The National Tuna Data Coordinator (NTDC) is responsible for ensuring that every licensed vessel submits its tuna fishery data on time, every time.

**Work tasks associated with the role of the NTDC**

- Checks data submissions at the end of every month.
- Regularly reconciles and cross-checks data submissions.
- Provides industry with data submission reports.
- Highlights any data gaps and liaises with industry until the data gaps are resolved.
- Ensures that industry is using the most recent version of the regional standard tuna data forms.
- Follows up on any data quality issues.
- Makes sure that data has been entered and is available for dissemination.

**May also**

- Supervise the entry and registration of data.
- Conduct data audits.
- Contribute to the compilation of the Annual Report (Part 1) made to the Western and Central Pacific Fisheries Commission (WCPFC).
- Supervise or participate in tuna sampling (port sampling and observing).
- Collect tuna data forms from unloading vessels.

**Does every country and territory need a NTDC?**

It is important that the main tasks of the NTDC are clearly identified and assigned to someone in the Fisheries Department as a matter of priority. In most countries and territories the NTDC will be a full-time position, but in others the NTDC can be seen as a combination of tasks that have been assigned to one person, who may also have other duties.

The Secretariat of the Pacific Community (SPC) recommends that all data collection, management and dissemination tasks are clearly identified and assigned to staff in-country. A responsibility template is provided by SPC to help countries and territories ensure that all of the important data tasks have been assigned. The objective of having a NTDC position is then to “coordinate” the tuna data tasks and to have an active role in all aspects of tuna data.

**Why is it important that countries and territories identify someone who will have the overall responsibility for the flow of tuna data?**

Experience has shown it is better if (at least) one person in each country or territory understands the processes for collecting and managing all types of tuna fishery data and is assigned with the overall task of cross-checking data submissions to ensure that vessels are fully compliant and up-to-date. One type of data is often used to verify another type of data, and if established positions only focus on one type of data, then the important verification and data quality control work is neglected. By creating a position that has responsibility for dealing with all types of data, countries and territories will be in a better position to meet their WCPFC data provision responsibilities.
Training and support for NTDCs
SPC endeavors to hold a Tuna Data Workshop on a yearly basis to share and update the skills of national tuna data coordinators. In-country support visits and attachment training at SPC are also provided. A national tuna data procedures document (NTDPD), produced by countries and territories with assistance from SPC, helps to document the best national tuna data procedures and ensures that all staff members have access to these best practices.

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