**NATIONAL PROGRESS REPORTS (YEAR)[[1]](#endnote-1)**

**I INTRODUCTION[[2]](#endnote-2)**

**II RESEARCH BY SPECIES[[3]](#endnote-3)**

**III ONGOING (CURRENT) RESEARCH[[4]](#endnote-4)**

**IV ADVICE GIVEN AND MANAGEMENT MEASURES TAKEN[[5]](#endnote-5)**

**V PUBLICATIONS AND DOCUMENTS[[6]](#endnote-6)**

**VI APPENDIX 1 - CATCH DATA[[7]](#endnote-7)**

**a. Short narrative**

**b. Fill in Excel spreadsheet**

**VII APPENDIX 2 - BY-CATCH DATA[[8]](#endnote-8)**

 **a. Short narrative**

**b. Fill in Excel spreadsheet**

**VIII APPENDIX 3 - STRANDINGS[[9]](#endnote-9)**

**a. Short narrative**

**b. Fill in Excel spreadsheet**

**IX APPENDIX 4 – SHIP STRIKES[[10]](#endnote-10)**

 **a. Short narrative**

**b. Fill in Excel spreadsheet**

1. **ANNOTATIONS**

 National Progress Reports should directly address the management measures and research undertaken by member countries in response to NAMMCO proposals for conservation and management, and research recommendations. [↑](#endnote-ref-1)
2. **I INTRODUCTION**:Indicate which institutions are involved or reported on. [↑](#endnote-ref-2)
3. **II RESEARCH BY SPECIES**: If relevant, please note any field (sightings, tagging, scientific catches, etc.) and laboratory work, and any research results. [↑](#endnote-ref-3)
4. **III ONGOING (CURRENT) RESEARCH**: A brief description of current year research projects that would be relevant to the Scientific Committee. [↑](#endnote-ref-4)
5. **IV**  **ADVICE GIVEN AND MANAGEMENT MEASURES TAKEN:** Report what kind of management advice (scientific) of relevance for the NAMMCO Council and the Scientific Committee has been provided to the authorities in respective member countries, and, similarly, what management measures have been taken *e.g.* Executive Orders. [↑](#endnote-ref-5)
6. **V PUBLICATIONS AND DOCUMENTS:** Include titles of publications, reports and documents published in the report year that are likely to be of interest to the work of the Scientific Committee. List peer-reviewed publications first and then “grey” literature separately. [↑](#endnote-ref-6)
7. **VI APPENDIX 1 - CATCH DATA:** In the narrative, include any relevant information about catch reporting. See Excel worksheet “*NAMMCO NPR database (Country) 2019*”. Report the variables indicated for each species harvested. “Stock area” refers to generally accepted stocks, if appropriate, *e.g*. Northeastern Atlantic for minke whales, West Greenland for beluga. If no stock areas exist, give area of catch, *e.g*. NW coastal Iceland. If “struck and lost” data are available, please list these. [↑](#endnote-ref-7)
8. **VII APPENDIX 2 - BY-CATCH DATA:** In the narrative, include a brief explanation of how by-catch information was collected. The explanation should include the methodology used (*e.g*. log book, observers, questionnaires), the fisheries covered and the extent of the coverage by fishery, and should be adequate for a future evaluation of by-catch monitoring procedures by the Scientific Committee and/or the Working Group on By-catch. In the Excel spreadsheet “*NAMMCO NPR database (Country) 2019*”, report the variables indicated for each species taken. "Fishery" means the fishery in which the by-catch occurred, and "Gear" means the type of fishing gear that was used. Reports should discriminate between no by-catch, and an apparent lack of by-catch because of inadequate monitoring. [↑](#endnote-ref-8)
9. **VIII APPENDIX 3 – STRANDINGS:** In the narrative, include a brief description of stranding incidents and describe any biological samples and/or data that were collected. In the Excel spreadsheet “*NAMMCO NPR database (Country) 2019*”, include species, numbers, and any other relevant data that is available (sex, age class, etc.). [↑](#endnote-ref-9)
10. **IX**  **APPENDIX 3 – SHIP STRIKES:** In the narrative, include a brief description of ship strike incidents. In the Excel spreadsheet “*NAMMCO NPR database (Country) 2019*”, include species, numbers, and any other relevant data that is available (sex, age class, etc.). [↑](#endnote-ref-10)