

Action Summary Table

#	Action	Due Date	Responsibility
1	Develop a uniform, transparent, and consistent procedure for collecting and reporting all potential marine resource violations to NOAA OLE	September 30, 2013	Pelagic Observer Program & Office of Law Enforcement *Reportable to DAA of Operations
2	Review safety procedures, develop and execute as necessary so that no observers deploy on vessels that fail to pass pre-trip safety checklist	April 30, 2013	SEFSC Observer Program
3	Execute minimum marine safety training and refresher training for observers without exception	March 29, 2013	National Observer Program, SEFSC Observer Program & Pelagic Observer Program
4	Develop policies and procedures to standardize the collection of drug/alcohol use data during observer deployments	September 30, 2013	National Observer Program & Office of Law Enforcement *Reportable to DAA of Operations
5	Review current policy and regulations for equal accommodations of observers	October 30, 2013	National Observer Program
6	Develop policies, procedures and timelines for advanced notice to observers prior to deployment	June 30, 2013	SEFSC Observer Program
7	Develop transparent observer tracking system	June 30, 2013	Pelagic Observer Program
8	Develop formal communication process for observers' concerns	September 30, 2013	Pelagic Observer Program
9	Develop contractual list of responsibilities for SEFSC Staff and duties for managers of contract observers	September 30, 2013	SEFSC Observer Program