

Ad Hoc Ecosystem Working Group (EWG) Operational Guidelines

The EWG follows Pacific Fishery Management Council (Council) [rules and procedures](#); specifically, [Council Operating Procedure 2](#) and the Council's [Advisory Body Ground Rules](#), which govern the conduct of EWG meetings and related activities.

The EWG was established to provide technical and policy advice in support of the Council's Fishery Ecosystem Plan (FEP), which aims to enhance the Council's species-specific management programs with more ecosystem science, broader ecosystem considerations, and support for coordinating resource management policies across the Council's fishery management plans. The Council intends its work under the FEP to serve as an open and transparent forum for all who wish to civilly engage in the discussions of how the public resources of the CCE should be conserved and managed ([FEP section 1.2](#)).

Members of the EWG are appointed by the Council Chair, and the composition of the membership changes based on the topic and expertise needed. In general, the EWG includes representatives from each of the Council's four member states, from the treaty fishing tribes, and from the federal government. Although the EWG is not a standing committee, it functions much like the management teams which focus on the Council's four fishery management plans. Many of its members have experience serving on the management teams.

The EWG elects its officers (chair and vice-chair) annually at the first EWG meeting of the year, typically at the March Council meeting. Officers take up their posts immediately upon election. Officers serve for one year and may serve multiple terms. An officer may resign at any time, in which case an election to fill the vacancy.

During their meetings, the EWG officers may assign one or more EWG members to lead advisory body discussions, draft reports, and present reports to the Council. Absent such direction, one of the officers is responsible for leading discussion and ensuring reports are drafted and presented to the Council.

Facilitating Discussion

The EWG follows the [Advisory Body Ground Rules](#) to facilitate civil, effective discussion in support of developing recommendations for the Council.

Public Comment

The EWG conducts at least one announced public comment period on each day during their publicly noticed meetings, but may take public comment at any time at the discretion of its officers.

Process for Finalizing Reports

Based on initial discussion during public meeting time, the EWG member who has volunteered or been assigned to that agenda item drafts a report outline. Members work on developing sections of the report as assigned, and the report can be finalized remotely outside of the meeting

if necessary. The EWG officers and Staff Officer should ensure that EWG reports are submitted to the Secretariat in a timely manner so that they may be reviewed by the Council prior to it taking up the relevant agenda item. Because EWG documents have the potential to touch the interests of all of the Council's advisory bodies, the EWG strives to support the Council's ecosystem and climate agenda items with advance briefing book reports whenever possible.