

**AGREEMENT ON THE INTERNATIONAL DOLPHIN CONSERVATION PROGRAM**  
**50<sup>TH</sup> MEETING OF THE PARTIES (EXTRAORDINARY)**

La Jolla, California, USA  
25–26 March 2025

**DOCUMENT AIDCP-50-02**

**EVALUATION OF THE TIME SPENT BY IATTC STAFF ON AIDCP  
TASKS**

In accordance with the provisions of Article VII, paragraph 1 (t) of the Antigua Convention, one of the functions of the Inter-American Tropical Tuna Commission (IATTC) is “(t) *provide the Secretariat for the AIDCP, taking into account the provisions of Article XIV, paragraph 3 of this Convention*”. These provisions, on the other hand, stipulate that:

“3. 3. *The Commission shall maintain separate accounts for the activities carried out under this Convention and under the AIDCP. The services to be provided to the AIDCP and the corresponding estimated costs shall be specified in the Commission’s budget. The Director shall provide to the Meeting of the Parties to the AIDCP for its approval, and prior to the year in which the services are to be provided, estimates of services and their costs corresponding to the tasks to be carried out pursuant to that Agreement.*”

Some of these services and costs correspond to the different tasks carried out by the Secretariat staff, both in the field offices and at the headquarters, who perform a series of tasks to comply with and ensure full compliance with the AIDCP. These tasks can be grouped into two main categories: those corresponding to the support provided to the AIDCP On-Board Observer Program, comprising the IATTC observer program and the corresponding approved national observer programs, which constitutes an essential element of the Agreement, on the one hand, and, on the other hand, various tasks to support the implementation of the Agreement in general (for example, everything related to relations with the Parties, the preparation and organization of meetings, monitoring compliance with the measures adopted, etc.).

This evaluation process had been initiated in a recent past, resulting in the table found in Annex A of document AIDCP-48-01. At their 49th meeting, last year, the Parties requested that an additional and more detailed analysis be made. As stipulated in paragraph 4 of Resolution A-24-01, the Parties agreed:

“4. *To request the Secretariat to supplement the analysis contained in Annex A of Document AIDCP-48-01, so that, in each column attributable to the AIDCP, it includes and represents, in detail, the dedication that each of the IATTC staff members indicated in that annex perform specifically in relation to the services that the IATTC, as Secretariat, provides to the AIDCP for the execution of the tasks mandated by the Parties to the AIDCP, differentiating from those that derive from IATTC mandates or resolutions.*”

This analysis was carried out based on the answers given by each member of the staff to a questionnaire in which the questions sought to differentiate and identify in a clear and detailed way each of the tasks belonging to the two broad categories mentioned above. A copy of this questionnaire is reproduced in appendix B of this document.

A table with the consolidated percentage results for each member of staff is presented in Appendix A of this document. On reading it, one can see the variety of their situations, as some do not carry out any tasks

related to the AIDCP, while, as for the others, some dedicate more time to the observer program than to the other general tasks related to the Agreement and vice versa.

It is important to emphasize that, in preparing the proposed adjusted budget for the AIDCP, the Secretariat has taken full account of the results of this analysis, in accordance with the provisions of paragraph 6 of Resolution A-24-01.

## Appendix A

Program/Group	Position	Name	IATTC	AIDCP		TOTAL	Area of Staff Support to the AIDCP
				OBSER	AIDCP		
	Director	Franco, Arnulfo	0.79	0.11	0.10	1.00	Direction
	Coordinator of Scientific Research	Silva, Alexandre A.	0.85	-	0.15	1.00	Scientific research
ADMINISTRATION	Director's Assistant	Galvan, Monica	0.75	-	0.25	1.00	Administrative assistant
ADMINISTRATION	Administration Assistant	Aguilar, Marisol	0.85	-	0.15	1.00	Administrative assistant
ADMINISTRATION	Administration Assistant	Cullingford, Barbara	0.85	-	0.15	1.00	Social media/ Administrative assistant
BIOL	Head of ELH Group	Margulies, Daniel	1.00	-	0.00	1.00	
BIOL	ELH Scientist	Buchalla Alvim Coelho, Yole .	1.00	-	0.00	1.00	
BIOL	Head of LHB Group	Fuller, Daniel	1.00	-	0.00	1.00	
BIOL	Research Biologist	Garner, Griffin H.	1.00	-	0.00	1.00	
DATA	Head of Program	Caillot, Sylvain	0.80	0.05	0.15	1.00	IT support
DATA	Data Specialist and Assistant	Altamirano, Ernesto	0.90	0.10	0.00	1.00	Data processing
DATA	Data Technician	De Los Reyes, Mildred	0.80	0.20	0.00	1.00	Data processing
DATA	Data Specialist	Loor, Peggy	0.70	0.25	0.05	1.00	Data processing
DATA	Data Specialist and Assistant	Marrow, JoyDeLee	0.95	-	0.05	1.00	Data processing
DATA	Data Editor	Mojica, Diego F.	0.65	0.30	0.05	1.00	Data processing
DATA	Data Editor	Olaya, Jimmy J.	0.60	0.35	0.05	1.00	Data processing
DATA	Data Editor	Parraga, Jorge	0.65	0.30	0.05	1.00	Data processing
DATA	IT & Data Specialist	Vogel, Nickolas	0.95	-	0.05	1.00	IT support
ECO-BYCATCH	Head of Program	Lopez Jimeno, Jon	0.95	-	0.05	1.00	Scientific research
ECO-BYCATCH	Senior Q. V. S. Scientist	Crear, Daniel P.	0.95	-	0.05	1.00	Scientific research
ECO-BYCATCH	Ecosystem Scientist	Fuller, Leanne	1.00	-		1.00	
ECO-BYCATCH	Senior Ecosystem Scientist	Griffiths, Shane	1.00	-		1.00	
ECO-BYCATCH	Senior Bycatch Mitigation Scientist	Hutchison, Melanie R.	0.90	-	0.10	1.00	Scientific research
ECO-BYCATCH	Senior Quantitative Scientist	Ovando, Daniel A.	0.90	-	0.10	1.00	Scientific research
ECO-BYCATCH	Bycatch and EM Scientist	Roman, Marlon	0.90	-	0.10	1.00	Scientific research
ECO-BYCATCH	Coastal and Sub-regional Fisheries Sci.	Siu, Salvador	1.00	-		1.00	
FINANCE	Senior Administrator	Roa, Nora	0.50	0.25	0.25	1.00	Administrative and financial support
FINANCE	Financial Accountant	Hernandez, Claudia	1.00	-	-	1.00	
FINANCE	Administration Officer	Musano, Teresa	0.25	0.15	0.60	1.00	Administrative and financial support
FINANCE	Assistant Accountant	Roman, Paulina	0.20	0.40	0.40	1.00	Administrative assistant
FINANCE	Assistant Accountant	Sosa, Ariadna	1.00	-	-	1.00	
DOCUMENT MANAGEMENT	Document Manager & Webmaster	Houlihan, Christine	0.79	0.11	0.10	1.00	IT support
DOCUMENT MANAGEMENT	Translation Coordinator	Llano, Paulina	0.80	-	0.20	1.00	Documents processing and translation services
IT SUPPORT	IT Coordinator	Denis, Rolando	0.79	0.11	0.10	1.00	IT support
IT SUPPORT	IT Specialist	Olivares, Santiago	0.79	0.11	0.10	1.00	IT support
POLICY	Senior Policy Advisor	Pulvenis, Jean-Francois	0.65	0.01	0.34	1.00	Policy, compliance and system follow-up
POLICY	Policy and Compliance Officer	Belmontes, Ricardo	0.73	-	0.27	1.00	Policy, compliance and system follow-up
POLICY	Policy Officer and F.O. manager	Ureña, Enrique	0.32	0.23	0.45	1.00	Supervision, reports, statistics, National Programs contact for data exchange
POLICY	Policy Officer	Wiley, Bradley	0.71	0.07	0.22	1.00	Policy, compliance and system follow-up
STOCK	Head of Program	Maunder, Mark	0.90	-	0.10	1.00	Scientific research
STOCK	Senior Statistician	Bi, Rujia	1.00	-	-	1.00	
STOCK	Senior Statistician	Lennert, Cleridy	1.00	-	-	1.00	
STOCK	Senior Quant. Scientist	Minte-Vera, Carolina V.	1.00	-	-	1.00	
STOCK	Harvest Strategy Scientist	Valero, Juan	1.00	-	-	1.00	
STOCK	Senior Quant. Scientist	Xu, Haikun	1.00	-	-	1.00	

## Appendix B

### **SURVEY ON IATTC STAFF TIME DEVOTED TO THE WORK AND ACTIVITIES OF THE AGREEMENT ON THE INTERNATIONAL DOLPHIN CONSERVATION PROGRAM (AIDCP)**

With the objective of improving the management and optimization of resources between the IATTC Observer Program and the Agreement on the International Dolphin Conservation Program (AIDCP), we ask that you please complete the following survey, indicating the estimated percentage of time devoted to each task.

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#### **1. General information**

- **Name:** \_\_\_\_\_
- **Position:** \_\_\_\_\_
- **Program/Group:** \_\_\_\_\_

To assist you in determining your level of involvement in the programs, please review the following information:

#### **Key areas related to the IATTC Observer Program and the AIDCP:**

- **Observer Program Coordination:** Program administration, logistics and supervision.
  - **Scientific Research Division:** Observer data analysis, dolphin mortality assessment and scientific studies.
  - **Policy and Compliance Division:** Supervision of compliance with AIDCP regulations.
  - **Administration and Finance Division:** Logistical and financial support for program implementation.
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#### **2. Working time distribution**

Please indicate the percentage of time you devote to the following activities, according to whether they correspond to the IATTC (for all matters related to the implementation of the Antigua Convention, resolutions and other instruments and measures adopted by the Commission) or the AIDCP (for all matters related to the implementation of the Agreement, resolutions and other instruments and measures adopted by the Parties to the AIDCP):

ACTIVITY	% IATTC	% AIDCP
<b>Observer training</b> <i>(If you are involved in training new observers, developing training materials, or coordinating training courses)</i>		
<b>Supervision and management of observers in the field</b> <i>(If you are involved in assigning observers to vessels, tracking their reports or resolving operational issues)</i>		
<b>Review and processing of observer data</b> <i>(If you are involved in the collection and validation of observer data—including the development of the necessary forms—and their storage in the Commission's databases)</i>		
<b>Coordination with vessel owners and crews</b> <i>(If you are in communication with the fishing industry regarding the implementation of the observer program and operational requirements)</i>		
<b>Other activities related to observers</b> <i>(please specify)</i>		
<b>Monitoring compliance with current measures and other requirements established by the Commission or the Parties to the Agreement</b>		
<b>Analysis based on data collected by observers, including catches, incidental mortality, interactions with associated or dependent species, etc. (dolphins, sharks, seabirds, turtles, etc.)</b>		
<b>Preparation of reports, documents and presentations for the meetings of the Commission or the Parties to the AIDCP and their respective subsidiary bodies</b>		

<b>Participation in the organization and conduct of the meetings of the Commission and the Parties to the AIDCP and their respective subsidiary bodies</b>		
<b>Interaction and cooperative or coordinating relationships with CPCs or AIDCP Parties or other entities (IGOs, NGOs, etc.)</b>		
<b>Interaction and relationships with the public</b>		
<b>Development of strategies or practices to reduce bycatch and/or associated mortalities (dolphins, sharks, seabirds, turtles, etc.)</b>		
<b>TOTAL</b>		

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### 3. Additional comments

Please provide any comments or additional information, especially if you believe an activity is missing from the table.

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Thank you for your cooperation.