



FCWC

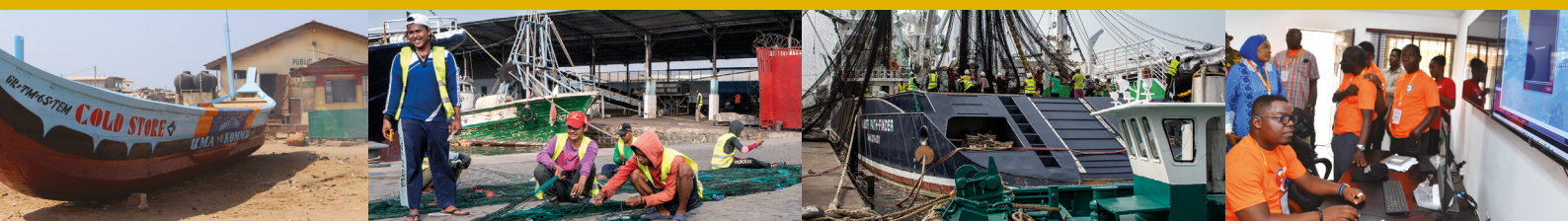
Fisheries Committee for
the West Central Gulf of Guinea



FCWC
Factsheet 07
SEPTEMBER 2022

FCWC REGIONAL MONITORING, CONTROL AND SURVEILLANCE CENTRE: STANDARD OPERATING PROCEDURES

Standard operating procedures (SOPs) have been developed to guide the work of the Fisheries Committee for the West Central Gulf of Guinea (FCWC) Regional Monitoring, Control and Surveillance Centre (RMCSC) and its officers. The SOPs have been crafted to ensure that RMCSC operations are delivered efficiently, producing timely, relevant and detailed intelligence and information to guide national and regional monitoring, control and surveillance in the FCWC region.



The RMCSC, operational since May 2021, addresses major national, regional, and global challenges in stopping illegal, unreported and unregulated (IUU) fishing and associated fisheries crimes. This is achieved through pooling and analyzing information, working in a collaborative manner, promoting cooperation with relevant regional and national authorities and institutions, and building capacity.

SOPs provide detailed step-by-step instructions for regular and routine tasks, govern the compilation, analysis and sharing of data and information, and guide operations.

SOPs, developed in collaboration with FCWC Member States and organizational partners, will:

- Provide consistency through standardized processes for RMCSC staff.
- Increase transparency and accountability through systematic approaches.
- Build understanding of the role of the RMCSC through detailed information on its activities.
- Improve training and enhance efficiency in human capacity through clear guidelines.
- Develop a base line regional standard through integration of SOPs into national fisheries monitoring centres of the FCWC.

WHY DO WE NEED SOPS?

The RMCSC utilises a regional vessel monitoring system (RVMS) called Seasight. The RMCSC has been granted access to the Yaoundé Architecture Regional Information System (YARIS) platform so that FCWC can participate in the sharing of secure information with the maritime agencies of the Yaoundé Architecture. The RMCSC also uses a variety of other maritime domain awareness platforms and information sources including national licence lists, Vessel Viewer, Skylight, and Seavision, to develop intelligence in collaboration with technical partners.

SOPs provide clarity and ensure the smooth running of the complex operations of the RMCSC:

WHO AND WHAT?

- Who performs what role
- What does each role do
- Who to communicate or request information from

HOW AND WHEN?

- Breaks down tasks and procedures into individual steps
- Specifies frequency and timing of routines

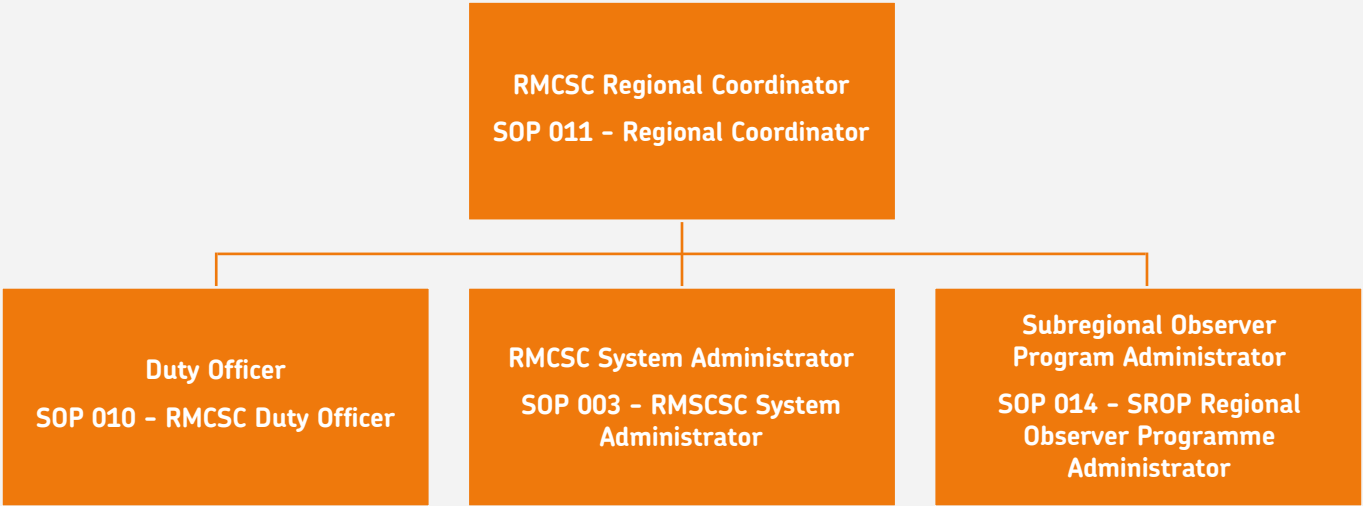


IMPLEMENTING SOPS AND THE LINKS TO FCWC MEMBER STATES

- The FCWC Member States review and validate SOPs for implementation at the RMCSC and nationally.
- The FCWC SOPs cover tasks and procedures also undertaken by national fisheries monitoring centres and involve data and information exchange between Member States and the RMCSC.
- Whilst FCWC SOPs do not supersede or replace national organizational routines and procedure, they can inform and strengthen national practice.
- As RMCSC SOPs are validated and implemented there will be support for Member States to integrate relevant SOPs nationally.
- SOPs contribute towards improved regional understanding and regional controls on fisheries activity.

FCWC STANDARD OPERATING PROCEDURES

RMCSC ADMINISTRATION

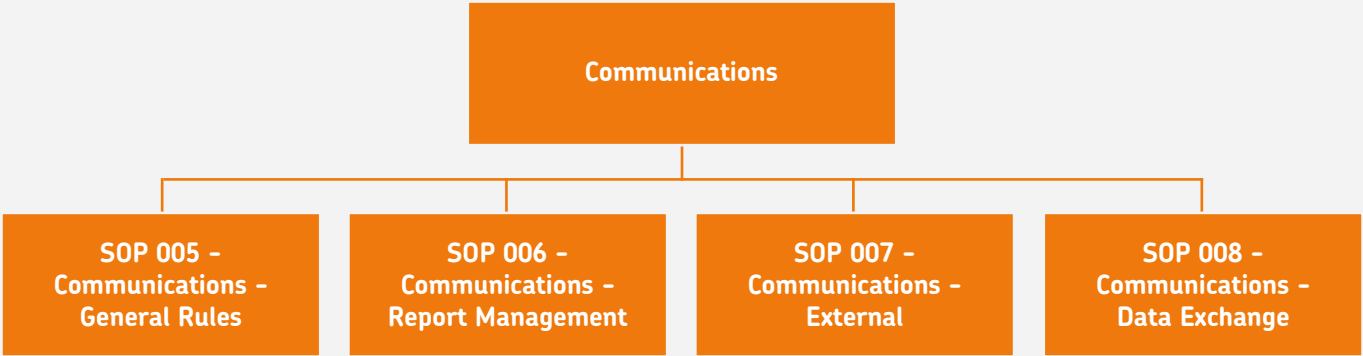


		PURPOSE	SCOPE
003	System Administrator	<p>Support the Duty Officer to identify and resolve issues in the operation of the RMCSC's MCS systems.</p> <p>Support routine operations of the RMCSC during times where there is a heavy workload.</p>	<ul style="list-style-type: none">• Tasks, procedures and functions including daily, weekly and monthly routines.• Internal and external reporting and communications.• Communication with contractors responsible for the provision, installation, maintenance and support of the RMCSC systems.
010	Duty Officer	<p>Implement routine tasks for smooth running of the RMCSC when operating at full capacity using all the MCS tools available.</p> <p>Ensure integrated information sharing to the FCWC.</p>	<ul style="list-style-type: none">• Tasks, procedures and functions including daily, weekly and monthly routines.
011	Regional Coordinator	<p>Provide general management and oversight of RMCSC staff and procedures, to provide effective MCS support to FCWC Member States.</p>	<ul style="list-style-type: none">• Tasks and management of the RMCSC.• Direct reporting to the FCWC Secretary-General, interactions with RMCSC staff, FCWC staff, and FCWC partners.• Communication with contractors responsible for RMCSC systems.
014	Regional Observer Programme Administrator	<p>Provide oversight and guidance and supervision to the Sub Regional Observer Programme (SROP)</p>	<ul style="list-style-type: none">• Tasks, procedures and functions including daily, weekly and monthly routines.• Reporting to the FCWC Secretary-General, interactions with RMCSC staff, FCWC staff, and FCWC partners.• Interaction and communication with Regional Observers during their selection, training, deployment and recovery.• Follow up of all potential non-compliance reports.

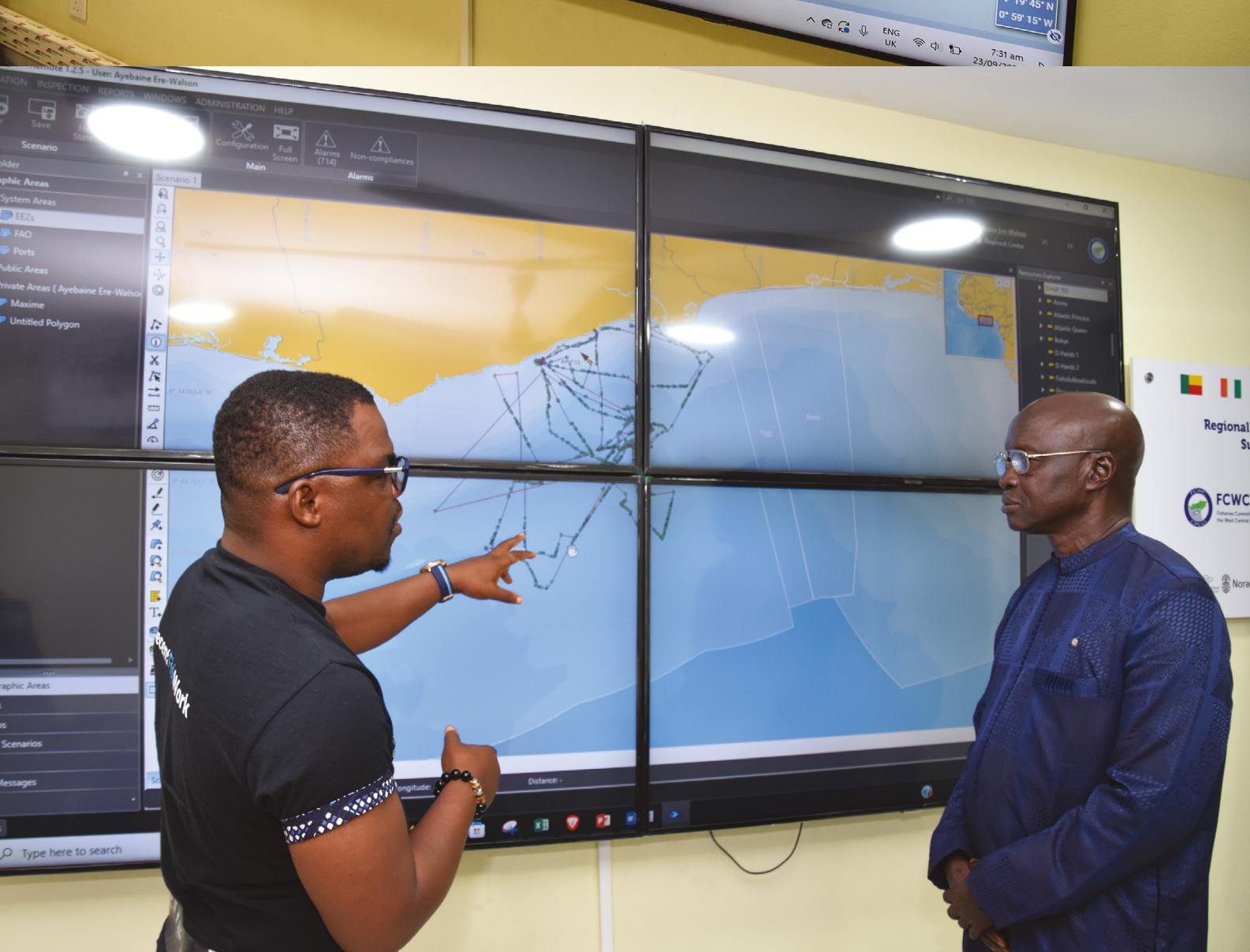


FCWC STANDARD OPERATING PROCEDURES

RMCSC COMMUNICATIONS

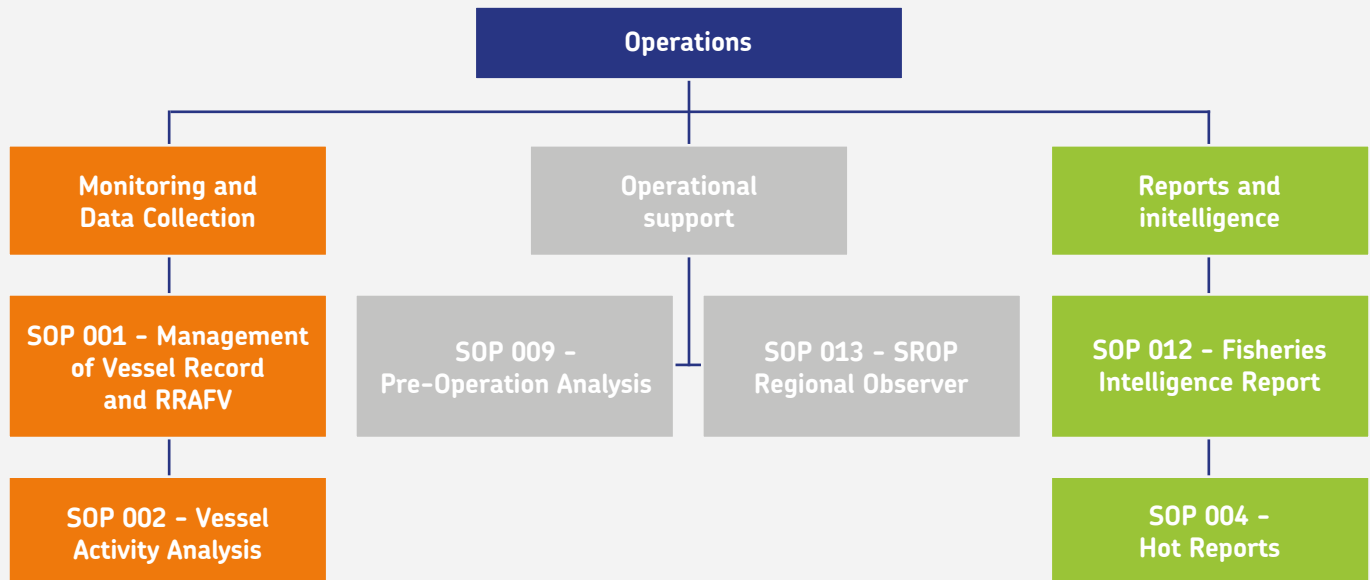


		PURPOSE	SCOPE
005	General Rules	Provide clear communications guidance for FCWC staff.	<ul style="list-style-type: none">• FCWC employment contractual obligations, and data protection rules on personal data.• Guidelines for the sensitivity and security classification on data, information, and intelligence.• Rules relating to the recording of RMCSC communications.
006	Report Management	Tasks, procedures, functions, and rules, associated with the lifecycle of RMCSC reports.	<ul style="list-style-type: none">• Steps to follow when preparing a new report.• Distribution and archiving requirements specific to each type of report, in line with the sensitivity and security classification.
007	External Communication	Tasks, procedures, and functions, associated with RMCSC external communications.	<ul style="list-style-type: none">• Details tasks, procedures, and functions relating to:• Press, media, and social media.• FCWC Member States, third countries, RFMO's and FCWC partners.• Contractors associated with the RMCSC.
008	Data Exchange	Tasks, procedures, and functions associated with RMCSC data exchange.	<ul style="list-style-type: none">• Data exchange between the applications, systems, and tools of the RMCSC and those of the Member States, third countries, and FCWC partners.• Focus on vessel tracking data, vessel register data, vessel licence and authorisation data, surveillance and sighting reports, and inspection report data.



FCWC STANDARD OPERATING PROCEDURES

RMSCS OPERATIONS



PURPOSE		SCOPE
001	Management of RVMS Vessel Register and Regional Record of Authorised Fishing Vessels (RRAFV)	Develop and maintain a regional record of fishing vessels to support MCS activity.
002	Vessel Activity Analyses	Identify indications of IUU fishing activity, and other associated activity. Report appropriately so timely follow-up action may be taken. Monitors follow up by coastal and flag States.
004	Hot Reports	Provide and share alerts of possible IUU fishing and associated activity that requires immediate action.
012	Fisheries Intelligence Reports	Provide clear, targeted information and intelligence to support MCS operations throughout the FCWC region, on vessels, fleets, and areas of interest.
009	Pre-Operation Analysis	Identify and share information to provide effective and targeted MCS operations.
013	SROP Regional Observer	Outline of tasks, procedures, and functions, associated with the position of SROP Regional Observer.

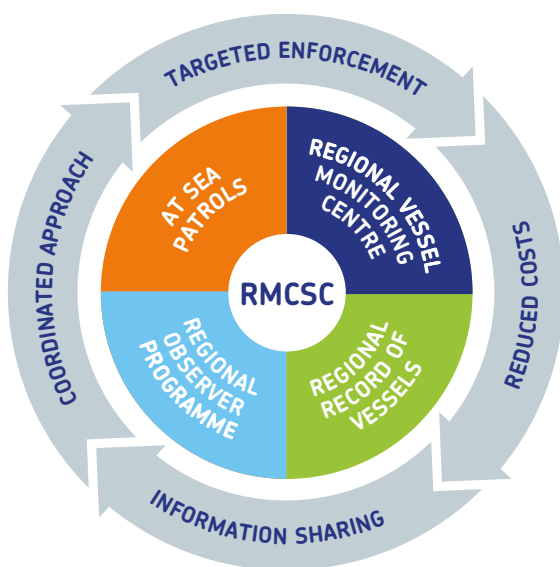
THE FISHERIES COMMITTEE OF THE WEST CENTRAL GULF OF GUINEA (FCWC) WAS ESTABLISHED IN 2007 TO FACILITATE COOPERATION IN FISHERIES MANAGEMENT BETWEEN THE MEMBER COUNTRIES: BENIN, CÔTE D'IVOIRE, GHANA, LIBERIA, NIGERIA AND TOGO. THE COUNTRIES HAVE SEVERAL SHARED FISH STOCKS AND HAVE IDENTIFIED A NEED FOR COOPERATION AND GUIDANCE IN THE MANAGEMENT OF THESE RESOURCES.



Regional fisheries MCS cooperation and information sharing is achieved through the FCWC West Africa Task Force (WATF). The RMCSC is integrated into the WATF as a key information source for member States and for regional MCS operational coordination.

FCWC Member States will benefit from the development, implementation and sharing of standardized operating procedures for RMCSC functions. SOPs will lead to improved ability to tackle IUU fishing through:

- Consistent and transparent procedures.
- Systematic data on which to base management decisions.
- Comprehensive information for targeting MCS resource allocation.
- Shared vessel information.
- Regionally coordinated and cooperative approaches.



The RMCSC SOPs have been developed by a working group made up of the FCWC Secretariat, the European Fisheries Control Agency (EFCA), and TM-Tracking (TMT), with funding support from EU-PESCAO and Norad.



Find out more about the FCWC at:
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