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**GENERAL FISHERIES COMMISSION  
FOR THE MEDITERRANEAN  
COMMISSION GÉNÉRALE DES PÊCHES  
POUR LA MÉDITERRANÉE**



**GENERAL FISHERIES COMMISSION FOR THE MEDITERRANEAN**

**COMMITTEE ON AQUACULTURE (CAQ)**

**Seventh Session**

**Rome, Italy 8-10 March 2011**

**SIPAM PRODUCTION STATISTICS  
QUICK START GUIDE FOR NATIONAL COORDINATORS  
(Rev. Version: November 2010)**

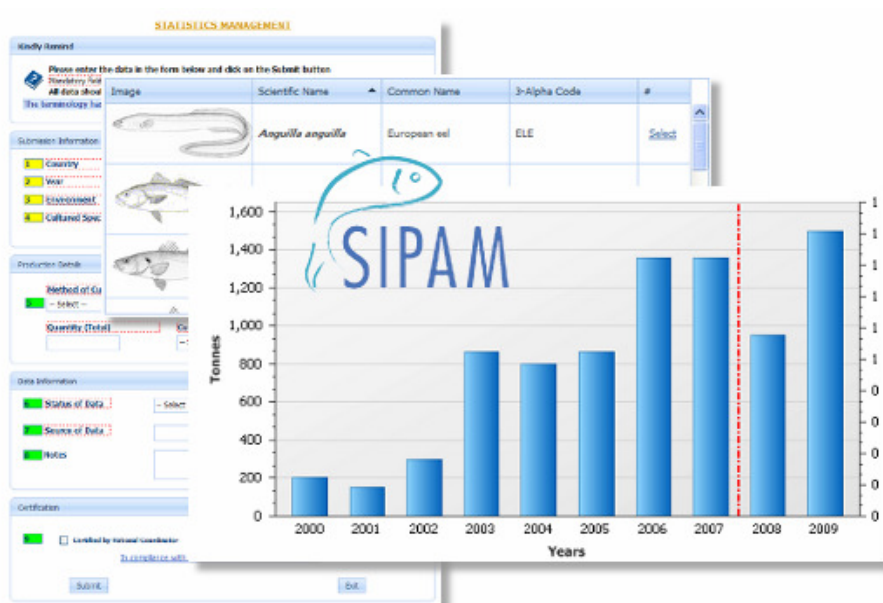


GFCM - CAQ - Aquaculture Portal  
[www.faosipam.org](http://www.faosipam.org)

## PRODUCTION STATISTICS

# Quick Start Guide

### for National Coordinators



Rev. Version: November 2010



## PREPARATION OF THIS DOCUMENT

This document has been prepared by the GFCM Secretariat in the framework of SIPAM, the official aquaculture web-portal of the General Fisheries Commission for the Mediterranean (GFCM).

### ABSTRACT

The “*SIPAM Production statistics - Quick start guide for National Coordinators*” has been conceived to help National Coordinators (NCs) to submit Production Statistics data through the SIPAM system in compliance with the Recommendation GFCM/2009/33/4. Starting from the registration of the user, the guide provides the NCs with simple instructions to familiarize themselves with the Production Statistics section of the SIPAM information system, mainly focusing on the data-entry process. Additional guidance is provided on the necessary steps to deal with any amendments which the NCs wish to apply to the data already submitted.

*For further information on*

***SIPAM Production Statistics - Quick Start Guide for National Coordinators***

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## USER PROFILE

### 1.1 Anonymous User

Once the user gets into the SIPAM website he/she starts surfing as Anonymous User: he/she may access the home page and consult all the information stored on it (News, Events, Publications), but with limited access to the SIPAM Databases (Warehouse section).

### 1.2 Registered User

To register as a SIPAM user, one has to click on the *Register* button placed on the left of the menu column and fill in all the required information (*Sign up for your new account*).

**SIGN UP FOR YOUR NEW ACCOUNT**

User name:

Password:

Confirm password :

E-mail:

Password reminder question:

Password reminder answer:

\* mandatory fields

[\[? Help\]](#)

**Password** Close

Minimum password length: 3.  
Required special characters: 1.  
(Special characters . / ? @ ' ; , ) ! ? % \*

Please see E-mail



Once the user has compiled the form, he/she will receive an email (sent by [Admin@Sipam.org](mailto:Admin@Sipam.org)) which contains a web-link to be used to complete the activation procedure.

By clicking on the web-link, the user will be redirected to the *UserID Activation* panel where he/she has to:

1. specify the required information,
2. accept the rules provided by the Privacy Policy of the System (by checking on the *I agree* box),
3. click on *Active Sipam userid* button.

When the activation procedure is completed, the following message system will appear to welcome the user.

**USERID ACTIVATION**

Surname

Name

Country

**Terms**

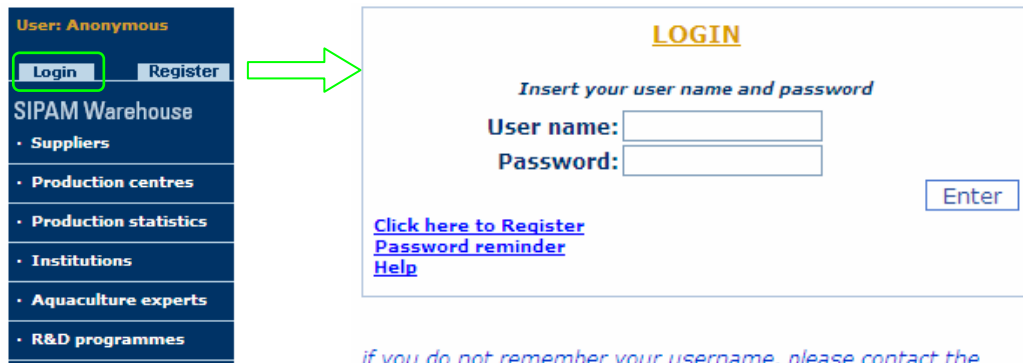
Privacy Policy 1

By accessing this site, certain information about the User, such as Internet protocol (IP) addresses, navigation through the Site, the software used and the time spent, along with other similar information, will be stored on GFCM (?) servers. These will not specifically identify the User. The information will be used internally only for web site traffic analysis. If the User provides unique identifying information, such as name, address and other information on forms stored on this Site, such information will be used only for statistical purposes and will not be published for

I Agree

**Dear User, welcome in the SIPAM Community. Your username is xxxxxx and is active and certified Thank you**

The registered user may then access the SIPAM Warehouse section by utilising his/her *User Name* and *Passord* (to be typed into the *Login* panel).



*if you do not remember your username, please contact the [SIPAM Administrator](#) for assistance*

### 1.3 National Coordinator

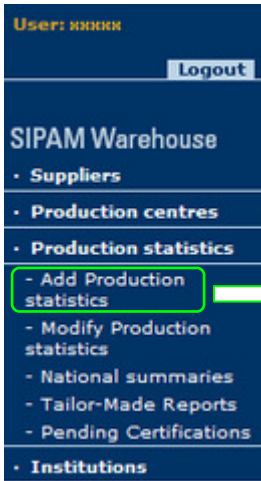
Upon registration, the National Coordinator is granted user rights by the GFCM Secretariat, thus being allowed to submit data in compliance with *Recommendation GFCM/33/2009/4 on reporting of Aquaculture Data and Information*.

## PRODUCTION STATISTICS

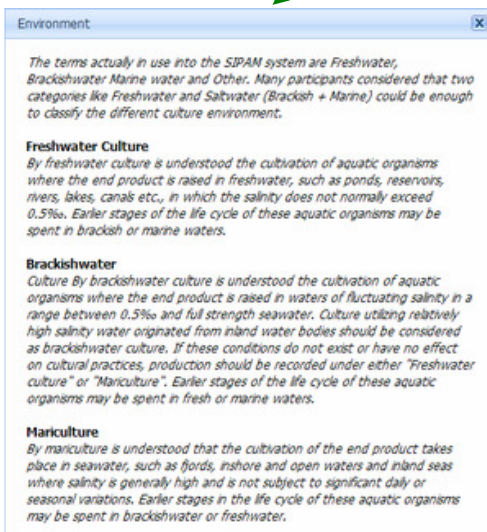
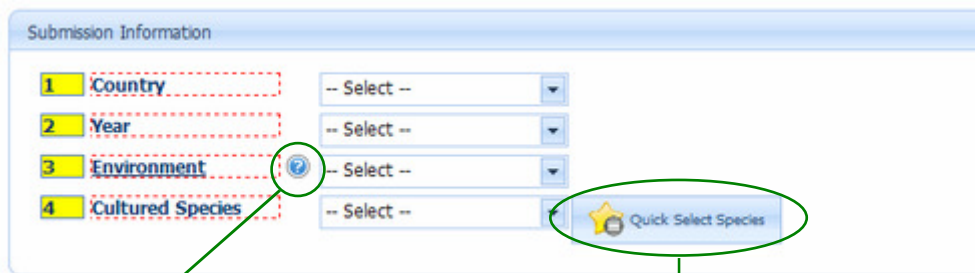
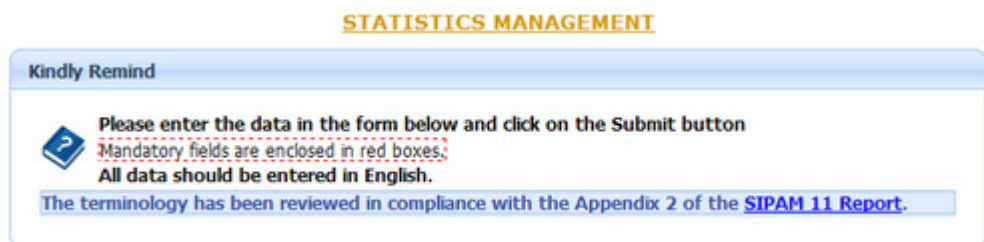
### 2.1 Structure

The SIPAM *Production Statistics* section is composed of five modules: Add Production statistics, Modify Production statistics, National summaries, Tailor-Made Reports, Pending Certifications.




### 2.2 Add production statistics



By clicking on *Add production statistics*, the user will access the *Statistics Management* form for data-entry purposes which is composed by four sub-sections: Submission Information, Production Details, Data Information, Certification.



By clicking on *Quick Select Species* button, the user will access to the *Common Species Shortcuts* which may help in selecting the species itself. A sort facility is provided by clicking on the top of each column: Scientific Name, Common Name and 3-Alpha Code.

Image	Scientific Name	Common Name	3-Alpha Code	#
	<i>Anguilla anguilla</i>	European eel	ELE	Select
	<i>Argyrosomus regius</i>	Meagre	MGR	Select
	<i>Dicentrarchus labrax</i>	European seabass	BSS	Select

By clicking on the *Question Mark* button the user will be immediately provided with the official definitions of Environment adopted by SIPAM.

**Certified by National Coordinator**

Once all the required information (enclosed in red boxes) have been filled in the user has to tick the *Certified by National Coordinator* box before clicking on *Submit* thus scheduling the submitted data for certification by the GFCM Secretariat.

After the certification process has been finalised, the record is made available for consultation (by register users only) and modification if necessary (by National Coordinators).

### 2.3 Modify production statistics

1) National Coordinators can apply amendments to the submitted data by clicking on *Modify production statistics* button. Select the desired parameters and click on *Search*.

1

#### STATISTICS(MANAGEMENT)

*All data should be entered in English.*

Select Country

Year of production

Data entered by current user only

Data published in Sipam

Data not published in Sipam

All records

2) The system will present the list of previously inserted records.

2

To modify production statistics details click on a year production in the list below

Whole list of production statistics in permanent area  
 New or \* = The record will be valitated in due corse  
 Legend: N=Number, T=Tonnes, M=Millions, Th=Thousands

Year	Country	Environment	System	Structure	Prod. Specie	Q.ty/unit	Certified by NC/Regional
2007	XXX	Fresh water	intensive	pond	Carp (common)	84.5 T	Yes/Yes *
2007	XXX	Fresh water	intensive	pond	Carps and cyprinids (other)	0.6 T	Yes/Yes *

By clicking on the *Year*, the desired item will be accessed for modification.



## 2.4 National summaries

Registered users can run a summary of National data within an 10-year time span by selecting the starting year from the related scroll-down menu (A).

**IMPORTANT:** if the user is equipped with a popup blocker, please ensure that the SIPAM web-portal is added in its exceptions list.

**A**

Please select a time range...

... and one or more Countries

Select Countries

- Albania
- Algeria
- Bulgaria
- Croatia
- Cyprus
- Egypt
- France
- Greece
- Israel
- Italy

0 items selected

Select All Unselect All

Page 1 of 3 (21 items) << [1] 2 3 >>

Include Production Economic Value

Run Report

Production Statistics - National Summaries

Back to Search Page 1 of 1 PDF Excel RTF

Please select the desired parameters and press the Run Report button...

Back to Search Page 1 of 1 PDF Excel RTF

Select the time range of the report (10-year time span from the selected year)

Tick one or more countries.

Click on *Select All* button to automatically select all the countries.

Click on *Run Report* button to generate the report according to the selected parameters.

**B**

Production Statistics - National Summaries

Back to Search Page 1 of 66 PDF Excel RTF

SIPAM

National Summaries on Aquaculture production

Year(s): 2000-2009

Country(ies): Albania, Algeria, Bulgaria, Croatia, Cyprus, Egypt, France, Greece, Israel, Italy, Lebanon, Libya, Malta, Montenegro, Morocco, Romania, Slovenia, Spain, Syria, Tunisia, Turkey

XXXX Food (for human consumption) - Brackish water

Species	Date	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Mediterranean mussel	Production	200	150	300	850	800	850	1350	1350	950	1500
	Value	136200	72200	149800	707000	707800	861100	871000	1507800	475000	800000

Tonnes

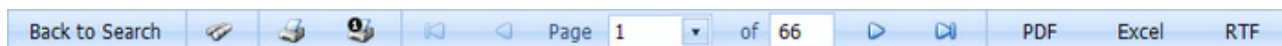
Years

Data not shown due to mixed currencies

Mediterranean mussel

Rec. GFCM/13/2009/4 compliance

Once the report is launched, the system will generate the **SIPAM National Summaries**. Users can easily navigate through the report by using the Report Map feature available on the left of the window (B).

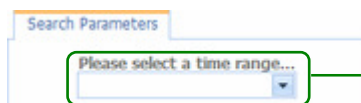


The toolbar placed at the top of the report provides the users with both navigation and export (PDF, Excel, RTF) facilities.

## 2.5 Tailor-Made Reports

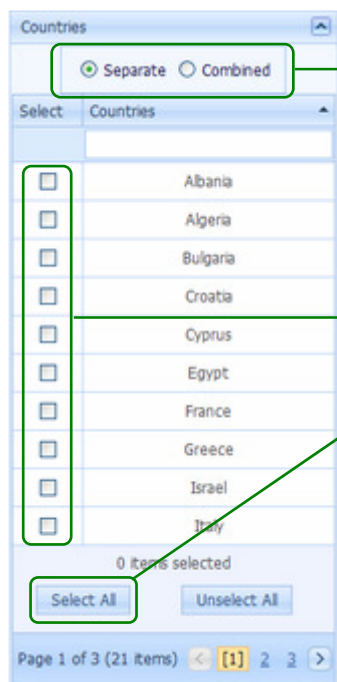
Registered users can create its own report of National data by selecting five different parameters: Countries, Environment, Species, Type of Product, Method of Culture.

### Year



Select the time range of the report (10-year time span from the selected year)

### Countries

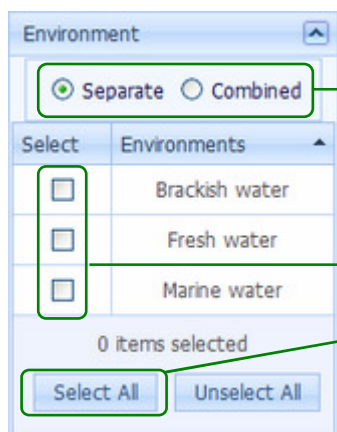


The *Combined* option will allow to generate the report by aggregating the selected countries as a single entity: information of the country will not be displayed.

Tick one or more countries.

Click on *Select All* button to automatically select all the countries.

### Environment



The *Combined* option will allow to generate the report by aggregating the selected environments in a unique entity: information of the single environment will not be displayed.

Tick one or more environments.

Click on *Select All* button to automatically select all the environments.

### Species

Select	Scientific name	Common Name	Alpha Code
<input type="checkbox"/>	<i>Acipenser naccarii</i>	Adriatic sturgeon	AAA
<input type="checkbox"/>	<i>Acipenser stellatus</i>	Starry sturgeon	APE
<input type="checkbox"/>	<i>Acipenser sturio</i>	Sturgeon	APU
<input type="checkbox"/>	<i>Acipenser transmontanus</i>	White sturgeon	APN
<input type="checkbox"/>	<i>Acipenseridae</i>	Sturgeons nei	STU
<input type="checkbox"/>	<i>Aequipecten opercularis</i>	Queen scallop	QSC
<input type="checkbox"/>	Algae	Seaweeds nei	SWX
<input type="checkbox"/>	<i>Ameiurus melas</i>	Catfish (black bullhead)	ITM
<input type="checkbox"/>	<i>Anguilla anguilla</i>	European eel	ELE
<input type="checkbox"/>	<i>Argyrosomus regius</i>	Meagre	MGR

0 items selected

Select All Unselect All

Click on the column headers (Scientific name, Common name, Alpha Code) to sort the species accordingly. Start typing text in one of the white boxes to filter the species in real time.

Tick one or more species.

Click on *Select All* button to automatically select all the species.

### Type of Product

Select	Type of Product
<input type="checkbox"/>	Derived product
<input type="checkbox"/>	Eggs
<input type="checkbox"/>	Food (for human consumption)
<input type="checkbox"/>	Fry and fingerlings
<input type="checkbox"/>	Ornamental

0 items selected

Select All Unselect All

Tick one or more type of product.

Click on *Select All* button to automatically select all the type of product.

### Structure of Culture

Select Structure of Culture

Please select one or more Methods of Culture before.

0 items selected

Select All Unselect All

Once one or more types of product are selected, the structure of culture box will be populated accordingly.

Tick one or more structure of culture or click on *Select All* button to automatically select all of them.

**Run Report**

Click on *Run Report* button to generate the report according to the selected parameters

## 2.6 Pending Certifications

National Coordinators can retrieve the list of the records already submitted and pending certification (i.e. not yet certified by the GFCM Secretariat).

## ANNEX 1

### **Recommendation GFCM/2009/33/4 ON REPORTING OF AQUACULTURE DATA AND INFORMATION**

The General Fisheries Commission for the Mediterranean (GFCM),

*RECALLING* the FAO Code of Conduct for Responsible Fisheries which calls for sustainable development and monitoring of responsible aquaculture practices;

*RECALLING* the GFCM's role in promoting the sustainable development of aquaculture in the Mediterranean, Black Sea and connecting waters;

*RECALLING* the Rule X(e) of the GFCM agreement in which Members States have an obligation to provide information on production and other data relevant to the function of the CAQ;

*CONSIDERING* the development of the network to promote aquaculture in the Mediterranean (SIPAM) over the years;

*RECOGNIZING* the need of the Committee on Aquaculture to have reliable data available to undertake its work effectively;

*RECALLING* that standards in aquaculture data collection and statistics should be established in line with guidelines set by the FAO Coordinating Working Party on Aquaculture Statistics;

*NOTING* the proposal made by the sixth Session of CAQ to establish a regional data collection scheme for aquaculture;

*NOTING* that the 31<sup>st</sup> Session recommended that the responsibilities of the SIPAM National Coordinators be formally endowed with a national institution;

*ADOPTS* the following in conformity with the provision of paragraph 1 (b) and (h) of Article III and Article V of the GFCM Agreement;

1. Members shall submit the data for all the parameters listed below on an annual basis to the GFCM Secretariat through the SIPAM Information System:

- Culture environment (brackish, marine and freshwater);
- Cultured species (scientific and common name);
- System of culture (extensive, semi-intensive, intensive);
- Type of culture (cages, ponds, raceways, hatchery, etc.);
- Type of product (ongrowing, eggs, fingerlings, etc.);
- Quantity (tonnes / units);
- Value (currency);
- Production centres.

2. The deadline for submissions is 30 June, with the reference year for the data submitted being the preceding year.

3. Members shall nominate a national focal point responsible for the submission of aquaculture data.

## ANNEX 2

### Aquaculture Glossary

#### Aquaculture

**Aquaculture** is the farming of aquatic organisms<sup>1</sup>. Farming implies some sort of intervention in the rearing process to enhance production, such as regular stocking, feeding, protection from predators, etc. Farming also implies individual or corporate ownership of the stock being cultivated.

For statistical purpose, **aquaculture production** is defined as an increment of biomass and/or an increment in numbers of individual organisms produced during the period of farming. Therefore, in order to measure aquatic production, both input to, and output from, the farming environment are needed to monitor. Seed going into a culture-based fishery is considered as an output from aquaculture to fishery, while seed collected by fishery for aquaculture is considered an input from fishery to aquaculture

#### Environment

**Freshwater Culture.** By freshwater culture is understood the cultivation of aquatic organisms where the end product is raised in freshwater, such as ponds, reservoirs, rivers, lakes, canals etc., in which the salinity does not normally exceed 0.5‰. Earlier stages of the life cycle of these aquatic organisms may be spent in brackish or marine waters.

**Brackishwater.** Culture By brackishwater culture is understood the cultivation of aquatic organisms where the end product is raised in waters of fluctuating salinity in a range between 0.5‰ and full strength seawater. Culture utilizing relatively high salinity water originated from inland water bodies should be considered as brackishwater culture. If these conditions do not exist or have no effect on cultural practices, production should be recorded under either "Freshwater culture" or "Mariculture". Earlier stages of the life cycle of these aquatic organisms may be spent in fresh or marine waters.

**Mariculture.** By mariculture is understood that the cultivation of the end product takes place in seawater, such as fjords, inshore and open waters and inland seas where salinity is generally high and is not subject to significant daily or seasonal variations. Earlier stages in the life cycle of these aquatic organisms may be spent in brackishwater or freshwater.

#### System of culture

**Extensive culture:** the cultured stock obtains all the nutrition required from the natural food produced in the containment where it is reared and/or through the water supplied to the containment,

**Semi-intensive culture:** the cultured stock is provided a part of nutrition required externally, mostly through supplementary feeding, the culture where only the chemical to enhance production including fertilizers and pesticides are provided is considered as "Extensive culture", and

**Intensive culture:** all the nutrition that the culture stock requires is provided externally.

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<sup>1</sup> Currently, aquatic organisms referred to fish, mollusks, crustaceans, other invertebrate, crocodiles, alligators, turtles, amphibians and aquatic plants.



**GFCM - CAQ - Aquaculture Portal**

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