



Voluntary HSBI Regional Guides

TOOLS FOR HIGH SEAS BOARDING AND INSPECTIONS

Measuring Tool Calibration and Certification Guide

Document History

Version	Effective Date	Description of Revision	Prepared by	Reviewed by
1.1	31 October	For WCPFC22 consideration	HSBI WG	HSBI WG Chair
1.2	27 November	For WCPFC22 consideration	HSBI WG	HSBI WG Chair
1.3	4 December	Includes revisions at WCPFC22	HBSI WB	HSBI WG Chair

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PURPOSE STATEMENT

1. This document provides guidance to Authorised inspectors conducting WCPFC High Seas Boarding and Inspections (HSBI¹) on the minimum standards for the use of measuring tools during a HSBI, which includes:
 - tape measures, and
 - weighing scales.
2. The application of this Guide will be voluntary and apply to authorised HSBI activities within the WCPFC Convention Area.
3. This guide should be modified in response to new information, technical innovations, and perspectives. It is expected that this guide will continue to evolve as the field develops.

¹ HSBI, refers to boarding, inspection, and related activities on the high seas within the Convention Area conducted pursuant to CMM 2006-08 Western and Central Pacific Fisheries Commission Boarding and Inspection Procedures or any successor CMM.

Application of measuring tools in WCPFC HSBI activities.

4. The aim of HSBI is to check a vessel is operating in compliance with the WCPFC Convention and all applicable WCPFC Conservation and Management Measures (CMM) obligations.
5. Inspectors conducting HSBI activities should use calibrated measuring tools to take measurements of the:
 - length and weight of fishing gear
 - the fishing holds
 - catch, and
 - vessel markings
6. Taking measurements during HSBI activities can assist with assessing compliance with:
 - by-catch mitigation methods
 - logbook reporting and catch estimations
 - vessel marking and identification
7. The calibration and independent certification of measuring tools is crucial and constitutes an important factor in successful compliance investigations and to ensure consistency between inspections.

Measuring tool calibration minimum standards

Table 1. Types of commonly used measuring tools:

Tape measures			
steel, retractable	fabric, retractable	Infrared and laser	Magnetic
Weighing scales			
Hook		pocket	

8. The general principles and procedures for measuring tool use and calibration in fisheries investigations:

a) Documentation and records

9. Authorised inspectors should:
 - document the taking of measurements using a recording device, including photographs and videos that identify the measurement tools used and their serial number and certification number where available.
 - take measurements with witnesses' present (master and crew,) and prioritise that witnesses from the fishing vessel are present.
 - ideally work in pairs.
 - record any measurements taken in the HSBI report. The page which records measurements and applied tools should also record the witness name, role and signature.

10. The master of the vessel must be provided with an interim copy of the report which includes details of any measurement taken. The master must also be given to opportunity to include any objection or comment to be included in the final report.

b) Certification guidelines and details of the measuring tools

11. Measuring tools should be certified by an independent nationally accredited body at the point of manufacturing in accordance with ISO or international recognised standards.
12. Certification details should be available and provided to the flag CCM upon request, and on reasonable grounds such as to support flag state investigation. Certification details could include:
 - type of measuring tool
 - technical data sheet
 - certified calibration certificates
 - independently verified by a national body
 - manufacturing information on ISO or international standards
 - EC Class² (I, II, III)
 - the inspecting CCM keeps all certification material available to be shared with the flag CCM if requested.

c) Guidelines for calibration of measuring tools

13. Measuring tools should be periodically tested for accuracy, such as:
 - comparing the measurements on a measuring tape to a known standard, typically a certified reference or master tape
 - the recalibration of weighing scales
14. Pre-boarding condition checks should be conducted on measuring tools to ensure they are undamaged and in working order.

² Measuring tape accuracy is guided by harmonised standards set out by the European Committee which divide the category into three classes according to their level of accuracy.