

## ***Summary of Information Sources for the Sector Manager's Report***

*Updated: October 13, 2009*

These notes attempt to summarize the essential details of each major input to the sector manager's report, and they may be refined subject to the conversations at the workshop. We'd like to prepare a document like this as a quick reference guide for sector managers. We welcome your input.

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### **Box 1: Stock Area Declaration / VMS Activity Declaration**

**Who initiates:** Vessel Operator  
**When:** Prior to sailing  
**How:** VMS (required), and FLDRS or third party logbook (declaration has required format)  
**What:** A single declaration character code as described by ????  
**Use/need?:** 1) indicates whether a trip is a groundfish sector trip with ACE requirements; 2) A *Yes* declaration triggers a catch report for one or more of the 4 broad reporting areas.  
**Who receives:** Dockside Monitor Provider, NMFS, Sector Manager  
**Data Management Authority:** NERO AMS System

### **Box 2: Trip Start Hail**

**Who initiates:** Vessel Operator  
**When:** Prior to departing port at the beginning of a sector trip  
**How:** VMS email (drop-down macro report) or other electronic means (if developed by Dockside Monitor Provider)  
**What:** Vessel permit #, trip ID# (VTR number on the first VTR page), and estimated trip duration. For trips that will last less than 6h or occur less than 6h from port, the trip-start hail report must also provide estimated date/time of arrival and estimated date/time of offload  
**Use/need?:** To notify Dockside Monitor Provider to internally trigger DSM selection/waiver process and to begin planning for monitor deployment (especially if significant travel will be involved)  
**Who receives:** Dockside Monitor Provider (and relays to) Sector Manager and OLE  
**Data Management Authority:** Vessel, third-party DSM provider, OLE

### **Box 3: Trip End Hail**

**Who initiates:** Vessel Operator  
**When:** 6h before landing for all trips at least 6h in duration or occurring more than 6h from port. For shorter/closer trips, immediately upon completion of the last tow.  
**How:** VMS email (drop-down macro report) or other electronic means (if developed by Dockside Monitoring Provider)  
**What:** Vessel permit #; trip ID #, intended offloading location(s) including the dock/dealer, port/harbor, and state; estimated date/time of arrival (revised/updated if short trip); estimated date/time of offload (revised/updated if short trip); and estimated total weight of each species on board.  
**Use/need?:** To notify DSM Provider of vessel landings to finalize plan for monitor deployment; to notify OLE for use in planning random enforcement checks  
**Who receives:** Dockside Monitor Provider (and relays to) Sector Manager and OLE  
**Data Management Authority:** Vessel, third-party DSM provider, OLE

## **Box 4: Dockside Monitor Report**

### a) Dockside Monitor Landing Report

*Who initiates:* Dockside monitor

*When:* Report is generated at the time of offloading submitted to the DSM Provider within 24h

*How:* Paper forms and/or handheld electronic device

*What:* Vessel, dealer, monitor and date/time information as needed to identify event. Plus the following:

- Dealer scale certification (yes/no)
- Ice+box weight tare (if taring not performed by the dealer)
- Determination of whether all fish have been offloaded and/or estimate of the weight of fish being retained and the reason
- Weight of catch offloaded by species (and market category, if culled)
- Signature of dealer verifying weights (if monitor does not sign and collect a copy of dealer's receipt).

Monitor must also collect a copy of the VTR(s) from vessels.

*Use/need?:* Third-party verification of offloaded amounts

*Who receives:* DSM Provider (and optionally Sector Manager directly)

*Data Management Authority:* Monitor, Dockside Monitor Provider

## **Box 5: Vessel Trip Reports (VTR)**

*Who initiates:* Vessel

*When:* The vessel must complete the VTR prior to landing with the exception of dealer name, dealer number and date. That information must be completed prior to submission. Copies of the completed VTR must be submitted to:

- DSM - Upon landing
- Sector Manager (if no DSM coverage) - 24 hours after conclusion of trip
- NMFS copy – weekly, submitted by midnight Tuesday for trips completed by midnight of the previous Saturday

*How:* NMFS issued paper vessel trip reports

*What:* A complete and accurate vessel trip report

*Use/Need?:* Used by the DSM to cross reference against observed offloads and dealer records. Used by the sector manager for ACE reconciliation against DSM reports and dealer reports. Used by NMFS for ACE reconciliation against all other data sets

*Data Management Authority:* Vessel

## **Box 6: Dockside Monitor Provider Report**

*Who initiates:* Dockside Monitor Provider  
*When:* Upon receipt of a DM report, within 24 hours of landing.  
*How:* Keypunched/uploaded as needed and transmitted electronically via email or other data-feed (TBD by Provider and Sector)  
*What:* Electronic compilation of the information in the DM report and the associated VTRs (and dealer receipts, when applicable).  
*Use/need?:* Becomes part of the Sector Manager's report to NMFS; also used internally by the Sector Manager to cross-reference with dealer-reported data and target potential errors for follow-up  
*Who receives:* Sector Manager  
*Data Management Authority:* Dockside Monitor Provider, Sector Manager

## **Box 7: Electronic Dealer Reports**

*Who initiates:* Seafood Dealers  
*When:* Created daily, reported to DSM daily, to NMFS weekly by Tuesday midnight  
*How:* Tally sheet; SAFIS reporting; Web portal  
*What:* Pounds purchased/received by species and market category  
*Use/need?:* Documentation of landings as source of official weights, used to determine discards for trip through application of discard rates, identifies that trip occurred, used to create Sector Manager's Annual Report  
*Who receives:* NMFS, Sector Managers, Dockside Monitors  
*Data Management Authority:* NMFS NERO, NEFSC

## **Box 8: At-Sea Monitoring and Discard Estimation**

a.) Vessel selection

*Who initiates:* Vessel  
*When:* 48 hours before trip leaves  
*How:* Call into NEFOP call-in system  
*What:* Date, time, port of departure, expected trip duration, contact information  
*Use/need?:* To either assign an ASM or a waiver for the trip to achieve target 30% coverage rates, and provide information to service provider to deploy ASM.  
*Who receives:* NEFOP NEFSC, then service providers  
*Data Management Authority:* Vessel, NEFSC

b.) ASM data to NEFSC

*Who initiates:* ASM or service provider  
*When:* Within 48 hours of trip's end  
*How:* Upload data from hand-held PC (hp iPaq)  
*What:* Catch (kept and discard) of all species from observed hauls; all supporting data  
*Use/need?:* QA/QC audit and review, to derive discard rates  
*Who receives:* NEFOP NEFSC  
*Data Management Authority:* third-party ASM provider, NEFSC

c.) NEFSC data to NERO

*Who initiates:* NEFSC  
*When:* Daily  
*How:* Database to database transfer  
*What:* Audited data on kept catch of all species and discarded catch of all groundfish species from observed tows; all supporting data  
*Use/need?:* Estimation of total discard of each groundfish species for observed trips; estimation of discard rates of each groundfish species for unobserved trips; monitoring catch under US-Canada.  
*Who receives:* :NERO  
*Data Management Authority:* NEFSC

d.) Discard rates

*Who initiates:* NERO  
*When:* TBD  
*How:* Upload to web portal  
*What:* Estimation of total discard of each groundfish stocks for observed trips; estimation of discard rates of each groundfish stock for unobserved trips  
*Use/Need?:* Estimation of total sector discard of each groundfish stock for weekly sector reports  
*Who receives:* Sector managers  
*Data Management Authority:* NERO

**Box 9: NMFS provides data to Sectors**

*Who initiates:* NMFS, Sector Managers  
*When:* Daily  
*How:* Sector Information Management Module (SIMMS); Web portal  
*What:* Repository of sector management data (rosters, contact info, etc.); provides gateway to download VTR and Dealer data sets; provides discard rates  
*Use/need?:* Authentication of users, provide access to summary reports; dealer, VTR, and observer data sets; discard rates  
*Who receives:* NMFS, Sector Managers  
*Data Management Authority:* NMFS NERO, NEFSC