**PEG Biovolume Report Procedures**

**Version 2 (agreed April 20, 2012)**

**Rules for updating the PEG list:**

* PEG\_BVOL is updated once per year by HELCOM PEG at their annual meeting (currently held in April). The latest version of their list is available on the ICES website at <http://ices.dk/marine-data/vocabularies/Pages/default.aspx>.
* N**o deletions or changes may be made to the species name/size class combination since this combination acts as a key to the biovolume calculations.**
* **Additions of species and size classes may be made.**
* **If there is a need for a change such as splitting a size class, adding a dimension, changing a formula or changing the biovolume, a new sizeclass number should be made for that species.** 
  + **This preserves the original information and link to old data.**
  + **The original information can be flagged as "not valid" in a new column if the need arises.**
  + **This will allow new data submissions to use the latest biovolumes for calculations, while still being able to track the old.**
* **PEG has requested that some changes be allowed. Changes may be made to formulas and biovolume without adding a new sizeclass number. This type of  "global" change will affect both old and new data. We do not recommend "global" changes like this, but there might be reasons for doing it in some cases, f.ex. if the previously stored biovolume is erroneous.**
* **The list should not allow synonyms. Synonyms should be designated ”not accepted” and removed to a separate sheet in the Biovolume spreadsheet.**
* **All species names must link to AphiaID as found in WoRMS**

**Note to data submitters:**

1) Errors and omissions in the PEG list should be addressed to HELCOM PEG who will make corrections according to the rules as described above. Corrections sent to ICES will be forwarded to PEG if received by 15 March.

2) The original table from the 2006 publication had many errors and went through a series of corrections and distribution by PEG members. ICES has no way of knowing which version labs have used to classify their data - especially those using PhytoWin. PEG, HELCOM MONAS and data submitters have been informed that data submitters will have to check their size classes against the current list and data will need to be resubmitted in some cases.

**Rules for reporting:**

**If calculations are to be made based on the PEG biovolumes, there are 2 fields in ERF3.2.3 that must reference the PEG biovolume report.**

**1) RLIST in the abundance record. The "PEG\_BVOL" option in RLIST refers to the latest (cumulative) update of the biovolume report. DATSU will check the species name reported in the data file for occurrence in “PEG\_BVOL”. If the species is missing in “PEG\_BVOL”, an error will be given.**

**2) SIZRF in the method record. This refers to the actual PEG\_BVOL version used for assigning sizeclass (“PEG\_BVOL2006”, “PEG\_BVOL2007” etc.). DATSU will check the sizeclass reported in the data file for occurrence in the cumulative “PEG\_BVOL” table. The versions will be archived for reference during assessments.**

3) Data collected in 2013 and thereafter may not report synonyms from previous PEG Biovolume lists.