

PROCEDURES FOR THE ALLOCATION OF AN OBSERVER ON BOARD ON AN AIDCP FISHING TRIP AND PURSUANT TO IATTC RESOLUTION [C-09-04](#)

I. Before the start of the fishing trip.

- 1) The manager of the vessel shall submit to the observer program staff, a written request, which may be an electronic message, for the assignment of an observer. This request shall include the name of the vessel and its estimated date of departure.
- 2) The request must be received by the staff of the observer program at least 6 days before the departure of the vessel.
- 3) If the vessel has a Dolphin Mortality Limit (DML), the communication must include the name of the fishing captain so his inclusion on the AIDCP list of qualified captains can be verified.
- 4) The observer program staff will answer this communication by sending an electronic message to the vessel manager, indicating the full name of the assigned observer and attaching scanned copies, in PDF format, of the following documents:
 - i. Valid passport of the observer
 - ii. Sailor's book / seaman's book / navigation log
 - iii. Identity card (in countries where this document is required)
 - iv. Voter's Identification (when required for foreign travel)
 - v. Observer Program ID (if one is not issued, another photo ID can be substituted)
- 5) The vessel manager must provide the documents received from the observer program staff to an agent of the vessel receiving the observer so that they can verify the identity of the person presenting themselves as the observer at the time of boarding and confirm that they are in possession of the original versions of the required documents. The staff of the observer program must register the name of the vessel's agent that received the documents. If the manager of the vessel is responsible for this procedure, the name of the person in charge for carrying out verification of the observer's identity and documents must be recorded.
- 6) When practical, an introductory meeting among the observer program staff, the observer, and the master /captain of the fishing vessel should be arranged. If the master/captain is not available, the navigation captain or port administrator will attend. If the observer attends the meeting without the presence of an observer program staff, the staff of the observer program must report on the reasons why they could not attend.

II. During the fishing trip

- 1) During the fishing trip, the master/captain of the vessel will be responsible for confirming the identity of the observer, based on the documents provided to the vessel agent, and will ensure that this same person serves throughout the entire duration of that trip to which he was assigned, unless extra-ordinary circumstances require a change of observer. The master/captain shall report, as soon as possible, any irregularities or concerns regarding the identity of the observer to the vessel's flag State and the responsible observer program.

- 2) Any change of observer during a trip must be coordinated by direct communication with the responsible observer program, and all such assignments will be subject to procedures in Section I.

III. Upon arrival in port of the vessel.

- 1) Upon arrival at the port of landing, the port authorities must verify the identity of the observer based on the collection of the observer's documentation to be provided by the master/captain.
- 2) The staff of the responsible observer program must perform their respective confirmation of the identity of the observer at the end of the trip.
- 3) If port authorities identify any abnormality, they should report it immediately to the Government of the flag vessel and to the respective observer program