

Statement of Work

External Independent Peer Review by the Center for Independent Experts

Stock Assessment of Striped Marlin

Scope of Work and CIE Process: The National Marine Fisheries Service's (NMFS) Office of Science and Technology coordinates and manages a contract providing external expertise through the Center for Independent Experts (CIE) to conduct independent peer reviews of NMFS scientific projects. The Statement of Work (SoW) described herein was established by the NMFS Project Contact and Contracting Officer's Representative (COR), and reviewed by CIE for compliance with their policy for providing independent expertise that can provide an impartial and independent peer review without conflicts of interest. CIE reviewers are selected by the CIE Steering Committee and CIE Coordination Team to conduct the independent peer review of NMFS science in compliance the predetermined Terms of Reference (ToRs) of the peer review. Each CIE reviewer is contracted to deliver an independent peer review report to be approved by the CIE Steering Committee and the report is to be formatted with content requirements as specified in **Annex 1**. This SoW describes the work tasks and deliverables of the CIE reviewer for conducting an independent peer review of the following NMFS project. Further information on the CIE process can be obtained from www.ciereviews.org.

Project Description: Striped marlin (*Tetrapturus audax*) is one of six species of billfishes commonly harvested multi-nationally from commercial and recreational fisheries in the western and central Pacific Ocean regions. Fishery management requires high quality science to effectively manage and conserve our living marine resources, and the scientific peer review of stock assessments by external CIE expertise is an important process in the determination of best scientific information available. The Terms of Reference (ToRs) of the peer review are attached in **Annex 2**.

Requirements for CIE Reviewers: Three CIE reviewers shall conduct an impartial and independent peer review in accordance with the SoW and ToRs herein. CIE reviewers shall have expertise, working knowledge and recent experience in the application of fish stock assessment, mathematical modeling, and statistical computing. Scientists who are employed by or have significant interactions with the Inter-American Tropical Tuna Commission (IATTC) and the Western and Central Pacific Fisheries Commission (WCPFC), and the Secretariat of the Pacific Community (SPC), should not be considered as reviewers. Scientists associated with the ISC also should be excluded as reviewers. Each CIE reviewer's duties shall not exceed a maximum of 10 days to complete all work tasks of the peer review described herein.

Location of Peer Review: Each CIE reviewer shall conduct an independent peer review as a desk review, therefore no travel is required.

Statement of Tasks: Each CIE reviewers shall complete the following tasks in accordance with the SoW and Schedule of Milestones and Deliverables herein.

Prior to the Peer Review: Upon completion of the CIE reviewer selection by the CIE Steering Committee, the CIE shall provide the CIE reviewer information (full name, title, affiliation, country, address, email) to the COR, who forwards this information to the NMFS Project Contact no later the date specified in the Schedule of Milestones and Deliverables. The CIE is responsible for providing the SoW and ToRs to the CIE reviewers. The NMFS Project Contact is responsible for providing the CIE reviewers with the background documents, reports, and other pertinent information. Any changes to the SoW or ToRs must be made through the COR prior to the commencement of the peer review.

Pre-review Background Documents: Two weeks before the peer review, the NMFS Project Contact will send (by electronic mail or make available at an FTP site) to the CIE reviewers the necessary background information and reports for the peer review. In the case where the documents need to be mailed, the NMFS Project Contact will consult with the CIE Lead Coordinator on where to send documents. CIE reviewers are responsible only for the pre-review documents that are delivered to the reviewer in accordance to the SoW scheduled deadlines specified herein. The CIE reviewers shall read all documents in preparation for the peer review.

Desk Review: Each CIE reviewer shall conduct the independent peer review in accordance with the SoW and ToRs, and shall not serve in any other role unless specified herein. **Modifications to the SoW and ToRs can not be made during the peer review, and any SoW or ToRs modifications prior to the peer review shall be approved by the COR and CIE Lead Coordinator.** The CIE Lead Coordinator can contact the Project Contact to confirm any peer review arrangements.

Contract Deliverables - Independent CIE Peer Review Reports: Each CIE reviewer shall complete an independent peer review report in accordance with the SoW. Each CIE reviewer shall complete the independent peer review according to required format and content as described in Annex 1. Each CIE reviewer shall complete the independent peer review addressing each ToR as described in Annex 2.

Specific Tasks for CIE Reviewers: The following chronological list of tasks shall be completed by each CIE reviewer in a timely manner as specified in the **Schedule of Milestones and Deliverables**.

- 1) Conduct necessary pre-review preparations, including the review of background material and reports provided by the NMFS Project Contact in advance of the peer review.
- 2) Conduct an independent peer review in accordance with the ToRs (**Annex 2**).
- 3) No later than **03 December 2012**, each CIE reviewer shall submit an independent peer review report addressed to the “Center for Independent Experts,” and sent to Mr. Manoj Shivlani, CIE Lead Coordinator, via email to shivlanim@bellsouth.net, and CIE Regional Coordinator, and to Dr. David Die, CIE Regional Coordinator, via email to

ddie@rsmas.miami.edu. Each CIE report shall be written using the format and content requirements specified in Annex 1, and address each ToR in **Annex 2**.

Schedule of Milestones and Deliverables: CIE shall complete the tasks and deliverables described in this SoW in accordance with the following schedule.

22 October 2012	CIE sends reviewer contact information to the COR, who then sends this to the NMFS Project Contact
25 October 2012	NMFS Project Contact sends the CIE Reviewers the report and background documents
1-16 November 2012	Each reviewer conducts an independent peer review as a desk review
3 December 2012	CIE reviewers submit draft CIE independent peer review reports to the CIE Lead Coordinator and CIE Regional Coordinator
17 December 2012	CIE submits the CIE independent peer review reports to the COR
21 December 2012	The COR distributes the final CIE reports to the NMFS Project Contact and regional Center Director

Modifications to the Statement of Work: This ‘Time and Materials’ task order may require an update or modification due to possible changes to the terms of reference or schedule of milestones resulting from the fishery management decision process of the NOAA Leadership, Fishery Management Council, and Council’s SSC advisory committee. A request to modify this SoW must be approved by the Contracting Officer at least 15 working days prior to making any permanent changes. The Contracting Officer will notify the COR within 10 working days after receipt of all required information of the decision on changes. The COR can approve changes to the milestone dates, list of pre-review documents, and ToRs within the SoW as long as the role and ability of the CIE reviewers to complete the deliverable in accordance with the SoW is not adversely impacted. The SoW and ToRs shall not be changed once the peer review has begun.

Acceptance of Deliverables: Upon review and acceptance of the CIE independent peer review reports by the CIE Lead Coordinator, Regional Coordinator, and Steering Committee, these reports shall be sent to the COR for final approval as contract deliverables based on compliance with the SoW and ToRs. As specified in the Schedule of Milestones and Deliverables, the CIE shall send via e-mail the contract deliverables (CIE independent peer review reports) to the COR (William Michaels, via William.Michaels@noaa.gov).

Applicable Performance Standards: The contract is successfully completed when the COR provides final approval of the contract deliverables. The acceptance of the contract deliverables shall be based on three performance standards:

- (1) each CIE report shall be completed with the format and content in accordance with **Annex 1**,
- (2) each CIE report shall address each ToR as specified in **Annex 2**,

(3) the CIE reports shall be delivered in a timely manner as specified in the schedule of milestones and deliverables.

Distribution of Approved Deliverables: Upon acceptance by the COR, the CIE Lead Coordinator shall send via e-mail the final CIE reports in *.PDF format to the COR. The COR will distribute the CIE reports to the NMFS Project Contact and Center Director.

Support Personnel:

William Michaels, Program Manager, COR
NMFS Office of Science and Technology
1315 East West Hwy, SSMC3, F/ST4, Silver Spring, MD 20910
William.Michaels@noaa.gov Phone: 301-713-2363 ext 136

Manoj Shivlani, CIE Lead Coordinator
Northern Taiga Ventures, Inc.
10600 SW 131st Court, Miami, FL 33186
shivlanim@bellsouth.net Phone: 305-383-4229

Roger W. Peretti, Executive Vice President
Northern Taiga Ventures, Inc. (NTVI)
22375 Broderick Drive, Suite 215, Sterling, VA 20166
RPeretti@ntvifederal.com Phone: 571-223-7717

Key Personnel:

Gerald DiNardo, Stock Assessment Program Leader (NMFS Project Contact)
Pacific Islands Fisheries Science Center
2570 Dole Street, Honolulu, HI 96822-2396
Gerard.DiNardo@noaa.gov Phone: 808-983-5397

Kevin Piner
Pacific Islands Fisheries Science Center
2570 Dole Street, Honolulu, HI 96822-2396
Kevin.Piner@noaa.gov Phone: 858-546-7003

Jon Brodziak
Pacific Islands Fisheries Science Center
2570 Dole Street, Honolulu, HI 96822-2396
Jon.Brodziak@noaa.gov Phone: 808-983-2964

Hui-Hua Lee
University of Hawaii, Joint Institute for Marine and Atmospheric Research
2570 Dole St., Honolulu, HI 96822
Huihua.Lee@noaa.gov Phone: 808-983-5352

Annex 1: Format and Contents of CIE Independent Peer Review Report

1. The CIE independent report shall be prefaced with an Executive Summary providing a concise summary of the findings and recommendations, and specify whether the science reviewed is the best scientific information available.
2. The main body of the reviewer report shall consist of a Background, Description of the Individual Reviewer's Role in the Review Activities, Summary of Findings for each ToR in which the weaknesses and strengths are described, and Conclusions and Recommendations in accordance with the ToRs.
3. The reviewer report shall include the following appendices:

Appendix 1: Bibliography of materials provided for review

Appendix 2: A copy of the CIE Statement of Work

Annex 2: Terms of Reference for the Peer Review

Stock Assessment of Striped Marlin

1. Review of the assessment methods: determine if they are reliable, properly applied, and adequate and appropriate for the species, fisheries, and available data.
2. Evaluate the assessment model configuration, assumptions, and input data and parameters (fishery, life history, and spawner recruit relationships): determine if data are properly used, input parameters seem reasonable, models are appropriately configured, assumptions are reasonably satisfied, and primary sources of uncertainty accounted for.
3. Comment on the proposed population benchmarks and management parameters (*e.g.*, *MSY*, *F_{msy}*, *B_{msy}*, *MSST*, *MFMT*); if necessary, recommended values for alternative management benchmarks (or appropriate proxies) and clear statements of stock status.
4. Evaluate the adequacy, appropriateness, and application of the methods used to project future population status.
5. Suggest research priorities to improve our understanding of essential population and fishery dynamics necessary to formulate best management practices.