

Scheduling Parameters and Guidelines – August 2022

In the past, SEDAR Staff was responsible for developing the draft master schedule. During this process SEDAR developed several guidelines to ensure project needs were met without overwhelming the participants of the SEDAR process. They included:

- Do not overlap in-person SEDAR meetings and Cooperator meetings
- Avoid back-to-back in-person meetings
- Try to avoid holding multiple webinars on the same day
- Avoid traveling over the weekend and on holidays
- Stagger projects over the calendar year and within Cooperator as feasible
- Stagger analysts so that an individual had a minimum of three months between the end of one assessment and the beginning of that next one (more time would be preferable)
- Stagger data deadlines, to the greatest degree possible, especially for personnel that are involved in multiple Cooperator projects while still meeting program needs

When it was time to create the 2024 Master Schedule, the SEFSC took the lead on development of the schedule and suggested the additional parameters be considered:

| SEFSC suggested best practices/notes for scheduling SEDAR projects: |
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| Working paper deadlines should occur 2 weeks after preliminary data product deadline (for RT) and after final deadlines for OA |
| Projects in each region should not be grouped together in the year |
| We should not decouple data deadlines from workshops |
| One project at a time for data analysts |
| One quarter for assessment analysts to run projections following model completion |
| Approximately 1 quarter per TWG (2-3 months) |
| In the SA, ACCSP has historically requested the commercial landings be due early along with MRIP deadline. For RT in the SA, preliminary commercial landings are due with preliminary analytical products and final commercial landings are due with final MRIP data to allow for weighted compositions. For OA in the SA, commercial landings are due with MRIP data. |
| RT- 2 weeks between MRIP deadline and prelim/final analytical products to accommodate SRHS discard estimation |
| RT- 4 weeks between length and age compilation deadline and prelim analytical products to provide nominal comps |
| OA- 4 weeks between MRIP catch and landings deadline/ length and age compilation deadline and prelim/final analytical products to accommodate SRHS discard estimation and weighted compositions |
| 4 weeks between raw length and age data deadline and compilation deadline in both regions until SEDAR template is fully implemented by all providers. |
| Age samples (e.g., TY 2022) are not received sometimes until late Fall or December of the following year (e.g., 2023) and still require sectioning, reading, etc. (Age data deadlines cannot be any earlier than Jan/Feb TY+2 (e.g., 2024) timeframe. |

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SEAMAP Fall Plankton Survey sample processing for red snapper, vermillion snapper and gray triggerfish assessments requires a minimum of 18 months, possible more after the completion of the survey which is conducted from late August to September each year.