

ATTENDANCE
PACIFIC SALMON COMMISSION
FALL MEETING
OCTOBER 22-23, 2014
VANCOUVER, BC; PSC OFFICES

COMMISSIONERS

UNITED STATES

B. Turner (Chair)
W.R. Allen
P. Anderson
W. Auger
M. Clark
S. Moreland
M. Oatman

CANADA

S. Farlinger (Vice-Chair)
J. McCulloch
M. Ned
B. Riddell
P. Sprout



Executive Secretary's Summary of Decisions
Fall Meeting of the Pacific Salmon Commission
October 22-23, 2014
Vancouver, B.C.

The Pacific Salmon Commission held its 2014 Fall Meeting from October 22-23, 2014 at the Commission offices in Vancouver, B.C. and discussed a number of topics (see attached agenda).

The Commission AGREED:

1. The minutes from the January 2014 and February 2014 Commission meetings are approved as edited.
2. The recommendations from the Chinook Review Committee on very high priority Chinook proposals for the Joint Fund Committee are accepted.
3. The Panel and Committee work plans for 2014/2015 are accepted as submitted, noting:
 - a. The Commission accepts the recommendation from the Chinook Interface Group (CIG) regarding Chinook Technical Committee (CTC) work plan priorities, and instructs the CTC to a) complete Tasks 1 and 2 by October 2015, and b) develop an outline for completion of a 5-Year Review to be approved by the Commission no later than October 2015. If, prior to approval of the outline, elements that would contribute to completion of the Review are agreed to by the Commissionⁱ, these may be implemented, with the understanding that these will not affect the completion of Tasks 1 and 2.
 - b. Relevant Panels and Committees should heed the instructions from the Commission Chair and Vice-Chair dated October 23, 2014 regarding analysis of Annex IV, Chapters 1, 2, 5, and 6 by the end of the January 2015 meeting.
4. The amendments to the Commission bylaws proposed by the Bylaw Working Group are adopted except for those below, which should be addressed by the Standing Committee on Finance and Administration to develop proposals for Commission approval:
 - a. Chapter II, Section E(bis) re. privileges and immunities
 - b. Chapter X, Rule 23 re. staff promotions
 - c. Chapter X, Rule 44 re. severance pay
5. The report from the Outreach and Transparency Working Group is adopted, with the understanding that a) there is no new assignment to develop social media outlets for the PSC, and any future work in social media will be approved by the Commission; b) Commissioners will have an opportunity to review the beta version of the redesigned PSC website and it will be discussed by the Commission ahead of public release; and c) the future of the Working Group will be discussed at the January 2015 meeting.
6. The Commission will revisit the Canadian management approach to Fraser River Coho at the January 2015 meeting.

7. The Fraser Strategic Review Committee will provide a preliminary report at the February 2015 Annual Meeting with the final Committee report being produced by October 2015.
8. Attachment E to the diplomatic notes dated June 30, 1999 regarding habitat and restoration is adequately met by both Parties' demonstrated commitments to habitat and restoration consistent with the Treaty, and the exchange of reports on these issues through October 2014. In January 2017 the Commission will consult on next steps with regards to Attachment E.
9. The officers for 2014/2015 are approved as submitted.

ⁱ The Commission Chair and Vice-Chair will approve any request for such work from the CTC chair and vice-chair.



Draft Agenda

Fall Meeting

**October 22-23, 2014
Pacific Salmon Commission Office
Vancouver, B.C.**

1. Adoption of Agenda and Introductions
 - Introduction of new Commissioners
2. Approval of Minutes
 - January 2014
 - February 2014
3. Executive Secretary's Report
4. Action Items Pending
 - Annual review of "special issue" committees
 - Fraser Strategic Review Committee Report
 - Bylaws Working Group Report
 - Interim Advisory Committee Report
 - Outreach and Transparency Working Group Report
 - Report from Chinook Review Committee on Joint Fund Committee priorities
5. Reports from Panels and Committees
 - Presentation of annual work plans
 - Adoption of Instructions to Panels and Committees
 - i. Approach to Panel and Committee meeting schedules in 2015
 - ii. Status of HRTC and related correspondence from Canadian section
 - Report from Standing Committee on Finance and Administration
6. Other Business
 - Preliminary discussion re: strategy and timelines for 2016-18 negotiations
 - Southern BC IFMP and Canadian Management Approach to Fraser River Coho
 - Approval of officers for 2014/2015



TO: Pacific Salmon Commission

FROM: Chinook Review Committee

DATE: October 16, 2014

SUBJECT: Recommendations for very high priority Chinook proposals by the Joint Fund Committees

The members of the Chinook Review Committee (CRC) have completed their review of very high priority proposals submitted for funding to the Joint Fund Committees. All Committee members reviewed the 9 proposals submitted, and evaluated them on their relevance to management of Chinook fisheries under the Pacific Salmon Treaty, the potential for alternative sources of funding, technical merit, and cost effectiveness. The CRC met by conference call on October 14, 2014 to come to consensus on recommendations to the Commission for prioritizing the project and to discuss the costs of each project.

In discussion of the costs, it was noted that the proposals for sampling ocean fisheries off the Oregon and Washington coasts include opportunistic sampling of coho salmon as well as collection of biological data that is not directly used in management of Chinook fisheries, though it is cost effective as both species are delivered simultaneously. It was also noted that the proposal for sampling ocean fisheries in Oregon has been funded in the range of \$100,000 to \$110,000 with coded-wire tag improvement funds in prior years, and has well exceeded the target sampling rates at that funding level. The CRC recommends that if funded, this project's budget should not exceed \$100,000.

The CRC was aware that it is unlikely the Joint Fund Committees will be able to fully fund all 9 proposals. Consequently, a factor that figured prominently in the rankings was the consideration that Canadian proposals have no alternative source of funding, while all of the U.S. proposals would be eligible to apply for funding under the U.S. LOA. The CRC consensus rank order of the proposals for funding by the Joint fund Committees is presented in the attached table.

Table 1—Recommendations of the CRC by rank, October 14, 2014.

Rank	Title	Agency	Cost	
			CAD	USD
1	Canadian Mark Recovery Program CWT Sampling and Coordination	DFO	\$ 385,000	
2	Terminal Abundance of WCVI Chinook Salmon	DFO	\$ 257,000	
3	Increased Chinook salmon stock coded-wire tagging to improve the quality of Chinook indicator stock analyses	DFO	\$ 260,647	
4	Mark Recovery Program Head Lab	DFO	\$ 100,000	
5	Genetic-based abundance estimates for Snohomish River Chinook salmon	WDFW		\$ 234,987
6	Abundance estimates for Stillaguamish River Chinook salmon using trans-generational genetic mark recapture	WDFW		\$ 67,866
7	Sport sampling - Southeast Alaska	ADFG		\$ 58,380
8	Sampling Washington Ocean Salmon Fisheries	WDFW		\$ 252,912
9	Ocean Fishery Sampling - Oregon Coast	ODFW		\$ 165,289
		Total	\$ 1,002,647	\$ 779,434

The CRC also recommends that each project funded under this program submit a written summary in a format supplied by the CRC, which is then included in the next appropriate CTC annual report.

PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee:

Southern Panel, including the Coho Technical Committee and the Chum Technical Committee.

This work plan includes a summary of the work plans submitted by both the technical committees, and as such does not include all of the detail in those work plans. This is not intended to deny the importance of that detail, only to provide a high level summary of it for Commissioners.

Date:

October 21-23, 2014 (PSC Executive meeting, Vancouver, BC)

Update on Bi-lateral Tasks Assigned Under Current PSC Agreement:

Southern Panel:

- *Annual Post Season Review – A detailed bilateral review of the 2014 coho, chum and chinook salmon abundances, fishery performances, and preliminary estimates of escapement levels will be conducted at the January 2015 PSC post season meeting.*
- *Conduct pre-season data exchanges.*
- *Finalize the framework of Southern Panel deliverables (“idealized agenda”; draft completed in February 2014) and implement this framework to meet obligations of the Annex IV, Chapters 5 and 6. Use the new framework to improve communication and coordination with the Coho Technical Committee and Chum Technical Committee regarding work plan items and specific timelines needed by Southern Panel.*
- *Complete the process and timeline for finalizing management objectives/breakpoints for Coho management units.*
- *Review and recommend priorities for Southern Endowment Fund Committee consideration.*
- *Update reporting requirements, and assign work as required for completion.*

Coho Technical Committee:

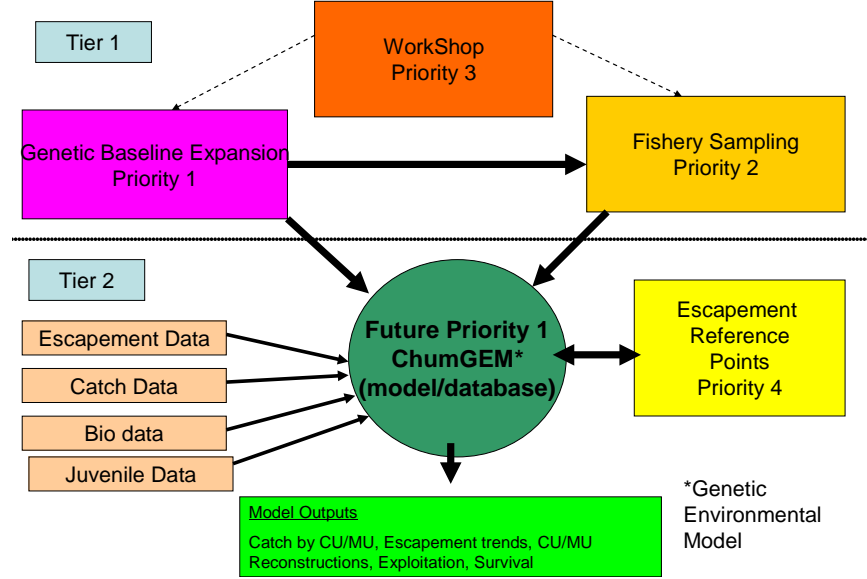
- *Coho Abundance Based Management (ABM) Implementation Requirements*
 - *Annual reporting of estimated exploitation rates under the ABM*
 - *Review Status of Management Units (MUs) and annual target exploitation rates.*
 - *Complete MU descriptions for both US and Canadian MUs.*
- *Continued development of regional fishery planning model and tools.*
 - *Continue work on expanding the FRAM Base Period to better represent variable fishery patterns and stock distribution profiles, which in turn is expected to improve model performance and utility. Recently completed analyses of catch years 1998- 2003.*
 - *Conduct a post-season comparison of exploitation rates as estimated independently by Coho FRAM and by CWT double index tag studies. Recent analysis associated with base period expansion indicates low CWT recovery rates for some indicator stocks may prevent a meaningful comparison.*

- *Compare results from Southern Endowment Fund Project, exploring use of GSI technology with FRAM-based information on the migration and timing of the Interior Fraser coho MU.*
- *Prepare documentation (programmer's and user's guides), code validation, and provisions for training and bilateral development/maintenance of FRAM and Backwards FRAM.*
- *Develop FRAM archive system that includes pre- and post-season information in order to ensure consistency among users. Develop strategy for tracking changes to FRAM, Backwards FRAM, and annual inputs.*
- *Create terminal area management modules for use in Canada.*
- *Review MU specific reference points for determining status and associated exploitation rate constraints for Canadian MUs.*

Chum Technical Committee:

- *Assembling the draft annual report covering 2012 fisheries and research will be a primary focus during the PSC meetings in January 2015. It is expected that this report will be finalized shortly after the PSC annual meeting in February, 2015.*
- *The committee's other focus will be continued development of the following aspects of the strategic plan (see attached Figure):*
 - *Work on product review and modifications with contractor on the development of the ChumGEM model (SEF project). This task will include database refinements, identification of data gaps, potential model output options, calibration runs against past years.*
 - *Review and develop summary reports for two ongoing projects funded by SEF: 1) annual report on boundary area fishery sampling to collect stock information using genetic analysis in mixed stock fishing areas; 2) expand and implement web-based mapping program to facilitate data compilation and accessibility. Continue developing a web-based map program that compliments the sample database to keep track of all samples and relevant metadata (e.g., adult run time, CU_ESU designation, processing laboratory, genetic data type, etc).*
 - *Identify additional sampling requirements to complete and/or update the existing baseline collections. Seek other funding opportunities or resources to help with the database development, and other priority items such as the Escapement Reference Point development.*

Southern Chum Strategic Plan



Obstacles to Completing above Bi-lateral Tasks:

Southern Panel:

- The timing and mechanism for the required pre-season data exchange continues to be problematic. In recent years an electronic data exchange in mid-March followed by a conference call, if required, has proven to be a cost effective method of exchanging the necessary data among fishery managers. Some panel members continue to prefer a formal meeting. We will continue to discuss the option in bilateral panel sessions, however, this issue may come to the attention of the Commissioners.

Coho Technical Committee:

- *As in previous years, efforts of the CoTC have been affected by lack of resources, data limitations (coded-wire tag rates, escapement and fishery monitoring, etc.), and incompatible agency planning schedules.*

Chum Technical Committee:

- *While support from the Southern Endowment Fund has facilitated our efforts to implement the ChumTC strategic plan, time constraints for committee members remains a challenge to task completion.*

Potential Issues for Commissioners:

Establish a process that provides the CoTC the opportunity to review relevant proposals that are submitted for endowment fund support.

Proposed Meeting Dates and Draft Agendas:

Attendance at meetings for Technical Committee members may be dependent on available resources.

Southern Panel Meeting Schedule:

- *January 12-16, 2015 – PSC Post Season Meeting, Vancouver, BC.*
- *February 9-13, 2015 – PSC Annual Meeting, Portland OR.*

Coho Technical Committee:

- *Fall 2014– Coho Working Group teleconference.*
 - *Review performance of Coho Agreement and CoTC work plan. Provide policy guidance on prioritization of assignments.*
 - *Evaluation of base period expansions, continuation of work on model improvements specifically incorporating Canadian pre-season fishing plans into the FRAM process.*
- *January 12-16, 2015 – PSC Post Season Meeting, Vancouver, BC*
 - *Work on CoTC assignments and prepare for backwards Coho FRAM post-season assessment of impacts.*
- *February 9-13, 2015 – PSC Annual Meeting, Portland, OR*
 - *Work on CoTC assignments and prepare 2013 post-season assessment of impacts.*
- *March 2015 – Electronic Data Exchange and Telephone Conference, as required*
 - *Annual information exchange*
- *June 2015– Coho Working Group teleconference.*
 - *Review status of CoTC implementation of work plan*
- *July 2015 – Coho Model Working Group*
 - *Review and evaluation of model revisions*

Chum Technical Committee:

- *January 2015 – PSC post season Meeting Portland, Or*
 - *Review and discuss of preliminary post season 2013 fisheries information*
 - *Collate and review report items for 2012 final post season report*
 - *Initiate drafting of 2012 final report.*
 - *Continue work on Southern Chum genetic baseline inventory and expansion for adequately identifying stock origin of fish in mixed stock fisheries on both sides of the border.*
 - *Review and discuss research and analysis activities essential to the Committee tasks.*
 - *Provide any bilateral analyses, as requested by the Southern Panel.*
- *February 2015 – PSC Annual Meeting, Vancouver, BC*
 - *Address any specific tasks assigned to the Committee by the Southern Panel at the January meeting.*
 - *Continue work on tasks not completed at the January meeting*
 - *Assign workgroups and workgroup tasks for items still pending at the end of the February meeting.*
 - *Finalize 2012 post season report for submittal*
 - *May 2015 - location to be determined*
Meet with contractor on ChumGEM model development and product refinements.
Discussion of Phase II work needed for ChumGEM,

Status of Technical or Annual Reports:

Southern Panel:

- *To be reviewed at the Post Season meeting, with a plan developed to complete outstanding reporting requirements.*

Coho Technical Committee:

- *The 2013 Annual Report of estimated exploitation rates will be completed at the February 2015 meeting and made available on the PSC website.*

Chum Technical Committee:

- *The committee anticipates having the 2012 Annual Report complete by the end of the February meetings in 2015.*

PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee:

The Northern Panel and Northern Boundary Technical Committee

Date:

For review at the October 21 – 23, 2014 Commission Executive Session

Update on Bi-lateral Tasks Assigned Under Current PSC Agreement:

Northern Panel:

1. Review Northern Boundary Area fisheries for 2014 and discuss compliance with provisions of the 2009 PST Agreement.
2. Review and approve the Northern Boundary Technical Committee's update of the 2013 allowable and actual harvests of sockeye salmon, and 2014 allowable and actual harvests of pink salmon, as specified in Annex IV, Chapter 2. Depending upon the availability of a report from the NBTC, may also review and approve the 2014 allowable and actual harvests of sockeye salmon.

Northern Boundary Technical Committee:

Complete the 2013 Boundary Area sockeye salmon and 2014 pink salmon run reconstructions, update the cumulative AAH harvest sharing agreements, and submit to the Northern Panel for approval. Depending upon availability of data, may also complete 2014 Boundary Area sockeye salmon run reconstruction.

Obstacles to Completing above Bi-lateral Tasks:

None

Outline of Other Panel / Committee Tasks or Emerging Issues:

Northern Panel:

1. Review the status of the Northern Fund, receive updates on funded projects, and provide input as appropriate for project funding processes underway for 2014–2015.

Northern Boundary Technical Committee:

None

Potential Issues for Commissioners:

None

Potential Issues for Committee on Scientific Cooperation

Highlight any scientific issues that the Panel/Committee believes may benefit from CSC input or collaboration.

Proposed Meeting Dates and Draft Agendas:

Northern Panel:

The Northern Panel will meet in conjunction with the Commission Post Season Meeting in January 2015 and, as determined appropriate by the Panel in January, the Commission Annual meeting in February 2015.

Northern Boundary Technical Committee:

The full NBTC will meet in conjunction with the Commission Post Season Meeting in January 2015. The Committee will complete the 2013 boundary area sockeye salmon and 2014 pink salmon run reconstructions, update the cumulative AAH harvest sharing agreements, and submit to the Northern Panel for approval. The Committee may also complete the 2014 sockeye salmon run reconstruction if the necessary data is available.

Status of Technical or Annual Reports:

The NBTC Annual Report for 2014 fisheries is expected to be available for the January meeting.

Comments:

Include any additional comments not included above that you think that would be useful to the Commissioners.

PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee:

Transboundary Rivers Panel (reporting to the Pacific Salmon Commission)

Transboundary Technical Committee (reporting to the Transboundary Rivers Panel)

Date: *For review at the Executive Session of the Commissioners on October 22 to 23, 2014 (in Vancouver, B.C.)*

Update on Bi-lateral Tasks Assigned Under the January 2008 PSC Agreement:

1) Development of Abundance Based Management Fishery Regimes

The Transboundary River Chapter (Chapter 1) of Annex IV was revised and agreed upon in 2008. Abundance based management (ABM) fishery regimes are currently in place for: Taku River Chinook, sockeye, and coho salmon; and Stikine River Chinook and sockeye salmon. Harvest sharing agreements are in place for the Stikine and Taku rivers and the respective U.S. and Canadian fisheries are regulated with the objective of achieving agreed escapement and harvest sharing goals. The Agreement calls for implementation of abundance based regimes for Stikine River coho and for Alsek River Chinook and sockeye.

2) Establishing a Maximum Sustained Yield (MSY) Escapement Objective for Taku River Coho:

The (2008) Transboundary Rivers Agreement calls for “*establishing a bilaterally agreed to maximum sustained yield goal for Taku coho prior to the 2010 fishing season*”. Work to complete this assignment is underway with the expectation that the assignment will be complete before the 2015 fishing season.

3) Continue the existing joint enhancement programs designed to produce annually 100,000 returning sockeye salmon to each of the Taku and Stikine rivers.

On the Stikine River, enhanced production has contributed significantly to existing fisheries harvesting Stikine sockeye (combined catch of 44,000/year), although annual production has fallen short of the 100,000 production target in most years. Additional resources have been provided to improve the likelihood that the Tahltan egg take goal would be achieved. Taku River enhancement has under-performed and has not contributed significantly to the Parties fisheries with total combined catches of enhanced sockeye averaging less than 3,000 fish per year. Assessment programs to better understand why Taku enhancement performance has been poor are anticipated to continue. The Agreement calls for annual development of a Stikine Enhancement Production Plan and a Taku Enhancement Production Plan, these plans continue to be successfully completed each year.

4) Harvest sharing performance.

Revised language concerning paragraph 4 of the Agreement was agreed upon by the Panel during the February 2009 PSC meeting. Since 2009 the Panel has exchanged papers and successfully worked through the revised procedures concerning overage/underage. In January 2014 the Panel achieved bilateral agreement on principles concerning overage/underage and sought to implement these principles in relevant watersheds / fisheries during the 2014 season.

Obstacles to Completing above Bi-lateral Tasks:

1) The Parties shall improve procedures for coordinated or cooperative management of the fisheries on transboundary river stocks.

An ABM regime for Stikine coho has not yet occurred and is anticipated to be several years away due to difficulties in implementation and cost for in-season abundance estimation. Significant improvement in abundance based management of sockeye and Chinook in the Alsek River requires substantial (and costly) program development.

2) Maximum Sustained Yield (MSY) Escapement Objective (Taku Coho):

The establishment of a bilaterally agreed-upon maximum sustained yield goal for Taku coho prior to the 2010 fishing season was delayed due to the needed completion of scientific and technical information. Significant recent progress has been made and a CSAP meeting is scheduled in November 2014 for initial review. It is anticipated that the TBR Panel and the TTC will conduct reviews during this work period with the objective to complete the task prior to the 2015 fishing season. The Panel recognizes that fishing / harvest allocations will need to be agreed-upon given a revised escapement goal. The Panel initiated discussions to facilitate such needed changes in January 2014 and anticipates working to complete this work prior to the 2015 fishing season.

3) Continue the existing joint enhancement programs designed to produce annually 100,000 returning sockeye salmon to each of the Taku and Stikine rivers.

Considerable effort has gone into determining reasons behind the low production of certain Taku River enhanced sockeye salmon, and in turn, adjustments have been made to the program to strive to achieve improvement. Despite these efforts, success has been limited in certain programs / area. In general, the success of sockeye enhancement projects / programs in the Transboundary Rivers area is significantly reliant on the availability of funding via the Northern Fund, although Canada is working towards reducing reliance on this source of funds to support egg-take activities. Support for future production of enhanced sockeye salmon in the Stikine River (Tuya) will require concurrence from the Panel on an approach to address concerns regarding terminal harvest and challenges with continuation of the Tuya project.

4) Harvest sharing performance.

Productive Panel discussions occurred in 2014 concerning implementation of Paragraph 4 and management responses to improve TAC compliance were enacted for the fishing season. Review of the results of these responses by the Panel and continued efforts to fine tune harvest sharing will be an on-going Panel activity.

Outline of Other Panel / Committee Tasks or Emerging Issues:

- Adequate, stable, long-term, funding of assessment programs is critical to improving and/or implementing ABM regimes for Taku, Stikine, and Alsek salmon stocks. Incremental project and overall assessment program cost increases have surpassed available (on-going) resources which has resulted in challenges to achieving the assessment and enhancement program goals.
- The limited success of the Taku enhancement program and complications associated with the Stikine enhancement program (specifically, uncertainty over continuation of Tuya Lake component) offer challenges to the Parties in reaching the enhancement goals as specified in the Annex.

Potential Issues for Commissioners:

A slide that occurred in the Stikine River in spring 2014 impeded salmon passage. An emergency effort was implemented to transfer fish above the slide in summer 2014. The extent to which this results in an on-going issue is unknown at this time.

The likely loss of bilateral agreement regarding Tuya Lake as a sockeye outplant site in 2015 and beyond will create significant challenges in achieving the 100,000 production target identified in the Agreement.

Potential Issues for Committee on Scientific Cooperation: None.

Proposed Meeting Dates and Draft Agendas:

Transboundary Panel:

1. Pacific Salmon Commission Post-Season Review (January 12 – 16, 2015):
 - Review of the U. S. and Canadian fisheries in 2014 in the Taku, Stikine and Alsek Rivers and resultant spawning escapements.
 - Stikine slide update, trap and haul program in 2014, and effect on 2014 escapements.
 - Review of 2014 Canada / U.S. Chinook assessment program on Taku River.
 - Review of enhanced production returning in 2014.
 - Review of egg takes and other enhancement activities that took place in 2014.
 - Update on Tuya Lake program.
 - Review of preliminary Taku and Stikine enhancement production plans.

- Sockeye fry outplants in 2015.
- Review of Taku coho salmon escapement goal analysis and share / discuss proposals for interim harvest sharing arrangements.
- Review implementation of overage/underage strategy implemented in 2014, discuss any overage/underage in 2014, and identification of any needed management fine-tuning.
- TBR evaluation of enhancement operations.
- Panel and Committee discussions concerning any potential cost savings as requested by the Commission during the Executive meeting.
- Northern Fund – update on projects under consideration for funding in the Transboundary Rivers area (2015).

2. Pacific Salmon Commission Annual meeting (February 9 – 13, 2015):

- Completion of the agenda from previous meeting.
- Follow-up to questions and issues that arise during post season review.
- Final Panel review of SEPP and TEPP and development of recommendations to the Parties concerning Taku and Stikine enhancement production plan for 2015.

Transboundary Technical Committee:

1. Fall meeting: November 18-20, 2014, Juneau, AK

- Update on Taku River coho escapement goal
- Finalize 2013 preliminary post season report including:
 - 2014 fishery review: review catches, management actions, Treaty compliance.
 - Update and review 2014 stock assessment projects: review escapement and other stock assessment projects including GSI sampling.
 - Review Taku Chinook escapement estimate and discuss 3rd party review
 - Discuss / prepare presentation for Panel on Canada / U.S. Taku River Chinook assessment activities undertaken in 2014.
 - Taku and Stikine coho assessment / test fishery
 - Update on Tahltan River landslide
 - Transboundary sockeye enhancement update:
 - Outplants;
 - Enhancement assessment project update;
 - Tuya terminal harvest;
 - Eggtakes fall 2014;
 - Recommendations / Approval of outplant destinations (Tahltan/Tuya split).
- Review and update of GSI baseline
- Review of preseason Taku and Stikine Chinook salmon forecasts for 2015.
- Review Overage/Underage spreadsheet.
- Finalize outstanding final catch and escapement reports.
- Enhancement planning
 - SEPP and TEPP – discussion of format and preparation/review of draft outline;
 - Proposed enhancement activities for 2015 including expected production.
 - Scheduling and assignment of tasks.

- Review 2013 SEPP/TEPP releases.
 - Update on Northern Fund process for 2015.
 - Discuss Northern Fund projects on the TBRs and set date for teleconference and review/discussion sometime before Christmas break.
 - Report publication schedule
 - Set dates for next meeting
2. Late Winter Project Planning Management Meeting: February 2014, Whitehorse, Yukon:
- Discuss report “Forecasting Annual Run Size of Chinook Salmon to the Taku River of Alaska and Canada”
 - 2015 Program planning -Stikine, Taku, Alsek
 - Enhancement
 - Run outlooks (Chinook, sockeye, coho) – Stikine, Taku, Alsek
 - Preliminary management plans 2015
 - Genetic baseline update and sampling plan 2015
 - Enhancement Sub-committee update on hatchery activities, egg take targets, assessment studies, data summary updates and 2015 management plan.
3. Spring Management Meeting: April 2015, Teleconference:
- Transboundary Technical Committee Management Plan 2015 (final draft due)
 - U.S. Management Plans and activities
 - Canada Management Plans and activities
 - Joint activities

Status of Technical or Annual Reports:

Annual Catch and Escapement Reports

- *Preliminary Estimates of Transboundary River Salmon Production, Harvest and Escapement and a review of Joint Enhancement Activities in 2014 – January 2015.*

Annual Management and Enhancement Plan Reports

- *Salmon Management and Enhancement Plans for the Stikine, Taku, and Alsek Rivers, 2015 – April 2015*

Comments: None.

PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee: Fraser River Panel and Fraser River Panel Technical Committee

Date: Provided at PSC Executive Session in Vancouver on October 21-23, 2014.

Update on Bi-lateral Tasks Assigned Under Current PSC Agreement:

The Panel implemented the new Chapter 4 of the Pacific Salmon Treaty for the 2014 sockeye season. Implementation will continue for the 2015 sockeye and pink salmon season.

Obstacles to Completing above Bi-lateral Tasks:

There were no obstacles to Panel implementation of the Fraser River Sockeye and Pink Salmon chapter (Chapter 4 of the Pacific Salmon Treaty) in 2014.

Outline of Other Panel / Committee Tasks or Emerging Issues:

The Panel was instructed by the Commission to undertake work in support of the hydro-acoustics strategic review. The Panel will continue that work as needed until the strategic review is completed.

Potential Issues for Commissioners:

There are no potential issues for the Commissioners following the 2014 fishing season.

Potential Issues for Committee on Scientific Cooperation

There are no potential issues for the Committee on Scientific Cooperation following the 2014 fishing season.

Proposed Meeting Dates and Draft Agendas:

October 21-23, 2014 PSC Executive Session

Present the 2014/2015 Fraser Panel/Fraser River Panel Technical Committee Work Plan to the Commission.

Special issues the Panel will address by the conclusion of the Annual meeting cycle include:

1. Review and provide a report to the Commission on the 2014 implementation of the revised Chapter 4 of the Pacific Salmon Treaty.
2. Address management performance and accountability issues, including a review of "2014 Fraser Management Plan Principles and Constraints" and consistency in managing all fisheries to meet bilateral objectives.
3. Continue to review the technical information and modeling work being used as the basis for the Fraser Panel's Management Adjustments, as well as non-quantifiable in-season information that can be used when applying Management Adjustments in-season. Review the procedure for incorporating these adjustments into in-season management of Fraser sockeye.
4. Compare in-season estimates of sockeye run size by management group with observed spawning escapements, catches and any applied management adjustments, including review of upstream migration timing, en-route mortality and spawning success of late-run stock components. Where differences are observed, evaluate the potential causes of

observed differences, including consideration of the potential contribution of fishery induced mortalities to any discrepancies. Compare the observed differences to the projected differences based on the Management Adjustments adopted by the Panel in-season.

5. The Panel will prepare recommendations on 2015 Fraser sockeye and pink salmon-related proposals to the Southern Endowment Fund (SEF) Committee. The Panel developed a list of specific funding priorities, which was used in the SEF call for proposals, so that applications will be focused on work of the most value to the Panel.
6. Review issues concerning the management of Fraser sockeye and pink salmon, including escapement goal determination, documentation of escapement levels, and variations in marine area migration timing and diversion that result in stock and/or species overlap and management complications in Panel fishery harvest areas.
7. The Panel will continue discussions on methods for determining allowable impacts on non-targets stocks and species, and necessary conservation actions, in Panel Area fisheries.
8. The Panel will continue to review and discuss data and management implications relating to the placement of stocks within the Fraser River Sockeye Management Groups, including the changes made to the stock aggregations in 2012. As an outcome of this discussion and review, the Panel will determine whether further revision of stock management group assignments for individual stocks is warranted, and whether the stocks would be more appropriately managed as part of other stock management groups for 2015 or longer term.

January, 2015 PSC Post-Season Meeting

Each National Section shall conduct detailed reviews of the 2014 Fraser River sockeye salmon returns, fishery performance, special conservation actions and escapement levels and provide a summary of this information to the Commission.

February, 2015 PSC Annual Meeting

The Panel shall continue discussions of any unresolved special issues.

The Panel shall address "Other Activities" identified for the Panel in the 2014/2015 Work Plan.

The Panel will initiate the 2015 Pre-Season Planning process consistent with the provisions of the renewed Annex IV, Chapter 4 of the Pacific Salmon Treaty, and any guidance provided by the Commission. The Panel will require meetings in April and June 2015 in addition to the PSC Annual Meetings to complete pre-season planning tasks.

Outline of Other Activities of the Fraser River Panel for the 2014/2015 Cycle

This list includes special items/topics of less time sensitive nature or one-time projects.

Continue the Development of an Improved Fraser Fishery Model: The Panel will facilitate, monitor and provide guidance as necessary to the efforts of the PSC Staff and Fraser River Panel Technical Committee to develop the new Fraser Fishery Pre-season planning Model.

Continue to Review Essential Spawning Assessment and Enhancement/Operations Activities: The Panel will monitor the plans and funding intent for key spawning escapement assessment efforts and in-river enhancement/operations activities required to support priority conservation and management needs for Fraser River sockeye and pink salmon. The Panel will provide advice as appropriate.

Review 2014 Test Fisheries and Develop a Test Fishing Plan for the 2015 Season. Identify and explore any opportunities for improvement of in-season assessments through changes to test fisheries and/or use of commercial catch data.

Review Progress in Completing the Canadian Sockeye Escapement Initiative: The Panel may receive a presentation on changes and updates to the Fraser River Sockeye Spawning Initiative (FRSSI).

PSC staff will provide a progress report on the sampling programs at Mission, including any issues that arose from modifications made to the program in 2014. The Panel will also receive a report on the 2014 Qualark acoustic program.

The FRPTC will review the 2012 and 2013 data updates to the Fraser sockeye catch and exploitation rate files, and make revisions as needed.

The Technical committee will draft a memo on data sharing and co-ordination so that changes to production data can be tracked from various data sources.

The Panel will receive an update of progress of the SEF project designed to address Runsize Adjustments for Fraser sockeye.

Identify Key Projects Through The Ad Hoc Fraser River Panel Southern Endowment Fund Scoping Group: This group, with the assistance of the PSC technical staff, will identify opportunities for the enhancement, restoration, and improved management of Fraser River sockeye and pink salmon. The Panel will provide advice to the Southern Fund Committee on the merit and value of Fraser sockeye and pink salmon related projects proposed by other groups.

Administrative Issues: Review and approve outstanding Panel minutes and Fraser River Panel Annual Reports.

Review the PSC proposed budget for 2015 Fraser River Panel Programs.

Status of Annual Reports:

The 2009 and 2010 annual reports have been reviewed by the Panel and will be published by the end of 2014, staff time permitting. The Panel is reviewing the 2011 report, with the goal of having it published early in 2015. Drafts of the 2012 and 2013 reports are being prepared by Secretariat staff, and will be reviewed by the Panel when available.

Fraser River Panel 2014/2015 Meeting Schedule¹

January 12-16, 2015	PSC Post-Season Meeting	Vancouver
February 9-13, 2015	PSC Annual Meeting	Portland
March, 2015 – 1 day	Fraser River Panel Technical Committee	TBD
April, 2015 – 2 days	Fraser River Panel Technical Committee	TBD
April, 2015– 3 days	Fraser River Panel Pre-Season Planning	TBD
May, 2015 – 2 days	Technical Modeling Meeting	Vancouver
June, 2015	Fraser River Panel Technical Committee	TBD
June, 2015	Fraser River Panel Pre-Season Planning	TBD
July 2, 10, 14, 17	Fraser River Panel – In-Season Meeting	Calls
July 21, 24, 28, 31	Fraser River Panel – In-Season Meeting	Calls
August 4, 2015	Fraser River Panel – In-Season Meeting	Richmond
August 11, 2015	Fraser River Panel – In-Season Meeting	Richmond
August 18, 2015	Fraser River Panel – In-Season Meeting	Richmond
August 25, 2015	Fraser River Panel – In-Season Meeting	Richmond
September 1, 2015	Fraser River Panel – In-Season Meeting	Richmond
August 7, 14, 21, 28	Fraser River Panel – In-Season Meeting	Calls
September 4, 8, 11, 15	Fraser River Panel – In-Season Meeting	Calls
September 18, 22, 25	Fraser River Panel – In-Season Meeting	Calls
September, 2014	Fraser River Panel – Post-Season Meeting	TBD

1 – This schedule will be reviewed for opportunities to improve upon efficiency and reduce Panel costs.

**PACIFIC SALMON COMMISSION
SELECTIVE FISHERY EVALUATION COMMITTEE WORK PLAN
October 2014 – September 2015**

Panel / Committee:

Selective Fishery Evaluation Committee (SFEC).
SFEC Reports to the PSC Commissioners.
October 21-23, 2014, (Executive Session)

Update on Bi-lateral Tasks:

The PSC established the SFEC to assess impacts of mass marking and mark-selective fisheries on the viability of the CWT system. The SFEC has three components: (1) an Oversight Committee, comprised principally of the Co-Chairs of the PSC SFEC, Coho, Chinook, and Data Sharing Committees; (2) an Analytical Work Group (SFEC AWG), which is responsible for developing methods and conducting analyses of impacts of mass marking and mark-selective fisheries on the viability of the CWT program; and (3) a Regional Coordination Work Group (SFEC RCWG) which coordinates information sharing on mass marking and regional sampling programs, including electronic tag detection.

One of the main tasks of the SFEC is to review the proposals for mass marking (MM) and mark selective fisheries (MSFs) that are submitted annually to the PSC by the agencies conducting these activities. MSFs for both Chinook and Coho continue to expand (see figures appended to this report). During the 2013-14 work cycle, the committee developed a new approach to efficiently summarize concerns identified during MSF proposal evaluations using red-yellow-green signals to indicate different degrees of concern.. The 2013 and 2014 annual reports summarizing the review of MM and MSF activities proposed for 2013 and 2014 are near completion, and expected to be submitted by the PSC post-season meeting.

A letter to agencies requesting the completion of proposal templates for MM and MSF activities planned for 2015 has been distributed by the PSC Secretariat. As in the past three years, agencies have the option to provide MSF proposals in either a Word file format or in an Excel file format. Agencies have been requested to submit proposals to the PSC Secretariat by November 1. This year, the letter reminds agencies that post-season reports of MSFs are required as part of the SFEC MOU.

The full bilateral SFEC is scheduled to meet in mid-December 2014. The main objective of this meeting is to review MM and MSF proposals for 2015 and continue working on the Lessons Learned with Mass Marking and Mark Selective Fisheries' report.

Obstacles to Completing above Bi-lateral Tasks:

Workloads of SFEC Members: Efforts of the SFEC have been affected due to workloads and other priorities that have constrained the ability of members of the SFEC to complete assignments.

Post-Season Reports: Two post-season reports on MSFs are required for each MSF prosecuted to provide data needed by the Chinook (CTC) and Coho (CoTC) Technical Committees for evaluation of PSC fishing regimes. The first report is to be submitted prior to the PSC annual post-season meeting following the year in which the fishery was conducted. The SFEC recommends that these tables with post-season information be included in the annual report submitted to the PSC by the US and Canada for the post-season meeting in January to simplify MSF reporting by agencies.

The timeliness and consistency of agencies in providing post-season reports for MSFs still needs to be improved. SFEC members have worked with agency staff through personal contact to obtain some of the requested data, but detailed stock-age-fishery impacts of MSFs on unmarked fish have not been forthcoming.

The second MSF report is to be provided by agencies prosecuting MSFs not later than November 30th following the year in which the MSF fishery occurred. This report is to provide stock-age-fishery estimates of mortalities of unmarked fish in MSFs. The SFEC has not received any of the second type of MSF reports.

Inability to estimate impacts of mixed-bag fisheries: Proposals for Chinook and Coho MSFs from all agencies include various forms of mixed-bag regulations (e.g., daily bag of 2 Coho, 1 of which can be unmarked), with varying degrees of complexity (see appended maps); further, the incidence of mixed-bag regulations is increasing. Because of the on-going variation of regulations employed for MSFs, the SFEC is unable to develop standardized methods for estimation of mortalities of unmarked fish. Additionally, catch sampling programs and analytical methods are generally inadequate to estimate impacts on marked and unmarked fish under these varying mixed-bag regulations. A description of the estimation methods being employed or planned to estimate MSF impacts in mixed-bag fisheries will be requested from agencies with 2015 proposals. Without these improvements, the increasing incidence of mixed-bag fisheries will continue to reduce the accuracy of estimates of MSF impacts on unmarked fish.

Travel budget constraints: The SFEC is aware of the uncertainty surrounding travel budgets and the ability to convene in-person meetings of the committee and its work groups. The proposed schedule (Table 1) reflects our intent to perform as much of the MM and MSF review, analyses and report development as possible via independent evaluation, emails, and conference calls. The number of in-person meetings has been reduced to the minimum necessary for the tasks assigned to the SFEC by the PSC.

Outline of Other Panel / Committee Tasks or Emerging Issues:

The CTC is incorporating estimates of fishery impacts on unmarked wild stocks in the annual analyses. Review of recoveries of Chinook DIT releases in non-selective and selective fisheries and escapements, and their utility for estimation of impacts on unmarked fish in MSFs, is in progress by the SFEC-AWG. Results of these investigations are summarized in the reports by the CTC on the annual exploitation rate analysis and Chinook model calibration. This work is of high priority.

The CTC has requested assistance from SFEC members regarding incorporation of MSF algorithms in the annual exploitation rate analysis and the annual coastwide Chinook model calibration. The required modifications are expected to occur in the next few

years as the CTC-AWG proceeds with identified improvements to the structure and function of the computer programs currently being used. The priority to incorporate algorithms and data for MSFs may increase if recreational and commercial MSFs for Chinook continue to expand in WA and BC coastal areas.

CoTC post-season cohort reconstruction methods rely heavily on CWTs. The fewer the CWT recoveries, the less robust (more uncertain) the resulting exploitation rate estimates are. Due to a combination of factors, including reduced survival, reduced tagging, and reduced exploitation, tag recovery is inadequate for most, if not all, of our Coho stocks to utilize methods developed by the CoTC to estimate production expansion factors and exploitation rates. Therefore, the CoTC must rely on modeling using the current base period data in FRAM to estimate post-season MSF and NSF exploitation and total mortalities of unmarked and marked fish using reported estimates of fishery encounters and releases.

Potential Issues for Commissioners:

Timely and accurate information via post-season reports on prosecuted MSFs is needed by the SFEC to assess the impacts of MM and MSFs on the CWT system. Little can be done without the post-season information from MSFs but to date, workload and other agency issues have resulted in few submissions. As noted above, no detailed post-season reports providing estimates of stock-age-fishery mortalities of unmarked fish have been submitted to SFEC following the prosecution of MSFs. Some agencies are developing new reporting systems that should expedite providing these data.

Several agencies have dropped or are dropping DIT releases and are not collecting CWTs from unmarked DIT fish due to budget constraints. DIT groups require the release of paired groups of tagged fish and the use of electronic tag detection in recovering unmarked DIT fish from fisheries and escapements. (An additional complicating factor is the reporting of DIT recoveries in sub-sampled escapements without the information required for expansion). DITs have two uses in evaluation of MSFs and estimation of their impacts. First, DITs with a marked and unmarked tag group provide the ability to quantify differences in mortalities between marked and unmarked fish as a result of MSFs for indicator stocks by comparison of the return rate of the two groups to escapement (reduced mortality on unmarked stocks is a primary goal of MSFs according to the PST (e.g., Chapter 3, paragraph 5(a)). The second use of DITs is to provide information to help bound estimates of stock-age-fishery mortalities of unmarked fish, required to maintain the viability of the coastwide CWT program.

Status of Reports:

Technical or Annual Reports. The reports reviewing MM and MSF proposals for 2013 and 2014 activities are near completion and will be finalized prior to the January meeting. A report on Coho DIT analysis for brood years 1998-2009 (up to fishery year 2012) is in preparation. The analysis for stocks from Puget Sound and the Washington Coast is near complete and analysis for stocks from other jurisdictions is in progress. The DIT analyses will evaluate the utility of the DIT system for Chinook and Coho salmon.

Lessons Learned Report. During its October 2011 meeting, SFEC developed an initial detailed outline of the sections and contents of a report concerning 'Lessons Learned with

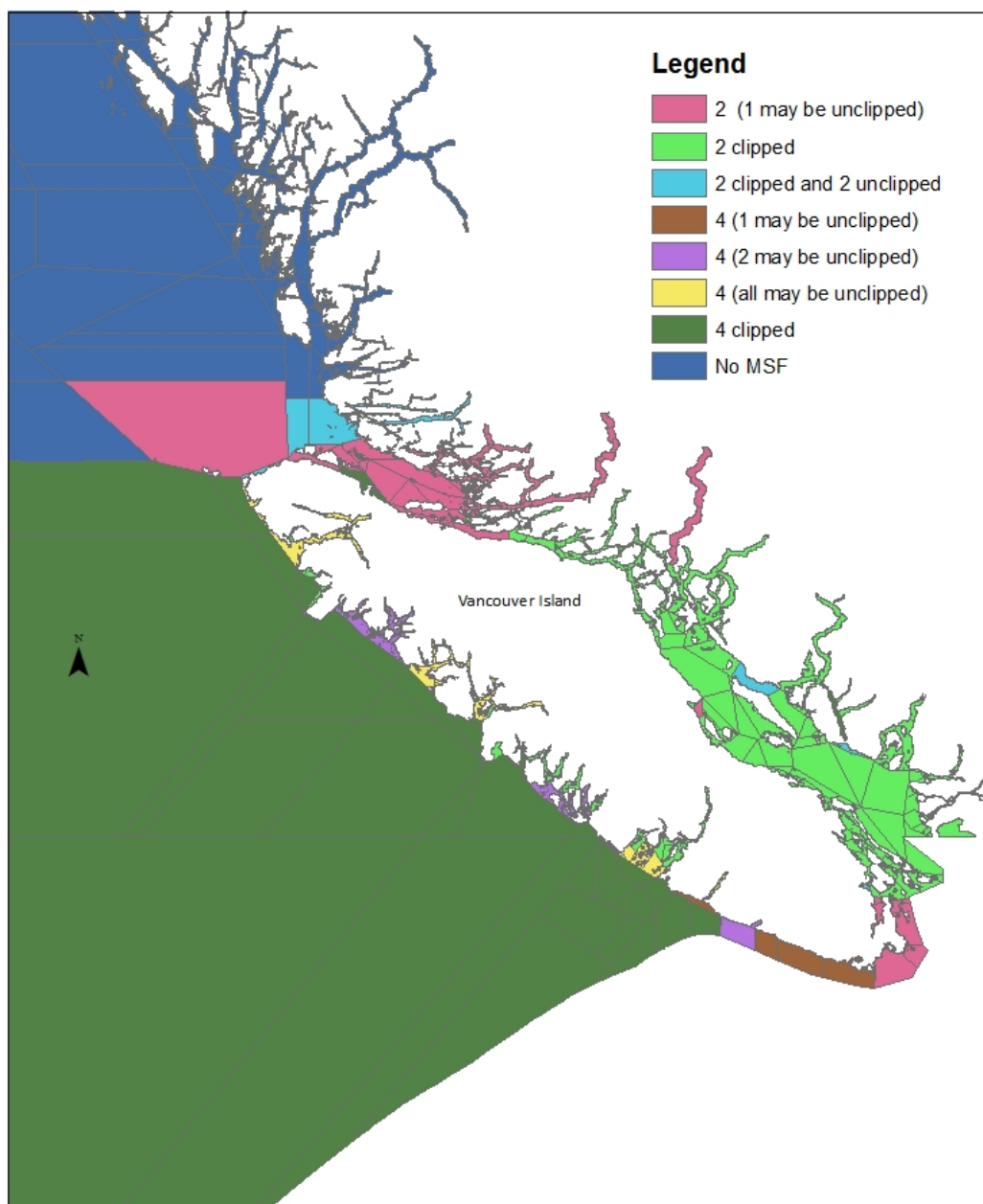
Mass Marking and Mark Selective Fisheries’ (hereafter, referred to as *Lessons Learned Report*). SFEC members were assigned responsibility for certain sections of the report, based on their expertise and experience by topic. An editorial oversight committee was created to focus on overall consistency, tone, and clarity of report and coordinate contributions of content from different SFEC members.

Substantial work on the Lessons Learned report was completed at the SFEC meeting in September 2014. The report is expected to be ready for submission by the 2015 PSC annual meeting.

Table 1. Proposed SFEC Meeting Dates and Draft Agendas:

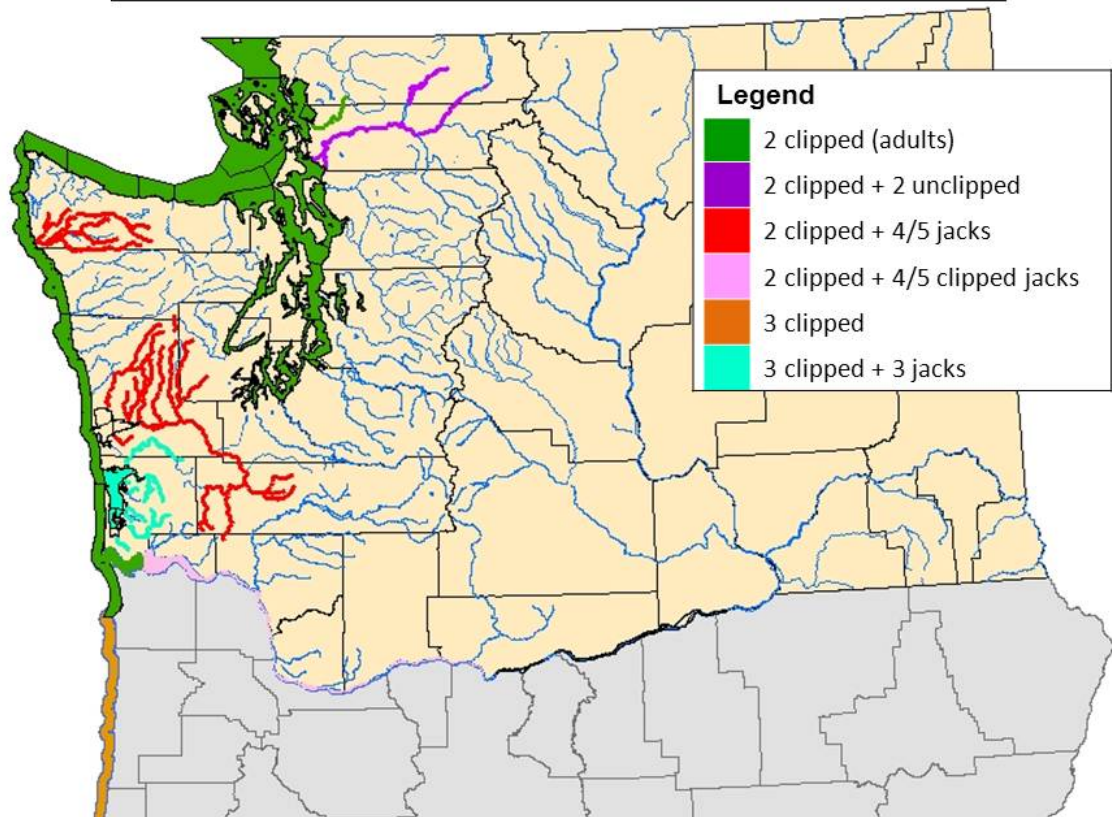
When	Who	Location	Purpose
Dec 15-18, 2014	SFEC RCWG, AWG, and Oversight	Seattle, WA	Review annual proposals for MM and MSFs submitted by agencies. Request clarifications from agencies as needed. Continue work on Lessons Learned Report. Prepare summary report for PSC Commissioners. Review and revise format and content of post-season MSF reports, as necessary.
Feb. 9-13, 2015 (PSC Annual Meeting)	SFEC co-chairs	Portland, OR	SFEC Co-chairs report to PSC on highlights of the Lessons Learned report and identify any issues or concerns regarding agency proposals for 2015 MM and MSF.
April – May, 2015	SFEC AWG	Nanaimo, BC, or Olympia, WA	Finalize SFEC Coho and Chinook DIT reports.

Bag Limits for Southern British Columbia Coho Recreational Fishery by PFMA Sub Area

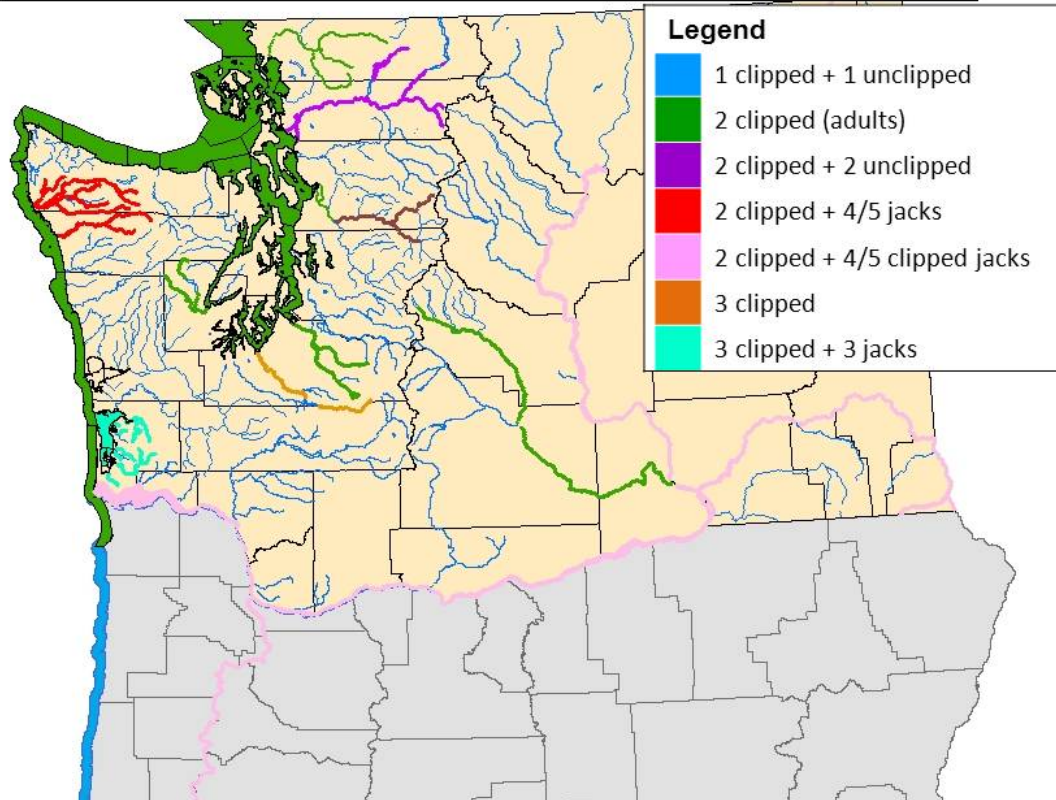


* Bag limits may vary by date as well as by portion of subarea, but in this schematic, the maximum clipped and unclipped for any part of the year is displayed, for the entire subarea.

**Bag Limits Proposed for 2014
Coho Recreational Mark-Selective Fisheries**



Bag Limits Proposed for 2014
Chinook Recreational Mark-Selective Fisheries



PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee:

Data Sharing Committee and its subcommittee Data Standards Work Group.

Data Sharing, with input from other technical committees, defines changes needed in the CWT database and additional verification rules that would improve the integrity of the database; and then Data Standards determines how to do this and does the work of modifying the database and verification process.

Data Sharing reports directly to the Commissioners.

Date: This work plan will be presented to the commission during its executive meeting October 22 & 23, 2014 in Vancouver, B.C.

Update on Bi-lateral Tasks Assigned Under Current PSC Agreement:

There were no specific bi-lateral tasks for this committee under the 1999 or 2008 PSC agreement other than the general agreement to maintain and make improvements to the CWT system. Data Sharing and its workgroup, Data Standards, have, continually over the years, been maintaining and updating the CWT database.

Following the work of the CWT Expert Panel and that of the CWT Workgroup during the last cycle, we understand that the Commissioners want Data Sharing to examine issues pertaining to code-wire-tag collection and data storage (i.e., database). Data Sharing liaises with the Chinook Technical Committee, Selective Fishery Evaluation Committee, and Coho Technical Committee to improve the CWT data system to better support their analytical work.

Obstacles to Completing above Bi-lateral Tasks:

Progress on addressing data sharing issues is not a high priority for some members with other competing PSC priorities.

The committee conducted all of its work electronically over the last cycle. One in person meeting, and possibly another are identified for the upcoming cycle. This meeting coincides with another PSC technical committee meeting for travel cost efficiencies. The committee only meets in person when absolutely necessary and it will provide a conference call option for cost effectiveness.

Outline of Other Panel / Committee Tasks or Emerging Issues:

Issues of quality control for the CWT database are important following the findings and recommendations of the PSC CWT Expert Panel Review 2005 and the 2008 report by the CWT Workgroup. Data Sharing is improving quality control methods for the CWT database, which contains the data associated with CWT analyses for catch, fishing effort, and selective fisheries (e.g. mass marking, double index tagging (DIT), and catch sampling).

Mass marking, DIT, selective fisheries, and other issues identified by the CWT work group (PSC Tech.Rep. 25) have also introduced the need for new information to be included in the database in order to facilitate analyses by the PSC committees. This has involved changing sampling methods as well as introducing new fields into the database and there is an ongoing need to ensure data quality achieves specific data standards. Data Sharing works with the Selective Fisheries Evaluation Committee, Chinook Technical Committee, and the Coho Technical Committee to identify priorities and approaches.

Potential Issues for Commissioners: None

Proposed Meeting Dates and Draft Agendas:

When	Who	Location	Purpose
November 20 & 21, 2014	Data Sharing	Seattle, WA & by conf. call.	Review and approve updates needed for CWT database that have been identified by the Data Standards Workgroup. Develop direction and work planning for the committee with more informed discussion and contribution from the members to guide the committee's work. This meeting will only be about 8 hours.
Summer, 2015	Data Sharing	To be determined	Review updates needed for CWT database to address quality control and completeness of existing database (e.g. releases, recoveries, and catch/sample). Discuss with Data Standards advice from other technical committees Prioritize work plan and data system improvements to address issues identified by technical committees and the 2008 CWT Workgroup report Coordinate with CoTC, CTC, SFEC regarding mark selective fishery CWT data coordination and reporting issues.
Fall, 2015	Data Standards	To be determined	Work on CWT data system improvements identified in work plan and any tasks identified by Data Sharing at their meeting.

Status of Technical or Annual Reports:

We have an outline for a report on current status of databases and emerging issues related to coded-wire tag and selective fishery data.

Comments:

No additional comments.

PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee:

Committee on Scientific Cooperation (CSC) reports to the Commission

Date: October 1, 2014

Update on Bi-lateral Tasks Assigned Under Current PSC Agreement:

At the 2014 annual meeting, Commissioners approved the CSC's proposals for future work in two areas: (1) issuing, overseeing progress, and evaluating the final response to an RFP devoted to assessment of the degree to which a PBT-based system might be able to replace or supplement/complement the existing CWT-based system for Chinook and coho salmon, and (2) encouraging development of a training workshop on Bayesian methods.

PBT/CWT REFP Process. The CSC, working in cooperation with an Oversight Committee, issued an RFP titled EVALUATION OF THE FEASIBILITY AND COST-EFFECTIVENESS OF DEVELOPING A COORDINATED COAST-WIDE TAG RECOVERY SYSTEM USING PARENTAL BASED TAGGING (PBT), under the auspices of the Pacific Salmon Commission, in late May of 2014, with a requested response date of 15 July 2014. Two responses to our RFP were received. Oversight Committee and CSC members collectively rated one proposal as adequate and stronger than the other proposal and an award was made to the 8 PIs who drafted the proposal and would take lead roles in developing the response to the RFP (ultimately, a final report to the PSC, to be reviewed by Technocal Committee Co-chairs and CSC members). The CSC and Oversight Committee members held an initial conference call with the 8 PIs on 25 August 2014 and has tentatively scheduled a brief "progress report" conference call for mid-November 2014 if that is judged useful or necessary by the 8 PIs or CSC/Oversight Committee members.

A draft report is to be prepared by the 8 PIs and submitted to the Oversight Committee/CSC for review and comment no later than 08 January 2014. Oversight Committee and CSC members will attempt to meet to discuss the draft report during the January 2015 PSC meeting (12-16 January) and will relay their comments on the draft report to the 8 PIs no later than 01 February 2015. One or more of the 8 PIs will thereafter give a verbal summary of preliminary draft report conclusions, as well as preliminary response to comments received from the Oversight Committee/CSC members.

The final report in response to the issues RFP is due in April 2015. Oversight Committee members, CSC members and PSC coho and chinook committee technical committee Co-chairs will review this final report. The CSC will thereafter provide the PSC Commissioners with an assessment of the report and its long-term implications for the existing CWT tag recovery program at a date no later than the October meeting of the PSC Commissioners.

Bayesian workshop: Catherine Michielsens has arranged to give a 3 day workshop on possible applications of Bayesian statistics and modeling to technical problems confronted by fishery scientists serving on PSC technical committees. The proposed date and location for this workshop are 03-05 December and Seattle, respectively. We anticipate that the workshop will primarily serve US fishery scientists affiliated with the PCS process, to minimize complications caused by international travel requests, etc..

Obstacles to Completing above Bi-lateral Tasks:

Funding available to support the issued RFP concerning PBT/CWT is quite modest (only about \$60,000 available in total to the contracted 8 PIs), and it therefore seems likely that not all issues of concern regarding potential application of PBT will be adequately addressed in the final report that is produced. Nevertheless, we are optimistic that the 8 PIs will produce a report that provides important guidance for how to best proceed with either continued support for the existing CWT tag recovery system or planning to replace or supplement this system with PBT.

We are aware of no obstacles for completion of the proposed Bayesian workshop except for the possibility that inadequate demand is generated to the invitation to participate in this workshop.

Outline of Other Panel / Committee Tasks or Emerging Issues:

The CSC always welcomes any additional tasks which may be identified by Commissioners and CSC members hope to have an opportunity to meet with Technical Committee Co-Chairs during either the January or February 2015 meetings to determine if there are emerging issues that could benefit from involvement by members of the CSC.

Potential Issues for Commissioners:

N/A

Potential Issues for Committee on Scientific Cooperation:

The CSC welcomes the opportunity to review suggestions put forward by the Panels and Technical Committees and remains prepared to address any priority issues identified by Commissioners.

Proposed Meeting Dates and Draft Agendas:

All four members of the CSC plan to meet face-to-face (and with Oversight Committee members, to the extent possible) at the January PSC meeting to develop a response to the draft report submitted in response to our PBT/CWT RFP.

The Chair of the CSC will provide a preliminary reaction to the draft RFP when the CSC gives its annual report to the Commission at the February annual meeting.

Status of Technical or Annual Reports: N/A

Comments: N/A

PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee: Sentinel Stock Committee (SSC) of the Sentinel Stock Program reports directly to the Commission.

Date: This work plan will be presented to the Commission during its executive meeting October 21–23, 2013 in Vancouver, BC.

Update on Bi-lateral Tasks Assigned Under Current PSC Agreement: The sole task assigned to the SSC through the Sentinel Stock Program is to implement through the respective domestic management authorities a five-year research program. The purpose of which is to improve estimates of escapements of selected Chinook salmon stocks in British Columbia (along the north coast, along the west coast of Vancouver Island, and in the Fraser River), around the Puget Sound of Washington State, and along the north coast of Oregon. While the Sentinel Stock Program was to sunset at the end of 2013, not all allotted funds had been spent at that time. With the permission of the Commission, the program continued into a sixth year. In 2014 the SSC recommended and the commission funded eight projects to estimate escapements for stocks in the Nass, Skeena, South Thompson, Chilko, Conuma, Snohomish, Stillaguamish, and Siuslaw rivers; and a project to estimate terminal run size in aggregate for natural stocks from the WCVI and from the north Oregon coast.

Obstacles to Completing above Bi-lateral Tasks: In that by all field work by projects funded in 2014 will be complete by the end of that year, analysis and reporting remain for 2015. No significant obstacles in these final activities are anticipated.

Outline of Other Panel / Committee Tasks or Emerging Issues: None

Potential Issues for Commissioners: None.

Proposed Meeting Dates and Draft Agendas: The SSC will meet in Seattle on December 3 to review progress by projects funded in 2014. In that 2014 is to be the last year of the Sentinel Stock Program, there are no plans for the SSC to meet in 2015. However, members of the SSC will produce a comprehensive summary report on the Sentinel Stocks Program for the Commission by the end of 2015.

Status of Technical or Annual Reports: All project reports for 2013 are summarized in the 2013 Annual Report of Catch and Escapement, TCCHINOOK (14)-2.

Comments: None

PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee:

Coded Wire Tag Implementation Team reports to the Commission.

Date: *October 22-23, 2014, Executive Session Vancouver BC*

Update on Bi-lateral Tasks Assigned Under Current PSC Agreement:

- *The bilateral CWT Improvement Team (CWTIT) met November 12-15, 2013 to review the progress of the 2013-14 projects funded by this program and to prepare a preliminary report documenting the benefits derived from projects funded by the CWT Improvement initiative in 2009-2013. The report was presented to the Commission at the January 2014 meeting.*

Obstacles to Completing above Bi-lateral Tasks: *NA*

Outline of Other Panel / Committee Tasks or Emerging Issues:

- *Canadian funding for CWT improvements ended in 2013. 2014-15 is the final year of funding for US projects.*
- *The objective of the CWT Improvement initiative was to address issues identified in the Expert Panel report (Pacific Salmon Commission Technical Report Number 25, 2008). Many of the issues identified relate to inadequate levels of CWT tagging, fishery sampling, and catch monitoring. With the loss of this funding source many of the issues have / will reemerge.*

Potential Issues for Commissioners:

Highlight any issues that the Panel/Committee has identified that may come to the attention of the Commissioners for resolution.

Potential Issues for Committee on Scientific Cooperation

Highlight any scientific issues that the Panel/Committee believes may benefit from CSC input or collaboration.

Proposed Meeting Dates and Draft Agendas:

- *The bilateral CWT Improvement Team (CWTIT) will convene a workshop Nov 17-18, 2014 to review the results of the 2014-15 projects funded by this initiative.*
- *Following the workshop the bilateral CWTIT will meet (Nov 20-22, 2014) to prepare a final report documenting the results derived from the CWT Improvement funding.*

Status of Technical or Annual Reports:

A report titled "Progress Report for Projects funded through the PSC Coded Wire Tag Improvements Program, 2009-2013" was presented to the Commission at the January 2014 session.

*Proposed amendments from Bylaws Working Group
Reflecting input from the F&A Committee and National Sections*

September 28, 2014

PACIFIC SALMON COMMISSION

BYLAWS

- ~~1. Adopted provisionally
September 27, 1985~~
- ~~2. As amended through
November 20, 1986~~
- ~~3. As amended and adopted
February 13, 1987~~
- ~~4. As amended and adopted
February 16, 1988~~
- ~~5. As amended and adopted
May 10, 1990~~
- ~~6. As amended and adopted
January 28, 1993~~
- ~~7. As amended and adopted
February 9, 1994~~
- ~~8. As amended and adopted
February 27, 1995~~
- ~~9. As amended and adopted
February 11, 2000~~
- ~~10. As amended and adopted
February 12, 2009~~
- ~~11. As amended and adopted
February 15, 2013~~

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PACIFIC SALMON COMMISSION

BYLAWS

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CHAPTER I
AUTHORITY AND PURPOSE

SECTION A. AUTHORITY AND PURPOSE

- Rule 1 Authority. These bylaws ~~consist of rules and regulations~~are adopted by the Pacific Salmon Commission¹ pursuant to Article II paragraph 7 of the Treaty between the Government of Canada and the Government of the United States of America concerning Pacific Salmon (Pacific Salmon Treaty, as amended) ~~signed at Ottawa on January 28, 1985, and entered into force March 18, 1985, in Quebec City, Canada and most recently amended February 12, 2009.~~
- Rule 2 Purpose. ~~The purpose of these bylaws is to~~These bylaws provide for the exercise of the functions and conduct of meetings ~~the ground rules for the internal organization and operation~~ of the Pacific Salmon Commission and its subsidiary bodies, ~~to wit, the Northern Panel, Southern Panel, Fraser Panel, Transboundary Panel, Technical Dispute Settlement Board, and other such committees and technical committees as the Commission may from time to time establish.~~

¹ See Appendix I for a glossary of terms used throughout these bylaws.

CHAPTER II
RULES OF PROCEDURE
THE PACIFIC SALMON COMMISSION

These rules of procedure apply to the Pacific Salmon Commission established under Article II paragraph 1 of the Pacific Salmon Treaty.

SECTION A. REPRESENTATION

Rule 1 Attendance at Open Meetings. All meetings of the Commission are open to the public unless ~~otherwise~~ designated as an Executive Session by the Chair and the Vice-Chair of the Commission.

Rule 1bis: Convening of Executive Sessions. Meetings may be recessed, or convened in whole or in part, for executive sessions by a determination of the Chair or the Vice Chair that any of the following concerns could arise from discussion during the an open meeting:

- (a) Any item that could jeopardize the success of the negotiation (e.g., development or evaluation of fishery regimes and proposals, or the conduct of negotiations on final fishery regimes);
- (b) personnel or administrative actions; or
- (c) other matters that may arise that are deemed to be of a sensitive nature.

Rule 2 Attendance at Executive Sessions. At executive sessions of the Pacific Salmon Commission, attendance shall be limited to Commissioners, Alternate Commissioners, invited Secretariat staff, and ~~[up to eight (8) experts and]~~ advisors from each national section ~~[or such other numbers]~~ as may be agreed by the Chair and Vice-Chair.

Rule 2bis: Convening In-Camera Sessions: The Chair and Vice-Chair may agree to designate a meeting of the Commission as in camera. During such sessions Commissioners and Alternate Commissioners will convene with only those Secretariat staff or advisors identified by the Chair and Vice-Chair. No recording or minutes will be taken during in-camera sessions, but reporting of any outcomes will be consistent with Rule 24.

Rule 3 Notification of Intent to Attend. Each ~~Commissioner~~ National Correspondent shall notify the Executive Secretary as far as possible in advance of any meeting, ~~through the respective National Correspondent, whether s/he will attend or whether an Alternate will exercise his/her functions in his/her stead and,~~ the names of any Commissioners and Alternate Commissioners attending the meeting and identify any experts and advisors ~~that who~~ will accompany them ~~Commissioner or Alternate~~.

Rule 4 Request for ~~Technical and Panel~~ Advice and Support. The Chair or the Vice-Chair may request that members of the ~~joint technical committees and Panels~~ subsidiary bodies attend Commission meetings.

Comment [JDF1]: Copied from Chapter VII (Conduct of Executive Sessions) to improve readability.

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Comment [JDF2]: Substantive change: While in-camera (non-recorded) sessions have faded in use, they are mentioned elsewhere in the bylaws. Inserting this rule would clarify their use.

Rule 5 Convening of Meetings. The Chair shall convene the annual meetings of the Commission and such other meetings requested by the Chair, ~~or Vice-Chair, or the Parties.~~

Comment [JDF3]: Treaty Art. II, para. 10 also permits the Parties to request meetings.

Rule 6 Location of Meetings. The official annual meeting of the Commission shall be alternated between Canada and the United States annually, unless agreed to by the Parties. ~~due to extenuating circumstances.~~

Rule 7 ~~Convening of Executive Sessions. Meetings of the Commission may be called into executive session by the Chair and/or the Vice Chair.~~

Comment [JDF4]: Redundant with Rule 1 above.

SECTION B. VOTING REQUIREMENTS

- Rule 8 Decision-Making. A decision or recommendation of the Commission shall be made only with the approval of both United States and Canadian sections. Each national section shall inform the Commission of its vote.
- Rule 9 Decision-Making for Non-Agenda Items. The Commission shall not ordinarily take a decision on any item ~~which~~-that has not been included in the draft agenda for the meeting. Where circumstances warrant, supplementary decision items may be added to the agenda with the concurrence of each National Section.
- Rule 10 Decisions When In-Person Participation is Not Practicable. Between meetings of the Commission, and in cases of special necessity determined by the Chair in consultation with the Vice-Chair, a decision may be taken by mail, ~~teleconference, or,~~ other means of ~~textual communication or telephone~~electronic communication-conference. The Executive Secretary shall promptly notify the Commissioners and Alternate Commissioners of the results of the decisions. A report of such meetings shall be prepared and distributed in accordance with Rule 24 of this chapter.

SECTION C. CHAIR AND VICE-CHAIR

- Rule 11 Selection.

- (a) ~~At the first meeting of the Commission one section shall select from its members a Commission Chair, and the other section shall select from its members a Vice-Chair, each of whom will remain in office until adjournment of the Fall meeting of the Commission.~~Prior to adjournment of the Fall meeting each year, the Commission shall approve, ~~and~~-and a new Chair and Vice-Chair ~~state of officers will be approved~~to take office for a twelve month term ending on adjournment of the next ~~fall~~-Fall meeting, with annual rotation of the Chair between National Sections~~thereafter~~.
- (b) Whenever the Chair is unable to serve, his/her national section shall designate another Commissioner or Alternate Commissioner to assume the powers and responsibilities of the Chair ~~for the relevant time period~~.

- Rule 12 Powers and Responsibilities of Chair. The Chair shall have the following powers and responsibilities:

- (a) to serve as principal representative of the Commission;
- (b) to preside at each meeting of the Commission;
- (c) to make rulings on points of order raised at meetings of the Commission;
- (d) to officially receive reports and recommendations from the ~~Panels and joint technical committees~~subsidiary bodies and to forward instructions and other communications to the Chairs of ~~the Panels and joint technical committees~~those bodies;
- (e) to sign, on behalf of the Commission, the reports of each meeting of the Commission;

- (f) to direct ~~Panel or joint technical committees~~ subsidiary body Chairs to convene meetings;
- (g) to disseminate to the Commission, ~~Panels, and joint technical committees~~ and subsidiary bodies reports received;
- (h) to exercise other powers and responsibilities as provided in these bylaws and give such directions to the Executive Secretary as will ensure that the business of the Commission is carried out effectively and in accordance with its decisions.

Rule 13 Powers and Responsibilities of Vice-Chair. The Vice- Chair shall work with the Chair to ~~conduct the Commission's business as required regarding all Commission meetings and other activities related to the conduct of Commission business., and in the absence of administrative staff, be responsible for maintaining minutes of the proceedings.~~

SECTION D. PREPARATION FOR MEETINGS

Rule 14 Provisional Agendas. The Executive Secretary, with the concurrence of the Chair and the Vice-Chair, shall prepare a provisional agenda for each meeting of the Commission. Unless otherwise agreed, the provisional agenda shall be transmitted to the National Correspondents whenever practicable no later than 21 days in advance of the meeting. The agenda shall specify whether the meeting remains open or may be conducted in whole or in part in ~~executive-Execu-~~ ~~tive session~~ Session.

Rule 15 Additions to Agendas. Any Commissioner or Alternate Commissioner may propose supplementary items by informing the Executive Secretary, through the respective National Correspondent, ~~unless otherwise agreed, no later than 14 days in advance of the meeting, and providing an explanatory memorandum.~~

Rule 16 Draft Agenda. The Executive Secretary, with the concurrence of the Chair and the Vice-Chair, shall prepare the draft agenda for the meeting, ~~including supplementary items,~~ and circulate it to all Commissioners and Alternate Commissioners whenever practicable ~~but, unless otherwise agreed,~~ no later than 7 days in advance of the meeting ~~unless otherwise agreed.~~

Rule 17 Adoption of Agendas. An agenda shall be adopted by the Commission at the start of each meeting.

Rule 18 Responsibility for Meeting Arrangements. The Executive Secretary shall make all necessary arrangements for meetings of the Commission.

Rule 19 Meeting Expenses. The budget of the Secretariat shall, unless otherwise specified, be responsible only for costs of meeting ~~arrangements-logistics~~ required for effective conduct of the meetings of the Commission.

SECTION E. CONDUCT OF BUSINESS

Rule 20 Maintenance of Proper Order

- (a) The Chair shall ensure the observance of these Rules and the maintenance of proper order.

- (b) The Chair shall normally call upon speakers in the order in which they signify their desire to speak. The Chair may call a speaker to order if his/her remarks are not relevant to the subject under discussion.

Rule 21 Participation by Public Visitors. When appropriate, and with the concurrence of the Vice-Chair, the Chair may provide time for public visitors to speak during the meeting.

Rule 22 Proposals for Commission Consideration. Either ~~the National~~ ~~Section~~ or any ~~Panel~~ ~~subsidiary body~~ may make a proposal for consideration by the Commission. Proposals ordinarily shall be submitted in writing to the Chair, who shall circulate copies to all Commissioners and Alternate Commissioners ~~via the Executive Secretary~~. In general, no proposal shall be put to a decision at any meeting of the Commission unless copies have been distributed to all Commissioners and Alternate Commissioners a reasonable time in advance. The Chair, however, with the concurrence of the Vice-Chair, may permit decisions on such proposals to be taken in accordance with Rules 8 and 9.

Rule 23 Caucus. Any Commissioner or Alternate Commissioner may call for a recess to caucus or for other appropriate purpose and the Chair shall provide for a recess immediately.

Rule 24 Reporting

- (a) ~~A report~~ Minutes of each ~~Executive or open~~ meeting of the Commission shall be prepared by the Executive Secretary and shall include all decisions and recommendations adopted at the meeting. ~~All attendant documents shall be considered a part of the report minutes.~~ In the event that an in-camera meeting of the Commission is held, any decision from that session which will impact any action by the Commission, in whole or in part, must be further discussed and approved in a subsequent Executive or Open Meeting and the final decision become part of any aforementioned meeting ~~reports minutes.~~ ~~A draft report minutes~~ shall be considered by the Commission as soon as possible following the meeting. ~~A report~~ Minutes shall be made final upon approval of the Commission but must be approved no later than ~~the second meeting~~ 90 days following the original meeting. ~~A final report~~ Final minutes shall be signed by the Chair and Vice-Chair and circulated to all Commissioners and Alternate Commissioners and, when appropriate, to the ~~Panels and joint technical committees~~ PSC subsidiary bodies. Minutes of Commission meetings shall be available to the public upon request, subject to paragraph c below.
- (b) ~~The final report will be posted on~~ Executive Secretary shall issue a summary report of each meeting for the PSC website and other public distribution immediately following each Commission meeting. That summary report shall include all decisions and recommendations adopted at the meeting and all attendant documents, subject to paragraph c below.
- (c) The Chair, with the concurrence of the Vice-Chair, may restrict access to reports or sections thereof or take other measures necessary to ensure confidentiality. ~~The Executive Secretary will submit a copy of the final meeting report to the Chair and Vice Chair for their signatures and return to the Secretariat for distribution.~~ Copies will be kept with the permanent Commission records.

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- (b)(d) An annual report of the Commission shall be prepared by the Executive Secretary following the end of each fiscal year.

SECTION E(bis). IMMUNITIES OF THE PACIFIC SALMON COMMISSION

The Commission, as an international organization, enjoys certain immunities granted by the Parties through their domestic rulemaking processes. For example, Commission archives, premises, and property are inviolable and immune from search and seizure by private interests, law enforcement personnel, and other entities outside the national sections. The Commission archives include a variety of information including meeting minutes, financial records, and unique scientific samples that the Commission may wish to protect through the assertion of immunities. However, the Commission may waive these immunities if it believes this is in the best interests of the organization.

Comment [JDF5]: Substantive change: There is no formal process yet for waiving Commission immunities. Privileges and immunities of individual Commissioners and other delegates are not addressed here since they are generally a matter for national sections to consider.

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Rule 24(bis). When the Executive Secretary, the Commission, or its subsidiary bodies receive a request for access to the Commission's records, premises, or property, the following procedures shall apply:

1. If the request involves access to information or property otherwise publicly available (e.g., website postings, annual reports, etc.), the Executive Secretary will grant the request as normal and accepted practice.
2. If the request is from a member of a national section and involves information or property of a type routinely distributed for analysis or discussion within the Commission and its subsidiary bodies, the Executive Secretary shall grant the request as normal and accepted practice.
3. If the request involves access to information or property that is not otherwise publicly available or routinely distributed within the Commission and its subsidiary bodies:
 - a. The Executive Secretary shall consult with the Chair and Vice-Chair to determine if the request is counter to the long-term interests of the Commission and its archives.
 - b. If it is determined that the request is not counter to the long-term interests of the Commission or its archives, the Executive Secretary shall grant the request along with any caveats or restrictions on use of the information.
 - c. If it is determined that the request may be counter to the long-term interests of the Commission or its archives, the Executive Secretary shall prepare a report for the Commission's consideration as soon as practicable. The Commission shall review the report and make a decision on whether to waive the organization's immunities in whole or in part.
 - d. The Executive Secretary shall transmit any decisions of the Commission to the original requestor.

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SECTION F. MODIFICATIONS TO COMMISSION RULES OF PROCEDURE

Rule 25 Amendments. The Rules of Procedure for the Commission may be modified by the Commission in accordance with Chapter XI of these bylaws.

CHAPTER III

RULES OF PROCEDURE

PANELS

These rules of procedure apply to all Panels of the Pacific Salmon Commission established under Article II paragraph 18 of the Pacific Salmon Treaty ~~except the Yukon River Panel. The Parties have authorized the Yukon River Panel to establish its own rules of procedure.~~

SECTION A. REPRESENTATION

Rule 1 Attendance at Open Meetings. All meetings of the Panels are open to the public unless otherwise designated by the Chair or the Vice-Chair of the respective panel.

~~Rule 1bis Convening of Executive Sessions. Meetings may be recessed, or convened in whole or in part, for executive sessions by a determination of the Chair or the Vice-Chair that any of the following concerns could arise from discussion during the an open meeting:~~

- ~~(a) Any item that could jeopardize the success of the negotiation (e.g., development or evaluation of fishery regimes and proposals, or the conduct of negotiations on final fishery regimes);~~
- ~~(b) personnel or administrative actions; or~~
- ~~(c) other matters that may arise that are deemed to be of a sensitive nature~~

Rule 2 Attendance at Executive Sessions. At executive sessions, attendance shall be limited to Panel members, alternate Panel members, ~~any invited Secretariat staff, and up to eight (8) experts and advisors or such other numbers~~ as may be agreed by the Chair and Vice-Chair. Commissioners and Alternates may attend any proceedings conducted by the Panels.

Rule 3 Notification of Intent to Attend. ~~Each National Section shall provide the Secretariat the names of any Panel Members and other delegates attending the meeting as far as possible in advance. Each Panel member shall notify the Executive Secretary, through the National Correspondent, as far as possible in advance of any meeting whether he/she will attend or whether an alternate Panel member will exercise his/her functions in his/her stead and the names of any experts and advisors that will accompany the Panel member.~~

Rule 4 Request for Technical Support. The Chair or the Vice-Chair each may request that members of the joint technical committees attend Panel meetings.

Rule 5 Convening of Meetings. The Chair shall convene the annual meetings of the Panel and such other meetings ~~requested by the Chair or the Vice-Chair of the Panel~~ consistent with the annual Panel work plan approved by the Commission, or as requested by the Chair of the Commission.

Rule 6 Convening of Executive Sessions. Meetings of a Panel may be called into executive session by the Chair or the Vice-Chair after consultation with each other.

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Comment [JDF6]: Copied from Chapter VII (Conduct of Executive Sessions) to improve readability.

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SECTION B. VOTING REQUIREMENTS

- Rule 7 Decision-Making. A decision or recommendation of a Panel or a joint ~~decision of two or more Panels~~ shall be made only with the approval of both United States and Canadian Sections, ~~unless otherwise provided in the Treaty~~. Each ~~national~~ National sSection shall inform the Panel of its vote.
- Rule 8 Decision-Making for Non-Agenda Items. Except with the concurrence of each national section, the Panels shall not take a decision on any proposal which does not appear as an item on the draft agenda for the meeting.
- Rule 9 Decisions When In-Person Participation is Not Practicable. Between meetings of the Panels and in cases of special necessity determined by the Chair or Vice-Chair, decisions may be taken by mail, ~~teleconference, or electronic communication, other means of textual communication, or telephone conference~~. The Executive Secretary shall facilitate notification to the Panel members and alternates of the results of such decisions.

SECTION C. CHAIR AND VICE-CHAIR

Rule 10 Selection

- (a) At the first meeting of a Panel, one section shall select from its members a Panel Chair, and the other section shall select from its members a Vice-Chair. ~~Each of whom~~ will remain in office until adjournment of the Fall meeting of the Commission when new officers will be ~~elected~~ ~~approved~~ to take office for a twelve month term ending on adjournment of the next fall meeting, with annual rotation thereafter. If either office becomes vacant before the end of a term, the appropriate section shall select a replacement for the remainder of the term.
- (b) Whenever the Chair is unable to serve, his/her national section shall designate another Panel member or alternate Panel member to assume the powers and responsibilities of the Chair ~~for the relevant period of time~~.

- Rule 11 ~~Selection—Joint Panels~~ Meetings of two or more Panels. At the first joint meeting of two or more Panels, the procedures for selecting the Chair and Vice-Chair described in Rule 10 shall apply. The Chairman designated in ~~October~~ ~~the Fall meeting~~ will remain in office until adjournment of the ~~October~~ ~~Fall~~ meeting of the Commission, when new officers will be ~~elected~~ ~~approved~~ to take office for a twelve month term ending on adjournment of the next ~~Fall~~ meeting, with annual rotation thereafter.

- Rule 12 Powers and Responsibilities of Chair. The Chair shall have the following powers and responsibilities:

- (a) preside at each meeting of the Panel;
- (b) make rulings on points of order raised at meetings of the Panel;
- (c) officially receive and distribute reports and recommendations;

- (d) officially forward instructions and other relevant communications to the Co-Chairs of the joint technical committees;
- (e) initiate, and with the concurrence of the appropriate Panel Chairs, schedule joint Panel meetings;
- (f) ~~sign on behalf of the Panel the reports and recommendations of the Panel;~~
- (g) report to the Commission decisions and recommendations of the Panel;
- (h) exercise such other powers and responsibilities as provided in these bylaws and make such decisions as will ensure that the business of the Panel is carried out effectively and in accordance with its decisions.

Rule 13 Powers and Responsibilities of Vice-Chair. The Vice-Chair shall have the following powers and responsibilities:

- (a) request Panel meetings by notice to the Chair;
- (b) request joint Panel meetings by notice to the Chair;
- (c) assist in the preparation of Panel agendas.
- (d) In executive sessions the Vice-Chair shall, in the absence of ~~administrative-Secretariat~~ staff, be responsible for maintaining minutes of the proceedings ~~as appropriate~~.

SECTION D. PREPARATION FOR MEETINGS

Rule 14 Provisional Agendas. The Chair and the Vice-Chair ~~may~~ will prepare a provisional agenda for each meeting of the Panel and transmit it to all Panel members and alternates as soon as possible before the meeting. The agenda may specify whether the meeting will be open and whether part or all of the meeting will be held in executive session.

Rule 15 Additions to Agenda. Any Panel member or alternate Panel member may propose supplementary items by informing the Chair and Vice Chair as soon as possible before the meeting, ~~providing an explanatory memorandum~~.

Rule 16 Draft Agenda. The Chair and the Vice-Chair, shall prepare the draft agenda for the meeting, including the supplementary items, and circulate it to all Panel members, ~~and~~ alternates, ~~and the Secretariat~~ as soon as possible before the meeting.

Rule 17 Adoption of Agendas. The Panel shall adopt the agenda at the start of each meeting.

Rule 18 ~~Responsibility for Meeting Arrangements. The Executive Secretary shall make all necessary arrangements for meetings of a Panel.~~

Rule 19 Meeting Expenses. The budget of the Secretariat shall, unless otherwise specified, be responsible only for costs of meeting ~~logistics~~ ~~space~~ required for effective conduct of the meetings of the Panels.

Comment [JDF7]: Covered by Chapter VIII, Rule 10

SECTION E. CONDUCT OF BUSINESS

Rule 20 Applicability of Rules to Joint Panels. Except where otherwise provided in these Rules of Procedure, rules applicable to Panels in general apply to joint Panels.

Rule 21 Maintenance of Proper Order

- (a) The Chair shall ensure the observance of these rules and the maintenance of proper order.
- (b) No person may address the meeting without having previously obtained the permission of the Chair. The Chair shall call upon speakers in the order in which they signify their desire to speak or in such other order as may be agreed by the Chair and Vice-Chair. The Chair may call a speaker to order if his/her remarks are not relevant to the subject under discussion.

Rule 22 Participation by Public Visitors. When appropriate, and with the concurrence of the Vice-Chair, the Chair may provide time for public visitors to speak during the meeting.

Rule 23 Proposals for Panel Consideration.

- (a) Proposals ordinarily shall be submitted in writing to the Chair, who shall circulate copies to all members.
- (b) Fraser River Panel. In order to expedite the day-to-day in-season management responsibilities of the Fraser River Panel, proposals or recommendations may, where practicable, be submitted in writing to the Chair twenty-four hours in advance of or during an in-season meeting. The Chair shall circulate copies of such proposals to all members in the manner considered most appropriate. However, whenever deemed necessary, meetings or telephone conferences may be convened by the Chair on less than twenty-four hours notice.

Rule 24 Caucus. Any Panel member may call for a recess for caucus or other appropriate purpose, and the Chair or Vice-Chair shall provide for a recess immediately.

Rule 25 Reporting. A summary report of each meeting of the Panel shall be prepared and shall include all decisions and recommendations adopted at the meeting. ~~For executive sessions, the report shall be limited to the attendance, date, time and place of meeting, and the decisions made. All attendant documents shall be considered a part of the report. A draft report shall be considered by the Panel before the end of the meeting or as soon as possible thereafter. A Panel report shall be made final upon approval by each national section. A joint Panel report shall be made final upon approval of each Panel.~~ The Panel Chair and Vice Chair may be called upon to make a ~~written or oral~~ Panel report to the Commissioners.

Comment [JDF8]: Substantive change: reflects current practice and workloads of Panels.

SECTION F. MODIFICATIONS TO PANEL RULES OF PROCEDURE

Rule 26 Amendments. The Rules of Procedure for Panels may be modified following advance notice on the ~~written~~ agenda for a Panel meeting, and upon concurring decisions by each of the affected Panels and approval of the Commission in accordance with Chapter XI of these bylaws.

CHAPTER IV

RULES OF PROCEDURE COMMITTEES

These rules of procedure apply to all committees (other than technical committees) of the Pacific Salmon Commission established pursuant to Article II paragraph 17 of the Pacific Salmon Treaty. ~~These rules of procedure do not apply to the Restoration and Enhancement Fund Committees, which the Parties have directed to establish their own bylaws and rules of procedure.~~

Rule 1 Establishment of Committees. The Commission shall establish a committee on Finance and Administration, a ~~Committee on~~ Scientific Cooperation ~~Committee~~, and such other committees as it may, ~~from time to time~~, deem appropriate. All Committee meetings are open to the public, except the Finance and Administration Committee, unless otherwise designated by the Chair and the Vice-Chair of the Committee.

Rule 2 Duties and Responsibilities. The Commission shall define the duties and responsibilities of each committee upon its establishment and may, ~~from time to time~~, assign ~~to it~~ tasks, ~~as appropriate~~. ~~The Commission shall review the membership and purpose of committees from time to time.~~

Rule 3 Membership. Each committee established by the Commission, other than the Scientific Cooperation Committee, shall consist of representatives of each national section as the Commission deems appropriate, of which at least one representative of each national section shall be a Commissioner or Alternate Commissioner. Commissioners, Alternate Commissioners, and experts or advisers may serve as representatives. Commissioners and Alternates may attend any Committee meeting.

Rule 4 Representation. Each ~~N~~ational ~~section~~ ~~Correspondent~~ shall inform the Commission of the names of representatives to a committee and shall notify the Commission of any change.

Rule 5 Selection. Each national section shall designate a committee member as Section Chair. At the first committee meeting, one of the Section Chairs will be designated Committee Chair with the other serving as Vice-Chair. The Chair/Vice-Chair will remain in office until adjournment of the ~~October~~ ~~fall~~ meeting of the Commission, when new officers will be ~~elected~~ ~~approved~~ to take office for a twelve month term ending on adjournment of the next ~~fall~~ meeting, with annual rotation thereafter.

Rule 6 Decisions and Recommendations. Any decision or recommendation of a committee shall be taken upon consensus of the members of such committee. ~~Decisions in Committees shall normally be made by consensus (For the purposes of these bylaws, "consensus" means defined as the absence of meaningful dissent among the members). While joining consensus, members may nonetheless ask for certain remarks to be included in the meeting record. If consensus cannot be attained, the Committee shall report differing views as necessary, identifying degrees of difference but not the individuals holding particular opinions.~~

Rule 7 Role of the Executive Secretary. The Executive Secretary shall be an ex-officio member of each committee and shall be responsible for maintaining minutes and reports of committee meetings, as appropriate. The Executive Secretary will submit a copy of the final meeting report to the Chair and Vice-Chair for their signatures and return to the Secretariat for distribution. Copies will be kept with the permanent Commission records. The Executive Secretary ~~or their designee~~ shall make all necessary arrangements for meetings of Committees.

Rule 8 Meeting Expenses. The budget of the Secretariat shall, unless otherwise specified, be responsible only for costs of meeting ~~space~~-logistics required for effective conduct of the meetings of the Committees.

Rule 9 Reporting. Committees shall report any decisions or recommendations to the Commission.

CHAPTER V
RULES OF PROCEDURE
JOINT TECHNICAL COMMITTEES

These rules of procedure apply to all joint technical committees of the Pacific Salmon ~~Treaty~~ Commission. ~~Given its unique role, the Yukon River Joint Technical Committee shall develop and amend its own rules of procedure subject to approval by the Yukon River Panel.~~

Comment [JDF9]: Substantive change: The January 1985 MOU that guides treaty implementation specifically created the Yukon River JTC. Annex IV, Chapter 8 (Yukon River) empowers the Yukon Panel with making its own bylaws, but is silent on JTC rules of procedure. The Yukon River JTC is drafting its own bylaws, given its unique role in the PSC process.

Rule 1 Establishment of Joint Technical Committees. The Commission shall establish joint technical committees required by Annexes to the Pacific Salmon Treaty, and such other joint technical committees as the Commission from time to time may deem appropriate. Meetings of the Committee are open unless otherwise designated by the Co-chairs.

Rule 2 Duties and Responsibilities. The duties and responsibilities of each joint technical committee shall be defined by the relevant Annexes to the Pacific Salmon Treaty and as established from time to time by the Commission, including:

- (a) prepare post-season reports, ~~flag-note~~ areas of disagreement, and forward the same to the Commission;
- (b) provide analyses and recommendations on proposals for new fishing regimes developed by the Commission or Panels or on other technical issues;
- (c) identify research needs for review and consideration by the Commission; and
- (d) perform such other tasks as the Commission may, ~~from time to time, assign, as appropriate.~~

Rule 3 Membership. Each joint technical committee shall consist of ~~such~~ technical representatives ~~as may be~~ designated by each national section of the Commission. The Co-Chairs of a joint technical committee, on receipt of prior approval of the Commission, may invite the participation of specialists who are not members of the joint technical committees, when appropriate. Commissioners and Alternates may attend any **Joint** Technical Committee Meeting.

Rule 4 Representation. Each national section shall inform the Commission of the names of its representatives to a joint technical committee and shall notify the Commission of any change.

Rule 5 Selection. Each national section shall designate one of its committee members as Section Chair. The Section Chairs will serve as Co-Chairs of the joint technical committee.

Rule 6 Expenses. Necessary travel costs incurred by members of joint technical committees shall be paid for by each Party for its respective members. Subject to the prior approval of the Commission, costs of specialists who are not members of a joint technical committee, but who are asked to participate in the committee's deliberations by the Co-Chairs, shall be borne by the Pacific Salmon Commission.

Rule 7 Convening Meetings. Meetings of joint technical committees shall be authorized as follows:

- (a) meetings are to be authorized ~~by the Chair of the Commission, in consultation with the Vice Chair~~ via the submission of annual work plans for Commission approval;

- (b) ~~once meetings are authorized, Co-Chairs of a joint technical committee are to develop recommendations for meeting schedules to fulfil their responsibilities;~~
- (e) ~~meeting schedules are to be submitted by the Co-Chairs of the joint technical committee to the respective National Correspondents and the Executive Secretary for approval;~~
- (d)(c) within constraints approved by the Commission in annual work plans, the Co-Chairs are free to schedule meetings as necessary to perform their responsibilities.

Rule 7bis Convening of Executive Sessions. Meetings may be recessed, or convened in whole or in part, for executive sessions by a determination of the co-chairs that any of the following concerns could arise from discussion during the an open meeting:

- (a) Any item that could jeopardize the success of the negotiation (e.g., development or evaluation of fishery regimes and proposals, or the conduct of negotiations on final fishery regimes);
- (b) personnel or administrative actions; or
- (c) other matters that may arise that are deemed to be of a sensitive nature

Rule 7ter Attendance at Executive Sessions. At executive sessions, attendance shall be limited to Committee members, alternate Committee members, any invited Secretariat staff, and experts and advisors as may be agreed by the co-chairs. Commissioners and Alternates may attend any proceedings conducted by the Committees.

Rule 8 Meeting Expenses. The budget of the Secretariat shall, unless otherwise specified, be responsible only for costs of meeting ~~space~~ logistics required for effective conduct of the meetings of the joint technical committees.

Rule 9 Decisions and Recommendations. Joint technical committees shall conduct their business according to guidelines for the conduct of technical committee members provided in Chapter V5(bis)Appendix TC1. ~~The objective of decision-making~~Decisions in joint technical committees ~~is~~ shall normally be made by ~~to seek~~ consensus (defined as the absence of meaningful dissent among members). While joining consensus, members may nonetheless ask for certain remarks to be included in the meeting record. If consensus cannot be attained, a joint technical committee shall ~~report differing views~~~~provide separate views of individual committee members~~, as necessary, identifying degrees of difference but not the individuals holding particular opinions.

Rule 10 Policy Questions. Joint technical committees shall not attempt to resolve policy matters. They shall, however, seek to define policy issues, describe alternative approaches when so directed by the Commission, and refer such issues and alternative approaches to the Commission or Panels, as appropriate.

Rule 11 Minutes of Meetings. No detailed formal minutes of joint technical committees shall be required. Attendance lists, a brief summary of results, and, any documents ~~report~~ prepared for discussion purposes, shall be maintained as a meeting record.

Rule 12 Role of the Executive Secretary. The Executive Secretary shall be responsible for ~~administrative support for operation of joint technical committees, including secretarial/clerical, travel expense reimbursement for specialists, and meeting arrangements~~logistics of joint technical committees.

Comment [JDF10]: Copied from Chapter VII (Conduct of Executive Sessions) to improve readability.

Comment [JDF11]: Substantive issue: this change reflects current practice and budget constraints, but removes certain clerical and administrative duties originally envisioned for the Secretariat.

Rule 13 Reporting. Joint technical committees shall report any decisions or recommendations to the Commission, and to Panels as appropriate.

CHAPTER V (BIS)
GUIDELINES FOR CONDUCT OF TECHNICAL COMMITTEE MEMBERS
APPENDIX TC1

ETHICAL GUIDELINES FOR TECHNICAL COMMITTEE MEMBERS

Comment [JDF12]: As an appendix, this seems oddly placed between two chapters. Suggest creating a new Chapter here.

The manner in which Joint Technical Committees conduct their business is critical to their credibility as scientific advisory groups to the Commission and Panels. The professional integrity of Committee members is dependent not only upon their skills and dedication, but also upon their adherence to recognized principles of ethical behaviour.

This document is intended to provide ethical guidelines for Technical Committee members. Its purpose is to encourage members to be constantly aware of ethical issues that could influence their professional work and to continually strive to increase their personal competence in the practice of their profession.

*The following documents provided source material for development of these guidelines:

"Ethical Guidelines for Statistical Practices: Report of the Ad Hoc Committee on Professional Ethics"; the American Statistician, February 1983, Vol 37 (1).

Constitution and By-Laws of the Association of Professional Biologists of British Columbia, December 1981.

Online sources that may be helpful in this regard:

The College of Applied Biology of British Columbia: Code of Ethics Q and A
<https://www.cab-bc.org/files/Schedule%20%20Code%20of%20Ethics.pdf>

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The Association of Professional Biology: Professional Behavior
https://professionalbiology.com/sites/default/files/pdfs/apbbull_professionalism_0.pdf

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The American Statistical Association: Ethical Guidelines for Statistical Practice
<http://www.amstat.org/about/ethicalguidelines.cfm>

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~~The Code of Ethics for the Association of Professional Biologists of BC can be found at:~~

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~~<http://www.apbbc.bc.ca/files/APB%20COE.pdf>~~

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~~The Ethical Guidelines for Statistical Practice for the American Statistical Association can be found at:~~

<http://www.amstat.org/profession/index.cfm?fuseaction=ethicalstatistics>

~~GUIDELINES FOR CONDUCT OF TECHNICAL COMMITTEE MEMBERS~~

GENERAL:

Individual Committee members shall undertake only those ~~biological~~ assignments for which qualified. They shall strive to maintain the highest personal professional standards. They shall uphold the dignity and integrity of the profession, and shall strive to protect the profession collectively and individually from misrepresentation and misunderstanding.

INDIVIDUAL COMMITTEE MEMBERS SHALL SERVE AS SCIENTISTS, NOT AS ADVOCATES FOR THEIR RESPECTIVE AGENCY POSITIONS:

Individual Committee members shall serve as scientists whose primary responsibilities are to provide scientific analysis and interpretation pertinent to technical issues and problems referred to the Committee.

Technical Committees should carefully define and distinguish technical/~~scientific~~/biological problems and policy issues. Policy issues should be discussed in Technical Committee meetings only to the extent necessary to clarify relationships or interactions between policy and technical issues.

Members shall not permit the agency he/she represents to directly or indirectly regulate his/her professional judgement.

Members shall apply analytical procedures without concern for a favourable outcome.

Members shall disclose any financial or other interests that may affect, or appear to affect, their professional statements.

Members shall not subjugate professional principles for gifts or rewards of any kind intended to influence their professional judgement or advice.

PRESENTATION OF INFORMATION AND OPINIONS:

Members shall present their findings and interpretations honestly and objectively.

Members shall avoid untrue, deceptive, or undocumented statements.

Members shall be factual in all estimates, reports and testimony, and other matters.

Members shall be prepared to document: Data sources used in an inquiry; known inaccuracies in the data; any limitations in data or concepts; steps taken to correct or refine the data, analytical procedures applied to the data and the assumptions required for their application.

Members shall make the data available for analysis by other responsible parties with appropriate safeguards for privacy concerns.

Members shall recognize and emphasize that ~~scientific~~~~biological~~ analysis may be a component of an inquiry, and should be acknowledged in the same manner as other components.

Members shall indicate alternative courses of action and the adverse consequences if their technical judgement or advice is not followed.

Members shall support the competence, judgement, and authority of other professionals, and will take care that credit for work is given to those responsible for plans, data interpretations, writings, or other accomplishments.

Members shall recognize that the selection of an ~~an-biological~~ analysis procedure is to some extent a matter of judgement, and that other professionals may select alternative procedures.

Members shall direct any criticism of an inquiry to the inquiry itself, and not to the individuals conducting it.

Members shall not attempt to injure maliciously or falsely, directly, or indirectly, the professional reputation, prospects or practice of another person. Members shall not express professional opinions which reflect on the ability or integrity of another person or organization, unless convinced that their responsibilities to the profession and the community require them to do so.

RESPONSIBILITIES FOR DATA SECURITY:

Members shall recognize that collecting data may impose a burden on respondents, that it may be viewed as an invasion of privacy, and that it often involves legitimate confidentiality considerations. Members should:

1. Collect only the data needed for the purpose of the inquiry.
2. Inform each potential respondent about the general nature and sponsorship of the inquiry and the intended uses of the data.
3. Establish their intentions, where pertinent, to protect the confidentiality of information collected from respondents; try to ensure that these intentions realistically reflect the ability to do so; and clearly state pledges of confidentiality and their limitations to the respondents.
4. Ensure that the means are adequate to protect confidentiality to the extent pledged or intended; that processing and use of data are in conformity with pledges made; that appropriate care is taken with directly identifying information (using steps such as destroying this type of information or removing it from the file when it is no longer needed for the inquiry); that appropriate techniques are applied to control statistical disclosure.
5. Ensure that any transfer of data to other persons or organizations shall be in conformity with the confidentiality pledges established; require written assurance from the recipients of the data that the measures employed to protect confidentiality will be at least equal to those originally pledged.

OTHER MATTERS:

Members shall act fairly and justly toward vendors, contractors, and other commercial interests, recommending products and services only on the basis of merit and value.

CHAPTER VI
RULES OF PROCEDURE
TECHNICAL DISPUTE SETTLEMENT BOARD

The rules of procedure for all Technical Dispute Settlement Boards are established under Article XII and Annex III of the Pacific Salmon Treaty.

CHAPTER VII
CONDUCT OF EXECUTIVE SESSIONS
OF THE PACIFIC SALMON COMMISSION
AND ITS SUBSIDIARY BODIES

SECTION A. CONVENING OF EXECUTIVE SESSIONS

~~Rule 1 Convening of Executive Sessions. Meetings may be recessed, or convened in whole or in part, for executive sessions by a determination of the Chair or the Vice Chair (or in the case of joint technical committees, by either Co Chair) that any of the following concerns could arise from discussion during the meeting:~~

~~(a) Any item that could jeopardize the success of the negotiation (e.g., development or evaluation of fishery regimes and proposals, or the conduct of negotiations on final fishery regimes);~~

~~(b) personnel or administrative actions; or~~

~~(c) other matters that may arise that are deemed to be of a sensitive nature;~~

~~Rule 2 Notice of Executive Sessions for Commission and Panels. Upon advice of the Chair and the Vice Chair, the Executive Secretary shall issue, as far in advance of the meeting date as practicable, a notice announcing if a portion of an open meeting of a Panel or the Commission is to be held in executive session. Whenever a determination is made during an otherwise open meeting that an executive session should be called, the Chair shall announce the convening of an executive session and the time when the meeting is expected to be re-opened.~~

~~Rule 3 Attendance.~~

~~(a) Commission. Attendance at executive sessions of Commission meetings shall be limited to Commissioners, Alternate Commissioners, and up to eight (8) experts and advisors from each national section or such other number as may be agreed by the Chair and Vice Chair.~~

~~(b) Panels. Attendance at executive sessions of Panel meetings shall be limited to Panel members, alternate Panel members, and up to eight (8) experts and advisors from each national section or such other number as may be agreed by the Chair and Vice Chair. Commissioners and Alternates may attend any proceedings conducted by the Panels.~~

~~(c) Committees. Attendance at executive sessions of any committees shall be limited to members of that committee. Commissioners and Alternates may attend any Committee meeting~~

~~(d) Technical Committees. Attendance at executive sessions of any joint technical committees shall be limited to members of the joint technical committee and such specialists as may be invited by the Co Chairs of that technical committee. Commissioners and Alternates may attend any Technical Committee meeting.~~

~~Rule 4 Decisions. The procedure for taking decisions in executive sessions shall be as described in the applicable Rules of Procedure under these bylaws.~~

Comment [JDF13]: Substantive change: Nearly all of Chapter VII is redundant with similar sections covering Executive Sessions of the Commission, Panels, and Committees. Rule 1 here is unique, but has been copied into relevant rules of procedure for the Commission and subsidiary bodies.

~~SECTION B. RECORD KEEPING~~

~~Rule 5 Responsibility for Records. Records of executive sessions shall be maintained by administrative staff under supervision of the Executive Secretary of the Commission. If staff is not present, the Vice Chair shall assume this responsibility.~~

~~Rule 6 Contents of Records. The record of executive sessions shall consist of the following:~~

- ~~Attendance;~~
- ~~Time, date, place;~~
- ~~Record of decisions taken (limited discussion);~~
- ~~Determinations as to restrictions on distribution of the report.~~

~~Rule 7 Reporting. The report of any Executive Session of the Commission is to be circulated to Commissioners in draft form as soon as possible following the meeting. The record of the meeting must be approved no later than at the second meeting following the meeting being reported. The report of an executive session for other subsidiary bodies shall be considered before the end of the meeting or as soon as possible thereafter. Actions from in-camera meetings shall be consistent with Chapter II, Section E, Rule 24. A report shall be made final when approved by the Commission or subsidiary body. A final report shall be circulated in the same manner as a report of an open meeting, except to the extent the Chair and Vice Chair together (or, in the case of joint technical committees, the Co Chairs) have provided for restricted access to or confidentiality of the report.~~

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CHAPTER VIII
RULES OF OPERATION
EXECUTIVE SECRETARY

These rules apply to the Executive Secretary of the Pacific Salmon Commission appointed under Article II, paragraph 15 of the Pacific Salmon Treaty.

The Executive Secretary of the Pacific Salmon Commission shall carry out the following powers and responsibilities:

- Rule 1 General Administration. The Executive Secretary shall be responsible for the general administration of the Commission.
- Rule 2 Implementation of Commission Decisions. The Executive Secretary shall facilitate the implementation of Commission decisions and recommendations, as appropriate.
- Rule 3 Authority Over Staff. The Executive Secretary shall have full authority over the staff of the Commission, and shall establish personnel policies and procedures as needed, ~~in accordance with the decisions of the Commission and the Staffing Regulations. subject to the direction of the Commission.~~
- Rule 4 Commission Funds. The Executive Secretary shall receive and disburse funds in accordance with decisions of the Commission and the Financial Regulations.
- Rule 5 Party Financial Contributions. On advice of the Finance and Administration Committee, the Executive Secretary shall establish a date on which the periodic financial contributions of each Party shall be made.
- Rule 6 Commission and Panel Minutes and Reports. The Executive Secretary shall ensure that minutes and reports are prepared for Commission and Panel meetings ~~as appropriate.~~
- Rule 7 Committee Responsibilities. The Executive Secretary shall be an ex-officio member of each committee of the Commission and shall ~~coordinate with committee leadership to~~ ensure that minutes and reports are prepared for committee meetings, as appropriate.
- Rule 8 Official Files. The Executive Secretary shall maintain official files and publications, including all reports, decisions and recommendations taken by the Commission and its subsidiary bodies.
- Rule 9 Reports. The Executive Secretary shall provide reports as required by the Commission.
- Rule 10 Meeting Arrangements. The Executive Secretary shall make all necessary arrangements for meetings of the Commission and its subsidiary bodies.
- Rule 11 Preparation and Transmittal of Reports. The Executive Secretary shall ensure reports of the Commission and its subsidiary bodies are prepared and transmitted to the national sections of the Commission in accordance with the bylaws.
- Rule 12 Transmittal of Communications. The Executive Secretary shall ~~transmit-ensure that national sections receive to the national sections~~ communications from the Parties to the Commission.

Rule 13 Correspondence. The Executive Secretary shall prepare correspondence on behalf of the Commission.

Rule 14 Assistance to Commissioners and Panel Members. The Executive Secretary shall assist Commissioners and Panel members generally in the performance of their duties.

Rule 15 Delegation of Duties. Subject to the approval of the Chair of the Commission, the Executive Secretary may assign to senior members of the staff such of his/her duties or responsibilities as appropriate.

Rule 16 Other Functions. The Executive Secretary shall perform such other functions as may be assigned to him/her from time to time by the Commission or by the Chair of the Commission.

CHAPTER IX
FINANCIAL REGULATIONS

SECTION A. APPLICABILITY

Rule 1 Applicability of Regulations. The following regulations shall govern the financial administration of the Pacific Salmon Commission.

SECTION B. FINANCIAL YEAR

Rule 2 Designation of Financial Year. The financial year shall be the twelve month period from April 1 to the following March 31, both dates inclusive.

SECTION C. BUDGET

Rule 3 Draft Budget.

- (a) A draft budget comprising estimates of income and expenditure of the Commission ~~including the Panels and its subsidiary bodies~~ shall be prepared by the Executive Secretary in consultation with the ~~Chair and Vice Chair of the~~ Finance and Administration Committee for the ensuing financial year.
- (b) The precise form in which the draft budget is to be presented shall be decided by the Commission upon the advice of the committee on Finance and Administration as established under Article II, paragraph 17 of the Treaty.

Rule 4 Budget Categories. The draft budget shall be divided into the following categories:

- (a) Salaries, wages and benefits;
- (b) Travel and transportation of persons and things;
- (c) Rents, communications and utilities;
- (d) Printing and reproduction of documents;
- (e) Professional services and other contractual services;
- (f) Materials and supplies;
- (g) Equipment purchases,
- ~~(g)~~(h) ~~Equipment maintenance and leases.~~

The Executive Secretary may transfer up to \$100,000 from one category to another in any fiscal year. Transfers in excess of \$100,000 may be made only with authorization of the Chair of the Commission upon recommendation of ~~the Chair of F & A~~ the Standing Committee on Finance and Administration.

Rule 5 Details of Appropriations. The draft budget shall be accompanied by details and analysis of the appropriations made for the previous and subsequent year together with such information as the Commission may specify from time to time and as deemed necessary by the Executive Secretary.

Rule 6 ~~Statement of Financial Implications. The draft budget shall include a statement of the financial implications for the current and subsequent financial years.~~

Rule 7 ~~Submission to Parties of budget.~~ The Executive Secretary shall submit the draft budget including a forecast budget for the subsequent financial year to the Standing Committee on Finance and Administration at least 60 days prior to the annual meeting of the Commission.

Rule 8 Currency Basis for Budget. The draft budget and the forecast budget shall be presented in Canadian dollars.

Rule 9 Adoption of Budget. At its inaugural meeting and thereafter at each annual meeting the Commission shall adopt the budget as agreed by the Commission.

Comment [JDF14]: Substantive change: Contents of such a "statement" are unclear in accounting terms; it is not defined elsewhere in the bylaws. This is deleted in light of Rule 5 that contemplates a budget presentation redefined "from time to time" and as deemed necessary by the Exec. Sec.

SECTION D. APPROPRIATIONS

Rule 10 Party Financial Contributions. Each Party to the Commission shall contribute in equal shares to the annual budget and any supplementary estimates in accordance with Article II paragraph 12 of the Treaty. Such contributions shall be made in Canadian dollars.

Rule 11 Authorization to Incur Obligations. The receipt of appropriations in accordance with the approved budget as adopted by the Commission shall constitute authorization for the Executive Secretary to incur obligations and make payments for the purposes authorized by the Commission. Obligations will be considered incurred when purchase orders are issued.

Rule 12 Obligations Against Future Years. Upon approval of the Commission the Executive Secretary may incur obligations against future years before appropriations are received when such obligations are necessary for the continued effective functioning of the Commission. These obligations shall be met from and shall not exceed the amount included in the approved appropriations.

Rule 13 Availability of Appropriations. Appropriations shall remain available for twelve months following the end of the financial year to discharge obligations incurred during the year to which the funds relate.

Rule 14 Unliquidated Obligations. Any obligation which remains unliquidated 12 months after the end of the financial year in which it was incurred shall be cancelled, or where the obligation remains a valid charge, transferred as an obligation against current appropriations. Any balance in appropriations shall be accounted for in accordance with the provisions of Rule 22.

Rule 15 Investment of Appropriated Funds. Appropriated funds in excess of those required to meet immediate short term requirements may be invested in interest bearing guaranteed bank deposits/notes of chartered banks or other financial institutions that are members of the Canada Deposit Insurance Corporation.

Rule 16 ~~Credit for Surplus-Use of unobligated Funds. The Commission may refund to the Contracting Parties amounts- utilize unobligated funds which may accrue in the General Fund, Working Capital Fund, or Special Funds and Trusts- sums in shares proportional to the contributed amount as and when such refund is deemed advisable. Refunds- Such funds shall be applied either as~~

deductions from the next annual budget contribution due or as a source of funding for the subsequent fiscal year(s), as determined by the Commission. If deducted from the next annual contribution due, this shall be in proportion to the original amount contributed by each Party.

Comment [JDF15]: Substantive change: Helps clarify and enhance flexibility for the use of unobligated funds each fiscal year.

Rule 17 Extraordinary Expenses. ~~The Commission shall prescribe the conditions under which unforeseen and extraordinary expenses may be incurred~~ The Executive Secretary may utilize the Working Capital Fund to pay for extraordinary and unforeseen expenses when ordinary budgets are insufficient, upon approval of the Commission Chair and Vice-Chair. The Commission shall determine the appropriate replenishment schedule and amounts for the Working Capital Fund.

Comment [16]: Substantive change: Actually prescribes the conditions and process for incurring extraordinary expenses.

SECTION E. FUNDS

Rule 18 Establishment of Accounts. For the purposes of accounting for the income and expenditures of the Commission, a General Fund and a Working Capital Fund shall be established. The Commission may also decide to establish such other Trust or Special Funds, as required. The purpose of the Working Capital Fund shall be to offset expenditures in any financial year or to finance unforeseen expenses or special initiatives the Commission deems advisable.

Rule 19 Monies Credited to General Fund. The following monies shall be credited to the General Fund:

- (a) contributions received from the Parties;
- (b) receipts from the sale of surplus property purchased from the General Fund;
- (c) ~~surplus unobligated~~ funds consistent with Rule 16;
- (d) interest income earned by the General Fund; and
- (e) other income;

Rule 20 Monies Credited to Working Capital Fund. The following monies shall be credited to the Working Capital Fund:

- (a) receipts from the sale of surplus property purchased from the Working Capital Fund;
- (b) bank interest earned by the Working Capital Fund;
- (c) levy in lieu of income tax.

- (d) unallocated funds at the end of each fiscal year ~~in amounts determined by the Commission~~

Comment [JDF17]: Substantive change; new flexibility allows a) unobligated funds to be used as source of funding next year (not moved into WCF); b) unobligated funds moved into the WCF to bolster its size; or c) some combination of a and b. Original wording mandated that ALL unobligated funds had to go into the Working Capital Fund.

Rule 21 Transfers Between Funds. The Executive Secretary may transfer money between funds established under Rule 18 as follows:

- (a) temporarily from the Working Capital Fund to the General Fund, as may be necessary pending receipt of contributions from the Parties;
- (b) permanently from the Working Capital Fund to Trust or Special Funds created under Rule 18, with authorization of the Commission;

- (c) ~~permanently from the Working Capital Fund to the General Fund with authorization of the Commission use of surpluses in the working Capital Fund, Trusts, or Special Funds shall be consistent with Rule 16.~~

Comment [JDF18]: Substantive change: clarifies the recent practice of permanently transferring funds from the Working Capital Fund to the General Fund.

Rule 22 Size of Working Capital Fund. The Working Capital Fund shall not ~~normally~~ exceed \$1,000,000 ~~Canadian~~, nor fall below \$100,000, subject to Rule 17. Any funds resulting from a cancelled obligation addressed in Rule 14 shall be credited to the Working Capital Fund. The amount of the Working Capital Fund and its uses shall be reviewed by the Commission at regular intervals.

Comment [19]: Substantive change: Sets both a cap and a floor for the Working Capital Fund.

SECTION F. OTHER INCOME

Rule 23 Voluntary Contributions.

- (a) The Executive Secretary may accept voluntary contributions from the Parties or sources other than the Parties, provided that the purposes for which the contributions are made are consistent with the policies, aims and activities of the Commission.
- (b) Such contributions shall be treated as Trust or Special Funds and expenditures charged against such funds for the purpose so designated.

Rule 24 Special Joint Research Fund

- (a) In accordance with the provisions of the by-laws Chapter IX, Section E, Rule 18, the Commission hereby establishes a Special Joint Research Fund to conduct activities related to scientific research such as, inter alia, workshops, special publications, peer review initiatives, or joint scientific projects approved by the Commission;
- (b) The Executive Secretary may accept monies from representatives of the Parties for deposit into the Special Joint Research Fund in such amounts as may be determined by the Parties. Deposits into the Joint Research Fund shall in no way be considered as increases in the funding contribution of the Parties to support the operations of the Commission;
- (c) The Executive Secretary shall be responsible for administration of the Joint Research Fund, including maintenance of proper fiscal records and controls, execution of contract(s) with contractor(s), and disbursement of funds in accordance with the terms and conditions of such contract(s);
- (d) Interest income earned by the Special Joint Research Fund shall be credited to the Special Joint Research Fund.
- (e) The Commission shall develop a statement of work to be performed for each activity approved under paragraph (a) above.

Rule 25 Special Yukon River Salmon Restoration and Enhancement Fund.

- (a) In accordance with the provisions of the by-laws Chapter IX, Section E, Rule 18, the Commission hereby establishes a Special Yukon River Salmon Restoration and Enhancement Fund to be managed by the Yukon River Panel;
- (b) The Executive Secretary may accept monies from representatives of the Parties for deposit into the Fund in such amounts as may be determined by the Parties; such deposits into the

Fund shall in no way be considered as increases in the funding contributions of the Parties to support non-Yukon River Panel operations of the Commission;

- (c) The Executive Secretary shall be responsible for maintenance of proper fiscal records of deposits made to the Fund, and records of lump sum disbursements authorized by the officer(s) of the Yukon River Panel designated by the Parties;
- (d) Interest income earned by the Fund shall be credited to the Fund;
- (e) The Executive Secretary shall terminate the Fund on receipt of agreed instructions from representatives of the Parties.

Rule 26 Northern Boundary and Transboundary Rivers Restoration and Enhancement Fund and the Southern Boundary Restoration and Enhancement Fund

- (a) There are hereby established a Northern Boundary and Transboundary Rivers Restoration and Enhancement Fund (hereinafter referred to as “the Northern Fund”) and a Southern Boundary Restoration and Enhancement Fund (hereinafter referred to as “the Southern Fund”), each Fund to be administered by the relevant Fund Committee of the Pacific Salmon Commission.
- (b) The Northern Fund has been constituted by grants totalling \$75 million USD, and the Southern Fund has been constituted by grants totalling \$65 million USD. Either Party may make additional contributions to the Northern Fund or the Southern Fund.
- (c) Contributions to either the Northern Fund or the Southern Fund may also be made by a third party, provided that the purpose of the contribution is consistent with the aims and activities of the relevant Fund as set out in this rule.
- (d) The Northern Fund shall be used to support activities set out in paragraph (g) below in northern and central British Columbia, Southeast Alaska, and the drainage of the Alsek, Taku and Stikine rivers. The Southern Fund shall be used to support activities set out in paragraph (h) below in southern British Columbia, the States of Washington and Oregon, and the Snake River basin in Idaho.
- (e) Expenditures shall not exceed income from the invested principal of either the Northern Fund or the Southern Fund. For purposes of this rule, the term “income” shall include interest, dividends and increases in the value of the invested principal of either the Northern or Southern Fund. The term “principal” shall refer to money contributed to either Fund, and not to income that is reinvested or income from such reinvestment.
- (f) Notwithstanding Section G Rule 30,
 - (i) at the discretion of the Northern Fund Committee, income from investments of the principal of the Northern Fund may be used to support activities set out in paragraph (g) below or may be reinvested and used at a later date to support those activities. At no time may the principal of the Northern Fund be used except to generate income to be used in support of such activities, and
 - (ii) at the discretion of the Southern Fund Committee, income from investments of the principal of the Southern Fund may be used to support activities set out in paragraph (h)

below or may be reinvested and used at a later date to support those activities. At no time may the principal of the Southern Fund be used except to generate income to be used in support of such activities, and

- (g) The Northern Fund shall be used to support the following activities:
 - (i) development of improved information for resource management, including better stock assessment, data acquisition, and improved scientific understanding of factors affecting salmon production in the freshwater and marine environments;
 - (ii) rehabilitation and restoration of habitat and improvement of natural habitat to enhance productivity and protection of Pacific salmon; and
 - (iii) enhancement of wild stock production through low technology techniques rather than through large facilities with high operating costs.
- (h) The Southern Fund shall be used to support the following activities:
 - (i) development of improved information for resource management, including better stock assessment, data acquisition, and improved scientific understanding of limiting factors affecting salmon production in the freshwater and marine environments;
 - (ii) rehabilitation and restoration of marine and freshwater habitat, and improvement of habitat to enhance productivity and protection of Pacific Salmon; and
 - (iii) enhancement of wild stock production through low technology techniques rather than through large facilities with high operating costs.
- (i) The Executive Secretary shall disburse income from the Northern and Southern Funds at the direction of the Northern Fund Committee and the Southern Fund Committee respectively.
- (j) The Executive Secretary shall enter into contract(s) on behalf of the Commission with professional investment manager(s) to manage the principal of the Northern and Southern Funds and any earnings. The investment manager(s) shall be selected by the relevant Fund Committee(s), and the terms and conditions of the contract(s) shall be subject to approval of the relevant Fund Committee(s).
- (k) The contract(s) shall contain the terms and conditions for investment of the Northern and Southern Funds and shall provide that the principal and earnings of each of the Northern and Southern Funds shall be invested in interest-bearing accounts, bonds, securities, or other investments in order to achieve the highest annual yield consistent with protecting the principal of each of the Funds. Further, the contract(s) shall also provide that all investments made shall be the type of investments made by a prudent investor. In addition, it (they) shall also provide termination provisions consistent with those in the 1999 Pacific Salmon Agreement. The investment manager(s) shall carry out its (their) functions with the same degree of knowledge and care as exercised by other investment managers in that state or province. The investment manager(s) shall be bonded.
- (l) The contract(s) shall further provide that the investment manager(s) shall provide to each of the Northern Fund and Southern Fund Committees and to the Commission reports on at least a quarterly basis regarding the status of each Fund and, in particular, the availability of the income from the Northern and Southern Funds for distribution.

- (m) The management and use of the Northern Fund by the Northern Fund Committee and the management and use of the Southern Fund by the Southern Fund Committee shall be conducted in accordance with applicable national laws. Either Party or the Commission may conduct financial audits of the Northern and Southern Funds and may review the operation of the Northern Fund and Southern Fund Committees.

Rule 27 Northern Fund and Southern Fund Committee

- (a) The Northern Fund Committee and the Southern Fund Committee shall be each composed of six members. Each Party shall appoint three of the members for each committee. Members shall exercise their duties in good faith and with reasonable care.
- (b) Each Committee shall adopt rules of procedure which shall govern its activities notwithstanding any by-laws of the Commission regarding the same or similar subject matter. Each Committee shall also adopt procedures for the submission, review, evaluation and approval of proposals for use of the income of the relevant Fund.
- (c) The Executive Secretary shall make all necessary arrangements for meetings of the Northern Fund and Southern Fund Committees, including technical and administrative support.
- (d) Decisions of each of the Northern Fund and Southern Fund Committees shall be by consensus. Decisions of each of the Northern Fund and Southern Fund Committees, including decisions regarding disbursement of funds, shall be final and not subject to review by the Commission.

SECTION G. CUSTODY OF FUNDS

Rule 28 Designation of Bank Account. The Executive Secretary shall designate a bank or financial institution insured by Canada Deposit Insurance Corporation in the Vancouver, B.C. metropolitan area in which the funds of the Commission shall be kept. The Executive Secretary shall inform the Commission of the name of the bank or financial institution.

Rule 29 ~~Financial Administrator~~ Controller duties. The Executive Secretary, subject to the approval of the Commission, may designate ~~an Administrative Officer~~ a **Controller** whose duties, among other administrative responsibilities, shall be to keep accounts for the General Fund and the Working Capital Fund and any other special funds that may be necessary for the effective management of the Commission.

Rule 30 ~~The Executive Secretary shall designate a limited number of officers who may receive monies, incur obligations, and make payments on behalf of the Commission in a manner consistent with the Secretariat's internal financial controls. Subsidiary bodies may not incur expenses for the Commission without the prior approval of the Executive Secretary or his/her designee. Receipt of Monies for Deposit. The Executive Secretary, or in his absence the Administrative Officer, shall be authorized to receive monies for deposit to the Commission's account.~~

Comment [20]: Substantive change: Codifies current practice and internal controls of the Secretariat.

~~Rule 31 Authority to Incur Obligations.~~

- ~~(a) The Executive Secretary shall have the sole authority for incurring obligations by the Commission, except as may be authorized by the Executive Secretary under Rule 25.~~
- ~~(b)(a) The Panels, standing and technical committees may not incur expense without the prior approval of the Executive Secretary.~~

Comment [JDF21]: Captured in new Rule 30.

~~Rule 32~~ Rule 31 Restrictions on Investments.

- (a) The Executive Secretary may make short-term investments of monies not immediately required by the Commission. Such investments shall be restricted to securities and other

investments issued under Government guarantee or interest bearing accounts operated by the bank or financial institution where the Commission's account is held. The details of investment transactions and income derived shall be reported in the documents supporting the budget.

- (b) Monies held in Trust or Special Funds, use of which is not required for at least 12 months, may be invested for longer terms when authorized by the Commission, provided that such investment is consistent with the terms under which the monies were provided to the Commission.

~~Rule 33~~ **Rule 32** Special provisions regarding the Northern Fund and the Southern Fund

- (a) The Executive Secretary shall:
 - (i) provide technical and administrative support to the Northern and Southern Fund Committees as required;
 - (ii) establish separate account(s) to hold contributions to the Northern Fund and its earnings; establish separate account(s) to hold contributions to the Southern Fund and its earnings; and make disbursements from the Northern or Southern Funds at the sole direction of the Northern Fund Committee or the Southern Fund Committee respectively;
 - (iii) provide for the maintenance of such records as are reasonably necessary for the operation of the Northern Fund and Southern Fund Committees, to disclose the use of the Northern and Southern Funds as well as to facilitate effective audits; and
 - (iv) provide an annual report regarding each of the Northern and Southern Funds to the Parties.
- (b) All costs of administering the Northern Fund (including the administrative costs of the Commission incurred in providing support for the Northern Fund) shall be drawn from the income of the Northern Fund. All costs of administering the Southern Fund (including the administrative costs of the Commission incurred in providing support for the Southern Fund) shall be drawn from the income of the Southern Fund.
- (c) No funds may be disbursed from the Northern Fund after the expiration of the fishing arrangements in Chapters 1, 2, and 3 of Annex IV of the Pacific Salmon Treaty until new fishing arrangements have been agreed by the Parties. No funds may be disbursed from the Southern Fund after the expiration of the fishing arrangements in Chapters 3 to 6, inclusively, of Annex IV of the Pacific Salmon Treaty until new fishing arrangements have been agreed by the Parties.
- (d) If the Pacific Salmon Treaty, the 1999 Agreement Relating to the Pacific Salmon Treaty or Attachment C thereto is terminated, all monies remaining in the Northern Fund and the Southern Fund on the date of such event shall be returned to the government that contributed the monies. Investment income which has accrued to the principal shall be distributed to each government in proportion to its contribution. Any contributions made by third parties, shall, unless otherwise specified in written directions at the time of the contribution, revert to the General Fund.

SECTION H. ACCOUNTS AND INTERNAL CONTROL

~~Rule 34~~ **Rule 33** Responsibilities of Executive Secretary. The Executive Secretary shall:

- (a) establish, update and monitor detailed financial procedures to ensure effective financial administration and economy in the use of funds. Upon the advice of the Finance and Administration Committee and prior to use, such procedures shall be submitted to the Commission for approval;
- (b) cause all payments to be made on the basis of supporting vouchers and other documents which ensure that the goods or services have been received and that payment has not previously been made;
- (c) ensure that payroll records are kept in accordance with provincial and federal government rules and regulations, with salaries of employees paid in Canadian dollars;
- (d) maintain and be responsible for internal financial control to ensure:
 - (i) the regularity of the receipt, custody and disposal of all funds and other financial resources of the Commission; and
 - (iii) the conformity of obligations and expenditures with the appropriations adopted by the Commission at its annual meeting.
- (e) be responsible for the custody of the Northern and Southern Funds, consistent with and in accordance with these bylaws and the rules of procedure adopted by the Northern Fund Committee and the Southern Fund Committee;
- (f) exercise reasonable care in fulfilling the foregoing functions.

~~Rule 35~~ **Rule 34** Bonding of Staff. The Executive Secretary, and such staff as s/he deems necessary, shall be bonded by an approved bonding company in amounts determined by the Commission. The cost of the premium therefore shall be assumed by the Commission.

~~Rule 36~~ **Rule 35** Maintenance of Accounting Records. The Executive Secretary shall maintain such accounting records as are necessary for each financial year, including but not limited to records respecting:

- (a) income and expenditures;
- (b) the use of appropriations to reflect transfers between appropriation categories, amounts charged against appropriation categories and the status of the general and Working Fund Accounts; and
- (c) assets and liabilities of the Commission.

~~Rule 37~~ **Rule 36** Currency Bases for Accounts and Records. The annual accounts and accounting records of the Commission shall be kept in Canadian dollars.

~~Rule 38~~ **Rule 37** Writing Off of Losses. The Executive Secretary may, after full investigation, authorize the writing off of losses of cash, stores and other assets, provided that a statement explaining the losses shall be submitted to the Commission and the Auditors together with the annual accounts.

SECTION I. EXTERNAL AUDIT

- ~~Rule 39~~ **Rule 38 Annual Audit Required.** The accounts of the Commission shall be audited annually by external auditors appointed by the Commission.
- ~~Rule 40~~ **Rule 39 Submissions to Auditors.** The Executive Secretary shall submit the accounts to the Auditors not more than 60 days after the end of the financial year. The auditor may be consulted on the introduction or amendment of any financial regulations and on detailed accounting methods, as well as on all matters affecting auditing procedures and methods.
- ~~Rule 41~~ **Rule 40 Function of Audit.** The Auditors shall perform such audit ~~procedures~~ as they deem necessary to determine:
- ~~(a) that the financial statements are in accord with the books and records of the Commission;~~
 - ~~(b) that the financial transactions reflected in the statements are in accordance with the Financial Regulations; and~~
 - (a) ~~that the monies on deposit and on hand are vouched for by the Commission's depositories or by actual count~~ that the financial transactions and balances reflected in the statements are in accordance with the Financial Regulations and Canadian Accounting Standards for Not-for-Profit Organizations, as applicable.
 - ~~(e)(b)~~ (b) that the financial statements are free of material misstatement.
- ~~Rule 42~~ **Rule 41 Verification of Financial Records and Reports.** The Auditors shall be sole judges as to the acceptance in whole or in part of certifications by the Executive Secretary. They may proceed to such detailed examination and verification of all financial records as they choose and may make such reports to the Commissioners as they deem appropriate respecting the accounting system, internal financial controls and the financial consequences of administrative practices. The Auditors shall discuss their report with the Executive Secretary before submitting it to the Commissioners.
- ~~Rule 43~~ **Rule 42 Disallowance of Items in Accounts.** The auditors shall have no power to disallow items in the accounts, but shall draw to the attention of the Executive Secretary any transaction the legality or propriety of which may be in doubt.
- ~~Rule 44~~ **Rule 43 Distribution of Audit Reports.** The Executive Secretary shall provide to the Chair and Vice-Chair of the Standing Committee of Finance and Administration copies of the audit report and the audited financial statements within 15 days of their receipt. ~~The Chair of the Standing Committee on Finance and Administration shall provide within 15 days of receipt, copies of these reports to the Chair and Vice Chair of the Commission.—Upon approval of the audit report by the Chair and Vice-Chair of the Standing Committee on Finance and Administration—, The Chair of the Commission~~ Executive Secretary shall within 15 days ~~of receipt of these reports~~ submit same to the Parties.
- ~~Rule 45~~ **Rule 44 Approval of Audits and Reports.** Upon the recommendation of the Finance and Administration Committee, following consideration of the audited annual financial statements and reports of the auditors, the Commission shall signify its acceptance at the first annual meeting following receipt of the report or take any other actions it considers appropriate.

SECTION J. INSURANCE

~~Rule 46~~ **Rule 45** Liability Insurance. The Executive Secretary shall obtain such suitable liability insurance against normal risks to the Commission's assets as the Commission may direct.

SECTION K. GENERAL PROVISIONS

~~Rule 47~~ **Rule 46** Role of Finance and Administration Committee. The Executive Secretary and the Finance and Administration Committee shall provide the Commission an evaluation of relevant financial and administrative implications for any matter under consideration by the Commission.

~~Rule 48~~ **Rule 47** Procurement. Purchases of equipment, supplies, and other requirements shall be authorized by the Executive Secretary or his/her designee in accordance with a procurement policy established by the Executive Secretary for the Commission.

Rule 48 Amendments. The Commission may, from time to time, amend these Financial Regulations in accordance with Chapter XI of these bylaws.

Rule 49

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Comment [22]: Substantive change: New rule to mandate a procurement process for the Secretariat.

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CHAPTER X

STAFF REGULATIONS

SECTION A. GENERAL PROVISION

Rule 1 These regulations set out the conditions of employment, working relationships and rights and responsibilities of employees in the service of the Pacific Salmon Commission (hereinafter referred to as the "Commission"). ~~Secretariat staff shall enjoy the privileges and immunities provided to them as a consequence of the Pacific Salmon Treaty and domestic law in Canada and the United States.~~

[Rule 1(bis) Employee categories]

- Indeterminate/permanent: An employee hired to work at least one third of a normal work week for an unspecified amount of time. All permanent staff are qualifying employees for Commission benefits, subject to Section H of these regulations.
- Term: An employee hired to work for a specified period of time. Term employees hired for twelve consecutive months or more are qualifying employees for Commission benefits if they work at least one third of a normal work week.
- Seasonal: An employee hired to work a portion of each year on specified seasonal tasks. Seasonal employees are not qualifying employees for Commission benefits.
- Student: An employee hired for a specified period of time and who is: a) registered as a full-time secondary or post-secondary student in an accredited institution; b) currently recognized as having full-time student status by the institution; and c) returning to studies in the next academic term.

Rule 2 "Relevant collective agreement" or management category means the collective agreement ~~which~~ **that** applies for similar occupational groups in the Public Service of Canada. Members of the staff will not be members of Canadian Public Service unions. Such reference to standards of the Public Service of Canada is, therefore, used solely for purpose of guidance and shall not bind the Commission to those standards or terms.

Rule 3 Except as hereinafter stated, these regulations apply to the employees of the Pacific Salmon Commission. ~~Terms and conditions of employment for the Executive Secretary shall be established only by the Commission.~~

Rule 4 Interpretation

These regulations shall not be construed or applied so as to limit or restrict the mandate of the Commission.

Rule 5 Amendment

The Commission may amend these regulations from time to time.

SECTION B. DUTIES, OBLIGATIONS AND PRIVILEGES

Comment [JDF23]: Substantive change. This comports with the three categories of employees in the Secretariat, but has not been previously provided in the staff regulations.

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Comment [JDF24]: Covered by Rule 13.

Rule 6 Conduct in Interest of Commission

Staff of the Commission (hereinafter referred to as "staff ~~or employees~~") are employed by a bilateral commission established by treaty between the United States and Canada. As such, upon assuming their responsibilities, employees shall discharge their duties faithfully and conduct themselves in the best interests of the Commission.

Rule 7 Standard of Conduct

(a) Staff shall at all times conduct themselves in a manner in keeping with the international nature of the Commission. They shall exercise loyalty, discretion and tact in the performance of their duties. They shall avoid any actions, statements or public activities of potential detriment to the Commission.

(b) ~~Secretariat~~ Staff and clients of the Commission can expect to be in an environment free of discrimination and ~~personal and sexual~~ harassment.

Rule 8 Staff shall not accept direction or instructions from any authority other than the Executive Secretary, ~~or his or her~~ ~~designated~~ designee unless otherwise provided in the Treaty. In the case of the Executive Secretary, the Chair~~man~~ of the Commission shall provide direction.

Rule 9 Soliciting or Offering of Gifts Prohibited

In connection with their employment, staff shall not solicit, accept or offer any gift, commission, reward, advantage or benefit directly or indirectly without the prior approval of the Executive Secretary. Gifts, rewards or benefits include cash, goods or services including alcohol or fish, reduced prices for goods or services, work done gratuitously with respect to personal property, preferred treatment of any sort in a business enterprise and loans of money, material or equipment of any kind.

Rule 10 Confidentiality

Staff shall not, unless duly authorized, publicly disclose information acquired in the course of employment pertaining to the Commission and shall not use such information for personal gain. In the case of the Executive Secretary the Chair~~man~~ may authorize to release or disclose to the public, information pertaining to the Commission ~~consistent with Chapter II, Rule 24(bis) and the relevant immunities enjoyed by the Commission.~~

Rule 11 Outside Employment

Staff shall, in general, have no employment other than the Commission. When properly authorized, staff may undertake other employment or work, provided that it shall not interfere or conflict with the employee's duties in the Commission. The Executive Secretary may, where circumstances warrant, authorize staff to accept such employment or work. In the case of the Executive Secretary, the Commission may authorize outside employment.

Rule 12 Outside Interests Prohibited

- a) Staff shall not be associated in the management of or have a financial interest in a business, industry or other enterprise if, by virtue of their employment with the Commission they may benefit from such association or interest.

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- b) Any technology, product, marketable goods, patent, or copyright developed by an employee in whole or in part during the course of his or her employment by the Commission shall be the property of the Commission.
- c) Where staff has doubt about a real or potential conflict between their official duties and any outside investment or association, they shall advise the Executive Secretary in writing of the potential conflict. The Executive Secretary will submit the case to the Commission for consideration and decision. Failure to so advise the Executive Secretary may be grounds for disciplinary action, including dismissal.

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SECTION C. RECRUITMENT AND APPOINTMENT

Rule 13 Executive Secretary

The Commission shall appoint the Executive Secretary- and prescribe conditions of employment. Unless otherwise provided in the employment contract, the Executive Secretary -shall be bound by these rules to the same degree as all other employees.

Rule 14 Hiring of Staff

The Executive Secretary ~~may~~ shall appoint staff -to the Secretariat on the basis of merit in accordance with staffing requirements prescribed by the Commission. ~~Staff shall be appointed and promoted on the basis of merit.~~

Rule 15 Probation

The Executive Secretary ~~shall be appointed subject to a probationary period of two years;~~ and all other staff shall be appointed subject to a probationary period of one year. Where circumstances warrant, the Executive Secretary may extend the probationary period by a period not exceeding six months.

Comment [JDF25]: Consistent with accepted practice.

Rule 16 Offer

Following selection, staff shall be made an offer of employment stating:

- (a) that these Staff Regulations shall constitute the terms of employment and may be duly amended from time to time;
- (b) the duties of the position;
- (c) the starting date;
- (d) the period of appointment, if applicable, and the period of probation;
- (e) the position title, ~~and~~ starting salary; and
- (f) any applicable special terms and conditions.

Rule 17 Regulations to Be Issued to Employees

Together with the offer of employment, prospective employees shall be issued a copy of these regulations. Upon acceptance of the offer, staff shall indicate in writing to the Executive Secretary that they are familiar with and agree to abide by these regulations.

SECTION D. CLASSIFICATION OF STAFF

Rule 18 Public Service System Model

~~The Staff duties of staff, job classifications, and salaries shall be guided by classified in accordance with the classification system of the Public Service of Canada for similar positions or duties. This classification system is used as a model for the Commission's guidance and does not imply employment of staff in the Public Service of Canada.~~

Rule 19 Classification Audit

An audit of classification levels shall be conducted at the request of the Commission. In addition, the Executive Secretary shall review duties and classifications when appropriate using relevant classification standards from the Public Service of Canada. ~~least once every five years~~

Comment [26]: Substantive change: Reflects a more pragmatic and accepted approach to Secretariat classifications.

SECTION E. SALARIES AND REMUNERATION

Rule 20 Pay scales and Remuneration

Pay scales for staff will be established with reference to appropriate scales of the Public Service of Canada and shall be paid in Canadian currency.

Rule 21 Adjustments and Increments

~~[Notwithstanding that the Public Service of Canada serves as a guide, in the annual budgeting process, the Commission may, at its discretion, adjust salary scales. The Public Service of Canada procedures shall serve only as a guide. Increments-Merit increases may be awarded by the Executive Secretary only on the basis of satisfactory job performance. Staff shall remain in a grade for a period of no less than one year.]~~

Rule 22 Performance Appraisal

The Executive Secretary is responsible for ensuring that annual performance appraisals are completed for all staff. The appraisal of the Executive Secretary shall be completed by the Chair ~~man~~ and Vice-Chair of the Commission ~~in consultation with the Vice Chair~~. Staff shall remain in a grade for a period of no less than one year.

Rule 23 Promotions

~~[The [Executive Secretary shall be authorized to promote][Commission may authorize the promotion of] staff on the basis of duties performed, annual performance appraisals[, and a recommendation of the Executive Secretary]. [Staff shall remain in a grade for a period of no less than one year.] [The Commission shall be apprised of such actions annually.]]~~

Comment [JDF27]: Substantive issue: U.S. and Canadian editors did not agree on final wording. Section left in brackets.

Rule 24 Starting Salary

In general, staff shall be engaged at the lowest grade of their classification. Where circumstances warrant, the Executive Secretary, may authorize appointment at a salary higher than the lowest step of the relevant grade. ~~Staff shall remain in a grade for a period of no less than one year.~~

Rule 25 Overtime and Compensatory Leave

Overtime shall be authorized by the Executive Secretary or his/her ~~designate~~ designee ~~prior to it being worked~~ in accordance with written policies established by the Executive Secretary and made available to all employees. Efforts will be made to minimize overtime to ensure work/life balance for all employees. However, recognizing that in some cases, overtime is necessary, in general, overtime accrued will be taken off as compensatory leave.

~~The payment of overtime or granting of compensatory leave shall be as follows:~~

- ~~a) — Paid in the next payroll period if the employee requests by the 15th of the month following.~~
- ~~b) — Booked as compensatory time and taken as mutually agreed with the Executive Secretary or his designate. Compensatory leave must be taken by the end of the fiscal year following the fiscal year earned.~~

Rule 26 Hospitality and Representation

~~The Executive Secretary or his/her designee~~ **Commission** may authorize an employee to engage in hospitality and representational activities. The employee shall promptly submit fully documented claims for expenses incurred in the course of such activities. The annual total of such claims for all employees so authorized may not exceed the current allotment for this program in the annual budget of the Commission.

Comment [28]: Substantive change: Reflects accepted practice

SECTION F. HOURS OF WORK

Rule 27 Weekly required hours of work for each employee shall be ~~in accordance with~~ guided by the provisions of each relevant collective agreement of the Public Service of Canada. The Executive Secretary shall establish daily working hours, and may adjust them as necessary.

SECTION G. LEAVE

Rule 28 Vacation Leave

Employees earned vacation leave will be guided by each relevant collective agreement of the Public Service of Canada. ~~Employees will earn vacation leave at the rates provided in each relevant collective agreement of the Public Service of Canada.~~

~~Rule 29~~ Service with IPSFC

- ~~(a) Prior service with the International Pacific Salmon Fisheries Commission will be taken into account in computing leave entitlements.~~
- ~~(b) PSC employees formerly employed by the IPSFC shall be entitled to vacation and sick leave during their term of probationary employment.~~

~~(e) (e) Under no other rule, circumstance or conditions does previous IPSFC employment affect the conditions of employment provided by these rules.~~

Rule 30 To Be Taken in Year Earned

Vacation leave is to be taken in the fiscal year it is earned. In exceptional circumstances and with the prior approval of the Executive Secretary, earned but unused vacation leave may be carried over from one year to another. ~~Staff may not carry over more than five days of leave credits without the written approval of the Executive Secretary.~~

Rule 31 Scheduling of Vacation Leave and Compensatory Time Off

- (a) The Executive Secretary will allocate ~~staff~~ vacation leave ~~and compensatory time off~~ so as to minimize disruption of normal staff operations and the functioning of the Commission.
- (b) In allocating ~~leave such leave and time off~~, the Executive Secretary will have taken into account the personal circumstances, needs and preferences of the employee.
- (c) Vacation leave ~~and compensatory time off~~ may be taken in one or more periods.

Rule 32 ~~Other Special~~ Leave

The Executive Secretary may approve ~~otherspecial~~ leave (i.e., for bereavement purposes, ~~volunteer days, family related leave, leave without pay, or emergency situations~~). Such leave shall be ~~in accordance with guidelines set out in~~ guided by the relevant collective agreements in the Public Service of Canada.

Rule 33 Monetary Compensation for Unused Leave

An employee may apply, upon separation, for monetary compensation for any unused vacation leave or Compensatory leave credits. Such compensation will be paid at the rate of the employee's salary at the time of termination.

Rule 34 Sick Leave

~~Staff shall earn sick leave credits at the rate of 1 1/4 days per calendar month during which they actually worked.~~

Employees shall be granted sick leave with pay in a manner consistent with the relevant collective agreement of the Public Service of Canada.

Rule 35 Medical Certificates

Staff ~~shall~~ ~~may be required to~~ submit a medical certificate for any period of sick leave in excess of 3 consecutive working days after using a total of 7 days in a year.

Rule 36 ~~Staff shall be granted certified sick leave not exceeding the accrued benefits accumulated for sick leave.~~

Rule 37 Maternity and Parental Leave

Employees may apply to the Executive Secretary for maternity ~~or parental~~ leave ~~consistent with~~ Public Service of Canada standards.

Rule 38 Statutory Holidays

Staff shall be entitled to the following statutory holidays:

- (a) New Year's Day
- (b) Good Friday
- (c) Easter Monday
- (d) the day fixed by proclamation of the Governor in Council for celebration of the Sovereign's birthday
- (e) Canada Day
- (f) Labour Day
- (g) the day fixed by proclamation of the Governor in Council as a ~~—~~general day of Thanksgiving
- (h) Remembrance Day
- (i) Christmas Day
- (j) Boxing Day

- (k) ~~one additional day each year to be designated by the Commission~~ B.C. Day-
(k)(l) one additional day when proclaimed by an Act of Parliament as a National Holiday.

SECTION H. ~~SOCIAL SECURITY~~ BENEFITS

Rule 39 Medical, Extended Health Care, Dental Care, Group Life and Disability Insurance

The Executive Secretary shall make appropriate arrangements for coverage of these benefits for all ~~full-time~~ qualifying staff. The Executive Secretary shall ensure that provisions are made in the budget for the payment of the employer costs. Qualifying ~~S~~staff shall participate in and pay the employee share and any additional costs for extra benefits. ~~These benefits may be modified from time to time by the Commission.~~

Rule 40 Participation in International Fisheries Commission Pension Society

Qualifying ~~E~~mployees shall participate in the pension plan of the International Fisheries Commission Pension Society established by Canada and the United States for employees of international commissions.

Rule 41 Accidents

The Executive Secretary shall arrange for ~~the voluntary~~ coverage under WorkSafeBC programs.

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~~Accidents at work must be reported immediately to the Executive Secretary.]~~

Accidents at work must be reported immediately to the Joint Occupational Health and Safety Committee.

SECTION I. TRAVEL

Rule 42 Official Travel

~~(a) Official travel shall only be undertaken if authorized in advance by the Executive Secretary. Such travel shall be undertaken in the best interests of the Commission generally in accordance with appropriate Treasury Board guidelines.~~

~~Commission-owned vehicles shall not be used for any personal activity, but only for official business. Use of private vehicles for official business purposes is authorized subject to the provisions of paragraph (a) of this rule.~~

~~Reimbursement for official travel expenses will be generally consistent with those standards established by the Treasury Board Travel Directive.~~

~~Travel should be planned well in advance to avoid incurring higher costs for airfare and other travel related costs.~~

(b) ~~Wherever feasible, economy class shall be used for all travel~~ All official travel shall be in accordance with a PSC travel policy prepared by the Executive Secretary.

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SECTION J. SEPARATION FROM SERVICE

Rule 43 Notice of Intention to Resign

Employees may resign by providing at least one month's notice in writing, or notice of such lesser length, as may be approved by the Executive Secretary.

Rule 44 Severance Pay

[Severance pay in the event of termination as a result of lay-off, retirement or death, shall total one week's pay for each completed year of service and, in the case of a partial year of continuous employment, one (1) week's pay multiplied by the number of days of continuous employment divided by three hundred and sixty five (365), up to a maximum of 30 weeks. Severance pay in the event of resignation after completion of ten or more years of service shall total 1/2 week for each year of continuous full year service and, in the case of a partial year of continuous employment, one (1) week's pay multiplied by the number of days of continuous employment divided by three hundred and sixty five (365), up to a maximum of 13 weeks.]

Comment [29]: Substantive issue. Canada has noted its intention to propose changes to the Secretariat's severance pay provisions, which would alter this rule. All text bracketed.

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Rule 45 Dismissal

~~The Executive Secretary may in the best interests of the Commission terminate employment by providing the employee one month's notice in writing. If at any time, the Executive Secretary considers that a staff member does not give satisfactory service or fails to comply with the duties and obligations set out in these Rules, the staff member will receive a formal written warning. If the performance does not improve or the employee continues to fail to comply with the duties and obligations set out in the Rules, a second formal written warning will be issued and if necessary, other disciplinary actions (e.g. suspension, demotion) may follow. If after the second formal written warning the staff member's performance does not improve to a satisfactory standard, the appointment of the staff member may be terminated upon written notice of one month in advance (or equivalent pay in lieu) subject to the prior notification of the Chair of the Commission-. In the case of serious misconduct by a staff member that threatens the Commission's operations, staff safety, or reputation (for example, a criminal offence such as theft, intentional breach of confidentiality etc.), appointment of the staff member may be terminated without prior warning.~~

Comment [JDF30]: Substantive change: Clarifies the dismissal process.

~~SECTION K. TEMPORARY PERSONNEL UNDER CONTRACT~~

~~Rule 46 Temporary staff~~

~~Rule 46 The Executive Secretary may hire temporary personnel as necessary.~~

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SECTION L. APPLICATION OF REGULATIONS

Rule 47 Interpretation and grievances

~~Disputes concerning the interpretation or application of these Regulations shall be resolved by the Executive Secretary in consultation with the Chairman of the Commission. Situations involving the Executive Secretary shall be resolved by the Chair in consultation with Members of the Commission.~~

[Grievances from staff members shall be addressed in accordance with a policy developed by the Executive Secretary and approved by the Commission.]

Comment [JDF31]: Substantive change

Rule 48 Amendments

The Executive Secretary shall inform the Commission of any relevant matters not referred to in the regulations that may have come to his attention and the Commission may amend the regulations accordingly.

CHAPTER XI

REVIEW, AMENDMENT AND INTERPRETATION

- Rule 1 Amendment. The Pacific Salmon Commission shall have the power to add, repeal, or otherwise amend any chapter or provision of these bylaws. Any amendment shall be taken in accordance with these bylaws upon the approval of each national section.
- Rule 2 Provisional Rules. These bylaws are adopted provisionally. At its second annual meeting the Commission shall review these bylaws, make such amendments as it deems appropriate and adopt final bylaws of the Pacific Salmon Commission.
- Rule 3 Interpretation. Nothing in these bylaws shall be interpreted to modify or supersede any provisions of the Pacific Salmon Treaty.

Appendix I
Glossary of Terms

Commissioner: For the purposes of these bylaws, one of up to 16 Commissioners or Alternate Commissioners appointed by the Parties to represent them on the Pacific Salmon Commission

National Section: The ensemble of Commissioners, advisors, and members of PSC subsidiary bodies who participate in the Commission process to represent Canada or the United States

Pacific Salmon Commission (PSC or the Commission): The international organization established by the Pacific Salmon Treaty and comprising not more than eight Commissioners, of whom not more than four shall be appointed by each Party (each Party may also appoint up to four alternate Commissioners)

Parties: The national governments of Canada and the United States, as Parties to the Pacific Salmon Treaty

Secretariat: The staff retained by the Commission, led by an Executive Secretary, and headquartered in Vancouver, British Columbia to provide support services and scientific advice as per the terms of the Pacific Salmon Treaty and the Commission's bylaws

Subsidiary bodies: The various Panels, Committees, Joint Technical Committees, and Working Groups established by the Commission to execute certain duties and provide advice to the Commission pursuant to the Pacific Salmon Treaty, Commission decisions, or these bylaws

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Summary of substantive PSC bylaw amendment proposals

Provided by the Bylaws Working Group

September 28, 2014

Chapter	Rule	Edit	Explanation
II (Rules of Procedure, Commission)	2(bis) – New rule	<u>Convening In-Camera Sessions:</u> The Chair and Vice-Chair may agree to designate a meeting of the Commission as in camera. During such sessions Commissioners and Alternate Commissioners will convene with only those Secretariat staff or advisors identified by the Chair and Vice-Chair. No recording or minutes will be taken during in-camera sessions, but reporting of any outcomes will be consistent with Rule 24	While in-camera (non-recorded) sessions have faded in use, they are mentioned elsewhere in the bylaws. Inserting this rule would clarify their use.
“ “	Section E(bis) – New section	The Commission, as an international organization, enjoys certain immunities granted by the Parties through their domestic rulemaking processes. For example, Commission archives, premises, and property are inviolable and immune from search and seizure by private interests, law enforcement personnel, and other entities outside the national sections. The Commission archives include a variety of information including meeting minutes, financial records, and unique scientific samples that the Commission may wish to protect through the assertion of immunities. However, the Commission may waive these immunities if it believes this is in the best interests of the organization.	There is no formal process yet for waiving Commission immunities. Privileges and immunities of individual Commissioners and other delegates are not addressed here since they are generally a matter for national sections to consider.
		Rule 24(bis). When the Executive Secretary, the	

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		<p>Commission, or its subsidiary bodies receive a request for access to the Commission's records, premises, or property, the following procedures shall apply:</p> <ol style="list-style-type: none"> 1. If the request involves access to information or property otherwise publicly available (e.g., website postings, annual reports, etc.), the Executive Secretary will grant the request as normal and accepted practice. 2. If the request is from a member of a national section and involves information or property of a type routinely distributed for analysis or discussion within the Commission and its subsidiary bodies, the Executive Secretary shall grant the request as normal and accepted practice. 3. If the request involves access to information or property that is not otherwise publicly available or routinely distributed within the Commission and its subsidiary bodies: <ol style="list-style-type: none"> a. The Executive Secretary shall consult with the Chair and Vice-Chair to determine if the request is counter to the long-term interests of the Commission and its archives. b. If it is determined that the request is not counter to the long-term interests of the Commission or its archives, the Executive Secretary shall grant the request along with any caveats or restrictions on use of the information. c. If it is determined that the request may be counter to the long-term interests of the Commission or its archives, the Executive Secretary shall prepare a report for the Commission's consideration as soon as practicable. The Commission shall review the report and make a decision on whether 	
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		to waive the organization's immunities in whole or in part. The Executive Secretary shall transmit any decisions of the Commission to the original requestor.	
III Rules of Procedure, Panels	25	A summary report of each meeting of the Panel shall be prepared and shall include all decisions and recommendations adopted at the meeting. For executive sessions, the report shall be limited to the attendance, date, time and place of meeting, and the decisions made. All attendant documents shall be considered a part of the report. A draft report shall be considered by the Panel before the end of the meeting or as soon as possible thereafter. A Panel report shall be made final upon approval by each national section. A joint Panel report shall be made final upon approval of each Panel. The Panel Chair and Vice Chair may be called upon to make a written or oral Panel report to the Commissioners	Reflects workloads of Panels and current practice.
IV Rules of Procedure, Joint Technical Committees	Introduction	These rules of procedure apply to all joint technical committees of the Pacific Salmon Treaty Commission. Given its unique role, the Yukon River Joint Technical Committee shall develop and amend its own rules of procedure subject to approval by the Yukon River Panel.:	The January 1985 MOU that guides treaty implementation specifically created the Yukon River JTC. Annex IV, Chapter 8 (Yukon River) empowers the Yukon Panel with making its own bylaws, but is silent on JTC rules of procedure. The Yukon River JTC is drafting its own bylaws, given its unique role in the PSC process.
“ “	1	<u>Role of the Executive Secretary.</u> The Executive Secretary shall be responsible for administrative support for operation of joint technical committees, including secretarial/clerical, travel expense reimbursement for specialists, and meeting arrangements logistics of joint technical committees.	Change reflects current practice and budget constraints, but removes certain clerical and administrative duties originally envisioned for the Secretariat.
VII Conduct of Executive Sessions	Chapter deleted		Nearly all of Chapter VII is redundant with similar sections covering Executive Sessions of the

			Commission, Panels, and Committees. Rule 1 is unique, but has been copied into relevant rules of procedure for the Commission and subsidiary bodies.
IX Financial regulations	6	Statement of Financial Implications. The draft budget shall include a statement of the financial implications for the current and subsequent financial years.	Contents of such a “statement” are unclear in accounting terms; it is not defined elsewhere in the bylaws. This is deleted in light of Rule 5 that contemplates a budget presentation redefined “from time to time” and as deemed necessary by the Exec. Sec.
“ “	16	Credit for Surplus—Use of unobligated Funds. The Commission may refund to the Contracting Parties amounts utilize unobligated funds which may accrue in the General Fund, Working Capital Fund, or Special Funds and Trusts sums in shares proportional to the contributed amount as and when such refund is deemed advisable. Refunds—Such funds shall be applied either as deductions from the next annual budget contribution due or as a source of funding for the subsequent fiscal year(s), as determined by the Commission. If deducted from the next annual contribution due, this shall be in proportion to the original amount contributed by each Party.	Helps clarify and enhance flexibility for the use of unobligated funds each fiscal year.
“ “	17	Extraordinary Expenses. The Commission shall prescribe the conditions under which unforeseen and extraordinary expenses may be incurred. The Executive Secretary may utilize the Working Capital Fund to pay for extraordinary and unforeseen expenses when ordinary budgets are insufficient, upon approval of the Commission Chair and Vice-Chair. The Commission shall determine the appropriate replenishment schedule and amounts for the Working Capital Fund.	Actually prescribes the conditions and process for incurring extraordinary expenses.

“ “	20	<p><u>Monies Credited to Working Capital Fund.</u> The following monies shall be credited to the Working Capital Fund:</p> <ul style="list-style-type: none"> (a) receipts from the sale of surplus property purchased from the Working Capital Fund; (b) bank interest earned by the Working Capital Fund; (c) levy in lieu of income tax. (d) unallocated funds at the end of each fiscal year in amounts determined by the Commission 	New flexibility allows a) unobligated funds to be used as source of funding next year (not moved into WCF); b) unobligated funds moved into the WCF to bolster its size; or c) some combination of a and b. Original wording mandated that ALL unobligated funds had to go into the Working Capital Fund.
“ “	21	<p><u>Transfers Between Funds.</u> The Executive Secretary may transfer money between funds established under Rule 18 as follows:</p> <ul style="list-style-type: none"> (a) temporarily from the Working Capital Fund to the General Fund, as may be necessary pending receipt of contributions from the Parties; (b) permanently from the Working Capital Fund to Trust or Special Funds created under Rule 18, with authorization of the Commission; (c) permanently from the Working Capital Fund to the General Fund with authorization of the Commission use of surpluses in the working Capital Fund, Trusts, or Special Funds shall be consistent with Rule 16. 	Clarifies the recent practice of permanently transferring funds from the Working Capital Fund to the General Fund.
“ “	22	<p><u>Size of Working Capital Fund.</u> The Working Capital Fund shall not normally exceed \$1,000,000 Canadian, nor fall below \$100,000, subject to Rule 17. Any funds resulting from a cancelled obligation addressed in Rule 14 shall be</p>	Sets both a cap and a floor for the Working Capital Fund.

		credited to the Working Capital Fund. The amount of the Working Capital Fund and its uses shall be reviewed by the Commission at regular intervals.	
“ “	30	The Executive Secretary shall designate a limited number of officers who may receive monies, incur obligations, and make payments on behalf of the Commission in a manner consistent with the Secretariat's internal financial controls. Subsidiary bodies may not incur expenses for the Commission without the prior approval of the Executive Secretary or his/her designee. Receipt of Monies for Deposit. The Executive Secretary, or in his absence the Administrative Officer, shall be authorized to receive monies for deposit to the Commission's account.	Codifies current practice and internal controls of the Secretariat.
“ “	New rule 47	<u>Procurement</u> . Purchases of equipment, supplies, and other requirements shall be authorized by the Executive Secretary or his/her designee in accordance with a procurement policy established by the Executive Secretary for the Commission.	New rule to mandate a procurement process for the Secretariat.
X Staff regulations	1bis – new rule	<u>Employee categories</u> <ul style="list-style-type: none"> Indeterminate/permanent: An employee hired to work at least one third of a normal work week for an unspecified amount of time. All permanent staff are qualifying employees for Commission benefits, subject to Section H of these regulations. Term: An employee hired to work for a specified period of time. Term employees hired for twelve consecutive months or more are qualifying employees for Commission benefits if they work at least one third of a normal work week. Seasonal: An employee hired to work a portion of each year on specified seasonal tasks. Seasonal employees are not qualifying employees for 	This comports with the three categories of employees in the Secretariat, but has not been previously provided in the staff regulations.

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		<p>Commission benefits.</p> <ul style="list-style-type: none"> Student: An employee hired for a specified period of time and who is: a) registered as a full-time secondary or post-secondary student in an accredited institution; b) currently recognized as having full-time student status by the institution; and c) returning to studies in the next academic term. 	
“ “	19	<p><u>Classification Audit</u></p> <p>An audit of classification levels shall be conducted at the request of the Commission. In addition, the Executive Secretary shall review duties and classifications when appropriate using relevant classification standards from the Public Service of Canada. least once every five years</p>	Reflects a more pragmatic and accepted approach to Secretariat classifications.
“ “	23 - unresolved	<p><u>Promotions</u></p> <p>The [Executive Secretary shall be authorized to promote][Commission may authorize the promotion of] staff on the basis of duties performed, annual performance appraisals[, and a recommendation of the Executive Secretary].[Staff shall remain in a grade for a period of no less than one year.] [The Commission shall be apprised of such actions annually.]</p>	U.S. and Canadian editors did not agree on final wording. Section left in brackets.
“ “	26	<p><u>Hospitality and Representation</u></p> <p>The Executive Secretary or his/her designeeCommission may authorize an employee to engage in hospitality and representational activities. The employee shall promptly submit fully</p>	Reflects accepted practice

		documented claims for expenses incurred in the course of such activities. The annual total of such claims for all employees so authorized may not exceed the current allotment for this program in the annual budget of the Commission.	
“ “	44 – pending proposal from Canada	<u>Severance Pay</u> [Severance pay in the event of termination as a result of lay-off, retirement or death, shall total one week's pay for each completed year of service and, in the case of a partial year of continuous employment, one (1) week's pay multiplied by the number of days of continuous employment divided by three hundred and sixty five (365), up to a maximum of 30 weeks. Severance pay in the event of resignation after completion of ten or more years of service shall total 1/2 week for each year of continuous full year service and, in the case of a partial year of continuous employment, one (1) week's pay multiplied by the number of days of continuous employment divided by three hundred and sixty five (365), up to a maximum of 13 weeks.]	Canada has noted its intention to propose changes to the Secretariat's severance pay provisions, which would alter this rule. All text bracketed.
“ “	45	<u>Dismissal</u> The Executive Secretary may in the best interests of the Commission terminate employment by providing the employee one month's notice in writing. If at any time, the Executive Secretary considers that a staff member does not give satisfactory service or fails to comply with the duties and obligations set out in these Rules, the staff member will receive a formal written warning. If the performance does not improve or the employee continues to fail to comply with the duties and obligations set out in the Rules, a second formal written warning will be issued and if necessary, other disciplinary actions (e.g. suspension, demotion) may follow. If after the	Clarifies the dismissal process.

		second formal written warning the staff member's performance does not improve to a satisfactory standard, the appointment of the staff member may be terminated upon written notice of one month in advance (or equivalent pay in lieu) subject to the prior notification of the Chair of the Commission-. In the case of serious misconduct by a staff member that threatens the Commission's operations, staff safety, or reputation (for example, a criminal offence such as theft, intentional breach of confidentiality etc.), appointment of the staff member may be terminated without prior warning.	
" "	47	<p><u>Interpretation and grievances</u></p> <p>Disputes concerning the interpretation or application of these Regulations shall be resolved by the Executive Secretary in consultation with the Chairman of the Commission. Situations involving the Executive Secretary shall be resolved by the Chair in consultation with Members of the Commission.</p> <p><u>[Grievances from staff members shall be addressed in accordance with a policy developed by the Executive Secretary and approved by the Commission.]</u></p>	Provides for a policy that will clarify how staff grievances may be appealed beyond the Executive Secretary.



REPORT FROM THE OUTREACH AND TRANSPARENCY WORKING GROUP

October 22, 2014

Background

In February 2011, the Pacific Salmon Commission (PSC) initiated an external review of Secretariat and Commission operations in light of international best practices, financial constraints affecting Commission budgets, and possible efficiencies to be gained. The consultants hired to conduct this review submitted their final report in March 2012, and the PSC formed an internal Performance Review Implementation Group (PRIG) to develop appropriate responses to the consultants' recommendations.

In February 2013, the Commission adopted a suite of action items recommended by the PRIG. Those actions, *inter alia*, included the following:

- *The Commission will develop a work group to improve public outreach and transparency. This work group will report out to the Commission by February 2014.*
- *The Commission will form a working group in collaboration with the Secretariat to advise on improvements to the PSC website and report to the Commission by February 2014. Associated future costs will be presented to the F&A Committee by December 2013 for consideration in the 2014 budget.*

A working group on both initiatives was formed following the February 2013 meeting and met several times to identify priority areas of work. The group discussed the challenges and limitations to complete a strategic communications plan and its associated implementation given current resource constraints and lack of communications expertise at the Secretariat. The working group also discussed improved delegate orientation as part of the outreach efforts. During the most recent meeting of the working group, there was agreement to present an update to Commissioners that highlighted the work to date to address the Performance Review recommendations.

This report, prepared by the working group, supplements previous reports from the Executive Secretary in October 2013 and January 2014 regarding this Commission directive. It is intended to promote discussion and develop on next steps.

Goals

The Working Group identified a number of goals to improve public understanding and delegate orientation about the Commission, its purpose, and its achievements. Each of these is listed below in no particular order, with associated activities and audiences:

Goal 1: Improve and maintain public understanding of the Commission (including Parties and purpose of the Treaty, conservation successes, national funding, grant opportunities)

- Activities: update Commission website, begin focused use of social media (e.g. Twitter, YouTube), update briefing materials, coordinate in-season message delivery regarding Fraser River issues, enhance Secretariat presence at appropriate public events.
- Audience: fishing industry, conservation community, academia, general public, elected officials, media.
- **Status Update:**
 - Work to date has focused on a redesign and updating of the PSC website based on the bilateral survey results received in late 2013.
 - The Joint Endowment Fund provided financing in April 2014 for a website consultant to analyze and redesign the Commission's website, including improvements to Endowment Fund online information.
 - After a competitive bidding process, a consultant was hired in May 2014 and work began in collaboration with the Secretariat staff to restructure the site map, plan for new features, and redesign page layouts. National advisors and staff will collaborate to finalize designs and transfer/rewrite content from the existing website.
 - Expected rollout of new design at January 2014 Post-Season meeting, activation of new website shortly after. Use of social media and other notifications can be used to alert the public to the launch.
 - The Secretariat developed a brochure on the Commission, the first significant update to hand-out material since the 1980's. Copies are available from the Secretariat, and have been distributed on occasion to interested members of the public.
 - The Secretariat has continued its efforts to raise awareness of the Commission and the Endowment Funds through events like invitational lectures, community events (e.g., 2014 Adams River Salute to the Sockeye), and classroom volunteering.
 - The Secretariat has retained student interns from local universities, using ordinary budgets, to assist with seasonal and term work. These internships will save the

Parties on payroll expenditures while broadening understanding of the PSC in the region's graduate schools.

- The Secretariat and the Fraser River Panel leadership continue to collaborate on and improve in-season media relations through weekly PSC press releases.
- **Further Activities for Discussion**
 - Develop an approach for the use of social media as these channels require a great deal of content and monitoring to be effective. A Secretariat social media policy that considers issues including approvals, accounts management, and guidelines around issues such as retweeting, could be considered as part of this initiative.
 - A more coordinated or strategic approach to media relations could be undertaken for future Fraser fishing seasons.

Goal 2: Improve cooperation and engagement with other Regional Fishery Management Organizations (RFMOs) to identify shared interests, areas of scientific cooperation and administrative best practices.

- Activities: participation in appropriate bodies, plus informal and formal contacts with other RFMOs.
- Audience: RFMOs worldwide, especially North America
- **Status Update**
 - The PSC Executive Secretary has initiated and maintained professional contacts with executives from the North Pacific Anadromous Fish Commission (NPAFC), the International Pacific Halibut Commission (IPHC), the Great Lakes Fisheries Commission (GLFC), and the North Pacific Marine Science Organization (PICES). These contacts, both formal and informal, will be maintained to ensure information transfer, collaboration, and mutual meeting attendance remains robust. Recent examples include office visits to discuss shared scientific and administrative issues, assistance in evaluating job applicants, observing and discussing results from each other's annual meetings, and sharing workload on pension administration.
 - Scientific collaboration between PSC and other regional bodies will be enhanced through overlapping membership in subsidiary bodies (e.g., PSC's Committee on Scientific Cooperation and NPAFC's Committee on Scientific Research and

Statistics) and the professional contacts noted above. Recent examples include the Executive Secretary and members of the CSC participating in a PICES/NPAFC joint study group on North Pacific ecosystem changes that affect salmon survival, and Secretariat staff presenting scientific papers on Fraser River sockeye population dynamics at NPAFC symposia.

- The Executive Secretary is a member of the Regional Fishery Body Secretariats Network (RSN), a global discussion forum coordinated by the United Nations Food and Agriculture Organization (FAO). This forum, largely driven through email correspondence and an annual meeting, allows quick exchange of information on developments in international law, cooperative fishery management, and other shared concerns.

- **Further Activities for Discussion**

- At the PSC Annual Meeting, the Executive Secretary or other PSC participants as appropriate can report out on initiatives of shared interest learned from formal and informal meetings with other RFMOs. Consideration could also be made to devoting a short time period on the agenda for having those RFMOs in attendance make a short presentation to share best practices.

Goal 3: Improve delegate orientation on Commission history, workflow, meeting schedules, and reporting cycles

- Activities: develop hard copy and electronic orientation material and provide regular briefings for new delegates.
- Audience: Commissioners, Panel/JTC co-chairs, other delegates.

- **Status Update**

- The Executive Secretary began providing brief oral presentations on the PSC for new delegates at the January and February 2014 meetings. These briefings were well-received by attendees.
- With guidance from the Working Group, Secretariat staff have completed a package of electronic and written PSC orientation materials for national delegates. The Secretariat will disseminate them to National Correspondents for use as appropriate.
- Written material will explain the relationship between various bodies in the Commission, the role of the Secretariat, and normal annual timelines in the PSC

process. The materials will eventually be available online for downloading, via a members' area of the redesigned website at www.psc.org (see above).

- **Further Activities for Discussion**

- None are suggested at this time other than potentially a quick survey of those receiving the new orientation materials to gauge satisfaction and any areas for improvement.

Next Steps

The working group has completed work to respond to the Performance Review Recommendations and the Commission's directives. The group seeks Commissioner guidance on any additional activities, taking into account broader priorities, resource constraints, and lack of Secretariat expertise in strategic communications.

Options for Commissioners to discuss related to the mandate of the working group include:

- Option 1: Identify additional activities for the working group from those suggested in this report; or
- Option 2: Determine that progress has been made on key initiatives such as the redesign and updating of the PSC website and orientation materials and conclude the work of the working group at this time.



Information for New Pacific Salmon Commission Delegates

Introduction

The Pacific Salmon Treaty (PST or Treaty) between the United States and Canada (the Parties) entered into force on March 18, 1985. The product of many years of negotiations, the Treaty is necessitated by the fact that salmon spawn in the rivers of one country and then often mature in or migrate through the ocean waters adjacent to the other country. This makes them subject to *interceptions*, i.e., the harvest in one country of salmon spawned in the other country.

Prior to the Treaty, management of salmon fisheries of the two countries was not coordinated and was often competitive, leading to overfishing and the loss of production to both parties. The fundamental goals of the Treaty, therefore, are to prevent overfishing and to provide for the optimum production and fair sharing of the harvest of salmon. To achieve these goals, the Treaty establishes a process through which the Parties interact to establish, implement and monitor science-based fishery management regimes applicable to their respective jurisdictions. These fishery management regimes are tailored to each of the major geographical regions covered by the Treaty, reflecting coast-wide differences in migration and concentration of the various salmon species and stocks. These fishery management regimes are of limited duration, and thus must be renegotiated from time to time as the status and condition of the resource change. Major amendments to the regimes occurred in 1999 and 2008 (the so-called 1999 and 2008 “agreements”).

Scope of the Treaty

The species and stocks of salmon subject to the Treaty include those that are subject to interception by the other country, or affect achievement of the fishery management objectives of the other country. Fisheries governed by the Treaty occur in the ocean and inland marine waters off Oregon, Washington, British Columbia, the Yukon, southeast Alaska, and the rivers flowing into these waters.

The Treaty established the Pacific Salmon Commission (see below) and specifies administrative rules such as the location and frequency of meetings; establishes fisheries management guidelines and policies, outlines research recommendations, and establishes specific tasks and responsibilities for the Technical Committees and Panels. Each country retains jurisdictional management authority of their fisheries but manages them in a manner that is consistent with the Treaty.

The detailed fishing regimes are set forth in “chapters” of Annex IV of the Treaty. They are: Chapter 1: Transboundary Rivers; Chapter 2: Northern British Columbia and Southeastern Alaska; Chapter 3: Chinook Salmon; Chapter 4: Fraser River Sockeye and Pink Salmon; Chapter 5: Coho Salmon; Chapter 6: Southern British Columbia and Washington State Chum Salmon.

Chapter 7 speaks to intercepting fisheries not dealt with elsewhere in the Treaty; specifically prohibiting initiation of new intercepting fisheries or increased interceptions. Chapter 8 addresses Yukon River fisheries which are managed through a unique bilateral regime (Yukon River Panel) in Alaska and the Yukon Territory.

The fishing regimes contained in the Treaty are not self-executing; they must be implemented in Canada and the United States by regulations promulgated by the appropriate domestic regulatory agencies. For example, the provisions applicable to U.S. fisheries are implemented with conforming regulations issued by the applicable state, federal, and/or tribal agency with jurisdiction over the fisheries governed by that particular regime. In Canada, these regulations are issued by Fisheries and Oceans Canada (DFO). Generally speaking, the Commission and its panels are not involved in in-season regulation of fisheries; their role is to monitor each country's compliance with the agreed fishing regimes and to negotiate changes in the regimes when they expire or when resource circumstances so require. An exception is the Fraser River Panel, which actively manages the fisheries directed each summer at Fraser River sockeye and pink salmon in the Fraser River Panel area by issuing in-season "orders" to open and close fisheries during the sockeye and pink salmon migrations. But even these orders are implemented by in-season regulations issued by the two countries' domestic management agencies.

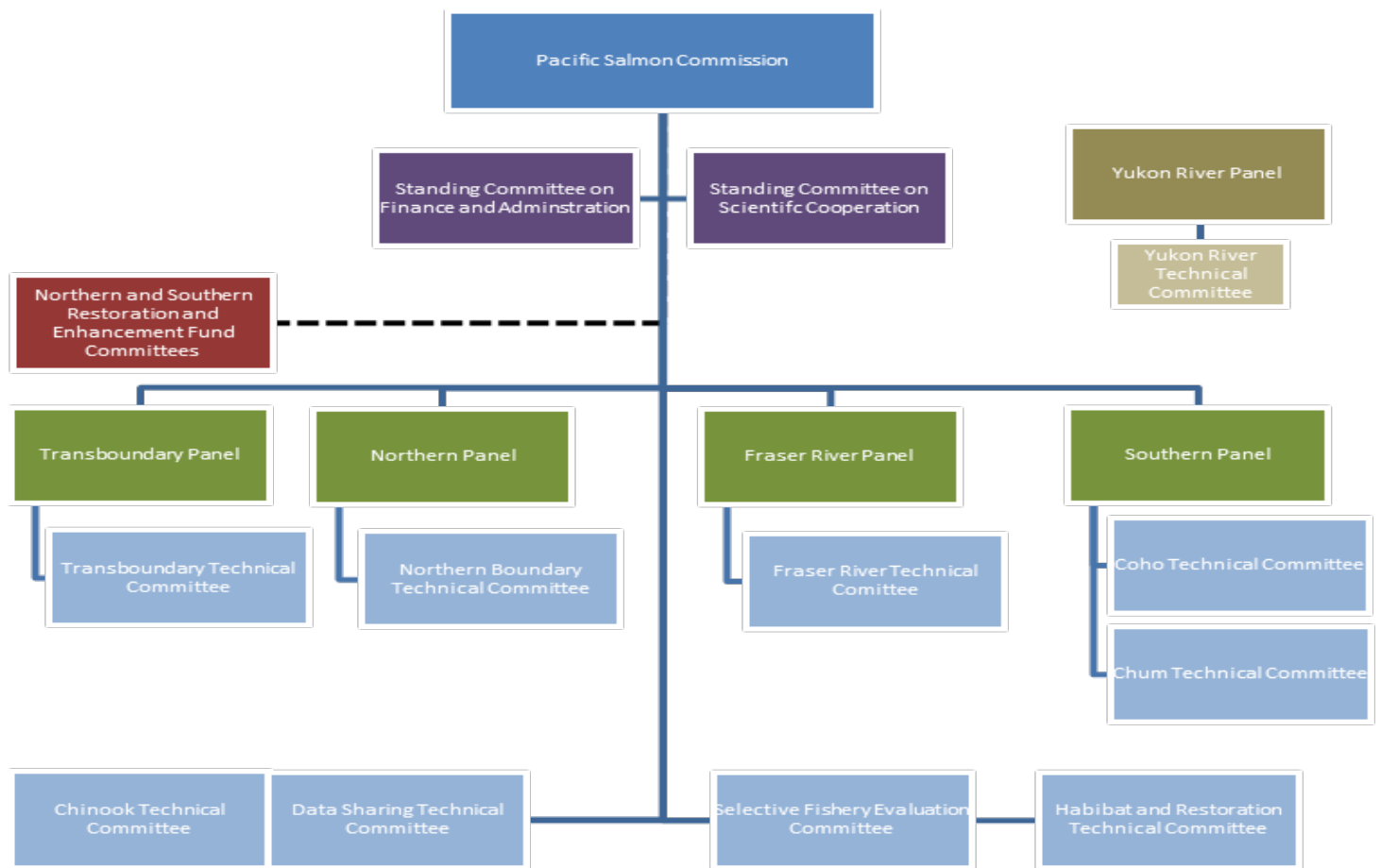
To view the Treaty, go to: **www.psc.org/pubs/Treaty.htm**

The Pacific Salmon Commission

The Parties, via the Treaty, established the Pacific Salmon Commission (PSC) to oversee the Treaty's implementation. The Commission is comprised of four Commissioners from each country (plus four Alternate Commissioners), but each country has only a single vote in the Commission. Therefore each national section must express its position in a single vote and all bilateral agreements require agreement between the two national sections. Each Commissioner has an Alternate who may serve in the absence of the Commissioner. In practice, however, Alternate Commissioners are almost always at the table and participate in a manner indistinguishable from Commissioners. The Chair of the Commission rotates annually each October between the Canadian and U.S. Sections at the conclusion of the Fall Meeting.

Commissioners are supported in their work through the following organizational structure:

Figure 1- Organizational Structure of the PSC



For a current list of Commissioners go to: www.psc.org/membership_commissioners.htm

Panels

Four regional panels report to the Commission. The Northern Panel focuses on management of ocean fisheries in southeast Alaska and northern British Columbia; the Fraser River Panel manages fisheries in Washington and southern British Columbia targeting Fraser River sockeye and pink salmon; the Southern Panel addresses fisheries in southern British Columbia, Washington, Oregon and Idaho other than those directed at Fraser River sockeye and pink salmon; and the Transboundary Rivers Panel is concerned with the fisheries and stocks in the several rivers that originate in Canada and flow to the ocean through the Alaska panhandle. The panels are advisory to the Commission, and are responsible for monitoring fisheries for compliance with agreements, evaluating the status of the stocks, reporting on annual catches and assisting in the negotiation of new regimes when required.

Figure 2- PSC Panels

Transboundary (1999)	<ul style="list-style-type: none">• Alsek, Stikine and Taku stocks
Northern (1985)	<ul style="list-style-type: none">• Stocks originating from rivers with mouths between Cape Suckling, AK and Cape Caution, BC
Southern (1985)	<ul style="list-style-type: none">• Stocks originating from rivers with mouths south of Cape Caution except Fraser sockeye and pinks
Fraser River (1985)	<ul style="list-style-type: none">• Special responsibility for in-season management of Fraser sockeye and pink salmon• Assumed former responsibilities from the IPSFC; supported by Secretariat technical experts and analysis
Yukon River (2002)	<ul style="list-style-type: none">• Special responsibilities advising ADFG and DFO on annual management measures for shared Yukon River stocks• Formalized within the Pacific Salmon Treaty framework, but• Designed to operate separately from the rest of the Commission “family”

For a current list of Transboundary, Northern, Southern and Fraser River Panel members go to: www.psc.org/membership_panels

For a current list of Yukon Panel members go to: yukonriverpanel.com/salmon/membership-list/yukon-river-panel-members

Technical Committees

Management of Pacific salmon is an intensive undertaking that requires a great deal of scientific cooperation and management coordination. A vast amount of data routinely must be gathered and analyzed to implement the fishing regimes and sustain the resource. Stocks of greatly-varying conservation status intermingle in the ocean and major rivers, and are subject to fisheries in many jurisdictions that can affect their numbers. Some salmon stocks are very productive and can support substantial fisheries, whereas others are imperiled and may be listed under the U.S. *Endangered Species Act* or the Canadian *Species at Risk Act*. The Commission and panels carry out their responsibilities aided by scientific advice provided by a number of bilateral technical committees. These committees are comprised of fishery biologists, statisticians, modellers and other scientific specialists employed specifically for Treaty implementation by the various governmental agencies, tribes and First Nations who participate in the process. Some committees are quite large, reflecting the scope and complexity of their mandates. The Chinook Technical Committee, for example, has over thirty members while others, like the Committee on Scientific Cooperation, have as few as four members.

Technical committees rely upon information provided by Canadian and United States fishery management agencies. The Transboundary, Northern, and Fraser Panels are supported by one technical committee each, while the Joint Technical Committee on Coho and the Joint Technical Committee on Chum report to the Southern Panel. Four additional technical committees (Joint Technical Committee on Data Sharing, Habitat and Restoration Technical Committee, Joint Technical Committee on Chinook, and the Selective Fishery Evaluation Committee) report directly to the Commissioners.

For a list of current Technical Committee members go to www.psc.org/membership_committees_technical.htm

Standing Committees

The Standing Committee on Finance and Administration Committee and the Standing Committee on Scientific Cooperation support the work and the management of the Pacific Salmon Commission process.

The Standing Committee on Finance and Administration (the “F&A Committee”) is generally responsible for oversight of the Commission’s budget and Secretariat operations. In particular, the Committee recommends annual operational budgets for Commission approval as well as policies and guidelines for the Secretariat to follow in implementing those budgets. The Executive Secretary supports the F&A Committee by developing budget proposals, maintaining internal controls on finances, protecting Commission archives and financial records, and reporting on Secretariat operations.

The role of the Standing Committee on Scientific Cooperation is to help the Commission advance its scientific agenda by identifying emerging issues and subjects for new or additional research and by monitoring, and presenting scientific information to the Commission. The Committee also monitors the Commission’s progress in assisting the Parties to enhance cooperation and consultation on science pertinent to the Treaty. In addition, the Committee

provides support to PSC technical committees upon the request of the Commission or the technical committees.

For a current list of Standing Committee members go to:
www.psc.org/membership_committees_standing.htm

National Correspondents

Canada and the United States each appoint one National Correspondent to be the primary day to day contact between the PSC Executive Secretary and the respective Parties to the Treaty. In general, the National Correspondents are responsible for coordinating the flow of information to and from the Commission and each other. Their responsibilities include providing correspondence, membership information, data requests, financial information, and reports necessary for the Parties to meet Treaty obligations.

The current National Correspondents are listed at:
www.psc.org/membership_committees_other.htm

Restoration and Enhancement Funds

The Northern Boundary and Transboundary Rivers Restoration and Enhancement Fund and the Southern Boundary Restoration and Enhancement Fund, (the Endowment Funds) were created by agreement between the United States and Canadian governments in conjunction with 1999 Treaty amendments. The Funds were capitalized with \$140M from United States and \$500K from Canada. The Funds support projects through returns on investments and interest and do not use the original capital.

The Funds are administered outside of Commission control through two Committees; the Northern Fund Committee and the Southern Fund Committee. The Endowment Funds are designed to support research and restoration efforts to support Treaty implementation. Fund Committee members represent a broad spectrum of interests, including federal, state, provincial, tribal, First Nations, sport fishing, and the commercial industry.

The Yukon Fund was established in 1995 and augmented in 2002. The United States provides \$1.2M per year for Yukon-centered projects. Grantees are selected by the Yukon River Panel with advice from the Yukon Joint Technical Committee. On an annual basis, 50 percent of these funds shall be disbursed on Canadian programs and projects upon approval of the Panel as a whole. The Yukon River Panel includes delegates representing state, territorial, native, first nations and fishing interests.

Two full time staff members at the PSC Secretariat coordinate fund activities and assist in annual calls for proposals, paid from fund administrative fees.

For more about the Restoration and Enhancement Funds go to: **fund.psc.org/about_fund.htm**
For a current list of Fund Committee members go to: **www.psc.org/membership_committees_fund.htm**

Annual Meeting Cycle

Fall Meeting

To carry out the work of the Pacific Salmon Commission, the Commissioners convene each October to establish the forward-looking agenda outlining each Panel's work plans and deliverables for the forthcoming fishing season.

The location for the October sessions alternates between Canada and the United States. Participation is typically restricted to Commissioners, alternate Commissioners, National Correspondents, and a number of "experts" or "advisors" per national section. On occasion, Panel and Technical Committee Chairs may be invited to present on specific agenda topics.

Panel and Technical Committee Chairs are required to complete a bilateral work plan in advance of the October Commissioners meeting. The Commission may also request presentation of any completed Panel or Technical Committee reports requiring bilateral approval.

January Post-Season Meeting

The January Post-Season meeting is held in either Portland, OR, or, in Vancouver, BC and alternates from year to year. The meeting includes participation of the full Commission (Commissioners, Panels, Technical Committees, Standing Committees, Sub-Committees, and Advisors) – and Observers. The main purpose of the January meeting is for the Commission, Panels, and Committees to conduct a review of the previous year's fisheries as guided by the Treaty.

February Annual Meeting

The February Annual meeting is held in either Portland, OR, or in Vancouver, BC and alternates from year to year. It includes participation of the full Commission (Commissioners, Panels, Technical Committees, Standing Committees, Sub-Committees, and Advisors) – and Observers. The main purpose of the Annual meeting is to allow the Commission, Panels, and Committees to plan and prepare for the upcoming fishing season.

In addition, at the October, January and February meetings, Commissioners discuss a variety of salient scientific policy and administrative issues facing the Commission.

Note: Panels and Technical Committees may also convene separate meetings to address specific management issues throughout the year as outlined in annual workplans approved by the Commission.

For the current meeting schedule go to: **www.psc.org/meetings_schedule.htm**

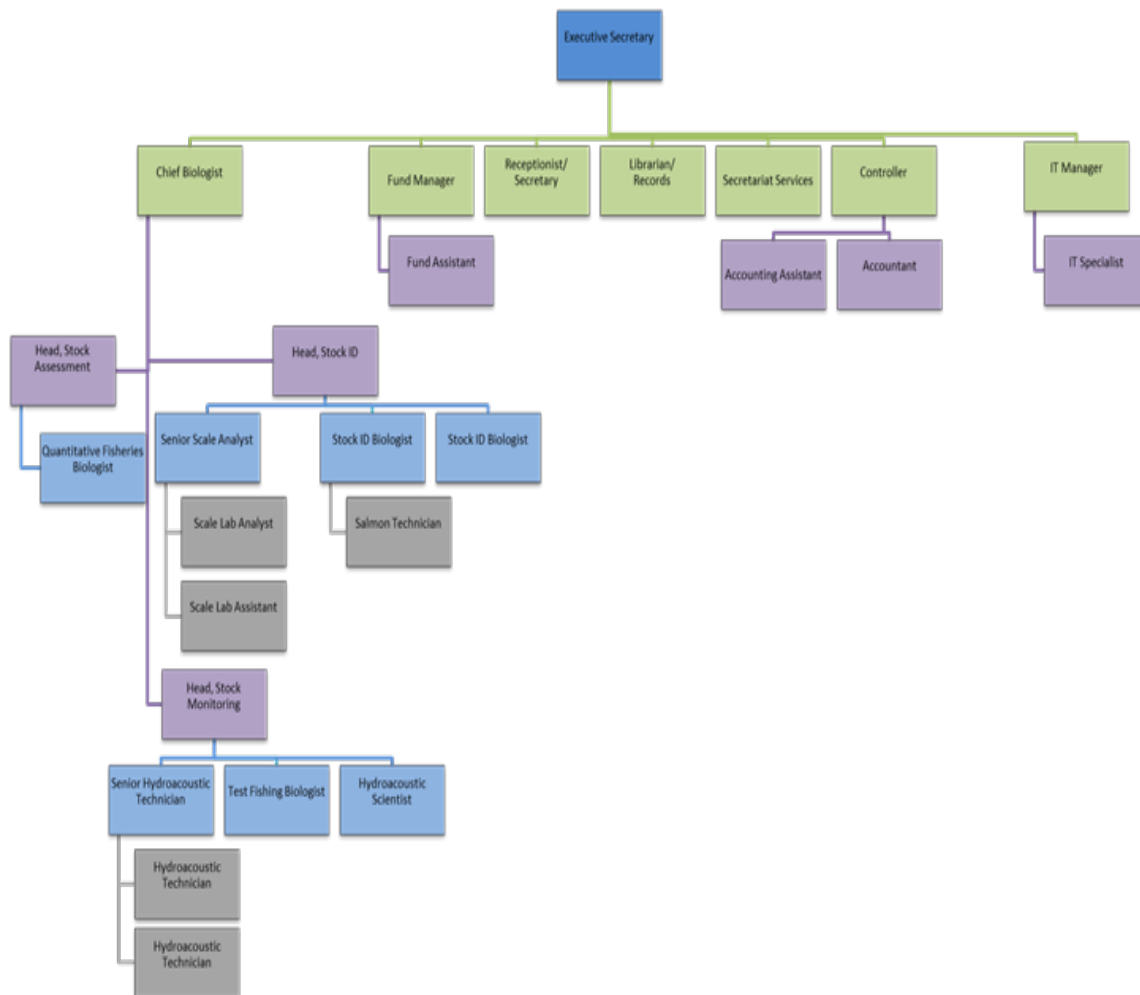
For the Commissioners' Forward Looking Agenda go to: **www.psc.org/meetings_agenda.htm**

Secretariat

The PSC is administered through a Secretariat in Vancouver, Canada. The 26 Secretariat staff members include administrative and scientific professionals who facilitate meetings, provide scientific assessments, run field programs, and maintain extensive archives dating back to the early 20th Century. These employees are international civil servants, working for both countries simultaneously.

Most Secretariat staff members are biological staff dedicated solely to providing technical support for management of fisheries directed at the harvest of Fraser River sockeye and pink salmon. This fishery management is a task previously performed pursuant to an earlier, more limited agreement between the Parties but now performed by the Commission's Fraser River Panel, the only Commission panel that has in-season management duties.

Figure 3 - Secretariat Organizational Structure



For a current list of Secretariat staff members go to:
www.psc.org/membership_committees_secretariat.htm

The Commission authorizes the creation or deletion of staff positions. Staff and other operational costs are financed with annual dues paid by each national government (currently \$1.9 CDN million per country). The Secretariat is not able to act without consensus between countries.

The Secretariat Staff is there to answer questions and facilitate your work, and welcomes visits by PSC participants.

Call: 604 684 8081

Website: www.psc.org

Visit: 1155 Robson Street, Suite 600; Vancouver, V6E 1B5

Bylaws

The Pacific Salmon Commission Bylaws consist of rules and regulations adopted by the Pacific Salmon Commission under the Pacific Salmon Treaty. The bylaws provide for the internal organization and operation of the Pacific Salmon Commission and its subsidiary bodies.

Participants should familiarize themselves with the section of the bylaws that directly affect them (i.e., rules of procedure for Panels, Committees, or the Commission itself).

Read the bylaws that affect the Commission, the Panels and Committees at:
<http://www.psc.org/pubs/Bylaws.pdf>



Information for Pacific Salmon Commission Panel and Committee Chairs, Vice Chairs and Co-Chairs

Introduction

The Pacific Salmon Treaty (PST or Treaty) between the United States and Canada (the Parties) entered into force on March 18, 1985. The product of many years of negotiations, the Treaty is necessitated by the fact that salmon spawn in the rivers of one country and then often mature in or migrate through the ocean waters adjacent to the other country. This makes them subject to *interceptions*, i.e., the harvest in one country of salmon spawned in the other country.

Prior to the Treaty, management of salmon fisheries of the two countries was not coordinated and was often competitive, leading to overfishing and the loss of production to both parties. The fundamental goals of the Treaty, therefore, are to prevent overfishing and to provide for the optimum production and fair sharing of the harvest of salmon. To achieve these goals, the Treaty establishes a process through which the Parties interact to establish, implement and monitor science-based fishery management regimes applicable to their respective jurisdictions. These fishery management regimes are tailored to each of the major geographical regions covered by the Treaty, reflecting coast-wide differences in migration and concentration of the various salmon species and stocks. These fishery management regimes are of limited duration, and thus must be renegotiated from time to time as the status and condition of the resource change. Major amendments to the regimes occurred in 1999 and 2008 (the so-called 1999 and 2008 “agreements”).

Scope of the Treaty

The species and stocks of salmon subject to the Treaty include those that are subject to interception by the other country, or affect achievement of the fishery management objectives of the other country. Fisheries governed by the Treaty occur in the ocean and inland marine waters off Oregon, Washington, British Columbia, the Yukon, southeast Alaska, and the rivers flowing into these waters.

The Treaty established the Pacific Salmon Commission (see below) and specifies administrative rules such as the location and frequency of meetings; establishes fisheries management guidelines and policies, outlines research recommendations, and establishes specific tasks and responsibilities for the Technical Committees and Panels. Each country retains jurisdictional management authority of their fisheries but manages them in a manner that is consistent with the Treaty.

The detailed fishing regimes are set forth in “chapters” of Annex IV of the Treaty. They are: Chapter 1: Transboundary Rivers; Chapter 2: Northern British Columbia and Southeastern Alaska; Chapter 3: Chinook Salmon; Chapter 4: Fraser River Sockeye and Pink Salmon; Chapter 5: Coho Salmon; Chapter 6: Southern British Columbia and Washington State Chum Salmon.

Chapter 7 speaks to intercepting fisheries not dealt with elsewhere in the Treaty; specifically prohibiting initiation of new intercepting fisheries or increased interceptions. Chapter 8 addresses Yukon River fisheries which are managed through a unique bilateral regime (Yukon River Panel) in Alaska and the Yukon Territory.

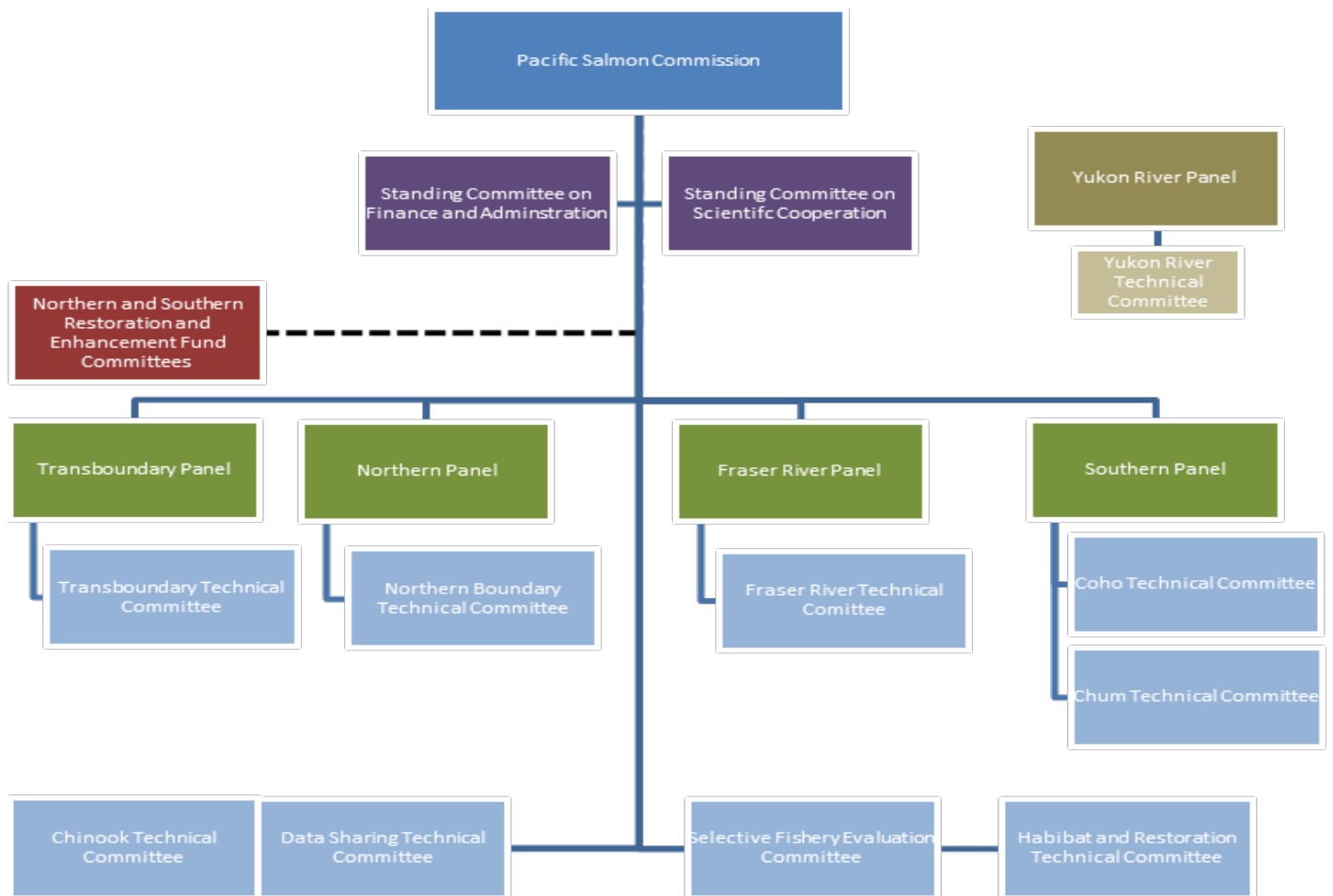
The fishing regimes contained in the Treaty are not self-executing; they must be implemented in Canada and the United States by regulations promulgated by the appropriate domestic regulatory agencies. For example, the provisions applicable to U.S. fisheries are implemented with conforming regulations issued by the applicable state, federal, and/or tribal agency with jurisdiction over the fisheries governed by that particular regime. In Canada, these regulations are issued by Fisheries and Oceans Canada (DFO). Generally speaking, the Commission and its panels are not involved in in-season regulation of fisheries; their role is to monitor each country's compliance with the agreed fishing regimes and to negotiate changes in the regimes when they expire or when resource circumstances so require. An exception is the Fraser River Panel, which actively manages the fisheries directed each summer at Fraser River sockeye and pink salmon in the Fraser River Panel area by issuing in-season "orders" to open and close fisheries during the sockeye and pink salmon migrations. But even these orders are implemented by in-season regulations issued by the two countries' domestic management agencies.

The Pacific Salmon Commission

The Parties, via the Treaty, established the Pacific Salmon Commission (PSC) to oversee the Treaty's implementation. The Commission is comprised of four Commissioners from each country (plus four Alternate Commissioners), but each country has only a single vote in the Commission. Therefore each national section must express its position in a single vote and all bilateral agreements require agreement between the two national sections. Each Commissioner has an Alternate who may serve in the absence of the Commissioner. In practice, however, Alternate Commissioners are almost always at the table and participate in a manner indistinguishable from Commissioners. The Chair of the Commission rotates annually each October between the Canadian and U.S. Sections at the conclusion of the Fall Meeting.

Commissioners are supported in their work through the following organizational structure:

Figure 1- Organizational Structure of the PSC



For a current list of Commissioners go to: www.psc.org/membership_commissioners.htm

Panels

Four regional panels report to the Commission. The Northern Panel focuses on management of ocean fisheries in southeast Alaska and northern British Columbia; the Fraser River Panel manages fisheries in Washington and southern British Columbia targeting Fraser River sockeye and pink salmon; the Southern Panel addresses fisheries in southern British Columbia, Washington, Oregon and Idaho other than those directed at Fraser River sockeye and pink salmon; and the Transboundary Rivers Panel is concerned with the fisheries and stocks in the several rivers that originate in Canada and flow to the ocean through the Alaska panhandle. The panels are advisory to the Commission, and are responsible for monitoring fisheries for compliance with agreements, evaluating the status of the stocks, reporting on annual catches and assisting in the negotiation of new regimes when required.

Figure 2- PSC Panels

Transboundary (1999)	<ul style="list-style-type: none">• Alsek, Stikine and Taku stocks
Northern (1985)	<ul style="list-style-type: none">• Stocks originating from rivers with mouths between Cape Suckling, AK and Cape Caution, BC
Southern (1985)	<ul style="list-style-type: none">• Stocks originating from rivers with mouths south of Cape Caution except Fraser sockeye and pinks
Fraser River (1985)	<ul style="list-style-type: none">• Special responsibility for in-season management of Fraser sockeye and pink salmon• Assumed former responsibilities from the IPSFC; supported by Secretariat technical experts and analysis
Yukon River (2002)	<ul style="list-style-type: none">• Special responsibilities advising ADFG and DFO on annual management measures for shared Yukon River stocks• Formalized within the Pacific Salmon Treaty framework, but• Designed to operate separately from the rest of the Commission “family”

For a current list of Transboundary, Northern, Southern and Fraser River Panel members go to:
www.psc.org/membership_panels

For a current list of Yukon Panel members go to:
yukonriverpanel.com/salmon/membership-list/yukon-river-panel-members

Technical Committees

Management of Pacific salmon is an intensive undertaking that requires a great deal of scientific cooperation and management coordination. A vast amount of data routinely must be gathered and analyzed to implement the fishing regimes and sustain the resource. Stocks of greatly-varying conservation status intermingle in the ocean and major rivers, and are subject to fisheries in many jurisdictions that can affect their numbers. Some salmon stocks are very productive and can support substantial fisheries, whereas others are imperiled and may be listed under the U.S. *Endangered Species Act* or the Canadian *Species at Risk Act*. The Commission and panels carry out their responsibilities aided by scientific advice provided by a number of bilateral technical committees. These committees are comprised of fishery biologists, statisticians, modellers and other scientific specialists employed specifically for Treaty implementation by the various governmental agencies, tribes and First Nations who participate in the process. Some committees are quite large, reflecting the scope and complexity of their mandates. The Chinook Technical Committee, for example, has over thirty members while others, like the Committee on Scientific Cooperation, have as few as four members.

Technical committees rely upon information provided by Canadian and United States fishery management agencies. The Transboundary, Northern, and Fraser Panels are supported by one technical committee each, while the Joint Technical Committee on Coho and the Joint Technical Committee on Chum report to the Southern Panel. Four additional technical committees (Joint Technical Committee on Data Sharing, Habitat and Restoration Technical Committee, Joint Technical Committee on Chinook, and the Selective Fishery Evaluation Committee) report directly to the Commissioners.

For a list of current Technical Committee members go to:
www.psc.org/membership_committees_technical.htm

Standing Committees

The Standing Committee on Finance and Administration Committee and the Standing Committee on Scientific Cooperation support the work and the management of the Pacific Salmon Commission process.

The Standing Committee on Finance and Administration (the “F&A Committee”) is generally responsible for oversight of the Commission’s budget and Secretariat operations. In particular, the Committee recommends annual operational budgets for Commission approval as well as policies and guidelines for the Secretariat to follow in implementing those budgets. The Executive Secretary supports the F&A Committee by developing budget proposals, maintaining internal controls on finances, protecting Commission archives and financial records, and reporting on Secretariat operations.

The role of the Standing Committee on Scientific Cooperation is to help the Commission advance its scientific agenda by identifying emerging issues and subjects for new or additional research and by monitoring, and presenting scientific information to the Commission. The Committee also monitors the Commission’s progress in assisting the Parties to enhance

cooperation and consultation on science pertinent to the Treaty. In addition, the Committee provides support to PSC technical committees upon the request of the Commission.

For a current list of Standing Committee members go to:
www.psc.org/membership_committees_standing.htm

National Correspondents

Canada and the United States each appoint one National Correspondent to be the primary day to day contact between the PSC Executive Secretary and the respective Parties to the Treaty. In general, the National Correspondents are responsible for coordinating the flow of information to and from the Commission and each other. Their responsibilities include providing correspondence, membership information, data requests, financial information, and reports necessary for the Parties to meet Treaty obligations.

The current National Correspondents are listed at:
www.psc.org/membership_committees_other.htm

Restoration and Enhancement Funds

The Northern Boundary and Transboundary Rivers Restoration and Enhancement Fund and the Southern Boundary Restoration and Enhancement Fund, (the Endowment Funds) were created by agreement between the United States and Canadian governments in conjunction with 1999 Treaty amendments. The Funds were capitalized with \$140M from United States and \$500K from Canada. The Funds support projects through returns on investments and interest and do not use the original capital.

The Funds are administered outside of Commission control through two Committees; the Northern Fund Committee and the Southern Fund Committee. The Endowment Funds are designed to support research and restoration efforts to support Treaty implementation. Fund Committee members represent a broad spectrum of interests, including federal, state, provincial, tribal, First Nations, sport fishing, and the commercial industry.

The Yukon Fund was established in 1995 and augmented in 2002. The United States provides \$1.2M per year for Yukon-centered projects. Grantees are selected by the Yukon River Panel with advice from the Yukon Joint Technical Committee. On an annual basis, 50 percent of these funds shall be disbursed on Canadian programs and projects upon approval of the Panel as a whole. The Yukon River Panel includes delegates representing state, territorial, native, first nations and fishing interests.

Two full time staff members at the PSC Secretariat coordinate fund activities and assist in annual calls for proposals, paid from fund administrative fees.

For more about the Restoration and Enhancement Funds go to: **fund.psc.org/about_fund.htm**
For a current list of Fund Committee members go to: **www.psc.org/membership_committees_fund.htm**

Annual Meeting Cycle

Fall Meeting

To carry out the work of the Pacific Salmon Commission, the Commissioners convene each October to establish the forward-looking agenda outlining each Panel's work plans and deliverables for the forthcoming fishing season.

The location for the October sessions alternates between Canada and the United States. Participation is typically restricted to Commissioners, alternate Commissioners, National Correspondents, and a number of "experts" or "advisors" per national section. On occasion, Panel and Technical Committee Chairs may be invited to present on specific agenda topics.

Panel and Technical Committee Chairs are required to complete a bi-lateral work plan in advance of the October Commissioners meeting. The Commission may also request presentation of any completed Panel or Technical Committee reports requiring bilateral approval.

January Post-Season Meeting

The January Post-Season meeting is held in either Portland, OR, or, in Vancouver, BC and alternates from year to year. The meeting includes participation of the full Commission (Commissioners, Panels, Technical Committees, Standing Committees, Sub-Committees, and Advisors) – and Observers. The main purpose of the January meeting is for the Commission, Panels, and Committees to conduct a review of the previous year's fisheries as guided by the Treaty.

February Annual Meeting

The February Annual meeting is held in either Portland, OR, or in Vancouver, BC and alternates from year to year. It includes participation of the full Commission (Commissioners, Panels, Technical Committees, Standing Committees, Sub-Committees, and Advisors) – and Observers. The main purpose of the Annual meeting is to allow the Commission, Panels, and Committees to plan and prepare for the upcoming fishing season.

In addition, at the October, January and February meetings, Commissioners discuss a variety of salient scientific policy and administrative issues facing the Commission.

Note: Panels and Technical Committees may also convene separate meetings to address specific management issues throughout the year as outlined in annual workplans approved by the Commission.

For the current meeting schedule go to: **www.psc.org/meetings_schedule.htm**

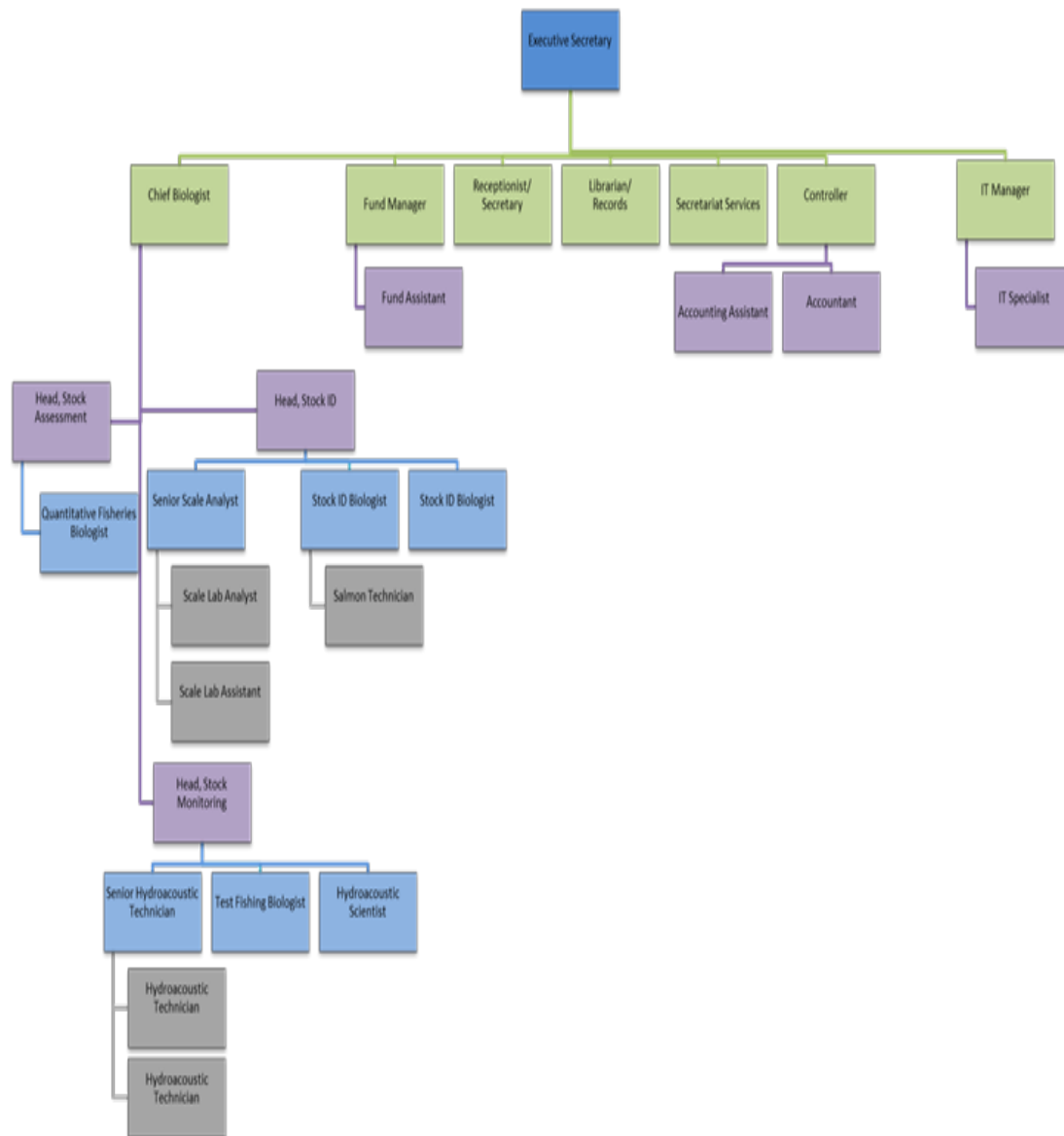
For the Commissioners' Forward Looking Agenda go to: **www.psc.org/meetings_agenda.htm**.

Secretariat

The PSC is administered through a Secretariat in Vancouver, Canada. The 26 Secretariat staff members include administrative and scientific professionals who facilitate meetings, provide scientific assessments, run field programs, and maintain extensive archives dating back to the early 20th Century. These employees are international civil servants, working for both countries simultaneously.

Most Secretariat staff members are biological staff dedicated solely to providing technical support for management of fisheries directed at the harvest of Fraser River sockeye and pink salmon. This fishery management is a task previously performed pursuant to an earlier, more limited agreement between the Parties but now performed by the Commission's Fraser River Panel, the only Commission panel that has in-season management duties.

Figure 3 - Secretariat Organizational Structure



For a current list of Secretariat staff members go to:
www.psc.org/membership_committees_secretariat.htm

The Commission authorizes the creation or deletion of staff positions. Staff and other operational costs are financed with annual dues paid by each national government (currently \$1.9 CDN million per country). The Secretariat is not able to act without consensus between countries.

The Secretariat Staff is there to answer questions and facilitate your work, and welcomes visits by PSC participants.

Call: 604 684 8081

Website: www.psc.org

Visit: 1155 Robson Street, Suite 600; Vancouver, V6E 1B5

Bylaws

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Panel Chairs Roles and Responsibilities as Specified under the Pacific Salmon Treaty Bylaws

Panel members should familiarize themselves with Chapter III of the PSC bylaws, which are the rules of procedure for all Panels established under the Pacific Salmon Treaty.

The following bylaws provide guidance to Panel Chairs and Vice Chairs regarding their roles and responsibilities.

Pre-Meeting Responsibilities

Panel Chairs and Vice Chairs work together to develop draft work plans and meeting agendas as well as to consider any proposals to amend the Panel rules.

Agenda formulation

PST Bylaws

The Chair and the Vice-Chair may prepare a provisional agenda for each meeting of the Panel and transmit it to all Panel members and alternates as soon as possible before the meeting. The agenda may specify whether the meeting will be open and whether part or all of the meeting will be held in executive session.

(Bylaws, Ch. III, Sec. D, Rule 14)

Any Panel member or alternate Panel member may propose supplementary items by informing the Chair and Vice Chair as soon as possible before the meeting, providing an explanatory memorandum.

(Bylaws, Ch. III, Sec. D, Rule 15)

The Chair and the Vice-Chair, shall prepare the draft agenda for the meeting, including the supplementary items, and circulate it to all Panel members and alternates as soon as possible before the meeting.

(Bylaws, Ch. III, Sec. D, Rule 16)

Modification of Panel Rules

PST Bylaw

The Rules of Procedure for Panels may be modified following advance notice on the written agenda for a Panel meeting, and upon concurring decisions by each of the affected Panels and approval of the Commission in accordance with Chapter XI of the bylaws.

(Bylaws, Ch. III, Sec. F Rule 26)

Responsibilities during the Meeting

The positions of Panel Chair and Vice-Chair rotate annually between the Canadian and U.S. delegation. The *Pacific Salmon Commission* differentiates between the responsibilities of the Chair and Vice-Chair, particularly with respect to meeting organization and responsibilities for maintaining meeting decorum.

Selection of Chair/Vice-Chair

PST Bylaw

(a) At the first meeting of a Panel one section shall select from its members a Panel Chair, and the other section shall select from its members a Vice-Chair, each of whom will remain in office until adjournment of the Fall meeting of the Commission when new officers will be elected to take office for a twelve month term ending on adjournment of the next fall meeting, with annual rotation thereafter. If either office becomes vacant before the end of a term, the appropriate section shall select a replacement for the remainder of the term.

(b) Whenever the Chair is unable to serve, his/her national section shall designate another Panel member or alternate Panel member to assume the powers and responsibilities of the Chair.

(Bylaws, Ch. III, Sec. C, Rule 10)

Convening of Panel Meeting

PST Bylaw

The Chair shall convene the annual meetings of the Panel and such other meetings requested by the Chair or the Vice-Chair of the Panel or by the Chair of the Commission.

(Bylaws, Ch. III, Sec. A, Rule 5)

Attendance and delegation representation on panels

PST Bylaws

Each Panel member shall notify the Executive Secretary, through the National Correspondent, as far as possible in advance of any meeting whether he/she will attend or whether an alternate Panel member will exercise his/her functions in his/her stead and the names of any experts and advisors that will accompany the Panel member.

(Bylaws, Ch. III, Sec. A, Rule 3).

The Chair or the Vice-Chair each may request that members of the joint technical committees attend Panel meetings.

(Bylaws, Ch. III, SEC, A Rule 4)

Agenda adoption

PST Bylaw

The Panel shall adopt the agenda at the start of each meeting.
(Bylaws, Ch. III, Sec. D, Rule 17)

Meetings to be held in open session

PST Bylaws

All meetings of the Panels are open to the public unless otherwise designated by the Chair and the Vice-Chair of the respective panel.
(Bylaws, Ch. III, Sec. A, Rule 1)

When appropriate, and with the concurrence of the Vice-Chair, the Chair may provide time for public visitors to speak during the meeting.
(Bylaws, Ch. III, Sec E, Rule 22)

Caucus

PST Bylaw

Any Panel member may call for a recess for caucus or other appropriate purpose, and the Chair or Vice-Chair shall provide for a recess immediately.
(Bylaws, Ch. III, Sec. E, Rule 24)

Meeting in Executive Session

PST Bylaws

Meetings of a Panel may be called into executive session by the Chair or the Vice-Chair after consultation with each other.
(Bylaws, Ch. III, Sec. A, Rule 6)

At executive sessions, attendance shall be limited to Panel members, alternate Panel members, and up to eight (8) experts and advisors or such other numbers as may be agreed by the Chair and Vice-Chair. Commissioners and Alternates may attend any proceedings conducted by the Panels.
(Bylaws, Ch. III, Sec. A, Rule 2)

Recording of Decisions

PST Bylaws

A decision or recommendation of a Panel or a joint Panel shall be made only with the approval of both United States and Canadian Sections. Each national section shall inform the Panel of its vote. **(Bylaws, Ch. III, Sec. B, Rule 7)**

Except with the concurrence of each national section, the Panels shall not take a decision on any proposal which does not appear as an item on the draft agenda for the meeting.
(Bylaws, Ch. III, Sec. B, Rule 8)

Between meetings of the Panels and in cases of special necessity determined by the Chair or Vice-Chair, decisions may be taken by mail, other means of textual communication, or telephone conference. The Executive Secretary shall facilitate notification to the Panel members and alternates of the results of such decisions.

(Bylaws, Ch. III, Sec. B, Rule 9)

A summary report of each meeting of the Panel shall be prepared and shall include all decisions and recommendations adopted at the meeting. For executive sessions, the report shall be limited to the attendance, date, time and place of meeting, and the decisions made. All attendant documents shall be considered a part of the report. A draft report shall be considered by the Panel before the end of the meeting or as soon as possible thereafter. A Panel report shall be made final upon approval by each national section. A joint Panel report shall be made final upon approval of each Panel. The Panel Chair and Vice Chair may be called upon to make a written or oral Panel report to the Commissioners.

(Bylaws, Ch. III, Sec. E, Rule 25)

Maintaining meeting decorum, responsibility for document distribution, and reporting out

PST Bylaw

The Chair shall have the following powers and responsibilities:

- (a) preside at each meeting of the Panel;
- (b) make rulings on points of order raised at meetings of the Panel;
- (c) officially receive and distribute reports and recommendations;
- (d) officially forward instructions and other relevant communications to the Co-Chairs of the joint technical committees;

(e) initiate, and with the concurrence of the appropriate Panel Chairs, schedule joint Panel meetings;

(f) sign on behalf of the Panel the reports and recommendations of the Panel;

(g) report to the Commission decisions and recommendations of the Panel;

(h) exercise such other powers and responsibilities as provided in these bylaws and make such decisions as will ensure that the business of the Panel is carried out effectively and in accordance with its decisions.

(Bylaws, Ch. III, Sec. C, Rule 12)

Powers and Responsibilities of the Panel Vice-Chair

PST Bylaw

The Vice-Chair shall have the following powers and responsibilities:

(a) request Panel meetings by notice to the Chair;

(b) request joint Panel meetings by notice to the Chair;

(c) assist in the preparation of Panel agendas.

(d) in executive sessions the Vice-Chair shall, in the absence of administrative staff, be responsible for maintaining minutes of the proceedings.

(Bylaws, Ch. III, Sec. C, Rule 13)

Joint Technical Committee Co-Chairs Roles and Responsibilities as Specified under the Pacific Salmon Treaty Bylaws

Technical committee members should familiarize themselves with Chapter V of the PSC bylaws, which are the rules of procedure for all joint technical committees established under the Pacific Salmon Treaty. The bylaws can be accessed at: <http://www.psc.org/pubs/Bylaws.pdf>

The following bylaws provide guidance to Joint Technical Committee Co-Chairs about their roles and responsibilities.

Pre-Meeting Responsibilities

Establishing a meeting list

PST Bylaw

Meetings of joint technical committees shall be authorized as follows:

- (a) meetings are to be authorized by the Chair of the Commission, in consultation with the Vice-Chair;
- (b) once meetings are authorized, Co-Chairs of a joint technical committee are to develop recommendations for meeting schedules to fulfill their responsibilities;
- (c) meeting schedules are to be submitted by the Co-Chairs of the joint technical committee to the respective National Correspondents and the Executive Secretary for approval;
- (d) within constraints approved by the Commission, the Co-Chairs are free to schedule meetings as necessary to perform their responsibilities.

(Bylaws, Ch. V, Rule 7)

Identify Co-Chair, Committee representatives and specialists

PST Bylaws

Each national section shall designate one of its committee members as Section Chair. The Section Chairs will serve as Co-Chairs of the joint technical committee.

(Bylaws, Ch. V, Rule 5)

Each national section shall inform the Commission of the names of its representatives to a joint technical committee and shall notify the Commission of any change.

(Bylaws, Ch. V, Rule 4)

Each joint technical committee shall consist of such technical representatives as may be designated by each national section of the Commission. The Co-Chairs of a joint technical committee, on receipt of prior approval of the Commission, may invite the participation of specialists who are not members of the joint technical committees, when appropriate.

Commissioners and Alternates may attend any Technical Committee Meeting. **(Bylaws, Ch. V, Rule 3).**

Prepare required reports

PST Bylaw

The duties and responsibilities of each joint technical committee shall be defined by the relevant Annexes to the Pacific Salmon Treaty and as established from time to time by the Commission, including:

- (a) prepare post-season reports, flag areas of disagreement, and forward the same to the Commission;
- (b) provide analyses and recommendations on proposals for new fishing regimes developed by the Commission or Panels or on other technical issues;
- c) identify research needs for review and consideration by the Commission; and
- (d) perform such other tasks as the Commission may, from time to time, assign, as appropriate.

(Bylaws, Ch. V, Rule 2)

Responsibilities during the Meeting

Decision-making

PST Bylaws

Joint technical committees shall conduct their business according to guidelines for the conduct of technical committee members provided in Appendix TC1. (*Ethical Guidelines for technical Committee Members*) The objective of decision making in joint technical committees is to seek consensus. If consensus cannot be attained, a joint technical committee shall provide separate views of individual committee members, as necessary, identifying degrees of difference but not the individuals holding particular opinions.

(Bylaws, Ch. V, Rule 9)

Joint technical committees shall not attempt to resolve policy matters. They shall, however, seek to define policy issues, describe alternative approaches when so directed by the Commission, and refer such issues and alternative approaches to the Commission or Panels, as appropriate.

(Bylaws, Ch. V, Rule 10)

Minutes and reporting

PST Bylaws

No detailed formal minutes of joint technical committees shall be required. Attendance lists, a brief summary of results, and any report prepared, shall be maintained as a meeting record.

(Bylaws, Ch. V, Rule 11)

Joint technical committees shall report any decisions or recommendations to the Commission, and to Panels as appropriate.

(Bylaws, Ch. V, Rule 13)

Rules of Procedure for Committees (other than Technical Committees)

Committee members should familiarise themselves with Chapter IV of the PSC bylaws, which apply to Committees (other than technical committees) established by the Commission under the Pacific Salmon Treaty. The bylaws can be accessed at: <http://www.psc.org/pubs/Bylaws.pdf>

The following bylaws provide guidance to Committee Chairs and Vice Chairs.

Selection of Chair/Vice-Chair

PST Bylaw

Each national section shall designate a committee member as Section Chair. At the first committee meeting, one of the Section Chairs will be designated Committee Chair with the other serving as Vice-Chair. The Chair/Vice-Chair will remain in office until adjournment of the October fall meeting of the Commission, when new officers will be elected to take office for a twelve month term ending on adjournment of the next fall meeting, with annual rotation thereafter.

(Bylaws, Ch. IV, Sec. Rule 5)

Recording of decisions

PST Bylaws

Any decision or recommendation of a committee shall be taken upon consensus of the members of such committee.

(Bylaws, Ch. IV, Rule 6)

The Executive Secretary shall be an ex-officio member of each committee and shall be responsible for maintaining minutes and reports of committee meetings, as appropriate. The Executive Secretary will submit a copy of the final meeting report to the Chair and Vice-Chair for their signatures and return to the Secretariat for distribution. Copies will be kept with the permanent Commission records. The Executive Secretary shall make all necessary arrangements for meetings of Committees.

(Bylaws, Ch. IV, Rule 7)

Committees shall report any decisions or recommendations to the Commission.

(Bylaws, Ch. IV, Rule 9)

PACIFIC SALMON COMMISSION WORK PLAN
[insert annual cycle here; e.g. 2013-2014]

Panel / Committee:

*Identify the name of the Panel/Committee as well as who it reports to.
e.g. Transboundary Technical Committee reports to the Transboundary Panel.*

Date: *This is the date of the Commission meetings where the Work Plan will be presented (Annual Meeting), updated (Executive Session) and reported (Post Season).*

Update on Bi-lateral Tasks Assigned Under Current PSC Agreement:

List the Tasks and provide a brief update (up to 20 lines) on each.

Obstacles to Completing above Bi-lateral Tasks:

Note the Task and the issue preventing the completion the Task, along with recommendations, where appropriate, for how the Commission can remove these obstacles.

Outline of Other Panel / Committee Tasks or Emerging Issues:

Highlight issues that have significance to the Treaty and that may have to be considered by this Panel/Committee in future work plans.

Potential Issues for Commissioners:

Highlight any issues that the Panel/Committee has identified that may come to the attention of the Commissioners for resolution.

Potential Issues for Committee on Scientific Cooperation

Highlight any scientific issues that the Panel/Committee believes may benefit from CSC input or collaboration.

Proposed Meeting Dates and Draft Agendas:

Note the meeting schedule for the year and how the schedule of these meetings and the work in the intervening periods will lead to the completion of the assigned Tasks.

Status of Technical or Annual Reports:

Note the reports scheduled for completion during the year and the progress toward completing them. Identify any impediments to completing these reports where not included in "Obstacles to Completing above Bi-Lateral Tasks", above.

Comments:

Include any additional comments not included above that you think that would be useful to the Commissioners.

Pacific Salmon Commission Technical Committee Report Style Guidelines

Publication and distribution of reports:

Send copies of the report Microsoft **Word** and PDF form to Teri Tarita at the PSC Secretariat (tarita@psc.org).

The Word version is required so that title page can be properly formatted, the executive summary can be easily inserted into the PSC Annual Report, and the report is available for future reference or revision.

The Secretariat assigns a report number, formats the title age to fit within the window of the title page cover, converts the report to PDF if necessary, posts the report on the PSC website and sends out notification of its availability. Hard copies are made available upon request.

Sections in preferred order:

1) Title page – Justification: Centered

Committee name: ALL CAPs. 1st line: PACIFIC SALMON COMMISSION followed on subsequent lines by the official name of the technical committee: (e.g.) JOINT NORTHERN BOUNDARY TECHNICAL COMMITTEE, JOINT CHUM TECHNICAL COMMITTEE, SELECTIVE FISHERY EVALUATION COMMITTEE, etc. (Note: All Committees are officially named Joint Technical Committees except for the SFEC and HRTC.)

Title (ALL CAPs. Title should clearly reflect report content. Because TC Reports often present annual information, confusion can result with date of analysis and reporting. For example, SFEC annually reports on reviews of proposals for mass marking and mark selective fishing which are received in November for activities anticipated to occur in the following year, and the reports may not be produced until later (e.g., proposals for 2011 activities are due in November 2010 and may not be reported until 2012). In this instance, the report title should clearly indicate that the reviews are for MM and MSF activities proposed to occur in 2011.)

Report Number: (ALL CAPs. TC Name with publication date and number. **The final report number will be assigned by the PSC Secretariat office**)

Date: Month and year when the report is approved and submitted for publication. (Lower case)

Example:

PACIFIC SALMON COMMISSION
SELECTIVE FISHERY EVALUATION COMMITTEE
REGIONAL COORDINATION WORK GROUP

SUMMARY OF MASS MARKING ACTIVITIES AND MARK
SELECTIVE FISHERIES CONDUCTED BY CANADA AND
THE UNITED STATES, 2005-2009

REPORT SFEC (12)-1

April 2012

2) Committee Membership

List Canadian Members on the left and U.S. Members on the Right. List co-chairs first, then members alphabetically. Each name should be prefaced with title (e.g., Mr. Ms. Dr.) and followed by the acronym for their organization.

Example:

MEMBERSHIP OF THE CHINOOK TECHNICAL COMMITTEE

Canadian Members

Mr. Chuck Parken, Co-Chair, CDFO
Mr. Richard Bailey, CDFO
Dr. Gayle Brown, CDFO
Ms. Diana Dobson, DFO
Mr. Roger Dunlop, FNC
Ms. Dawn Lewis, CDFO
Ms. Teresa Ryan, FNC
Mr. Julian Sturhahn, CDFO
Dr. Arlene Tompkins, CDFO
Mr. Ivan Winther, CDFO
Mr. Howie Wright, FNC
Dr. Antonio Velez-Espino, DFO

United States Members

Dr. Rishi Sharma, Co-Chair, CRITFC
Mr. John Carlile, Co-Chair, ADF&G
Dr. Dave Bernard, ADF&G
Mr. Ryan Briscoe, ADF&G
Mr. Ethan Clemons, ODFW
Dr. John H. Clark, ADF&G
Mr. Gary Freitag, UAF
Mr. Ed Jones, ADF&G
Dr. Robert Kope, NMFS
Mr. Brian Lynch, ADF&G
Ms. Marianne McClure, CRITFC
Mr. Scott McPherson, ADF&G
Dr. Gary Morishima, QIN
Mr. James Packer, WDFW
Dr. Ken Warheit, WDFW
Mr. Alex Wertheimer, NMFS
Mr. Henry Yuen, USFWS
Dr. Marianna Alexandersdottir, NWIFC
Dr. Yong-Woo Lee, WDFW
Mr. William Templin, ADF&G

3) List of Acronyms with Definitions

Each Committee should include its own list of preferred acronyms, two sets of two columns Acronym followed by definition, in alphabetical order.

Example:

LIST OF ACRONYMS WITH DEFINITIONS			
AABM	Aggregate Abundance Based Management	MSF	Mark-Selective Fishery
AC	Allowable Catch	MSH	Maximum sustainable harvest
AI	Abundance Index	MSY	Maximum Sustainable Yield for a stock, in adult equivalents
ADF&G	Alaska Department of Fish & Game	MSY	Exploitation Rate sustainable at the escapement goal for a stock, in AEQs
AEQ	Adult Equivalent	ER	
		NBC	Northern British Columbia Dixon Entrance to Kitimat including Queen Charlotte Islands
Agreement	June 30, 1999 PST Annex and the related Agreement	NA	Not Available
AUC	Area Under the Curve	NBC	Northern British Columbia Dixon Entrance to Kitimat including Queen Charlotte Islands
AWG	Analytical Working Group of the CTC	NM	Nautical Mile
BCAFC	British Columbia Aboriginal Fisheries Commission	NMFS	National Marine Fisheries Service
BTR	Base Terminal Run	NOC	Oregon Coastal North Migrating Stocks
C&S	Ceremonial & Subsistence	NPS	North Puget Sound
CBC	Central British Columbia Fishing area – Kitimat to Cape Caution	NPS-S/F	North Puget Sound Summer/Fall Chinook stock
CCMP	Comprehensive Chinook Management Plan	NR	Not Representative
CDFO	Canadian Department of Fisheries & Oceans	NWIFC	Northwest Indian Fisheries Commission
CI	Confidence Interval	ODFW	Oregon Department of Fish & Wildlife
CNR	Chinook Non-retention	PFMC	Pacific Fisheries Management Council
CR	Columbia River	PS	Puget Sound
CRITFC	Columbia River Intertribal Fish Commission	PSC	Pacific Salmon Commission
CRFMP	Columbia River Fishery Management Plan	PSARC	Pacific Scientific Advice Review Committee
CTC	Chinook Technical Committee	PSMFC	Pacific States Marine Fisheries Commission
CUS	Columbia Upriver Spring Chinook stock	PST	Pacific Salmon Treaty
CWT	Coded Wire Tag	QDNR	Quinault Department of Natural Resources, Division of fisheries
DIT	Double Index Tag	QIN	Quinault Nation
ESA	U.S. Endangered Species Act	QCI	Queen Charlotte Islands
Est+fw	Estuary Plus Fresh Water Area	RER	Recovery Exploitation Rate

4) **Table with definitions for notation used in equations** (if applicable)

5) **Glossary of terms** (if applicable)

6) **Table of contents**

Include a list of appendices instead of a separate table.

Example:

TABLE OF CONTENTS

Membership of the Committee	ii
Acronyms with Definitions	iii
Notation.....	iv
Glossary	v
Table of Contents	vi
List of Tables	vii
List of Figures	viii
List of Appendices	ix
Executive Summary	x
Chapter 1 Heading one.....	1
1.1 Heading two	2
1.1.1 Heading three	2
References	xxxx
Appendices.....	yyyy
Appendix A	zzz

7) **List of Tables**

(See CTC template for preferred format).

8) **List of Figures**

(See CTC template for preferred format).

9) **Executive Summary** (required)

Executive summaries are required as they are incorporated into PSC annual reports.

10) **Body of Report**

Margins: Top, Bottom, Left, Right 1”

Preferred font style for use in the body of the reports is **times roman** 12 pt.

Preferred headings style: (see CTC report template as example for sizes and styles of headings.)

Preferred font for Tables: (see CTC report template as example for sizes and styles of headings.)

Pagination:

No page numbers on title page

Alignment: bottom right

Preliminary pages: use roman numerals beginning with ii, through the end of the Executive Summary

Begin page 1 with the Executive Summary

Sections/Appendices **not** numbered separately – continue pagination to end of report

Figures and Tables:

Numbering: Tables and figures should be identified by Chapter, followed by a period, followed by a number (consecutive), followed by a tab, followed by a brief description sufficient to identify content.

Example:

Table 1.1. U.S. and Canadian ISBM fisheries used in the CTC exploitation rate analysis and PSC Chinook Model.

Use of colour: Hardcopies of reports will not be printed using colour due to cost concerns. Keep this in mind when creating tables and figures.

Figures should be inserted as pictures.

The CTC template also speaks to lists, equations, and to captions and cross references in tables and figures.

Footnotes and Endnotes

Number consecutively. Preferred font: **times roman** 10 pt.

Citations and References

See general MLA guidelines: <http://library.concordia.ca/help/howto/mla.php>

11) References

See general MLA guidelines: <http://library.concordia.ca/help/howto/mla.php>

12) Appendices

List appendices consecutively beginning with the letter A. If the appendix consists of several parts, include a table of contents with each part identified consecutively, e.g., Appendix A.1, followed by a brief description, and page number.

Example:

Appendix A. Landed Chinook salmon catches by region and gear from 1975-2010.

Appendix A.1 Southeast Alaska Chinook salmon catches.....91

Appendix A.2 Northern British Columbia (NBC) Chinook salmon catches.92

....

Attachment 1 to PSC Technical Committee

CTC Technical Report Template

**PACIFIC SALMON COMMISSION
JOINT CHINOOK
TECHNICAL COMMITTEE REPORT**

TITLE

REPORT TCCHINOOK (yy)-xx

Date

MEMBERSHIP OF THE CHINOOK TECHNICAL COMMITTEE

Canadian Members

Mr. Chuck Parken, Co-Chair, CDFO
Mr. Richard Bailey, CDFO
Dr. Gayle Brown, CDFO
Ms. Diana Dobson, DFO
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LIST OF ACRONYMS WITH DEFINITIONS

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CWT	Coded Wire Tag	QDNR	Quinault Department of Natural Resources, Division of fisheries
DIT	Double Index Tag	QIN	Quinault Nation
ESA	U.S. Endangered Species Act	QCI	Queen Charlotte Islands
Est+fw	Estuary Plus Fresh Water Area	RER	Recovery Exploitation Rate
FL	Fork Length	S_{MSY}	Escapement producing MSY
FMP	PFMC Framework Management Plan	SEAK	Southeast Alaska Cape Suckling to Dixon Entrance
FNC	First Nations Caucus	SG	Strait of Georgia
FOG	Fisheries Operational Guidelines	SPS	South Puget Sound
FR	Fraser River	SWVI	Southwest Vancouver Island
GCG	Gene Conservation Group	TAC	Technical Advisory Committee
GW	Gitwinksihlkw	TBR	Transboundary Rivers
GS	Strait of Georgia	TTC	Transboundary Technical Committee
HOR	Hatchery Origin Returns	UAF	University of Alaska Fairbanks
IDFG	Idaho Department of Fish & Game	UFR	Upper Fraser River
IDL	InterDam Loss	UGS	Upper Strait of Georgia
IM	Incidental Mortality	USCTC	U.S. members of the CTC
ISBM	Individual stock based management	USFWS	U.S. Fish & Wildlife Service
LFR	Lower Fraser River	UW	University of Washington
LGS	Lower Strait of Georgia	WA/OR	Ocean areas off Washington and Oregon North of Cape Falcon
mar	Marine Area	WAC	Washington Coast (Grays Harbor northward)
mar+fw	Marine Plus Fresh Water Area	WACO	Washington, Oregon, Columbia River Chinook stock group
MOC	Mid Oregon Coast	WCVI	West Coast Vancouver Island excluding Area 20
MRP	Mark-Recovery Program	WDFW	Washington Department of Fisheries and Wildlife

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2 Tables and Figures. Using Captions and Crossreferences.	3
2.1 Captions for tables and figures.	3
2.2 Cross-references.	4

LIST OF TABLES

Table 1-1.	Caption Style.
.....	2

LIST OF FIGURES

Figure 3-1.	Caption Style.Always import Figures as pictures
.....	2

LIST OF APPENDICES

Appendix one.	This is appendix one
.....	Error! Bookmark not defined.

EXECUTIVE SUMMARY

HEADING ONE

1.1 Heading two

1.1.1 Heading three

1.1.1.1 Heading four

1.1.1.1.1 Heading five

All regular text should use Normal Style

A list in text should be formatted as List in Text

This is a List in Text

List in Text Continued

An **equation** should be formatted with Equation style

$$BYEXP_{BY,F} = \frac{\sum_{a=Minage}^{Maxage} \left(\sum_{f \in \{F\}} TotMorts_{BY,a,f} * AEQ_{BY,a,f} \right)}{\sum_{a=Minage}^{Maxage} \left(\sum_{f=1}^{Numfisheries} TotMorts_{BY,a,f} * AEQ_{BY,a,f} + Esc_{BY,a} \right)}$$

Equation 0.1

TABLES AND FIGURES. USING CAPTIONS AND CROSS-REFERENCING.

1.2 Captions for tables and figures.

Insert Caption with label Figure or Table. Numbering should include Chapter number.

Use **Caption style** with a tab after the label & number for the table or figure label formatting

Table 0-1. Caption Style.

(Note: Never import a Table as a picture, unless absolutely necessary.)

Bold Labels	And light gray highlight	In Table header	Rows	

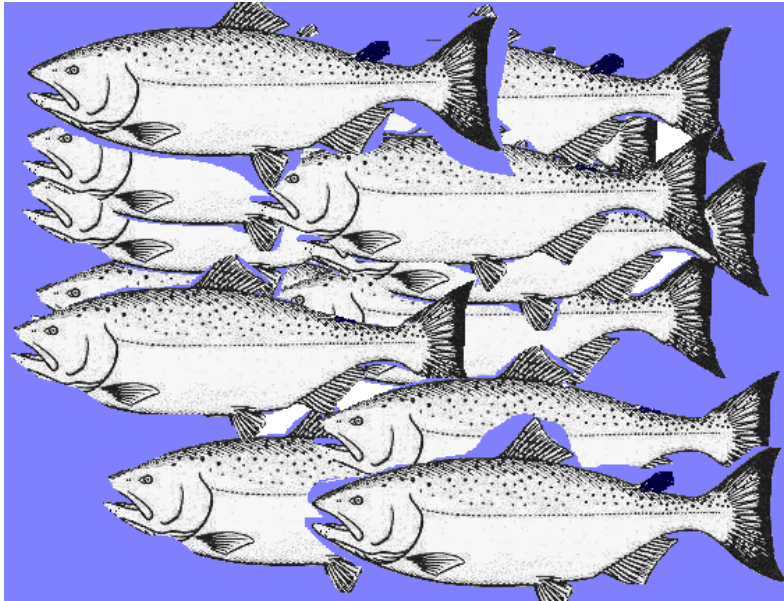


Figure 0-1. Caption Style.

(Note: Always import Figures as pictures.)

1.3 Cross-references.

When referencing a table (Table 0-1) or figure (

Figure 0-1) use **Cross-reference**.

Introduction to the Pacific Salmon Commission



October 2014



Outline

- What is the Pacific Salmon Treaty?
- What is the Pacific Salmon Commission?
- How do the subsidiary bodies interrelate?
- Grants/funds
- What role does the Secretariat play?
- Current issues



The Pacific Salmon Treaty



- Ratified by Canada and USA in 1985 after many years of negotiations
- Principles of the treaty:
 - Prevent overfishing and provide for optimum production
 - Provide for each Party to receive benefits equivalent to the production of salmon originating in its waters
- Both countries agree to cooperate in the management, research and enhancement of Pacific salmon stocks of mutual concern
- Dissolved a 1937 Fraser-focused commission and formed the Pacific Salmon Commission (PSC)
- Allows for creation of Panels and Committees by the Commission



What is the Pacific Salmon Commission?



- A treaty-based international organization
- A decision-making body for cooperative management of Pacific salmon
 - Actual Commission is four delegates and four alternates from each country
 - Many subsidiary bodies (Panels/Committees) with approximately 200 participants
- One of many regional fishery management organizations (RFMOs) around the world
- The latest step in 100 years of cooperation between USA and Canada on Pacific salmon management

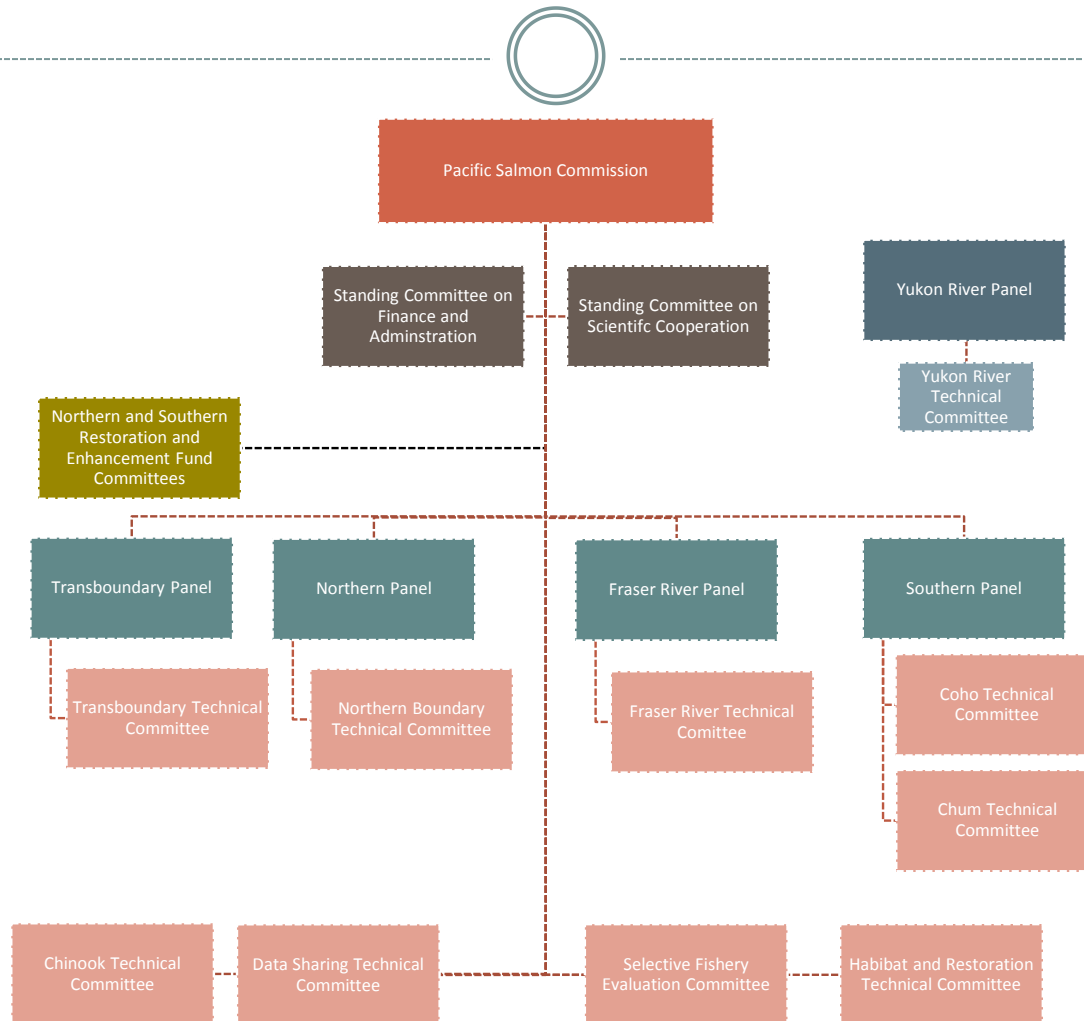
What is the Pacific Salmon Commission NOT?



- Not a government agency, non-profit organization, or corporation
- Not the headquarters staff in Vancouver
 - The staff are the PSC Secretariat; Commission authorizes creation or deletion of staff positions
 - Secretariat SUPPORTS and ENABLES the Commission to do its work
 - Staff and other operational costs are financed mostly with annual dues paid by each national government (currently \$1.9 million per country)
- Not able to act without consensus between countries
- Not just a Fraser River-focused body

The Pacific Salmon Commission

The body formed by the governments of the United States and Canada to implement the Pacific Salmon Treaty



PSC Panels



Transboundary (1999)

- Alsek, Stikine and Taku stocks

Northern (1985)

- Stocks originating from rivers with mouths between Cape Suckling, AK and Cape Caution, BC

Southern (1985)

- Stocks originating from rivers with mouths south of Cape Caution except Fraser sockeye and pinks

Fraser River (1985)

- Special responsibility for in-season management of Fraser sockeye and pink salmon
- Assumed former responsibilities from the IPSFC; supported by Secretariat technical experts and analysis

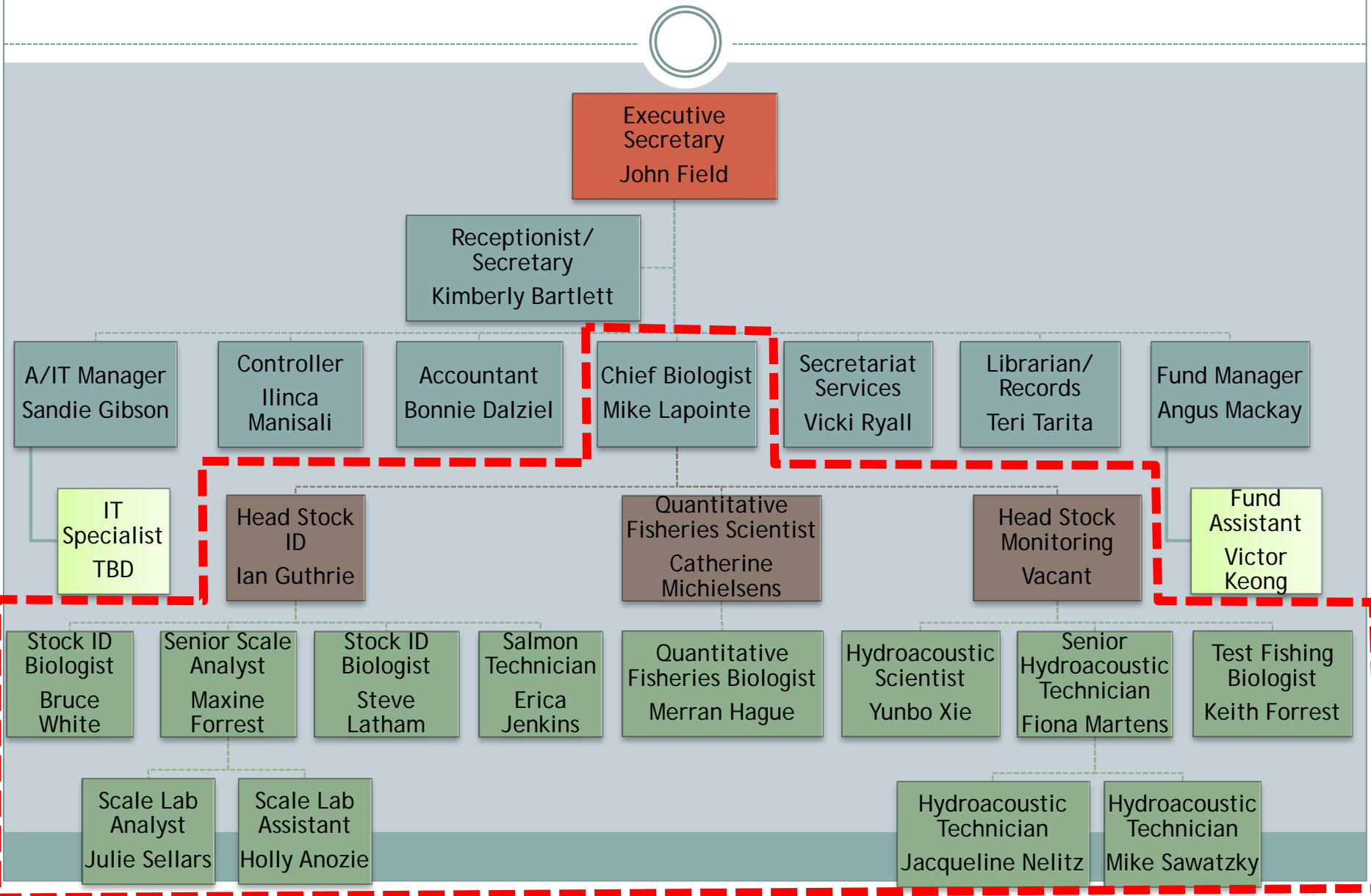
Yukon River (2002)

- Special responsibilities advising ADFG and DFO on annual management measures for shared Yukon River stocks
- Formalized within the Pacific Salmon Treaty framework, but
- Designed to operate separately from the rest of the Commission “family”

What role does the Secretariat play?



Secretariat Structure



Grants and Fund Administration



- There are three restoration and enhancement funds administered by the Secretariat: Northern Boundary and Transboundary Rivers, Southern Boundary, Yukon River Restoration and Enhancement
- Northern and Southern Funds created by agreement between U.S. and Canadian governments in conjunction with 1999 Treaty amendments
 - Capitalized with \$140M from United States and \$500K from Canada
 - Provide funding through returns on investments and interest, not original corpus
 - Administered outside of Commission control through two Committees
 - Designed to support research and restoration efforts to support Treaty implementation
- Yukon Fund est. in 1995, augmented in 2002
 - U.S. provides \$1.2M per year for Yukon-centered projects
 - Grantees selected by Yukon River Panel with advice from Yukon JTC
- Two full time staff at Secretariat coordinate fund activities and assist in annual calls for proposals; paid from fund administrative fees
 - Can answer questions about annual spending priorities, deadlines, process

Current Issues and Next Steps



- Expiration of all non-Fraser management frameworks in December 2018
- Fiscal constraints in Canada and United States
- Improved virtual workspaces/webinar capacities
- Follow up to 2012 external review
 - Operational and strategic planning underway
 - Outreach/transparency improvements, including orientation and website redesign. New orientation materials available.
 - Bylaws review

Contacting the Secretariat



- Staff is there to answer questions and facilitate your work
- Call: 604 684 8081
- Surf: www.psc.org
 - Read the bylaws that affect Commission/Panels/Committees
- Visit: 1155 Robson Street, Suite 600; Vancouver, BC



National Correspondents



- Key gatekeepers and coordinators for each national “section”; sources of information, deadlines, and domestic processes for the PSC that affect you.

- Canada:

Kate Ladell – DFO Pacific Region

Kate.Ladell@dfo-mpo.gc.ca

(604) 666-6099

- United States:

Alison Agness – NOAA Northwest Region

Alison.Agness@noaa.gov

(206) 526-4338

October 23, 2014

From: Commission Chair and Vice Chair

To: Northern Boundary, Transboundary and Southern Panel and Chinook Technical Committee Co-Chairs

Commissioners are beginning to plan for the upcoming work that will lead to renewed chapters under the Pacific Salmon Treaty agreement to be implemented by the end of 2018. Mindful of budget constraints, the Commissioners are using a three year planning horizon so that we can conduct the negotiations, to the degree possible, within the Commission's usual meeting cycle.

We are therefore requesting advice from the panel co-chairs on what is required to adopt a revised PST annex for Chapters 1, 2, 5, and 6 as a first step in scoping the workload. The Commissioners will use this advice to set priorities, anticipate workloads and schedules and consider any budget implications.

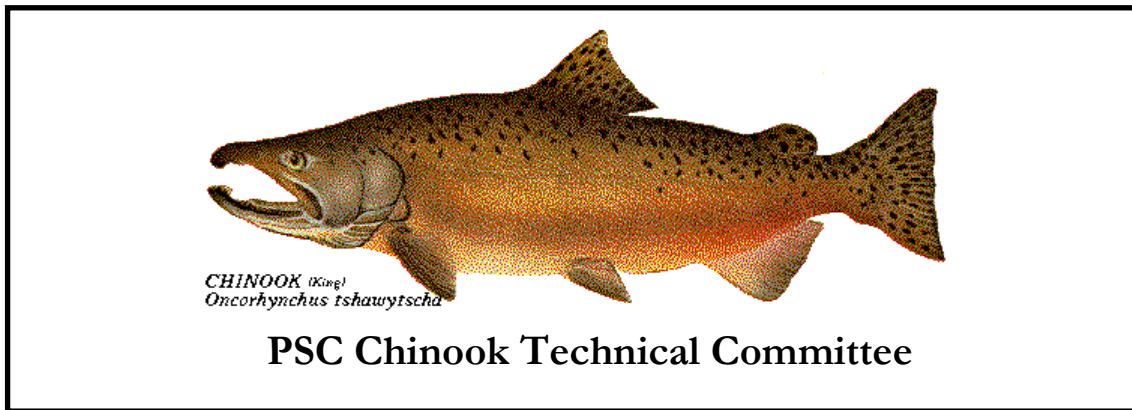
At this time the Commissioners request from each Panel a list of issues relating to renewal of these chapters by the end of the January 2015 meeting.

Commissioners will review and prioritize these issues at the February 2015 meeting, providing further instruction to the panels and technical committees to identify scoping of issues, analysis and related work to be done to support recommended language for revised chapters.

Commissioners will provide further instruction by a date to be determined following joint development of a schedule allowing for approval by the Parties of renegotiated Chapters prior to January 1, 2019.

Canada will need to ensure domestic consultations are completed in advance of the recommended language.

In the case of Chapter 3, the parties agree that Commissioners will lead the negotiations. A list of issues developed in the context of the current Chapter from the Chinook Technical Committee co-chairs will be required by the January 2015 meeting to be considered by the Chinook Interface Group and presented to the Commission.



PACIFIC SALMON COMMISSION WORK PLAN
2014-2015

Panel / Committee:

The Chinook Technical Committee reports to the Pacific Salmon Commission.

Date: PSC Fall Session - October 21-23, 2014

Update on Bi-lateral Tasks Assigned Under the Current PSC Agreement:

The reports on the Annual Reports and Model Improvement tasks appear first below due to the higher priority these tasks were given by the Commissioners at the 2013 PSC Fall Session. The reports on Total Mortality Regimes and the Framework for Precautionary Management appear near the end due to work being suspended on these tasks. However, the reports on the remaining tasks are not sorted in any particular order.

1. Annual Reports

Progress This Past Cycle: The CTC typically produces two annual reports each year: the Catch and Escapement (C&E) report and the Calibration and Exploitation Rate (CLB&ER) report. The CTC attempted to complete the 2013 CLB&ER report in 2013 but it was finally published in February of 2014. The 2014 C&E report was finalized in June of 2014. Section 3 of this report, introduced in the 2013 C&E report, was included again in the 2014 report. Section 3 contains a synoptic evaluation of stock status for each escapement indicator stock for each region, summarizing the performance of those stocks relative to established goals over time. This evaluation draws upon the catch information in Section 1, escapement information in Section 2, and exploitation rates and other information to evaluate the status of stocks in a region. Synoptic plots present both the current status of stocks and the history of the stocks relative to PST management objectives to clearly summarize the performance of the stocks and fisheries management relative to established or potential goals. On April 1, 2014, the CTC sent a memo to the PSC containing the pre-season abundance indices for 2014 and the post-season abundance indices for 2013 from the approved 2014 model calibration CLB1402.

Anticipated Progress this Cycle: The 2014 CLB&ER report is nearing completion and it is anticipated that the report will be completed in October or November of 2014. The 2015 C&E (data through 2014) and 2015 CLB&ER reports will be completed in 2015.

2. Model Improvements

Progress This Past Cycle: Model improvement activities began with the development of a prioritized work plan including; a) base period model calibration, b) improvements to the CWT cohort analyses database and algorithms, c) development of a stock forecasting tool, and d) development of a simulation model to evaluate whether the methods used by the current Chinook model or some other methods best represents the variations in the production dynamics and abundance of Chinook salmon. The AWG began work on the base period calibration in 2009 and this work continues. A successful base period calibration was achieved in 2014 which expanded the number of stocks in the model and one more base period calibration is planned for 2015 which will expand the number of fisheries in the model to more accurately reflect AABM and ISBM fisheries as well as the fisheries North and South of Cape Falcon.

Several contracts have been completed (e.g. improvements to the CWT cohort analysis database and algorithms and development of a CTC SharePoint site) and there are current contracts in place. These include a contract to create the simulation model to evaluate various approaches to modeling the coast wide production of Chinook salmon. A second will complete development of an improved stock forecasting tool that can be used by the agencies to provide better forecasts for both the PSC Chinook Model and other purposes. A third contract will recover from paper records currently missing geographical recovery location information for WCVI sport CWT recoveries and allow for separation of AABM and ISBM fishery impacts. A design specification for an improved database design to deal with cohort analysis and model inputs and outputs was developed during the 2010-2011 cycle. A significant amount of work was done during the 2011-2012, 2012-2013 and 2013-2014 cycles using CTC members and an outside contractor to build the database. Necessary modifications and design changes have been identified and some have been implemented during the construction of the database.

Improvements to the CWT cohort analysis system were completed. The improved cohort analysis program that was used in the 2014 Exploitation Rate Analyses was able to represent a number of fisheries at finer spatial and temporal scales. Modifications to the methods and the results will be reported in the annual CLB&ER report.

Anticipated Progress This Cycle: Several model improvements may be addressed this cycle. A new base period calibration will be completed as a necessary precursor to other improvements (e.g. SPFI for WCVI and NBC AABM fisheries). The new CIS database will be ready for testing and use that combines the Exploitation Rate Analysis (ERA) cohort analysis and PSC Chinook Model algorithms. Work by CDFO to enable stratification of sport CWT recoveries to the WCVI AABM fishery and the WCVI ISBM fishery for all years will be completed. The data generation model (DGM) should be completed this cycle which will generate the data necessary to allow the CTC to evaluate alternative approaches to represent Chinook salmon production and population dynamics, and alternative ISBM metric performance. The stock forecasting tool will also be completed. The CTC has delegated the primary responsibility for completing the DGM and the stock forecasting tool to outside contractors. The design specifications for the model evaluation

framework are currently being developed. However, no Model Improvement funds remain to secure a contract to build the model evaluation framework.

Further work still needs to be done on the base period calibration before it can be used in an official PSC model calibration (for example Chapter 3, Table 1 would need to be translated to reflect the new time series of AIs). Work continues on improving the stratification of the model, and its ability to represent finer resolution fisheries and stocks. Improvements will seek to provide a better representation of stock composition (e.g. adding stocks, removing stocks or splitting stock groups), stock dynamics (e.g. age structure, distribution among fisheries, reproductive rates, timing of maturity for spring-run stocks, etc.), fisheries (e.g. modeling production of hatchery marked fish to represent mark selective fisheries, consideration of multiple time periods in a year, dividing fisheries into components when size limits differ), use empirical estimates of releases of legal and sub-legal Chinook, correct known problems with the SPFI estimator, and enable forecasts of pre-fishery ocean abundance to be used in the model calibration procedure.

3. Bilateral Data Standards

Progress to Date: Work on data standards was deferred by the Commission for the 2013-2014 cycle.

Anticipated Progress This Cycle: Work can continue as time permits on draft data standards for the implementation of new model stocks, exploitation rate indicator stocks, and fishery sampling. Based on discussions with the CIG in 2013, the priority of the remainder of the data standards assignment is moderate to low, and this work group will meet in-person less frequently over the cycle and conduct work electronically where it's feasible.

4. Individual Stock Based Management Index

Progress to Date: ISBM work was deferred by the Commission for the 2013-2014 cycle.

Anticipated Progress This Cycle: Progress on this task depends on two inputs. First, the CTC are waiting for guidance from the CIG regarding how to proceed on the policy items identified in the memos to the CIG from January 2012 and February 2012. Second, the Model Improvement-DGM is needed to perform quantitative evaluations of the metrics identified in TCCHINOOK(11)-4. The CTC will continue evaluating if conditions were met for ISBM fisheries pertaining to paragraph 13(d) and 13(e) and reporting the results in the annual CTC CLB&ER report. This evaluation was initiated in the 2013 C&E report.

5. Escapement Goal Reviews

Progress This Past Cycle: An escapement goal for Grays Harbor Fall Chinook was accepted by the CTC in April of 2014. The Skagit System Cooperative and the State of Washington presented a 'recovery exploitation rate (RER) goal for Skagit River Summer\Fall Chinook to the CTC at the September 22-26 bilateral CTC meeting in Seattle. The goal is currently under review and recommendations for additional analyses were made to the co-managers.

Anticipated Progress This Cycle: The US co-managers anticipate presenting an escapement goal to the CTC for Hoko Fall Chinook during the coming cycle.

6. Five Year Review

Progress This Past Cycle: The CTC draft outline for the Five Year Review was presented to the Commission at the PSC Fall Session during October 22-24, 2013 in Ketchikan, Alaska.

Anticipated Progress This Cycle: The CTC will work with the CIG and the Commission to determine the next steps.

7. Attachments I-V

Progress This Past Cycle: Work on Attachments I-V was deferred by the Commission for the 2013-2014 cycle.

Anticipated Progress This Cycle: The CTC will use information from the base-period calibration and CWT data to proceed on this task.

8. Total Mortality (TM) Regimes

Progress This Past Cycle: The CTC is waiting for the Commission's instructions regarding when and how to proceed with implementation of a total mortality regime.

Anticipated Progress This Cycle: The CTC is waiting for direction and guidance from the Commission before proceeding on further TM work.

9. Framework for Precautionary Management (PM)

Progress to Date: The annotated PM draft report was presented to the Commissioners at the October 2013 Fall Session and no further instructions have been received.

Anticipated Progress This Cycle: No further work by the PM Workgroup or the CTC is anticipated during this cycle.

10. Recommended Research Projects

Progress This Past Cycle: No research projects, aside from those associated with Model Improvements, and the U.S. LOA funding, have been proposed. The Sentinel Stocks Program and the Coded Wire Tag Improvement Program have expired although some of the work funded by these programs was funded by the Northern Fund.

Anticipated Progress This Cycle: The CTC will again provide recommendations to the PSC regarding priorities for U.S. LOA funding. The Chinook Review Committee will provide input to the Joint Fund Committees as requested.

11. Alternative Fishery Regulatory Measures

Progress This Past Cycle: The differential impacts of mark-selective fisheries on marked and unmarked Chinook DIT stocks were again evaluated and will be reported in the CLB&ER report.

Anticipated Progress This Cycle: The CTC will continue to evaluate and report on impacts of mark-selective fisheries in its future annual reports. CTC members will also continue to work on mark selective fishery issues with the Selective Fishery Evaluation Committee. Analytical methods have been and will continue to be discussed and developed in anticipation of incorporating the effects of mark selective fisheries on the CTC Exploitation Rate Analysis and the PSC Chinook Model calibration.

Obstacles to Completing above Bi-lateral Tasks:

Time Constraints

As in previous years, the primary obstacle is the amount of time and effort required to complete the large number of tasks assigned to the CTC under the 2009 agreement and the technical complexity of those tasks. Although the formation of smaller CTC workgroups to address the individual assignments to the CTC streamlines the process and creates some efficiency, the necessity of assigning CTC members to multiple workgroups creates some bottlenecks. There will undoubtedly be scheduling conflicts for workgroup meetings and CTC members will have to prioritize their workloads among the workgroups to which they belong.

Funding Constraints

The MI funds have paid for a large portion of AWG travel over the past five years. However, the MI funds will be exhausted by the end of 2015 and the funds available for CTC travel will be limited due to budget constraints in both the Canadian and US sections. It is likely that meeting opportunities beyond the post-season and annual meetings will be at a premium. This has the potential to significantly impact the CTC's ability to complete the yearly ERA, PSC Chinook Model calibration, MI tasks and annual reports.

Webinar Constraints

The CTC has utilized alternative technologies such as Go-To-Meeting webinar capabilities that the PSC office now has available. The technology has worked fairly well when participants are in their individual offices. However, at bilateral CTC meetings the committee has been hampered by the limitations in the sound quality and amplification that is available either through computer microphones or teleconferencing phone systems. The CTC is a large committee and it has been difficult to position computer microphones or phone systems sufficiently close to everyone in our meeting rooms. This makes it hard to conduct business via webinar due to the inability of people to hear everything that is being said. In order to make the technology viable for the continued use at bilateral CTC meetings, some investment needs to be made in better microphone amplification and a teleconference phone system so that members participating by phone can hear what is being said and can fully engage in the discussion.

Policy Issues

Other obstacles to progress could result from any policy issues that arise in the workgroups.

Outline of Other Panel / Committee Tasks or Emerging Issues:

None.

Potential Issues for Commissioners:

Chinook Model Improvements

As mentioned earlier, any modifications or improvements to the PSC Chinook Model, including the updated base period calibration, have the potential to alter the time series of AIs and the historical relationship between the AIs and the landed catches of Chinook. If the historic estimates of these indices change, the CTC will need guidance from the PSC in order to maintain the historic relation between catch and the abundance indices. Changing fishery indices used to monitor harvest rate changes in AABM fisheries is an example of a model modification that could result in such a change in the historical relationship between AIs and landed catch.

Chinook Model Improvement Funds

The CTC is making progress and anticipates using all of the allotted funds. However, the timelines for the grants have been extended to allow the CTC ample time to use the available funds.

Potential Issues for Committee on Scientific Cooperation:

None.

Proposed Meeting Dates and Draft Agendas:

Meeting Locations: For this cycle the CTC proposes to meet in Seattle, Portland or Vancouver (PSC office) to reduce travel costs as a whole. This approach differs from the rotational approach used by the CTC previously whereby meetings occur at the locations of the CTC member offices. This new strategy will increase travel costs for some groups and reduce them for others. It will also reduce travel time and increase meeting time. The meeting schedule proposed for 2014-2015 includes five full bilateral CTC meetings and four additional CTC-AWG meetings. The schedule also includes an annual US LOA meeting which typically involves only US CTC members.

November 3-7, 2014. The bilateral CTC AWG will meet in Seattle, WA to continue work on the base period recalibration of the PSC Chinook Model and to document the changes in the model.

December 4-5, 2014. The U.S. CTC will meet in Seattle, WA to hold the annual LOA workshop. The U.S. CTC will review continuing and past LOA projects, and will develop a request for proposals for the 2015 LOA funds.

January 12-16, 2015. The bilateral CTC will meet during the PSC Post-season meeting in Vancouver, BC. The AWG will begin work on the Chinook ERA through 2013.

February 9-13, 2015. The bilateral CTC will meet during the 29th PSC Annual meeting in Portland, OR. The AWG will work on the ERA and begin work on the 2015 PSC Chinook Model calibration. The CTC will work on the Catch and Escapement report and will work on other workgroup assignments as time permits. The U.S. CTC will reach consensus on its LOA funding recommendations for 2015.

February 23-27, 2015. The bilateral CTC AWG will meet in Seattle, WA to complete the annual Chinook ERA and work on the 2015 PSC Chinook Model calibration.

March 16-20, 2015. The bilateral CTC AWG will meet in Vancouver, BC to continue work on the PSC Chinook Model calibration in order to produce a final calibration for the year. The CTC will report the 2015 preseason AIs and allowable catch targets for the AABM fisheries to the PSC Commissioners prior to April 1.

April 20-24, 2015. The bilateral CTC will meet in Seattle, WA to work on the C&E report and to make progress on outstanding CTC assignments. The AWG will work on the ERA outputs for the CLB&ER report. The C&E report will be completed by June.

May 11-15, 2015. The bilateral CTC AWG will meet in Seattle, WA to finalize work on the base period recalibration of the PSC Chinook Model and to document the changes in the model.

June 1-5, 2015. The bilateral CTC will meet in Portland, OR to finalize the C&E report and draft the CLB&ER report. The CTC will work on outstanding CTC assignments. The CTC will also review progress on workgroup assignments to date and assign tasks for the summer.

September 21-25, 2015. The bilateral CTC will meet in Vancouver, BC to work on CTC assignments and complete the 2015 CLB&ER report.

Status of Technical or Annual Reports:

The 2014 C&E report is complete. The 2014 CLB&ER report will be completed by the end of 2014 and the 2015 C&E and 2015 CLB&ER reports will be completed in 2015.

Comments:

The CTC has no additional comments at this time.



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SEP 04 2014

Mr. Robert Turner
Chair, U.S. Section
Pacific Salmon Commission
7600 Sand Point Way, NE
Building 1, F/WCR2
Seattle, Washington 98115
United States of America

Dear Mr. Turner:

Thank you for your correspondence of January 29, 2014, outlining the US Section's response to address the habitat and restoration reporting requirements as specified in paragraph 2 of Attachment E of the Pacific Salmon Treaty. In response, Canada would like to draw your attention to some of the important work that demonstrates how Canada is also meeting the reporting requirements of Chapter 7, Attachment E of the Treaty.

In supporting Fisheries and Oceans (the department) mandate to contribute to the conservation, protection and sustainability of the fisheries resource the department has developed a number of core programs that work specifically to protect, conserve and restore fish habitat which are consistent with the agreement in Attachment E.

The Fisheries Protection Program (prior to 2013 the Habitat Management Program) is a regulatory program that is responsible for managing non-fishing human development activity to ensure regulatory compliance with the fisheries protection provisions of the *Fisheries Act*. The Fisheries Protection Provisions of the Act focus the Department's mandate for the protection of fish and fish habitat on managing threats to the sustainability and ongoing productivity of Canada's commercial, recreational and Aboriginal fisheries. This is achieved through the conduct of regulatory reviews and approvals to ensure that projects with the potential to cause serious harm to fish and fish habitat including negative changes to water flows and fish passage are avoided, mitigated or appropriately offset to ensure the sustainability and ongoing productivity of the fisheries resources. The website link to departments Fisheries Protection program provides additional program information: <http://www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html>

The Salmonid Enhancement Program (SEP) plays a key role in DFO's work to conserve and manage Pacific salmon stocks. The program's activities aim to rebuild vulnerable salmon stocks, provide harvest opportunities, work with First Nations and coastal communities in economic development, and improve fish habitat to sustain salmon populations. Three of the program's

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main activities are: Fish Hatcheries - are operated to enhance populations of salmon stocks throughout the BC and Yukon and include large hatchery facilities that employ a number of strategies from hatcheries, spawning and rearing channels to smaller scale community enhancement projects, all aimed at improving the survival and production for key salmon stocks; Resource Restoration activities are focused on restoring and improving fish habitat, critical to the survival of wild salmon stocks,. Program activities includes building side-channels, improving water flows, stabilizing stream banks, rebuilding estuary marshes, removing barriers to fish migration and planting streamside vegetation. SEP works on these projects with a wide variety of partners, such as First Nations, industry, community and conservation groups, landowners and other government agencies, each partner playing a vital role.; Stewardship and Community Involvement program component includes a wide range of actions and activities working directly with individuals, communities, groups and organizations acting alone or in partnership, to promote, monitor and conserve and restore freshwater and oceans ecosystems.

Pacific Salmon Foundation (PSF) is an independent, non-governmental, charitable organization to protect, conserve and rebuild wild Pacific salmon populations in British Columbia and the Yukon Territory. DFO contributes funds the Community Salmon Program which selects projects focused on addressing issues of Habitat Assessment, Habitat Rehabilitation, Stewardship and Community Planning, Stock Enhancement and Assessment. In addition, DFO contributes to the T. Buck Suzuki Environmental Foundation which works to ensure that fish-bearing marshes, streams, rivers, lakes and marine waters are not polluted, dammed, diverted, wasted or degraded. The funds provided by DFO are channeled towards projects and activities which protect fish and fish habitat. Examples of projects and reports generated from the PSF can be found on their website: <http://www.psf.ca/about>

DFO remains committed to the implementation of the agreements outlined in Attachment E: Habitat and Restoration and supports continued discussion and coordination with the United States on how to fulfill our respective obligations with respect to annual reporting as well as the future of the Habitat Restoration and Technical Committee (HRTC).

Canada is prepared and available to answer any questions on the above at the 2014 Fall Session in Vancouver this October.

Yours sincerely,



Susan Farlinger
Regional Director General
Pacific Region

cc: Cheryl Ryder, National Correspondent, US Section
Kate Ladell, National Correspondent, Canadian Section

United States Section
Pacific Salmon Commission
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Susan Farlinger
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Pacific Salmon Commission
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October 23, 2014

Dear Ms. Farlinger:

Thank you for your September 4th, 2014 correspondence, which describes key Department of Fisheries and Oceans habitat programs that contribute to Canada's implementation of Chapter 7, Attachment E of the Pacific Salmon Treaty (Treaty). The U.S. Section agrees with your assessment that these habitat programs are consistent with the agreement and meets the reporting requirements of Attachment E.

I also thank you for your acknowledged receipt of the U.S. Section's offered January 29, 2014 letter and enclosed reports addressing the same habitat and restoration program and reporting requirements. The U.S. Section suggests these commitments represent best efforts to meet Treaty requirements. In January, 2017 we will consult further with Canada on next steps with regards to Attachment E.

As a result, I observe that Chapter 7, Attachment E is adequately met in the interim by both Parties' demonstrated commitments to habitat and restoration consistent with the Treaty.

Yours sincerely,



Robert Turner
Chair, U.S. Section
Pacific Salmon Commission

PACIFIC SALMON COMMISSION ROSTER**Slate of Officers for 2014/2015**

<u>OFFICE</u>	<u>COUNTRY</u>	<u>REPRESENTATIVE</u>
Commission Chair	Can	Susan Farlinger
Commission Vice-Chair	U.S.	W. Ron Allen
Fraser River Panel Chair	Can	Jennifer Nener
Fraser River Panel Vice-Chair	U.S.	Kyle Adicks
Northern Panel Chair	Can	Mel Kotyk
Northern Panel Vice-Chair	U.S.	Lowell Fair
Southern Panel Chair	Can	Andrew Thomson
Southern Panel Vice-Chair	U.S.	Laurie Peterson
Transboundary Panel Chair	Can	Steve Gotch
Transboundary Panel Vice-Chair	U.S.	John Clark
Stan. Comm. on F&A - Chair	Can	Rebecca Reid
Stan. Comm. on F&A - Vice-Chair	U.S.	W. Ron Allen
Stan. Comm. on Scientific Cooperation - Chair	Can.	Carmel Lowe
Stan. Comm. on Scientific Cooperation - Vice-Chair	U.S.	David Hankin
Technical Committee on Data Sharing - Co-Chair	Can	Chuck Parken until November, then Kathy Fraser
Technical Committee on Data Sharing - Co-Chair	U.S.	George Nandor
Fraser River Panel Technical Committee - Co-Chair	Can	Ann-Marie Huang
Fraser River Panel Technical Committee - Co-Chair	U.S.	Gary Graves
Northern Boundary Technical Committee - Co-Chair	Can	David Peacock
Northern Boundary Technical Committee - Co-Chair	U.S.	Andrew Piston
Transboundary Technical Committee - Co-Chair	Can	Steve Smith
Transboundary Technical Committee - Co-Chair	U.S.	Edgar Jones
Enhancement Subcommittee of the Transboundary Technical Committee - Co-Chair	Can	Sean Collins
Enhancement Subcommittee of the Transboundary Technical Committee - Co-Chair	U.S.	Ron Josephson
Joint Chinook Interface Group Co-Chair	Can.	Paul Sprout
Joint Chinook Interface Group Co-Chair	U.S.	Stefanie Moreland
Joint Technical Committee on Chinook - Co-Chair	Can	Gayle Brown
Joint Technical Committee on Chinook - Co-Chair	U.S.	John Carlile
Joint Technical Committee on Coho - Co-Chair	Can	Arlene Tompkins
Joint Technical Committee on Coho - Co-Chair	U.S.	Gary Morishima
Joint Technical Committee on Chum - Co-Chair	Can	Pieter van Will
Joint Technical Committee on Chum - Co-Chair	U.S.	Jay Zischke
Joint Technical Committee on Habitat and Restoration Co-Chair	Can.	TBD
Joint Technical Committee on Habitat and Restoration Co-Chair	U.S.	Thom Hooper
Selective Fishery Evaluation Committee - Co-Chair	Can	Rob Houtman Selective Fishery
Evaluation Committee - Co-Chair	U.S.	Gary Morishima