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SECOND WORKSHOP OF REGIONAL EXPERTS TO DEVELOP THE CARIBBEAN FISHERIES MANAGEMENT DATABASE **SOFTWARE PROGRAMS**

Workshop Report (November 6th – 10th, 2001, Kingston, Jamaica)

CARICOM Fisheries Unit Belize City, Belize C.A.

SECOND WORKSHOP OF REGIONAL EXPERTS TO DEVELOP THE CARIBBEAN FISHERIES MANAGEMENT DATABASE SOFTWARE PROGRAMS

Preparation of this Report

This report was complied by the CARICOM Fisheries Unit (CFU) staff based on the written and verbal contributions of the Chairman and members of the TIP/LRS Working Group. These include: Michael Braynen, The Bahamas (Chairman); Stephen Willoughby (Barbados); Sharon Corriette (Dominica); Shellene Reynolds (Jamaica); Patricia Hubert (St. Lucia); Cheryl Jardine (St Vincent and the Grenadines); Mario Yspol (Suriname); Calvin Alexander (Trinidad & Tobago); Sherrill Barnwell (OECS- NRMU); Milton Haughton; Merline Hemmings; Terrence Phillips (CARICOM Fisheries Unit) and Paul Medley (Consultant-CFU).

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CARICOM Fisheries Unit Belize City, Belize

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Executive Summary

The main objective of the Fisheries Component of the Integrated Caribbean Regional Agriculture and Fisheries Development (ICRAFD) Programme is optimal utilization and sustainable management of marine resources in the CARIFORUM countries. The participating countries include Antigua and Barbuda, The Bahamas, Barbados, Belize, Dominica, Dominican Republic, Grenada, Guyana, Haiti, Jamaica, Montserrat, St. Lucia, St. Kitts and Nevis, St. Vincent and the Grenadines, Suriname and Trinidad and Tobago.

The purpose of the Fisheries Data Management Systems component of the project is to improve the Data Collection and Management Systems in the CARIFORUM Countries; to provide fisheries data for assessment and management, as well as an effective tool for monitoring and regulating fishing effort.

In an effort to provide information for management and decision-making on a continuous basis, the Project will assist the Fisheries Departments/Divisions to strengthen their data collection and management systems. The Upgrade of Trip Interview Program (TIP) and the Licensing and Registration System (LRS) is one of several activities planned to address this objective.

As part of the upgrading process two Workshops were be held: (1) "First Workshop of Regional Experts to Review and Upgrade TIP and LRS Software Programs" and (2) "Second Workshop of Regional Experts to Review and Test the Alpha Version of the Upgraded TIP and LRS Software Programs". The first Workshop was held in St. Vincent and the Grenadines during the period July 25-27, 2001 and the second in Jamaica (November 6-10, 2001).

The purpose of the second Workshop was to provide a forum for Regional Experts to discuss the test results on the alpha version of the upgraded programs; identify bugs and any other problem/s; and prepare recommendation for further development of the program.

The Workshop participants included delegates from The Bahamas (Mr. Michael Braynen), Barbados (Mr. Stephen Willoughby), Dominica (Ms. Sharon Coriette), Jamaica (Mr. Errol Bartley, Ms. Tricia Campbell, Ms. Shellene Reynolds and Mr. Stephen Smikle), St Lucia (Ms. Patricia Hubert and Ms. Sherill Barnwel-NRMU/OECS), St. Vincent and the Grenadines (Ms. Cheryl Jardine), Suriname (Mr. Mario Yspol) and Trinidad and Tobago (Mr. Calvin Alexander). The CARICOM Fisheries Unit (CFU) staff attending the meeting included the Scientific Director (Mr. Milton Haughton), Data Manager/Analyst and Coordinator of the Workshop (Ms. Merline Hemmings), Biologist/RAU Leader-Shrimp and Groundfish (Mr. Terrence Phillips) and Consultant (Dr. Paul Medley).

Prior to the commencement of the various presentations, the Scientific Director (Mr. Milton Haughton) outlined the objectives of the Workshop and the plan for testing the Alpha version of the software. The other sessions focused on:

- Presentation and Discussion of Comments Received from Participants.
 The participants presented and discussed the problems encountered while testing the alpha version of the software and made recommendations for improvements.
- Interactive Presentation and Discussion of the Alpha Version of the Software. The Consultant demonstrated and explained the detailed structure and operation of the program from installation to data entry, storage and reporting. Several suggestions for improvement and modifications were made.
- Testing and debugging the software program.
 The software was tested. The problems encountered and suggestions for improvements were recorded. These were presented later in the discussion of the software testing results sessions.
- Presentation and Discussion of the Software Testing Results
 The participants presented and discussed problems encountered and made suggestions for modification.

In section I of this report a detailed account of the various sessions is given. The installation procedure is given in Appendix I; the alpha version of the software forms in Appendix II and the agenda and a list of participants in Appendix III.

The follow-up activities include:

- The Consultant will complete the Beta version of the software and distribute it to the working group members for testing.
- The Data Manager/Analyst (Ms. Merline Hemmings) will co-ordinate the testing of the software and production of a report of the results.
- Training of the Regional Trainers and Fisheries Departments staff.

SECOND WORKSHOP OF REGIONAL EXPERTS TO REVIEW AND TEST THE ALPHA VERSION OF THE UPGRADED TIP AND LRS SOFTWARE PROGRAMS

SECTION I

SUMMARY OF WORKSHOP ACTIVITIES

TUESDAY, 6TH NOVEMBER 2001

The Workshop commenced at about 9.20 a.m. The Scientific Director (CFU – Belize), Mr. Milton Haughton, welcomed the participants and apologised for the lateness or non-arrival of the Beta version of the software to most Member States. Subsequently, the Workshop participants introduced themselves. This was followed by a warm welcome on behalf of Jamaica by Miss Shelene Reynolds. Following the introductions the Scientific Director noted that the objective of the Workshop was to provide a forum for Regional Experts to discuss the test results on the alpha version of the upgraded programs; identify bugs and any other problem/s and prepare recommendations for further development of the program.

The delegates presented and discussed the difficulties encountered in testing the alpha version of the software program and made recommendations for further improvement. The salient points of the presentations are given below:

Jamaica

Miss Reynolds in her presentation explained that she had no problems installing in Windows 98 and 2000. Although, the instructions were easy to follow she felt that a shorter method of installation is needed.

Suriname

Mr. Mario Yspol in his general overview indicated that the procedure to install the program should be improved. More detailed comments are given below:

Installation

- The error code parameter error message was encountered during installation.
- So Ever so often the error code 12550 pop up.

Fishermen Registration

With fishermen registration it did not seem possible to link one fisherman to one boat.

Vessel Registration

- Boat owners' registration is missing the field for the total number of boats the person owns.
- Suriname also needs to be able to register the maximum number of fishermen working on a boat.

Processing Facilities

Satisfactory.

Aquaculture Facilities

Fields required for the following:

- o chemicals
- o antibiotic
- type of food
- o type of water

used in the facilities.

Trip Interviews

Satisfactory, taking into account there will be pick lists.

Issues/Comments

Mr. Smikle suggested that the names of fishermen working on a particular boat along with the captain and boat owner, should be included in the database. Dr. Medley agreed that he would address the issue

St. Vincent and the Grenadines

Ms. Cheryl Jardine indicated that the CARIFIS software was tested on several computers using the Windows 98 and the Windows ME operating systems. However, the third installation had to be skipped for computers using the Windows ME operating systems, since the Visual Foxpro ODBC driver set up is not supported on Windows ME. Also, installation cannot be completed on computers that do not have Internet access. This will be a little problematic, since a backup of the program is normally on a computer that does not have Internet access.

It is expected that this new software will store all fisheries related information (trip interviews, biological data, registration of fishers, vessels, processing plant, aquaculture facilities, Licenses and all other contact information). The software was developed using DELPHI and Visual foxpro.

INSTALLATION

There are four steps before a complete installation of the program can be performed. Even though these steps appear to be simple, they can become very confusing to a user and this may result in a total loss of interest in using the program.

Errors encountered

- Installing on a computer without Internet access "This product requires Microsoft Internet Explorer 4:01 SP2 or greater. Please exit setup and install the latest Microsoft Internet Exporer".
- Installing on Windows ME (3rd Installation) The Visual Foxpro ODBC Driver set up is not supported on Windows Millenium.
- On Closing the program Error message "this program has performed an illegal operation and will be shut down" when "Close" is selected, a further error message appears "Exception Access violation in module 'CARIFIS.EXE".

OBSERVATIONS

TIP/LRS	CARIFIS	Comments
1. TIP AND LRS are two individual softwares	Combination of both TIP and LRS	It is advantageous to have two separate programs for (1) ease of data entry (2) Security of data and (3) The Licencing and Registration program is used by other institutions such as the Coast Guard etc. So it will not be wise to have the Catch and Effort data and Biological data floating around.

TIP/LRS	CARIFIS	Comments
2. In LRS there are separate	One form, which does not	

forms for Adding,	have a browser screen to	
Browsing, Deleting, Editing	list/browse all information at any one time.	
*3. Separate application forms relevant to each country (Fisher, Vessels etc)	Not Available	Need to be able to print applications forms directly from the system
*4. Proof of registration, and licence document relevant to each country (acts as legal document)	Not available	It is advantageous to have some sort of document generated from the system to give to the fishermen as a proof that they are a bonafide fishermen and their boat/boats can legally operate in the waters of SVG.
5. Unique fisher ID # (5 digits	Has to be inputted manually	A Unique fisher ID# is necessary. It should be generated automatically, which minimizes input errors. Need mechanism to allow for change.
6. Unique country marking for vessels which are automatically assigned, which minimizes input errors. Need mechanism to allow for changes.	Has to be inputted manually	Need to be consistent with the vessel marking. Several years data have already been inputted with this unique marking system and this number is being recognized by most of the countries within the Caribbean.
7. All information relating to a particular table (fisher, vessel etc) easily identified	Has several forms, difficult to relate information	One of the functions of a database is to organize data in a collection of stored files so as to eliminate data redundancy, and aid in proper data manipulation.
8. Clearly defined standard reports	Not available	Standard reports are needed by some countries to be consistent with the schedules within their fisheries regulations. However, This can be optional
9. TIP – Unique settings for each individual country	Not available	It is advantage to have unique settings for each country as data will be easily identified by analyst etc.
10. List of interviews can be viewed and printed	Not available	This can be optional

TIP/LRS	CARIFIS	Comments
11. CARICOM extraction for querying	Use of the query wizard	It is vital for a database system to have a proper mechanism in place for data

		extraction. This must not be too complicated as different reports formats are needed on a regular basis by various institution.
12. Unique interview number assigned to individual countries and is generated automatically	Has to be inputted manually	A unique interview number easily identifies from which country the data is taken.
13. Easy one step installation for both programs	Four steps before complete installation	Complicated installations will require specialised training, it is also time consuming and prone to operational difficulties.

^{*} without 3 and 4 the CARIFIS database will not be useful to SVG for implementation

Concerns

The general concerns are

- Would it be possible to transfer data from the TIP and LRS software to the CARIFIS software This is a vital prerequisite for adoption of CARIFIS.
- Would the unique numbers for the vessel marking which is consistent with the nomenclature of markings at the regional and international levels (comprised of a two-digit country code followed by the registration number assigned by LRS and the first three characters of the port of operation) be assigned automatically. This easily identifies where a vessel is from and its port of operation and is also vital.
- Would the interview number for the trip interview retain the unique number consisting of the Two character state code, two character duty station codes and the five digit interview number (e.g SV0000001), which would allow easy identification of the country which the data was generated.
- Would the generation of queries and reports be made simpler and less cumbersome?
- Would the data saved in the CARIFIS software be compatible with other commonly used databases and other statistical packages such as SPSS, Minitab, Excel etc.
- Would it be easy to upgrade the CARIFIS software without the intervention of the programmer/consultant. This is vital if a repeat of the problems encountered with TIP and LRS in this regard are to be avoided.

Comments and Recommendations

Contact Table

- Need a browse/edit screen to view a listing of all contact on file
- The Address section can have approximately three or four lines so that a complete address can be typed in, forget the codes for "Village" and "Country".
- It will be preferable if the date is written in the format MM/DD/YYYY

Fishermen Table

- The field "emergency contact' should remain blank until a name is entered. I have noticed that when a name is selected for the fisherman, the contact is automatically updated with the next Identification Number.
- Instead of the Fisherman's Name/Date of Birth, the combination could be Fisherman Name/Address or Fisherman Name/Operating Site
- The Field "Community" is not necessary in the Fisher Registry.
- Change the Label "Licence Permission and Exclusions to "Permission/Restriction or "Permit/Restrict"

Vessel Table

- The field "type of fishing" could be renamed "fishery type"
- Fields in the gear section of "engine/gear need to be labelled appropriately
- The field "notes" should be renamed "special conditions" or Notes/Special conditions"
- Special forms need to be generated for reporting purposes. This will be in keeping with the forms set out in the St. Vincent and the Grenadines, Statutory Rules and Orders.

Trip Interview

- What is the purpose of the field "Activity" in Trip?
- 7 The field "TIP ID Code" should be renamed "Interview Number"
- Crew: There might be some difficulties getting the names of each crew member for every trip (Crews change regularly).

General

The CARIFIS software is still in its initial stages. At present it does not have the capabilities of TIP and LRS, hence most tasks cannot be performed effectively. There needs to be rapid development of the software to gain the confidence of the users, as

- well as to enhance the efficiency of data entry. This is important as the first impression tends to be lasting and may adversely affect the eventual adoption of the programme.
- There needs to be a smooth transition from one software (TIP / LRS) to the other (CARIFIS) so that data stored in the previous software will not have to be re-entered.
- There needs to be some level of data protection from unauthorized users.
- Fisheries personnel in the region need to have the necessary training in DELPHI programming to ensure the sustainability of the program.

General Comments from the Fisheries Divisions SVG

- This database is less efficient than the current system. It can be regarded as a prototype with many areas for improvement. The only real advantage of this database is that it is Windows based.
- There is not a proper mechanism in place to retrieve stored information (Query, backup etc)
- 7 In order for the software to be considered as a viable replacement for TIP and LRS, it must be able to at the very least
 - o Duplicate or improve on all of the functions of TIP and LRS
 - o Be more user-friendly re installation and usage.
 - o Provide backward compatibility for previously entered data
 - o Compatibility with other data-bases/statistical packages.
- Unless there is significant improvement of the database, financial resources already spent would have been wasted. It most be noted that the agreement for development of the database made at the St. Lucia workshop, was to make TIP and LRS Windows based.
- The Second beta version is keenly awaited so that further evaluation in light of the above can be made.

Trinidad & Tobago

Mr. Calvin Alexander in his presentation informed the gathering, that in testing the software he encountered the following problems:

General Comments

Date - CFRAMP uses the American version i.e. mth/dy/yr while most CARICOM countries uses the British version i.e. dy/mth/yr.

- The two digits formats prevent the analysis of data beyond 2000.
- Special training will be required for personnel using the system.
- The software crashes too often.
- Some fish species are not included.
- Query functions are too complicated, too many steps involved.

Issues/Comments

Mr. Smikle raised the following queries during the discussion session:

- He pointed out that the current system in Jamaica has three databases LRS, Loan and TIP. He wanted to know if **CARIFIS had** these 3 databases?
- Will there be problems with FoxPro?

Dr. Medley indicated that:

- The database does not have the three databases that Jamaica currently has.
- In the event that FoxPro is no longer supported, the driver and code will have to be upgraded, however, overall there will be no problems.

Mr. Smikle wanted to know if FoxPro would be accessible through the Internet or via the network connecting the 20 sub-offices and if data could be transferred via the Internet. The Consultant indicated that access was possible using Netscape Browser and a modem. However, data transfer would not be possible. He indicated that it would be easier if Delphi was used as the Server.

Dr. Medley mentioned that the queries would be written in Structured Query Language (SQL). He stated that if countries wanted to obtain some information that was not already coded he could write a query and e-mail this to them. The query would be executed in the query section of the database to obtain the requested information.

The Consultant explained that FoxPro does not allow definition of users access, at the field level. It was suggested that in the Aquaculture Facility Register a field should be inserted for culture types (e.g. intensive or semi-intensive). The legal charges section will be modified to accommodate one vessel having a number of charges. The Consultant agreed that these issues would be addressed.

WEDNESDAY 7TH NOVEMBER, 2001

INTERACTIVE PRESENTATION AND DISCUSSION OF THE ALPHA VERSION OF THE SOFTWARE

During these sessions the Consultant demonstrated and explained the:

- **T** Installation process
- **\(\mathbb{T} \)** Database relationships
- **5** Data fields
- **7** Data Storage
- **5** Data Entry
- **8** Reporting
- **Ø** Queries

The installation process was a major concern for most of the participants. The process is summarized below:

Installation

In demonstrating the installation procedure (see Appendix I for detailed installation procedure) the Consultant indicated that four installation folders (labeled 1st install; 2nd install; 3rd install and 4th install) were required. A summary of the installation steps are given below:

Step One

During this step the proprietary Microsoft Installer was installed using operating system specific executable files (that's "INSTMSI.EXE" for W95/98 and "INSTMSIW.EXE" for W2000/NT).

Step Two

Microsoft ODBC system was installed. This was done using the "mdac_typ.exe" executable file located in folder "2nd install".

Step Three

The third step involves installing the Visual FoxPro OBDC driver by running the file "VFPOBDC.msi" located in folder "3rd install".

Step Four

During this step the application and the database are installed by running the setup executable file in folder "4th install".

Step Five

In the final stage the database is connected to the ODBC driver (see appendix I for more details).

Issues/Comments

Dr. Medley indicated that it is possible to simplify the installation process but this would require purchasing a piece of software that might cost about US\$1,000.00. The Scientific Director felt that the installation procedure need to be simplified and suggested that it would be, in the long run, more cost effective and beneficial to get the Installer Software.

Testing of Software by Workshop Participants

Following the Consultant's presentation the participants formed three groups and proceeded to test the software. The testing of the Software began Wednesday afternoon and continued into Thursday morning.

There were some problems installing an edited version of the program on computers using the Windows 98 operating system due to some incompatibility. However, a previous version was installed to enable participants to familiarize themselves with the program and to proceed with some testing.

Participants worked in groups of three. Practical fisheries data were entered, as participants compared the capability, efficiency and integrity of this program with that of the TIP and LRS software used by most countries in the CARICOM region for the past several years (Ms. Cheryl Jardine, FD, SVG).

THURSDAY 8, 2001

Testing of Software by Workshop Participants

During the morning session the groups continued the software testing. The findings were presented to the Working Group for discussions. Several suggestions/recommendations were made for the improvements of the software. To assist comprehension of the working group comments that follows, a summary of the software layout is given below:

Summary of the Application Layout

The Main Menu of the Software Program consists of the following Sections:

- Registers and Licences
- Trip
- Legal Infractions
- Options
- Queries
- Tables

A detailed summary of each section is given below:

1. REGISTER AND LICENSES

- a. Fishermen
 - Fisher Register Window
 - Register Form
 - o Licence Form
 - Loans Form
 - Archive Form
- b. Vessels
 - Vessel Register Window
 - o Register 1 Form
 - o Register 2 Form
 - o Licence Form
 - Archive Form
- c. Processing
 - Processing Facility Register Window
 - Register Form
 - o Register 2 Form
 - o License Form
 - Archive Form
- d. Aquaculture
 - Aquaculture Facility Register Window
 - o Register Form
 - o Register 2 Form
 - o License Form
 - Archive Form
- 2. Trip
 - a. Trip Interviews
 - Trip Window
 - Site Visit detail Form
 - Trip Form
 - Trip Details
 - Crew
 - Trip Costs
 - Effort
 - □ Effort Detail
 - □ Catch
 - Catch Details
 - ➤ Biological Sampling

- 3. LEGAL
 - a. Legal Charges Window
- 4. OPTIONS
 - a. Options Window
- 5. TABLES
 - a. Contact Window
 - b. Grounds Window
 - c. Gear Window
 - d. Site Window
 - e. Species Window
- 6. QUERIES
 - a. Query Window

Discussion of the Alpha Version of the Software

Following the testing sessions the Working Group discussed the challenges encountered and made recommendations for improving the Software Program; the responses are presented below, summarized under these headings:

- Fishermen Register (A)
- Vessel Register (B)
- Processing Facility Register (C)
- Aquaculture Facility Register (D)
- Trip Interview (E)
- Query (F).

(A) Fishermen Registry

- In the Fisher Registry Dialogue Box, if any of the pick list were selected for editing/modification and after opening the Window the action was not done, the Window refuse to close. Usually with programs having graphical interfaces it would be possible to close the Window by just clicking once or twice in a clear space outside the Window. A CANCEL button might be helpful here.
- It was suggested that *Registration Number* should be generated automatically by the computer and should be different from the *Identification Number*. Most participants

- agreed that the *Identification Number* should only be associated with Fishers and not contact persons.
- Some participants wanted to know what would be recorded in the *Document* field. According to the Consultant, this field was for identification documents such as passports, national identification cards etc. It was also suggested that the field should be larger than it currently is.
- Problems were encountered in uploading pictures to the picture field. Some were too large and others were distorted. It was suggested that the size/dimensions of the picture should be determine prior to scanning to allow proper uploading.
- Some participants wanted to know the difference between the *Registration* and the *Expiry Dates*. Ms. Barnwell explained that some countries wanted to keep the first date the fisher was registered hence the need for a field labeled "First Issue". However, it was suggested that this field should be removed from the Fisher Registry and be placed in a different section. The Consultant indicated that the *First Issue Data* will be fixed and will be removed from the Fisher Registry. Since registration is renewable it was suggested that the field labeled *Registration* should be re-labeled "*Renewal of Registration*". It was suggested that Countries that did not need to use *Expiry Date* field should just leave it blank.
- The display of the person's date of birth in the *Emergency Contact Name* field did not go down well with some participants. Some felt it should not be displayed at all and others felt that it should be displayed below the photograph. Dr. Medley indicated it was currently being used to identify fishers in the database and to maintain the integrity of the data in the existing database relationships.
- They were several queries with regards to the data element *Nationality* these included:
 - Whether a history of a person's Nationality should be stored.
 - Where to display the information, whether on the Contact Form or the Fisher Registry Form.
 - Whether a table or a pick list for nationality should be created.
 - o It was also suggested that nationality should be coded and it would be simpler to use the current Country codes.
- The display of codes or full names for some pick list was another area of disagreement. Some participants wanted full names, others were opting for codes. The Consultant indicated that a decision need to be made as the option chosen would determine the design of the forms.
- It was suggested that the name of the *Contact Form* should be changed to *Address Book*.

- Mr. Willoughby indicated that with regards to the *Emergency Contact Name* field if the *Find* button was selected you couldn't edit the displayed information. However, if the *Edit* button was selected the *Contact Form* appeared and it could be edited. To alleviate any confusion it was suggested that the *Find* button remain as is in function and appearance and the *Edit* button be modified to read "*Edit/Address Book*" and keep the existing editing function.
- To allow the addition of a *New Record* from within the *Fisher Registry*, it was suggested that a *New Contact* button be added to the *Contact Form* to facilitate this process.
- It was suggested that *Role* on the *Contact Form* be changed to *Relationship*.
- A lengthy discussion developed following a query by Ms. Hubbert as to what happens if a person's record was deleted and if the Identification Number could be re-used. The Consultant indicated that this was not possible as those numbers were used to build relationships. However, the *Registration Number* was changeable. It was suggested that editing might be the process to use instead of deleting.
- Mr. Willoughby wanted to know what kind of information would be entered in the *Note* field on the *License Form* situated in the *Fisher Register*. Ms. Barnwell explained that in the old version of the software this field was used to record the conditions under which the license was granted. It was suggested that the name of the field should be changed to *Condition/Notes*.
- A recommendation was made that a field, labeled *Size/Weight*, be added to the *License Permission* and *Exclusion Section* of the *License Form*.
- The name of the *Loans Form* will be changed to *Credit/Concession* and it was suggested that the form be removed from the *Fishers Register* to another part of the database.
- The Consultant in responding to a query, about what will happen to the data that is currently in TIP and LRS, indicated that the data will be transferred to the new database.

(B) Vessel Register

• Some participants wanted to know what information would be entered on the *Register 1 Form*. In response to this query, it was indicated that this form would be used to enter information dealing with the description of the Vessel, while *Register 2* would deal with vessel activities/operations. Given this information it was suggested that the names of *Registers 1* and 2 should be changed to *Vessel Description* and *Vessel Activities/Operations* respectively.

- Ms. Reynolds wanted to know if it was possible to get a blank screen each time you go to open the *Vessel Registration*. The Consultant indicated that this was possible by first opening the *Vessel Register Window* then clicking the *Add* button.
- The Consultant indicated that the requirements for *Vessel Marking* were as follows:
 - o Country code (5 digits)
 - o LRS registration number (system generated 5 digits)
 - o Port of operation (3 digits)

Dr. Medley explained that if a country did not want to use the above procedure they could put in a *Marking Number* manually. The Jamaican participants indicated that they would like to be able to insert additional numbers after the computer-generated numbers. The consensus was that an International Vessel Marking System should be used.

- In the current database system if *Radio Call Signals* are entered it over rides the *Vessel Marking* data. Jamaica made it clear that they did not want this option that they needed both data element to be retained. Dr. Medley indicated that to prevent overriding, the data entry personnel could cut and paste the data.
- Participants indicated that it was necessary for the software to allow the data for more than one target species to be entered.
- It was decided that the *Concession* field would remain as is and each country would use the field as their needs dictate.
- The Suriname participant indicated that there was no way of distinguishing a foreign from a local vessel.
- The delegate from St. Lucia wanted to know how to find a single fisher. The Consultant explained that this could be done by typing the person's name.
- Ms Barnwell brought to the attention of the Working Group members that the *Status* field in the old program was used to add the data elements, "Foreign or Local" but currently it has "*Active* or *Inactive*" as the only options. The Consultant indicated that the new field *Nationality* could have a drop down list with foreign, local and a list of countries as the options.
- Mr. Phillips wanted to know if gear data was recorded elsewhere in the database if it would be displayed automatically on the *Engine/Gear Form*. The answer was no it would not.
- One participant (Ms. Reynolds) wanted to know if you go to *Find*, on the *Licence Form*, if it's the fisher's license or the boat licence information that would be

displayed. According to the Consultant it would be the *Boat License*. He also indicated that the *Number* field on the *License form* would be changed to *Licence Number*.

• With Regards to *Archiving*, it was indicated that if a vessel changed ownership then it could be tracked by using *Role* in *Register 2* under the *Owners Section*.

FRIDAY 9, 2001

Discussion of the Alpha Version of the Software cont'd

(C) Processing Facility Register

- It was suggested that the contact person data should not be displayed in *Register 1* but in *Register 2*. The final decision was that it would remain on the *Register 1* form but renamed *Emergency Contact*.
- On *Register 1 Form* Mr. Willoughby wanted to know how would you add more than one brand name. The Consultant indicated that they could be listed in a memo field but it depends on what the individual wanted to do with them. Mr. Willoughby indicated that a memo field was not adequate for him, as in the Processing Plants in Barbados the brand name and species have to be monitored. The Consultant promised to return to this issue later.
- In the fourth section of the *Register 1 Form* it was suggested that the *Capacity* field label be changed to *Plant Capacity*.
- On the *Register 2 Form* the Consultant suggested changing the *Gear* field label to *Type of Processing*. Mr. Willoughby indicated that a field was needed for *Quantity*.
- On the *Licence Form* it was requested that the *Name* field label be changed to *Company Name*.

(D) Aquaculture Facility Register

- Suriname requested that the *Soil* field label be changed to *Pond Type* as they use concrete instead of soil for their ponds. The participant from Dominica indicated the need for a field to record the *Number of Ponds*.
- Ms. Barnwell suggested the addition of a field for *Renewal Date*, for consistency, on the *Register 1 Form*. The Suriname delegate also suggested adding a memo field to

allow countries to add inspection policy data; the Consultant agreed that this will be added.

- The Register 2 Form was considered to be okay. A request was made to add a Delete and an Add button for completeness. The Consultant indicated that a species table would be added to show a list of fish species.
- The *Name* field label on the *Licence Form* will be changed to *Company Name*.

(E) TRIP Interview Register

- The Working Group requested the renaming of the *Agent* field label to *Data Collector*.
- Ms. Reynolds asked if a field could be added to display the *Total Number of Boats*. The Consultant indicated that this would be done.
- It was suggested that Report Area field on Trip Form in the Trip Interview Window.
- On the *Trip Form* a request was made for an option to be inserted that would allow the data entry operator to type in *vessel name* or vessel *number* or *call sign* and the vessel data will automatically be displaced.
- Jamaican wanted an option that would allow them to track unregistered vessels and flag these vessels.
- Some participants wanted to delete the *Crew Form*, however, it was indicated that Jamaican needed this form.
- On the *Trip Details Form* it was suggested that the *Sampling Time* field label should be changed to *Duration Fish*.

(F) Gear

• A column for Dutch is missing from the gear table.

(G) Query

• The Consultant explained that to define a query there is a *Query Wizard* that assist in building a query by providing simple options for the user to choose from. He also indicated that the user, once familiar with SQL language, could build an query from scratch. He also said that he would create a tool to allow the different countries to export the query grid.

- The Consultant also indicated that the way to back up queries is to back up the database using Winzip.
- Ms. Jardine wanted to know if data for 10 years was stored on the system if accessing, for example, data for one year would take a long time. The Consultant responded by saying that it could take long, but a test run would have to be done. He suggested we cross that bridge when we get there.
- Mr. Smikle suggested that at the application level a security tool was required to allow Administrators full access and varying levels of access for different users.
 Ms. Barnwell suggested rights could be issued as follows: (1) Administrators, (2)LRS user, (3) TIP user and (4) Monitoring user. The Consultant said this would be addressed.

APPENDIX I

Installation Procedure

Installtion Procedure for CARIFIS Alpha Version

The program installs in four parts. The first three prepare Windows for the database connectivity. The last install puts in place the database and application. On the install CD there are four subdirectories, Install 1st to Install 4th, which should be installed in sequence.

Install 1st: If you are running in Windows NT or 2000 *double click* or *run* **'INSTMSIW.EXE'**, else *run* **'INSTMSI.EXE**' and follow any instructions. This installs the Microsoft Installer. You may have to restart your computer.

Install 2nd: *Double click* or *run* '**mdac_typ.exe**', and follow any instructions. You will be required to accept the Microsoft licence agreement. This installs the Open Database Connectivity software (ODBC). You may have to restart your computer.

Install 3rd: Double click or run '**VFPODBC.MSM**', and follow any instructions. This installs the Visual Foxpro Driver. If you have a problem, go back and try the installation again.

Install 4th: Finally, double click or run '**SETUP.EXE**', and follow any instructions. This installs the application and database. You are advised to leave the install directories in the default values. Just choose '*Next*' on the install wizard and finally *Finish*. *Close* the wizard on completing the install.

Finally, you must set up the ODBC connection by running the ODBC administrator. *Choose* 'Settings' from the Windows 'Start' menu. In Windows 2000, you must choose the 'Administrative Tools' subdirectory. Then choose the ODBC administrator (the name varies but they all have 'ODBC' in the name). *Choose* 'Add', and *select* the 'Microsoft Visual Foxpro Driver 6.01.8629.01. Make sure the name and version number match this particular driver, otherwise the connection will not function. *Choose* OK and the Visual Foxpro Setup screen will be displayed. The following parameters should be entered:

Data Source Name: 'CARIFIS' (This must be written exactly)

Description:

Database type:

Caribbean Fisheries Information System' (Anything can be entered)

Choose 'Visual Foxpro Database (.DBC)'-This the default choice.

C:\CARIFIS\DATA\carifis.dbc'-You can also use browse to find

the carifis.dbc file. The path should indicate where the database was

installed, including the drive. The default location is given.

Choose **OK** and then close the administrator screen. The program should now be ready to run.

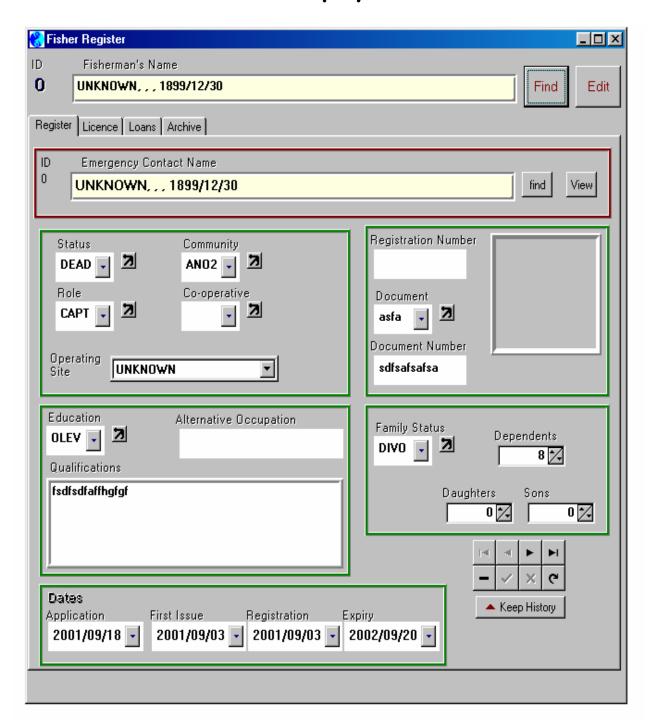
APPENDIX II

Caribbean Fisheries Information System (CARFIS)
Forms
(Alpha Version)

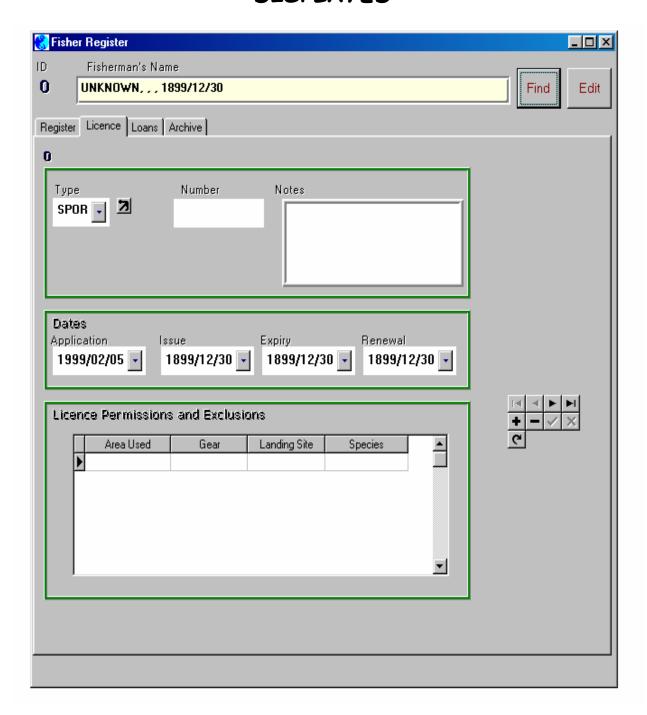
THE MAIN MENU



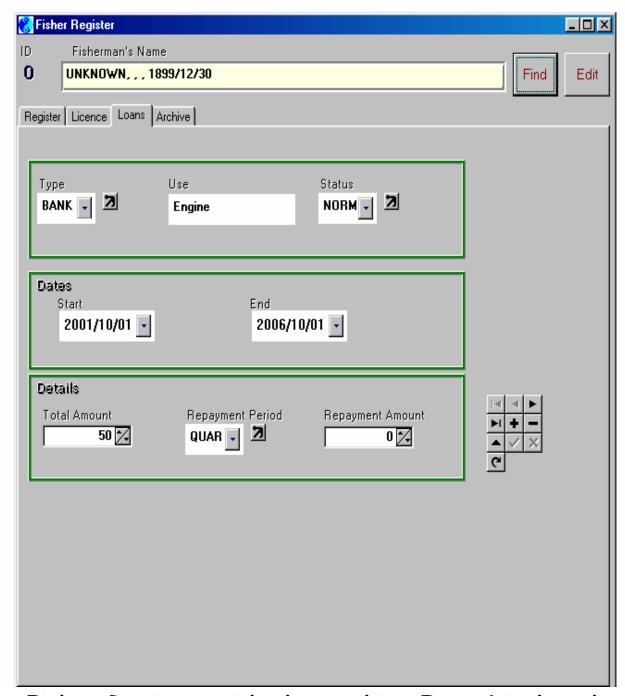
Fisher Register with the Register 1 Form Displayed



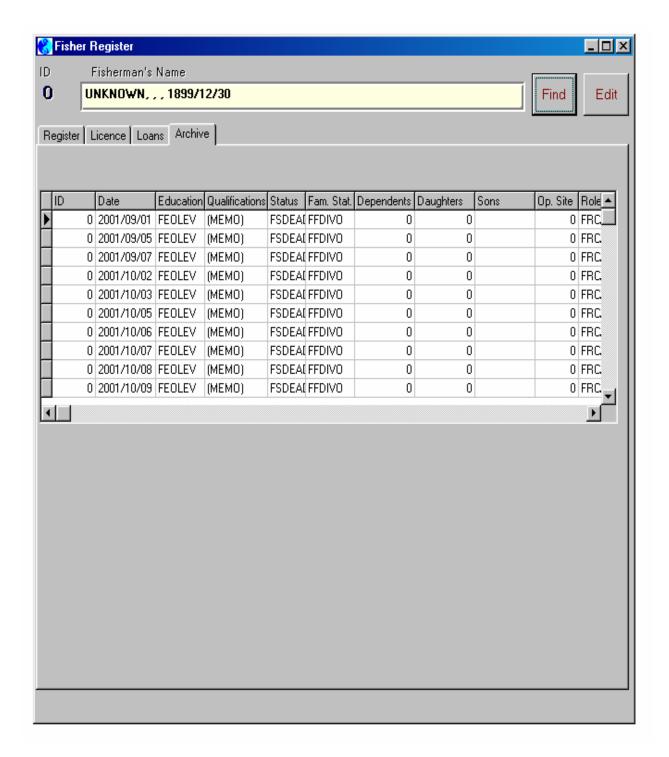
FISHER REGISTER WITH THE LICENCE FORM DISPLAYED



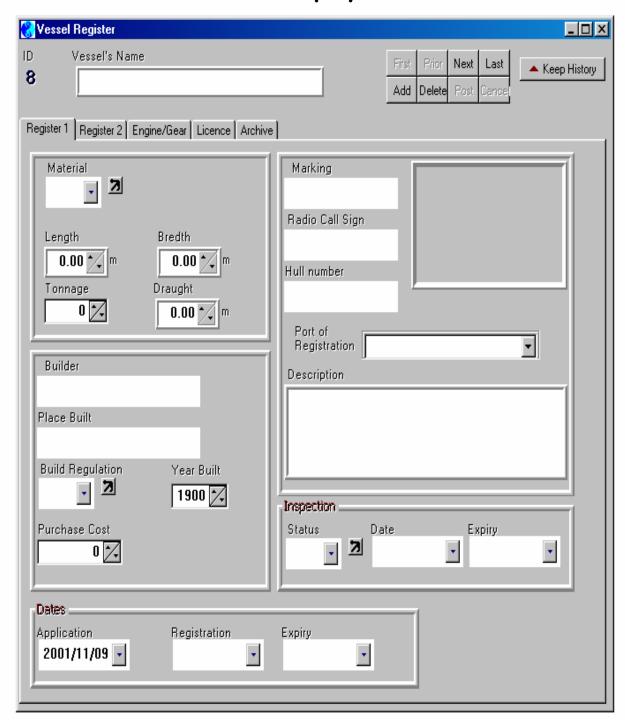
FISHER REGISTER WITH THE LOANS FORM DISPLAYED



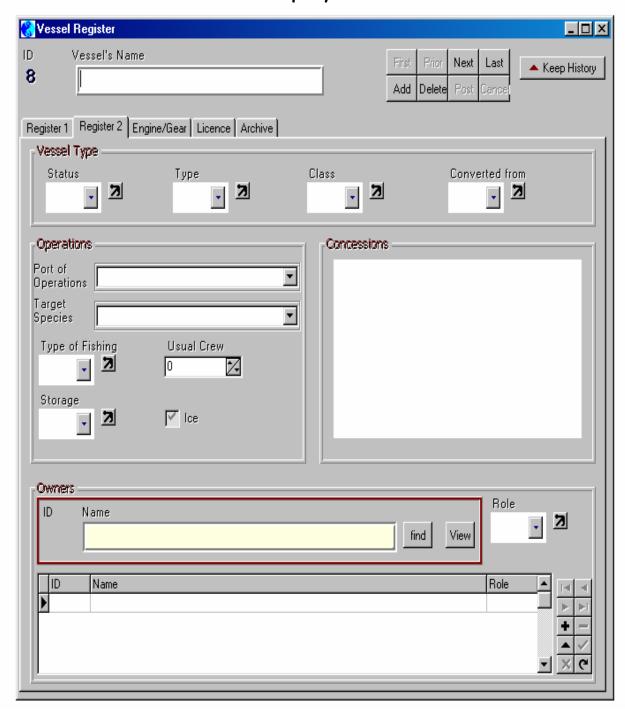
Fisher Register with the Archive Form Displayed



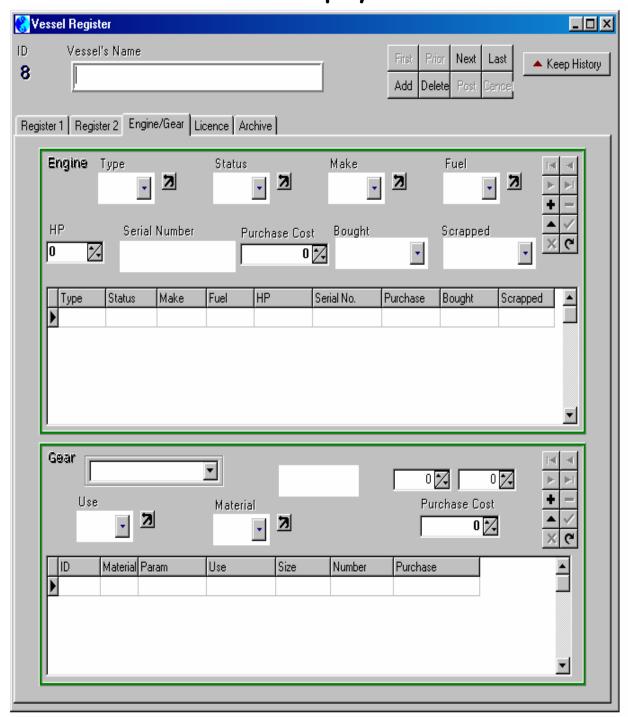
Vessel Register with the Register 1 Form Displayed



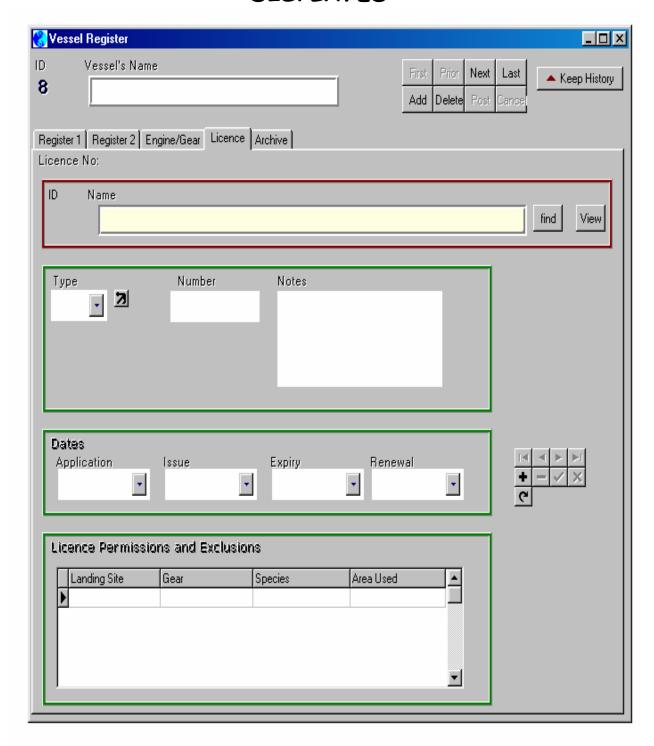
Vessel Register with the Register 2 Form Displayed



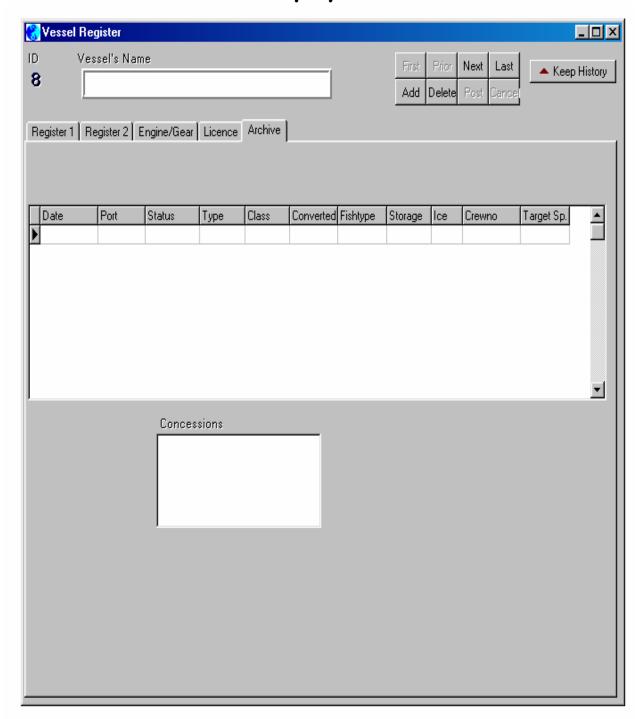
Vessel Register with the Engine/Gear Form Displayed



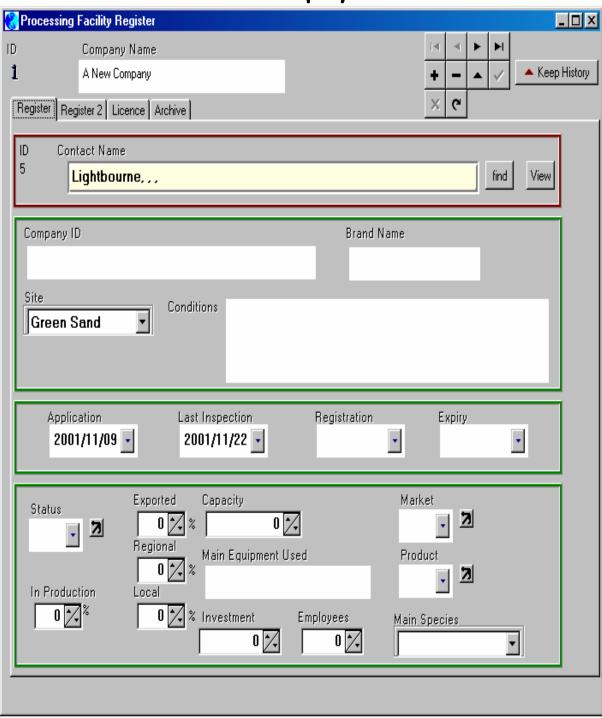
VESSEL REGISTER WITH THE LICENCE FORM DISPLAYED



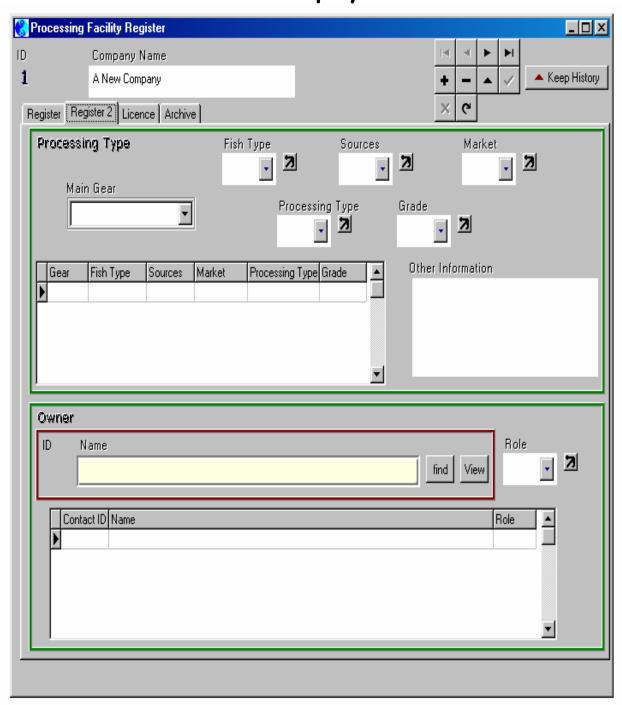
Vessel Register with the Archive Form Displayed



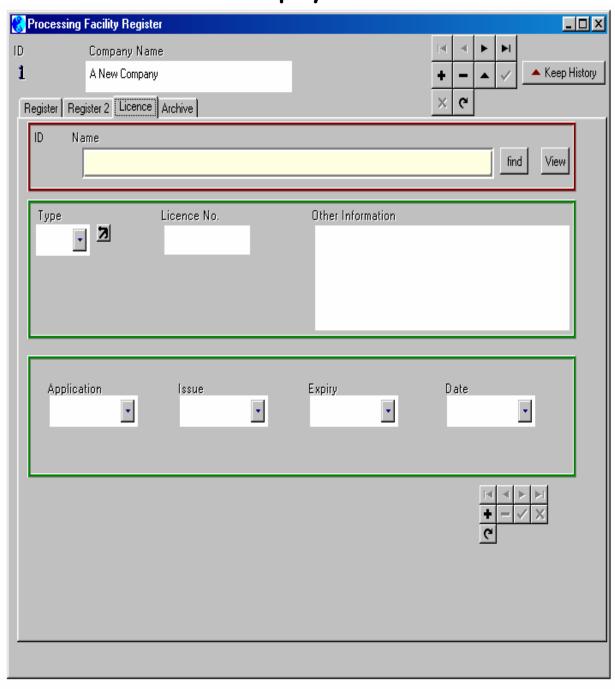
Processing Facility Register with the Register 1 Form Displayed



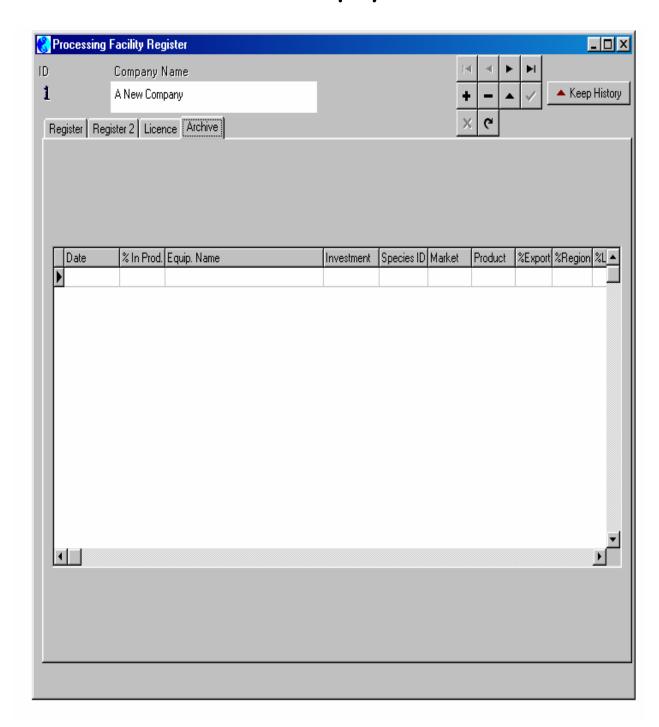
Processing Facility Register with the Register 2 Form Displayed



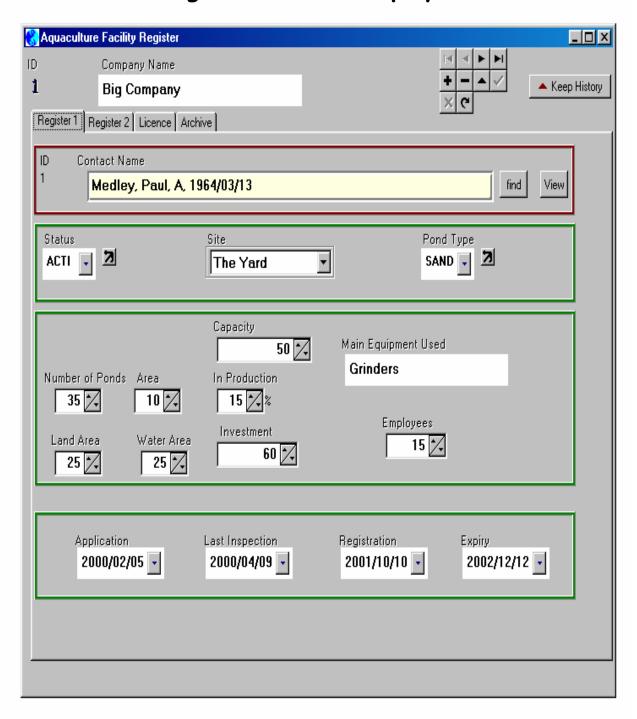
Processing Facility Register with the Licence Form Displayed



Processing Facility Register with the Archive Form Displayed

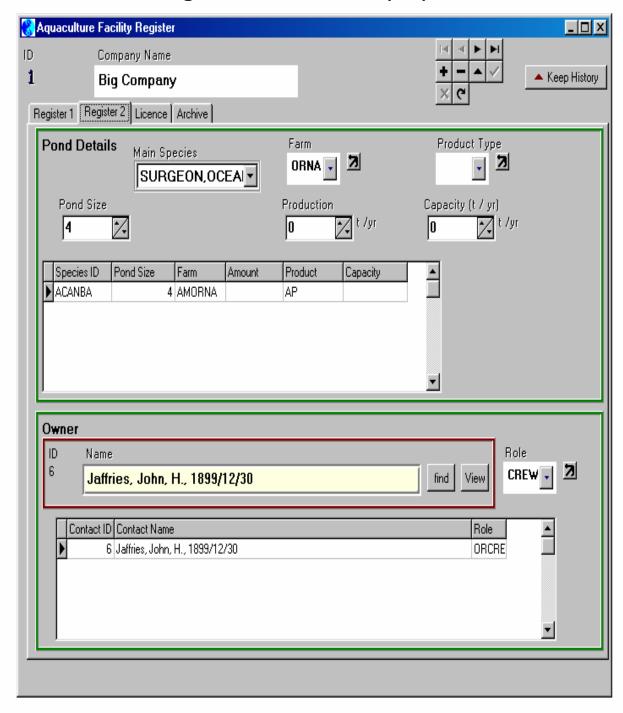


Aquaculture Facility Register with the Register 1 Form Displayed

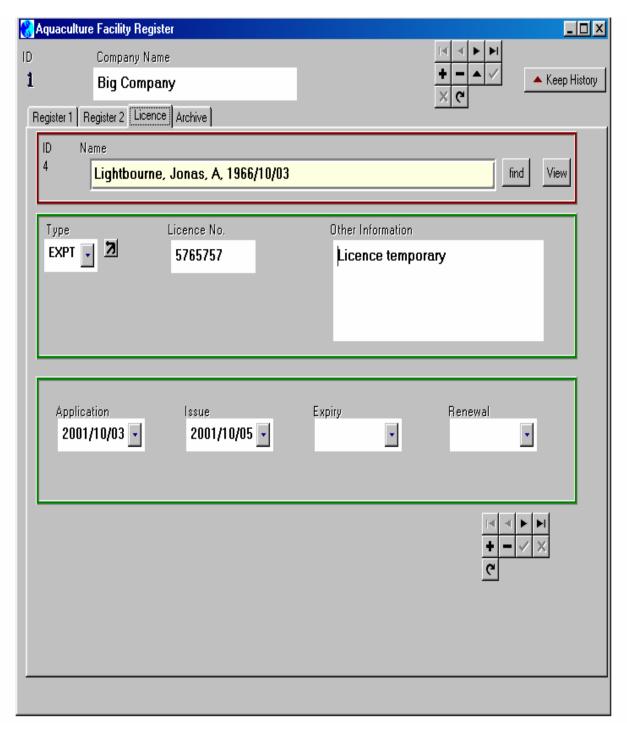


Aquaculture Facility Register with the

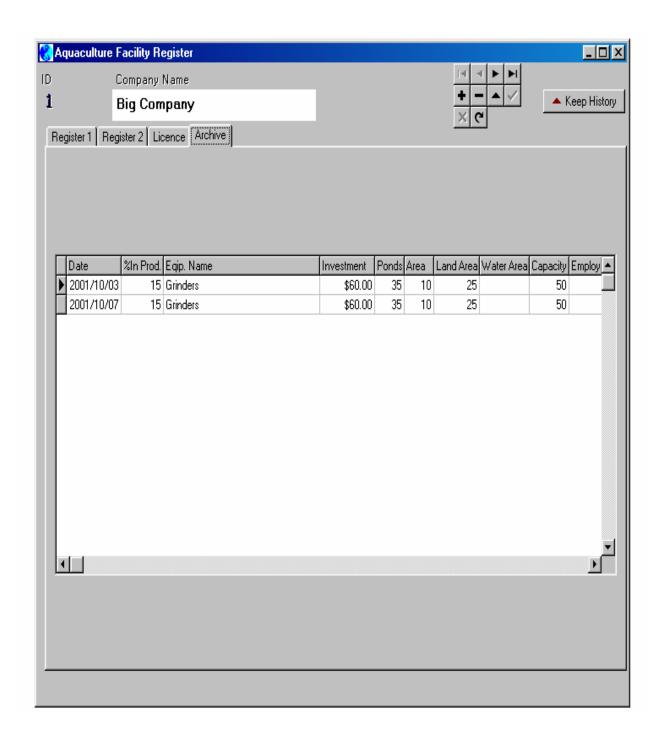
Register 2 Form Displayed



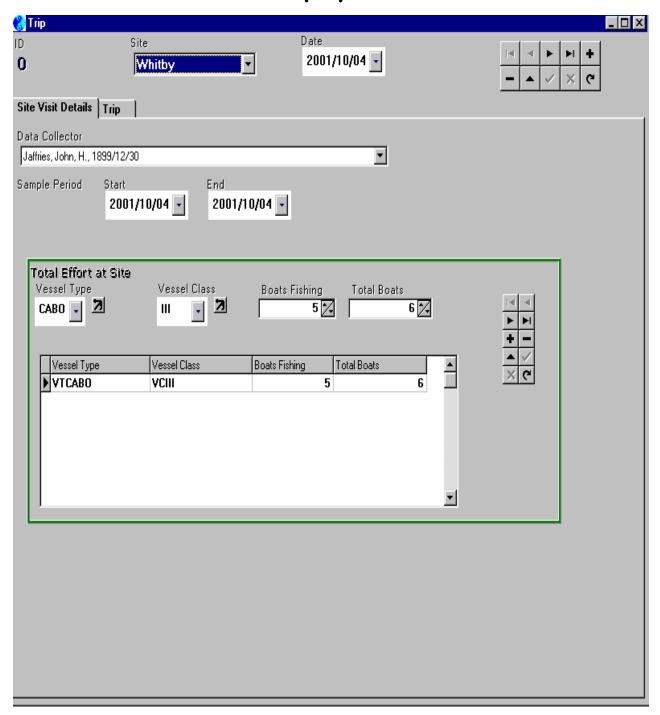
Aquaculture Facility Register with the License Form Displayed



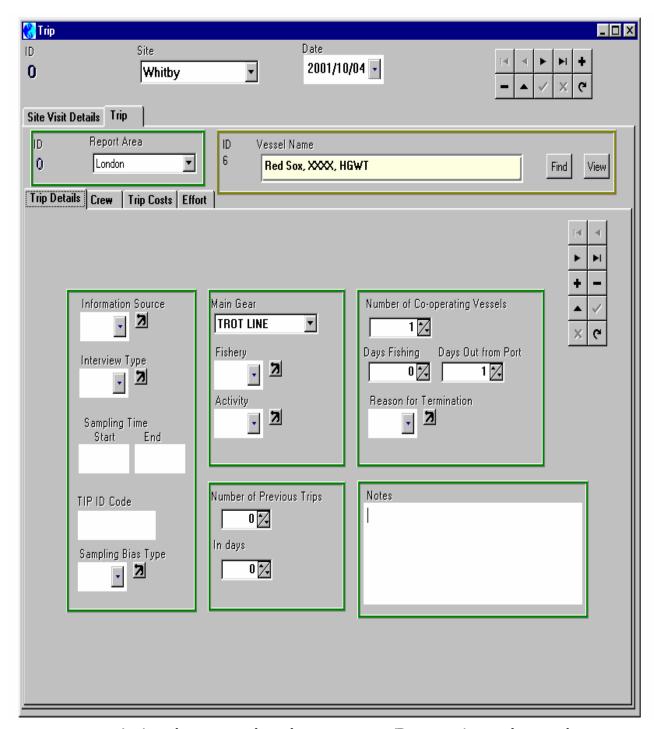
Aquaculture Facility Register with the Archive Form Displayed



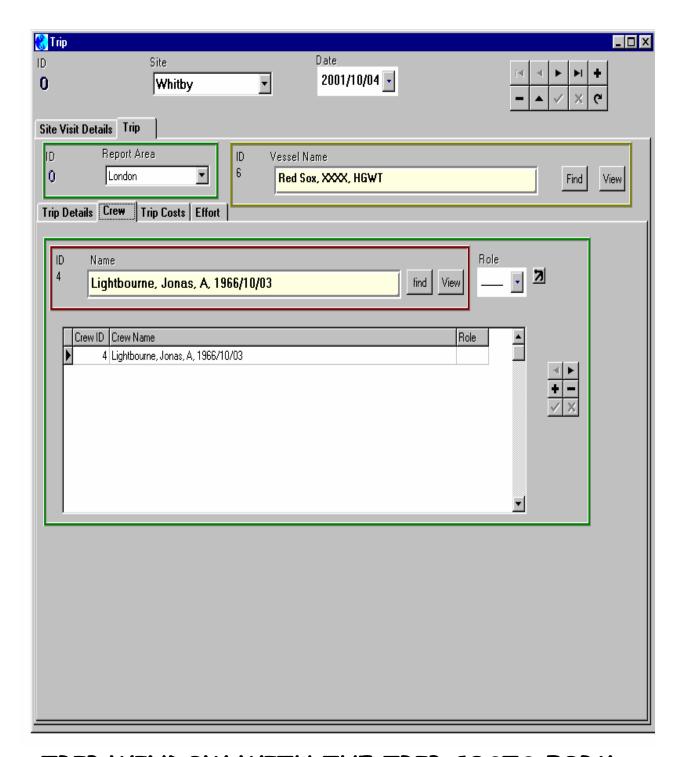
Trip Window with the Site Visit Details Form Displayed



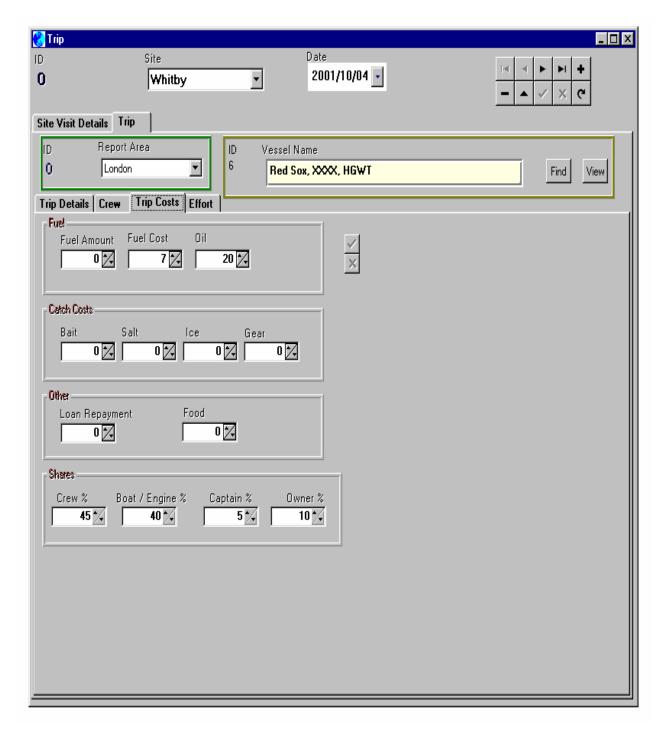
Trip Window with the Trip Details Form Displayed



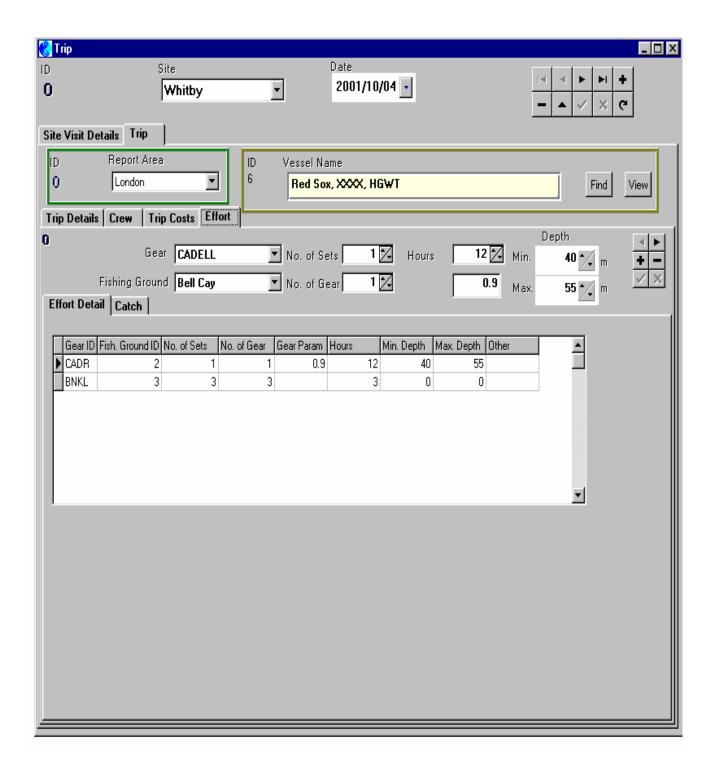
Trip Window with the Crew Form Displayed



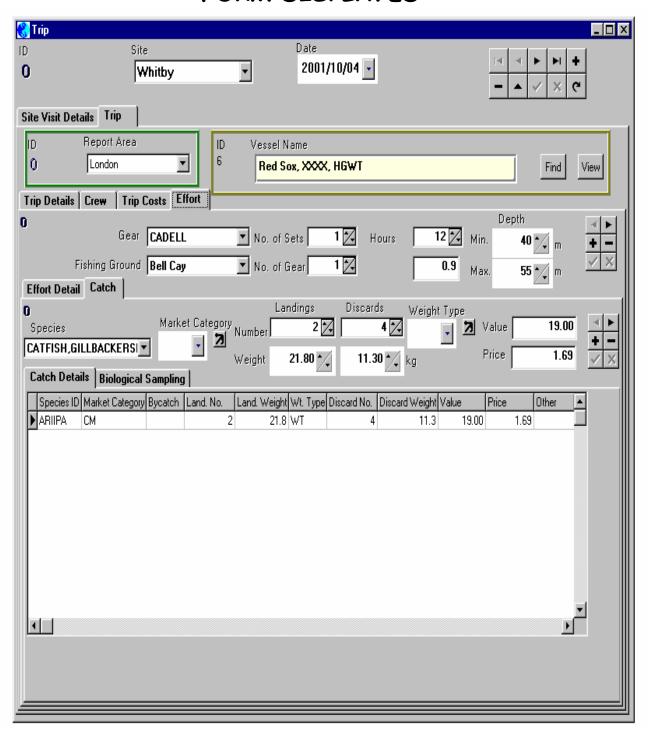
TRIP WINDOW WITH THE TRIP COSTS FORM DISPLAYED



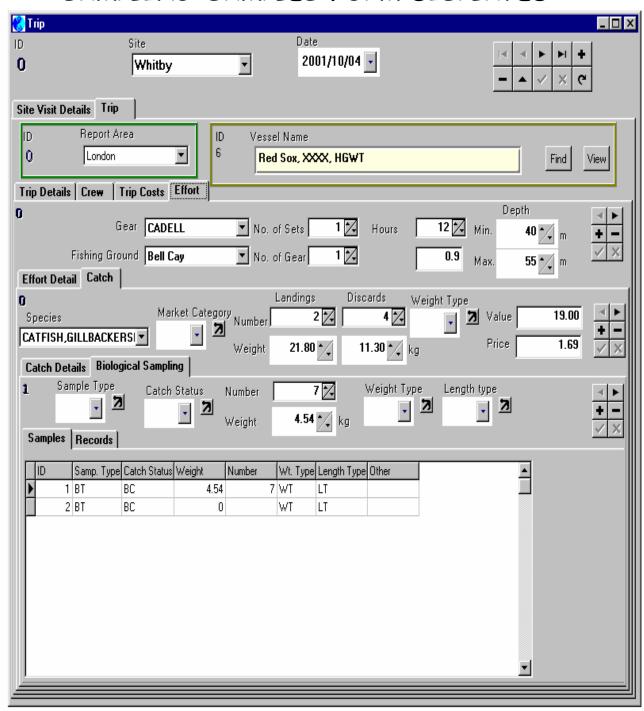
Trip Window with the Effort Detail Form Displayed



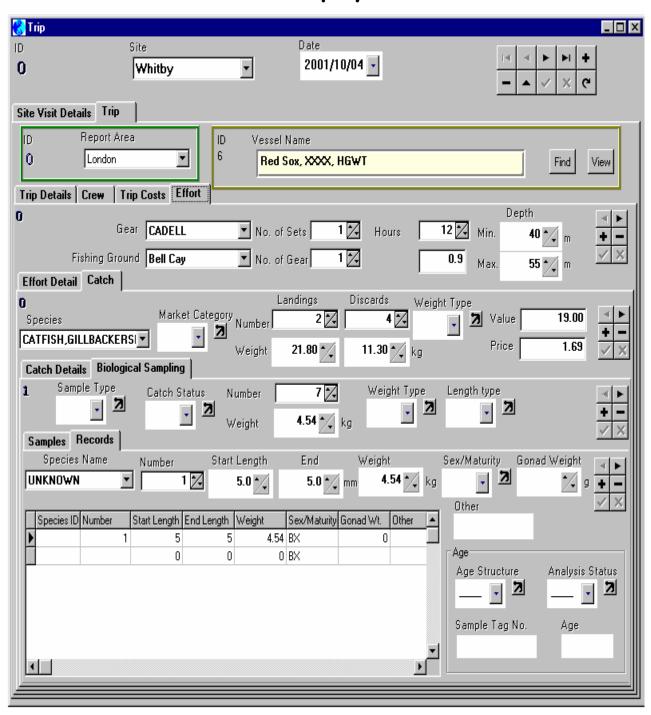
TRIP WINDOW WITH THE CATCH DETAILS FORM DISPLAYED



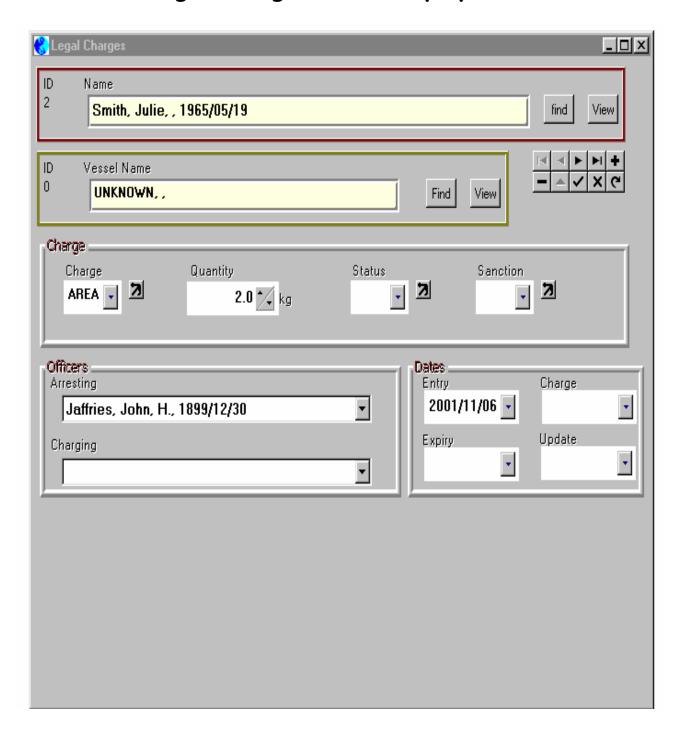
TRIP WINDOW WITH THE BIOLOGICAL SAMPLING-SAMPLES FORM DISPLAYED



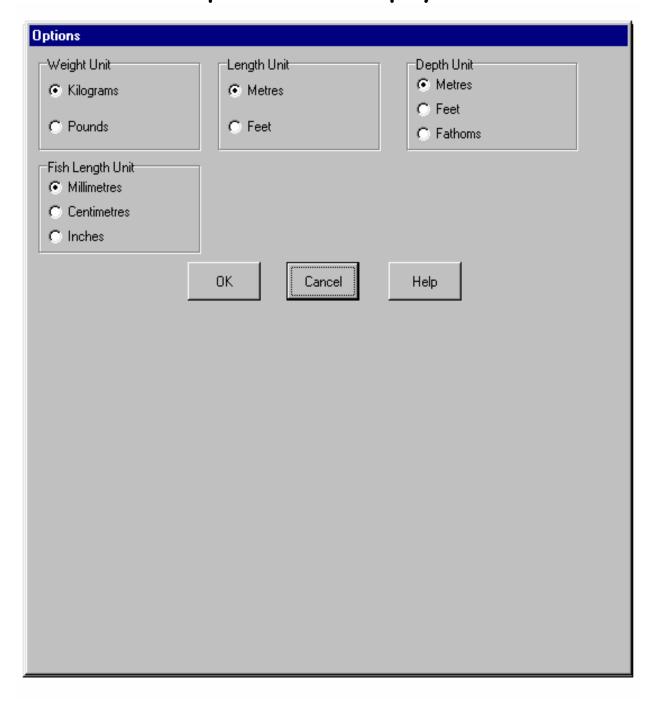
Trip Window with the Biological Sampling-Records Form Displayed



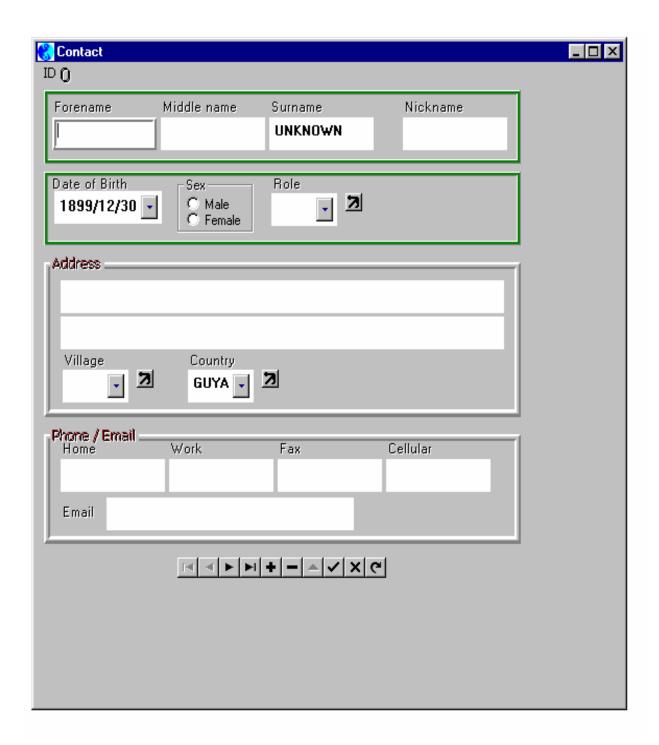
Legal Charges Form Displayed



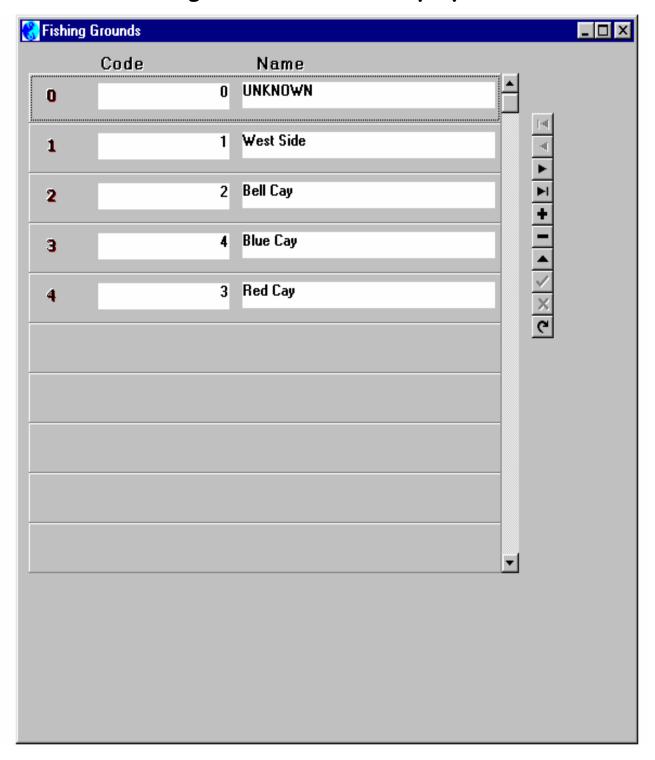
Options Form Displayed



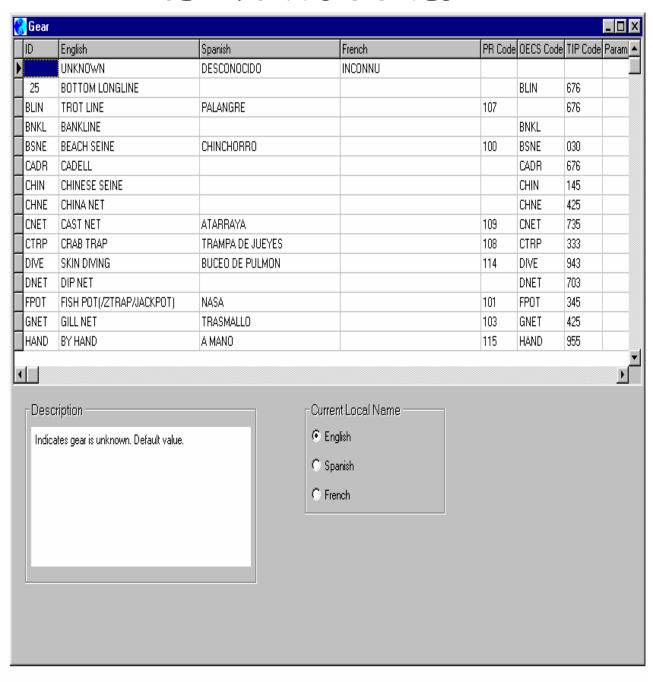
Contact Form Displayed



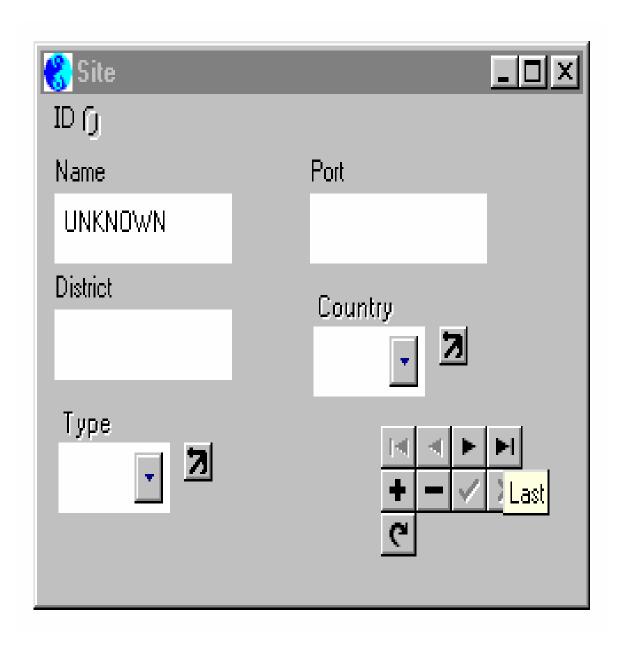
Fishing Grounds Form Displayed



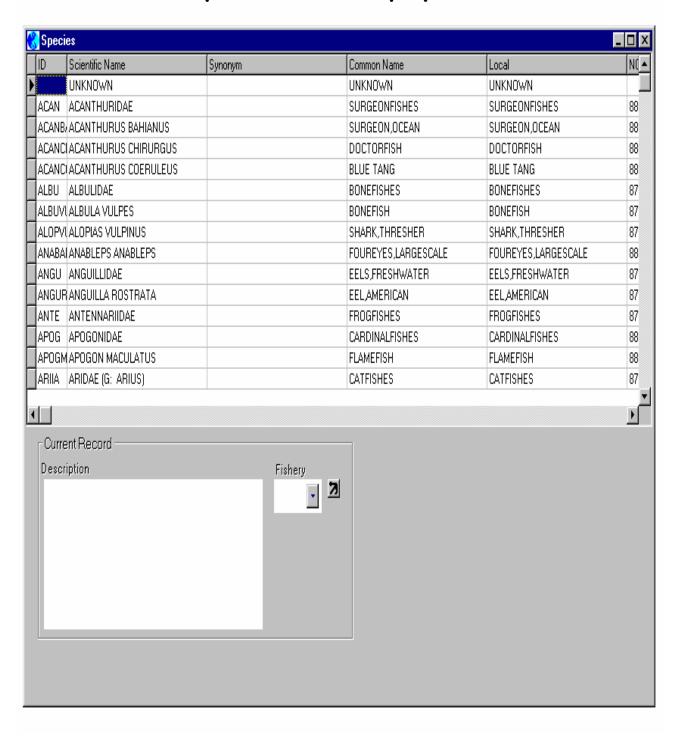
GEAR FORM DISPLAYED



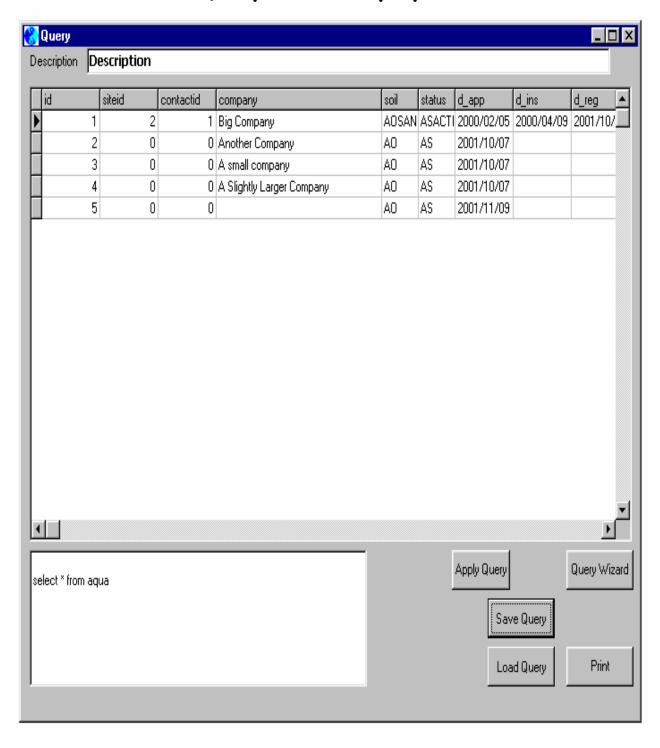
Site Form Displayed



Species Form Displayed



Query Form Displayed



APPENDIX III

Agenda

Participants List

SECOND MEETING OF WORKING GROUP OF REGIONAL EXPERTS TO REVIEW AND TEST THE ALPHA VERSION OF THE UPGRADED TIP AND LRS SOFTWARE PROGRAMS

November 6-9, 2001 Kingston, Jamaica

ANNOTATED AGENDA MONDAY, NOVEMBER 5

Hotel check-in Check-in of participants.

TUESDAY, NOVEMBER 6

9.00 9.20	Registration of Participants
8:00 - 8:30	Registration of Participants

8:30 - 8:45**Welcome and Introduction**

- Introduction of Country Delegates and invited Consultants
- Workshop Arrangements
- Adoption of Agenda and procedural arrangements

9:30 - 9:45 COFFEE BREAK

Workshop Objectives, Expected Outputs and Overview of Plan to Review and 10:00 - 10:15Test the Alpha Version of the Upgraded TIP and LRS Software Programs.

(Presenter: Mr. Milton Haughton-Scientific Director, CFU)

This presentation will outline the goals and objectives of the Workshop and the plan for Testing the Alpha Version of the Upgraded Windows version of TIP and LRS programs.

11:10 - 12.00Presentation and Discussion of Comments Received from Member States

Participants will present and discuss the problems encountered in testing the alpha version of the Software Program and make recommendations for improvement. Each participant will have 5-10 minutes for his or her presentation.

11:10 - 11.20	Report – The Bahamas
11:20 – 11.30	Report – Barbados
11:30 – 11.40	Report – Dominica
11:40 – 11.50	Report – Jamaica
11:50 – 12.00	Report – St. Lucia
12:00 – 12.10	Report – St. Vincent and the Grenadines
12:10 – 12.20	Report – Suriname
12:20 – 12.30	Report – OECS-NRMU
12:30 - 12.40	Report – CFRAMP (Dr. S. Singh-Renton and Mr. T. Phillips)

12:40 – 1:40 **LUNCH**

1:40 – 4:30 Interactive Presentation and Discussion of the Alpha Version of the Software

(Presenter: Dr. Paul Medley)

In this session the Consultant will demonstrate the installation and operation of the software. The participants will discuss, comment and make suggests ions for improvements and modification.

WEDNESDAY, NOVEMBER 7

9:00-12:00 Interactive Presentation and Discussion of the Alpha Version of the Software

(Presenter: Dr. Paul Medley)

In this session the Consultant will demonstrate the installation and operation of the software. The participants will discuss, comment and make suggests ions for improvements and modification.

12:00 - 1:00 LUNCH

1:00 – 4:00 Testing of Software by Workshop Participants

Participants will be work in groups during the testing of the software. They will identify any difficulties encountered and make recommendations for improving the software.

THURSDAY, NOVEMBER 8

9.00 – 12:00 **Testing of Software by Workshop Participants**

Participants will be work in groups during the testing of the software. They will identify any difficulties encountered and make recommendations for improving the software.

12:00 - 1:00 LUNCH

2:00 – 4:00 Presentation and Discussion of the Test Results Alpha Version of the Software (Presenter: Dr. Paul Medley)

In this session the participants will discuss the test results and make suggestions for improvements and modification.

FRIDAY, NOVEMBER 9

9.00 – 12:00 Presentation and Discussion of the Test Results Alpha Version of the Software

In this session the participants will discuss the test results and make suggestions for improvements and modification.

12:00 - 1:00 LUNCH

2:00-4:00 Presentation and Discussion of the Test Results Alpha Version of the Software

(Presenter: Dr. Paul Medley)

In this session the participants will discuss the test results and make suggestions for improvements and modification.

SATURDAY, NOVEMBER 9

8:00 Hotel Check-out

Check out and departure of some

LIST OF PARTICIPANTS

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Appendix III

Agenda

60

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