

## Procedure for the Development of the Annual CSAS Peer Review Schedule<sup>1</sup>

### Introduction:

The Canadian Science Advisory Secretariat (CSAS) coordinates the peer review of scientific issues for Fisheries and Oceans Canada (DFO). Regional Science peer review of resource assessments and other science issues is conducted in the different regions by the regional Centres for Science Advice (CSA). CSAS coordinates and conducts Science peer review for national or broader science issues and works with the regional CSAs to develop a draft schedule of peer review meetings each year. The schedule identifies the advisory requirements expected to be delivered during the year. The schedule is a living document. As new issues and requests for advice emerge, additional meetings may be added to the schedule. The schedule takes into account the client timelines as well as the feasibility of responding to the request in terms of availability of information, and expertise.

The number of requests for peer review meetings has been increasing. DFO Science does not have the capacity to respond to every request, so the Advisory schedule is a subset of the advisory meetings being requested. The process of developing the schedule begins with a call for peer review and advisory requests from DFO sectors, review, sorting, combining (where possible), and prioritizing requests. A draft schedule is then prepared and finally approved.

Prioritization of requests involves a risk based framework. In addition to the framework feasibility, Regional importance, schedule constraints, etc. are considered in developing the schedule. Although the schedule is not solely based on the level of risk to the department of not having the advice, there is an expectation that requests with high or very high risk should be addressed when feasible.

### Call for requests for peer reviewed advice or information:

#### September to December:

1. In recent years, the call for requests for peer review was made via memoranda that were sent in late November to the various DFO sectors requesting that they identify their Science peer review and advisory needs. At the April 17, 2009, Science Management Board meeting, the Deputy Minister requested that the call for peer review requests be made earlier. In 2009 and beyond, the call should be made around **September 15**,

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**2009.** CSAS prepares two memoranda to be sent by the Director General, Ecosystem Science (DG, ESD). (See examples Appendices A and B). The memoranda specify that the requests for Science advice form found on DFO-Forms should be used for the requests ([http://forms-formulaires.dfo-mpo.gc.ca/menus/en/counter.asp?target=../Forms/FP\\_5097E.pdf](http://forms-formulaires.dfo-mpo.gc.ca/menus/en/counter.asp?target=../Forms/FP_5097E.pdf)).

- a) One memorandum is sent to other DGs in the National Capital Region (NCR) requesting that they identify their needs for peer reviewed advice or information. NCR requests are sent to the DG, ESD and Director, CSAS.
- b) The second memorandum is sent to the Regional Directors, Science requesting that they issue the call in their respective regions.
- c) The Science Centres of Expertise (COEs) and the CSA coordinators should be copied on the memorandum.

During this time every opportunity (informal or otherwise) to remind sectors of the need to receive their requests for peer reviewed advice or information should be made. The deadline for receiving the requests will be around **mid-January** to allow time to collate the requests prior to the Annual CSAS coordinators meeting usually held at the end of January or early February. Presentations on the peer review and advisory process, including the types of requests that are typically made, may be provided to Sectors at their request.

2. Two reminder emails should be sent by the DG, ESD: one in December and one in early January. Similar reminders should be sent within each region.

## January

3. Regions and NHQ each, separately, receive and review requests as they come in.
  - a. Requests undergo initial review and screening and questions are clarified if necessary. Requests that pertain to other science issues and that are not for peer review (i.e., research requests, meeting attendance requests, etc.) are kept separate.
  - b. Requests are entered into each region's risk spreadsheet (EKME #959771, see appendix C for an example). Preliminary risk scores can be entered at this time which may help to reduce workload during later steps of the schedule development.
4. Regions submit initial list of all peer review process requests to NHQ to be incorporated into the risk spreadsheet (EKME #959771, see appendix C for an example).

- a. At this stage, each Region will add succinct contextual information. Regional risk assessments are undertaken and the, risk scores and achievability are added to Regional meetings in the spreadsheet. This information will be compiled into the final version by NHQ in February. Each request should be numbered as it is added (in the format P#, C#, Q#, G#, M#, N# and NHQ#). The number will remain the same throughout the development of the schedule.
  - b. All requests for peer reviewed advice or information are included whether or not they are likely to be scheduled. Requests that pertain to other science issues and that are not for peer review are not included on this list nor will they be included in the above numbering system.
5. At the CSAS Coordinator's meeting (to be held at the end of January or early February), all known or expected requests will be discussed.
  - a. Regional spreadsheets will be combined into one master spreadsheet prior to the commencement of the meeting.
  - b. Time will be allocated during the meeting to discuss known or expected requests. At this time comments or additional information will be added to the master spreadsheet.

## **February**

6. Regions finish collecting details on all requests. Any last minute requests should be included at this stage.
  - a. The risk and achievability scores are finalized for all requests in each Region.
  - b. Coordinators are encouraged to have small scoring committees to review scores.
7. Final lists of requests along with risk scores are submitted to NHQ by around February 20.
8. NHQ updates the master spreadsheet to reflect the final information from the regions.

## **March**

9. For their respective Regions, coordinators, through their regional line management, will determine which regional processes should be On, Off or Potential and then will submit the information to NHQ so that the master spreadsheet can be updated.
  - a. Discussion with the DG, ESD for National processes
  - b. Input from Regions on the National processes
  - c. Discussion with Science Directors
10. NHQ determines which National processes are On, Off, or Potential and what the expected dates are, to the quarter at a minimum.

- a. The status of the National processes are discussed with the DG, ESD.
  - b. The status of the National processes are discussed with the Regions, and input is sought from the Regional Directors of Science.
- 11. Master spreadsheet is finalized – incorporating risk scores, achievability and On/Off/Potential information.
- 12. The preliminary schedule is prepared, following a similar format as EKME #920606 (Appendix D).
  - a. The preliminary schedule only has the information for On and Potential processes.
  - b. The expected date of the process will be on the preliminary schedule – at least to the quarter where possible.

**The exact timing of the following steps will depend on the National Science Directors Committee (NSDC) and Science Management Board (SMB) schedules.**

- 13. Preliminary schedule finalized and submitted to DG, ESD by March 15.
- 14. The preliminary schedule and the master spreadsheet with risk and achievability scores are presented at NSDC. In particular, the schedule of the proposed National processes will be presented, reviewed and approved by NSDC.
- 15. Once approved at NSDC, the proposed National processes will be presented at DMC for final review.
- 16. The approved schedule and the National request spreadsheet are circulated to Regional Director Generals.

#### **April**

- 17. The schedule and the master spreadsheet with risk and achievability scores may be presented to SMB or other senior management committee for information as appropriate.
- 18. Final details (dates, location) added to the schedule.
- 19. The schedule is posted on the CSAS website.

## Appendix A:

Example text of call for requests for peer reviewed advice or information from other DGs at NCR

Dear Colleagues,

We are initiating the planning of the (**fiscal year**) science peer review advisory schedule. As you know this schedule is central in our objective to align Sciences resources and well-defined and agreed-upon priorities based on integrated risk assessment. In order to achieve this objective and to develop a well integrated science advisory schedule that will respond as much as possible to your needs, I request your support and input to identify the needs for peer reviewed scientific information and/or advice from your sector for (**fiscal year**). We aim at finalizing the (**fiscal year**) advisory schedule by the end of (**date** – should be end of current fiscal year) and we will need to discuss priorities and risks before the final schedule is approved. It is more than likely that the demand will be higher than our capability to deliver and we will need to prioritize these requests before the Service Level Agreements between our respective sectors are signed.

From a regional perspective, the Regional Science Directors have or will shortly formally seek the need for advisory services from their colleagues in our client sectors. I am now seeking your input to identify your needs for advisory services from a national perspective (e.g., advice of a broad interest that would require a national advisory process). These national meetings represent key tools to provide sound and consistent scientific advice and information that will respond to your needs. This link will bring you to the Science Advisory schedule for the current fiscal year ([http://www.meds-sdmm.dfo-mpo.gc.ca/csas/applications/events/eventIndex\\_e.asp](http://www.meds-sdmm.dfo-mpo.gc.ca/csas/applications/events/eventIndex_e.asp)). You will note that more than seventy advisory meetings (peer reviews and workshops) will have been completed at the end of the present fiscal year, including nearly ten of national scope. These national meetings may relate to various issues of concern for your sector, other sectors, or both.

Past experiences have shown that it is not easy to get a proper articulation of the right scientific questions when it is the time to define advisory needs. However, this step is central to provide sound advice that is relevant to your needs and to identify the possibilities for developing integrated requests for advice that will better serve our clients. We would like to establish a more interactive approach with our clients at this critical step of the process.

The process to identify your needs for science information and advice for 2009-2010 is simple. We propose that your staff involved in the development of requests for advice to Science sector first complete Part I of the Request for peer reviewed information or advice located in the Miscellaneous category of DFO Forms ([http://forms-formulaires.dfo-mpo.gc.ca/menus/en/counter.asp?target=../Forms/FP\\_5097E.pdf](http://forms-formulaires.dfo-mpo.gc.ca/menus/en/counter.asp?target=../Forms/FP_5097E.pdf)) and send

this preliminary information to the Director of the Canadian Science Advisory Secretariat (<mailto:Ghislain.Chouinard@dfo-mpo.gc.ca>) and myself as soon as possible and at the latest by (**date** (should be about mid January)). Once done we will plan for the relevant meetings with you or your staff in order to confirm the advisory needs and agree on the approach to answer those needs. We are looking at a collaborative approach with our clients in order to provide the best possible services given our level of resources and we are seeking your collaboration on this matter.

We will be pleased to meet with you to address any questions/concerns.

I thank you for your collaboration in this matter.

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Chers collègues,

Nous lançons présentement le processus de planification du calendrier des avis scientifiques (**année fiscale**). Comme vous le savez, ce calendrier est central pour l'atteinte de notre objectif d'aligner les ressources des Sciences avec un ordre de priorité précis et accepté en nous appuyant sur une évaluation intégrée du risque. Afin que nous puissions atteindre cet objectif et élaborer un calendrier intégré des avis scientifiques qui répondra le mieux possible à vos besoins, je sollicite votre soutien et votre participation pour identifier les besoins de votre secteur en matière d'information et d'avis scientifiques pour (**année fiscale**).. Nous souhaitons achever le calendrier (**année fiscale**). d'ici (**date** – devrait être à la fin de l'année fiscale courante) et nous devons discuter des priorités et des risques avant que la version finale du calendrier ne soit approuvée. Il est plus que probable que la demande dépassera notre capacité de production et nous devons établir l'ordre de priorité de ces demandes avant la signature des ententes de niveau de service entre nos secteurs respectifs.

Du côté régional, les directeurs régionaux du secteur des Sciences ont déjà ou vont contacter prochainement leurs collègues de nos secteurs clients afin d'inventorier leurs besoins en matière de services de consultation scientifique. Je vous demande maintenant d'identifier vos besoins en services de consultation scientifique ayant une perspective nationale (p. ex. avis d'intérêt général qui nécessiterait la tenue d'un examen par les pairs à l'échelle nationale). Ces réunions nationales constituent des outils clés qui nous permettront de formuler des avis et de l'information scientifiques solides et uniformes qui répondront à vos besoins. Le lien suivant vous donnera accès au calendrier des avis scientifiques pour l'exercice en cours ([http://www.meds-sdmm.dfo-mpo.gc.ca/csas/applications/events/processSearch\\_f.asp?year=2008](http://www.meds-sdmm.dfo-mpo.gc.ca/csas/applications/events/processSearch_f.asp?year=2008)). Vous constaterez que plus de soixante-dix réunions de consultation scientifique (examens par des pairs et ateliers) auront été tenues à la fin de l'exercice en cours, y compris environ une dizaine à l'échelle nationale. Ces réunions

d'envergure nationale peuvent porter sur diverses questions préoccupantes pour votre secteur, d'autres secteurs ou plusieurs secteurs à la fois.

Les expériences passées concernant l'identification des besoins en avis scientifiques ont démontré qu'il n'est pas facile d'effectuer une formulation adéquate des questions scientifiques pertinentes. Néanmoins, cette étape est cruciale pour la prestation d'avis scientifiques solides et pertinents aux besoins des clients, ainsi que pour identifier les opportunités de développer des demandes d'avis intégrées qui serviront mieux nos clients. Nous désirons donc établir une approche plus interactive avec nos clients au niveau de cette étape critique de notre processus.

Le processus pour identifier vos besoins en avis scientifique est simple. Nous proposons que votre personnel impliqué dans l'élaboration des demandes d'avis destinées au secteur des Sciences remplisse la partie 1 du formulaire de demande de processus de revue par les pairs dans la catégorie Divers de du site des formulaires du MPO ([http://forms-formulaires.dfo-mpo.gc.ca/menus/en/counter.asp?target=../Forms/FP\\_5097F.pdf](http://forms-formulaires.dfo-mpo.gc.ca/menus/en/counter.asp?target=../Forms/FP_5097F.pdf)) afin de documenter les éléments clés de chacune de vos demandes et expédie cette information préliminaire au Directeur du secrétariat canadien de consultation scientifique (<mailto:Ghislain.Chouinard@dfo-mpo.gc.ca>) ainsi qu'à moi-même le plus tôt possible et au plus tard le **(date)** – devrait être autour de la mi-janvier). Une fois fait, nous planifierons les réunions pertinentes avec vous ou votre personnel afin de confirmer les besoins en avis et de nous entendre sur une approche pour répondre à ces besoins. Nous envisageons une approche collaborative avec nos clients afin de fournir les meilleurs services possibles avec les ressources disponibles et nous sollicitons votre collaboration à ce sujet.

Il nous fera plaisir de vous rencontrer pour répondre à vos questions et/ou préoccupations.

Je vous remercie de votre collaboration.

## Appendix B:

Example text for call of requests for peer reviewed advice or information from Regional Directors of Science (RDS)

*La version française suit*

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Regional Directors, Science

We need to collectively initiate the planning for the **(fiscal year)** Science advisory schedule. This schedule is central in our objective to align Science resources with well-defined and agreed-upon priorities based on integrated risk assessment. This year our objective is to have a final schedule by the end of **(date – should be end of current fiscal year)**. In order to develop an integrated science advisory schedule for 2009-10, we must identify the needs from each region for scientific information and advice, namely for Fisheries and Aquaculture Management (FAM), Oceans and Habitat Management and SARA (OHM & SARA), and any other clients. At the National level, discussions will be conducted between Science and clients here at NHQ to identify the national meetings that will be required. If not already initiated, we ask for a similar approach to be conducted at the Regional level.

A teleconference has been scheduled for **(date)** with the coordinators of the regional Centers of Science Advice (CSAs) to discuss the planning for the Science Advisory Schedule. The coordinators will be invited to initiate discussions with clients in order to have a preliminary list of requests available by **(date – should be about mid January)**. This preliminary list will be discussed during our next CSAS annual meeting tentatively planned for that time.

Even though the CSA coordinators will likely play a key role in the identification of clients' needs, it is important that you formally request your colleagues in all the potential client sectors to identify the need for advisory services. It is more than likely that the demand will be higher than our capability to deliver. We will use our collectively developed risk-based approach to help prioritize these requests before the Service Level Agreements between Science and various client sectors are signed.

### **Proposed approach this year:**

Once again this year, we will strongly promote an interactive approach with the clients in order to properly articulate the right scientific questions. As you know, this step is central to providing sound advice that is relevant to client needs, especially with clients who are less familiar with our advisory processes. The *Request for Science Information and/or Advice* form is available on the *DFO Forms* internet site ([http://forms-formulaires.dfo-mpo.gc.ca/menus/en/counter.asp?target=../Forms/FP\\_5097E.pdf](http://forms-formulaires.dfo-mpo.gc.ca/menus/en/counter.asp?target=../Forms/FP_5097E.pdf)) for this purpose. Clients are asked to complete Part 1 of the form, with the help of Science staff as necessary then forward it to you and the CSA coordinators. Part 2 and 3 would be completed by the Science sector and the form is used as the basis for the discussions on the issues to be addressed. This form proved very useful in the development of last year's advisory schedule.

I would appreciate if you could make sure that the needs for scientific information or advice are clearly identified, documented and approved for your region or directorate. All requests should be sent to your CSA coordinator. The national CSAS office will work in close collaboration with the regional CSA coordinators in building next year's schedule. I would appreciate receiving your regional input and proposed schedule by **(date – should be about mid-January)**.

***Thanks for your continued support.***



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À l'attention des directeurs régionaux du secteur des Sciences

Il est maintenant temps de commencer à élaborer le calendrier des avis scientifiques (**année fiscale**). Ce calendrier est central pour l'atteinte de notre objectif d'aligner les ressources des Sciences avec un ordre de priorité précis et accepté en nous appuyant sur une évaluation intégrée du risque. Dans le but d'élaborer un calendrier intégré des avis pour (**année fiscale**) d'ici le (**date** – devrait être la fin de l'année fiscale courante), nous devons relever les besoins de chaque région en matière d'information et d'avis scientifiques, notamment pour Gestion des pêches et de l'aquaculture (GPA), Gestion des océans, de l'habitat et espèces en péril, et de tous nos autres clients avec l'objectif de disposer d'un calendrier final d'ici à **date** – devrait être la fin de l'année fiscale courante). Entre-temps, le secteur des Sciences discutera avec ses clients de l'AC pour préciser les réunions nationales qui pourraient être requises pour soutenir l'ensemble du processus de consultation scientifique. Si ce n'est pas encore commencé, nous vous prions de faire la même chose au niveau régional.

Une téléconférence est prévue pour (**date**) avec les coordonnateurs des centres des avis scientifiques (CAS) régionaux afin de discuter de la planification du calendrier des avis. Les coordonnateurs seront invités à initier les discussions avec leurs clients dans le but de disposer d'une liste préliminaire de leurs requêtes d'ici au (**date** – devrait être environ la mi-janvier) Cette liste fera l'objet de discussions lors de la prochaine réunion annuelle du SCCS et des coordonnateurs prévue vers cette date.

Bien que les coordonnateurs des CAS vont probablement jouer un rôle clé dans le recensement des besoins des clients, il est important que vous contactiez officiellement vos collègues de tous les secteurs clients potentiels. Comme il est plus que probable que la demande dépassera notre capacité de production, nous devons établir l'ordre de priorité de ces demandes avant la signature des ententes de niveau de service entre le secteur des Sciences et divers secteurs clients.

**Approche proposée cette année :**

Cette année, nous encouragerons fortement une approche interactive avec les clients lors de la définition des besoins en termes d'avis afin d'assurer une formulation adéquate de questions scientifiques pertinentes. Comme vous le savez, cette étape est cruciale pour la prestation d'avis scientifiques solides et pertinents aux besoins des clients et ce, particulièrement lorsqu'il s'agit de clients moins familiers avec notre processus. Nous vous demandons également d'utiliser la *Demande d'information et/ou d'avis scientifique*, disponible sur le site-web *Formulaires MPO* ([http://forms-formulaires.dfo-mpo.gc.ca/menus/fr/counter.asp?target=../Forms/FP\\_5097F.pdf](http://forms-formulaires.dfo-mpo.gc.ca/menus/fr/counter.asp?target=../Forms/FP_5097F.pdf)). La partie 1 devrait initialement être remplie par le client, avec l'aide des Sciences si nécessaire, tandis que les parties 2 et 3 devraient être remplies par le personnel de Sciences et peuvent être utilisées au cours d'échanges ultérieurs avec les clients. Une première version de ce formulaire a été développée l'année dernière par les coordonnateurs du processus et son utilisation par certaines régions lors de la phase de planification précédente a démontré plusieurs avantages.

J'aimerais que vous vous assuriez que les besoins de votre région ou de votre direction en matière d'information ou d'avis scientifiques soient clairement identifiés, documentés et approuvés. Toutes les demandes doivent être acheminées à votre coordonnateur du CAS. Le coordonnateur du SCCS travaillera en étroite collaboration avec les coordonnateurs des CAS pour élaborer le calendrier des avis scientifiques. J'aimerais recevoir votre calendrier des avis régionaux pour le (**date** – devrait être la mi-janvier).

***Merci pour votre soutien habituel.***

Sylvain Paradis, Directeur général  
Sciences des écosystèmes

# Appendix C

Peer Review Requests and Risk Scores													
No.	Meeting Title	Region(s)	Category	Client	1. Environment / Biological L I I Risk	2. Legal / Regulatory L I I Risk	3. Public Confidence L I I Risk	4. Alignment with LFO L I I Risk	5. International Commitments L I I Risk	Maximum Risk L I I Risk	Achievability	On/Off Sched.	
1	<b>NCR/National</b>												
2	Development of a comprehensive and integrated strategy for coastal management	National	Fishing gear impacts	FAM	2 2 Moderate	1 Low	3 3 High	2 2 Moderate	2 2 Moderate	3 3 High			OH
3	Management of fisheries and aquaculture activities in the coastal zone	National	Aquaculture	FAM	2 2 Moderate	2 2 Low	4 4 High	3 3 High	1 1 Low	4 4 High			OH
4	Coastal zone management and development	National	Aquaculture	FAM	2 2 Moderate	2 2 Low	4 4 High	3 3 High	1 1 Low	4 4 High			OH
5	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	1 1 Low	2 2 Moderate	2 2 Moderate	2 2 Low	1 1 Low	2 2 Moderate			Potential
6	Development of a comprehensive and integrated strategy for coastal management	National	Ecological Frameworks	Science	2 2 Moderate	1 1 Low	2 2 Low	2 2 Moderate	1 1 Low	2 2 Moderate			Potential
7	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	2 2 Moderate	1 1 Low	2 2 Moderate	3 3 High	2 2 Moderate	3 3 High			OH
8	Development of a comprehensive and integrated strategy for coastal management	National	Stock assessment	FAM/SARA	2 2 High	2 2 Moderate	3 3 High	2 2 High	1 1 Low	3 3 High			OH
9	Development of a comprehensive and integrated strategy for coastal management	National	Risk assessment	SARA	2 2 Moderate	4 4 High	3 3 High	3 3 High	1 1 Low	4 4 High			OH
10	Development of a comprehensive and integrated strategy for coastal management	National	Ecological Frameworks	Science	2 2 Moderate	2 2 Moderate	3 3 High	3 3 High	2 2 Moderate	3 3 High			OH
11	Development of a comprehensive and integrated strategy for coastal management	National	Fishing gear impacts	Science	2 2 Moderate	2 2 Moderate	3 3 High	3 3 High	2 2 Moderate	3 3 High			OH
12	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	4 4 High	2 2 Moderate	3 3 High	3 3 High	2 2 High	4 4 High			OH
13	Development of a comprehensive and integrated strategy for coastal management	National	Marine protected areas	Science	2 2 Moderate	1 1 Low	3 3 High	3 3 High	1 1 Low	3 3 High			OH
14	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	2 2 Moderate	2 2 Low	2 2 Moderate	2 2 Moderate	1 1 Low	2 2 Moderate			OH
15	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	2 2 Moderate	2 2 Moderate	3 3 High	3 3 High	1 1 Low	3 3 High			OH
16	Development of a comprehensive and integrated strategy for coastal management	National	Ecological Frameworks	Science	2 2 Moderate	2 2 Low	3 3 High	3 3 High	2 2 Moderate	3 3 High			OH
17	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	1 1 Low	1 1 Low	2 2 Low	3 3 Moderate	1 1 Low	3 3 Moderate			OH
18	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	3 3 Moderate	2 2 Low	2 2 Low	3 3 High	1 1 Low	3 3 High			OH
19	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	3 3 Moderate	2 2 Low	2 2 Low	3 3 High	1 1 Low	3 3 High			OH
20	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	2 2 Moderate	1 1 Low	2 2 Low	3 3 High	1 1 Low	3 3 High			OH
21	Development of a comprehensive and integrated strategy for coastal management	National	Marine protected areas	Science	2 2 Moderate	1 1 Low	2 2 Low	3 3 High	1 1 Low	3 3 High			OH
22	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Science	2 2 Moderate	1 1 Low	2 2 Low	3 3 High	1 1 Low	3 3 High			OH
23	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Habitat	3 3 High	2 2 Moderate	2 2 Moderate	3 3 High	1 1 Low	3 3 High			OH
24	Development of a comprehensive and integrated strategy for coastal management	National	Impact of activities	Habitat	2 2 Moderate	2 2 Low	2 2 Moderate	3 3 High	1 1 Low	3 3 High			OH
25	Development of a comprehensive and integrated strategy for coastal management	National	Marine protected areas	Habitat	2 2 Moderate	2 2 Moderate	2 2 Moderate	3 3 High	1 1 Low	3 3 High			OH
26	Development of a comprehensive and integrated strategy for coastal management	National	Aquatic invasive species	Science	2 2 Moderate	2 2 Low	2 2 Moderate	3 3 High	1 1 Low	3 3 High			OH
27	Development of a comprehensive and integrated strategy for coastal management	National	Aquatic invasive species	Science	3 3 High	2 2 Low	2 2 Moderate	3 3 High	1 1 Low	3 3 High			OH
28	Development of a comprehensive and integrated strategy for coastal management	National	Ecological Frameworks	Science	3 3 High	2 2 Low	2 2 Moderate	3 3 High	1 1 Low	3 3 High			OH
29	Development of a comprehensive and integrated strategy for coastal management	National	Ecological Frameworks	Science	2 2 Low	2 2 Low	2 2 Low	2 2 Moderate	2 2 Moderate	2 2 Moderate			OH
30	Development of a comprehensive and integrated strategy for coastal management	National	Marine protected areas	Science	2 2 Low	2 2 Moderate	2 2 Moderate	2 2 Moderate	2 2 Low	2 2 Moderate			OH
31	Development of a comprehensive and integrated strategy for coastal management	National	Aquatic invasive species	Science	0	0	0	0	0	0			OH

## Appendix D

### Proposed 2009-2010 Peer Review Schedule

#### April - June

Number	Region	Client	Title	Scope
C14	C&A	FAM	0A Gill Net Impacts	Regional
C34	C&A	Habitat	Up stream passage for Pointe du Bois Generating Station	Regional
G6	Gulf	FAM	Yellowtail and winter flounder bait fishery	May 2009 Regional
M10	Maritimes	FAM	Stock Assessment of Georges Bank Scallop	April 2009 Regional
M27	Maritimes	EAMP	Review of Sydport Terminal EIS	Regional
M38	Maritimes	Science	Atlantic halibut pre- COSEWIC	
NHQ11	NHQ	Oceans	Examination of the effectiveness of measures used to mitigate potential impacts of Seismic sound on marine mammals	May 12-13, 2009 National
NHQ19	NHQ	Oceans	Impacts of tidal power and effectiveness of mitigation measures in Canadian context	April 21, 2009 National
NHQ25	NHQ	Science	Review of Biogeographic Classification Systems	June 15-19, 2009 National
NHQ26	NHQ	Science	Framework for development of Marine Protected Area (MPA) monitoring plans	July 2009 National
NHQ27	NHQ	Science	Development of a National framework for rapid response to aquatic invasive species (CEARA)	June 2009 National
P26	Pacific	FAM	Advice on migration rates of Sardine into Canadian zone	April 2009 Regional
P44, P45, P46	Pacific	SARA	Hotwater physa RPA, White sturgeon RPA, Vancouver Lamprey RPA	Regional

#### July - September

Number	Region	Client	Title	Scope
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G3	Gulf	FAM	Is there opportunity for Atlantic silverside fishery in Gulf Nova Scotia?	Aug 2009	Regional
G4	Gulf	FAM	Atlantic saury fishery potential in Gulf Nova Scotia	Aug 2009	Regional
M15	Maritimes	SARA	Utopia Dwarf Smelt RPA		Regional
M19	Maritimes	Oceans	Determination of Musquash MPA zone of influence		Regional
M23	Maritimes	Oceans	Review of Conservation Network of MPAs in the Maritimes Region		Regional
M34	Maritimes	Habitat	Review of Species at Risk Habitat Mapping Tool	July - Sept 2009	Regional
M35	Maritimes	Science	Georges Bank Moratorium Review	Sep 2009	Regional
M39	Maritimes	Science	Bluefin tuna pre-COSEWIC		Regional
NHQ1	NHQ	FAM	Identification of concentrations and encounter protocols for coral and sponges		National
NHQ6	NHQ	Science	Effectiveness and environmental impact of ocean fertilization to sequester CO2	Sep 2009	National
NHQ9	NHQ	Oceans	Ecologically and biologically significant areas (EBSA), Vulnerable Marine Protected Ecosystems (VME) and biogeographic classification in the Northeast Pacific	July 2009	National
NHQ10	NHQ	Oceans	Gear impact on marine biodiversity and mitigation of fishing impacts on existing and exploratory fisheries	Sep 2009	National
P27	Pacific	FAM	Stock assessment and advice for herring	Sep 2009	Regional