Program	KB McArdle	Updates within the Groundfish Fisheries; Amendment 17; Sectors; Sector Monitoring.
1000	Regulatory Compliance Folder <ul style="list-style-type: none"> • Review Folder • Incident Report 	Jenna Rockwell	Regulatory Compliance review and issue any new documents. Review how ASMs report issues that may occur on an individual trip with the Incident Report. Also review instruction of how to complete and submit this form.
1030	Fishermen Forum	Joe Jurek Steve Welch	Monitors have an opportunity to ask candid questions to fishermen about working more effectively with the fishing industry. Facilitator: Jenna Rockwell
1100	Conflict Resolution II	Kit Van Meter SA Chris McCarron	Students are presented with situations that have occurred while performing job duties. Scenarios are covered in lecture and role playing.
1230	LUNCH (45 min)		
1315	Catch Estimation Group Homework Assignments	Training Staff	Students are given Catch Estimation Homework group assignments and detailed instruction on how to complete the homework.
1345	Incidental Take Program Review	Kathryn Roy	Marine mammal, sea bird, sea turtle ID Review; photo and comment protocols.
1445	Digital Photo Protocol Review	Bill Greer	Review digital photo protocols; naming photo files and uploading photos properly. Discuss common errors.
1500	Fish ID Review Species Verification Program	Mario Travaline Giovanni Gianesin	Fish ID: Review fish species identification. Overview of the Species Verification Program, update review of the program.
1545	Biological Sampling Manual Review & Game	Mario Travaline	BSM review session highlighting common errors using this reference. The BSM game will help with using guide effectively.
1600	Fish Disposition Codes	Mario Travaline	Review how monitors record species and the specific reason they are kept or discarded.
HOMEWORK ASSIGNMENT	Catch Estimation Group Homework; Study for Safety Practical & Exam	Homework Location Presentation Binder	Due Date <i>January 16th</i>

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 2 <i>Wednesday</i>		January 16, 2013	Tech Park: Training Room & Fish Cooler
HOMEWORK	Catch Estimation Group Homework	Demonstrations 1030	
0800	Safety Program Updates <ul style="list-style-type: none"> • Q&A Session • Safety Practical • Safety Exam <i>Exam requires a minimum of 85%</i> <i>Practical requires a 'Pass' on all stations</i>	Lauren Carroll <i>Station 2: Jenna Rockwell (Life Raft)</i> <i>Station 3: Mike Tork (Mayday)</i> <i>Station 4: Lauren Carroll (EPIRB/EVIC)</i>	Safety Q&A will be a brief session where monitors can ask questions prior to the safety exam and practical. Written Exam is <u>Open Book</u> : any materials may be used for this portion of the exam. Safety Practical: <u>Closed Book</u> : students rotate between stations for individual hands on demonstration. Station 1: Immersion Suit: maintenance & donning within 60 seconds Station 2: Mayday Station 3: Proper set up & deployment of life raft Station 4: PLB , EPIRB and EVIC
1000	Catch Estimation II <ul style="list-style-type: none"> • Conveyor Belt • Discard Log Catch Estimation Group Hw Scenarios <ul style="list-style-type: none"> • 15 min per group & Stations with props 	Diana Cowan Mario Travaline Giovanni Ganesin Student Presentations	Overview of current catch estimation methods. Introduction to catch estimation depth stick. Clear up common errors and/or misunderstandings. Each group will demonstrate how to deal with the assigned catch estimation scenario according to ASM protocols and the group's individual at-sea experiences.
1130	Overview of Monitor Common Log & Data Errors Groundfish Gear Review <ul style="list-style-type: none"> • Trawl Gear Presentation • Gillnet Gear Presentation • Longline & Handline Gear Presentation 	Giovanni Ganesin Mario Travaline	Staff will review the common monitor errors consistent on ASM logs and data inputs. Overview of trawl, gillnet, longline, & handline gear within the groundfish fishery.
1245	LUNCH (45 min)		
1330	Final Exam Overview	Diana Cowan	A brief overview of the exam schedule for the final day of training and what to expect.
1345	Groundfish Sampling Workshop <u>Session 1:</u> Trawl Fishery (Warehouse) Checker Pen, Volume to Volume, Mesh Measurements, Trawl Logs <u>Session 2:</u> Gillnet Fishery (Training Room) Fish Bin, Tally, Length Frequencies, Multi-gear Scenario, Gillnet Logs <u>Session 3:</u> Longline Fishery (Conference Room) Tally, Clicker board, Longline Logs <u>Session 4:</u> IAL & INC Take (Warehouse) IAL: IAL species, IAL Log Inc. Take: INC. species; Inc. Take Wkst & Log; Photo Sheet; min. photos	Session 1: Jenna Rockwell Mark Hager Session 2: Mario Travaline Session 3: Giovanni Ganesin Session 4: Ben Church Kathryn Roy	A comprehensive hands-on simulated trip which results in the monitor submitting three trips, each a gear type Longline, Gillnet and Trawl. Within each session the monitor is able to work at their own pace, however, much like a real trip, must be aware of time constraints to complete the 'job' with a high level of data quality.
HOMEWORK ASSIGNMENT	Trawl and Longline Gear & Haul Logs; Gillnet Trip Scenario Logs and IAL/Inc Take Photo uploads prior to exam	Homework Location Handed out during Groundfish Workshop	Due Date <i>January 17th</i>

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 3 <i>Thursday</i>		January 17, 2013	Tech Park: Training Room
HOMEWORK	9 am Trawl and Longline Gear & Haul Logs Homework ; Gillnet Trip Scenario and IAL/INC Take Photo Upload	Upload photos prior to 9am	
0800	Optional Study Session		Students have the opportunity to have classroom time and access to Wi-Fi.
0830	Catch Estimation Presentation & Groundfish Sampling Workshop Wrap-Up	Training Staff	Review of both the Catch Estimation student presentations and the Groundfish Sampling Workshop activity. This session will provide any additional feedback to wrap up the sessions.
Part 1 0900	Session 1: Recertification Exam Fish Identification Exam <i>Exam requires a minimum of 85%</i>	Mario Travaline Support: Giovanni Giancesin	Fish ID Exam <u>Closed Book</u> : No materials may be used for this portion of the exam.
Part 2 1000	Session 2: ASM Recertification Exam Written and Practical Exam <ul style="list-style-type: none"> All fisheries & protocols All logs & tabs Photo Upload 	Training Staff	ASM Recertification Exam <u>Open Book</u> : Monitors will be able to utilize all materials provided during training to complete this exam. The exam will include: multiple choice, true/false, short answer, fill in blank and photo upload.
1200		LUNCH (45 min)	
1245	Electronic Monitoring Updates	Glenn Chamberlain Kelly Neville	A review of the 3 year pilot program and how it affects monitors.
1300	Safety Exam Review	Lauren Carroll Mike Tork	Review Safety Practical & Exam Results
1330	Data Quality Review	Debra Duarte	ASM Program standards are reviewed as well as corrective measures that will be taken should an individual display low data quality.
1400	Data Requests	Gina Shield	A brief overview of the Data Request program and the process of the captain/owner requesting monitors' trip logs.
1415	HW Scenario Review ASM Exam Review	Training Staff Kathryn Roy Ben Church	Review homework and exam results
1530	Conclusion of Training Issue Additional Gear	Training Staff Carl Lemire	Handing out Letters of Introduction. Issue requested gear and paper logs.

Tech Park Floor Plan

Safety Station Locations are highlighted in **Yellow**:

Station 2: Life Raft (Side Foyer)

Station 3: Mayday (Mike Tork Office)

Station 4: PLB & EPIRB and EVIC (Lauren Carroll Office)

Groundfish Sampling Workshop are highlighted in **Green**:

Session 1: Trawl Fishery (Warehouse)

Session 2: Gillnet Fishery (Training Room)

Session 3: Longline Fishery (Conference Room)

Session 4: IAL & INC Take (Warehouse)



