

COUNCIL OPERATING PROCEDURE

Management and Activity Cycles

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Revised: 09/16/87, 04/06/95, 11/03/99, **03/11/05**

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.

Year	Month	Entity and Management Activity
Year 1	November	To begin development of specifications for the next biennial management period (Years 3 and 4), the <i>Groundfish Management Team (GMT) and Scientific and Statistical Committee (SSC)</i> review and incorporate new impact assessment methodologies, including new observer data from January through December of the previous year, approve stock assessments completed in Year 1, and recommend appropriate harvest specifications. <i>Council</i> provides initial fishery management guidance, final modeling methodologies, and stock assessments for the next biennial period (Years 3 and 4), including identification of acceptable biological catches (ABCs), preferred optimum yields (OYs), and specific fishery management measures.

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

Year	Month	Entity and Management Activity
Year 2	February	<i>GMT</i> meets to continue review and analysis of initial management measures and Council preferred harvest specifications provided by the Council in November.
	March	Consistent with the U.S./Canada agreement, the <i>Council</i> adopts the stock assessment, ABC, and OY for management of the Pacific Whiting fishery in Year 2.
		<i>Groundfish Advisory Subpanel (GAP)</i> meets to review current fishery status, develop Pacific whiting recommendations, and refine management measure alternatives for Years 3 and 4.
		<i>GMT</i> meets to review inseason management issues and continue analysis of preliminary management measures and harvest specifications.
	April	<i>GAP</i> meets to develop current inseason management recommendations and management measure alternatives for Years 3 and 4.
		<i>GMT</i> meets to analyze current inseason management recommendations and management measure alternatives for Years 3 and 4.
<i>Council</i> recommends inseason management adjustments as necessary. Council provides initial management measures for public review and may adopt final ABCs and OYs.		
May	<i>GMT</i> meets (if necessary) to complete final analysis and documentation of April Council adoption of management measures for public review.	
June	<i>GAP</i> meets to develop current inseason management recommendations and final recommendations for management measures in Years 3 and 4.	
	<i>GMT</i> meets to analyze current inseason management recommendations and final management measures in Years 3 and 4.	
	<i>Council</i> recommends inseason management adjustments as necessary and approves draft EFP applications for Year 3. Council adopts final management measures and any remaining final ABCs and OYs for implementation by NMFS.	

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

Year	Month	Entity and Management Activity
	July	Council staff and <i>GMT</i> complete documents and draft environmental impact statement (DEIS) for biennial management specifications and submit them to NOAA.
	September	<i>GMT</i> monitors fisheries and meets with <i>GAP</i> to assess recommendations for inseason management. <i>GMT</i> analyzes recommended inseason adjustments. <i>Council</i> recommends inseason management adjustments as necessary.
	November	<i>GMT</i> monitors fisheries and meets with <i>GAP</i> to assess recommendations for inseason management. <i>GMT</i> analyzes recommended inseason adjustments. <i>Council</i> recommends inseason management adjustments as necessary and adopts final EFPs for Year 3.
Year 3 ¹	January	<i>U.S. Department of Commerce</i> implements harvest level specifications and management measures for next biennial management period (Years 3 and 4).
	March	Consistent with the U.S./Canada agreement, the <i>Council</i> adopts the stock assessment, ABC, and OY for management of the Pacific whiting fishery in Year 3.
	April, June, and September	<i>GMT, GAP, and Council</i> participate in inseason management activities and special off-year activities, as appropriate.
	November	Repeat management activities of November in Year 1 to begin development of next biennial cycle.

¹ GMT generally meets in February, May, July, and October to review and discuss groundfish management issues, including stock assessments and STAR Panel reviews.

SCHEDULE 2. Annual management cycle and activities related to salmon management. ¹

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 options and conducts public hearings (hearings may extend into April). <i>Salmon Advisory Subpanel (SAS)</i> meets with the Council to develop initial annual management option recommendations. <i>STT</i> meets to develop impact analyses of the Council's proposed annual management options, identifies management concerns, and participates in public hearings.
April	<i>Council</i> meets to adopt final annual salmon fishery management measures. <i>STT and SAS</i> meet with Council to assist in selection and analysis of final annual management measures. <i>SSC</i> meets to identify methodology issues which merit review, informs the Council of methodologies selected for review, and establishes a review schedule. <i>U.S. Department of Commerce</i> reviews and implements the Council's recommendations in time for May 1 season opening.
May through October	<i>Council, STT, and National Marine Fisheries Service (NMFS)</i> monitor fisheries to implement inseason management provisions, as necessary.
October or November	<i>SSC, STT, and SAS</i> meet with Council to provide direction as needed, especially with regard to the review of prediction and harvest impact modeling procedures and the annual management measure process.

¹ 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
PACIFIC MACKEREL AND MONITORED SPECIES	
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	<p><i>Assessment authors</i> submit final assessments, executive summaries, and recommended harvest guidelines to Council staff for inclusion in June Council meeting briefing book.</p> <p><i>SSC</i> reviews assessments, executive summaries, and recommended harvest guidelines.</p> <p><i>Council</i> adopts annual harvest level specifications and management measures.</p> <p><i>U.S. Department of Commerce</i> implements annual harvest level specifications and management measures. Pacific mackerel season opens July 1.</p>
PACIFIC SARDINE	
September	<i>Assessment authors</i> prepare draft assessment documents.
October	<i>CPSMT, CPSAS, and public</i> review draft assessment, executive summary, and recommended harvest guideline.
November	<p><i>SSC</i> reviews assessment, executive summary, and recommended harvest guideline.</p> <p><i>Council</i> adopts annual harvest level specification and management measures.</p> <p><i>U.S. Department of Commerce</i> implements annual harvest level specification and management measures. Pacific sardine season opens January 1.</p>

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 assessment, evaluation of the fisheries based on the calendar year, and the status of monitored species. The second (supplemental) section will include the Pacific sardine assessment and status of the sardine fishery. The supplemental section 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 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 governing Pacific halibut fisheries in the coming season (Year 2).
Year 2	November through January	<i>IPHC</i> staff distributes draft documents that impact Area 2A to the Council office and NMFS.
	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.

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

Year	Month	Entity and Management Activity
	March (cont)	<i>Council</i> holds public hearings to receive input on salmon fishing options and incidental halibut landing limit options.
	April	<i>NMFS</i> publishes final rule to implement catch sharing plan. <i>Council</i> 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 through September	<i>NMFS</i> regional director makes inseason adjustments to sport seasons as necessary. The <i>IPHC</i> closes fisheries when quotas are projected to be met.

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

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; preliminary SAFE report. If necessary, Council directs HMSMT to prepare draft regulatory analysis to implement harvest levels 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 new harvest levels and/or management measures. Council adopts for public review proposed actions addressing concerns from current and previous SAFE reports.
Year 2	April	If approved by <i>NMFS</i> , measures become effective, and stay in effect for at least two years.

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.
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.
October or November	Elect Council Chair and Vice Chair, and appoint parliamentarian and standing committees for the next calendar year. Every third year, appoint membership of the SSC and advisory subpanels for three-year terms beginning January 1. Approve the Council meeting schedule for three years hence and provide guidance on administrative and programmatic budget issues.