

Terms of Reference for the Alaska Scallop Plan Team

(October 2014)

1. **Establishment.** The North Pacific Fishery Management Council (Council) shall establish a Plan Team for the Alaska scallop fisheries and this. Plan Team will inform the Council regarding issues with advice in the areas of regulatory management, natural and social science, mathematics, and statistics as they that relate to the scallop fisheries off Alaska.
2. **Membership.** Plan Team members will be appointed from government agencies, academic institutions, and organizations having expertise relating to the scallop fisheries. Normally, the Plan Team will consist of at least one member from the Council staff, the National Marine Fisheries Service (NMFS), the Alaska Department of Fish & Game, and other universities and institutions as appropriate. Alternate members may be assigned to participate in case a member cannot attend a meeting. With the consent of the sponsoring agency or institution, nominations may be made by the Council, the Scientific and Statistical Committee (SSC), the Advisory Panel (AP), or the Plan Team. All nominations will be subject to approval by the SSC, with the Council retaining final appointment authority. Appointments should reflect the Plan Teams' responsibility to evaluate and make recommendations on management, biological, economic and social conditions of the fisheries.
3. **Organization.** The Plan Team will be directed by a chairperson, and may divide some of its responsibilities among work groups organized according to subject matter. A work group may also include members from the groundfish or crab Plan Team or members with other expertise as necessary. Each work group will be directed by a work group leader.
 - (a) Rules of order. In general, rules of order will be informal. Plan Team decisions will be reached by consensus, whenever possible. If a decision is required and consensus cannot be reached, the opinion of the majority will prevail. In representing the Plan Team publicly, the spokesperson (meaning the chairperson or the chairperson's designee) will take care to relate Plan Team opinions accurately, noting points of concern where consensus cannot be reached.
 - (b) Meetings. The Plan Team will meet annually. An annual Plan Team meeting will be held to discuss guideline harvest levels, status and management of the scallop stocks. The Plan Team chairperson may call other meetings as necessary. The Plan Team may meet separately or jointly with the BSAI Crab or Groundfish Plan Teams to discuss areas of joint concern. A draft agenda will be prepared in advance of each meeting by the Council staff in consultation with the chairperson, and may be revised by the Plan Team during the meeting. Minutes of each meeting will be prepared by the Council staff or designee, distributed to Plan Team members, and revised as necessary at or before the subsequent Plan Team meeting. The Chairperson (or designee) will report the Team's findings to the Council.
 - (c) Selection of officers. Officers (Plan Team chairperson and work group leaders) will be selected for two year terms at the annual Plan Team meeting preceding the annual Plan Team meeting or as vacancies arise. The Plan Team chairperson will be selected at the annual meeting for a one year term. Work group leaders will be selected for one-year terms. There will be no limit on the number of consecutive terms that officers may serve.
 - (d) Public participation. Public participation is encouraged but may be limited due to time or other constraints and participation will be generally informal and at the discretion of the chairperson.

4. **Functions.** The Plan Teams' primary function is to provide the Council with the best available scientific information, including scientifically based recommendations regarding appropriate measures for the conservation and management of the Alaska scallop fisheries and compliance with the FMP, the Magnuson Stevens Act and all applicable federal laws. All recommendations must be designed to prevent overfishing while achieving optimum yield (National Standard 1). All recommendations must also be scientifically based (National Standard 2), drawing upon the Plan Teams' expertise in the areas of regulatory management, natural and social science, mathematics, and statistics. Finally, uncertainty must be taken into account wherever possible (National Standard 6).

(a) SAFE report. The Plan Team compiles a SAFE report for the Alaska scallop fisheries on an annual basis. The SAFE report provides the Council with a summary of the most recent biological condition of the stocks and the social and economic condition of the fishing and processing industries. The SAFE report summarizes the best available scientific information concerning the past, present, and possible future condition of the scallop stocks and fisheries, along with ecosystem concerns.

(b) Plan amendments. At the direction of the Council, the Plan Team may also play a role in the development and evaluation of amendments to the fishery management plan, as well as evaluate amendments to other management plans that may affect the conservation and management of scallop resources.