



External Contributor Program: Fishery reports through FishSource at your request

Contents

Background	2
How the program works	2
Roles and responsibilities	3
Frequently asked questions	4
Before the program	4
During the program	5
After the program	6

Background

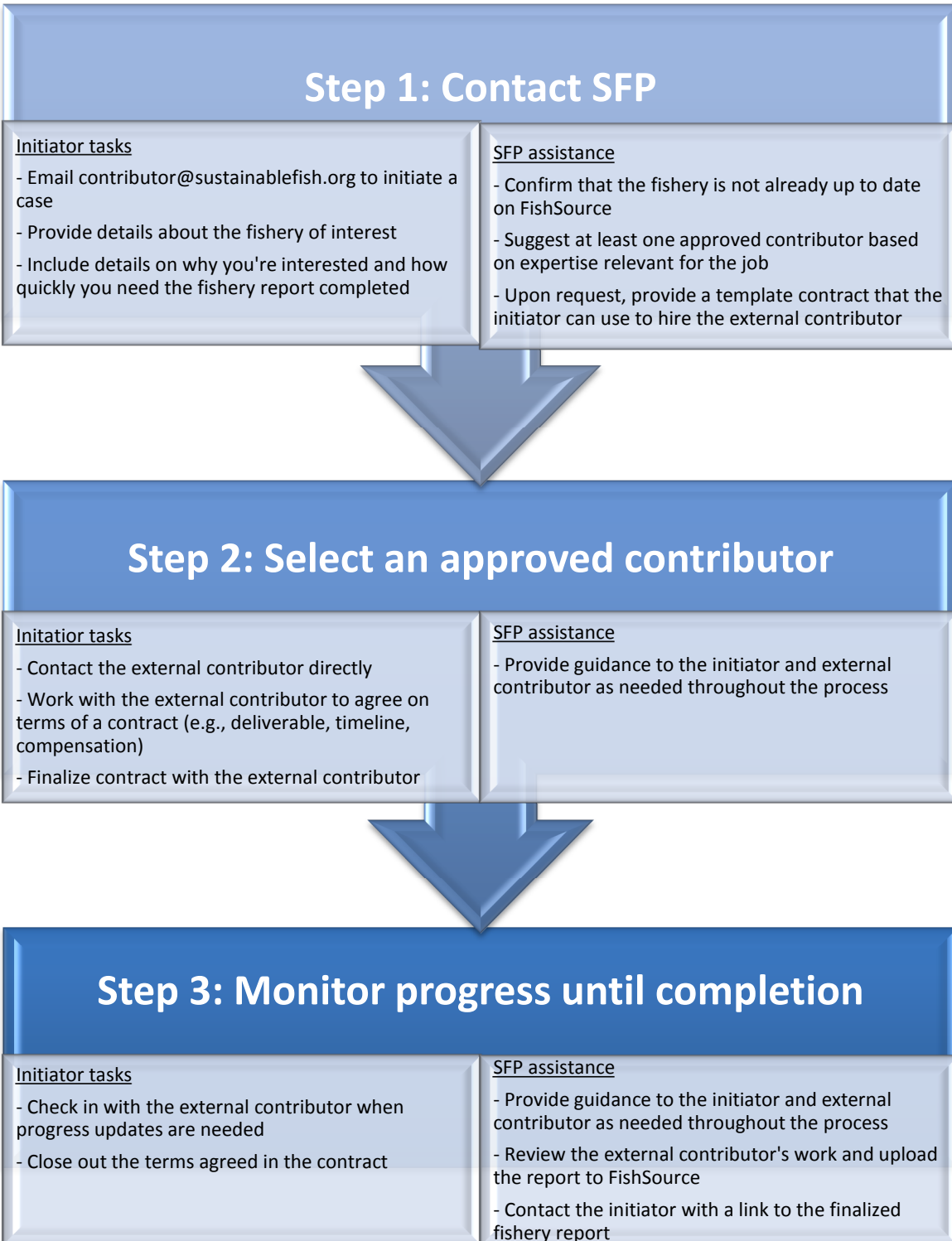
[FishSource](#) is an online information resource about the status of fish stocks and fisheries. The Sustainable Fisheries Partnership (SFP) created FishSource to serve as a public and open database of scientific and technical information for use by a variety of stakeholders. Universities, nonprofits, government, industry, and other institutions can use the information contained in FishSource reports to conduct their own evaluations of fishery status and sustainability.

FishSource strives to be the most comprehensive and up-to-date database of fishery status information and has gained global recognition as a trusted resource. However, there are challenges in achieving and maintaining this goal. SFP's internal team of scientists and researchers is relatively small. This team maintains a large number of updated reports on FishSource for fisheries that are of most importance to our donors, corporate partners, and staff. The remainder is a long list of fisheries that are left with out-of-date or limited information.

Stakeholders sometimes find that a fishery of importance to them is not up to date or missing from FishSource. For example, suppliers to SFP's corporate partners, which all have public seafood sustainability commitments, may need a fishery evaluation in order to continue selling the product. SFP's *External Contributor Program* provides a solution for third parties to use the FishSource platform, methodology, and process to generate public evaluations of fisheries that would otherwise not be conducted.

How the program works

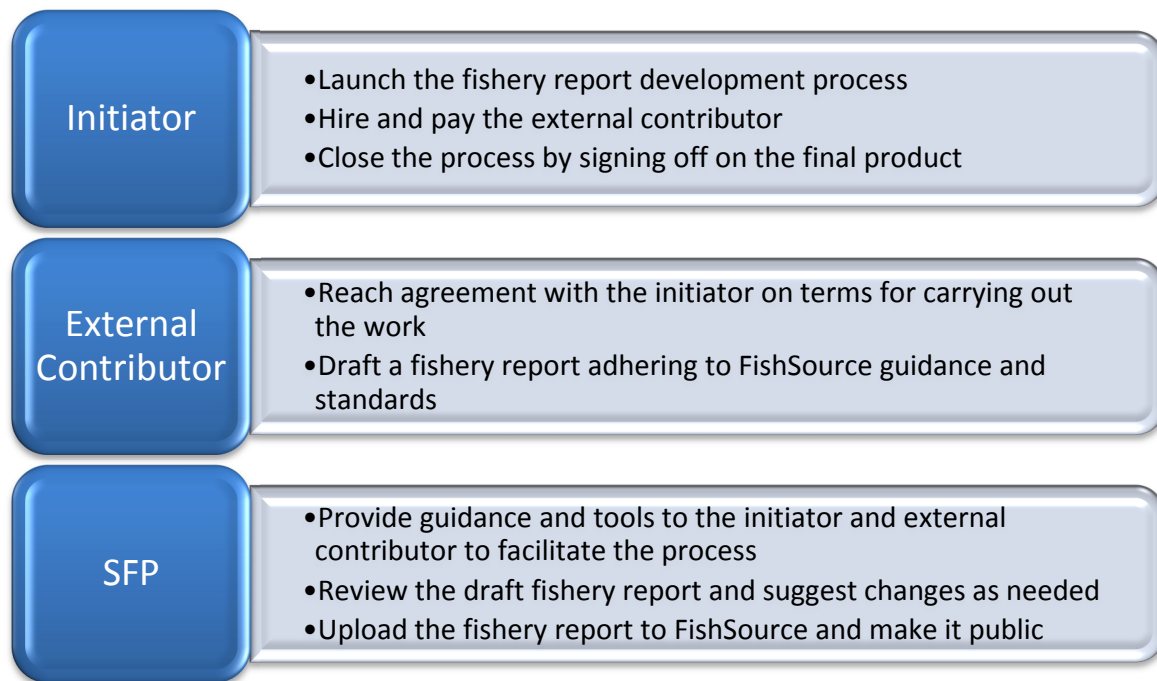
SFP maintains the FishSource database with standardized protocols and high standards to ensure scientific rigor. The *External Contributor Program* is held to the same protocols and standards. The process outlined below is intended to maximize efficiency and resources of all parties involved, resulting in a quality product. Organizations and individuals ("initiators") interested in taking advantage of this service, are invited to follow the following steps:



Roles and responsibilities

Three entities are required to carry out the *External Contributor Program*: an organization or individual that wants a fishery report (“initiator”), an external contributor, and a representative

from SFP. Each entity has a set of roles and responsibilities that must be met in order for the program to be successful:



Frequently asked questions

This section is broken down into groups of questions often asked before participants join the External Contributor Program, during the program, and after the program.

Before the program

1. *How much does it cost?*

The cost of a fishery report will vary based on a number of factors including the rate negotiated between the initiator and external contributor, the data availability of the fishery, and the complexity of the fishery. The average range of cost is anywhere from US\$500 to US\$3,000. SFP will provide to the initiator and external contributor rough guidance on the data availability and complexity of the fishery to assist in estimating cost.

2. *How long does a fishery report take to complete?*

The time it takes to complete a fishery report will vary based on a number of factors including the availability of an appropriate external contributor, the data availability of the fishery, and the complexity of the fishery. From initiation to publishing, the time it takes for a completed report to be added on FishSource ranges anywhere from one week to several months. On average, the entire process for one fishery report will take several weeks. SFP will provide to the initiator and external contributor rough guidance

on the data availability and complexity of the fishery to assist in estimating how long the report could take.

3. *Can the program be used for wild and farmed fishery reports?*
At this time, the program is for wild fishery reports only.
4. *How can an initiator make sure the fishery of interest is appropriate for the program?*
SFP assists the initiator by making sure an updated fishery report does not already exist on FishSource. We also help the initiator define the scope of the fishery.
5. *How is an external contributor selected?*
Ultimately, the initiator selects the external contributor. SFP maintains a diverse pool of approved external contributors who have undergone screening and training. We provide suggestions for candidates from the approved list based on their expertise.
6. *Can an initiator hire its own external contributor?*
No, the external contributor must be on the approved list maintained by SFP.
7. *Can an initiator reject SFP's recommendation for an external contributor?*
Yes, but the initiator should provide sufficient justification as to why the recommended contributor is not appropriate. SFP will only provide one alternative recommended contributor. If the initiator rejects the two individuals recommended by SFP, that particular project will not proceed any further through the program.
8. *Does SFP get involved in the contracting, invoicing, and payment?*
No, that part of the process is handled exclusively between the initiator and external contributor. However, SFP can provide a template contract that may be used between the parties. If the template supplied by SFP is used in the development of a contract, the parties involved should have it reviewed by their legal counsel.
9. *How can I learn more about the responsibilities, procedure, and other guidance for external contributors?*
SFP developed a separate guidance document specifically aimed at external contributors and those interested in more details on the process and standards applied to complete FishSource reports. That brief document is posted on [SFP's website](#).
10. *What is the first step to participate in the program?*
Contact SFP at contributor@sustainablefish.org and provide details about the fishery of interest.

During the program

1. *Who is responsible for monitoring the fishery report development process?*
The initiator is responsible. However, SFP can assist in monitoring if questions or problems arise.

2. *What if the initiator or external contributor has process or technical questions at any time during the program?*

Either party can reach out to their contact person at SFP to ask questions.

3. *Can the initiator terminate the report development process at any point?*

Yes, but only if allowed within the terms of contract between the initiator and external contributor. However, SFP may choose to complete (internally or externally) the development of the fishery report(s) for publication on FishSource.

4. *Is it guaranteed that the fishery report(s) developed through the program will be published on FishSource?*

No, if the external contributor produces a product that is below the FishSource standards, SFP will not publish the report until it reaches or exceeds those standards. The initiator contracts with the contributor to provide a draft report to SFP for our consideration. SFP will work with the contributor to ensure that draft is sufficient for publication. For initiators to protect against a scenario where a report is not fit for publication, we suggest including in the contract with the contributor a clause that makes some or all payment contingent upon the draft report meeting FishSource standards as determined by SFP.

5. *What happens if the fishery report submitted by a contributor is purposefully biased or misleading?*

SFP reserves the right to make a judgment whether a report is purposefully biased or misleading. If this is found to be the case, SFP will remove the contributor from the approved list and from the program.

After the program

1. *Who can use the fishery report after it is completed?*

After publication of the fishery report on FishSource, it becomes available for anyone to use. The data of the report can be downloaded and the content can be cited. Anyone can link to the fishery report from a document, website, etc.

2. *Can the initiator receive acknowledgement for participating in the program?*

Yes, if requested. Attribution can be displayed as “*Company X supported development of this profile.*”