

WEEK 1				
DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
Monday, May 13, 2019	Tuesday, May 14, 2019	Wednesday, May 15, 2019	Thursday, May 16, 2019	Friday, May 17, 2019
0745 Welcome, Introductions, and Training & Performance Standards	0800 Fish Assessment #1	0730 Fish Assessment #2	0800 Offshore Marine Safety Training Distress Signals, Cold Water Near Drowning, and At-Sea Emergencies	0800 Safety Checklist
0830 Training Objectives & Agenda	0830 ASM Training Video Review	0800 Observer Marine Safety Training Program Introduction		0930 USCG F/V Safety
0900 ASM Program Introduction	0915 Intro to Groundfish Gear	0830 Offshore Marine Safety Training Preparing for the Job, Survival Kits, Preparation for the Emergency: 7 Steps to Survival, Personal Flotation Devices (PFDs)		
1000 Electronic Data Collection 1 Issue Android Tablet, inReach, Digital Camera FSB Web Portal	0945 Intro to At-sea Monitoring, Training Skills & Manuals			
1100 Fish ID Primer Species Verification Program	1000 Data Collection Overview			1100 Intro to Catch Estimation Program
	1030 Intro to Paper Logs		1130 Health and Wellness Part 1	
LUNCH (1130)			LUNCH (1100) Bring Lunch	LUNCH (1200)
	LUNCH (1230) Mentoring #1	LUNCH (1200)		
Session 1: 1230 - 1430 Security Overview NOAA Email Overview, inReach Instruction Station 1: Security Paperwork Station 2: Fingerprinting Station 3: Digital ID Pictures Station 4: NOAA Gmail Acct. Station 5: Issue Provider Gear	1330 Vessel & Trip Log/Tab	1245 Offshore Marine Safety Training Fire Safety & Prevention, Fire & Signals: USCG & Dewatering Pump, SOLAS kits, Life Raft & Immersion Suits	1145 Leave for Water Session	1245 Fish Assessment #3
	1430 Electronic Data Collection 2 OASIS App & Sector ASM		1200 Offshore Marine Safety Training Water Session Swim skills, Immersion suits, life raft, and PFDs	1300 Coral ID
Session 2: 1445 - 1645 Fish ID Lab #1	1500 Fish ID Lab #2			1330 Fishing Industry Feedback Forms
				1345 Fish Disposition Codes
				1500 At Sea Communications
			1530 Offshore Marine Safety Training Station Bills	1530 Meet the Fisherman Liaison
		1715 Safety Recap & Prep	1700 Safety Conclusion	1615 Fish ID In-Class

DAY 6	DAY 7	DAY 8	DAY 9	DAY 10
Monday: May 20, 2019	Tuesday: May 21, 2019	Wednesday: May 22, 2019	Thursday: May 23, 2019	Friday: May 24, 2019
0800 Practical Uses of the Observer Manuals	0800 <i><u>FISH ID EXAM</u></i>	0745 Retrieve Dry Immersion Suits & PFDs	0800 Individual Animal Log/Tab Shark ID	<u>Training Trip</u> Session Times: Session 1: LeaveTech Park : 0515 Session 2: Leave Tech Park: 0900 Training Trip Sandwich Harbor FV Charger Possible Rain Dates: Saturday, May 25 or Sunday, May 26 Sector ASM Trawl Upload
0830 Catch Estimation Program: Part 1 Issued Scales Overview Catch Estimation Methods Catch Estimation Worksheet		0800 Safety Written Exam Safety Practical Stations	0900 Electronic Data Collection 3 Sector ASM Upload Protocols	
		0915 Immersion Suit Attachments PLB Instruction	0945 Safety Exam Review	
	0915 Groundfish Gear Workshop Trawl	0940 Groundfish Haul & Data Reporting Fish Pot Trip Multi-Gear Trips	1000 Catch Estimation Program: Specialized Conveyor Belt Strategies, Discard Log, Cumulative Sum and Deckloading	
	1015 Groundfish Gear Workshop Gillnet			
1215 Safety Exam Review Flip Survival Suits	1115 Groundfish Gear Workshop Longline and Handline	1115 Meet Your Debriefer		
LUNCH (1245) Mentor #2 (If needed)	LUNCH (1215)	LUNCH (1130)	LUNCH (1230)	
1345 Catch Estimation Program: Part 2 Volume-to-Volume & Workshop	1315 Gear Logs & Tabs Trawl Fishery	1230 Length Frequency Log/Tab	1330 Training Trip Overview	
	1415 Gear Logs & Tabs Gillnet Fishery	1330 Incidental Take Protocols and Log & Tab	1345 Data Collection Workshop Station 1: Gillnet Station 2: Longline Station 3: IAL & LF	
1445 Marel Scales	1445 Gear Logs & Tabs Longline Fishery			
	1500 Conveyor Belt Hw	1445		
1545 Fish ID Review Session	1510 Incidental Take ID Session	Incidental Take Cooler Session	1545 Incidental Take Review Session	

WEEK 3	
DAY 11	DAY 12
Tuesday, May 28, 2019	Wednesday, May 29, 2019
0800	0800
<u>INCIDENTAL TAKE EXAM</u>	<u>ASM FINAL EXAM</u>
0945 Certification Trip Policy	Mentoring #3 Electronic Data Collection 4
1000 Data Quality	
1100 Pre-Trip Notification System	
1115 Electronic Monitoring Program	
1130 Final Exam Prep	
LUNCH (1145)	Training Evaluations Feedback
	LUNCH (1200) Class Photo
1245 Incident Reporting	1300
1330 Closed Break-Out Session	Conflict Resolution
1400 Observer Regulations and Resources	
1500 Office of Law Enforcement	1500 Incidental Take Exam Review Inc Take Gear Issuance
	1515 Training Trip Review Session
1600 Health & Wellness Session Part II Observer Support Panel	1540 ASM Paperless Program
	1550 Exam & Homework Review Issue Final Gear
	1630 What to Bring on Trips
	1700 Program Conclusion

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 1 Monday	May 13, 2019		Tech Park: Training Room and Fish Cooler
HOMEWORK	Electronic Welcome Packet: Pre-Training Assessment and Dispute Resolution Style		
0745	Welcome, Staff Introductions, and Training and Program Standards	Tania Lewandowski	Welcome to training. Review of the Training and Program Standards. Door Code: On Classroom White Board. General housekeeping and emergency procedures.
0830	Training Objectives & Agenda Overview	Diana Cowan	Training Material and Agenda Overview.
0900	ASM Program Introduction <ul style="list-style-type: none"> Northeast Fisheries Sectors Sector Monitoring 	Katherine McArdle	Introduction of Students (Name; School; General Interests; Interest in the Sector Program). Groundfish Fisheries; Sectors; Sector Monitoring.
1000	Electronic Data Collection 1 <ul style="list-style-type: none"> Issue Android Tablet, inReach, Digital Camera FSB Web Portal 	Charles Dunlap Jim Finnegan Russ Blanc	Introduction and issuance of electronic devices of an Android tablet, inReach, and digital camera. Introduction and overview to the FSB web portal. Students will review all electronic reference materials and sign issuance checklist.
1100	Fish ID Primer Intro to the Species Verification Program (SVP)	Jack Wilson Support: Loren Kellogg	Overview of Fish anatomy and characteristics. Species Verification Program: Overview of the SVP and a guide to properly photographing fish
1130	Foul Weather/ Issued Gear from Warehouse to Vehicle	LUNCH	
Session 1: 1230 – 1430	Session 1: Security Overview NOAA Email Overview inReach Instruction & Etiquette	Katherine McArdle Charles Dunlap	Security Procedures while in a federal building. Overview of the inReach device, instruction and general etiquette of use.
	Station 1: Security Paperwork Station 2: Fingerprinting Station 3: Digital ID Pictures Station 4: NOAA Email & Password setup Station 5: Provider Gear Issued to Students	Kathy Abney Kara Gross Charles Griffen Diana Cowan Jim Finnegan Tyler Staples Jack Harrington	All individuals will be fingerprinted as a part of the mandatory federal background check. Station 5 Gear Required for Training: <i>Safety Equipment:</i> PLB, Immersion Suit, PFD, Immersion Suit Attachments. <i>Training Trip & Course Equipment:</i> Calculator, Clipboard, Foul Weather Gear, Gloves.
Session 2: 1445 - 1645	Session 2: <u>Fish ID Lab#1</u> Location: Back Cooler	Training Staff	Fish ID Lab: Northeast fish species identification. What to Bring: <ul style="list-style-type: none"> Closed toed shoes & Sweatshirt/jacket Pen/pencil Notebook/Fish ID Worksheet/Fish ID Guides
HOMEWORK ASSIGNMENT	Introduction to Manuals Hw, Review Manual Vessel & Trip Log Section, Groundfish Sector Lengths Reference, Begin IT Security Awareness Course (May 17 th) and Fish Id Assessment (May 17 th)	Homework Location: Electronic Folder, Training Binder, and Data Entry Manual	Due Date: May 14th @ 8 am

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 2 Tuesday	May 14, 2019		Tech Park: Training Room and Fish Cooler
HOMEWORK	Introduction to Manuals Hw		Debriefing of the Day*: 1330-1430 Jenn Casey
0800	Fish Assessment #1	Training Staff	Fish assessment for students to gauge their Fish ID knowledge base.
0830	At-sea Monitor Observer Video: <i>Portrait of a Monitor Review</i>	Diana Janda	A video that illustrates a trip from start to finish. This will provide trainees an initial point of reference and a comprehensive view of the role as ASM observer.
0915	Introduction to Groundfish Gear: Trawl, Gillnet, Longline and Handline	Diana Janda	A brief introduction to the ASM Certification gear types.
0945	Introduction to At-sea Monitoring, Training Survival Skills & Manual Overview	Jack Wilson	Summarizes what an ASM does and why they are needed. The ASM Self Skills Checklist will be handed out. Helpful tips on being successful in this training. Overview of the observer manuals.
1000	Data Collection Overview	Tori Oriole	Overview of data reporting timelines. Big picture of observer data collection.
1030	Introduction to Paper Logs In-Class Page Numbering Scenario	Jack Wilson	Identifies and explains: Common haul variables, header information, order of logs & page numbering.
1100	Introduction to Catch Estimation Program	Diana Cowan	Introduction to our Catch Estimation Program; basic concepts and ideas to allow the student to take into consideration when learning job responsibilities.
1130	Geographical & Statistical Areas	Diana Cowan	An overview of the geographical delineations, statistical areas and introduction to Special Management Programs (SMP). ASMs will learn how to use charts to plot positions while at sea.
1230	Group Mentoring Session #1	LUNCH	
1330	Vessel & Trip Log & Tabs* Special Management Program	Jack Wilson Support: Charles Dunlap	Identifies and explains the various data fields collected by ASM observers. Program Code Flow Chart document.
1430	Electronic Data Collection 2 <ul style="list-style-type: none"> • Introduction to OASIS App • Sector ASM Program Introduction • In-class Trip #991 	Jack Wilson Charles Dunlap	Introduction to OASIS, setting credentials, trip info. Overview of the Sector ASM Program and entering data.
1500	<u>Fish ID Lab #2</u> Location: Back Cooler	Training Staff	Fish ID Lab: Continuation of the Northeast fish species identification.
HOMEWORK ASSIGNMENT	Readings & Questions Hw, IT Security Awareness Course (May 17 th) and Fish Id Assessment (May 17 th)	Homework Location: Training Binder and Electronic Manual	Due Date: May 15th @ 8am

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 3 Wednesday	May 15, 2019		Tech Park: Training Room & Back Lot
HOMEWORK	Readings & Questions Hw and Safety Equipment: PFD and Immersion suit with attachments (PLB, mirror, strobe, whistle)		
0730	Fish Assessments #2	Training Staff	Fish assessment for students to gauge their Fish ID knowledge base.
0800	Introduction to Offshore Marine Safety Training Program	Jenna Rockwell Kara Gross	Overview of the Observer Safety Training Program.
0830	Observer Marine Safety Training	Jenna Rockwell Dave Cangarl	Preparing for the Job Survival Kits Preparation for the Emergency: 7 Steps to Survival Personal Flotation Devices (PFDs)
1200	LUNCH (45 min)		
1245	Observer Marine Safety Training	Jenna Rockwell Dave Cangarl Alex Post	Fire Safety & Prevention Fire & Signals Hands on Demonstration USCG & Dewatering Pump SOLAS kits Life Raft & Immersion Suits Proper Attire: <ul style="list-style-type: none"> • Closed toed shoes • Long pants • Personal protective equipment (provided)
1715	Day 1 Recap and Prep	Jenna Rockwell	Skills checklist and preparation for next day.
HOMEWORK ASSIGNMENT	IT Security Awareness Course (May 17 th) and Fish Id Assessment (May 17 th)	Homework Location: Training Binder	Due Date: May 16 th @ 8am

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 4 Thursday	May 16, 2019		Tech Park: Training Room & Water Session Location
HOMEWORK			
0800	Offshore Marine Safety Training	Jenna Rockwell Dave Cangarl	Distress Signals Cold Water Near Drowning At-Sea Emergencies <ul style="list-style-type: none"> • Person Overboard (POB) • Flooding & Damage Control • Abandon Ship and ditch kits
1100	Bring Bagged Lunch	LUNCH (45 min)	
1145	Leave for Water Session	<u>GOV Drivers:</u> Kara Gross Alex Post TBD	
1200	Offshore Marine Safety Training Water Session	Jenna Rockwell Dave Cangarl Alex Post Kara Gross	Swim skills, immersion suits, life raft, and PFDs What to Bring: (Change at Tech Park before 1145) <ul style="list-style-type: none"> • Bathing Suit • Towel • T-shirt and Long Pants to get into the pool (no holes preferable) • Additional Change of Dry Clothes • PFD • Immersion Suit (no attachments)
1500	Return to Tech Park		Hang gear in warehouse.
1530	Offshore Marine Safety Training	Jenna Rockwell Dave Cangarl	At-Sea Emergencies, cont. Station Bills
1700	Safety Conclusion Recap & Conclusion	Jenna Rockwell	Skills checklist and issue certificates.
HOMEWORK ASSIGNMENT	Safety Readings October 2017 and signed memo, IT Security Awareness Course (email to Screen Shot to Charles Dunlap), and Fish Id Assessment	Homework Location: Electronic Folder and Training Binder	Due Date: May 17th @ 8am

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 5 Friday	May 17, 2019		Tech Park: Training Room
HOMEWORK	Safety signed memo, IT Security Awareness Course (email to Screen Shot to Charles Dunlap), and Fish Id Assessment		Debrief of the Day*: 1345-1500: Brian Westell
0800	Safety Checklist <ul style="list-style-type: none"> USCG Vessel Safety Exam Decal EVIC Card Safety Deficiency Reports 	Kara Gross	Explanation of how the USCG Safety Program works with the fishing industry for safety compliance. Provides students a different perspective of safety aspects within the fishing industry.
0930	USCG Fishing Vessel Safety	Ted Harrington	Representative of the USCG Safety Program directly working with the fishing industry for safety compliance. Provides students a different perspective of safety aspects within the fishing industry.
1100	Simulated Safety Checklist	Kara Gross Alex Post	Practice completing a safety checklist and issuing an EVIC and SDR.
1130	Health and Wellness Part I	Alex Post	Instructional session on various health and wellness topics that can be encountered while observing as-sea.
1200	LUNCH (45 minutes)		
1245	Fish Self-Assessment 3	Training Staff	Fish assessment for students to gauge their Fish ID knowledge base.
1300	Deep Sea Coral Program	Tania Lewandowski	Instruction on deep sea coral identification and sampling protocols
1330	Fishing Industry Feedback Documents <ul style="list-style-type: none"> Fishermen's Comment Log, Fishermen's Comment Card, Data Release Form 	Tori Oriole	A log allowing the fishermen to voice their opinions and concerns about fishing operations during the deployment.
1345	Fish Disposition Codes*	Tori Oriole Support: Training Staff	Explains how observers record species and the specific reason they are kept or discarded.
1500	At Sea Communications inReach Workshop	Alex Post Charles Dunlap	Guidance and scenario discussion on using the inReach. Hands-on workshop using the inReach device.
1530	Meet the Fishermen Liaison	Joe Jurek Facilitator: Kristy Gustafson	Introduction to observer & fishermen resources. Support: Zach Fyke
1615	Homework Review Fish Identification In-Class Session	Training Staff	Hand back any homework or assignments and review with students.
HOMEWORK ASSIGNMENT	<i>How Discards Are Calculated for Groundfish Sectors and Common Pool</i> , Catch Estimation Section in Operation Manual, and Fish Disposition Code Hw	Homework Location: Training Binder and Operations Manual	Due Date: May 20th @ 8am

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 6 Monday	May 20, 2019		Tech Park: Training Room, Warehouse, and Fish Cooler
HOMEWORK	Fish Disposition Code Hw		Debrief of the Day*: 0830-1215: TBD 1345- 1445: Haley Anderson
0800	Practical Uses of the Observer Manuals	Training Staff	Exercise that allows the students familiarity of the training manuals.
0830	Catch Estimation Program & Workshop*: Subsampling to Catch Weights <ul style="list-style-type: none"> • Intro. To Catch Estimation • Scale Use • Estimation Methods • Catch Estimation Worksheet 	Jack Wilson Diana Janda Tori Oriole	Trainees are taught the dynamics and theories that support catch estimation in the Groundfish Fishery. Students will learn about the approved FSB catch estimation methods. How to record calculations on the Catch Estimation Worksheet. Support: Amy Westell
1215	Safety Exam Review Turn Survival Suit Right-side In	Kara Gross Alex Post Students	Preparation for safety exam/practical. Location: Warehouse
1245	Mentoring Session #2	LUNCH	Students will sit down with an assigned mentor to discuss the progression of training and voice any concerns they may have.
1345	Catch Estimation Program & Workshop*: <ul style="list-style-type: none"> • Volume-to-Volume Workshop • Catch Estimation Photo Requirements 	Jack Wilson Diana Janda Tori Oriole Diana Cowan	Students will continue to learn about the approved FSB catch estimation methods. How to record calculations on the Catch Estimation Worksheet. Support: Amy Westell
1445	Marel Scales	Steve LaForge Ricky Chidsey	Introduction to Marel Scales. How to properly operate, calibrate, and maintain Marel Scales.
1545	Fish Identification Review Session	Training Staff	Students will review all fish species to prepare for the Fish Identification Exam.
HOMEWORK ASSIGNMENT	Study for Fish ID Exam, Volume-to-Volume Hw, Trawl, Gillnet, and Longline Gear Log Manual Section Readings, and Windowpane Flounder Accountability Measures Info Sheet	Homework Location: Training Binder, Data Entry Manual and Electronic Folder	Due Date: May 14th @ 8am

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 7 Tuesday	May 21, 2019		Tech Park: Training Room
HOMEWORK	Volume-to-Volume Hw		Debriefers of the Day*: 0915 & 1315: Molly Martin, 1015: TBD, 1115: Haley Anderson , 1415: Bridget Harner
0800	Session 1: <u>Fish Identification Exam</u> <i>BOTH exams require a minimum of 80% with an average score of 85% to successfully pass the ASM Training Program.</i>	Training Staff	Fish ID Exam: <u>Open Book</u>: All materials issued during training may be utilized during this portion of the exam. <u>Closed Book</u>: No materials may be used for this portion of the exam.
0915	Groundfish Gear Workshop* Trawl Gear Presentation • Specialized Gear and Modifications Trawl Gear Workshop • Identifying Net Components and Specialized Gear	Diana Janda	Introduction of the Trawl gear within the Groundfish Fishery. The workshop provides a hands-on opportunity that highlights the components of the trawl gear.
1015	Gillnet Gear Presentation & Workshop* • Identifying Gillnet Gear	Tori Oriole	Intruction of the Gillnet gear within the Groundfish Fishery. The workshop provides a hands-on opportunity that highlights the components of the gear.
1115	Longline & Handline Gear Presentation* • Longline, Handline, and Auto Jig Gear	Jack Wilson	Introduction to Longline, Handline, and Auto Jig gear within the Groundfish Fishery.
1215	LUNCH		
1315	Gear Logs & Gear Tabs* Trawl Gear • Caliper Exercise	Diana Janda	Identifies and explains the gear fields collected by ASM observers per gear type and how they are recorded. A component of the workshop will focus on using, maintaining, and reading the Vernier calipers appropriately while measuring mesh. Support: Charles Dunlap
1415	Gear Logs & Gear Tabs* Gillnet Gear	Tori Oriole	
1445	Gear Logs & Gear Tabs* Longline and Handline Gear #991	Jack Wilson	
1500	Assign Students Conveyor Belt Hw	Jack Wilson	
1510	Incidental Take Identification Session: Marine mammal, Sea Turtle, Sea Bird	Steph Petrus Johanna Pedersen	Introduce and define incidental takes, morphology and terminology associated with Marine Mammals, Sea Turtles and Sea Birds. Describe and illustrate animal conditions and entanglement scenarios.
HOMEWORK ASSIGNMENT	Study for Safety Exam, Bring all immersion suit attachments, Conveyor Belt Strategy Hw (May 23 rd), and Begin Longline and Gillnet Homework (May 28 th)	Homework Location: Training Binder	Due Date: May 22 nd @ 8am

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 8 Wednesday	May 22, 2019		Tech Park: Training Room and Inc Take Cooler
HOMEWORK			Debriefing of the Day*: 0940-1115: Greg Early & 1230-1330: Mack Files
0745	Retrieve Dry Immersion Suit and PFD	Students	Bring required safety gear to the classroom.
0800	Safety Written Exam & Practical Stations <u>Written Safety Exam:</u> exam require a minimum of 85% successfully pass the ASM Training Program <u>Practical Exam:</u> all station requires a Pass to successfully complete the ASM Training Program	Kara Gross Alex Post	Written Safety Practical and Exam: Rotate between stations for individual hands-on demonstration. Station 1: Immersion Suit Group Station 2: Life Raft Station 3: Mayday
0915	Immersion Suit Attachments Proper Assembly	Kara Gross Alex Post	Properly placing all safety attachments on survival suits.
0940	Groundfish Haul Data Reporting* <ul style="list-style-type: none"> Common Haul Log & Tab Variables #991 Fish Pot Trips Introduction to Multi-gear 	Jack Wilson Support: Charles Dunlap	Identifies and explains on how to record haul data electronically and on paper logs. Trainees will also learn how to record multiple gears used within the same trip.
1115	Meet Your Debriefing	Joe Mello Debriefing Staff	Students have an opportunity to meet with their assigned Debriefing.
1130		LUNCH	
1230	Length Frequency Session* <ul style="list-style-type: none"> Length Frequency Log & Tab 	Tori Oriole Support: Training Staff	Introduces trainees to their biological sampling gear (e.g. measuring board, length frequency strips) and how to record lengths of priority species.
1330	Incidental Take Protocols & Upload <ul style="list-style-type: none"> Inc. Take Worksheet Inc. Take & picture protocols 	Steph Petrus Johanna Pedersen	This presentation will provide the trainees with a detailed overview of incidental take protocols of sampling and the documentation on associated logs and upload section. These measures will address proper communication, sampling challenges and precautionary tactics when working in the field. Students will learn how to fully illustrate a protected species interaction through proper documentation.
1445	<u>Cooler Session</u> <ul style="list-style-type: none"> Marine Mammal tagging protocols Sea turtle resuscitation protocols Sea bird identification 	Steph Petrus Johanna Pedersen	Demonstrates proper marine mammal tagging protocols and sea turtle resuscitation. Hands-on identification of sea bird species. What to Bring: <ul style="list-style-type: none"> Closed toed shoes & Sweatshirt/jacket Pen/Paper Digital Camera
HOMEWORK ASSIGNMENT	Incidental Take Homework, Conveyor Belt Strategy Hw, Longline and Gillnet Homework (May 28 th), and Begin Length Frequency Hw (May 24 th)	Homework Location: Electronic Binder and Training Binder	Due Date: May 23rd @ 8am

TIME	PRESENTATION/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 9 Thursday	May 23, 2019		Tech Park: Training Room
HOMEWORK	Incidental Take Homework and Conveyor Belt Strategy Hw		Debriefing of the Day*: 1000-1230: TBD
0800	Individual Animal Log & Tab <ul style="list-style-type: none"> Shark and Sturgeon ID Tagged Fish 	Ben Church Joe Mello	Shark, sturgeon, and pelagic species identification. Students are trained how IAL species are photographed and how to record IAL data electronically and on their paper logs.
0900	Electronic Data Collection III <ul style="list-style-type: none"> Digital Camera Instruction Importing media into Sector ASM In-Class Trip Upload NOAA app catalog discussion Mobile Device Management 	Charles Dunlap Jack Wilson Support: Erin Kupcha Jim Finnegan Diana Janda	Longline trip #991 upload using the in-class trip data. Discuss approved NOAA app catalog and mobile device management. What to bring: Charged Android tablet and digital camera
0945	Safety Exam Results	Kara Gross Alex Post	Review of the Safety Exam and Practical results.
1000	Catch Estimation Program Specialized* <ul style="list-style-type: none"> Standard Conveyor Belt Protocols Application of Discard Log Cumulative Sum Method Deckloading Scenario 	Jack Wilson Diana Janda	Conveyor Belt protocols guided review with students. Students will learn about and when to use the Discard Log. Students will learn and use the Cumulative Sum Method. Students will be educated on how to handle deckloading situations in the field. Support: Amy Westell
1230	LUNCH		
1330	Training Trip Overview	Tania Lewandowski Diana Cowan Training Team	Overview of what to bring and expect during trawl training trip.
1345	Data Collection Workshop <ul style="list-style-type: none"> Introduction to Sampling Gear Methods for collecting catch information Biological Sampling Manual Review 	Diana Cowan (Intro) Session 1: Longline Jack Wilson Session 2: Gillnet Tori Oriole Session 3: IAL&LF Diana Janda	This workshop is designed to introduce the gear that will be issued to observers. Using their issued tools, trainees will move through various stations within each gear type and practice using equipment to record data and transcribe on to their logs. The workshop includes hands on activities using their biological sampling gear.
1545	Incidental Take Review Session	Steph Petrus Johanna Pedersen	Review protected species homework and review session to prepare for Incidental Take Exam.
HOMEWORK ASSIGNMENT	Length Frequency Hw, Data Collection Wrk HW, Deckloading & Cumulative Sum Hw (May 28 th), and Longline HW and Gillnet Hw (Uploaded- by May 28 th)	Homework Location: Training Binder	Due Date: May 24 th @ 8am

TIME	TRAINING/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 10 Friday	May 24, 2019 Rain dates: Sat May 25th – Sun May 26th		Tech Park: Training Room & Sandwich Fishing Harbor
HOMEWORK	Length Frequency Hw and Data Collection Wrk HW		
<p>Session Times:</p> <p>Session 1: 0515</p> <p>Session 2: 0900</p>	<p>Session 1: Leave Tech Park at 0515 Observer Team Leader: Contact #:</p> <p>Session 2: Leave Tech Park at 0900 (*Students arrive at least 30 min prior to leave time) Observer Team Leader: Contact #:</p> <p><u>Trawl Training Trip</u> (see Group List provided on Day 9 for observer boat assignments)</p> <p>Driver: Session Trainers</p> <p>Complete Paper Logs</p> <p>What to bring: Charged Tablet (can be left in Training Room) <u>Personal Gear:</u></p> <ul style="list-style-type: none"> • Sunscreen & sunglasses • Watch • Food • Water • Any needed prescribed medications • Wear layers (wicking clothing) • Hat 	<p>Trip xxx995</p> <p>F/V Charger Session 1/Group 1: Training Staff: Diana Janda Training Staff: Alex Post</p> <p>Session 2/Group 2: Training Staff: Jack Wilson Training Staff: Tori Oriole</p> <p>Debrief: TBD</p> <p><u>Work Gear:</u></p> <ul style="list-style-type: none"> • Digital Camera (charged) • Boots • Gloves • Foul weather gear • Pencils & Clipboard • Waterproof Notepad 	<p><u>Safety Gear</u></p> <ul style="list-style-type: none"> • Survival Suit with all attachments • PFDs (must be worn throughout trip)
	Uploading Trawl Training Trip		Charles Dunlap, Jim Finnegan & Erin Kupcha IT Cell Phone 508 367-8256
HOMEWORK ASSIGNMENT	Longline HW and Gillnet Hw (Uploaded-by May 28 th), Conflict Resolution Reading and Hw (May 29 th) and Study for Incidental Take Exam		<p>Homework Location: Handed out first day, Training Binder, and Electronic Folder</p> <p>Due Date: May 28th @ 8am</p>

TIME	TRAINING/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 11 Tuesday	May 28, 2019		Tech Park: Training Room
HOMEWORK	Longline Hw and Gillnet Hw (Uploaded) and Deckloading & Cumulative Sum Hw		
0800	<u>Incidental Take Exam & Practical</u> <i>This exam requires a minimum of 85% to successfully pass the ASM Training Program.</i>	Steph Petrus Johanna Pedersen	<u>Open Book:</u> Students will be able to utilize all materials provided to them during training to complete this exam.
0945	Certification Trip Policy	Liz Ouellette	Overview of how to become fully ASM certified.
1000	Data Quality and Data Evaluation	Debra Duarte	Program standards are discussed as well as corrective measures that will be taken should an individual display low data quality.
1100	Pre-Trip Notification System (PTNS)	Sarah Cierpich	Overview of the Groundfish Sector trip selection process
1115	Electronic Monitoring Study	Corey Endres	NMFS Observer Program Electronic Monitoring Program
1130	Final Exam Preparation	Training Staff	Students will review how they will be tested. Final Exam what to bring: <ul style="list-style-type: none"> All manuals and ID Guides CHARGED Tablet & Digital Camera
1145	LUNCH		
1245	Incident Reports	Kristy Gustafson	Introduction to different types of incidents observers are required to report and Instruction on how to document an incident and submit via the web portal.
1330	Closed Break Out Session	Kristy Gustafson Training Staff Zach Fyke	Sessions discusses sensitive in-nature concerns while working out at sea.
1400	Observer Regulations and Resources	Kristy Gustafson Support: Sara Weeks	Regulation Information, forms and support information found in the observer resources folder.
1500	NMFS Office of Law Enforcement (OLE)	Tom Gaffney	An OLE agent speaks to the class about the role of OLE in sector monitoring.
1600	Health and Wellness Session II Observer Support Panel	Alex Post Kara Gross USCG Tom Gaffney Facilitator: Sara Weeks	Session with members of the Observer Support team who are a part of the <i>safety culture</i> that supports all observers. The goal of this panel is to present and describe the support system that exists for observers, should conflict or incidents at sea arise.
HOMEWORK ASSIGNMENT	Study for Final Exam, ASM Self Skills Checklist, inReach Emergency Use: A Case Study, and Conflict Resolution Reading and Hw	Homework Location Handed out first day, Training Binder, and Electronic Folder	Due Date: May 29th @ 8am

TIME	TRAINING/ACTIVITY	FACILITATOR	DESCRIPTION
DAY 12 Wednesday	May 29, 2019		Tech Park: Training & Conference Room
HOMEWORK	inReach Emergency Use: A Case Study, Conflict Resolution Reading and Hw and ASM Self Skills Checklist		
0800	<u>Final Exam</u> <ul style="list-style-type: none"> All fisheries & protocols All logs & Tabs Successfully upload a trip using Tablet Successfully upload a digital photo 	Training Staff	<u>Open Book:</u> Students will be able to utilize all materials provided to them during training to complete this exam. The exam will include: multiple choice, true/false, short answer, and an actual trip and picture upload.
	Mentoring Session #3: Final Evaluation	Training Staff	A follow up mentoring session is conducted with students individually to address concerns and to allow feedback.
1200	Training Evaluation Feedback	LUNCH	
1250	<u>Electronic Data Collection 4:</u> Delete Tablet's In-Class & Training Trips	Charles Dunlap	To ensure proper upload & confirmation. To delete all mock trips from the Tablet and storage card. To finalize security & passwords.
1300	Class Photo	Training Staff	
1305	Conflict Resolution	Kristy Gustafson Alex Post Support: Zach Fyke	Students are presented with likely situations that could occur while performing job duties. Scenarios are covered in lecture and role playing.
1500	Inc Take Exam Review Inc Take Gear Issuance	Steph Petrus Johanna Pedersen	The incidental take staff will review the Incidental Take Exam results.
1515	Training Trip Debrief Review Session	Greg Early TBD	Debriefers will provide feedback about the trainees performance on data submitted for their training trip.
1540	ASM Paperless Program	Debra Duarte	Students will receive an overview of the 2019/20 ASM Paperless Program and how they will transition to paperless.
1550	How to pack on a Day & Multi-day Trip	Tori Oriole	Students will be given suggestions to pack their gear efficiently and what they should take on a day trip and on a multi-day trip.
1600	Homework Review Issue Paper Logs Exam Review	Training Staff	Students will be issued paper logs, length frequency strips and depth sticks. Review final exam results
1645	Completion of the ASM Training Program	Diana Cowan	Students receive their Letters of Introductions and Training Certificates.
1700	Pick Up Gear in Warehouse	Jack Harrington	Certified Provider Gear: Scales and Calipers, Marel Scales, Depth Sticks, Length Frequency Strips