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| Process Objectives | Metric(s) | Goal |
| Provide real time catch and effort data for quota monitoring and Research Set Aside (RSA) program | On-time running of scripts | 90% reporting compliance within 24 hours of trip completion |

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| |  | | --- | | Main Process Steps | | 1. Collect real time data via IVR call-in system. 2. Update weekly quota monitoring report using new data. 3. Run SQL scripts to produce summary reports on IVR data. 4. Send summary reports to RSA project leader and in-house staff. | | |  | | --- | | Primary Process Outputs | | * Catch and effort data | |

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| Key Process Elements | Requirements for Process Elements | |
| Personnel | * Fishery Information Specialists |  |
| Equipment | * IVR Call-In System/Server * PCs | * Servers |
| Software | * SQL scripts | * Oracle Database * Oracle SQL Developer |
| Information | * IVR background tables * Quota monitoring tables * Permits tables | * LOA * EFP |
| Materials | * Letterhead |  |
| Environment | * Standard office environment |  |

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| Documents Defining Process | * SOP – Reporting – Vessel IVR |

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| Authorized Signature |
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