

## TRIP DATA RELEASE FORM INFORMATION/INSTRUCTIONS

### POLICY FOR DATA RELEASES OF NMFS OBSERVER/MONITOR-OBTAINED INFORMATION

- 1) The only individuals who may request and receive data collected on a vessel are the owner(s) and the Captain, acting as an authorized representative for the owner(s), of that vessel. No other individuals may be issued any data under this policy.
- 2) Any request by a Captain or owner for data must be submitted in writing on a Trip Data Release Form which may be obtained from a NMFS Observer, this website, or the address below. The form must be signed by the individual requesting the data.

The signed form should be given to the NMFS Observer to submit with their data. If the Observer is no longer available, the form should either be emailed to [Patricia.Yoos@noaa.gov](mailto:Patricia.Yoos@noaa.gov) or mailed to the address below. Any questions or other requests relating to data releases should also be directed to this address.

NOAA/NMFS  
Data Release Office  
25 Bernard St. Jean Dr.  
East Falmouth, MA 02536

- 3) Upon release of the requested data, the recipient becomes responsible for it.
- 4) Data may not be released upon a verbal request, or without first completing and signing the Trip Data Release Form.
- 5) Observers' field diaries do not meet the specifications of releasable data under this policy. No field diaries may be copied for, or reviewed by the vessel owner(s) or captain.
- 6) Release of data for trips in which more than one vessel participated (*e.g.* pair trawl trips) may only occur if both vessel owners or captains complete and sign data release letters.
- 7) Any requests for historical data (*i.e.* data that an observer has already submitted to NMFS) should be emailed to [Patricia.Yoos@noaa.gov](mailto:Patricia.Yoos@noaa.gov) or mailed to the address given above, using a signed Trip Data Release Form.

NMFS FISHERIES OBSERVER PROGRAM  
TRIP DATA RELEASE FORM

Request Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Observer Trip ID # \_\_\_\_\_

Vessel Name \_\_\_\_\_

USCG Doc # \_\_\_\_\_

Date Landed \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

\_\_\_\_\_  
PRINT Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
PRINT Mailing Address:

Captain  
 Owner

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Copies Released By: \_\_\_\_\_ Date \_\_\_\_\_ Edited? Yes \_\_\_ No \_\_\_  
(For NMFS Office Use)

▼ TEAR AT PERFORATION AND RETAIN BELOW SECTION FOR YOUR RECORDS ▼

The data you receive may be preliminary and not yet completely reviewed.

Observer Trip ID # \_\_\_\_\_

Date Requested \_\_\_\_\_

Mail Request To:

Questions or Comments:

PQCC IPO HU  
F cv "Tgrgcug Qhke"  
47"Dgtptcf "U0Lgcp"Utggv  
GcuwHm qwj "O C"24758

Patricia Yoos  
708-495-2338

**PAPERWORK REDUCTION ACT STATEMENT:** The information provided on this form will be used to ensure that the data for a specific trip is not provided to a person who does not have authority to obtain that data under the confidentiality requirements of the Magnuson-Stevens Fishery Conservation and Management Act (MSA) and the Marine Mammal Protection Act (MMPA). Meeting those confidentiality requirements are critical for collecting information that is used in analyses that support the conservation and management of living marine resources and that are required under the MSA, the Endangered Species Act (ESA), the MMPA, the National Environmental Policy Act (NEPA), the Regulatory Flexibility Act (RFA), Executive Order 12866 (EO 12866), and other applicable laws. The public reporting burden for this form is estimated to average 2 minutes per response, including the time for completing, reviewing, and transmitting the information on the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden to: Amy Van Atten, National Marine Fisheries Service, Northeast Fisheries Science Center, Northeast Fisheries Observer Program, 166 Water Street, Woods Hole, MA 02543-2266. Providing the requested information is required to deliver the copy of the trip to the requested location and to release the trip data. The information on this form will be kept confidential as required under Section 402(b) of the MSA (18 U.S.C. 1881a(b)) and regulations at 50 C.F.R Part 600, Subpart E. Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number. This is an approved information collection under OMB Control No. 0648-0593 through 09/30/2012.