

Eighth Meeting of the Advisory Committee

Punta del Este, Uruguay, 15 -19 September 2014

Advisory Committee Work Programme 2015

AC Vice-Chair, Chair

SUMMARY

A Work Programme 2013 - 2015 was approved by the Fourth Session of the Meeting of the Parties; this was discussed and updated (noting completed actions) by the Working Groups and Advisory Committee.

RECOMMENDATION

That the Advisory Committee:

- 1. Review and update the work programme, and
- 2. Define actions/ areas to be prioritized in the allocation of funds during late 2014 and 2015.

1. ADVISORY COMMITTEE WORK PROGRAMME 2013-15

Following a recommendation from the Advisory Committee, a Work Programme for the triennium 2013 - 2015 was approved by the Fourth Session of the Meeting of the Parties (MoP4, Resolution 4.4). This work programme is detailed in Annex 1. The Advisory Committee's Work Programme was updated and amended at the 8th Meeting of the Advisory Committee (AC8) to reflect the revised tasks in the work programmes of the Working Groups and other actions, as well as to reflect decisions taken during the course of AC8.

ANNEX 1. ADVISORY COMMITTEE WORK PROGRAMME 2013-2015

Actions that have been completed or are no longer relevant are crossed out. New actions identified at SBWG6, PaCSWG2 and AC8 are highlighted in blue.

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail				
1. Tax	1. Taxonomy and Annex 1 review										
1.1	Keep the Taxonomy Working Group's bibliographic database updated	TWG led by Convenor	2013-2015	0.5 week pa (per annum)	AUD 0						
1.2	Continue the establishment of a morphometric and plumage database	TWG led by Convenor, Science Officer	2013-2015	2 weeks	AUD 0		This will facilitate the taxonomic process, the identification of bycatch specimens, and the long-term storage of valuable data				
1.a1	Develop a database of site- specific information on the availability of samples relevant to studies of population genetics of ACAP species	TWG	2013-2015	2 months	?	Core	This will require input from PaCSWG (for a list of ACAP populations) and once developed, the output should be of use to SBWG in understanding the origins of bycaught birds. The initial database will be useful in identifying gaps in knowledge. Possible student project				

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
1.3	Consider taxonomic issues relating to species proposed for addition to Annex 1 of the Agreement	Parties and AC	2013-2015	0.5 week p.a.	AUD 0		Development of papers as required, using species assessment template. Spain to develop document on Balearic shearwater for AC5
1.4	Respond to queries on taxonomic issues relating to ACAP species	TWG led by Convenor	2013-2015	1-2 weeks p.a.	AUD 0		In 2011-2012, consider status of possible Black-footed albatross sub-species Advise regarding a taxonomic list to use for candidate species and encourage harmonising with CMS and IUCN
2. Inf	ormation on status, trends and br	eeding sites					
2.1	Establish Population and Conservation Status Working Group membership	Parties with assistance of Convenors	Ongoing				Completed. Provide further considerations of the role and participation of members.
2.2	Consider gaps in population, tracking, breeding site management, threats and regulatory protection data submitted to ACAP; request any outstanding data and incorporate changes	PaCSWG, Science Officer	2013-2015	8 weeks p.a.	AUD 0	-	Parties to provide new or outstanding data each year. Science officer to issue reminders in June each year. Review threat criteria.

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2.3	Improve data portal structure and queries.	Science Officer, Convenors	2013-2015	12 weeks p.a.	AUD 0	-	Science Officer to facilitate modification and improvements of database as required
2.4	Review and refine standardised queries and outputs for analysis and interpretation	Science Officer, Convenors, Vice Convenors, PaCSWG	2013-2015	3 weeks p.a.	AUD 0	-	
2.5	Accurately assess and update global population trends	PaCSWG Convenors, data holders, Science Officer and BirdLife International, other experts as required	By end 2015	3 weeks	AUD 5,000	Core	May require further data portal updates. Consider alternative approaches as required.
2.6	Update ACAP Species Assessments	PaCSWG Convenors, members, Science Officer, experts, BirdLife International (maps)	2013-2015	6 weeks p.a.	AUD 4,000	Core	Costs for Birdlife to update maps.

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2.7	Translate updates to Species Assessments and ACAP guidelines into Spanish and French.	Science Officer, Spanish and French speaking Parties	2013-2015		AUD 7,500	Core	No costs if translation can be undertaken in kind by Spanish and French speaking Parties. Minimal costs (AUD 250 per assessment) budgeted to assist in translation
2.8	Identify priority species or populations for monitoring of numbers, trends and demography	PaCSWG, Science Officer	2013-2015	2 weeks p.a.	AUD 0	-	Review and update priorities and reflect on progress against priorities and provide reports to each AC.
2.9	Review availability of albatross and petrel tracking/distribution data to ensure representativeness of species/age classes. Prioritise gaps and encourage studies to fill gaps.	PaCSWG, AC, Science Officer and BirdLife International	2013-2015	1 week p.a.	AUD 5,000	Grant	Review status at AC8 Completed
2.10	Identify priority species or populations for conservation actions	PaCSWG, Science Officer	2013-2015	2 week p.a.	AUD 0	-	Review at AC8.
2.11	Review progress and prioritise the threats to breeding sites and identify gaps in knowledge	PaCSWG, Science Officer	2013-2015	1 week p.a.	AUD 0	-	Annual updating of priorities by Parties, re-run prioritisation as required.

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
2.12	Review and update existing best-practice guidelines	PaCSWG members, Science Officer, experts	2013-2015	3 weeks p.a.	AUD 500	Core	Update eradication guidelines. Update biosecurity guidelines to ensure adequate for disease issues.
2.a1	Develop a translocation best practice guidelines for ACAP species	PaCSWG, Lead NZ and US	2013-2015		AUD 1,000	Core	Document presented at AC8. Costs for translation. Update to ensure adequate for disease issues.
2.13	Develop best-practice guidelines for monitoring of numbers and trends	PaCSWG, Lead UK, Science Officer	By MoP4, AC7	4 weeks	AUD 1000	Core	Production complete. Costs for translation.
2.13a	Develop best-practice guidelines for monitoring of numbers and trends of sooty and light- mantled albatrosses and white- chinned petrels	PaCSWG, Lead UK, Science Officer	2015	4 weeks	AUD 1,000	Core	Costs for translation.
2.14	Review evidence for impacts of pathogens and parasites on ACAP species and effectiveness of mitigation measures	PaCSWG, Science Officer, Lead Argentina and France	By AC8	4 weeks	AUD 0	-	Update review of pathogens and parasites. Gain input from pathologists and wildlife vets. Effectiveness of mitigation measures unable to be considered.

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
2.a2	Develop/update database of biosecurity plans for ACAP breeding sites	Members, PaCSWG, Science Officer	Ongoing	1 week	AUD 0	-	Parties may also need to develop/implement biosecurity plans at breeding sites
2.15	Post web links on biological sampling guidelines following disease outbreaks	Science Officer, PaCSWG, experts	2013-2015	1 day	AUD 0	-	PaCSWG members to provide links/material.
2.16	Produce centralised catalogue of plastic rings used on ACAP species and contact list, and addresses of ringing authorities	Science Officer, PaCSWG, Lead France?	By end 2014	1 week	AUD 0	-	A summary table will be provided by the Science Officer. Parties will check gaps and update.
2.17	Provide reports on activities to AC meetings	PaCSWG, Science Officer	As needed	12 weeks	AUD 0	-	
3. Sea	bird Bycatch						
3.1	Continue to implement the RFMO interaction plan for ACAP (AC5 Doc 29) and relevant Parties to engage and assist	Individual RFMO co-ordinators, Secretariat, SBWG and AC	2013-2015	a) 18 weeks p.a.	a+b) AUD 30,000 each pa	Core	a) Travel etc costs for attendance at selected RFMO meetings (less if Party can contribute directly)
	RFMOs and other relevant international bodies in assessing and minimising bycatch of albatrosses and petrels			b) 18 week p.a.			b) RFMO co-ordinator activities
				c) 2 week p.a.	c) AUD 0		c) Review of process and recommend changes (SBWG)

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.2	Update analysis of overlaps of distributions and albatrosses and petrels with fisheries managed by RFMOs	BirdLife / ACAP	2013	4 weeks	AUD 20,000	Grant	Complete
3.3	Continue to develop materials (both generic and specific) to assist RFMOs and other relevant international and national bodies in reducing seabird bycatch and to maximise effective participation and consideration of issues relevant to ACAP	SBWG Convenor with other SBWG consultation to review needs (Secretariat)	2013-2015		AUD 0		
3.a1	Provide guidance to RFMOs for the identification of minimum elements and appropriate methods and indicators to review the effectiveness of seabird bycatch mitigation measures	SBWG	2014-2015				Work will be advanced by a small intersessional WG

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.4	Continue to review and utilise available information on foraging distribution, fisheries and seabird bycatch to aid prioritisation of actions to reduce the risk of fishing operations to ACAP species in waters subject to national jurisdiction.	SBWG and Parties	2013-2015		AUD 10,000	Grant	1) Commission initial report on knowledge of fisheries, status of any bycatch mitigation, knowledge of relevant seabird distribution for AC5. Note overlap with 4.4. NPOA seabirds also can be used. (AUD 0) 2) Assess needs for waters subject to national jurisdiction and any capacity building requirements To facilitate regional coordination to better assess bycatch. Consider possible link to conservation priorities, such as Wandering Albatross.

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.5	Maintain bibliography of relevant bycatch information	BirdLife/SBWG Science Officer	2013-2015	1 week pa	AUD 0	-	Based on Endnote library Includes both published and unpublished literature Replace working papers with published papers where possible. Submission of information from Parties and others
3.6	Based on new information, update ACAP/BirdLife fact sheets on mitigation measures for fishing methods known to impact albatrosses and petrels (trawl, pelagic longline, demersal longline)	SBWG/BirdLife	2013-2015	1 week per fact sheet	AUD 5,000	Core	encouraged. Costs are for translation. Leads - Trawl: New Zealand Pelagic longline: Australia Demersal longline: UK General: BirdLife
3.7	Produce report on lessons from mitigation success stories in commercial fisheries	BirdLife/ Australia/ Convenor SBWG/WWF	2013-2015	3 weeks	AUD 0	-	Target audience is fisheries managers Moved to next triennium

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.8	Prepare review of knowledge on deliberate take/killing of ACAP species at sea	SBWG	2015 (expansion in next triennium)	4 weeks	AUD 0	-	Review to describe current knowledge (much from unpublished literature) and causes of any deliberate take and to consider possible take reduction strategies. Could use secondment [to Secretariat]
							Note: there is some existing data for South-west Atlantic jig fishery and could form the initial focus, with expansion in the next triennium
3.9	Review results of any research on seabird bycatch issues, particularly that funded by ACAP	SBWG	2013-2015	2 weeks pa	AUD 0	-	Draw conclusions and make recommendations to AC as appropriate
3.10	Maintain review of research needs and priorities for bycatch research and mitigation development	SBWG	2013-2015	2 weeks	AUD 0	-	
3.a2	Assemble and review all evidence on line-weighting in pelagic long-line fisheries	SBWG	2013-14	3 months		Grant	Would be suitable for a secondee Refer to new related items

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.a3	Recommend priority actions to advance implementation of lineweighting in pelagic longline fisheries	SBWG	2014 – ideally immediately prior to AC8	1 day			Refer to new related items
3.a4	Undertake further research on necessary practical actions relating to line-weighting in key pelagic longline fisheries	SBWG	2013-2015		AUD 10,000	Grant	Refer to new related items
3.a5	Improve estimates of bycatch of ACAP species in trawl fisheries through research	SBWG	2014-15		(Party funding)		Recent studies have indicated higher rates of trawl warp collision than previously thought; further studies would help understanding of the scale (and variability) of trawl bycatch.
							Could progress through proposed SPRFMO research (EU)
3.11	Provide recommendations to the AC on measures to address atsea threats identified as conservation priorities	SBWG	2013-2015	1 week	AUD 0	-	Further actions identified in SBWG6 report recommendations

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.12	Review and update the prioritisation framework for atsea threats	SBWG	2014 Ideally immediately prior to AC8	1 week	AUD 10,000	Core	One workshop and some analysis and update of data relating to threats and mitigation Substantially complete
3.13	Review and consider seabird bycatch issues as they relate to smaller vessels (including issues of defining "smaller vessels")	SBWG	at SBWG6	1 week	AUD 0	-	Actions identified at SBWG6 – refer to new related items
3.a6	Review the definition of, and legislation pertinent to, artisanal, small-scale and artisanal fisheries	SBWG	2014-15	3 months	?	Grant	Might be suitable for a secondment Definitions agreed and actions identified at SBWG6
3.a7	Assemble and review evidence of injuries sustained by fishers in the course of using weighted lines in pelagic longline fisheries	SBWG	2014/2015			Grant	Possible secondment Review presented to SBWG6

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.14	Consider which data would be appropriate as baselines for assessing trends in bycatch levels and rates and formulate	SBWG, BirdLife	2012-2015	1 week	AUD 0	-	Data is described in the global review of seabird bycatch in longline fisheries (AC6 Doc 30)
	suitable indicators						Note: actions for bycatch indicators were identified at SBWG6 and are being progressed by an intersessional group
3.15	Estimate mortality in previously unobserved fisheries in range of Waved albatross	Ecuador and Peru, BirdLife, AC, American Bird Conservancy	2013-2015	4 weeks	AUD 20,000 over trienniu m	Grant	Part of implementation from Waved Albatross Action Plan (for net fisheries) Completed
3.a8	Engage in processes that are developing electronic monitoring of catch/bycatch to ensure that the needs to monitor seabird bycatch are taken into account	SBWG	2013-14		AUD 10,000	Grant	Contribution to ISSF research proposal for testing of e-monitoring in tuna pelagic longline fisheries. Possible further funding after AC8 New actions relevant to EM identified at SBWG6

		Responsible			Resources		
	Topic/Task	group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.16	Improve access to relevant data (e.g. from observers) held by others	SBWG	2013-2015			Grant	Need compilation of meta- data e.g. observer data. Will be included in the bycatch data reporting process New approach to bycatch data proposed at SBWG6
3.17	Analyse bycatch data in collaboration with Japanese researchers	SBWG, Birdlife	2013-2015	6 months	AUD 50,000	Grant	Might be best done by an appropriate experienced secondee. Costings difficult to estimate accurately. Needs further discussion
							Some collaboration with working group members is underway to estimate bycatch at zero cost
							This approach could be expanded to other range states

		Danie and Hela			Resources		
	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.18	Analyse bycatch data from other fishing nations as information becomes available	SBWG	2013-2015	6 months	AUD 50,000	Grant	This is a contingency cost; we are not yet sure how much and when data might become available. Needs further discussion Investigate collaboration opportunities with priority fleets. Funds may not be required or hard to estimate.
3.19	Identify hot spots for temporal/spatial management	RFMO coordinators/ Canada/ BirdLife/ SBWG	2013-2014	Post- doctorat e for 2 years	AUD 10,000 AUD 50,000 Needs further discussi on	Grant	AUD 10,000 is a contribution to a potential Canadian/BirdLife/ACAP project in the North Pacific that could be done in the 2010-12 triennium. A total global cost might be in the order of AUD 50,000 (Deleted as project has gone ahead without ACAP funding)

		Danie and Hela			Resources		
	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.20	Provide draft advice on suitable analyses of bycatch data and further develop the bycatch data reporting and assessment framework	SBWG	2013-2015	3 months	AUD 20,000	Grant	Statistical advice provided at SBWG5. Further work needed to progress the development of the bycatch data and assessment framework. See new items related to bycatch data approach identified at SBWG6
3.21	Provide reports on activities to AC meetings	SBWG and AC	2013-2015	1 week	AUD 0		
3.22	Review and update advice documents on bycatch mitigation methods for industrial fisheries	SBWG/ Secretariat	SBWG7		AUD 1,000 (translati on costs)	Core	Further refinement of best practice advice documents. Intersessional work (Anton Wolfaardt, Jonathon Barrington, Warren Papworth, Ken Morgan, Marco Favero)

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.23	Further research on sink rates of different line weighting regimes	SBWG			AUD 10,000 (desktop compon ents) AUD 100,000 (field work)	Core (desktop) Grant (field work)	Related to further consideration of revised line weighting regimes in best practice advice See research priorities for pelagic longline in SBWG6 Report for details of the proposed 3 step plan Need to identify a Party or Parties to locate at-sea trials
3.24	Develop best practice advice for haul mitigation in pelagic and demersal longline fisheries	SBWG Lead: Anton Wolfaardt, ATF	2015				Update the relevant sections of the best practice advice document Note relation to item below
3.25	Investigate the existence of haul seabird bycatch outside the Hawaiian fishery	SBWG	SBWG7		5,000?	Grant	Suitable for secondment
3.26	Develop a review of risks posed by net fisheries other than gillnet and trawl	SBWG	SBWG7				Igor Debski, Oli Yates et al.
3.27	Draft mitigation review for gillnets and entangling nets, and develop research priorities	SBWG/ BirdLife International (Rory Crawford)	SBWG7		5,000?	Grant	Synthesis of existing reviews Possible workshop to ID research priorities

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.28	Development of a template for providing a "toolbox approach for mitigation advice in smaller scale fisheries	SBWG Jeff Mangel, Joanna Alfaro- Shigueto , Igor Debski, Chile, Brazil	SBWG7				Use current mitigation methods as examples to populate the toolbox
3.29	Investigate safety issues related to the use of different line weighting options	Secretariat/ SBWG	2015		15,000	Core	Third party conducting trials including sliding weights and double weighting system
3.30	Investigate benefits and limitations of e-monitoring in relation to seabird bycatch and mitigation	Secretariat/ Australia/ Canada/ USA/ Projeto Albatross/Nathan Walker/Jorge Azócar	SBWG7				
3.31	Conduct a comprehensive review of NPOA-Seabirds for Parties and Range States	SBWG, Ben Sullivan, Marco Favero, Anton Wolfaardt	SBWG7		10,000	Grant	Check with Barry Baker regarding status of his review paper Suitable for secondment
3.32	Development of bycatch indicators and associated data, methodological approaches and reporting required	SBWG/ Anton Wolfaardt, Igor Debski et al	2015		10,000	Grant	Intersessional group established at SBWG6. Suitable for secondments

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	grou	Responsible group	I Timetrame I	Time	Funds for AC	Grant/ core	Action detail
3.33	Review of at sea threats scoring for listing criteria	SBWG/ Ken Morgan, Jorge Azócar, Ben Sullivan, Anton Wolfaardt, Marco Favero, NZ	2015				
3.34	Develop the flagship species approach to raise the profile of seabird bycatch, bycatch mitigation and other conservation measures in fisheries in high risk areas.	SBWG	2015				To be continued in next triennium
3.35	Develop a strategy, and mechanisms, for directly engaging with fishing fleets on the need for and effective use of seabird bycatch mitigation measures	SBWG	2015				To be continued in next triennium
3.36	Develop a research strategy for artisanal, small-scale and recreational fisheries	SBWG	2015				Based on research priorities identified at SBWG6 Intent is to inform research actions in the next triennium

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
3.37	Consider outcomes of 3.23 and 3.24 in relation to Best Practice Advice	SBWG	SBWG7		0	-	
4. Cap	pacity building, New Parties, Orga	anisation of Work					
4.1	Provide assistance and capacity building to assist with drafting and implementation of NPOA-Seabirds	AC ,Parties and BirdLife to consider	2013-2015	10 weeks	AUD 0		Capacity building in accordance with the needs identified by interested Parties in order to encourage implementation, particularly in Ecuador, France, Peru, South Africa, (Mozambique, Madagascar), Tristan da Cunha (UK), and EC external fisheries
4.a1	Develop and implement a strategy for adding further Parties, and engaging with States not Party to ACAP	AC, Parties (Australia)	2013-2015		AUD 0	-	Initial work carried out at AC7, further work intersesionally
4.a2	Consider Working Group structure and function, including role and participation of members and experts	WGs, AC	2013-2015		AUD 0	-	Ongoing
4.a3	Develop and implement a strategy for secondments	AC	2013-2014		AUD 0	-	Ongoing. Completed

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
4.2	Further develop capacity indicators	Argentina, Brazil, New Zealand, Australia, UK	2014-2015		AUD 0	-	
5. Ind	icators, priorities, reviews and co	llective conservation	action			•	
5.1	Review data inputs to breeding sites and at-sea prioritisation frameworks agreed at MoP4, revise conservation priorities and identify actions required to address these priority threats.	WG Convenors and ad-hoc group, lead New Zealand	2013-2015	4 weeks 2013	AUD 10,000	Grant	Report outcomes at AC8. Funds are for any intersessional workshops required for such revision.
5.2	Develop and harmonise conservation strategies or plans for particular species or groups of species of albatrosses and petrels	WGs, AC (Secretariat)	2013-2015	2 weeks p.a.	AUD 0	-	Precise definition of what is needed difficult at this stage. Action paused as definition not clear
5.a1	Review existing Action Plans (for National Plans, when asked by relevant Party), and advise on new Action Plans for ACAP species	WGs, AC, Parties	2013-2015		AUD 0	-	Existing plans: Waved Albatross (Peru/Ecuador), Amsterdam Albatross (France), Southern Giant Petrel (Argentina), Balearic Shearwater (Spain)

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
5.3	Implement conservation strategies for particular species or groups of species of albatrosses and petrels	Parties, AC	2013-2015	unknown weeks	AUD 0	-	Precise definition of what needed is difficult at this stage
5.a2	Review, refine and standardise criteria to include new species on Annex 1.	WGs, Science Officer	2014	1 week p.a.	AUD 0	-	
5.a3	Complete ID guide for bycaught seabirds	PaCSWG, SBWG. TWG, Secretariat,	2014-15	3 weeks	AUD 15,000	Core	Draft document for AC8, complete by MoP5
5.a4	Further develop best-practice de-hooking guide	SBWG, PaCSWG, Secretariat	2014		AUD 1000	Core	Funds required for graphic design and translation. Completed
5.a5	Develop best practice guidelines for acquisition and use of biological samples for genetic analyses	PaCSWG, TWG, Secretariat, experts	2014-2015		AUD 0	-	
5.4	Implement system of indicators for the success of the ACAP Agreement	Parties, Secretariat, BirdLife and AC	2013-2015	1 week pa	AUD 0	-	Review in time for MoP5

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	Topic/Task	Responsible group	Timeframe	Time	Funds for AC	Grant/ core	Action detail
5.a6	Review ACAP performance indicators	PaCSWG, SBWG Convenors, Science Officer and BirdLife International	2013-2015	3 weeks	AUD 0	-	Date stamp input parameters as far as practicable, hindcast to 2004, and assess indicators at AC8. Consider tracking data indicators, consider composite Red List Indicator index options.—PaCSWG indicators selected.
5.5	Manage database of relevant scientific literature	Secretariat	2013-2015	4 weeks	AUD 0		-Secretariat will examine option of making database available on line, Further scientific literature from all.
5.6	Manage directory of relevant legislation	Secretariat	2013-2015		AUD 0	-	Parties to supply further information, as available
5.7	Develop a list of authorities, research centres, scientists and non-governmental organisations relevant to ACAP	Secretariat	2013-2015		AUD 0	-	Parties and AC to supply further information, as available
6. Ma	nagement of AC work, secretariat	oversight and liaiso	n, and interac	tion of ACA	AP bodies		
6.1	Consider and advise on budget matters as needed	AC	2013-2015	2 weeks pa	AUD 0		Shorter-term advice provided by the AC Chair
6.2	Consider and advise on Staff matters as needed	AC	2013-2015	1 week pa	AUD 0		Shorter-term advice provided by the AC Chair

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	Topic/Task Responsible group	<u>-</u>	Timeframe	Time	Funds for AC	Grant/ core	Action detail
6.3	Oversee, advise and guide Secretariat in relation to database, web portal	Convenors, Chair and Vice-chair	2013-2015	6 weeks pa	AUD 0		
6.4	Manage work of Advisory Committee	Chair, Vice-chair and Convenors	2013-2015	18 weeks pa	AUD 0		Regular teleconferences and email conversations