

Northeast Fisheries Science Center (NEFSC) Fisheries Sampling Branch (FSB)

At-sea Monitoring Program

ASM Recertification II Training Agenda

November 9, 2016 (rev. 11/02/16)

To properly prepare for this training, observers should review all issued materials and complete all assignments.
Note: The FSB Training Standards, *Participation Grade*, will be affected for observers who are not properly prepared!

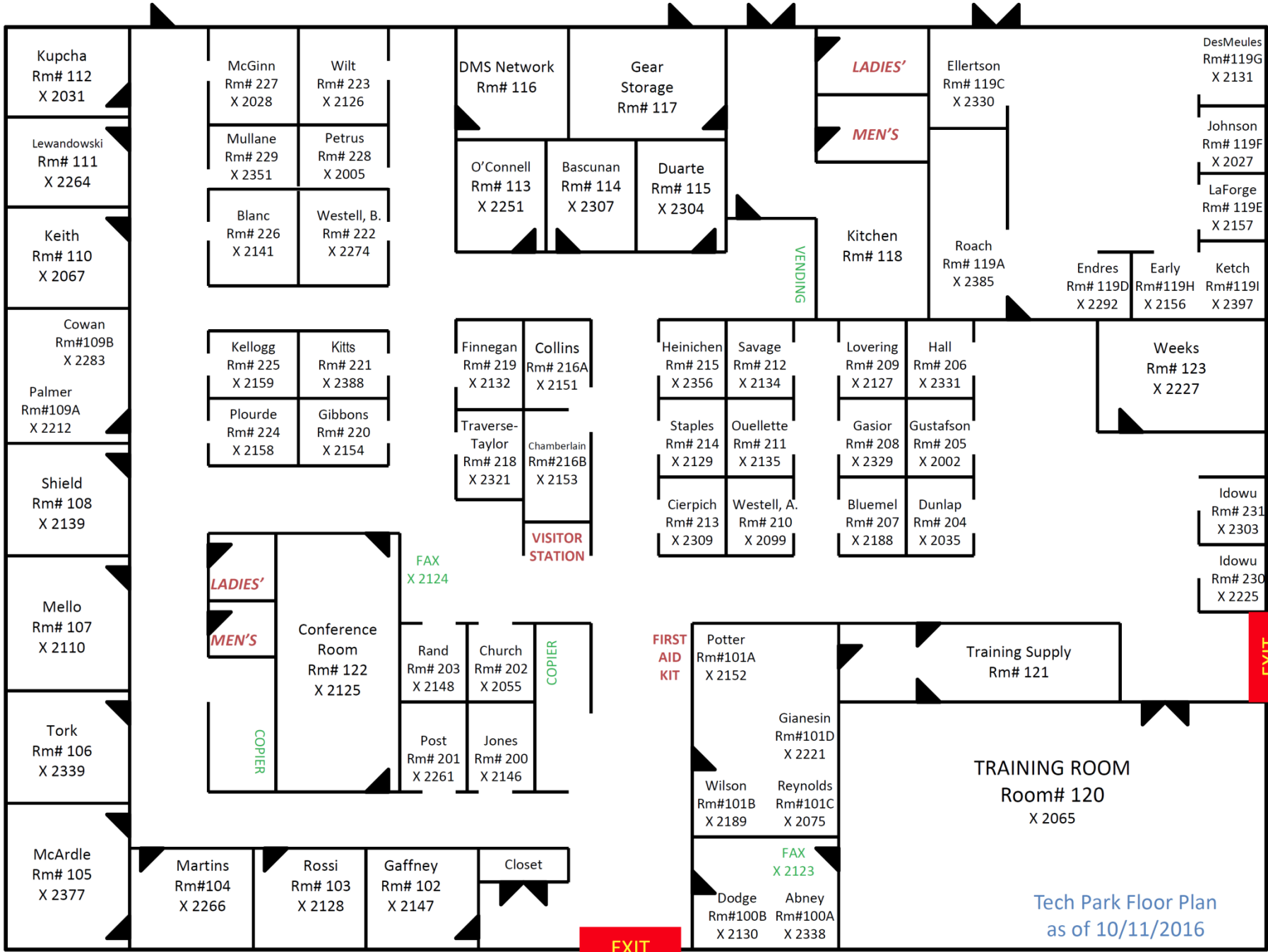
WELCOME PACKET
WHAT TO HAVE COMPLETED PRIOR TO TRAINING
Section III & IV: Review all Course Material and Species Identification Material
Section V: Conflict Resolution Homework Assignment
Section VI: NMFS issued Gear Request Form & Regulatory Compliance Folder Request Form
Section VII: Tablet Passcode Form & Reminders
Section VIII: FSB Training & Program Standards (rev. 09/03/15)
MANUALS & GEAR LIST
WHAT TO BRING TO TRAINING: DAY 1 AT 8AM
Manuals and Reference Materials: <ul style="list-style-type: none">• Data Entry Manual• Operations Manual• On Deck Reference Guide• Regulatory Compliance Folder• <u>All</u> Marine Mammal, Fish, Sea Bird, Sea Shore, and Sea Turtle ID Guides• Calculator• Pen/Pencil
Gear Certification Program: <p>FSB recommends that all observers bring <u>all gear every time</u> they come to Tech Park. The only exception is when gear has been checked within the previous 2 weeks, in which case the observer is not required to bring it again.</p>
<u>Observers are required to bring all of the following items to be TURNED IN:</u>
Electronic Gear: Night/Weekend Electronic Support: 508-367-8256. <i>All trips must be uploaded prior to training.</i> <ul style="list-style-type: none">• Charged Tablet and accessories• Charged Digital Camera and accessories• Marel Scales (if issued) and accessories• Charged InReach

Training Location: *Fisheries Sampling Branch Training Center
Technology Park, 25 Bernard Saint Jean Drive
Falmouth MA, 02536*

Training Contact: *Diana Cowan (508)495-2283*

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 1 Wednesday		November 9, 2016	Tech Park: Training Room & Warehouse
HOMEWORK DUE	Dispute Resolution Form, Reg. Comp. Folder Form, Gear Request Form and Tablet Passcode Form		
0800	Welcome to Training Manual Check-In	Training Staff	Students have all gear and material listed on first page of the agenda available in the training room. Training staff will check all required manuals for good working condition and the most current revision.
	Gear Certification Program Gear Drop Off	Debra Duarte FSB Staff	Certifiable gear will be dropped off by students in warehouse. <u>Gear Certification Staff:</u> Calipers and Scales. <u>Safety Staff:</u> PFD's, Survival Suits, and PLB's. <u>Incidental Take Staff:</u> Marine Mammal Kits. <u>Electronic Gear (IT) Staff:</u> Digital Cameras
0810	Recertification Training Standards & Training Objectives	Diana Cowan	General housekeeping and emergency procedures. Recertification Program Standards. Issue Key Code for Doors
0840	Updates to the ASM Program	Chad Keith	Updates within the Groundfish Fisheries; Sectors; Sector Monitoring. Provide feedback to observers about specific data quality, common errors, and trends to advise the group on important issues.
0930	Session 1: Recertification Exam Fish Identification Exam <i>Exam requires a minimum of 85%</i>	Training Staff	Fish ID Exam <u>Closed Book:</u> No materials may be used for this portion of the exam.
1015	Session 2: ASM Recertification Exam Written and Practical Exam All fisheries & protocols All logs & tabs	Training Staff	ASM Recertification Exam <u>Open Book:</u> Observers will be able to utilize all materials provided before training to complete this exam. The exam will include: multiple choice, true/false, short answer, and fill in blank.
1230	LUNCH (45 min)		
1315	Regulatory Compliance Program & Incident Report Review <i>Turn in Tablets at end of session</i>	Sara Weeks Kristy Gustafson Pat McGinn Support: Charles Dunlap	Regulatory Compliance program review; inform new protocols and review any issues. Review how to report appropriate issues that may occur on an individual trip with the Incident Report.
1345	Conflict Resolution III	Kit Van Meter	Students are presented with situations that have occurred while performing job duties. Advanced conflict scenarios are covered in lecture and role playing. Support: Sara Weeks, Kristy Gustafson and Mike Tork
1500	Lessons Learned	Sara Weeks Mike Tork	Feedback to students about current industry issues and the FSB response to these issues for observers.
1545	Updates to Safety Program	Mike Tork	Update students with any new safety measures; protocol or common safety issues to be aware of. Return Gear Certified safety equipment with quick overview.
1600	Certified Gear Review Profile Release Form	Debra Duarte Charles Dunlap	Return certified gear; provide feedback on results and students sign the Gear Certification Program checklist.
1615	Exam Reviews: Fish & Final Exam	Diana Cowan Training & SVP Staff	Review exam result for the Fish ID Exam and Final Exam. SVP: Observer current progress and overview.
1630	Conclusion of Training	Staff	Issue Letters of Introduction. Issue requested gear and paper logs.

Tech Park Layout



Tech Park Floor Plan
as of 10/11/2016

EXIT

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