# Gully MPA Activity Report

Those permitted to conduct activities in the Gully MPA are asked to communicate the outcomes of their activities using the reporting template provided (‘Gully MPA Activity Report’) to OCMD within 60 days of the activity end date specified in their application. The report should include:

* The names of the applicant/primary contact or the chief scientist/project leader and their contact information.
* The dates that the activities occurred within the Gully MPA and duration of activities.
* The location(s) within the Gully MPA of activities that took place such as coordinates of activities (include a table or map indicating management zone, latitude and longitude of equipment deployments, transect lines, etc., if appropriate).
* Whether the activities proposed in the application were successfully conducted, with a brief description of any problems encountered.
* A list and brief description of types of samples and/or data collected (such as the number of whales photographed, weight/type/number of individuals of biomass removed, etc).
* A description of mitigation measures used to minimize environmental impacts and an evaluation of the effectiveness of the mitigation measures used.
* A description of any unexpected incidents/impacts that likely had a negative effect on the MPA ecosystem.
* Information on turtle, marine mammal, rare seabirds, and large marine debris sightings, including species/type of debris, number of individuals/amount of debris, the location of the sighting, and indicate whether photos or video of the sighting are available.
* Provide details of any other reporting requirements that have been requested as part of the approval package.

Researchers are encouraged to share their results with the Canadian public, international communities and interested parties.

# Gully MPA Activity Report

Please submit to OCMD within 60 days of the activity end date specified on your application.

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| **Box 1: Project Title** |  |

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| **Box 2: Contact Information** (of applicant/primary contact or chief scientist/project leader) | | |
| Applicant Name:  Job Title:  Organization/ Company: | Address: | Telephone:  Fax:  Email: |

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| **Box 3: Timing and Duration within the Gully MPA** (provide dates and approximately how many consecutive hours/days you spent in the MPA each time you entered the MPA) |
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| **Box 4: Location of activity within Gully MPA** (describe where your activity took place in the MPA, including Management Zone (1, 2 or 3), and coordinates of any activities conducted including transect lines and/or any gear/equipment deployed – include a map if appropriate) |
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| **Box 5: Success of Proposed Activities** (outline how successful you were at carrying out the activities you proposed that were approved, as well as a brief description of any problems/issues you encountered – note that all incidents must be described in detail using the incident reporting template) |
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| **Box 6: Samples and Data Collected** (list and briefly describe type of samples and/or data you collected, for example, number of whales photographed, weight/type/number of individuals of biomass removed, etc.) |
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| **Box 7: Mitigation measures** (describe the mitigation measures you used and the effectiveness of these measures towards minimizing environmental impacts to the Gully ecosystem) |
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| **Box 8: Other** (provide details for any other reporting requests specified in your activity approval package) |
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| **Box 9: Turtle, marine mammal, rare bird, and large marine debris sightings** (please record sightings in the attached Opportunistic Observations Sheet) |

Please submit this form to:

**Gully MPA Management Team**   
Oceans and Coastal Management Division  
Fisheries and Oceans Canada (Maritimes Region)

Bedford Institute of Oceanography  
PO Box 1006  
Dartmouth, Nova Scotia  
B2Y 4A2  
Phone: (902) 426-9919  
Fax: (902) 426-2331  
E-mail: gully@mar.dfo-mpo.gc.ca

# Opportunistic Observations Sheet

Vessel/Platform:

Purpose of Trip:

Recorders Name and Affiliation:

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date  (dd-mm-yy) | Time (Local) | Latitude (DD.dddd) | Longitude (DD.dddd) | Species / Type of debris | Certainty | ID Features | Distinctive  Markings | # of animals / Amount of debris | # of  Groups | Photo/ Media | Comments |
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# Instructions for Opportunistic Observations Sheet

Please use this observation sheet to record sightings of marine mammals, turtles, rare seabirds, other large pelagic animals, and any large marine debris.

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| **FIELD NAME** | **HOW TO COMPLETE** |
| **Vessel / Platform** | Name of the vessel or observation platform from which you are working |
| **Purpose of Trip** | Objective of the trip e.g.: fishing, research, seismic survey |
| **Recorders Name** | The name of the person or persons completing the sheet |
| **Affiliation** | Organization represented by Recorder for the trip |
| **Time** | Local time (24 hour clock) at which the sighting was made |
| **Date** | Date using the format dd/mm/yy |
| **Latitude** | The latitude of the platform (vessel, land point, aircraft) in decimal degrees |
| **Longitude** | The longitude of the platform (vessel, land point, aircraft) in decimal degrees. |
| **Species / Type of debris** | The species of animal / type of debris sighted (e.g., plastic, rope, fishing line, etc.). |
| **Certainty** | Certainty of the identification using the following codes ; 1 = Very Certain, 2 = Some Doubt, 3 = Unsure |
| **ID Features** | List the features used to identify the species e.g. no dorsal fin for the North Atlantic Right Whale |
| **# of Animals / Amount of debris** | Estimate the number of animals in the sighted group / amount of debris of the type identified (e.g., 10 foot length of rope, 1 bucket, etc.) |
| **# of Groups** | Estimate the number of groups of whales in sight |
| **Markings** | List any distinctive markings, such as scars, visible on the whales |
| **Photo/Media** | 1= no, 2= slide, prints, 3= cinemat, 4= video, 5= multiple types |
| **Comments** | All relevant information including; unusual behaviour, fishing and vessel activity, weather conditions, bait fish etc… |

# Incidents and Environmental Emergencies

Should an environmental emergency (an unintended severe negative impact to the marine environment or organisms within the Gully that require emergency response) occur during your activities within the Gully MPA, it should be reported immediately. Contact information in the case of an environmental emergency is given below. Examples of environmental emergencies which warrant immediate reporting and emergency response include (but are not limited to):

* Collisions with marine mammals
* Marine mammal or turtle entanglements
* Sightings of dead whales
* Chemical or oil spills

Should other incidents (an unintended severe negative impact to the marine environment or organisms within the Gully that do not require emergency response) occur during your activities within the Gully, they should be reported to OCMD as soon as possible. Examples of incidents which should be reported as soon as possible but do not warrant immediate reporting or emergency response include:

* Unintended contact with or dragging of equipment across the seabed
* Unintended loss of equipment/gear

A description of all environmental emergencies and other incidents should be submitted to OCMD using the reporting template provided (‘Gully MPA Incident Report’) as soon as possible after the incident.

**Contact Information**

In case of environmental emergencies (such collisions with marine mammals, marine mammal and turtle entanglements, or oil/chemical spills) please contact:

Canadian Coast Guard: 1-800-565-1633

Canadian Coast Guard Radio (VHF 16)

OCMD emergency contact: 902-802-8513 (Maxine Westhead)

# Incident Report for the Gully MPA

Please submit to OCMD as soon as possible following the incident.

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| **Box 1: Contact Information** (of applicant/primary contact or chief scientist/project leader) | | |
| Applicant Name:  Job Title:  Organization/ Company: | Address: | Telephone:  Fax:  Email: |

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| **Box 2: Timing and Location of the Incident** (provide details of the timing and location of the incident) |
| Date of incident: |
| Time of incident: |
| Location of incident (latitude and longitude): |

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| **Box 3: Description of the Incident** (provide a description of the type of incident (*e.g.,* physical collision with marine mammal, snagging equipment on bottom), what happened, species and number of individuals involved, any injuries/mortality/damage sustained by organisms or the marine environment, and any other relevant information including availability of photos/video) |
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Please submit this form to:

**Gully MPA Management Team**   
Oceans and Coastal Management Division  
Fisheries and Oceans Canada (Maritimes Region)

Bedford Institute of Oceanography  
PO Box 1006  
Dartmouth, Nova Scotia  
B2Y 4A2  
Phone: (902) 426-9919  
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E-mail: gully@mar.dfo-mpo.gc.ca