

GUIDELINES FOR SUBMITTING DATA & INFORMATION REQUIRED BY ICCAT

The list of ICCAT Reporting Requirements and the forms for submission of information are published [here](#).

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For information relating to the submission of statistics and scientific information, [please click here](#).

ANNUAL REPORTS

The Annual Report is the vehicle specified for reporting on the following requirements:

M:GEN01	Annual Reports (Commission)
M:GEN02	Report on implementation of reporting obligations for all ICCAT fisheries, including shark species
M:GEN17	Information of bilateral arrangement for Port Inspection
M:GEN19*	Summary of activities carried out pursuant to access agreements, including all catches
M:GEN23	Techniques used to manage sport and recreational fisheries
M:GEN44	Electronic Monitoring Systems (EMS) domestic Programmes implementation report
M:GEN45	Report on Implementation of Res. 23-20, including Emergency Action Plans (EAP)
M:BFT25	Report on steps taken to encourage tag and release of all fish less than 30 kg/115 cm
M:TRO17	Maximum on board bycatch limit for tropical tunas
M:TRO18	Measure taken to ensure compliance with M:TRO17
M:TRO19	Total amount of tropical tuna harvested as bycatch that year
M:TRO20	Maximum per trip bycatch limit allowed per stock for the coming fishing year
M:SWO17	Maximum onboard bycatch limit of SWO-N
M:SWO18	Maximum onboard bycatch limit of SWO-S
M:ALB06	Maximum onboard bycatch limit of ALB-N
M:ALB07	Maximum onboard bycatch limit of ALB-S
M:SHK09	Report on interactions with whale sharks during purse seine operations
M:BYC01	Report on implementation of Rec. 22-12, paras. 1, 2, 4, 5 and 8, and relevant actions taken to implement the FAO guidelines
M:BYC03	Report on steps taken to mitigate by-catch & reduce discards and any relevant research in this field
M:BYC04	Report on the implementation of Res. 23-15
M:SDP01	Description of pilot electronic statistical document systems

*CP39 should be used for reporting. Rec. 14-07 requires the information to be included in the Annual Report, but for ease of processing, separate submission would be preferred.

and

S:GEN01	Annual Reports (Scientific)
S:GEN11	Information on implementation of Rec. 16-14
S:BYC04	Notification of measures taken on the collection of bycatch and discard data in artisanal fisheries through alternative means
S:BYC05	CPCs shall report on steps taken to mitigate bycatch and reduce discards, and on any relevant research

M:GEN01 - REVISED GUIDELINES FOR THE PREPARATION OF ANNUAL REPORTS
(Ref. ICCAT Convention; Res. 01-16; Ref. 23-24, Rec. 18-07 / 24-17)

1. Introduction

The purpose of Annual Reports is to provide a mechanism for the submission to ICCAT of relevant information on the tuna-related activities of Contracting Parties and Cooperating non-Contracting Parties, Entities or Fishing Entities (CPCs) during the preceding year.

2. Submission process

Complete Annual Reports, comprising Sections 1-3, should be submitted in two parts by **15 September** each year as follows:

- a) through a Word document, in two parts, described by sections 1 and 2 below; and
- b) through two tables in the [Integrated Online Management System \(IOMS\)](#), described by section 3 below.

The layout of the Word file should follow the structure and format specified below and must be in one of the official languages of ICCAT (English, French or Spanish).

However, if the SCRS meeting takes place prior to 22 September, Section 1 should be submitted to the SCRS one week before the start of the SCRS Plenary Session (i.e., by 9:00 am on the first day of the Species Groups meetings), as notified to the Commission by the ICCAT Secretariat. For 2026, the submission deadline for Section 1 is no later than 14 September at 09:00hrs.

To facilitate the completion of Sections 1 and 2 of the Annual Report, the ICCAT Secretariat has made all formatted Annual Reports from 2025 available as Word documents in the [ANNUAL_REPORTS_2026](#) sub-folder within the password-protected [CPC_FOLDER\2026\COMPLIANCE_REPORTING](#) NextCloud folder.

The password was shared with the relevant contacts in each CPC as per Circular #2133/2025.

We strongly encourage CPCs to use these reference documents as a basis for their 2026 Annual Report submissions, updating the provided documents as necessary, using the track changes tool.

3. Annual Report sections

The Word file portion of the Annual Report should contain specific, separate sections on fisheries, research, management and inspection activities and may optionally include appendices containing additional information pertinent to these sections. Information presented in Annual Reports should be divided into the relevant sections to facilitate the extraction and copying of particular information required by the Commission and its subsidiary bodies.

The overall structure of the Word file should be as follows:

Summary

A summary (not to exceed 20 lines, or half a page) must be included with the Report. This summary should be submitted in one (or more) of the three official languages of the Commission (English, French or Spanish). The ICCAT Secretariat will translate these summaries to the other official two languages.

Section 1: Information on Fisheries, Research and Statistics

Please note that national fisheries information and information on research and statistics **should be concise**. Detailed information of a more scientific nature, or for discussion by individual Species Groups, should be presented to the SCRS as a scientific paper. **Fisheries statistics should be reported separately by the Statistical Correspondent in accordance with the ICCAT Request for Atlantic tuna and shark statistics.**

1.1 Annual fisheries information

This report section should provide complementary information relating to the data submitted to ICCAT on total catches, effort, size-frequency, biological sampling and tagging data and briefly describe trends in tuna fisheries during the preceding year. Attention should be given to changes in fishing patterns or new developments in fisheries, as well as any socio-economic factors which influence or explain such changes and developments.

1.2 Research and statistics

This Report section should provide a description of the statistical data collection systems implemented by CPCs to monitor fisheries for tuna and tuna-like species, with an indication of the degree of coverage of catch, effort and size data for fishing operations in both the Exclusive Economic Zone (EEZ) and High Seas. Attention should be given to problems, changes and improvements in such statistical systems and, where possible, the coverage of retained catches of target and bycatch species, and of discarded catches, whether the animal is dead or alive.

This section should also present summarized information on tuna-related research activities and results of particular interest to ICCAT, such as research related to stock delineation, stock assessment, migration and environmental factors.

A brief description and summarized results of observer programmes may also be included in this section.

A list of the information submitted to the ICCAT Secretariat in accordance with Commission requirements and which is to be reviewed by the SCRS should also be included in Section 1 for submission to the SCRS.

Section 2: Information on conservation and management measures

2.1 Implementation of ICCAT conservation and management measures

This section should summarize the legislation adopted and other relevant measures taken to ensure the implementation of the active ICCAT conservation and management measures that are not included in the Online Reporting Section below, and any other information of interest to the Commission. Titles of any relevant legislation should be translated into one of the official languages of ICCAT. This section should not exceed four pages in length.

2.2 Difficulties encountered in implementation of and compliance with ICCAT conservation and management measures

This section should outline any difficulties encountered in implementing ICCAT conservation and management measures and/or explanations of why reporting requirements or deadlines could not be met, and any steps that have been or are being taken to overcome these difficulties. In addition, if standard forms have not been used, a brief indication of the difficulties encountered in the use of these forms should be included.

Appendices (if any)

Appendices may be included as a supplement to the information contained in the main body of the Annual Reports to be submitted to ICCAT. The purpose of such Appendices should be to provide detailed supplementary information to the main sections of the Annual Reports. As such, information contained in the Appendices should be considered to have been formally transmitted to the ICCAT Secretariat, as will be the contents of the body of the Annual Reports. However, such Appendices will not be included in the subsequent publication of Annual Reports but will be made available on request¹.

Section 3: Online reporting

Information on reporting requirements must be made through the IOMS, as required by Rec. 24-17. Online reporting comprises two parts, and upon completion, IOMS will generate two tables. The *Guidelines* provide more information on requirements that are mandatory (☑) or, if applicable, those that should be completed (☒).

Guidelines for completing Annual Reports Part 2 for Management

Select a year: 2026

Data Requests:

- COMP - ICCAT CIRCULAR #0625 / 2026: ICCAT reporting requirements 2026
- STATS - ICCAT CIRCULAR #0620 / 2026: Request for statistics on Atlantic tunas and associated species in the ICCAT convention area

Code	Description	Status	First Submit date	Response/Reason for N/A
M:GEN01	Annual Reports			Insert date sent to ICCAT (Year-month-day)
M:GEN02	Report on implementation of reporting obligations for all ICCAT fisheries, including shark species	☑		Insert date sent to ICCAT (Year-month-day)
M:GEN03	ICCAT Compliance Reporting Table	☑		Insert date sent to ICCAT (Year-month-day)
M:GEN04	Vessel Chartering - summary report	☒		Insert date sent to ICCAT (Year-month-day)
M:GEN05	Vessel Chartering - arrangements and termination	☒		Insert date(s) sent to ICCAT (Year-month-day)
M:GEN06a	Transhipment reports - at sea	☒		Insert date sent to ICCAT (Year-month-day)
M:GEN06b	Transhipment reports in - port	☒		Insert date sent to ICCAT (Year-month-day)
M:GEN07	Transhipment declarations (at sea)	☒		Indicate number of declarations sent
M:GEN08	Carrier vessels authorised to receive transhipments of tuna and tuna-like species in the Atlantic Ocean, either at-sea or in-port	☒		Insert date(s) sent to ICCAT (Year-month-day)
M:GEN09	LSPLVs which are authorised to tranship to carrier vessels in the Atlantic Ocean (and subsequent modifications)	☒		Insert date(s) sent to ICCAT (Year-month-day)
M:GEN10a	Points of contact for port entry notifications	☒		Insert date(s) sent to ICCAT (Year-month-day)
M:GEN10b	Contact points for receiving copies of Port Inspection reports	☒		Insert date(s) sent to ICCAT (Year-month-day)
M:GEN11	List of designated ports into which foreign fishing vessels may request entry	☒		Insert date(s) sent to ICCAT (Year-month-day)
M:GEN12	Advance notification period required for entry into port of foreign fishing vessels	☒		Insert date(s) sent to ICCAT (Year-month-day)

¹ Appendices which, due to their length, format, presentation or the complexity of the data, cannot be directly transferred into the document compiling all the Annual Reports will not be published.

CPCs can access this table by taking these steps:

The screenshot shows the IOMS interface for 'Annual Report Part 2 for Management'. The 'Data Requests' dropdown is highlighted with a yellow box, showing 'COMP - ICCAT CIRCULAR #0625 / 2026: ICCAT ...'. Below it, the table lists various species groups with their respective pending rows and submission status.

Species Group	Status	Details
GEN - General	47 pending rows of 47	STATS - ICCAT CIRCULAR #0620 / 2026: Request for statistics on Atlantic tunas and associated species in the ICCAT convention area
ALB - Albacore	8 pending rows of 8	
BIL - Billfishes	2 pending rows of 2	
BFT - Bluefin Tuna	23 pending rows of 35	
TRO - Tropical Species	15 pending rows of 15	
SWO - Swordfish	19 pending rows of 19	
SHK - Sharks	3 pending	

Part 1: Research and Statistics reporting (in accordance with the request for statistics on Atlantic tunas and associated species in the ICCAT Convention area circulated annually by the ICCAT Secretariat).

- Navigate through the following menu options: Start > Compliance data > Annual Report > Edit/Add report
- Select the current year from the dropdown menu: 2026
- Select from the following dropdown menu the request for data associated with statistics: ICCAT Circular #00620/2026, "Request for fishery statistics on Atlantic tunas and associated species in the ICCAT Convention area".

In accordance with Paragraph 3 of Rec. 24-17, "Notwithstanding Paragraph 2, upon exception granted by the Chair of the Compliance Committee, in consultation with the Chair of the WG-ORT and the Secretariat, CPCs may request assistance from the Secretariat to complete reporting requirements offline for upload into IOMS by the Secretariat. These requests for exception must be submitted at least two weeks in advance of the respective reporting deadline, with CPCs indicating the difficulties encountered on the utilization of IOMS".

Part 2: Management reporting.

CPCs can access this table by taking these steps:

- Navigate through the following menu options of the menu: Start > Compliance data > Annual Report > Edit/Add report
- Select the current year from the dropdown menu: 2026
- Select from the following dropdown menu the request for data associated with compliance: ICCAT Circular #00625/2026, "ICCAT 2026 Reporting Requirements".

In accordance with Paragraph 3 of Rec. 24-17, "Notwithstanding Paragraph 2, upon exception granted by the Chair of the Compliance Committee, in consultation with the Chair of the WG-ORT and the Secretariat, CPCs may request assistance from the Secretariat to complete reporting requirements offline for upload into IOMS by the Secretariat. These requests for exception must be submitted at least two weeks in advance of the respective reporting deadline, with CPCs indicating the difficulties encountered on the utilization of IOMS".

Help files are integrated into the IOMS, but any CPC requiring assistance with access to or reporting through the IOMS should contact the Secretariat through general@ioms.iccat.int. The ICCAT Secretariat will provide direct support to CPCs, including virtual tutorials on request, to facilitate submission of the corresponding sections of the Annual Report using the IOMS. You are requested to follow the detailed instructions in the section “Instructions for using the IOMS” located at the end of this document. Please ensure that you are responding to the latest requirement and that your response is appropriate, as changes from previous years may have taken place. Some requirements in the table allow you to indicate whether a requirement is applicable by means of a checkbox. In other cases, mandatory requirements cannot be deselected using the checkbox. A checkbox that is not interactive is indicated by shading.

If a requirement is applicable, the corresponding date and/or a sentence that explains how it was fulfilled must be completed. In the event that a requirement is not applicable, the reason why it is not applicable must be provided in the appropriate cell. Responses provided in such cases should not contain the text “not applicable” and the explanation should not repeat this text since deselecting the checkbox already defines that the requirement is not applicable.

Please do not complete Tables 1 and 2 using references to previous years or previously cited elements. Each response should be complete and refer to the year of reporting. Examples of text to avoid using include: “like last year,” “like the previous requirement,” “see above,” etc.

Where date of submission is requested in the IOMS, the date should pertain to the current year, even though the submission made may contain information pertaining to the previous year. For example, Task 1 submitted on 15 July 2026, which contains data for 2025; the response in the Annual Report template would be 15 July 2026. If a revised or a new version of the relevant requirement has been submitted, please use the column “*Last update*” to indicate the date of the most recent submission.

SUBMITTED BY [CPC]: **Compilandia**

Please follow the instructions that are contained in the “Response/reason for N/A” column”. In the event that the information or date sent is not provided, please indicate “No” in the “Applicable” column **or** “see section 2.2”.

If you indicate “No” in the “Applicable” column, please give a **brief** explanation as shown in the examples below:

EXAMPLE 1

GEN	Requirement Name	Applicable	First Submission date	Response/Reason for N/A	Last update
M:GEN04	Vessel chartering – summary report	No		Compilandia has not chartered any vessel	

EXAMPLE 2

BFT	Requirement Name	Applicable	First submission date	Response/reason for N/A	Last update
M:BFT02	Bluefin tuna farming reports	No		Compilandia does not operate bluefin tuna farms	

To facilitate this explanation, the IOMS offers a series of standard responses. If these are not appropriate, the CPC can enter a suitable explanation.

“See Section 2.2” should be inserted where the requirement is applicable to your CPC, but information could not be sent due to difficulties in implementing the Recommendation, and these difficulties should be outlined in Section 2.2 of the Annual Report for submission to the Commission.

Notes: Where **Insert date sent to ICCAT** is requested, such date should refer to actual data or information which has already been transmitted through the relevant reporting form. If the requirement is not applicable to your Contracting Party, please give a brief explanation of non-applicability in the appropriate cell.

ALL questions must be answered. Reports which leave the instruction without a response will be considered incomplete. If the response is the same as previous year, the answer should be repeated in current year report.

Dates should reflect the actual submission date, regardless of whether the information itself relates to the reporting period (for example, the year 2025 in many cases).

4. Formats

General text must be in Cambria 10 (see margins below). Section headings are standardized; further sub-headings should be short, reflect a logical sequence, and follow the rules of multiple subdivision (i.e., there can be no subdivision without at least 2 two sub-headings). The entire text should be intelligible to readers and, therefore, acronyms and abbreviations should be written out and all lesser-known technical terms should be defined the first time they are mentioned. Dates should be written as follows: 10 November 2025. Measures should be expressed as metric units, e.g., metric tons (t).

Tables should be placed after the text, followed by the figure(s); they should be in MSWord files. Tables should be cited in numerical order in the text. Tables should be numbered (Arabic) and the table heading should be included above the table; avoid using grids. Headings in tables should be short but sufficient to allow the table to be intelligible on its own. All unusual symbols should be explained in the table legend. Other incidental comments may be footnoted.

Figures should be in MSWord files and placed after tables. Figures should be cited in numerical order in the text. Figures should be numbered (Arabic) and the figure caption should be included beneath the figure; avoid using grids. Clearly identify numerical scales, units and legends for the X- and Y-axes for each figure. If graphics are prepared in colour, please be sure that the information plotted or depicted can also be easily read in black and white (e.g., use ■,◆,•, etc. or colours that are easily distinguishable).

Appendices should be placed after figures and following the standardized headings.

Summary of Formatting Instructions

Software:	Please prepare in MSWord.
Paper size:	A4
Margins:	(Top, Bottom, Left, Right): 2.5 cm; headers 1.5 cm, footers 2.0 cm.
Line spacing:	Single (or 1.0); Double space between paragraphs; Triple space before new major headings. For contributors using an East Asian version of MSWord, please ensure that the printed copy is indeed single-spaced.
Page numbering:	None (for electronic copies).
Header:	ANN-xxx/year [insert year and document number as provided by the ICCAT Secretariat]; page 1 header only (different first page), Arial 10, right justified. No other running headers.
Font type:	Cambria
Font size:	Cambria 10. Footnotes should be in Cambria 8.
Case:	Only the document title on the title page should be in CAPS.
Tabs:	Every 0.75 cm; no paragraph indents.
Files:	Please submit one file with the formatted text (and tables, figures and appendices, should there be any).

M:GEN03 - COMPLIANCE TABLES (Recs. 11-11 and 18-07)

M:GEN03	ICCAT Compliance Reporting Table
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The latest version of the form developed for reporting this data is **CP13-COC_Sec (v2026a)**.

As reporting forms may be updated, we should be grateful if all CPCs would consult the [ICCAT website](#) to ensure the most recent versions are used for their submissions.

The reporting forms have been developed, in accordance with the *Recommendation by ICCAT to Clarify the Application of Compliance Recommendations and for Developing the Compliance Annex* (Rec. 11-11) and with the *Recommendation by ICCAT to Amend ICCAT Reporting Deadlines in Order to Facilitate an Effective and Efficient Compliance Process* (Rec. 18-07) on the basis of the Compliance Tables adopted at the last Commission meeting, and Task 1 data where no information was submitted in the previous year. The deadline for submission of the Compliance tables is **15 August**.

The form CP13-COC_Sec is an Excel file which comprises three worksheets:

1. **'Catches'**: This form should be used to report the **catches** made in 2025, and the resulting **balances** and **adjusted quota/catch limits where applicable**. If any addition or change to existing figures is made, or if catches of any species are being reported for the first time, please indicate these by shading the cells, in order to ensure that ICCAT Secretariat staff will assimilate the information correctly.
2. **'Size'**: This form should be used to show the **percentage of undersized fish** caught for each species. Undersized fish are those below the minimum size stipulated by the relevant management Recommendations.
3. **'Over-underage'**: If overages / underages are not being applied on a simple yearly basis, the *Form for the Application of Overages /Underages* (over-underharvests) should also be completed.

SUBMISSION OF VESSELS FOR THE INCLUSION ON THE ICCAT RECORD

Several ICCAT Recommendations require the submission of vessel lists for vessels to be included in the ICCAT Record of Authorized Vessels. The form for submitting all vessel lists which are described below is **CP01-VessLsts (v2026b)**.

As reporting forms may be updated, we should be grateful if all CPCs would consult the [ICCAT website](#) to ensure the most recent versions are used for their submissions.

From 1 November 2025, after the initial transition period indicated in Circular No. 07010/2025 elapsed, CPCs are required to update their information directly into the Integrated Online Management System (available at: [IOMS](#)). This new approach gives CPCs full control over their vessel data and helps ensure that fleet information remains accurate and up to date.

<i>Req No.</i>	<i>Record</i>	<i>Deadline²</i>	<i>Observations</i>	<i>Recommendation</i>
M:GEN08	Carrier Vessels authorized to receive transshipment of tuna and tuna-like species in the Atlantic Ocean	Annual list to be provided before start of transshipment operations	Not normally included on 20m+ (positive list) if reported as a carrier vessel	Rec. 24-15
M:GEN20	List of vessels 20 meters or greater	At time of change and not later than 45 days after authorization start date	It would be very important to pay attention to the provisions of paras 6 and 7 of Rec. 21-14.	Recs. 21-14 / 25-12
M:BFT12	Bluefin tuna catching vessels	15 days before start of relevant fishing season or before beginning of the fishing activity (see paragraphs 28-31 of Rec. 21-08 for details)	Any changes to the original list must be justified. Vessels cannot be on both BFTE catching and BFTE other lists at the same time	Rec. 25-04
M:BFT13	Bluefin tuna other vessels	15 days before start of activity / TBD	Any changes to the original list must be justified. Vessels cannot be on both BFTE other and BFTE catching lists at the same time	Rec. 25-04
M:BFT32	Vessels that are not recorded as BFT fishing vessels but we know that they are presumed to have caught BFTE.	As soon as available.		Rec. 25-04
M:TRO01	List of TROP vessels (list of vessels authorized to fish for any of the three major tropical species BET/YFT/SKJ and subsequent changes, including support vessels)	At time of change and not later than 45 days after authorization start date		Rec. 24-01
M:SWO03	List of vessels targeting swordfish in the Mediterranean Sea	15 January each year		Rec. 16-05

² It is worthy of noting that, for notification purposes, the date recorded in IOMS will be considered the official date of notification. For lists subject to specific deadlines, a 24-hour tolerance will be applied for compliance purposes to account for time differences between CPCs and the ICCAT Secretariat. In addition, any vessel whose authorization period has expired will be removed 45 days after the expiry date.

<i>Req No.</i>	<i>Record</i>	<i>Deadline²</i>	<i>Observations</i>	<i>Recommendation</i>
M:SWO04	List of sport/recreational vessels authorized to catch SWO-MD	15 days before start of fishing operations		Rec. 16-05
M:SWO15	Specific authorization for vessels 20m+ for SWO-N	At time of change and not later than 45 days after authorization start date	All SWO-N vessels must already be on the positive list before being included in this list	Recs. 24-10 / 25-10
M:SWO16	Specific authorization for vessels 20m+ for SWO-S	At time of change and not later than 45 days after authorization start date	All SWO-S vessels must already be on the positive list before being included in this list	Recs. 17-03 / 22-04
M:ALB03	List of Vessels authorized to fish for Mediterranean albacore	15 March each year		Rec. 24-08
M:ALB04	Specific authorization for vessels 20m+ for North Atlantic albacore	At time of change and not later than 45 days after authorization start date	All ALB-N vessels must already be on the positive list before being included in this list	Rec. 23-05
M:ALB05	Specific authorization for vessels 20m+ for South Atlantic albacore	At time of change and not later than 45 days after authorization start date	All ALB-S vessels must already be on the positive list before being included in this list	Rec. 22-06
M:ALB08	List of sport/recreational fishing vessels authorized to catch ALB-MD	15 days before the start of the fishing operations		Rec. 24-08

ICCAT Record of vessels: General Requirements and instructions

In accordance with the above-mentioned ICCAT conservation and management measures, the information described below must be reported for all fishing vessels of 20 m length overall and above fishing for tuna and tuna-like species regulated by ICCAT, as well as for fishing vessels of any size fishing for bluefin tuna or engaging in bluefin tuna-related activities, or fishing for swordfish and albacore in the Mediterranean, with the exception of recreational vessels targeting Mediterranean swordfish.

- Current name of vessel (in Latin script)
- National Registry Number
- IMO or LR number (mandatory for vessels measuring 20m or greater, not obligatory for vessels under 20m or vessels for which the flag CPC has communicated the inability to obtain it or an exemption)
- Previous name of vessel (if any)
- Previous flag (if any)
- Previous details of deletion from other registries (if any)
- International radio call sign (if any)
- Type of vessels, length (LOA), gross registered tonnage (GRT), or, where possible, gross tonnage (GT)
- Name and address of owner(s) and operator(s)
- Fishing Gear used
- Time period authorized for fishing and/or transshipping. The time period should be in accordance with the requirements of each list, as stipulated in the relevant conservation and management measures.
- Fish hold volume or fishing carrying capacity³.

³ Only for purse seiners fishing for tropical tunas.

Fishing vessels of 20 m of length overall or greater, should be active both in the 20 m+ list (positive list) and, where applicable, in the relevant authorization lists.

For the particular case of carrier vessels authorised to receive tuna and tuna-like species and other species caught in association with these species in the Convention area, although CPCs would be using the same CP01 form to upload or update their list of carrier vessels, the data fields considered mandatory would slightly vary:

- Name of vessel, register number
- ICCAT Record Number (if any)
- IMO number
- Previous name (if any)
- Previous flag (if any)
- Previous details of deletion from other registries (if any)
- International radio call sign
- Type of vessels, length, GRT and carrying capacity
- Name and address of owner(s) and operator(s)
- For carrier vessels, type of transshipment authorised (i.e. in port and/or at sea)
- Time period authorised for transshipping

Submission of vessel information: The IOMS

Two methods or mechanisms are available to add or update vessel records in IOMS. The CP01 form allows multiple vessel records to be submitted in bulk. The online interactive function is intended for the manual creation or update of individual vessel records directly in the system. Step-by-step instructions for both methods are provided below.

1) Bulk submission of vessels:

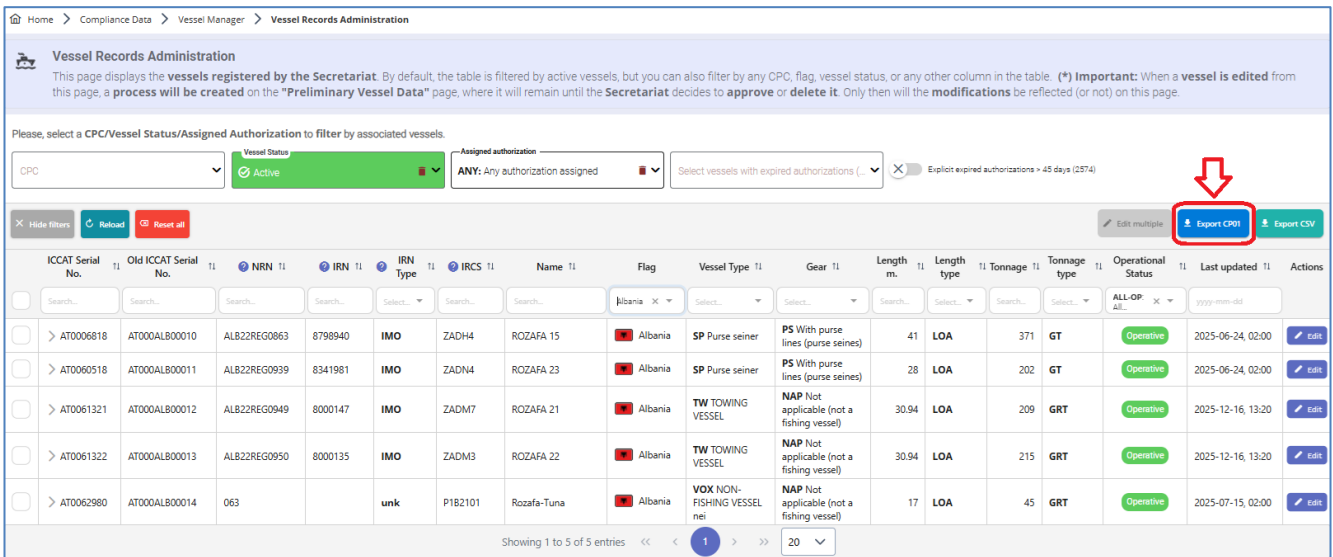
a. How to complete the CP01 form

To submit multiple vessel records at once, CPCs should complete a CP01 form and submit it into the IOMS as per the instructions below. As a general rule, all submissions should be made on the latest version of the **CP01-VessLsts** form available at the ICCAT website (<https://iccat.int/en/SubmitCOMP.html>) or the IOMS Form Manager section.

The screenshot displays the 'Upload Forms' interface. On the left, there is a section for 'Import from File' with a 'Browse for files' button. On the right, the 'Instructions' section lists available forms: CP01, CP46, CP53, ST01, ST02, ST03, ST04, ST05, ST06, ST07, ST08, ST09, ST10, TG01, and TG02. The CP01 form is highlighted with a red box.

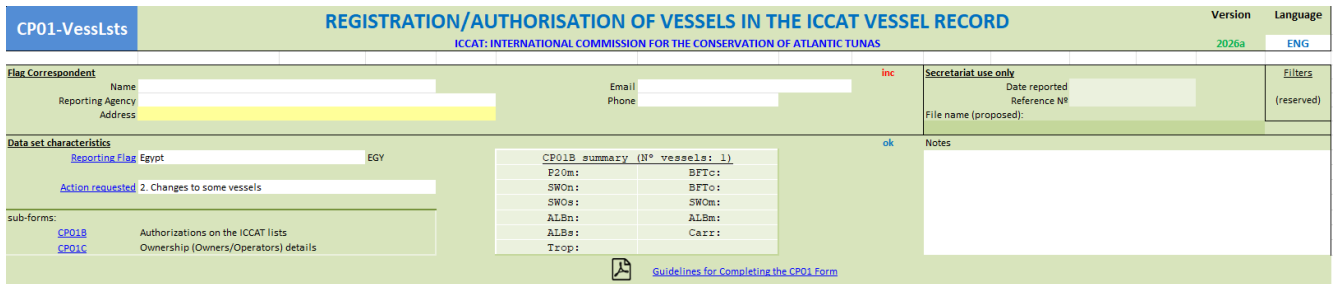
The CP01 form consists of three subforms: CP01A (Vessels), CP01B (Authorizations), and CP01C (Ownership), which contain information on vessel characteristics, authorization types and periods, and the contact details of vessel owners and operators, respectively. It also includes an Instructions sheet, which provides basic guidance on how to complete CP01A, CP01B, and CP01C, and a Codes sheet, which contains the code lists applicable to specific data fields

USEFUL TIP: as a useful starting point, a completed form prefilled with all active (or/and inactive) vessel details can be easily exported from the *Vessel Records Administration* section of the IOMS or requested from the ICCAT Secretariat.



Whether using an exported CP01 form or completing a new one from scratch, please follow the instructions below to complete the form correctly:

- i. **The Header:** only the Header Section of CP01A requires completion. General instructions on how to complete the Header are provided in the image below.



With regards to the *Action requested* data field of the *Data set characteristics* section, the three different options are available should be used as follows:

- a) *Add new vessels:* to report vessels which have never been entered into the ICCAT Record of Vessels. In such case, all sub-forms (CP01A, CP01B and CP01C) must be completed. New vessels would have the ICCAT Serial Number in blank, which would be automatically assigned by the IOMS. To verify if a vessel has been previously entered or to get its ICCAT Serial Number, please consult the active and inactive vessel lists available on the [ICCAT website](#), the *Vessel Records Administration* section of the IOMS or in case, contact the ICCAT Secretariat.
- b) *Changes to some vessels:* to make changes to one or more vessels currently available on the Record. If the changes only affect the authorization details of the vessels, then completing sub form CP01B only is sufficient. If there are changes to vessel characteristics (CP01A), then all sub forms need to be completed.
- c) *Complete revision of Vessel Record:* to replace all fleet data. When selected, all sub-forms CP01A, CP01B and CP01C must be completed for all active vessels. **WARNING:** If this option is used, only the vessel details included in the submitted form will be considered valid. Any vessels not included in the submission will be removed from the Record.

- ii. **CP01A: Vessel registration details (characteristics):** When completing the CP01A sub form, CPCs must provide, in a single row for each vessel, at least all mandatory data fields. All entries must be consecutive with no blank rows between records. When entering vessel characteristics CPCs should follow the guidance provided in the “Instructions” sheet copied below. Particular care should be taken with fields that use standardized code lists, as entries in those fields must follow the prescribed codes outlined in the “Codes” sheet.

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Sub-section	Field (name)	Field (format)	Description	Section	
Mandatory information (vessels)	Identification	ICCAT Serial Number	ICCAT code	If the vessel has previously been registered in the ICCAT Record of Vessels and has therefore been assigned an ICCAT number, this number must be cited. Please check the list of inactive vessels to determine if a number has previously been assigned. If the vessel is registered with ICCAT for the first time, please leave this field blank	
		Nat. Registry N ^o (NRN)	string	The national registry number as it appears in the registry of your CPC	
		Internat. Registry N ^o (IRN)	integer	This should be IMO number or a number in the seven-digit numbering sequence allocated by IHS-Fairplay (LR number). All vessels of 20 m or greater must have an IMO number, except wooden LSFVs that are not authorized to fish on the high seas or LSFVs unable to obtain an IMO/LR number	
		Type of IRN (IMO/LR N ^o)	ICCAT code	If number is provided, type = IMO. If the vessel is wooden and not authorised to operate on the high seas, type = WOD. If unable to obtain an IMO/LR number, then an explanation must accompany the submission, and type = JUS	
		Internat. RCS	string	International Radio Call Sign. This must comprise only letters and numbers, e.g. 7T2472 (no spaces, "-", ".", or any other special character are allowed. If the vessel is too small to have an IRCS assigned, then "n/a" should be entered	
		Current Name (Latin)	string	Please enter the current name of the vessel (all characters must be in Latin script). The use of characters in other alphabets can cause processing errors	
		Previous Name (Latin)	string	If the vessel had a different name previously, even when under a different flag, this should be reported	
		Flag (Current)	ICCAT code	Select the flag (choose from available flag codes) under which the vessel is operating	
		Flag (Previous)	ICCAT code	If the vessel previously operated under a different flag (even with a different name) this should be reported. Select a code from the available flag codes. Failure to report previous name/previous flag can result in duplications and incoherencies both in the ICCAT database and the CLAV	
	Ownership (CP01C)	Owner ID	integer	Please enter the number which corresponds to the row in Form CP01-C which contains the information on the owner. If the same owner is being reported for several vessels, the information only needs to be entered once on form CP01-C, and the same number can be entered in this field for each vessel owned by that person/company	
		Operator ID	integer	Please enter the number which corresponds to the row in Form CP01C which contains the information on the operator. This may be the same or different from the owner	
	Characteristics (including carrying capacity)	Vessel type (ISSCFV)	ICCAT code	Please check the code sheet for a list of valid 3 Alpha codes. Only one type can be selected for each vessel (choose from the available vessel type codes)	
		Gear type (ISSCFG)	ICCAT code	Please check the code sheet for a list of valid 3 Alpha codes. Only one type can be selected for each fishing gear (choose from the available fishing gear type codes)	
		LOA (m)	float	Enter the registered Length Overall (LOA) of the vessel in meters, rounded to 1 decimal places	
		Tonnage	float	Enter the vessel tonnage (rounded to 1 decimal places) chosen in the right "TonType" field (GT by default or alternatively GRT)	
		Tonnage type	ICCAT code	Select the tonnage type. The default type is GT (dimensionless) but the former GRT, internal volume in units of "Register Ton") can also be used.	
		Fish Hold Volume (m ³)	float	Enter the Fish Hold Volume (FHV) in cubic meters: the total measured cubic content of the fish wells in a fishing vessel, and reflects the maximum volume of fish that can be stored during a fishing trip	
		Carrying capacity (mt)	float	Enter the fish carrying capacity of fishing vessels (FCC) or carrier vessels (CCC) in metric tonnes (t): the tonnage of fish that can be stored on the fishing/carrier vessel when it is fully loaded	
	Optional information (vessels)	Various	External mark	string	If there is an external mark different from other characteristics, please insert
			Year Built	integer	Insert the year in which the vessel was built
Shipyard Flag			ICCAT code	Select the country/entity in which the vessel was built (choose from the available flag codes)	
Home port			string	Home port is the port at which the vessel is based and may differ from port of registry	
Depth (m)			float	The vessel's depth (in metres, to 1 decimal place) is measured vertically from the lowest point of the hull, ordinarily from the bottom of the keel to the side of any deck that you may choose as a reference point (preferably upper deck amidship)	
Engine Power (HP)			float	Insert horsepower of the engine	
VMS installed			ICCAT code	Type of VMS system installed. Please see code sheet and choose an option. If no VMS is installed, use NO-VMS	

iii. **CP01 B: Authorizations on the ICCAT lists:**

- *Adding/Renewing a vessel within a list:* To add or renew any vessel in a list, insert both dates (From/To) in the relevant column(s). The exception is for P20m associated authorizations (SWO-N, SWO-S, ALB-N and ALB-S), where only an X is required in the appropriate columns. It is important to ensure that the ICCAT Serial Number and/or the National Registry Number are included in the same row of the sub forms CP01A and CP01B forms, under Columns A and B, respectively.

WARNING: In compliance with the instructions table provided at the end of this section, particular attention should be paid to the following deadlines for the submission of authorization periods:

- **List of vessels of 20m or greater authorized to operate in the ICCAT Convention area (and associated species authorizations):** no specific deadline applies. However, the start date of the authorization period may not be more than 45 days before the date of submission to the ICCAT Secretariat.
 - **List of vessels authorized to catch tropical tunas:** no specific deadline applies. However, the start date of the authorization period may not be more than 45 days before the date of submission to the ICCAT Secretariat.
 - **List of carrier vessels:** no deadline but must be submitted before transshipment operations begin.
 - **List of vessels authorized to catch Mediterranean swordfish:** 15 January.
 - **List of recreational vessels authorized to catch Mediterranean swordfish:** at least fifteen (15) days before the exercise of the activities.
 - **List of recreational vessels authorized to catch Mediterranean albacore:** at least fifteen (15) days before the exercise of the activities.
 - **List of vessels authorized to catch Mediterranean albacore:** 15 March.
 - **List of authorized BFT-E Catching vessels:** Fifteen (15) days before the beginning of the fishing activity.
 - **List of recreational vessels authorized to catch Mediterranean albacore:** at least fifteen (15) days before the exercise of activities.
 - **Any changes to the original list of BFT catching vessels must be justified.**
 - **List of authorized BFT-E other vessels:** Fifteen (15) days before the start of their period of authorization.
- *Removing a vessel from one list (only):* If a vessel is to be removed from specific lists “authorized to” date should be entered as “**01/01/1900**”. This date will deactivate the vessel from that list but will not change the authorization periods in any other list.
 - *Deactivating a vessel from the ICCAT Record of Vessels (all lists):* to deactivate a vessel from all lists, the ICCAT Serial Number and the National Registry Number should be entered in columns A and B of sub form CP01B, and all other fields should be left empty.

WARNING: despite that the vessel will be removed from all lists in the ICCAT Record, it will remain with its ICCAT number in the database, but as unauthorized, i.e. inactive.

- *Removing/Delisting a vessel from the ICCAT Record of Vessels:* To remove a vessel from the record, whether on a temporary basis (change of flag) or permanently (scrapped, sunk or destroyed), CPCs shall do so on an individual basis through the manual and interactive procedure described in this guide.

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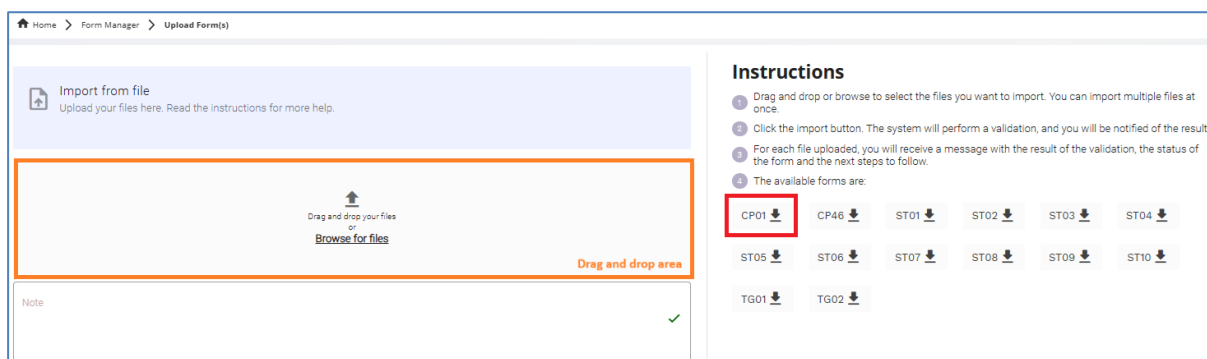
Section	Sub-section	Field (name)	Field (format)	Description
Authorized periods for inclusion on the ICCAT vessel registry	Identification	ICCAT Serial Number	ICCAT code	If the vessel has previously been registered in the ICCAT Record of Vessels and has therefore been assigned an ICCAT number, this number must be cited. Please check the list of inactive vessels to determine if a number has previously been assigned. If the vessel is being registered with ICCAT for the first time, please leave this field blank
		Nat. Registry N° (NRN)	string	The national registry number as it appears in the registry of your CPC
	Positive list (LOA >= 20 meters) AND associated authorisations (Lists)	From (date)	date	If the vessel is 20m or greater and is not a carrier vessel, it must be included on this list. Please insert the start date of the authorisation (which cannot be more than 45 days before date of submission of the form)
		To (date)	date	Please insert the date of end of the authorisation
		Renewal (mode)	ICCAT code	If the vessel authorisation does not expire each year, enter AUTO. This will automatically renew the authorisation for your vessel on 1 January each year. If the vessel authorisation cannot be renewed automatically enter EXPL. The authorisation will expire at the end date, and if not renewed by the CPC, the vessel will be deactivated from the ICCAT Record after 45 days and sent to the inactive list
		SWO-N (X)	(fixed)	If the vessel 20m or greater is authorised to catch northern swordfish, please mark with an X. If not, please leave blank
		SWO-S (X)	(fixed)	If the vessel 20m or greater is authorised to catch southern swordfish, please mark with an X. If not, please leave blank
		ALB-N (X)	(fixed)	If the vessel 20m or greater is authorised to catch northern albacore, please mark with an X. If not, please leave blank
	TROP vessels	ALB-S (X)	(fixed)	If the vessel 20m or greater is authorised to catch southern albacore, please mark with an X. If not, please leave blank
		From (date)	date	If the vessel is authorised to catch bigeye, yellowfin and/or skipjack, or to operate as a support vessel in such fisheries, please enter the start date of such authorisation. Start date cannot be more than 45 days before submission of form
		To (date)	date	Please insert the date of end of the authorisation (for BET, YFT, SKJ)
	SWO-MED vessels	Renewal (mode)	ICCAT code	If the vessel authorisation does not expire each year, enter AUTO. This will automatically renew the authorisation for your vessel on this list on 1 January each year. If the vessel authorisation cannot be renewed automatically enter EXPL. The authorisation will expire at the end date, and if not renewed by the CPC, the vessel will be removed from this list after 45 days
		From (date)	date	For any vessel, regardless of length, authorised to catch Mediterranean swordfish. Please enter start date for authorisation. Lists must be provided annually before 15 January. Recreational vessels may be reported separately 15 days before the start of their authorisation (CP01A mandatory field: Name of vessel, National register number, ICCAT Record Number (if any), Previous name (if any), Length overall, and, Name/address of owner(s) and operator(s))
	ALB-MED vessels	To (date)	date	Please insert the end date for authorisation on the SWO-MED list
		From (date)	date	For any vessel, regardless of length, authorised to catch Mediterranean albacore. Please enter start date for authorisation. Lists must be provided annually before 15 March
	Carrier vessels	To (date)	date	Please insert the end date for authorisation on the ALB-MD list
		From (date)	date	Please insert the start date of the authorisation for the carrier vessels authorised to receive transshipments of ICCAT species either at-sea or in-port. Lists must be sent each calendar year, but no deadline is specified. Carrier vessels may not receive transshipments of ICCAT species until they appear on the List of Carrier Vessels on the ICCAT Record
	BFT-E Catching Vessels	To (date)	date	Insert the date of the end of the authorisation as an ICCAT carrier vessel
		From (date)	date	For all eastern Atlantic and Mediterranean catching vessels, regardless of length. Please insert the start date of authorisation of the vessel. Lists should be submitted annually, and at least 15 days before the start of the authorisation. Authorisation periods should be in accordance with the open seasons stipulated in the current Recommendation on BFT-E
		To (date)	date	Insert the date of the end of the authorisation as an ICCAT BFT-E catching vessel
		Fishery type	ICCAT code	Indicate whether fishery is artisanal, commercial or recreational. Please see Codes sheet for options available
	BFT-E Other Vessels	Fishing area	ICCAT code	Indicate the area in which the vessel is authorised to fish, using one of the options in the Codes sheet
		Assigned quota (kg)	integer	Show the quota (in kilos) assigned to the vessel for the current fishing year. Quantities should be limited to 1 decimal place
From (date)		date	Insert the start date of authorisation of towing, support, auxiliary vessels, regardless of size. Lists must be submitted annually at least 15 days before the start of authorisations	
BFT-E Other Vessels	To (date)	date	Insert the date of the end of the authorisation as an ICCAT BFT-E other vessel	

- iv. **CP01 C: Ownership (Owners/Operators) details:** As usual for CP01C all mandatory data fields should be completed for each vessel. To link each vessel record to its Owner/Operator details, the “Owner ID” and “Operator ID” fields from CP01A and the “Owner/Operator Entity ID” field from CP01C are used simply as connectors or key fields. For a given vessel record, both should therefore match.

Section	Sub-section	Field (name)	Field (format)
Mandatory information	Owner/Operator Entity ID	number	Insert consecutive number. This number should be transposed to form CP01A (Owner /Operator ID fields) for each vessel owned or operated by this person/company
	Name	string	Name of person or company who owns or operates the vessel. If a given vessel has more than one owner/operator these should be separated by the character " " (vertical bar). This field cannot exceed 150 characters.
	Address	string	Street address of person or company who owns or operates the vessel
	City	string	City in which Owner/Operator is domiciled
	Zip code	string	Postal code or zip code of address. Please do not use . - / or other characters between the digits
	Country	ICCAT code	Country in which Owner/Operator is domiciled
Optional information	Email	string	Email of Owner/Operator
	Phone	string	Telephone number (include international code)

b. How to submit the completed CP01 form into the IOMS

Once completed in accordance with the instructions above, the CP01 form should be uploaded through IOMS. To do so, CPCs should log in using their user credentials at <https://ioms.iccat.int/side-menu/dashboard>, open the Form Manager module, and select the Upload Form section. The form may be uploaded either by dragging and dropping it into the area highlighted in orange in the figure below or by browsing for the file. Multiple forms may be uploaded at the same time.



Each uploaded form will be listed and marked as ready for import. Once all CP01 forms have been uploaded, click **Import** to submit them to IOMS.

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Home > Form Manager > Upload Form(s)

Import from file
Upload your files here. Read the instructions for more help.

Drag and drop your files
or
[Browse for files](#)

CP01_PAN_20250909_rev.xlsx

Note

Import

After import, IOMS will carry out a two-stage validation process and display the results at the bottom of the page.

Results:

File name: CP01_PAN_20250909_rev.xlsx

Status: Registered

Register number: **I25-000901**

Messages: File CP01_PAN_20250909_rev.xlsx uploaded with register number I25-000901.

What to do next: The form has been validated successfully, you can check the status of the form in the 'Form Summary' section.

CPC users can access the full details of their submissions either by clicking on the register number highlighted in red or through the Forms Summary section:

Home > Form Manager > Form Summary > Form details

The form submitted to ICCAT and the messages are shown below.

Submission Date: 2025-09-10 12:09
 Register number: I25-000901
 File identifier: I25-000901-F001
 Form type: CP01
 Uploaded by: José Antonio Acuña Barros
 Language: English

Status: Processing Change status Unsubscribe from updates

Versions (2)

Version	Version type	Start year	End year	File name	Submission Date	Note	Version file
1	Registered	2025	2025	CP01_PAN_2025-25#I25-000901-F001_v1.xlsx	2025-09-10 12:09		
0	Original	2025	2025	CP01_PAN_2025-25#I25-000901-F001_v0.xlsx	2025-09-10 12:09		Download file

Messages (1)

[Review](#) 2025-09-10 12:09

System message

- Processed: The changes are awaiting acceptance or rejection by the secretariat.
- Processed: Records updated : 1

ICCAT Reviewer
 Message type: Info

Logs

- Form registered**
 2025-09-10 12:09
 Form CP01 registered with number I25-000901. File register number: I25-000901-F001. User file name: CP01_PAN_20250909_rev.xlsx
- Started processing**
 2025-09-10 12:09
 Form CP01 sent to IOMS for processing.
- Info**
 2025-09-10 12:09
 Process updated

The Form Details page of IOMS contains three main sections: (i) metadata, (ii) the version number and current processing stage of the form, and (iii) the messages generated by the system after running the validation process, together with any messages from the user and/or the ICCAT Secretariat. Any errors leading to the rejection of the file will appear as system messages and will also be communicated by email to the CPC user. Upon their review, CP01 forms with errors should be corrected and re-uploaded into the IOMS. If the form is not rejected, its status will appear as Processing and it will be available in the Preliminary Vessel Data section of the Vessel Manager module, pending review and approval by the ICCAT Secretariat. Once the form has been approved or rejected by the ICCAT Secretariat, its status will be updated accordingly, and the CPC user will receive a notification.

Home > Form Manager > Form Summary

Form Administration
 All forms submitted to ICCAT from CPCs

[Export](#) [Show filters](#)

CPC	Flag	Form type	Register number	File identifier	Submission Date	Year	Status	Actions
<input type="checkbox"/>	JPN	CP01	I25-000133	I25-000133-F001	Today, 2025-09-10, 12:06	2025	Processing	Download See details
<input type="checkbox"/>	PAN	CP01	I25-000132	I25-000132-F001	Today, 2025-09-10, 09:56	2025	Rejected	Download See details
<input type="checkbox"/>	PAN	CP01	I25-000131	I25-000131-F001	Yesterday, 2025-09-09, 17:13	2025	Processed	Download See details

All approved submissions will be directly published in the [ICCAT Record of Vessels website](#).

Flag Change Request: when submitting information on vessels recently registered under your flag, there may be cases where the vessel is already listed in the IOMS under a different flag, either as active, with at least one authorization currently in force, or inactive, with no authorizations in force.

In such cases, the IOMS will initiate a consultation process with the previous flag State. The previous flag State will be requested to review and confirm the flag change before the update is notified to the ICCAT Secretariat.

Register No. ^{TI}	Doc. Media ^{TI}	CPC	Flag	Creation date ^{TI}	Status	Notification date ^{TI}	No. operations ^{TI}	Modified by	Comments ^{TI}	Actions
Q26-04-28_12:55:33_15623	Online	ALBANIA	Albania Japan	Yesterday, 2026-04-28, 14:55	Pending CPC review		1	ICCAT_Test	Online edition: Q26-04-28_12:55:33_15623	View Manage

Any CPC receiving a notification or a flag change request should follow the instructions below to review and either approve (notify) or reject the request:

- Go to Compliance Data > Vessel Manager > Preliminary vessel data (you can also use the link of the notification email)
- Expand Pending vessel processes and review.
- Attach the necessary documents to justify the flag change.
- Press the button Change status > Notify / Reject.

2) Interactive online mechanism for individual vessel updates

Vessel records may be created or updated interactively and directly online through the Vessel Manager Module. The Vessel Manager comprises eleven sections, including general statistics, the List of Vessel records accepted or pending approval, the list of historical vessel records, information on transshipment authorizations, and chartering details. The sections relevant for the interactive upload of vessel records are the following two:

1. *Vessel Records Administration*: allows CPC users to search for vessel records within the database. CPCs can search for and edit any of their vessels or request to flag any vessel from the results.
2. *Preliminary Vessel Data*: this section contains the list of vessels submitted by CPCs for the ICCAT Secretariat's verification and approval, as well as the list of drafts. Within this section, CPCs may also create new vessel records online from scratch.

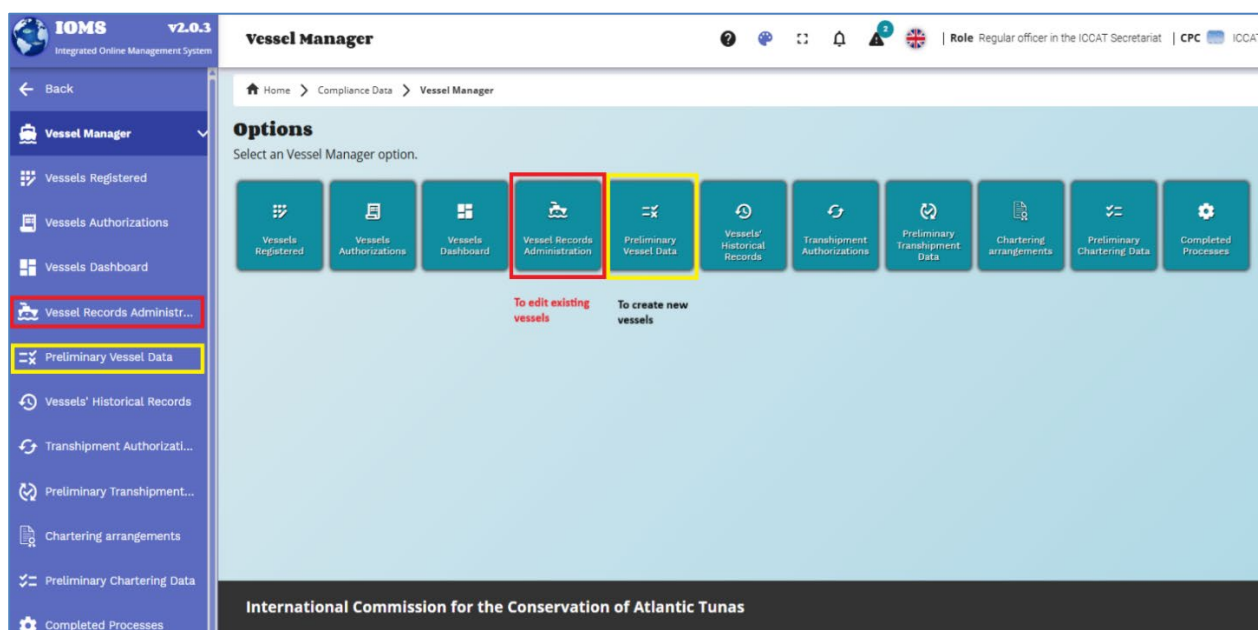


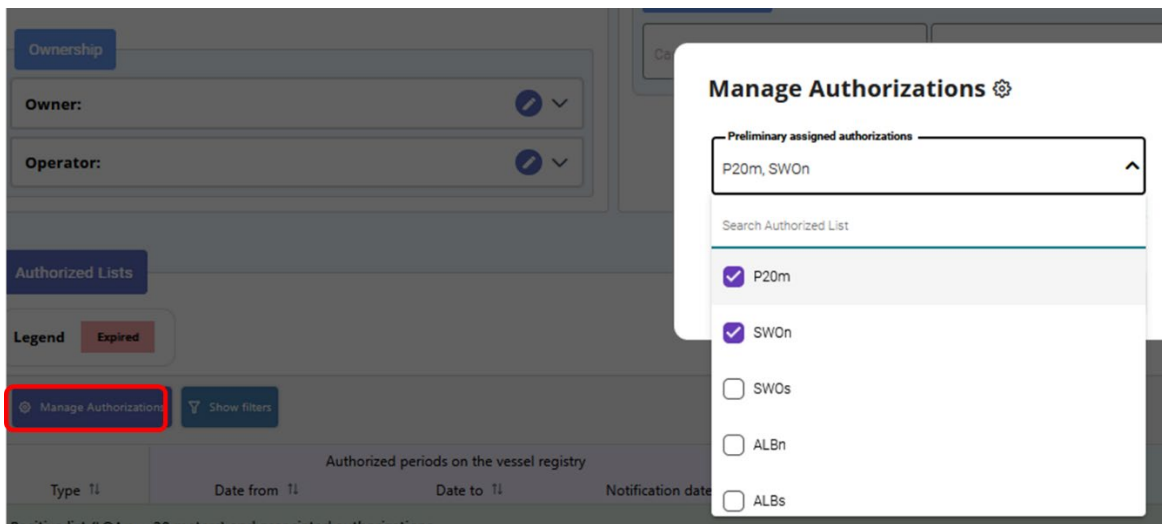
Figure 2. Vessel Manager Module.

New Owner / Operator

<input type="text" value="Name *"/>	<input type="text" value="Address *"/>
<input type="text" value="City"/> ✓	<input type="text" value="Zip Code"/> ✓
<input type="text" value="Country"/> ✓	<input type="text" value="Phone"/> ✓
<input type="text" value="Fax"/> ✓	<input type="text" value="Email"/> ✓

✕ Cancel
💾 Save

- 5) Authorizations: add authorizations by clicking on Manage Authorizations. The pop-up window below will be displayed. Select the relevant lists of authorization and click save.



Complete for each list the periods of authorizations and renewal mode.

Type	Date from	Date to	Notification date	Renewal Mode	Fishery Type	Managed Area	Quota (kg)	Actions
Positive list (LOA >= 20 meters) and associated authorizations								
P20m	<input type="text" value="yyyy-mm-dd"/>	<input type="text" value=""/>	2026-03-18	! It is mandatory to indicate the Renewal Mode				⊘
SWOn			2026-03-18					⊘

- 6) Once the necessary data fields are edited, save the changes and click *Notify* at the top right of the page.
 7) The vessel should now appear listed within *Pending Vessel Processes* at the *Preliminary Vessel Data* section until it is approved/rejected by the ICCAT Secretariat.

b. Editing a vessel online

- a) Access the *Vessel Records Administration* section within the Vessel Manager Module.
 b) Use the available filters in the table to locate the relevant vessel. The table contains all active and inactive vessels in the ICCAT Record of Vessels.

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Home > Compliance Data > Vessel Manager > Vessel Records Administration

Vessel Records Administration

This page displays the **vessels registered by the Secretariat**. By default, the table is filtered by active vessels, but you can also filter by any CPC, flag, vessel status, or any other column in the table.
(* Important: When a vessel is edited from this page, a **process will be created** on the "Preliminary Vessel Data" page, where it will remain until the **Secretariat** decides to **approve** or **delete it**. Only then will the **modifications** be reflected (or not) on this page.

Please, select a CPC/Vessel Status/Assigned Authorization to filter by associated vessels.


CPC: [dropdown] Vessel Status: [Active] Assigned authorization: [ANY: Any authorization assigned] Select vessels with expired authorizations (auto-renewal): [dropdown] Explicit expired authorizations > 45 days (0): [toggle]

[Hide filters] [Reload] [Reset all] [Edit multiple] [Export CSV]

ICCAT Serial No.	Old ICCAT Serial No.	NRN	IRN	IRN Type	IRCS	Name	Flag	Vessel Type	Gear	Length m.	Length type	Tonnage	Tonnage type	Operational Status	Last updated	Actions
3028	Search...	Search...	Search...	Search...	Search...	Search...	Search...	Search...	Search...	Search...	Search...	Search...	Search...	OPVE Operative	yyyy-mm-dd	[Edit]
> AT0003028	AT000CHN00091	(LIAO)CHUAN DE NG(JI)(2018)FT-20 0072	9036777	IMO	BZZP2	LONG XING 625	China PR	LL Longliner	LL Longlines (not specified)	48.03	LOA	577	GT	OPVE	2021-03-31, 02:00	[Edit]

Showing 1 to 1 of 1 entries << < 1 > >> 20

- c) When the vessel searched is listed, whether as active or inactive, under a different flag State, the IOMS will display a **“Flag Change”** action button instead of the **“Edit”** button. Selecting this button will initiate the flag change request process described at the end of the bulk upload section.
- d) Once the vessel is located, click on *Edit* under the *Actions* column. A pop-up message will ask whether you wish to stay selecting additional vessels for editing or proceed to the *Preliminary Vessel Data* section to start editing.



Edit vessel

Are you sure you want to **edit** the following vessel and **save it as a draft** in Preliminary Vessel Data > Online Edition of vessel drafts?

AT0003028: LONG XING 625

- You can either, **stay** on this page
- Or **navigate** to the Preliminary Vessel Data page

✕ Cancel
✓ Yes, and stay
✓ Yes, and navigate

g) Start editing the necessary data fields.

ICCAT Serial No. †	Old ICCAT Serial No. †	NRN †	IRN †	IRN Type †	IRCS †	Name †	Flag †	Vessel Type †	Gear †	Length m. †	Tonnage †	Update Mask †	Operational Status †	Last updated †
AT0003028	AT000CHN0091	(LIAO)CHUAN DEN G(JI)(2018)FT-2000 72	9036777	IMO	BZZP2	LONG XING 625	China PR	LL Longliner	LL Longlines (not specified)	48.03	577	A[- - - - - - - - - - -]	OPVE	Today, 2025-09-10, 10:18

Preliminary

Identification Show Process 025-09-10, 08:18:22, 15103

ICCAT Serial No. AT0003028 ✓ Old ICCAT Serial No. AT000CHN0091 ✓ NRN (LIAO)CHUAN DENG(JI)(2018)FT-2000... ✓

IRN 9036777 ✓ IRN Type IMO ✓ IRCS (International Radio Call Sign) BZZP2 ✓

Name LONG XING 625 ✓ Flag China PR ✓ Previous Flag China PR ✓

Ownership
Owner: DALIAN OCEAN FISHING CO.,LTD. ✓
Operator: DALIAN OCEAN FISHING CO.,LTD. ✓

Current

Identification Show Process E21-02470-F001

ICCAT Serial No. AT0003028 ✓ Old ICCAT Serial No. AT000CHN0091 ✓ NRN (LIAO)CHUAN DENG(JI)(2018)FT-200072 ✓

IRN 9036777 ✓ IRN Type IMO: IMO number ✓ IRCS (International Radio Call Sign) BZZP2 ✓

Name LONG XING 625 ✓ Flag China PR ✓

Ownership
Owner: DALIAN OCEAN FISHING CO.,LTD. ✓
Operator: DALIAN OCEAN FISHING CO.,LTD. ✓

h) Removal of a vessel record: as noted above under “1.1.3. CP01 B: Authorizations on the ICCAT lists”, a vessel record may be made inactive by deleting all of its authorizations, or it may be removed from the ICCAT Record of Vessels. To remove a vessel from the record, whether on a temporary basis (change of flag) or permanently (scrapped, sunk or destroyed), CPCs must do so on an individual basis by selecting the appropriate option from the drop-down menu in the *Operational Status* data field.

Characteristics

Vessel Type SV: SUPPORT VESSEL ✓ Gear NAP: Not applicable (not a fishin... ✓ Length m. 25.5 ✓ Length type LOA: Length overall ✓

Tonnage 113 ✓ Tonnage type GT: Gross tonnage (m3) ✓

Operational Status

- OPVE: Operative ^
- OPVE: Operative ✓
- DEST: Destroyed
- SCRIP: Scrapped
- SUNK: Sunk
- DELI: Delisted

- i) Users can update their authorizations, but deleting the specific authorization row or clicking on *Manage Authorizations*. Should the system flag any error or warning, users can access all details by expanding the drop-down menu circled in red.

To add new or modify existing authorizations

To expand the list of Errors / Warnings found

Type	Authorized periods on the vessel registry			P20m / Trop	BFT-E Catching Vessels			Last updated		Actions
	Date from	Date to	Notification date		Renewal Mode	Fishery Type	Managed Area	Quota (kg)	Date Updated	
Positive list (LOA >= 20 meters) AND associated authorizations (Lists)										
P20m	2015-01-29 Warning	2026-03-30	2021-03-31	Automatic				2021-03-31, 02:00	MHamed.Idrissi	Delete
SWOn			2021-03-31					2021-03-31, 02:00	MHamed.Idrissi	Delete
SWOs			2021-03-31					2021-03-31, 02:00	MHamed.Idrissi	Delete
ALBn			2021-03-31					2021-03-31, 02:00	MHamed.Idrissi	Delete
ALBs			2021-03-31					2021-03-31, 02:00	MHamed.Idrissi	Delete
Rest of authorizations lists										
Trop	2015-01-29 Warning	2026-03-30	2021-03-31	Automatic				2021-03-31, 02:00	MHamed.Idrissi	Delete

- j) Once the necessary data fields are edited, save the changes and click *Notify* at the top right of the page.
- k) The vessel should now appear listed within *Pending Vessel Processes* at the *Preliminary Vessel Data* section until it is approved/rejected by the ICCAT Secretariat.

**M:GEN09 - LARGE-SCALE PELAGIC LONGLINE VESSELS (LSPLVs)
AUTHORIZED TO TRANSHIP AT SEA (Rec. 24-15)**

M:GEN09	LSPLVs which are authorised to tranship to carrier vessels in the Atlantic Ocean (and subsequent modifications)
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All large-scale longline vessels should be included on the ICCAT Record of Vessels of 20 metres or greater. Longline vessels which are authorized to tranship at sea must also be reported in accordance with the provisions of Rec. 24-15, following requirement M:GEN09.

The latest version, currently, of the form developed for reporting this data is **CP46-VessTrans (v2026a)**. As reporting forms may be updated, we should be grateful if all CPCs would consult the [ICCAT website](#) to ensure the most recent versions are used for their submissions.

No deadline is specified for receipt of information. Vessels should be reported before transhipment takes place; retroactive reporting is not permitted.

1) How to complete the CP46 form

To submit multiple vessel records at once, CPCs should complete a CP46 form and submit it into the IOMS as per the instructions below. As a general rule, all submissions should be made on the latest version of the **CP46-VessTrans** form available at the ICCAT website (<https://iccat.int/en/SubmitCOMP.html>) or the IOMS Form Manager section.

The screenshot shows the 'Upload Forms' page in the IOMS system. At the top, there is a navigation bar with 'Upload Forms' and user information. The main content area is divided into two sections. On the left, there is a file upload area with a 'Browse for files' button. On the right, there is an 'Instructions' section with four numbered steps. Below the instructions, there is a grid of form codes, each with a download icon. The 'CP46' form code is highlighted with a red box.

From 1 November 2025, following the initial transition period indicated in Circular No. 07010/2025 elapsed, CPCs are required to update their information directly into the Integrated Online Management System (IOMS), available at <https://ioms.iccat.int/side-menu/dashboard>). This new approach gives CPCs full control over their vessel data and helps ensure that the information remains accurate and up to date.

The CP46 form consists of one subform which contains information on the correspondents and the identification of fishing and carrier vessels, with the authorization period. Codes sheet, which contains the code lists applicable to specific data fields. Note that on the subform, the name and ICCAT number of the carrier vessels should be repeated for each longline vessel reported, i.e. if 100 longline vessels are authorized to tranship to a carrier vessel, 100 rows should be completed for that carrier vessel.

GUIDELINES 2026

A	B	C	D	E	F	G	H	I	J	K	
CP46-VessTrans										Version 2026a	
LSPLV TRANSHIPMENT AUTHORISATION										Language ENG	
<small>ICCAT: INTERNATIONAL COMMISSION FOR THE CONSERVATION OF ATLANTIC TUNAS</small>											
Header											
Reporting Flag			Reporting agency			Address			Person in charge		Phone
											Fax
											Email
										<small>Secretariat use only</small>	
										Date reg.	
										Ref.	
Guidelines for Completing the CP46 Form											
Notes											
Fishing Vessel (Identification)					Carrier Vessel (Identification)						
ICCAT Serial Number	Vessel name	Authorised from	Authorisation to		ICCAT Serial Number	Vessel name	Flag Vessel Current				
ICCATSerialNo	VesselName	DateAuthFrom	DateAuthTo	ICCATSerialNo2	Current Name	Current Flag					

2) How to submit the CP46 form

Once completed in accordance with the instructions above, the CP46 form should be uploaded through IOMS. To do so, CPCs should log in using their user credentials at <https://ioms.iccat.int/side-menu/dashboard>, open the Form Manager module, and select the Upload Form section. The form may be uploaded either by dragging and dropping it into the area highlighted in orange in the figure below or by browsing for the file. Multiple forms may be uploaded at the same time.

Each uploaded form will be listed and marked as ready for import. Once the CP46 form have been uploaded, click **Import** to submit to IOMS.

After import, IOMS will carry out a two-stage validation process and display the results at the bottom of the page. In the same way than the CP01 submission, CPC users can access the full details of their submissions either by clicking on the register number or through the Forms Summary section:

The Form Details page of IOMS contains three main sections: (i) metadata, (ii) the version number and current processing stage of the form, and (iii) the messages generated by the system after running the validation process, together with any messages from the user and/or the ICCAT Secretariat. Any errors leading to the rejection of the file will appear as system messages and will also be communicated by email to the CPC user. Upon review, a CP46 form with errors should be corrected and re-uploaded into the IOMS. If the form is not rejected, its status will appear as *Processing*:

Home > Form Manager > Form Summary

Form Administration
All forms submitted to ICCAT from CPCs

[Export](#) [Show filters](#)

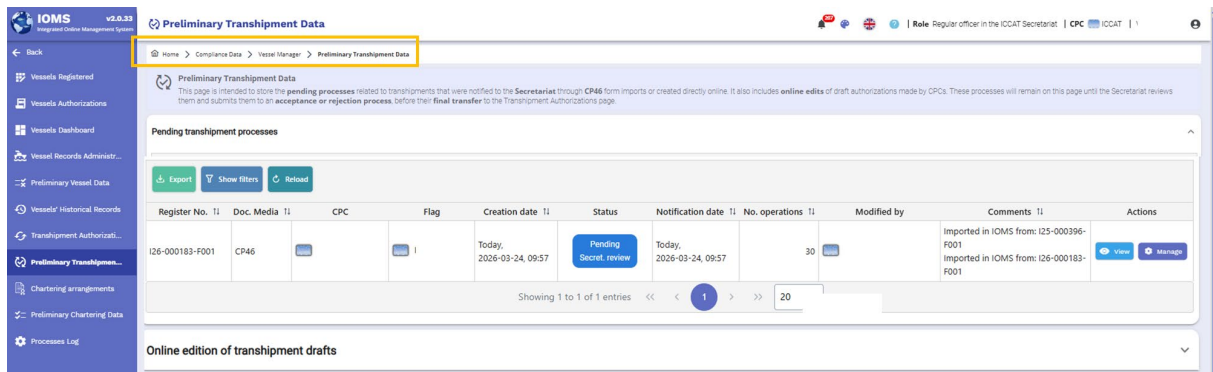
	CPC	Flag	Form Type	Registration Number	File Identifier	Submission Date	Year	Status	Actions
<input type="checkbox"/>	CP46		CP46	I26-000183	I26-000183-F001	Today, 2026-03-24, 09:57	2026	Processing	Download See Details

Transshipment authorizations may be created or updated interactively and directly online through the Vessel Manager Module. The Vessel Manager comprises eleven sections, including general statistics, the list of vessel records accepted or pending approval, the list of historical vessel records, information on transshipment authorizations, and chartering details. The sections relevant for the interactive upload of transshipment authorizations are the following two:

The screenshot shows the IOMS Vessel Manager interface. The top navigation bar includes the IOMS logo (v2.0.33), the Vessel Manager title, and user information (Role: Regular officer in the ICCAT Secretariat, CPC: ICCAT). The left sidebar contains a menu with the following items: Vessels Registered, Vessels Authorizations, Vessels Dashboard, Vessel Records Administr..., Preliminary Vessel Data, Vessels' Historical Records, **Transshipment Authorizations**, **Preliminary Transshipment...**, Chartering arrangements, Preliminary Chartering Data, Processes Log, and Report an issue. The main content area is titled 'Options' and contains a grid of eleven buttons: Vessels Registered, Vessels Authorizations, Vessels Dashboard, Vessel Records Administration, Preliminary Vessel Data, Vessels' Historical Records, **Transshipment Authorizations**, **Preliminary Transshipment Data**, Chartering arrangements, Preliminary Chartering Data, and Processes Log. The two buttons highlighted in red in the main content area correspond to the two items highlighted in the sidebar.

- *Transshipment Authorizations*: by default, the table only shows transshipment authorizations “Within the period (current)” and corresponding to the CPC. The filter with the drop-down menu can be used to refine other status/search of the transshipment authorizations: accepted, deleted, out of period (Expired), all.

- *Preliminary transshipment data*: the request can be reviewed by the CPC and/or approval by the ICCAT Secretariat. Only the CPC of the fishing vessel can initiate this editing. The CPC of the carrier vessel only has read-only access. To edit a transshipment authorization, it is first necessary to convert it into a draft so that it appears in the Preliminary Transshipment Data section.



Once the form has been approved or rejected by the ICCAT Secretariat, its status will be updated accordingly, and the CPC users will receive a notification.

M:GEN04/M:GEN05 - CHARTERING AGREEMENT (Rec. 13-14)

M:GEN04	Vessel Chartering - Summary report
M:GEN05	Vessel Chartering - Arrangements and date of termination

Currently, the latest version, of the form developed for reporting this data is **CP53-ChartrCP_FS (v2026a)**. As reporting forms may be updated, we kindly request all CPCs to consult the [ICCAT website](#) to ensure that the most recent versions are used for their submissions.

Both the Chartering Party and the Flag State should report the chartered vessels on the aforementioned form, together with any relevant documents which include the measures adopted to implement the required provisions.

Note that in addition to submitting information on chartering agreement, **charterers** must submit a summary report of all agreements concluded during the previous calendar year- This report must include information of catches taken and fishing effort deployed by the chartered vessels and should submit the form **CP36-ChartSum no later than 31 July** by email: info@iccat.int.

From 1 November 2025, once the initial transition period indicated in Circular No. 07010/2025 elapsed, CPCs are required to update their information directly into the Integrated Online Management System (IOMS, available at <https://ioms.iccat.int/side-menu/dashboard>). This new approach gives CPCs full control over their vessel data and helps ensure that the agreement information remains accurate and up to date.

General requirements and instructions for the completion of a chartering arrangement

The charterer and the flag CPC should complete the information:

- 1) For the first time, as soon as the agreement between the two parties is concluded as provided for in para 13, a) and b)
- 2) On early termination of the agreement or if the "Automatic Termination" cell indicates "No", as provided for in paragraph 13, c).

The charterer, defined here as the Party, Entity or Fishing Entity that charters a vessel, should first complete the information. The entire section must be completed particularly the "*Time period of Chartering*" (*From dd-mm-yyyy/to dd-mm-yyyy*). **The flag CPC**, defined here as the Party, Entity or Fishing Entity where the vessel is registered, shall receive a notification to review the information completed by the charterer. To complete registration of the charter arrangement, both Parties shall consent and adopted measures by attaching all the necessary documents or information.

Requests are only transmitted to the ICCAT Secretariat once both Parties have formally agreed on the dates and data. Any subsequent modification, will require re-validation by the other CPC to ensure that both submissions remain perfectly aligned.

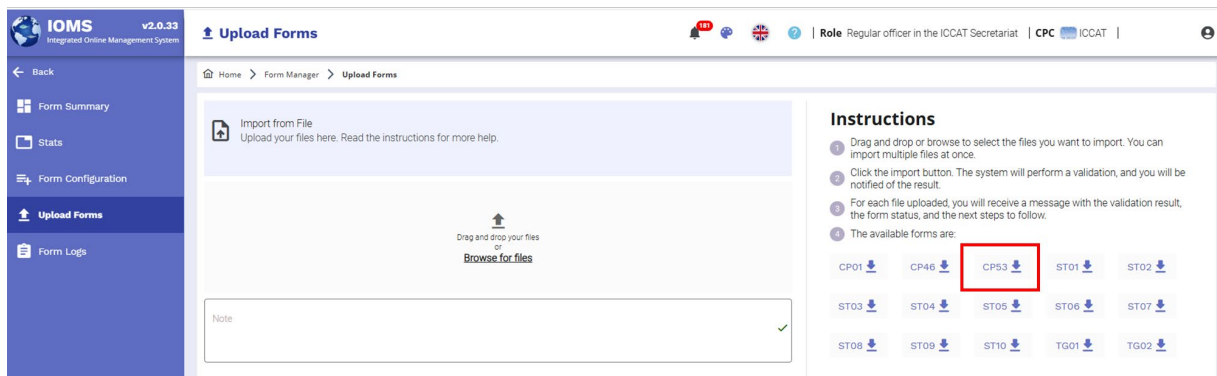
- **Mandatory information on the vessel:** the following information must be provided on the vessel(s):
 - ICCAT serial number
 - Registration number
 - IMO number
 - International radio call sign
 - Current vessel name
 - Flag of charterer to be selected from a picklist
 - Flag of the flag State to be selected from a picklist
 - Name and address of the vessel owner
 - Vessel characteristics: vessel type, gear type, length type to be selected respectively from each picklist as well as the vessel length in metres

- **Mandatory information on the arrangement:** the following information on the arrangement must be provided:
 - In the “Fishing Activities” section, if the vessel participates in one or several fisheries. Choose the fishery type from the picklist and indicate if a quota has been allocated
 - In the “Consent of CP” section, if the consents and adopted measures are attached by selecting yes or no from the picklists

Submission of vessel information: IOMS

Two approaches are available to add or update the chartering arrangement records in IOMS but the chartering request allows for the submission of one vessel at a time. The online interactive function is intended for the manual creation or update of an existing arrangement records directly in the system. Step-by-step instructions for both methods are provided below.

To submit a chartering arrangement, a single form, CP53-ChartrCP_FS, must be completed by both Parties in accordance with the procedure described below i.e., one Party followed by the other and submit it into the IOMS as per the instructions below. As a general rule, all submissions should be made on the latest version of this form available at the ICCAT website (<https://iccat.int/en/SubmitCOMP.html>) or the IOMS Form Manager section.



Whether using an exported CP53 form or completing a new one from scratch, please follow the instructions below to complete the form correctly.

The CP53 form consists of one subform which contains information on the correspondents and the time period in the header, on vessel characteristics, the contact details of vessel owners and operators and the mandatory information on the arrangement. To understand the different sections to be completed, please refer to the tabs "Instructions" and "Codes". Some cells must be completed manually while for others, there is a picklist (reporting flag in the header and in the form, vessel type, gear type, length type, Fishery 1, 2, 3, ..., consents, adopted measures in accordance with the ICCAT regulations in force, automatic termination).

In the AB column, a new option is available: *automatic termination* on the end date of the arrangement indicated in the header. If the option "yes" is chosen from the picklist, the arrangement will terminate automatically on the date initially indicated and it will be considered that this satisfies the requirement under Rec. para 13d), unless otherwise decided by the Commission. However, if the arrangement terminates on a different date to that indicated in the "Time period of chartering" section, this change must be communicated to the ICCAT Secretariat by each of the Parties: charterer and flag CPC.

To enable correct processing of the information in the ICCAT Secretariat's databases, the information must be transmitted by email: the charterer shall submit the documents to the ICCAT Secretariat at: info@iccat.int.

II- When the form has been received from a charterer, it shall be transmitted by the ICCAT Secretariat to the flag CPC, which shall in turn complete the sections referred to below and send it promptly, with all the additional information on the adopted measures, to: info@iccat.int.

The flag CPC, defined here as the Party, Entity or Fishing Entity where the vessel is registered, shall receive the pre-completed CP53-ChartrCP_FS form by the charterer from the ICCAT Secretariat. The correspondent of the flag CPC shall verify the information regarding:

- the time period of chartering,
- the vessel(s) involved in the arrangement and
- the arrangement.

The flag CPC shall complete in turn the sections of the document that are relevant to it:

5) The header section for the Flag State Correspondent

a) The flag CPC correspondent

- Name: name of the contact person for questions. The person's telephone number and email address.
- Reporting agency: Name of your ministry, institution or agency
- Address: Address of your ministry, institution or agency
- Reporting flag: the flag is to be chosen from the picklist

Flag State Correspondent (FS)		inc
Name: <input type="text"/>	Email: <input type="text"/>	
Reporting Agency: <input type="text"/>	Phone: <input type="text"/>	
Address: <input type="text"/>	or Other (specify): <input type="text"/>	
Reporting Flag : <input type="text"/>		

6) Mandatory information on the arrangement

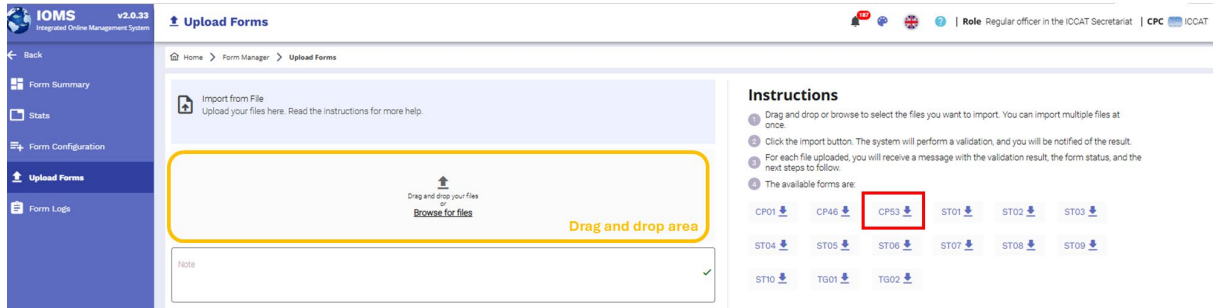
- In the Consent of the FS section, select from the picklists, if the consents and the adopted measures are attached by selection "yes" or "no".

Mandatory information (arrangement)										Consent of CP		Consent of FS		auto termination
Fishing Activities										CP consent att.	CP Adopted Meas.	FS consent att.	FS Adopted Meas.	
Fishery 1 (cod)	Quota 1 allocated (t)	Fishery 2 (cod)	Quota 2 allocated (t)	Fishery 3 (cod)	Quota 3 allocated (t)	Fishery 4 (cod)	Quota 4 allocated (t)	Fishery 5 (cod)	Quota 5 allocated (t)					
Fishery1Cd	Quota1CP	Fishery2Cd	Quota2CP	Fishery3Cd	Quota3CP	Fishery4Cd	Quota4CP	Fishery5Cd	Quota5CP	ConsentCP	AdoptMeasCP	ConsentFS	AdoptMeasFS	AutoTerm

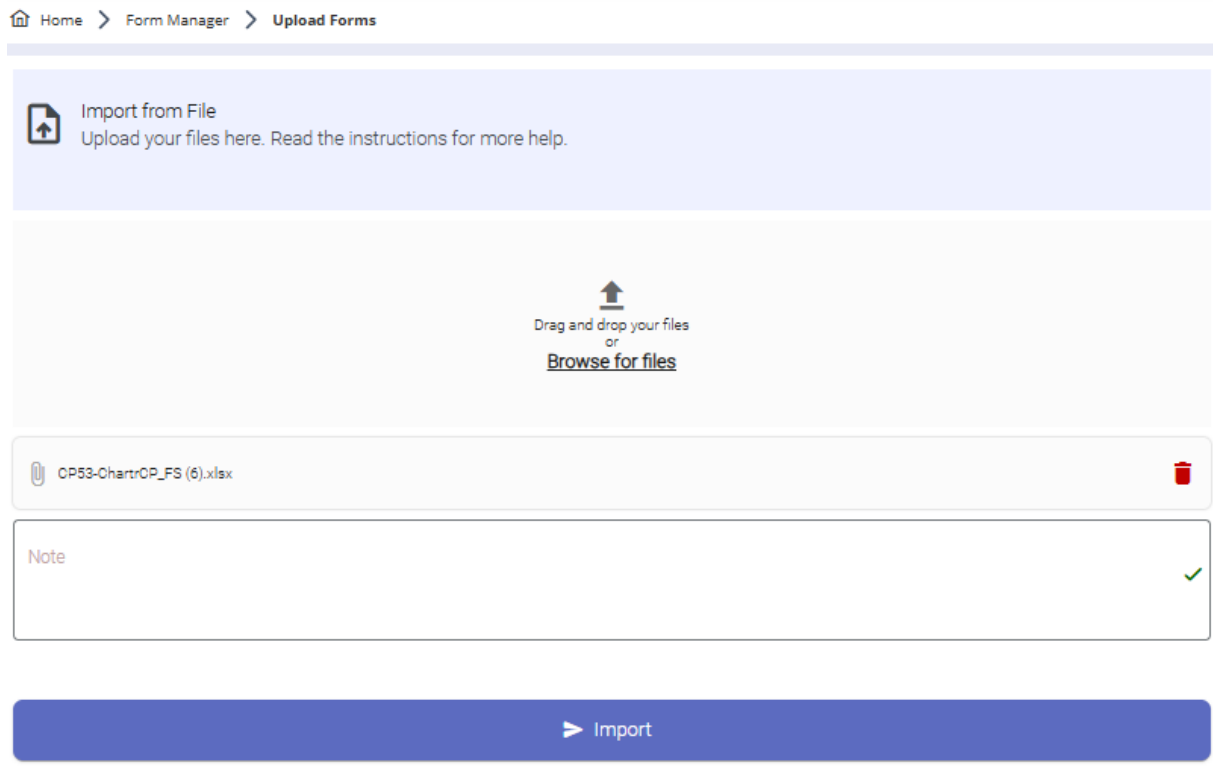
As a reminder, an option is proposed to select automatic termination on the end date of the arrangement indicated in the header. If the option "yes" is chosen from the picklist, the arrangement will terminate automatically on the date initially indicated, and this will be considered to satisfy the requirement of Rec. para 13d), except if decided otherwise by the Commission. However, if the arrangement terminates on a different date to that indicated in the "time period of chartering" section, this change must be communicated to the ICCAT Secretariat by each of the Parties, the charterer and the flag CPC.

7) How to submit the completed CP53 form into the IOMS

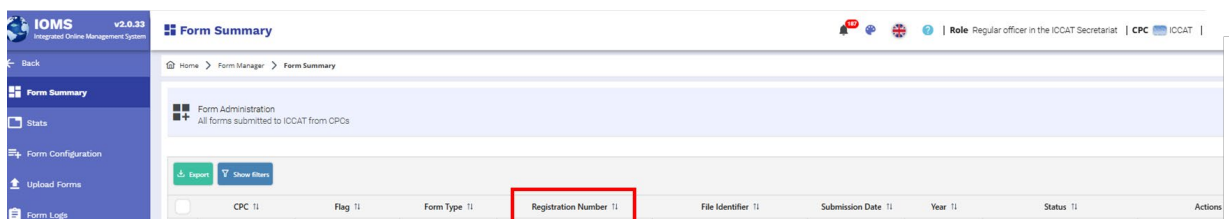
Once completed in accordance with the instructions above, the CP53 form should be uploaded through IOMS. To do so, CPCs should log in using their user credentials at <https://ioms.iccat.int/sidebar-menu/dashboard>, open the Form Manager module, and select the Upload Form section. The form may be uploaded either by dragging and dropping it into the area highlighted in orange in the figure below or by browsing for the file. Multiple forms may be uploaded at the same time.



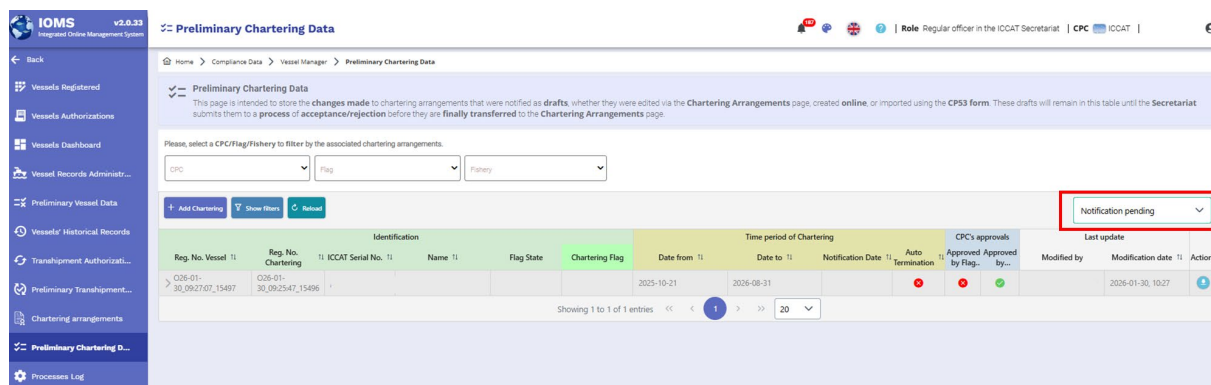
Each uploaded form will be listed and marked as ready for import. Once the CP53 form has been uploaded, click **Import** to submit to IOMS.



CPC users can access the full details of their submissions in the same way as CP01 submission, either by clicking on the register number or through the Forms Summary section:

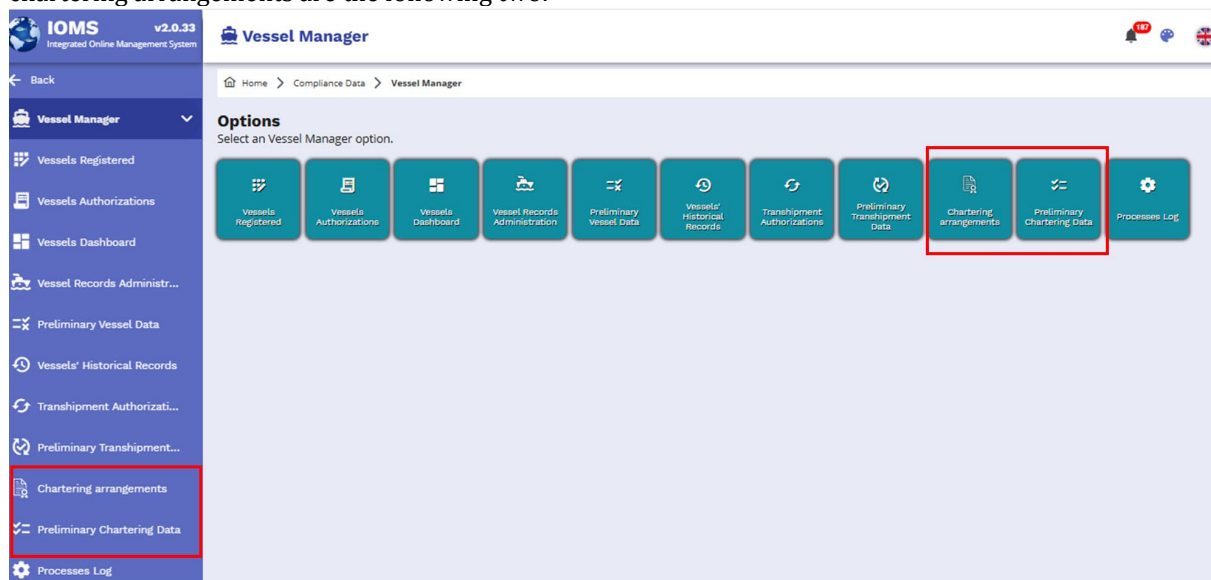


The Form Details page of IOMS contains three main sections: (i) metadata, (ii) the version number and current processing stage of the form, and (iii) the messages generated by the system after running the validation process, together with any messages from the user and/or the ICCAT Secretariat. Any errors leading to the rejection of the file will appear as system messages and will also be communicated by email to the CPC user. Upon review, a CP53 form with errors should be corrected and re-uploaded into the IOMS. If the form is not rejected, its status will appear as Processing and it will be available in the Preliminary Chartering Data section of the Compliance Data section, by selecting Notification Pending by the CPC and/or approval by the ICCAT Secretariat. Once the form has been approved or rejected by the ICCAT Secretariat, its status will be updated accordingly, and the CPC users will receive a notification.

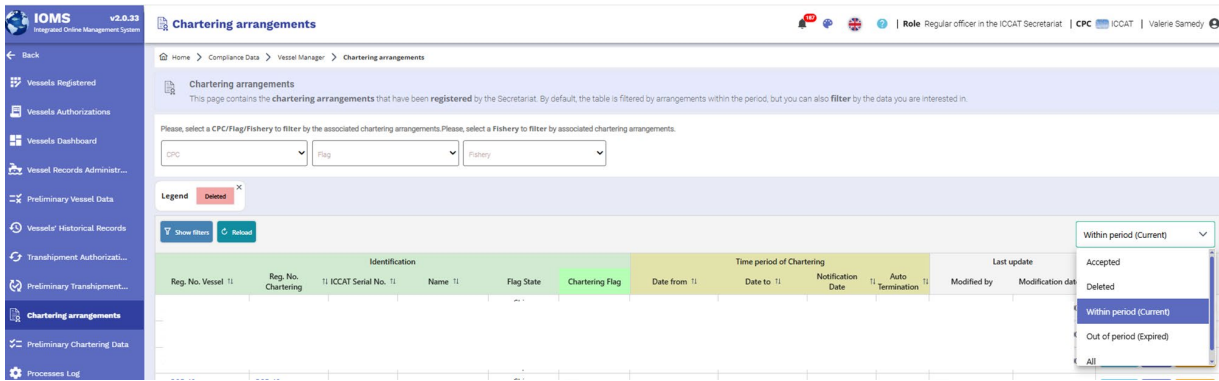


8) Interactive online mechanism for chartering arrangements

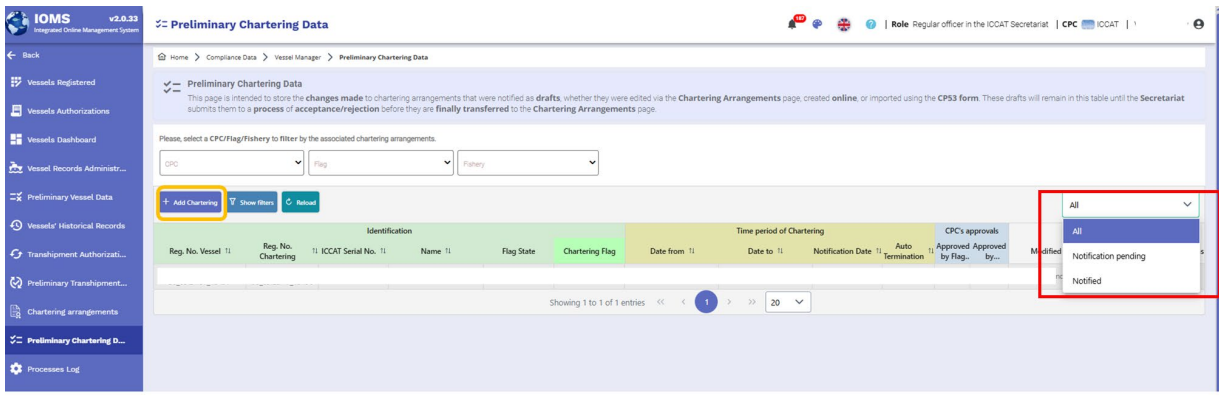
Chartering arrangements may be created or updated interactively and directly online through the Vessel Manager Module. The Vessel Manager comprises eleven sections, including general statistics, the list of vessel records accepted or pending approval, the list of historical vessel records, information on transshipment authorizations, and chartering details. The sections relevant for the interactive upload of chartering arrangements are the following two:



- *Chartering arrangements*: allows CPC users to search for chartering arrangements records within the database (within period (current), out of period (Expired), all, accepted, deleted). CPCs can search for and edit any of their chartering arrangements.



- *Preliminary Chartering Data*: this section saves the preliminary charter agreement drafts, as well as processes pending notification and those rejected by the ICCAT Secretariat. These items remain here until the CPCs decide to notify them to the ICCAT Secretariat. Within this section, CPCs may also create new chartering arrangement record online from scratch (underlined in orange).

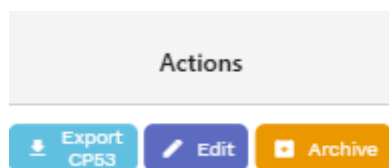


a. Adding a new charter agreement online

- 1) Access the *Preliminary Chartering Data* section within the Vessel Manager Module
- 2) Press to the *Add chartering* where a dialog window will open
- 3) Identify and select the vessel from the list for which the charter agreement is to be made or use the button with the magnifying glass icon to refine the search; when the serial number is selected, the other vessel data will be completed automatically.
- 4) Detail and complete the rest of the information of the arrangement such as the dates, notes if needed, check the boxes for consent and adopted measures on the corresponding part and attach the necessary files.
- 5) Add the fishing activities in which the vessel will participate during the charter period.
- 6) Press the "Save" button to confirm and a success message will appear and the new draft will be correctly added to the table.

b. Modify or delete a charter agreement online

- 1) In the charter agreements table, locate the row of the desired agreement. To modify the agreement, press the "Edit" button in the "Actions" column or "Archive".
- 2) After editing or following the request, the changes will be saved automatically



Before a charter agreement draft can be notified to the ICCAT Secretariat, the following workflow must be followed:

- The CPCs involved in the charter agreement can modify or add the necessary data in the corresponding draft.
- Once these modifications are finalized, both Parties must press the button with the "thumbs up" icon to indicate approval of the draft.
- If any of the CPCs do not agree with the charter data, they can indicate this by pressing the "thumbs down" button.
- When both Parties have approved the draft, the CPC that initiated the process can notify the draft to the ICCAT Secretariat using the button with the "bell" icon.
- If everything goes well, the submission of the draft will be notified to the ICCAT Secretariat and a success message indicating this will appear.

M:GEN18 - INFORMATION ON ACCESS AGREEMENTS (Rec. 14-07)

M:GEN18	Access Agreements and changes
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Rec. 14-07 requires the following:

“1. Contracting Parties and Cooperating non-Contracting Parties, Entities, and Fishing Entities (CPCs) that allow foreign-flagged vessels to fish in waters under their jurisdiction for species managed by ICCAT, and CPCs whose vessels fish in waters under the jurisdiction of another CPC or non-Contracting party (NCP) for species managed by ICCAT pursuant to an agreement, shall, individually or jointly, notify the Commission prior to beginning fishing activities of the existence of such agreements and provide to the Commission information concerning these agreements, including:

- The CPCs, NCPs, or other entities involved in the agreement;
- The time period or periods covered by the agreement;
- The number of vessels and gear types authorized;
- The stock or species authorized for harvest, including any applicable catch limits;
- The CPC’s quota or catch limit to which the catch will be applied;
- Monitoring, control, and surveillance measures required by the flag CPC and coastal State involved, with, for the coastal State, a particular specification of:
 - i) the National authority (contact coordinates) responsible for issuing fishing licenses or permits,
 - ii) the National authority (contact coordinates) responsible for MCS activities.
- Data reporting obligations stipulated in the agreement, including those between the parties involved, as well as those regarding information that must be provided to the Commission;
- A copy of the written agreement”

Note: If joint submissions are made, this should be specified at the time of transmission to the ICCAT Secretariat. The ICCAT Secretariat should be informed if the agreement is terminated or if any change to an agreement in force is made.

“7. The ICCAT Secretariat shall develop a form for reporting the information specified in this recommendation and annually compile CPC submissions into a report to be presented to the Commission for consideration at its Annual meeting.”

Currently, the latest version of the form developed for reporting this data is **CP039-AccAgr (v2026a)**.

As reporting forms may be updated, we should be grateful if all CPCs would consult the [ICCAT website](#) to ensure the most recent versions are used for their submissions.

This form, revised in 2021, to collect the information required through paragraph 1 of Rec. 14-07 is an Excel form available on the [website](#) (General section).

It includes two worksheets:

1. **CP39A (AccessAgreements)** which must be completed before the start of fishing activities,
2. **CP39B (SummActivities)** which must be completed after the end of the period of the agreement and fishing activities.

To complete the different sections, please consult the third tab "Codes" and the fourth tab "instructions" of the form for further information.

I- Before the start of fishing activities and of the agreement, **subform CP39A** must be completed and submitted to the ICCAT Secretariat. The different sections must be correctly completed:

- 1) In the header, there are two sections that must be completed with the required information:
 - Information on the flag correspondent, with name of the contact person for questions, the person's telephone number and email address, reporting agency (name of ministry, institution or agency) and the address of this ministry, institution or agency.
 - The characteristics of the dataset include the names of the CPCs, NCPs or other entities participating in the agreement (picklist), the period of the agreement (in the format dd/mm/yyyy), the contact details of the national authority in charge of issuing fishing licenses or permits and the contact details of the national authority in charge of MCS activities, file name of the copy of the written agreement, specifying if it is attached to the document submitted.
- 2) Two free text boxes are to be completed (maximum 1000 characters) indicating:
 - The monitoring, control and surveillance measures required by the flag CPC and the coastal State concerned
 - The data reporting obligations stipulated in the agreement between the Parties concerned and the information that must be submitted to the Commission.
- 3) Detailed information on access agreements for authorized fishing activities can also be recorded in the table:
 - Gear (picklist)
 - Number of vessels concerned
 - Species (picklist)
 - Authorized volume
 - CPC quota (if applicable)

II- Following termination of the agreement, **subform CP39B** is to be completed and submitted to the ICCAT Secretariat.

- 1) The header is automatically completed with the information completed in tab CP39A:
 - The characteristics of the dataset include the names of the CPCs, NCPs or other entities participating in the agreement, the period of the agreement, the contact details of the national authority in charge of issuing fishing licenses or permits and the contact details of the national authority in charge of MCS activities, the file name of the copy of the written agreement, specifying if it is attached to the document submitted.
 - The two free text boxes indicating the monitoring, control and surveillance measures required by the flag State and the coastal State concerned, and the reporting requirements stipulated in the agreement between the Parties concerned and the information that must be submitted to the Commission.
- 2) The free text box for the summary of activities or to state any change in the information in the header section.
- 3) The table enables review of the activities developed within the framework of these agreements with the fishing activities carried out:
 - Gear (picklist)
 - Name of vessels concerned
 - Species (picklist)
 - Volume fished
 - CPC quota (if applicable)

Please note that a brief summary of the activities carried out under access agreements should be included in the annual reports of both the Flag CPC of the vessel and the CPCs in whose waters the vessels are allowed to operate. This should include total number of vessels by flag and total catch by species.

INFORMATION ON FARMING ACTIVITIES (Recs. 23-21 and 25-04)

Form **CP09-FarmCgDc** should be used to report:

M:BFT02	Reports on bluefin tuna farming
M:BFT03	Carry over of caged fish declaration
M:BFT04	Bluefin tuna caging report

Catching vessel	Vessel name	Name of the vessel that carried out the catch (optional).
	No. ICCAT Record of BFT vessel	Identifiable number of ICCAT Record of vessel that carried out catch (mandatory).
	No. ICCAT Record of Trap	Identifiable number of ICCAT Record of trap where the catch was carried out (mandatory).
	BCD Group	BCD Group (if applicable).
	Flag	Flag of the vessel that carried out the catch.
	JFO No. (if applicable to catch)	Number of Joint Fishing Operation (JFO) (if applicable).
	Catch (t)	Catch quantity (t).
	No. of fish caught	Number of fish caught.
(first)	Vessel name	Vessels that carried out transport to the farm (provide chronologically information. If the transfer was carried out by only one vessel, then only the record for the first vessel will be filled out).
	No. ICCAT Record of BFT vessel	
	Flag	
(second)	Vessel name	
	No. ICCAT record of BFT vessel	
	Flag	
(third)	Vessel name	
	No. ICCAT record of BFT vessel	
	Flag	
(last)	Vessel name	
	No. ICCAT record of BFT vessel	
	Flag	
	Catch location (Lat/Long)	Location where the catch was carried out.
	Date of catch	Date of catch.
	BCD No.	Bluefin Tuna Catch Document (BCD) number (each event should be associated to one BCD only or BCD Group).
	Copy No.	Number of the copy of the BCD.
	BCD date	Date of the BCD
Event information	Event	The event defines the type of operation which is being carried out in the record. The events and cases where they will be used are as follows:
		• 1stCaging (first time a catch is placed in a farm).
		• TransferIn (Operation of transfer input in a farm/cage).
		• TransferOut (Operation of transfer output in a farm/cage).
		• Mortality (Natural mortality of tunas in the farms/cages).
		• Harvest (Harvesting process carried out in the farms/cages to place on the market).
	• Release (Release of live fish).	
• CarryOver (Annual reporting of underages in the farm/cage following the operation).		
Date of event	Date when the event took place.	

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	No. ICCAT Record of BFT Farming Facilities	Number of record of farm where the event was carried out.
	Record No./ Identifiable cage No.	Number of cage where the event took place.
	Quantity (t)	Weight in tons (t) of the specific event.
	Number of fish	Number of fish of the specific event.
	Size composition (No. of sampled fish)	Number of sampled fish.
	Dead fish (Kg)	Weight in kilos (Kg) of dead fish during the event operation.
	Quantity of dead fish	Number of dead fish during the event operation.
	Estimated growth	Estimated growth.

Form **CP57-RandomControls** should be used to report:

M:BFT34	Results of Random Controls
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Currently, the latest version, of the form developed for reporting this data is **CP57-RandomControls (v2026a)**. As reporting forms may be updated, we should be grateful if all CPCs would consult the [ICCAT website](#) to ensure the most recent versions are used for their submissions.

Farm information	ICCAT serial number	ICCAT code	ICCAT serial number (unique) of the farm registered
	FFB name (Latin)	String	Bluefin tuna farming facility name in Latin script
	Total No. cages	Integer	Total number of cages after completion of caging operations
Caging event information	Date of the control	Date	Date of the control
	Cage No.	String	Number of the controlled cage
	eBCD(s) concerned	String	eBCD(s) concerned
	No. expected individuals	Integer	Number of bluefin tuna individuals expected after the caging operations (caged pieces originally – mortalities in farm – harvested pieces)
	No. verified individuals	Integer	Number of bluefin tuna individuals counted by way of control video record(s)
Actions	Follow up/Actions taken	String	Follow up/Actions taken in case of detected discrepancies. A margin of error of 5% between the number of individuals resulting from the control transfer and the expected number in the cage, may be allowed by the CPC competent authority

**BIANNUAL REPORT OF IMPORT DATA COLLECTED
UNDER THE ICCAT STATISTICAL DOCUMENT PROGRAMMES (Recs. 01-21, 01-22 and 18-07)**

M:TRO06	Data from ICCAT statistical document programmes
M:SWO01	Data from ICCAT statistical document programmes

INTRODUCTION

Currently, the latest version, of the form developed for reporting this data is **CP16-SDP_BiRp (v2026a)**. As reporting forms may be updated, we should be grateful if all CPCs would consult the [ICCAT website](#) to ensure the most recent versions are used for their submissions.

This form is mandatory for all Contracting Parties and Cooperating non-Contracting Parties, Entities or Fishing Entities (CPCs) that import or re-export products derived from bigeye tuna and swordfish catches, in order to ensure traceability and compliance with international regulations.

The same Excel form will be used for both species, with one being submitted for each species.

Reporting is biannual, with the code “S1” corresponding to the first half of the year and “S2” to the second half.

The form consists of 4 sheets in total:

- Two main sheets to complete the required information: “CP16A (SD)” and “CP16B (RC)”;
- Two additional sheets for information purposes: “Codes” which includes a list of the codes to be used and “Instructions”, where the basic instructions and the characteristics of the fields to be completed are detailed.

(ONLY FOR USE WITH THE EXCEL VERSION CP16-SDP_BiRp.xls
PUBLISHED ON THE ICCAT WEBSITE)

1. Instructions for Statistical Document Biannual Report Form CP16A (SD)

WHEN TO COMPLETE

To be completed by the final importer of the product when only one exporting flag (catching flag) is involved.

I. HEADER SECTION

- **Year** = Indicate the year to which the data pertain.
- **Period** = First semester (S1 - 1- January – 30 June) or Second semester (S2 - 1 July – 31 December) of the year to which data pertain. Please note ICCAT conservation and management measures require reporting by semester.
- **Reporting Flag** = Flag of party, entity or fishing entity making the report. Normally, this should coincide with the Import flag (see below)
- **Species** = The species for which imports are being reported. Please send a separate report for each species; BET (bigeye tuna); SWO (swordfish)

II. REPORTING SECTION

- **Import flag** (Reporting flag) = For statistical document reports, import flag should normally be the same as reporting flag. If possible, please use the standard alpha codes, as shown in the worksheet “codes” attached to the form. However, Contracting Parties comprising more than one sovereign state (e.g. EU) or more than one territory (e.g. UKOT) may indicate their Contracting Party name as reporting flag, but import flags should be separated, as in the example below:

Example: Reporting Flag = EU; Import Flag = EU-ESP (Spain)

- **Fishing flag** = flag of the country, entity or fishing entity which caught the fish, except in the case of chartered vessels where the vessel is under the management of the chartering nation. In this case, the chartering nation's flag should be entered. Standard alpha codes should be used where possible.
- **Fishing Area** = Please use the area codes shown in the worksheet "codes" attached to the form.
- **Fishing Gear** = Please use ICCAT gear codes (shown in the worksheet "codes" attached to the form). These codes are the same as those used for reporting statistical data to ICCAT and are [also available here](#).
- **Point of Export** = Point from which the fish were exported. Where possible, it would be appreciated if standard international port codes could be used. If not, please enter the name of the port or city and the country.
- **Product type** = Fresh, frozen or live. Please use the codes shown in the worksheet "codes" attached to the form.
- **Product shape** = Please use the codes in the worksheet "codes" attached to the form. If the product shape is not included in the codes please mark "OT" (other) and specify.
- **Qty-Kg** = Enter the quantity, in kilograms, of the fish / fish product imported.
- **Statistical Doc. Number** = This is the number assigned by the exporting party to the statistical document which accompanied the shipment, and which appears on the top left hand side of the original document. This field is currently **optional**, but has been requested on many occasions by the SCRS.

Example: Country B (final and reporting importer) imports the product caught by Country A. The point of export is a port in Country A or another declared point.

Import flag	Fishing flag	Fishing area	Fishing gear	Point of export	Product type	Product shape	Quantity (kg)	Statistical document number
Country B	Country A	AT		Country A port	F	LO	23.6	2024/00691/A

2. Instructions for Re-Export Biannual Report Form CP16B (RC)

WHEN TO COMPLETE

To be completed by the final importer when the export operation has involved more than one flag before the exports are received by the final importer.

I. HEADER SECTION

- **Year** = Indicate the year to which the data pertain.
- **Period** = First semester (S1- 1 January – 30 June) or Second semester (S2 - 1 July – 31 December) of the year to which data pertain. Please note ICCAT conservation and management measures require reporting by semester.
- **Reporting Flag** = Flag of party, entity or fishing entity making the report. Normally, this should coincide with the final Import flag (see below)
- **Species** = The species for which imports are being reported. Please send a separate report for each species; BET (bigeye tuna); SWO (swordfish)

II. REPORTING SECTION

- **Fishing flag** = flag of the country, entity or fishing entity which caught the fish, except in the case of chartered vessels where the vessel is under the management of the chartering nation. In this case, the chartering nation's flag should be entered.
- **Final Import flag (Reporting flag)** = Final import flag refers to the latest importer at the time the report is being made (even though it may be again re-exported later), and not to future destinations, for which reason Final import flag should normally be the same as reporting flag. However, Contracting Parties comprising more than one sovereign state (e.g. EU) or more than one territory (e.g. UKOT) may indicate their Contracting Party name as reporting flag, but import flags should be separated, as in the example below:

Example: Reporting Flag = EU; Import Flag = EU-ESP (Spain)

Intermediate imports = as catch may have been through several destinations before reaching the final import destination, columns have been provided for up to three importers before final destination.

- **1st import flag** = Re-export certificate reports are only submitted where there has been an intermediate import between first import and reporting country, entity and fishing entity. First import flag should be that which made the first import of the fish after the catch. (The re-export certificate received by the CPC should have a copy of the original statistical document attached, showing fishing flag and (first) import flag.)
- **2nd import flag** = Second import flag, where an intermediate country has received a re-export. (See example below) (In this case, the Re-export certificate should have a copy of the original statistical document and the first re-export certificate attached.)
- **3rd import flag** = As for second import flag, except copies of the previous two re-export certificates should be attached on receipt by the reporting CPC.
- **Last Point of Export** = Point from which the fish were exported when imported by the flag reporting. Where possible, it would be appreciated if standard international port codes. If not, please enter the name of the port or city and the country.
- **Product type** = Fresh or frozen
- **Product shape** = Please use the codes in the worksheet “codes” attached to the form. If the product shape is not included in the codes please mark “OT” (other) and specify.
- **Qty-Kg** = Enter the quantity, in kilograms, of the fish / fish product imported.
- **Fishing area** = Please use the area codes that appear in the “Codes” spreadsheet attached to the form.
- **Statistical Doc. Number** = This is the number assigned by the first exporting party to the statistical document which accompanied the shipment, and which appears on the top left hand side of the original document. This field is currently **optional**, but has been requested on many occasions by the SCRS.

Example: The final importer, Country D, imports from Country C, which in turn imported from Country B, which imported from Country A, which took the catch.

Fishing flag (code)	Final import flag (reporting flag)	First import flag	Second import flag	Third import flag	Last point of export	Product type	Product shape	Quantity (kg)	Fishing area	Statistical document number
Country A	Country D	Country B	Country C		Country C port	F	LO	23.6	AT	2024/006 91/A

ICCAT RECORD OF AUTHORIZED PORTS

Lists of authorized ports are currently required by three ICCAT Recommendations:

The *Recommendation by ICCAT replacing Recommendation 24-05 establishing a multi-annual management plan for bluefin tuna in the eastern Atlantic and the Mediterranean* (Rec. 25-04) require the submission of lists of ports in which transshipping of bluefin tuna is authorized and ports in which landing of bluefin tuna is authorized. For a port to be determined as designated port, the port State shall specify permitted transshipping/landing times and places.

The *Recommendation by ICCAT replacing the Recommendation 13-04 and establishing a multi-annual recovery plan for Mediterranean swordfish* (Rec. 16-05) requires the submission of lists of ports in which landing Mediterranean swordfish is authorized. For a port to be determined as designated port, the port State shall specify permitted landing times and places.

The *Recommendation by ICCAT amending Recommendation 18-09 on port state measures to prevent, deter, and eliminate Illegal, Unreported and Unregulated fishing* (Rec. 23-17) and the *Recommendation by ICCAT replacing Recommendation 23-17 on port State measures to prevent, deter and eliminate illegal, unreported and unregulated (IUU) fishing* (Rec. 25-11) require CPCs which have designated ports into which they grant access to foreign fishing vessels. CPCs whose vessels enter into foreign ports should supply the contact points both for receiving Advance Requests for Entry into Port and for receiving copies of Port Inspection reports. Standard minimum notification period for entry into an authorized port is 72 hours, but port CPC may prescribe a longer or shorter notification period.

The latest version, currently, of the form developed for reporting this data is **CP24-AuthPort (v2026a)**. As reporting forms may be updated, we should be grateful if all CPCs would consult the [ICCAT website](#) to ensure the most recent versions are used for their submissions.

The fields to be completed are determined by the type of port being reported.

For eastern Atlantic and Mediterranean bluefin tuna ports, please use the following numeric codes:

1	BFT_Transhipment	Ports in which the transshipment of BFTE is permitted
2	BFT_Landing	Ports in which the landing of BFTE is permitted
3	BFT_Both	Ports in which both transshipment and landing of BFTE is permitted

Please note that the port codes in column E refers to the UN LOCODEs, [available here](#). Where such a code has been assigned, this should be reported.

Permitted times and permitted places (within the port) must be specified for both EBFT and SWO-MED ports.

The columns under Contact points for foreign fishing vessels need only be completed if foreign vessels are allowed to enter the port.

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No. Document

ICCAT TRANSHIPMENT DECLARATION

<p>Carrier Vessel Name of vessel and radio call sign: Flag: Flag CPC authorization No. National Register No. ICCAT Register No. IMO No.</p>	<p>Fishing Vessel Name of the vessel and radio call sign: Flag: Flag CPC authorization No. National Register No. ICCAT Register No. External identification: Fishing logbook sheet No. F.V. Master's name:</p>	<p>Final destination: Port: Country: State:</p>
Day Month Hour Year: 2_ 0_ Departure __ __ __ from ____ Return __ __ __ to ____	Signature:	Carrier vessel Master's name: Signature:
Tranship __ __ __ For transhipment, indicate the weight in kg or the unit used (e.g. box, basket) and the landed weight in kilograms of this unit Kg.		

LOCATION OF TRANSHIPMENT

Port	Sea Lat.	Sea Long.	Species	Number of unit of fishes	Type of product live	Type of product whole	Type of product gutted	Type of product head off	Type of product filleted	Type of product	Further transhipments
											Date: _____ Place/Position: _____ Authorization CPC No. _____ Transfer vessel Master signature: _____ Name of receiver vessel: _____ Flag _____ ICCAT Register No. _____ IMO No. _____ Master's signature _____
											Date: _____ Place/Position: _____ Authorization CPC No. _____ Transfer vessel Master's signature: _____ Name of receiver vessel: _____ Flag _____ ICCAT Register No. _____ IMO No. _____ Master's signature _____
											Date: _____ Place/Position: _____ Authorization CPC No. _____ Transfer vessel Master's signature: _____ Name of receiver vessel: _____ Flag _____ ICCAT Register No. _____ IMO No. _____ Master's signature _____
											Date: _____ Place/Position: _____ Authorization CPC No. _____ Transfer vessel Master's signature: _____ Name of receiver vessel: _____ Flag _____ ICCAT Register No. _____ IMO No. _____ Master's signature _____

Obligations in case of transhipment:

1. The original of the transhipment declaration must be provided to the recipient vessel (processing/transport).
2. The copy of the transhipment declaration must be kept by the correspondent catching vessel or trap.
3. Further transshipping operations shall be authorized by the relevant CPC which authorized the vessel to operate.
4. The original of the transhipment declaration has to be kept by the recipient vessel which holds the fish, up to the landing place.
5. The transshipping operation shall be recorded in the logbook of any vessel involved in the operation.

ICCAT TRANSFER DECLARATION

Document No.		ICCAT Transfer Declaration	
1 - TRANSFER OF LIVE BFT DESTINATED FOR FARMING			
Fishing vessel name: Call sign: Flag: ICCAT Register No.: External identification: Transfer authorization No.: Fishing logbook No.: JFO No.: eBCD No.:	Trap name: ICCAT Register No.:	1st towing vessel name: Flag: ICCAT Register No.: External identification: Transport cage number:	Name destination farm: ICCAT Register No:
	Donor farm name ⁽¹⁾ : ICCAT Register No.:	2nd towing vessel name ⁽²⁾ : Flag: ICCAT Register No.: External identification: Transport cage number:	Name destination farm ⁽³⁾ : ICCAT Register No:
		3rd towing vessel name ⁽²⁾ : Flag: ICCAT Register No.: External identification: Transport cage number:	Name destination farm ⁽³⁾ : ICCAT Register No:

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2 - FIRST TRANSFER INFORMATION		
Date: __/__/----		Place or position: Port: Lat: Long:
First transfer No.1 No. individuals and estimated weight (kg) in first cage ⁽⁴⁾ : First transfer: Voluntary transfer: Control transfer: BFT dead during the transfer ⁽⁵⁾ :	First transfer No.2 No. individuals and estimated weight (kg) in second cage: First transfer: Voluntary transfer: Control transfer: BFT dead during the transfer ⁽⁵⁾ :	First transfer No.3 No. individuals and estimated weight (kg) in third cage: First transfer: Voluntary transfer: Control transfer: BFT dead during the transfer ⁽⁵⁾ :
Master of fishing vessel / trap operator / farm operator name and signature:	Master of receiving vessel name and signature: 1st receiving vessel: 2nd receiving vessel: 3rd receiving vessel:	Observer Name, ICCAT No. and signature:
Presence of Observer: (Y/N) Estimated No. of individuals Regional Obs: Seals Numbers ⁽⁶⁾ :	Reasons for disagreement:	Rules or procedure not respected:

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3 - FURTHER TRANSFERS ⁽⁷⁾⁽⁸⁾				
First transfer number:				
FURTHER TRANSFER 1				
Date: __/__/____		ITD number:		Place or position: Port: Lat: Long:
Donor towing vessel name:	Call sign:	Flag:	ICCAT Register No.:	Name destination farm:
Receiving towing vessel name:	Call sign:	Flag:	ICCAT Register No.:	ICCAT Register No.:
Transfer authorization No.:		External identification:	Donor Cage No.:	Master of donor vessel name and signature:
			Receiving Cage No.:	Master of receiving vessel name and signature:
No. individuals transferred and estimated weight (kg) ⁽⁴⁾ :			Number of BFT that died during transfer:	
Further transfer:				
Voluntary transfer:				
Control transfer:				
In case of voluntary or control transfer:				
i. Information on the receiving towing vessel:				
Name:				
Flag:				
ICCAT Register No.:				
External identification:				
ii. Transport cage number:				

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FURTHER TRANSFER 2				
Date: __/__/____ ITD number			Place or position: Port: Lat: Long:	
Donor towing vessel name:	Call sign:	Flag:	ICCAT Register No.	Name destination farm:
Receiving towing vessel name:	Call sign:	Flag:	ICCAT Register No.:	ICCAT Register No:
Transfer authorization no:		External identification:	Donor Cage No.:	Master of donor vessel name and signature:
			Receiving Cage No.:	Master of receiving vessel name and signature:
N° individuals transferred and estimated weight (kg) ⁽⁴⁾			Number of BFT that died during transfer:	
Further transfer:				
Voluntary transfer:				
Control transfer:				
In case of voluntary or control transfer				
i. Information on the receiving towing vessel:				
Name:				
Flag:				
ICCAT Register No.:				
External identification:				
ii. Transport cage number:				

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FURTHER TRANSFER 3				
Date: __/__/____ ITD number		Place or position: Port: Lat: Long:		
Donor towing vessel name:	Call sign:	Flag:	ICCAT Register No.:	Name destination farm:
Receiving towing vessel name:	Call sign:	Flag:	ICCAT Register No.:	ICCAT Register No.:
Transfer authorization No.:		External identification:	Donor Cage No.:	Master of donor vessel name and signature:
			Receiving Cage No.:	Master of receiving vessel name and signature:
No. individuals transferred and estimated weight (kg) ⁽⁴⁾			Number of BFT that died during transfer:	
Further transfer:				
Voluntary transfer:				
Control transfer:				
In case of voluntary or control transfer				
i. Information on the receiving towing vessel:				
Name:				
Flag:				
ICCAT Register No.:				
External identification:				
ii. Transport cage number:				

- (1) To be completed in case of transfers between two different farms.
- (2) To be completed if the catch is transferred to more than one transport cage.
- (3) To be completed in case the transport cages are destined for more than one farm.
- (4) Number of individuals and weight estimated by the donor operator for the transfer considered valid. In case the operation has to be repeated, indicate as N/A in the relevant row (e.g. in case the first transfer and voluntary transfer did not provide an adequate video: First transfer: N/A, voluntary transfer: N/A, control transfer: 1030 pieces, 123,600 kg).
- (5) Number of individuals that died and estimated weight.
- (6) To be completed by the ICCAT Regional Observer in case the transport cage is to be sealed in accordance with paragraph 128 and **Annex 14**.
- (7) To be completed by the master of the donor towing vessel for each of the transfers between towing vessels, which take place after the first transfer.
- (8) This section shall be completed for each first transfer. If more than one first transfers are divided into multiple transport cages, the master of the donor towing vessel shall duplicate the original ITD so that one copy of the ITD will accompany the cage(s) for the same destination farm.

BI-WEEKLY CATCH REPORTS***Rec. 25-04, Para 86***

Without delay, each CPC shall transmit bi-weekly catch reports for eastern Atlantic and Mediterranean bluefin tuna all vessels and traps to the ICCAT Secretariat. Submissions shall be undertaken in accordance with the format set in the Guidelines for Submitting Data and Information Required by ICCAT. The most recent version of form **CP26-BFT_WcRp (v2026a)** should be used.

Rec. 24-01, Para 16

In addition, CPCs whose catches taken by purse seiners and longliners have reached 80% of their annual catch limit should submit weekly catch reports of bigeye tuna. The most recent version of form **CP59-BET_WcRp (v2026a)** should be used.

MONTHLY CATCH REPORTS***Rec. 22-10, Para 19 / Rec. 25-05, Para 21 and Rec. 24-01, Para 16***

By last day of the month following the month in which the catches were made, each CPC shall transmit monthly catch reports of western Atlantic bluefin tuna and for all vessels, for shortfin mako in years where retention is permitted, and catches of tropical tuna taken by purse seine and large scale longliners to the ICCAT Secretariat. The forms to be used are the most recent versions of forms **CP25-McRp (v2026a)** for bluefin tuna and form **CP50-TROP_MQcRp (v2026a)** for tropical tunas.

Rec. 16-05, Para 37

Furthermore, it was agreed during the Ad Hoc Working Group on Mediterranean Albacore Meeting (9-10 February 2022) that monthly catch reports for fisheries targeting Mediterranean albacore could be submitted within 30 days of the end of the period reported. The form to be used is the most recent version of form **CP56-MED_MQcRp (v2026a)**, selecting the species (ALB) and type of fishery (Target).

Rec. 22-11 / Rec. 25-08, Para 11

For monthly landings of North Atlantic and South Atlantic shortfin mako, the most recent version of form **CP55-SMA_McRp (v2026a)** should be used.

QUARTERLY CATCH REPORTS***Rec. 16-05, Para 37***

CPCs catching Mediterranean swordfish should submit quarterly catch reports within 30 days of the end of the quarter being reported (30 January, 30 April, 30 July, and 30 October). Form, **CP56-MED_MQcRp (v2026a)**, has been developed to report quarterly catches of Mediterranean swordfish.

CPCs catching Mediterranean albacore as bycatch can submit quarterly catch reports within 30 days of the end of the period reported. The form **CP56-MED_MQcRp (v2026a)** should be used by selecting the species (ALB) and the type of fishery (Bycatch or Sport).

Rec. 24-01, Para 15

CPCs catching tropical tuna species by any gear should also submit quarterly catch reports within 30 days of the end of the quarter being reported. The form **CP50-TROP_MQcRp (v2026a)** should be used.

Following the submission of data, it should be noted that a “processed data” notification will be sent automatically when the submitted data has been processed. The ICCAT Secretariat will only contact CPCs when there are questions regarding the processing of data.

As reporting forms may be updated, we kindly request that all CPCs would consult the [ICCAT website](#) to ensure the most recent versions are used for their submissions.

INSTRUCTIONS FOR USING THE IOMS

1. Registration of a new IOMS user:

- a) Signing up as an IOMS user for a CPC with a CPC Administrator.

To register as an IOMS user, please request an Administrator of your CPC/Flag to proceed with your registration on the system.

Steps for the CPC/Flag Administrator

- Navigate to the [IOMS main webpage](#).
- Access the **Administration Panel** of your CPC.
- Go to the **Users** section.
- Click the **Add** button located in the top toolbar.
- Fill in the required fields with the following information:

Full Name
Email Address
CPC Affiliation
Phone number (optional)

- **Save** the changes.
- The new user will receive an email with instructions on how to set the password for his/her new account.

Steps for the IOMS User registered by the CPC/Flag Administrator

- Click on the link you received by email to set the password for your new account. If you didn't receive the email, check the spam folder, or, alternatively follow the next steps:
- Navigate to the [IOMS login webpage](#).
- On the IOMS login screen, click **Did you forget your password?**
- Enter your email and complete the Captcha.
- Choose a new password.
- Access the platform.

- b) Signing up as a CPC Administrator when no Administrator exists

Contact the ICCAT Secretariat

To register as a CPC Administrator user for your organization in the case that there is no CPC Administrator yet, contact the Secretariat via email at general@ioms.iccat.int and request access. Be sure to copy the Head of Delegation of your CPC and provide the following information:

Full Name
Email Address
CPC Affiliation
Phone Number (optional)

Set a Password

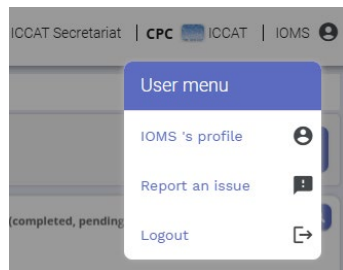
Once you receive the message from the ICCAT Secretariat indicating that your user account has been created, set a password by following these steps:

- Navigate to the [IOMS login webpage](#)
- On the IOMS login screen, click Did you forget your password?
- Enter your email and complete the Captcha
- Choose a new password
- Access the platform.

2. Report issues or errors with IOMS user interaction

If you find any issues or problems with the IOMS application while using the system, you may report these matters to the technical staff at the ICCAT Secretariat through one of the following methods:

- a) Preferably, use the included IOMS tool shown below ("Report an issue")



Please ensure that you provide as much detail as possible to assist the technical staff in identifying the issue you may be experiencing.

- b) Alternatively, send an email to general@ioms.iccat.int including:

- Subject: [IOMS][Feedback] Brief description of the issue or suggestion
- Detailed description of the issue or suggestion
- Operating system used and its version
- Browser used and its version
- Steps to reproduce the issue
- Expected result
- Actual result
- Attach any files and/or screenshots related to the issue.

3. General questions or suggestions about the IOMS system

For any other doubts, clarifications, or questions, send an email to general@ioms.iccat.int including:

- Subject: [IOMS][Q&A] Brief description of the doubt or question
- Detailed description of the doubt or question
- Attach any related files or images that could help us with the answer.

COMPLIANCE LETTERS FROM THE CHAIR

Recommendation by ICCAT Concerning Trade Measures (Rec. 06-13)

Annual letters from the Chair of the Conservation and Management Measures Compliance Committee (COC) are sent electronically to all Contracting Parties and Cooperating non-Contracting Parties, Entities or Fishing Entities in ICCAT with noted compliance deficiencies (e.g., late reporting, overharvest) specific to the year in question.

The purpose of the Chair's letters is to notify CPCs of issues of noncompliance with active ICCAT Recommendations and Resolutions and to provide CPCs with the opportunity to explain any mitigating circumstances and to take corrective action.

The noted deficiencies, together with the compliance actions developed by the Chair of the Compliance Committee in consultation with the 'Friends of COC Chair' Group, can be found in "Compliance actions developed by COC Chair in consultation with Friends of COC Chair Group" [COC_308/2025, Appendix 2], which is annually updated following the Commission Meeting. Document *COC-308, Appendix 2*, is the source of information for preparing the Chair's letters. **CPCs with no noted deficiencies ("No action necessary") do not receive a letter.**

In addition to providing an explanation for cited deficiencies and requesting action, the Chair's letters briefly discuss the level of severity of noncompliance, which is arranged by category:

- **No action necessary:** No letter sent.
- **Reporting or Implementation issues:** Noted significant deficiencies which require corrective action.
- **Identification or Identification maintained:** Noted significant deficiencies remain ongoing for more than two years without notable corrective action.
- **Lift Identification:** Noted significant deficiencies addressed with notable corrective action taken.

Each letter includes an attached *Compliance Letter Response Template*, which CPCs are required to use to provide an explanation for each deficiency listed in the Chair's letter. CPCs should include a description of corrective actions taken for each deficiency in addition to indicating the date(s) when late information is submitted.

Chair's letters may also request CPCs to submit an action plan or provide an update for a previously submitted action plan. Letters with action plan requests will also include an *Action Plan Response Template*, which CPCs should use to indicate and explain action items, a plan of implementation, a timeline, and incremental benchmarks.

Letters may also include specific requests for information from past years.

For questions regarding the Chair's letters, please send an email to the [ICCAT Secretariat](#). The deadline for responses to the Chair's letters is **21 September 2026**.