

**DRAFT: COUNCIL OPERATING PROCEDURE**  
**Management and Activity Cycles**

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Approved by Council: 07/10/85  
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PURPOSE

To establish management and activity cycles conducted by the Pacific Fishery Management Council (Council), its advisory entities, staff for the groundfish, salmon, coastal pelagic species, halibut, and highly migratory species fisheries, and administrative matters.

MANAGEMENT AND ACTIVITY CYCLES

- Schedule 1 Biennial management cycle and activities related to groundfish management.
- Schedule 2 Annual management cycle and activities related to salmon management.
- Schedule 3 Annual management cycle and activities related to coastal pelagic species management.
- Schedule 4 Annual management cycle and activities related to halibut management.
- Schedule 5 Biennial management cycle and activities related to highly migratory species management.
- Schedule 6 Annual administrative management cycle and activities.

**SCHEDULE 1. Biennial management cycle and activities related to groundfish management.**

(See Agenda Item H.6, Attachment 2)

**SCHEDULE 2. Annual management cycle and activities related to salmon management.**<sup>1</sup>

Month	Entity and Management Activity
January	<i>Salmon Technical Team (STT)</i> meets to draft annual fishery review for the previous season.
February	<i>STT</i> meets to draft the report providing projected stock abundances and potential management measure impacts.
March	<i>Council</i> meets to adopt no more than three annual salmon fishery management <del>options</del> alternatives and conducts public hearings (hearings may extend into April).

*Salmon Advisory Subpanel (SAS)* meets with the Council to develop initial annual management ~~option~~-[alternative](#) recommendations.

*STT* meets to develop impact analyses of the Council's proposed annual management ~~options~~[alternatives](#), identifies management concerns, and participates in public hearings.

April *Council* meets to adopt final annual salmon fishery management measures.

*STT and SAS* meet with Council to assist in selection and analysis of final annual management measures.

*SSC* meets to identify methodology issues which merit review, informs the Council of methodologies selected for review, and establishes a review schedule.

*U.S. Department of Commerce* reviews and implements the Council's recommendations in time for May 1 season opening.

May through October *Council, STT, and National Marine Fisheries Service (NMFS)* monitor fisheries to implement inseason management provisions, as necessary.

October or November *SSC, STT, and SAS* meet with Council to provide direction as needed, especially with regard to the review of prediction and harvest impact modeling procedures, [conservation objectives](#), and the annual management measure process.

<sup>1</sup> For additional detail, see operating procedure for "Annual Salmon Management Process."

**SCHEDULE 3. Annual management cycle and activities related to coastal pelagic species management.**

Month	Entity and Management Activity
<b>PACIFIC MACKEREL <del>AND MONITORED SPECIES</del></b>	
<a href="#">Pacific mackerel assessments will be conducted on a rotating cycle. Every four years, a full assessment is conducted, and in the intervening four years an update assessment is conducted. Annual specifications are set on a biennial basis. In assessment years (either full or update), the following schedule will be followed:</a>	
April	<i>Assessment authors</i> prepare draft assessment documents.
May	<i>Coastal Pelagic Species Management Team (CPSMT), Coastal Pelagic Species Advisory Subpanel (CPSAS), and public</i> review draft assessments, executive summaries, and recommended harvest guidelines.
June	<i>Assessment authors</i> submit final assessments, executive summaries, and recommended harvest guidelines to Council staff for inclusion in June

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Council meeting briefing book.

*SSC* reviews assessments, executive summaries, and recommended harvest guidelines.

*Council* adopts annual harvest level specifications and management measures.

*U.S. Department of Commerce* implements annual harvest level specifications and management measures. Pacific mackerel season opens July 1.

### **PACIFIC SARDINE**

~~September~~[February](#) *Assessment authors* prepare draft assessment documents.

~~October~~[March](#) *CPSMT, CPSAS, and public* review draft assessment, executive summary, and recommended harvest guideline.

~~November~~[April](#) *SSC* reviews assessment, executive summary, and recommended harvest guideline.

*Council* adopts annual harvest level specification and management measures.

*U.S. Department of Commerce* implements annual harvest level specification and management measures. Pacific sardine season opens ~~January~~[July](#) 1.

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### **MONITORED SPECIES**

The CPS FMP characterizes monitored stock management as tracking trends in landings, and qualitative comparison to available abundance data, but without periodic stock assessments or periodic adjustments to target harvest levels. After harvest specifications have been established, they will remain in place until the Council takes action to adjust the harvest specifications, or to move a monitored species to active management. If the Council wishes to adjust harvest level specifications or management measures, the process will follow that for Pacific mackerel and Pacific sardine. Assessment authors will present a draft stock assessment in advance of a review by the CPSMT, CPSAS, and the public. Final assessments and recommended harvest specifications and management measures will be included in the appropriate briefing book, for review by the SSC. The Council adopts final specifications, and the U.S. Department of Commerce implements the harvest specifications and management measures.

NOTE: The ~~Council decided the~~ Stock Assessment and Fishery Evaluation (SAFE) document for coastal pelagic species will be prepared and presented in two sections. The main section will be submitted at the June Council meeting. This portion of the SAFE will include the annual Pacific mackerel and Pacific sardine assessments, evaluation of the fisheries based on the calendar year, and the status of monitored species. The second (supplemental) section will include any relevant information regarding the~~the Pacific sardine assessment and~~ status of the

~~sardine~~ CPS fisheries. The supplemental section, when compiled, will be presented at the November Council meeting.

The coastal pelagic species management cycle does not provide for inseason changes to management specifications that are specified at the beginning of the season and/or in the fishery management plan except through emergency action.

**SCHEDULE 4. Annual management cycle and activities related to halibut management.**

Year	Month	Entity and Management Activity
Year 1	September	<i>Council</i> receives a report on the status of the current Pacific halibut fishery. With regard to next year's season (Year 2), the <i>Council</i> hears management recommendations from the states and public; and, if necessary, adopts for public review proposed changes to recreational season structuring, <u>Federal regulations</u> , and minor changes to the Pacific halibut catch sharing plan for fisheries in Year 2 (e.g., opening dates, days per week, early season/late season ratios, and port/area sharing).  <i>SSC</i> reviews halibut stock assessment, proposed halibut bycatch estimates or other halibut estimation methodologies as necessary prior to NMFS submission to the International Pacific Halibut Commission (IPHC).
	September or October	<i>States</i> conduct public workshops on the proposed changes to the catch sharing plan or sport fishery measures, as appropriate.
	October or November	<i>Council</i> receives a report on the status of the current Pacific halibut fishery. Within the scope of the proposed changes formulated at the September meeting and with further public input, the <i>Council</i> adopts recommendations for management changes to be implemented by IPHC regulations and NMFS in the catch sharing plan <u>and Federal regulations</u> governing Pacific halibut fisheries in the coming season (Year 2).
	November through January	<i>IPHC</i> staff distributes draft documents that impact Area 2A to the Council office and NMFS.
Year 2	January	<i>IPHC</i> meets to establish quotas for each management area.
	November	<i>NMFS</i> publishes proposed rule to implement catch sharing plan and prepares appropriate NEPA documents.
	March	<i>Council</i> adopts, for public review, a range of landing restrictions for incidental halibut harvest in the non-Indian troll salmon fishery and, if necessary, for the commercial longline sablefish fishery north of Point Chehalis, Washington.
	March	<i>Council</i> holds public hearings to receive input on salmon fishing

(cont) ~~options~~ alternatives and incidental halibut landing limit options in the non-Indian salmon troll fishery and, if appropriate, the directed fixed gear sablefish fishery north of Point Chehalis.

April *NMFS* publishes final rule to implement catch sharing plan.

*Council* adopts final recommendations for incidental harvest in the non-Indian troll salmon fishery and, if necessary, for the commercial longline sablefish fishery north of Point Chehalis, Washington.

May Non-Indian Pacific halibut fisheries open in Area 2A under *IPHC* regulations.

May though September *NMFS* regional director makes inseason adjustments to sport seasons, the non-Indian commercial troll salmon fishery, and the directed fixed gear sablefish fishery north of Point Chehalis, as necessary. The *IPHC* closes the non-Indian directed commercial halibut fisheries when quotas are projected to be met.

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**SCHEDULE 5. Biennial management cycle and activities related to highly migratory species management.**

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Year	Month	Entity and Management Activity
Year 1	June	<i>Highly Migratory Species Management Team (HMSMT)</i> provides update to the Council on status of the HMS fisheries <u>and, as appropriate, proposed adjustments to the numerical estimates of MSY, OY, and SDC in a;</u> preliminary SAFE report. If necessary, Council directs HMSMT to prepare draft regulatory analysis to implement <u>revised estimates of reference point values, ACLs or other</u> harvest <u>objectives</u> <del>levels</del> and/or management measures.
	September	<i>HMSMT</i> presents annual SAFE document to Council. If necessary, Council directs HMSMT to prepare a draft regulatory analysis to implement <u>revised estimates of reference point values, ACLs or other</u> <del>new</del> harvest <del>levels</del> <u>objectives</u> and/or management measures. Council adopts for public review proposed actions addressing concerns from current and previous SAFE reports.
	<u>November</u>	<u>Council adopts final action and submits to NMFS for approval</u>
Year 2	April	If approved by <i>NMFS</i> , measures become effective, and stay in effect for at least two years.

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As detailed above the HMS FMP established a biennial management cycle with the regulatory/statistical year April 1 to March 31, which provides sufficient time for data analysis, provides for timely response to fishery problems, and allows most fishers adequate access to the management process, as scheduled.

The cycle is repeated biennially, with new actions considered in September and becoming effective in April every other year. The Council would schedule HMS for the June, September, and November Council meetings.

Under this biennial cycle, the HMSMT would conduct ongoing reviews of HMS fisheries and stock status. The HMSMT would prepare an annual SAFE document for the Council's September meeting.

This management cycle may be altered to a different annual or multi-year management cycle by majority vote of the Council without necessity of an FMP amendment, provided the Council gives six-month advance notice to the public of any intent to alter the management cycle.

**SCHEDULE 6. Annual administrative management cycle and activities.**

Month	Management Activity
Year-Round	Review any needed changes in the Council's policies and procedures for revisions to the Statement of Organizations, Practices, and Procedures. Fill vacancies in advisory body positions as necessary. Plan staff workload and Council meeting agendas.
<u>June</u>	<u>Elect Council Chair and Vice Chair., effective August 11.</u>
September	Every third year, review composition of the SSC and advisory subpanels and request nominations to fill the next three-year term. Provide guidance on administrative and programmatic budget issues.
<del>October or</del> November	<del>Elect Council Chair and Vice Chair, and appoint parliamentarian and standing committees for the next calendar year.</del> Every third year, appoint membership of the SSC and advisory subpanels for three-year terms beginning January 1. <del>Approve the Council meeting schedule for three years hence and</del> <u>Annually</u> provide guidance on administrative and programmatic budget issues.