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SIMM User Guide

Rev. 2.1

Fishing Year 2011

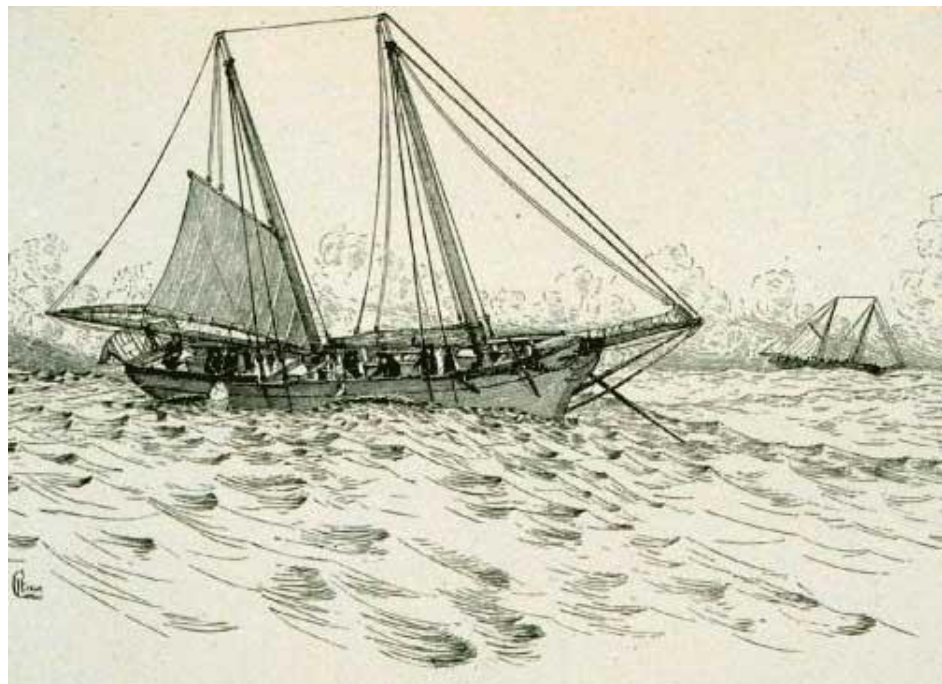


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Introduction

There are several important data management tasks to perform among the tasks that sector managers must perform:

- Download data from the National Marine Fisheries Service (NMFS) that are required in order for the sector manager to produce the sector manager report.
- Upload the sector manager report to NMFS as required by Amendment 16.
- Participate in Annual Catch Entitlement (ACE) transfers with other sector managers (if desired).

The *SIMM User's Guide* documents the Sector Information Management Module (SIMM). SIMM is the software interface between the sector manager and NMFS that allows the sector manager to perform these data management tasks.

SIMM Functions

SIMM provides the following functions:

- Allows sector managers to download data sources from NMFS for use in the sector manager report. These data sources are listed in the section [Downloads](#).
- Allows the sector manager to upload the sector manager report to NMFS.
- Aggregates and displays the following:
 - Sum of the sector participants' Potential Sector Contributions (PSCs). A PSC is the proportion of the total landings of a particular groundfish stock in live pounds landed by (associated with) an individual MRI.
 - Annual Catch Limit (ACL) for each stock for the current fishing year. The ACL is the limit of each groundfish stock that can be harvested by all vessels during each fishing year.
 - Annual Catch Entitlement (ACE). The ACE is the sum of the PSCs for one stock for a sector multiplied by the commercial groundfish fishery ACL for that year.
- Allows sector managers to maintain their own contact information such as name, address, and e-mail. This page will also allow sector managers to set the e-mail address for NMFS to use to forward on sailing/landing hail information that NMFS may process from the VMS system.

Note: Some figures in this document display screens in which sensitive data has been blurred out. None of the blurred data is necessary for the tutorial purposes of the image.

Data Confidentiality

Data initiated from the sector manager or from SIMM to the sector manager is available to that sector manager and to NMFS only.

Getting Help

You can obtain assistance for SIMM or general sector issues by referring to the **Contact Us** tab of the SIMM interface. See [Contact Us](#) in this document for more information.

System Settings

Sector managers should review the following system information in order to ensure that they can use SIMM properly.

Valid Browsers

The following browsers have been tested for use with SIMM:

- Microsoft® Internet Explorer®
- Mozilla® Firefox®
- Google® Chrome
- Apple® Safari®

Use only the browsers listed here. In order to ensure that SIMM renders its content properly, update your browser to the most current version when you are prompted to do so.

Supporting Software and Settings

Following is a list of supporting software and settings for the proper use of SIMM:

- Adobe® Flash® Platform — recommended; graphs and charts not usable without Flash.
- Browser session cookies — enabled

Note: Session cookies are not tracking cookies or persistent cookies. Session cookies are deleted from the component's server after your session ends and information from session cookies is not collected or saved. For more information, see <http://www.noaa.gov/privacy.html>.

Accessing SIMM

This section provides information about accessing the SIMM software application.

System Access

Once NMFS has approved your sector for operations, NMFS adds your sector to the list of valid login names for SIMM. You the sector manager must obtain a valid password. Get in touch with your SIMM representative listed in the section [Contact Us](#) for this password.

Logging In to SIMM

In order to log in to SIMM, do the following:

1. Once you have received your valid password, use your browser to access the following website:

<https://www.nero.noaa.gov/simm>

The login page opens, as seen in [Figure 1](#):

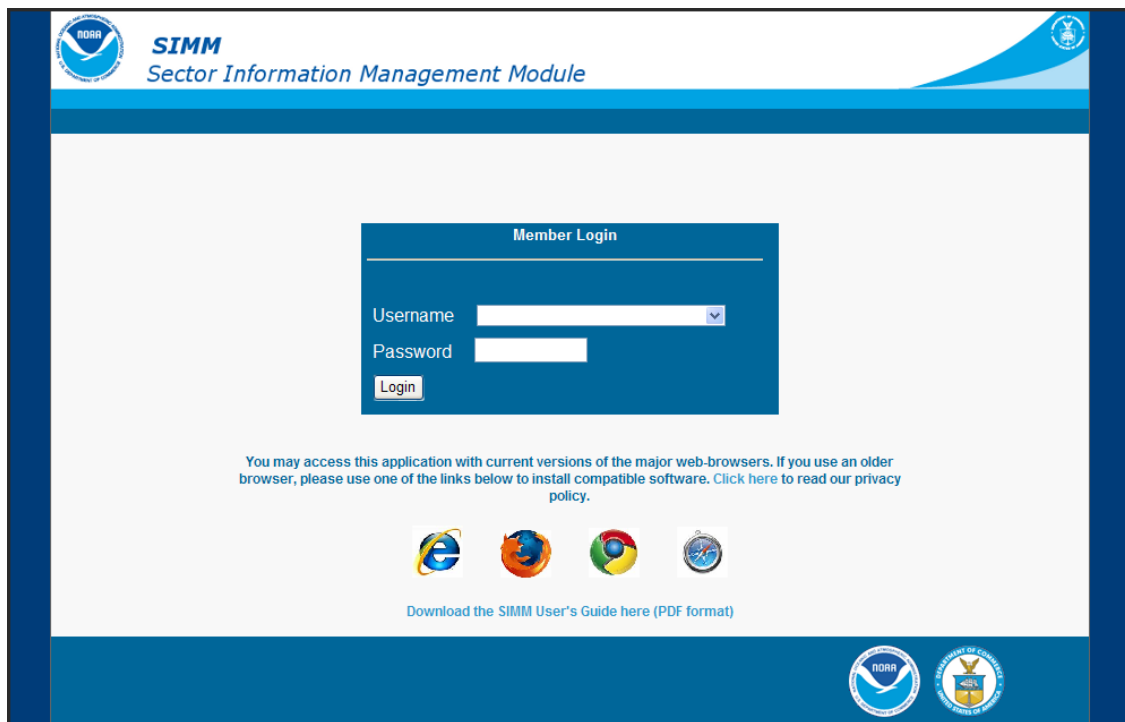


Figure 1: Login Page

2. In the **Username** dropdown menu, find your sector name and select it.
3. In the **Password** text box, type in your password; your input is not echoed, as seen in [Figure 2](#).

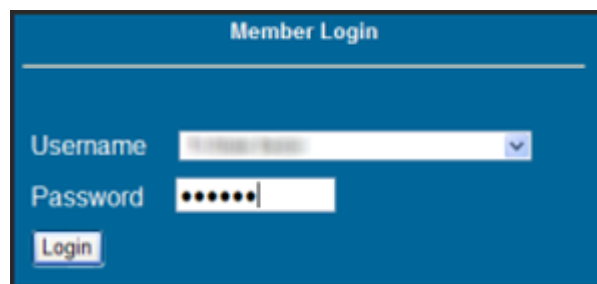


Figure 2: Login Box

4. Click **Login**.

The SIMM Home page opens. Go to the next section to learn more about the SIMM user interface (UI).

SIMM User Interface

After a successful login, the SIMM Home page opens. [Figure 3](#) labels the main components.

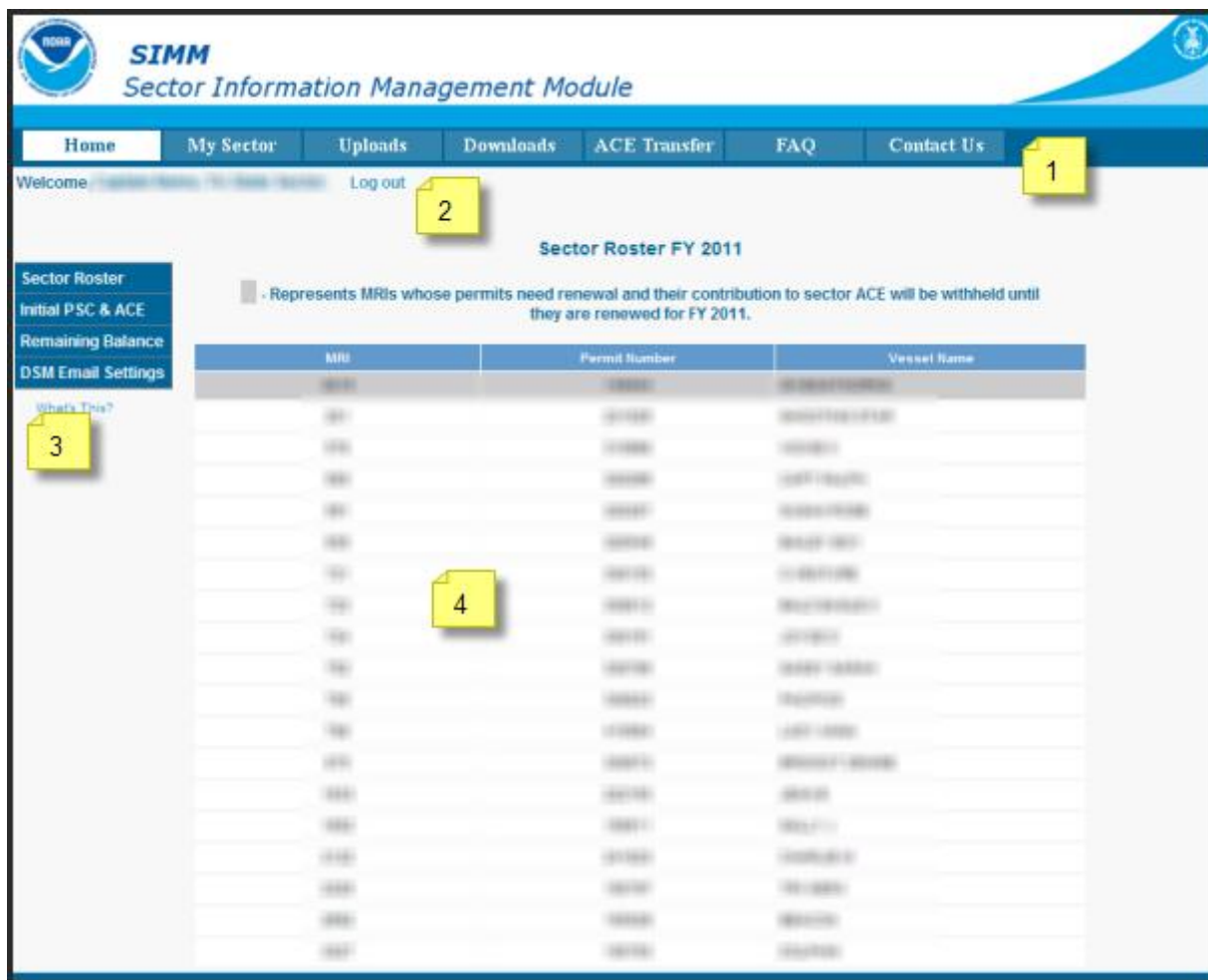


Figure 3: SIMM Home Page

[Table 1](#) provides brief descriptions of the home page elements.

Table 1: SIMM Home Page Elements

	Element	Description
1	Main Menu Bar	Provides tabs that open up pages with logically-related functions. For more information, see the section Using SIMM later in this document.
2	Login Information / Logout link	Displays your login name and the name of your sector. Also, the hotlink labeled Log out allows you to close down the SIMM session in a secure fashion.
3	Quick Access Menu	Provides a fast way to get to information that you might access frequently. For more information, see the section Quick Access Menu .
4	Sector Roster	Displays the roster for the current fishing year of your sector. SIMM indicates the permits that need renewal. The sector roster is the first item in the Quick Access Menu.

Note: If your sector is not in compliance for unsubmitted VTRs or sector manager reports, SIMM displays that information on the home page. Non-compliance means that your sector will not be eligible to participate in ACE transfers.

Quick Access Menu

The Quick Access Menu, shown in [Figure 4](#), provides an easy way to get to information that you might access frequently.

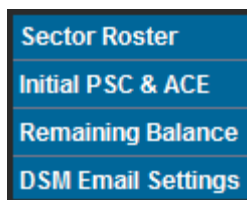


Figure 4: Quick Access Menu

Sector Roster

The Sector Roster menu choice displays the individual information about each sector member. You can select the roster by year from the Quick Access menu, as seen in [Figure 5](#):



Figure 5: Select Sector Roster by Year

Once you select the appropriate year, SIMM displays the roster for that year. [Figure 6](#) shows the results of selecting “2010.”

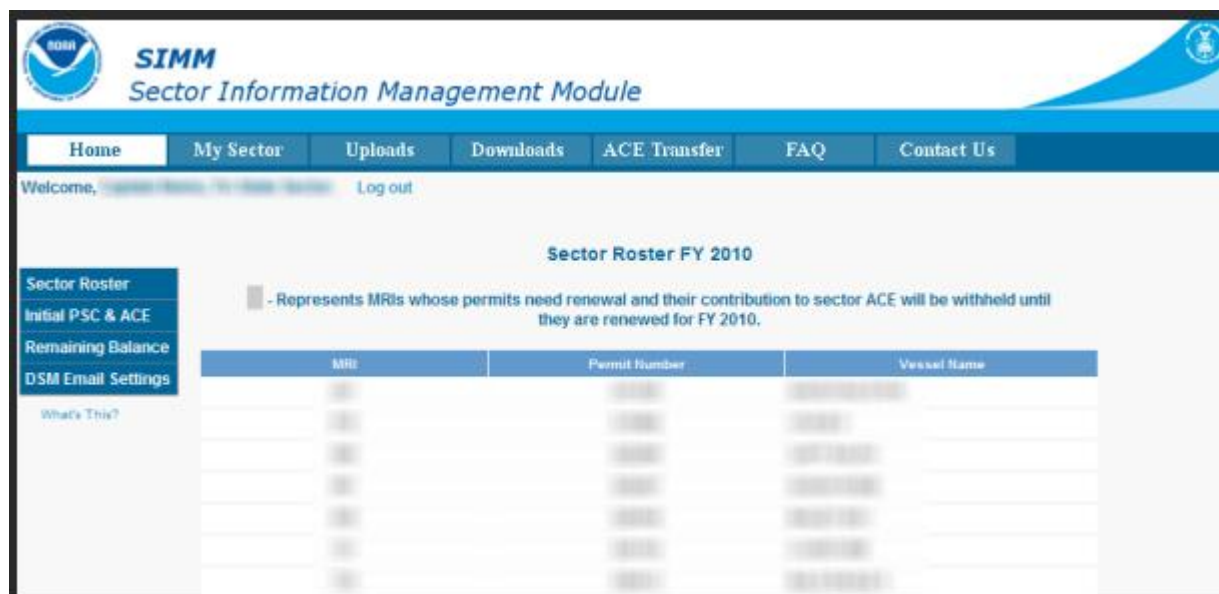


Figure 6: Sector Roster Page

The Sector Roster page contains a list of all the members of your sector. This list incorporates the following information:

- MRI — Moratorium Right ID, the unique identifying number used to track each limited access permit's landings history, qualifications, attributes, and specifications.
- Permit number — Valid limited access Northeast groundfish permit number for the vessel.
- Vessel name — Vessel name registered with the U.S. Coast Guard, state, or tribe.

Note: To open a display of the PSCs and ACE (in pounds) for each MRI in the sector, click on the desired MRI, Permit Number, or Vessel name in the list. [Figure 7](#) shows the result of clicking the PSC list for the third MRI listed in the roster. To close the PSC popup display, click the MRI again, or the **Refresh** function on your browser, or the **F5** key.

The screenshot shows the SIMM Sector Information Management Module interface. At the top, there is a navigation menu with links for Home, My Sector, Uploads, Downloads, ACE Transfer, FAQ, Contact Us, and News. Below the menu, a welcome message and a 'Log out' link are visible. The main content area is titled 'Sector Roster FY 2011' and includes a legend: '■ - Represents MRIs whose permits need renewal and their contribution to sector ACE will be withheld until they are renewed for FY 2011.' A table with columns 'MRI', 'Permit Number', and 'Vessel Name' is partially visible. On the left sidebar, there are menu items: Sector Roster, Initial PSC & ACE, Remaining Balance, and DSM Email Settings. Below the main table, a 'PSC List for' dropdown is set to '2011', followed by a table with columns 'Stock', 'PSC(%)', and 'ACE(Pounds)'. The PSC list table contains the following data:

Stock	PSC(%)	ACE(Pounds)
GB Cod East	0	0
GB Cod West	0	0
GOM Cod	0.1703	18114.6694
GB Haddock East	0	0
Flaioe	0.1003	6869.4533
Witch Flounder	0.0555	1511.5395
GB Winter Flounder	0	0
GOM Winter Flounder	0.1057	368.1782
Redfish	0.0008	102.4789
White Hake	0.0002	11.4477
Pollock	0.0202	6215.7575
SNE/MA Yellowtail Flounder	0	0
CG/GOM Yellowtail Flounder	0.152	3149.1835
GB Haddock West	0	0
GB Yellowtail Flounder	0	0
GOM Haddock	0.089	1526.9467

Figure 7: Displaying the PSC List for a Sector Member

Initial PSC & ACE

Initial PSC & ACE provides a display of the sector totals for PSC and the ACE for each stock that your sector started out with at the beginning of the fishing year, as seen in [Figure 9](#). You select the list by year from the Quick Access menu, as seen in [Figure 8](#):

The screenshot shows a vertical menu with four items: 'Sector Roster', 'Initial PSC & ACE', 'Remaining Balance', and 'DSM Email Settings'. The 'Initial PSC & ACE' item is highlighted in blue and has a sub-menu to its right showing the year '2011'.

Figure 8: Initial PSC & ACE by Year

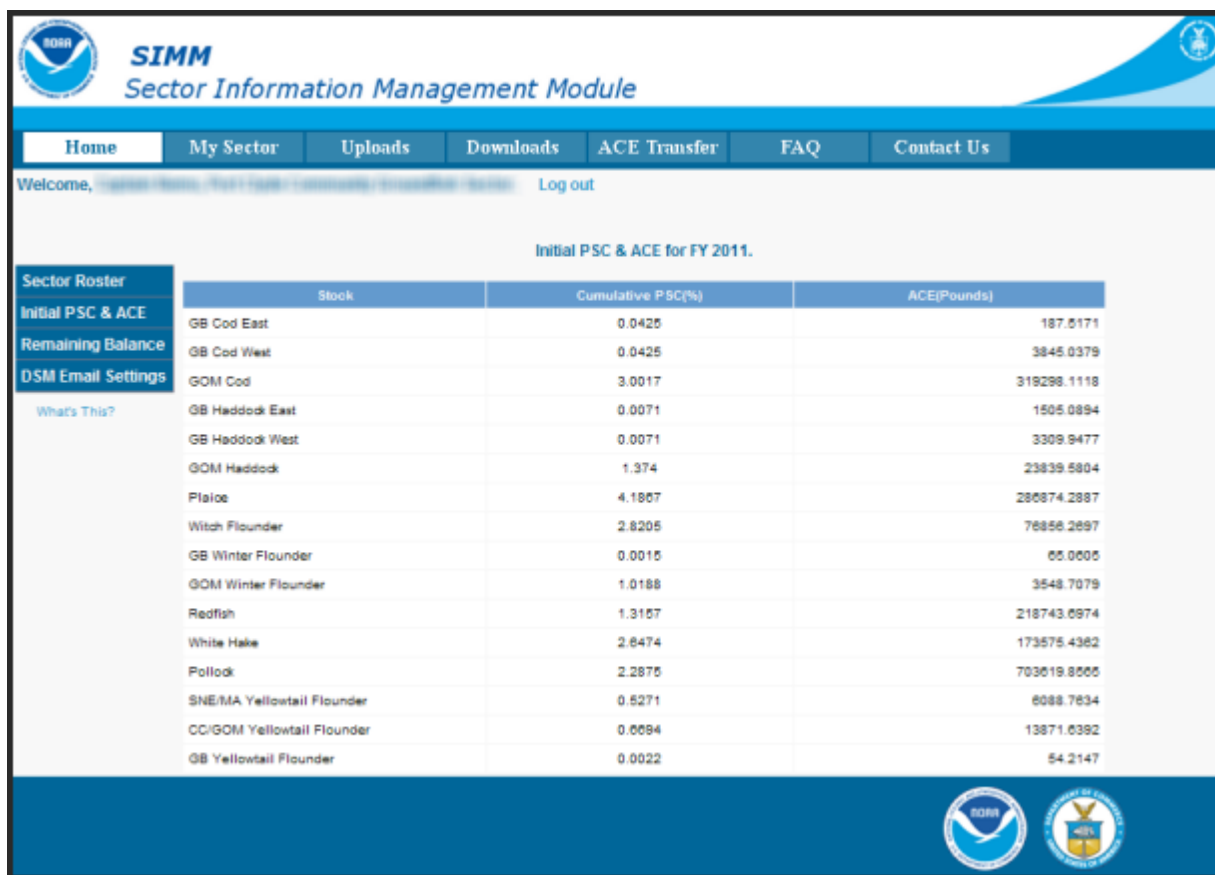


Figure 9: Initial PSC & ACE

Remaining Balance

Remaining Balance is the current total of the ACE that remains for each stock in the sector after NMFS accounts for landings and ACE transfers. [Figure 10](#) illustrates that Remaining Balance shows, per stock:

- ACE transferred to this sector
- ACE transferred to other sectors
- Landings
- ACE remaining

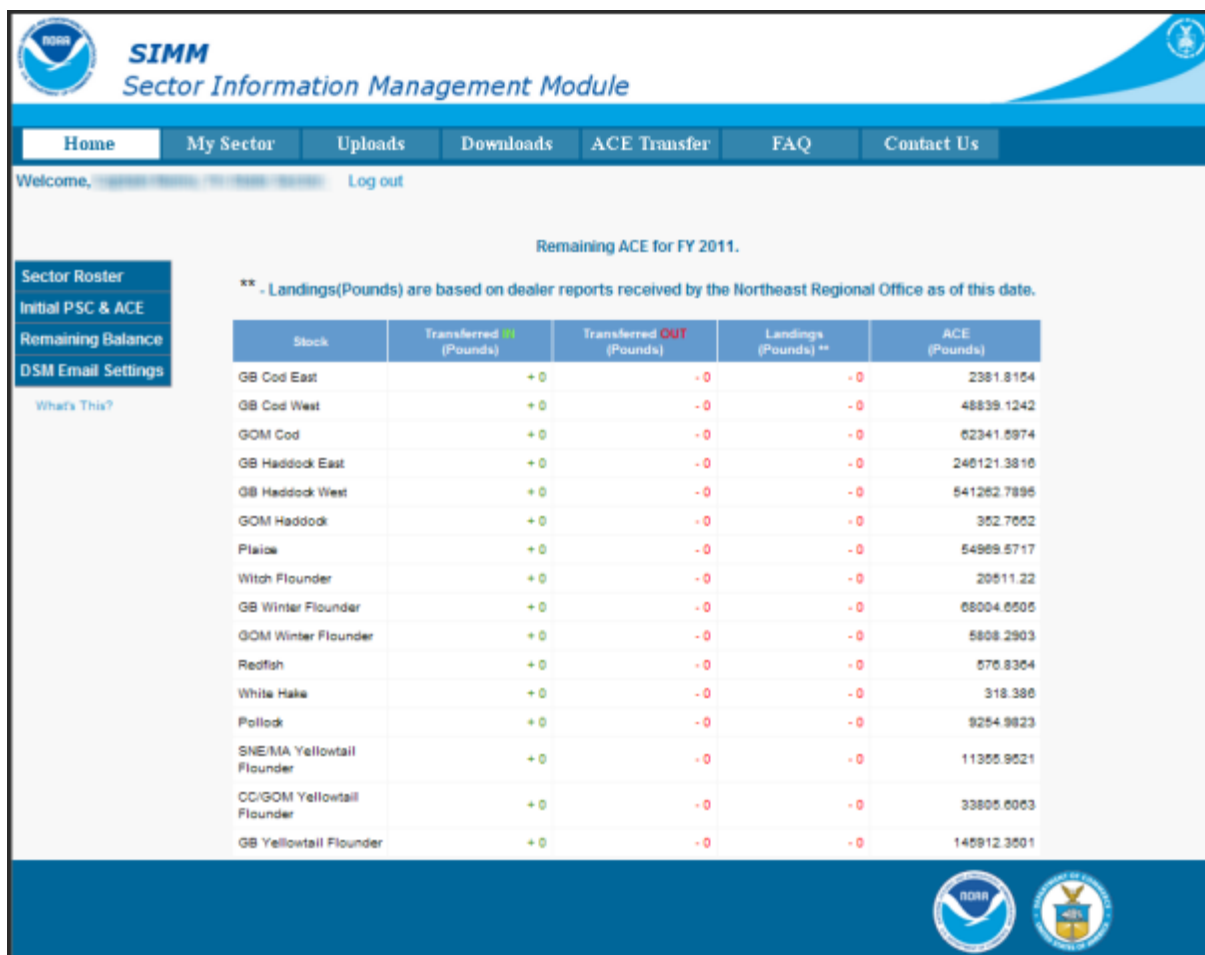


Figure 10: Remaining Balance

DSM Email Settings

Dockside Monitoring (DSM) Email Settings allows you to set up your e-mail to receive DSM information about sector vessels. When you invoke DSM Email Settings for the first time, you see the default screen, as in [Figure 11](#):

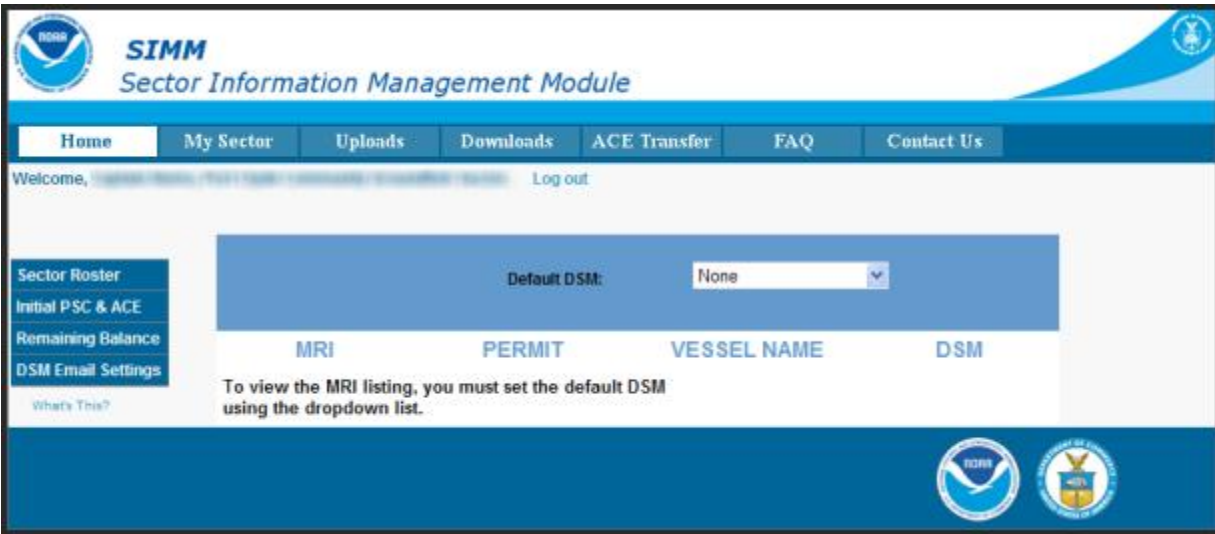


Figure 11: DSM Email Default Screen

To view the MRI listing, you must set the default notification system using the dropdown list. Once you have done this, the list of MRIs/permits/vessel names in your sector fills out, as in [Figure 12](#). You can set notification settings for individual MRIs as desired, or you can leave the default address.

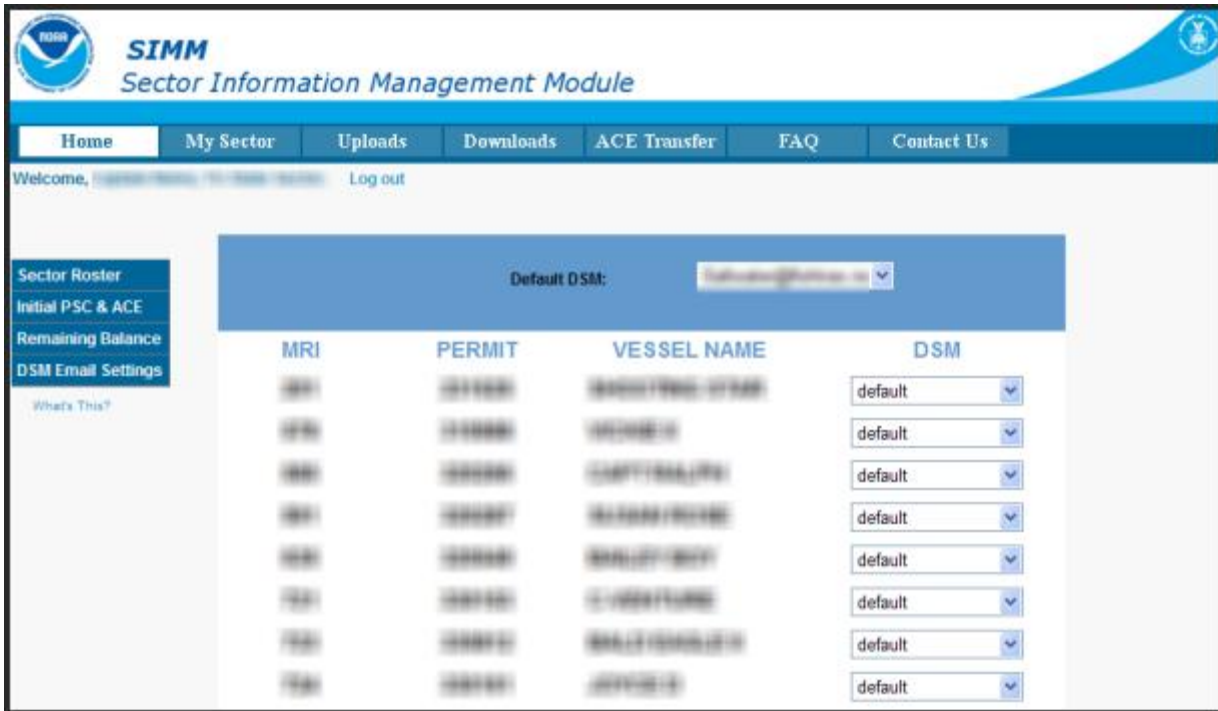


Figure 12: DSM Email List

Using SIMM

This section describes using SIMM through the components of the Main Menu Bar, as seen in [Figure 13](#).



Figure 13: Main Menu Bar

Each subsection provides information about each component, described in [Table 2](#).

Table 2 Main Menu Bar

Tab Page	Description
Home	Landing page after a successful login. Includes a display of quick reference information about important reports, a task bar menu, and a front page menu of frequent access items.
My Sector	Provides the sector name, sector manager contact information, and the means to change the SIMM password.
Uploads	Allows sector managers to upload the sector manager report to NMFS.
Downloads	Allows sector managers to download data sources from NMFS for use in completing the sector manager report.
ACE Transfer	Allows sector managers to transfer portions of ACE allowance among themselves, provided that the transferring parties agree to the transfer in advance and are in compliance with regulations. Either party can initiate the transfer. The transfer happens in real time.
FAQ	Provides concise information about the major functions of SIMM.
Contact Us	Provides a list of Northeast Regional Office (NERO) contacts for the sectors program.

My Sector

The **My Sector** page displays contact information about your own sector, and allows you to change that information if you wish. Click the tab **My Sector** on the Main Menu Bar at the top of the page to display the My Sector page, shown in [Figure 14](#):

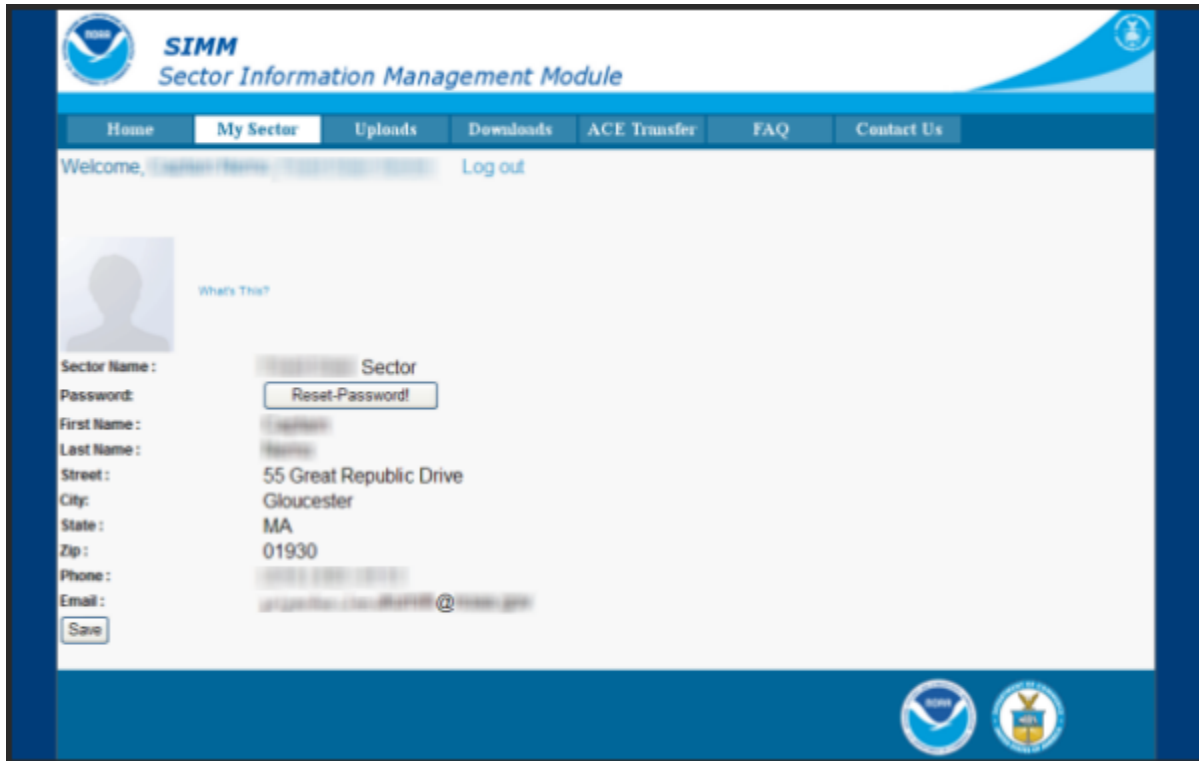


Figure 14: My Sector Page

Reset Password

Use the My Sector page to reset your SIMM password. To reset:

1. Click the **Reset Password!** button.
2. In the **New Password** textbox, type in your new password.
3. In the **Confirm Password** textbox, retype your new password.

SIMM returns a message that the password reset is in effect. You must use the new password to log in to your next session.

Notes:

- You must use at least one uppercase letter, one lowercase letter, and one number to enable a valid password.
- Your password must be between 8 and 12 characters long.
- Use a memorable password. If you forget your password, contact your SIMM representative as listed in the section [Contact Us](#).

Change and Save Contact Information

This functionality is reserved for a future release.

Uploads

When you have completed your sector manager report for the reporting period, you need to upload the report to NMFS. The sector manager report comprises three separate reports: the Trip Issue report, Detail report, and either the ACE Status or the Daily ACE Status report. See [Appendix B: SIMM Upload Files](#) for more details.

File Upload Formats

The valid file formats for the Trip Issue, Detail, and ACE Status reports that make up the sector manager report are:

- Microsoft Excel (.xls)
- Comma Separated Values (.csv)

Upload Timing

The following schedule applies for submitting Sector Manager Reports to NMFS. More frequent reporting cycles will be required as the sector approaches its ACE. [Table 3](#) shows the milestones in the Sector Manager Report timeline.

Table 3: Sector Manager Report Timeline

Time Period / Deadline	Action
Monday 07:00:00	Sector managers have uploaded Sector Manager Report to SIMM by this time.
Monday 17:00:00	NMFS runs data comparison reports.
Tuesday 23:59:59	Dealers have submitted their reports to NMFS.
Tuesday 23:59:59	Groundfish vessels have submitted their VTRs to NMFS.
Wednesday 12:00:00	Sector Managers can download the latest data from SIMM, including Dealer Reports, Discard Rates, and Observer / ASM data.

Sectors submit their reports weekly unless one of the following conditions occurs:

- Cumulative catch for any of its allocated species reaches 80% of the ACE.
- Weekly catch is 20% or greater of the ACE for two consecutive weeks.

If either of these conditions is met, sector managers must prepare and submit their reports daily. For more information, see the guide, “Preparing the Sector Manager Report” on the following NERO web site.

<http://www.nero.noaa.gov/sfd/SectorManagers.html>

Uploading Reports

When you are ready to upload your sector manager report, click the Uploads tab to bring up the Upload Weekly Report screen in SIMM, as in [Figure 15](#).

Figure 15: Upload Screen

You do not need to use any special naming scheme for your reports, except for your own organizational purposes. SIMM tracks and stores the reports by sector and date.

To upload the sector manager report:

1. In the **Report Type** dropdown list, choose the report type. (Choose **Daily** if you are close to exceeding your ACE; choose **Weekly** otherwise. For complete information about submitting daily sector manager reports, see the guide *Preparing the Sector Manager Report*.)
2. In the **Fishing Year** dropdown list, choose the current fishing year.
3. Enter the fully-qualified pathname of the report or click **Browse** to locate the desired report in the file system.
4. Click **Submit Report**.

When you have successfully uploaded the sector manager report, you will see a confirmation message on the screen, as in [Figure 16](#). SIMM provides the details of the upload operation at the bottom of the page.

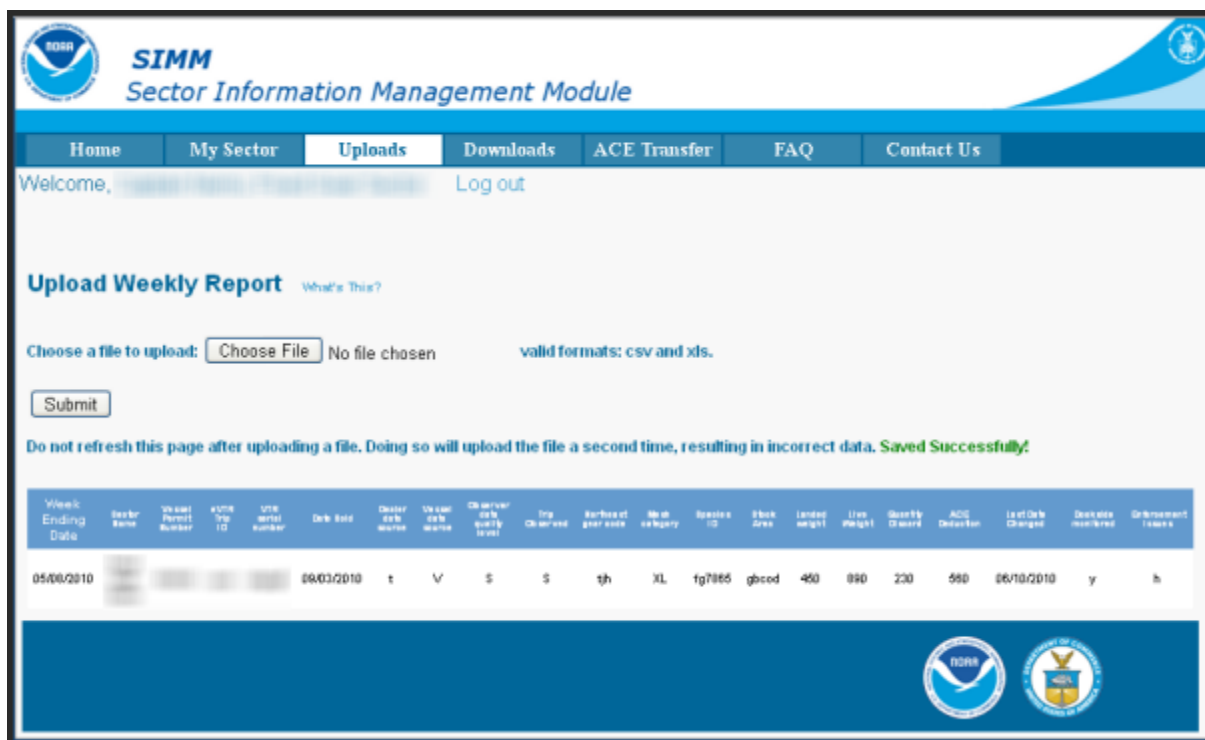


Figure 16: Upload Successful

If your upload is unsuccessful, SIMM prompts you to try again.

Upload File Format Guidelines

This section describes formatting issues to avoid when you are preparing reports for uploading.

General Guidelines

Be aware of the following guidelines for all report uploads.

- **Do Not Hide Columns**
Do not attempt to hide any columns in the Microsoft® Excel® files. If you attempt to hide columns that do not contain data, SIMM will experience processing issues.
- **Use Correct File Type**
Currently SIMM supports .xls and .csv formats. SIMM does not support the .xlsx format at this time. If you are using MS Office 2007 or above, please save the report as a MS Excel 97-2003 .xls before you upload the file.
- **Use Correct Headings (MS Excel Column Names)**
[Appendix B: SIMM Upload Files](#) in this document lists the valid column heading names for your MS Excel upload file. You can find these valid names in the **Common Variable Name** column in each Upload format file.
- **Week Ending Date**
The Week Ending Date must be in the following format:

MM/DD/YYYY

However, do not format the cells as MM/DD/YYYY because that will not change the underlying date.

- Supported format examples: 05/08/2010 or 5/8/2010
- Unsupported format examples: 2010-05-08T00:00:00.000 or May 8, 2010 or 5/8/2010 11:59:59 PM
- Flags
 - All Flags should be Y or N or left blank if value is unknown.

ACE Status Report Guidelines

The ACE Status Report must have a single line header and should include all the 16 stocks. Enter the stock in the report with a value of zero (0) in the **Harvested ACE** field if there are no landings for that stock.

Detail Report Guidelines

Following are issues to avoid when preparing the Sector Manager Detail Report:

- Stock Area
 - Please include only valid Stock Area codes (STOCK_ID) for a trip by doing the following:
 1. On the VTR, find and note the value in the Chart Area field. Chart Area is the statistical area.
 2. Open the species-to-stock area conversion table at this FTP site:
ftp://ftp.nefsc.noaa.gov/pub/dropoff/evtr_support/v_OBSpeciesStockArea.xls
 3. In the AREA column, which contains the statistical areas, find the same value that was entered in the Chart Area field in the VTR.
 4. Index the value in AREA to the corresponding value in the STOCK_ID column.
 5. Enter the corresponding value in the STOCK_ID column into the Stock Area record in the Detail Report.

Supported codes: CODGBE, HADGBE, HKWGMMA, POKGMASS, REDGMGBSS, etc.

Unsupported codes: OTHER or UNK or UNKNOWN
- Trip ID
 - This one field accepts the 14-character eVTR number or the 8-character VTR serial number. You cannot leave this field *blank*. (You can use either the eVTR or the VTR, not both.) Do not insert vessel names or any other names in this field.
- Date Sold
 - Please leave this field blank if you have no data value to supply. Do not use placeholder data such as: UNK or UNKNOWN or NA or N/A or n/a.

- Trip Observed?

The data type for the **Trip Observed?** field is VARCHAR2(1). This means that this field supports a single character only. You must supply a value of either Y or N. If you do not know the value, you must leave this field blank.

Supported values: Y (observed), N (not observed)

Unsupported values: OTHER or UNK or UNKNOWN or NA or N/A or n/a.

- Northeast Gear Code

The Northeast Gear Code is a 3-digit code to indicate the standard Northeast gear code used in the observer and commercial fisheries databases.

Unsupported values: 403LLB or UNK or UNKNOWN or NA or N/A or n/a.

Downloads

SIMM allows you to download information from NMFS in order to complete your report. To download NMFS data, click the tab **Downloads** on the Main Menu Bar at the top of the page. SIMM displays the download files available to you. The information available to you includes:

- Sector Roster
- Allocation Management System (AMS) data
- Observer
- VMS catch reports
- Discard rates
- VTR data
- Dealer data
- Discards
- Trips with observers
- DAS balance reports
- Compliance
- Year End Report
- Sendback
- Generalized Conversion Factors

For more information about download files, see [Appendix A: SIMM Download Files](#).

File Download Formats

This section documents the data formats of the data that NMFS posts on SIMM for the sector managers to download.


The information can be in the following formats:

- Microsoft Excel (.xls)
- Comma Separated Values (.csv)

Figure 17 shows the **Downloads** page and its contents.


Downloads

What's This? 2011




Sector Roster | [xls format](#) | [csv format](#)
 This file contains sector roster data, including MRI, permit, and PSC values per vessel per stock.

Select Fishing Year:




Vessel Trip Report | [xls format](#) | [csv format](#)
 This file contains VTR data, including MRI, permit number, hull number, dealer details, catch kept, and catch discarded.

From: To:




AMS | [xls format](#) | [csv format](#)
 This file contains monitoring data, including MRI, permit, Days At Sea, declaration code, Trip ID, and Trip Start / Trip End dates

From: To:




Dealer | [xls format](#) | [csv format](#)
 This file contains dealer data, MRI, permit number, dealer permit number, VTR serial number, landed weight, and live weight.

From: To:




Observer | [xls format](#) | [csv format](#)
 This file contains trip observer data, including MRI, permit, hull, dealer, hauls, and gear.

From: To:




Discards | [xls format](#) | [csv format](#)
 This file contains discard data, including discard rates, species information, sector ID, and source effective dates

From: To:




VMS Catch Reports | [xls format](#) | [csv format](#)
 This file contains catch data, including permit, VTR serial number, statistical area, species

From: To:




Trips with Observers | [xls format](#) | [csv format](#)
 This file contains Observer trip data, including permit, Hull Number, Vessel Name and Date land

From: To:




Discardrate | [xls format](#) | [csv format](#)
 This file contains discard data, including observed and total discards ,species information, sector ID, and source effective dates

From: To:




DAS Balance Report | [xls format](#) | [csv format](#)
 This file contains Combined Allocated DAS, Allocated DAS Balance, Leased in, Leased out, Leased Balance and Total balance grouped by DAS type and MRI

Select Fishing Year:




Compliance | [xls format](#) | [csv format](#)
 This file contains trips that are non-compliant

Select Fishing Year:




Year End Reports | [xls format](#)
 This file contains all the year end reports in a ZIP file.

Select Fishing Year:



Sendback | [xls format](#) | [csv format](#)
 This file contains VTR Sendback deaths of Permits

Select Fishing Year:



Generalized Conversion Factors | [xls format](#) | [csv format](#)
 This file contains factors to convert landed weight to live weight when dealer data are not available.

From: To:

Figure 17: Downloads

For each data source, NMFS allows the sector manager to select the desired fields from those NMFS provides, the order in which they are presented in the output file, and the date range.

Using the Calendar Function

You can select the desired date range for any of the Download data sets. You can also set the desired date range for all the data sets on the Downloads page. To set the date range for a single data set:

1. Find the date range function next to the desired data set.
2. Click on the **From:** or **To:** date box. The Calendar function opens, as seen in [Figure 18](#). In this example, the Discards download is shown.
3. Set the date range as desired.

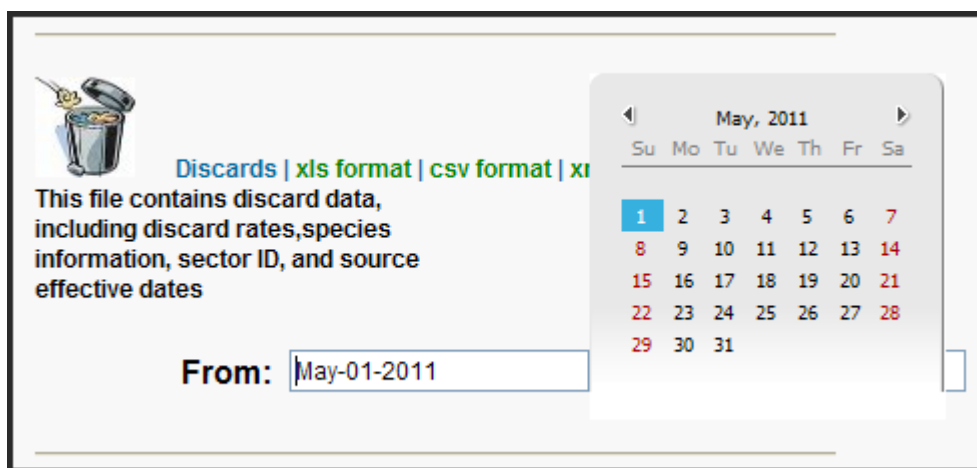


Figure 18: Setting the Date Range for One Download

When you have set the desired date range, find the download file that you want, such as Vessel Trip Report, and click one of the file formats next to the download file name, as in [Figure 19](#).



Figure 19: Download File Formats

When you click the file format link, the File Download dialog box opens, as in [Figure 20](#).

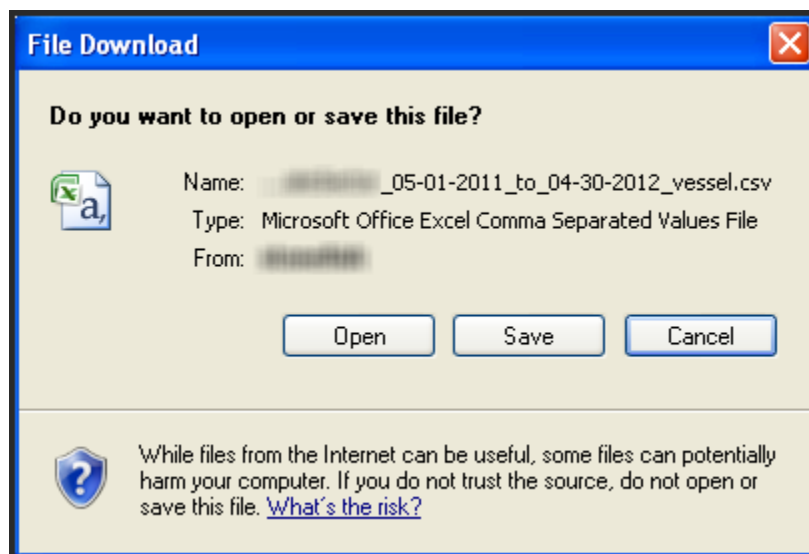


Figure 20: Download Dialog Box

Click **Save** to write the download file to a file system location. The filename of the download file is in the following format:

Sector_Name_Date_Range_downloadtype.fileformat

ACE Transfer

The ACE Transfer tab allows sector managers to transfer portions of ACE allowance among themselves, provided that the transferring parties are in compliance with regulations.

Note: SIMM does not provide the mechanism to negotiate a transfer; the recommended method is to agree on the terms of the transfer before using SIMM to request the transfer.

All or a portion of a sector's ACE for any regulated species stock may be transferred to another sector at any time during the fishing year (FY), and up to 2 weeks into the following FY. The transfer mechanism in SIMM is available 24 hours a day, 7 days a week. [Figure 21](#) shows the ACE Transfer tab page as it appears when you first open it.

Home My Sector Uploads Downloads **ACE Transfer** FAQ Contact Us News

Welcome, Captain Nemo, NEFS 2. [Log out](#)

Select Fishing Year: 2011

Pending ACE Transfers

What's This?

Request New Transfer

What's This?

To

- lbs. GB Cod East
- lbs. GB Cod West
- lbs. GOM Cod
- lbs. GB Haddock East
- lbs. Plaice
- lbs. Witch Flounder
- lbs. GB Winter Flounder
- lbs. GOM Winter Flounder
- lbs. Redfish
- lbs. White Hake
- lbs. Pollock
- lbs. SNE/MA Yellowtail Flounder
- lbs. CC/GOM Yellowtail Flounder
- lbs. GB Haddock West
- lbs. GB Yellowtail Flounder
- lbs. GOM Haddock

Compensation type

Completed ACE Transfers

[xls download](#) [What's This?](#)

Year	Lbs.	Stock	To/from	Sector	Date Requested	Date Completed	Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Figure 21: ACE Transfer Page

Compensation Type

You can select the type of compensation that is most appropriate for the transfer. To do this, use the Compensation Type dropdown list, as seen in [Figure 22](#), in the ACE Transfer page:

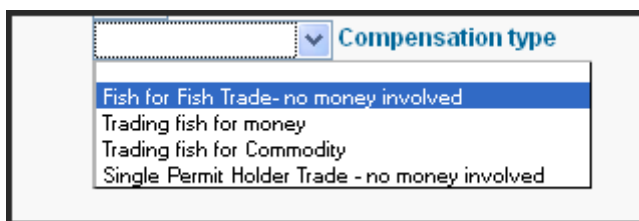


Figure 22: ACE Transfer Compensation Dropdown List

See [Table 4](#) for more information about the compensation types.

Table 4: Compensation Types

Type	Description
Fish-for-fish trade – no money involved	ACE transfer will be compensated solely with fish received. No money or other commodity will be exchanged.
Trading fish for money	ACE transfer will be completed in return for a payment of money. If you select this option, SIMM prompts you to identify the amount of money requested.
Trading fish for Commodity	ACE transfer will be completed for a commodity exchange. If you select this option, SIMM prompts you provide a description of the commodity and identify an estimate of the value of that commodity.
Single Permit Holder Trade – no money involved	ACE transfer will entail a single permit holder who owns two permits enrolled in two different sectors. For example, the permit holder may transfer fish from one of his or her vessels in one sector to another of his or her vessels in another sector. Because there is only one permit holder, no money is involved in the transfer.

Sector Compliance and Transfers

You may be ineligible to participate in transfers. For example, if you or your vessels are late in submitting reports, the ACE Transfer page displays a message that you cannot request a transfer, as in [Figure 23](#).

Pending ACE Transfers [What's This?](#)

You cannot accept any pending requests due to non compliance.

200lbs. GOM_Cod To
 500lbs. GB_Haddock_West To
 600lbs. GOM_Haddock To
 8960lbs. White_Hake To
 Total Compensation: \$900

Request New Transfer [What's This?](#)

Your sector is not compliant, so you cannot request New Transfers at this time. For further information please check Compliance download in 'Downloads'.

Completed ACE Transfers [xls download](#) [What's This?](#)

Year	Lbs.	Stock	To/from	Sector	Date Requested	Date Completed	Status
2011	600 lbs.	GB Cod East	From				Approved by NMF5
2011	500 lbs.	GB Cod East	To				Approved by NMF5

Figure 23: Non-compliance

The ACE Transfer tab page provides the following functions:

- Request New Transfer
- Pending ACE Transfers
- Completed ACE Transfers

Request New Transfer

The Request New Transfer function allows either the sending or the receiving party to initiate the transfer. The transfer happens in real time.

To initiate a transfer:

1. Go to the section **Request New Transfer** of the ACE Transfer page.
2. In the first dropdown menu box, select **To** if you are transferring ACE, or select **From** if you are receiving ACE.
3. In the associated dropdown menu, select the sector that you are transferring ACE to, or the sector from which you are receiving ACE.
4. Select in the **Compensation Type** dropdown menu the form of compensation for the transfer.
See the section [Compensation Type](#) to learn more about the menu choices.
5. Click **Request Transfer**.

Note: SIMM does not prevent transfers of ACE that the sector manager does not possess. It is the responsibility of the sector manager to manage ACE totals.

Pending ACE Transfers

The Pending ACE Transfers section can show content for parties initiating a transfer request, receiving a transfer request, or both. [Figure 24](#) shows the ACE Transfer screen displaying both types of requests.

Notice that if you receive a request, SIMM gives you the choice to accept or reject the transfer. Also notice that SIMM displays a request as “Pending” until NMFS approves the transfer.

The screenshot displays the SIMM Sector Information Management Module interface. At the top, there is a navigation menu with options: Home, My Sector, Uploads, Downloads, ACE Transfer (selected), FAQ, and Contact Us. Below the menu, a welcome message and a 'Log out' link are visible. The main content area is divided into two sections: 'Pending ACE Transfers' and 'Request New Transfer'.

Pending ACE Transfers (What's This?)

- 8960lbs. White_Hake To [redacted]
- 500lbs. GB_Haddock_West To [redacted]
- 200lbs. GOM_Cod To [redacted]
- 600lbs. GOM_Haddock To [redacted]
- Total Compensation: \$900
- Accept | Reject

- 900lbs. SNE-MA_Yellowtail_Founder To [redacted]
- Accept | Reject

- 600lbs. GB_Cod_East From [redacted]
- Pending

Request New Transfer (What's This?)

To: [dropdown menu]

- lbs. GB Cod East
- lbs. GB Cod West
- lbs. GOM Cod
- lbs. GB Haddock East
- lbs. GB Haddock West
- lbs. GOM Haddock
- lbs. Plaice
- lbs. Witch Flounder
- lbs. GB Winter Flounder
- lbs. GOM Winter Flounder
- lbs. Redfish
- lbs. White Hake
- lbs. Pollock
- lbs. SNE-MA Yellowtail Flounder
- lbs. CC-GOM Yellowtail Flounder
- lbs. GB Yellowtail Flounder

Compensation type: [dropdown menu]

Request Transfer

Completed ACE Transfers (What's This?)

Figure 24: Pending ACE Transfers (Initiating and Receiving)

Completed ACE Transfers

The Completed ACE Transfers section shows the result of ACE transfers, whether those transfers were successful or not.

The **Status** column shows the disposition of the transaction. For example, if the sector manager receiving the request rejects it, the sector manager who initiated the request sees the “Rejected by Sector” message in the **Status** column at the bottom of the page. If the request is accepted, the transaction is recorded and displayed in the Completed ACE Transfers section, as seen in [Figure 25](#).

The screenshot displays the SIMM Sector Information Management Module interface. The top navigation bar includes links for Home, My Sector, Uploads, Downloads, ACE Transfer (selected), FAQ, and Contact Us. Below the navigation bar, there is a 'Welcome' message and a 'Log out' link. The main content area is divided into two sections: 'Pending ACE Transfers' and 'Request New Transfer'. The 'Request New Transfer' section contains a form with a 'To' dropdown menu, a list of fish species (e.g., GB Cod East, SNE/MA Yellowtail Flounder, White Hake, GOM Cod, GOM Haddock, Plaice, Witch Flounder, GB Winter Flounder, GOM Winter Flounder, Redfish, White Hake, Pollock, SNE/MA Yellowtail Flounder, CC/GOM Yellowtail Flounder, GB Yellowtail Flounder), a 'Compensation type' dropdown, and a 'Request Transfer' button. Below this, the 'Completed ACE Transfers' section features a table with columns for Year, Lbs., Stock, To/From, Sector, Date Requested, Date Completed, and Status. The table contains seven rows of data, all from the year 2011, showing various fish species and their transfer details.

Year	Lbs.	Stock	To/From	Sector	Date Requested	Date Completed	Status
2011	600 lbs.	GB Cod East	From				Approved by NMF5
2011	900 lbs.	SNE/MA Yellowtail Flounder	To				Approved by NMF5
2011	8960 lbs.	White Hake	To				Approved by NMF5
2011	200 lbs.	GOM Cod	To				Approved by NMF5
2011	600 lbs.	GOM Haddock	To				Approved by NMF5
2011	500 lbs.	GB Haddock West	To				Approved by NMF5
2011	500 lbs.	GB Cod East	To				Approved by NMF5

Figure 25: Approved ACE Transfers

Completed ACE Transfers also allows you to filter transfer transaction display results using the category dropdown menus and text boxes. [Figure 26](#) shows a search, using the **To:** dropdown menu, on all ACE Transfers to other sectors; therefore, the display shows only this type of transfer.

The screenshot displays the SIMM Sector Information Management Module interface. At the top, there is a navigation menu with options: Home, My Sector, Uploads, Downloads, ACE Transfer (selected), FAQ, and Contact Us. Below the menu, there are two main sections: 'Pending ACE Transfers' and 'Request New Transfer'. The 'Request New Transfer' section includes a 'To' dropdown menu with a list of fish species and a 'Request Transfer' button. Below this is the 'Completed ACE Transfers' section, which contains a table of transfer records. A red circle highlights the 'To/from' column header in the table, indicating the filtering point.

Pending ACE Transfers [What's This?](#)

Request New Transfer [What's This?](#)

To: [Dropdown]

- lbs. GB Cod East
- lbs. GB Cod West
- lbs. GOM Cod
- lbs. GB Haddock East
- lbs. GB Haddock West
- lbs. GOM Haddock
- lbs. Plaice
- lbs. Witch Flounder
- lbs. GB Winter Flounder
- lbs. GOM Winter Flounder
- lbs. Redfish
- lbs. White Hake
- lbs. Pollock
- lbs. SNE/MA Yellowtail Flounder
- lbs. CC/GOM Yellowtail Flounder
- lbs. GB Yellowtail Flounder

Compensation type: [Dropdown]

Completed ACE Transfers [xls download](#) [What's This?](#)

Year	Lbs.	Stock	To/from	Sector	Date Requested	Date Completed	Status
			To	[Dropdown]			[Dropdown]
2011	900 lbs.	SNE/MA Yellowtail Flounder	To	[Sector]	[Date]	[Date]	Approved by NMFS
2011	8960 lbs.	White Hake	To	[Sector]	[Date]	[Date]	Approved by NMFS
2011	200 lbs.	GOM Cod	To	[Sector]	[Date]	[Date]	Approved by NMFS
2011	600 lbs.	GOM Haddock	To	[Sector]	[Date]	[Date]	Approved by NMFS
2011	500 lbs.	GB Haddock West	To	[Sector]	[Date]	[Date]	Approved by NMFS
2011	500 lbs.	GB Cod East	To	[Sector]	[Date]	[Date]	Approved by NMFS

Figure 26: Filtering ACE Transfer Display Results

FAQ

The **FAQ** tab provides basic information about the major functions of SIMM. Refer to this information for definitions and concepts. [Figure 27](#) shows the contents of this page.

SIMM
Sector Information Management Module

Home My Sector Uploads Downloads ACE Transfer **FAQ** Contact Us

Welcome, [User Name](#) Log out

Answers to Frequently Asked Questions:

ACE Transfer Request

Allows sector managers to transfer portions of ACE allowance among themselves, provided that the transferring parties agree to the transfer in advance and are in compliance with regulations. Either party can initiate the transfer. The transfer happens in real time.

Pending ACE Transfers

ACE transfer requests that have been submitted by sector managers and are awaiting approval by NMFS.

Completed ACE Transfers

ACE transfer requests that have been approved by NMFS. Once ACE transfers have been approved and completed, SIMM displays the new ACE totals that reflect the transfers.

Downloads

Allows sector managers to download data sources from NMFS for use in completing the sector manager report. These data sources are:

- * Sector Roster
- * Vessel Trip Report
- * Allocation Management System (AMS) Data
- * Dealer Data
- * Daily Discard Rates
- * Discards (Observed Trips)
- * Observer Data
- * Trips with Observers
- * VMS Catch Reports
- * DAS Balance Report

Uploads

Allows sector managers to upload the sector manager report to NMFS. The sector manager report includes:

- * Detail Report
- * Trip Issue Report
- * ACE Status Report
- * Daily ACE Status Report

My Sector

Provides the sector name, sector manager contact information, and the means to change the SIMM password.

Home Page

Landing page after a successful login. Includes a display of quick reference information about important reports, a task bar menu, and a front page menu of frequent access items.

NMFS DEPARTMENT OF COMMERCE

Figure 27: FAQ Page

Contact Us

The **Contact Us** tab provides a list of NERO sector contact personnel for your convenience. Make a note of these contacts for future use. [Figure 28](#) shows the contents of this page.

The screenshot shows the SIMM website interface. At the top, there is a navigation menu with the following items: Home, My Sector, Uploads, Downloads, ACE Transfer, FAQ, and Contact Us (which is highlighted). Below the menu, there is a 'Welcome, [username]' message and a 'Log out' link. The main content area is a table with the following columns: Issue, Whom To Contact, and How. The table lists contact information for various sectors, including A16, regulations, policy, ops plans; General reporting questions; SIMM technical questions; Sector At-Sea Monitoring; VMS; and Enforcement.

Issue	Whom To Contact	How
A16, regulations, policy, ops plans	Mark Grant NSC Sectors	Mark.Grant@noaa.gov 978.281.9145
	Willie Whitmore SHS & Tristate	William.Whitmore@noaa.gov 978.281.9182
	Allison Murphy CCFixed, Port Clyde, & NECC	Allison.Murphy@noaa.gov 978.281.9122
	Melissa Vasquez Back-up	Melissa.Vasquez@noaa.gov 978.281.9166
General reporting questions	Barry Clifford	barry.clifford@noaa.gov 978.281.9148
SIMM technical questions	Ken Ortiz	ken.ortiz@noaa.gov 978.281.9316
Sector At-Sea Monitoring	Amy Van Atten	Amy.Van.Atten@noaa.gov 508.495.2266
VMS	Bill Semrau Program Mgr	William.Semrau@noaa.gov 978.281.9151
	Linda Galvin VMS Specialist	Linda.Galvin@noaa.gov 978.281.9230
Enforcement	Hotline	800.853.1964

Figure 28: NERO Contacts for Sectors

Appendix A: SIMM Download Files

This appendix documents the data formats in the NERO files that the sector manager can download from SIMM for help in preparing the sector manager report. Download files include:

- [Sector Roster](#)
- [Allocation Management System \(AMS\)](#)
- [Observer](#)
- [VMS Catch Reports](#)
- [Discardrate](#)
- [Vessel Trip Report](#)
- [Dealer](#)
- [Discards](#)
- [Trips with Observers](#)
- [DAS Balance Report](#)
- [Compliance](#)
- [Year End Reports](#)
- [Sendback](#)
- [Generalized Conversion Factors](#)

Sector Roster

[Table 5](#) provides the file formats for Sector Roster data.

Table 5: Sector Roster Data Formats

Common Variable Name	Description	Col No.
MRI	Moratorium right ID. Available from MQRS database. Provided for reference.	1
Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel;390998=Unknown tonnage vessel.	2
Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.	3
GB Cod PSC	The proportion of the total landings of this groundfish stock (in live pounds) associated with this individual MRI over a particular period. Used to determine the ACE.	4
GB Cod East ACE	The individual PSC multiplied bythe overall groundfish Annual Catch Entitlement (ACE) for this stock.	5
GB Cod West ACE	The individual PSC multiplied bythe overall groundfish Annual Catch Entitlement (ACE) for this stock.	6

Note: The Sector Rosters file contains the PSC and ACE values for each stock per MRI in the sector. [Table 5](#) shows only the first PSC and ACE records (GB Cod PSC and GB Cod East & West ACE) in the Sector Rosters file because the data formats for all the other groundfish stocks are identical.

Allocation Management System (AMS)

[Table 6](#) provides the record formats for AMS data.

Table 6: AMS Data Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	1
Moratorium Right ID	Moratorium right ID. Available from MQRS database. Provided for reference.	2
Vessel Registration Number	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.	3
Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.	4
Days at sea system ID	Days at sea record identification	5
Declaration Code	Days at sea declaration code	6
Mults DAS Charge	Informs the sector manager if a NE multispecies day-at-sea (DAS) charge was applied to a trip. Possible values: Y (Yes), N (No)	7
Trip ID in AMS	Allocation management system trip identification	8
Trip Start Date	Allocation management system trip start date	9
Trip End Date	Allocation management system trip end date	10
VTR Serial Number	First page of the VTR serial number. Provided as universal trip ID.	11

Observer

[Table 7](#) provides the formats for observer data.

Table 7: Observer Data Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	1
Moratorium Right ID	Available from MQRS database. Provided for reference.	2
Vessel Registration Number	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.	3
Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.	4
Dealer Permit Number	The dealer permit number assigned by the Northeast Regional Office Permit System (PERMIT). 00000=Unknown	5
Dealer Name	Name of the dealer company.	6
Program Code	First three digits of links. Code that identifies program.	7
VTR Serial Number	First page of the VTR serial number. Provided as universal trip ID.	8
Fleet ID	Code to indicate the type of trip being observed. See OBFLEET table for a list of codes.	9
Observer Trip ID	<p>7 - character Trip ID:</p> <p>First three characters are the observer ID number (obsid). Second three characters are the ordinal number of trips the observer has taken for the current year. Final character is the Trip Extension, which is the level of sampling of discards in the gillnet fishery. Includes whether or not trip was aborted. Values include:</p> <p>A (Aborted Not Gillnet) C (Gillnet, Complete Fish Sampling) D (Gillnet Complete Fish Sampling, Aborted) L (Gillnet, Limited Fish Sampling) M (Gillnet, Limited Fish Sampling, Aborted) X (All Other)</p>	10
Target Species One	NESPP4 for any of the species named by captain as targeted for haul or trip; named before haul or trip, not after. Not necessarily same as majority of catch. May differ by haul or gear. Not collected prior to 5/1994; all set to unknown finfish unless scallop trip.	11
Target Species Two	NESPP4 code for any of the species named by captain as targeted for haul or trip; named before haul or trip, not after. Not necessarily same as majority of catch. May differ by haul or gear.	12

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Common Variable Name	Description	Col No.
Haul Observed Flag	Indicator of whether haul was observed for discards (all hauls are observed for catch except for offwatch (sdo, sto, cdo) hauls). 0=No; 1=Yes.	13
Area	NAFO Statistical Area	14
Date Sailed	Date/time vessel sailed.	15
Date Landed	Date vessel landed to offload catch. NOTE: if time is unknown it defaults to midnight in this field	16
Haul Number	Ordinal number of haul within the trip; 4 characters	17
Soak Duration	Fixed gear only. Amount of time that the gear for haul is in the water, to the nearest tenth of an hour (haul begin - set end). BEACH SEINE: estimated; Time from when the gear is secured to the beach until hauling of the warpline begins.	18
Northeast gear code	A 3-digit code to indicate the standard Northeast gearcode used in the observer and commercial fisheries databases.	19
Gear Number	Sequential number assigned to gear number, unique by trip.	20
Gear Code	VTR Gear code; see VLGEAR table for codes	21
Mesh Category	"ELM" = Extra Large Mesh (greater than 8 inches), "LM" = Large Mesh (6 to 8 inches). ELM and LM only are applicable for gillnet gear. All other mesh are "NA". Consistent with discard rate strata.	22
Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges Bank East & West.	23
Port Code	The 6-char code of the port, including state, in which vessel offloads its catch. See PORT table.	24
Port Landed Name	The name corresponding to the 6-character port code.	25
State Landed	The 2 character alpha state code (CT, DE, MA, MD, ME, NC, NH, NJ, NY, RI, VA).	26
Round Hail Weight	Indicator code. D = dressed, R = round.	27
Nespp4 Code	The 4-digit Northeast Species code; the fourth digit represents market category. See CFDBS Species Table (CFSP) for actual codes. NESPP4 is redefined as NESPP3 preceded by a 9, e.g., yellowtail flounder is 9123.	28
Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.	29
Species Name	Species common name.	30
Catch Disposition	Code to indicate catch disposition. 0 = discarded, 1 = kept, 9 = unknown.	31

Common Variable Name	Description	Col No.
Hail Weight	The dressed or round, actual or estimated weight for each caught species. Actual weights recorded to the nearest tenth of a pound, estimated to nearest whole pound.	32
Calculated Live Weight	The round, actual or estimated weight for each caught species. Actual weights recorded to the nearest tenth of a pound, estimated to nearest whole pound. Converted to live weight in pounds	33
EVTR Trip ID	Electronic VTR trip ID.	34

VMS Catch Reports

[Table 8](#) provides the formats for VMS Catch Report data.

Table 8: VMS Catch Report Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	1
VTR Serial Number	First page of the VTR serial number. Provided as universal trip ID.	2
Month	Month during which the catch was made.	3
Day	Day on which the catch was made.	4
Statistical Area	NAFO Statistical Area. Charts provided with VTR forms.	5
Species Kept	The Northeast Species code.	6
Pounds Kept	Amount of catch kept (Commercial = pounds; Party/Charter = count)	7

Discardrate

[Table 9](#) provides the formats for the daily discard ratios data.

Table 9: Daily Discard Ratios Data Formats

Common Variable Name	Description	Col No.
Sector Identification Number	NERO sector ID. For NERO internal use only. NULL value.	1
Sector Name	NERO sector name as listed in SIMM.	2
Nespp3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.	3

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Common Variable Name	Description	Col No.
VTR Species Code	VTR Species code. Available in VTR database. Provided to describe species in English.	4
Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.	5
Species Name	Species common name.	6
Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank East & West	7
Summary Gear	Summary gear codes: PTF = POT, FISH (sea bass, etc.) GNS = GILLNET, SINK (groundfish, dogfish, etc.) HND = HAND LINE/ROD & REEL OTF = OTTER TRAWL, BOTTOM, FISH LLB = LONGLINE/TUB TRAWL, BOTTOM OTR = OTTER TRAWL, RUHLE OHS = OTTER TRAWL, HADDOCK SEPARATOR	8
Mesh Category	"ELM" = Extra Large Mesh (greater than 8 inches), "LM" = Large Mesh (6 to 8 inches). ELM and LM only are applicable for gillnet gear. All other mesh are "NA". Consistent with discard rate strata.	9
Other Strata	Codes: EAFlyTSP (Yellowtail flounder SAP trawl gear stratum) or NA (not applicable)	10
Discard Rate	The discard rate that applies on the effective date. Provided to estimate discards on unobserved trips. Out to 5 digits after the decimal point.	11
Discard Rate Type	Possible types: A (Assumed), I (In-season), or T (transition).	12
Stratum Last Changed	The date this record was added or last changed. Provided to inform that a change has occurred in a discard rate.	13
Process Last Run	The date this job was last run. Provided to inform about job status.	14
Audit level comments 1	Audit fields. Provided to show how discard rate was calculated.	15
Audit level comments 2	Audit fields. Provided to show how discard rate was calculated.	16

Vessel Trip Report

[Table 10](#) provides the formats for VTR data.

Table 10: VTR Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	1
Moratorium Right ID	Available from MQRS database. Provided for reference.	2
Vessel Registration Number	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.	3
Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.	4
Dealer Permit Number	The dealer permit number assigned by the Northeast Regional Office Permit System (PERMIT). 00000=Unknown	5
Dealer Name	Dealer name.	6
Port Landed Name	The name corresponding to the 6-character port code.	7
Port Code	The 6-char code of the port, including state, in which vessel offloads its catch. See PORT table.	8
State Landed First	First State Landed; The 2 character alpha state code (CT, DE, MA, MD, ME, NC, NH, NJ, NY, RI, VA).	9
Port Two	Name of second port landed. Concatenate with State2 for full location definition.	10
State Landed Second	Second State Landed; The 2 character alpha state code (CT, DE, MA, MD, ME, NC, NH, NJ, NY, RI, VA).	11
Operator Permit Number	Operator Permit Number	12
Operator Name	Operator Name	13
VTR Serial Number	First page of the VTR serial number. Provided as universal trip ID.	14
Gear Code	VTR Gear code; see VLGEAR table for codes	15
Mesh Size	Mesh size for: Trawl-codend/liner (inches); Dredge - ring size (inches); Gillnet - mesh size (inches) Pots - entrance size (inches); Traps - mesh size of crib (inches).	16
Mesh Category	"ELM" = Extra Large Mesh (greater than 8 inches), "LM" = Large Mesh (6 to 8 inches). ELM and LM only are applicable for gillnet gear. All other mesh are "NA". Consistent with discard rate strata.	17
Area	NAFO Statistical Area	18

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Common Variable Name	Description	Col No.
Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank East & West	19
Date Sold	The data of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. This is the date the discard rate is effective for the trip. This date could be either the dealer receipt/sold to date, the VTR date sold, or the observer-reported landing date in order of precedence. All dates will be provided regardless of whether there are data for that date.	20
Date Sailed	Date/time vessel sailed.	21
Date Landed	Date vessel landed to offload catch. NOTE: if time is unknown, this field value defaults to midnight.	22
NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database. See "SPPCODE_Table"	23
NESPP4 Code	The 4-digit Northeast Species code; the fourth digit represents market category. See CFDBS Species Table (CFSPP) for actual codes. For discard species in the CFDISCyyyy and WODISCyy views, NESPP4 is redefined as NESPP3 preceded by a 9, e.g., yellowtail flounder is 9123.	24
VTR Species Code	VTR Species code. Available in VTR database. Provided to describe species in English. See "SPPCODE_Table"	25
Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.	26
Species Name	Species common name.	27
Quantity Kept	Amount of catch kept (Commercial = pounds; Party/Charter = count)	28
Quantity Discard	Amount of species discarded (Commercial = pounds; Party/Charter = count).	29
VTR Origin	Format of VTR that was submitted by the vessel. Hardcopy VTR or eVTR. Possible values: <ul style="list-style-type: none"> • Paper • Electronic 	30

Dealer

[Table 11](#) provides the data formats for the Dealer download file.

Table 11: Dealer Data Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	1
Moratorium Right ID	Moratorium right id. Available from MQRS database. Provided for reference.	2
Vessel Registration Number	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.	3
Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.	4
Dealer Permit Number	The dealer permit number assigned by the Northeast Regional Office Permit System (PERMIT). 00000=Unknown.	5
Dealer Name	Dealer Name	6
Port Code	The 6-char code of the port, including state, in which vessel offloads its catch. See PORT table.	7
Port Landed Name	The name corresponding to the 6-character port code.	8
State Landed	The 2 character alpha state code (CT, DE, MA, MD, ME, NC, NH, NJ, NY, RI, VA).	9
VTR Serial Number	First page of the VTR serial number. Provided as universal trip ID.	10
Date Sold	The data of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. This is the date the discard rate is effective for the trip. This date could be either the dealer receipt/sold to date, the VTR date sold, or the observer-reported landing date in order of precedence. All dates will be provided regardless of whether there are data for that date.	11
NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database. See "SPPCODE_Table"	12
NESPP4 Code	The 4-digit Northeast Species code; the fourth digit represents market category. See CFDBS Species Table (CFSP) for actual codes. For discard species in the CFDISCyyyy and WODISCyy views, NESPP4 is redefined as NESPP3 preceded by a 9, e.g. yellowtail flounder is 9123.	13
Market Category Code	Market code to indicate the market category for a species sold to a dealer. See cfdbs.safismarket for category descriptions.	14
Grade Code	Species grade code used by ACCSP. See cfdbs.safisgrade for code descriptions.	15

Common Variable Name	Description	Col No.
Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.	16
Species Name	Species common name.	17
Landed Weight	The pounds landed for a given species. By species/market category, should match up with dealer reported landings.	18
Live Weight	The live weight of species landed. By species/market category.	19

Discards

[Table 12](#) provides the formats for discard data.

Table 12: Discards Data Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	1
Moratorium Right ID	Available from MQRS database. Provided for reference.	2
Vessel Registration Number	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.	3
Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.	4
Date Sold	The data of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. This is the date the discard rate is effective for the trip. This date could be either the dealer receipt/sold to date, the VTR date sold, or the observer-reported landing date in order of precedence.	5
Date Sold Source	Source of the sold date. Values: "DEALER","VTR","OBSCON".	6
VTR Serial Number	First page of the VTR serial number. Provided as universal trip Id.	7
Date Sail	The month, day and year the vessel left the dock to go fishing. NOTE: if time is unknown it defaults to midnight in this field	8

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Common Variable Name	Description	Col No.
Observer Trip ID	<p>7-character Trip ID:</p> <p>First three characters are the observer ID number (obsid). Second three characters are the ordinal number of trips the observer has taken for the current year. Final character is the Trip Extension, which is the level of sampling of discards in the gillnet fishery. Includes whether or not trip was aborted. Values include:</p> <p>A (Aborted Not Gillnet) C (Gillnet, Complete Fish Sampling) D (Gillnet Complete Fish Sampling, Aborted) L (Gillnet, Limited Fish Sampling) M (Gillnet, Limited Fish Sampling, Aborted) X (All Other)</p>	9
Link 1	Key field linking tables at the trip level in the Observer database; made up of program+year+month+tripid. Appears as first 15 characters in all 'LINK' fields.	10
Date Landed	Date vessel landed to offload catch. NOTE: if time is unknown it defaults to midnight in this field	11
Sector Identification Number	NERO sector id. For NERO internal use only. NULL value.	12
Sector Name	Name of sector Available from SIMM Provided for reference. See "SECTOR_Table"	13
Stock Area	Stock Area code consistent with strata. nova.OBDBS.OBSPECIESSTOCKAREA. Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank east & west	14
Summary Gear	Summary gear codes: PTF = POT, FISH (sea bass, etc.) GNS = GILLNET, SINK (groundfish, dogfish, etc.) HND = HAND LINE/ROD & REEL OTF = OTTER TRAWL, BOTTOM, FISH LLB = LONGLINE/TUB TRAWL, BOTTOM OTR = OTTER TRAWL, RUHLE OHS = OTTER TRAWL, HADDOCK SEPARATOR	15
Mesh Category	"ELM" = Extra Large Mesh (greater than 8 inches), "LM" = Large Mesh (6 to 8 inches). ELM and LM only are applicable for gillnet gear. All other mesh are "NA". Consistent with discard rate strata.	16
Other Strata	Codes: EAFlyTSP (Yellowtail flounder SAP trawl gear stratum) or NA (not applicable)	17
Observer Coverage Level	Flag indicating 100% observer coverage on trip. NUMBER datatype. Provided so can know if total discard should equal observed discard. Two values: "1" means 100% observer coverage of hauls; "0" means less than 100% observer coverage.	18
NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database. See "SPPCODE_Table"	19

Common Variable Name	Description	Col No.
VTR Species Code	VTR Species code. Available in VTR database. Provided to describe species in English. See "SPPCODE_Table"	20
Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.	21
Species Name	Species common name.	22
Observed Discards	The observed discard from the trip. Provided as discard for observed hauls of trip. NUMBER datatype rounded to 0 digits after the decimal point.	23
Total Discard	The total discard from the trip. Provided as discard of observed hauls plus estimated discard from unobserved hauls of trip. If 100% observer coverage, will equal observed discard. NUMBER datatype rounded to 0 digits after the decimal point.	24
Audit level comments 1	Audit fields. Provided to show how total discard was calculated. (TBD)	25
Audit level comments 2	Audit fields. Provided to show how total discard was calculated. (TBD)	26
Process Last Run	The date this job was last run. Provided to inform about job status.	27

Trips with Observers

[Table 13](#) provides the formats used in the Trips with Observers download file.

Table 13: Trips with Observers Data Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel;390998=Unknown tonnage vessel.	1
Vessel Registration Number	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.	2
Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.	3
Date Landed	Date vessel landed to offload catch. NOTE: if time is unknown it defaults to midnight in this field	4
Trip Status	Indicates whether the trip is a sector trip. Y=Yes, N=No.	5
Trip ID	A combination of a three-character Observer Identifier (ex; C46) combined with the three-character Trip Number (ex; 004). The Observer Identifier is a unique three character identifier that is assigned to each At-Sea Monitor/Observer. The Trip Number is the number of the trip the ASM/Observer is observing that year. For example a Trip ID of C46004 would display that ASM C46 is on the fourth trip of the year.	6
VTR Serial Number	First page of the VTR serial number. Provided as universal trip ID.	7

DAS Balance Report

[Table 14](#) provides the formats used in the DAS Balance Report.

Table 14: DAS Balance Report Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	1
MRI	Moratorium right ID. Provided for reference.	2
Vessel Registration Number	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.	3
Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.	4
DAS Type	Type of DAS used. Sector vessels are only allocated "A DAS", and therefore "A DAS" is the only permissible value for this field. Sector vessels cannot use "B DAS" as a value for this field.	5
Combined Allocated DAS	Sum of all allocated DAS, including allocated DAS, carry-over DAS, large mesh DAS, etc.	6
Allocated DAS Balance	The remaining allocated DAS available for use by the vessel: Combined Allocated DAS (Column 6) minus used allocated DAS equals Allocated DAS Balance	7
Leased In	The number of DAS leased in by the vessel.	8
Leased Out	The number of DAS leased out to other vessels by the member vessel.	9
Lease Balance	The remaining leased DAS available for use by the vessel (Leased DAS minus Leased DAS Used equals Leased DAS Balance). This distinction is made because, when a leased DAS balance is available, leased DAS are charged prior to allocated DAS.	10
Total Available Balance	The overall remaining balance of DAS available for use by the vessel: Allocated DAS Balance (Column 7) plus Lease Balance (Column 10) equals Total Available Balance	11

Compliance

[Table 15](#) provides the formats used in the Compliance download file.

Table 15: Compliance Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel;390998=Unknown tonnage vessel.	1
Moratorium Right ID	Available from MQRS database. Provided for reference.	2
Date Sail	Date/time vessel sailed.	3
Date Land	Date vessel landed to offload catch. NOTE: if time is unknown, this field value defaults to midnight.	4

Year End Reports

Provides the Year End Reports download file in .zip format. This file contains data, in .xls format, that you need to supply for the Northeast Multispecies Sector Annual Year-end Report. Refer to the Year-End Reports Guide at <http://www.nero.noaa.gov/sfd/SectorManagers.html>.

Table 16: Year-end Report Formats

Common Variable Name	Description	Col No.
MRI	Moratorium right ID. Provided for reference.	1
Permit	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	2
Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.	3
Cumulative Total Allocation (lb) for MRI	Total number of catch pounds (live weight) allocated to the MRI.	4
Fished for Regulated Species?	Indicates whether the vessel or vessels associated with the MRI fished for Northeast multispecies groundfish. 'Yes' or 'No'	5
Fished for other groundfish Species?	Indicates whether the vessel or vessels associated with the MRI fished for groundfish other than regulated Northeast multispecies groundfish. 'Yes' or 'No'	6
Fished for other Species?	Indicates whether the vessel or vessels associated with the MRI fished for other species not labeled as 'groundfish'. 'Yes' or 'No'	7
Landing Port(s) Used	A list of each port at which the MRI's vessel(s) landed the catch.	8
Number of Sector Trips	The number of trips the vessel or vessels associated with the MRI fished for Northeast multispecies groundfish.	9

Sendback

Lists information about specific VTRs originating from vessels in your sector. NMFS has sent back these VTRs for corrections to the address associated with the Vessel Permit Number of the vessel from which the VTR originated.

The Sendback download file contains VTR sendbacks from all fisheries, not just multispecies. Also, Sendback can indicate whether NMFS has received a VTR; if a VTR is listed on the SIMM home page as non-compliant and is not included in the Sendback file, this means that NMFS has not received the VTR.

Note: eVTR sendbacks will be included in the Sendback download file in a future release.

Table 17: Sendback Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel;390998=Unknown tonnage vessel.	1
VTR Serial Number	First page of the VTR serial number. Provided as universal trip ID.	2
Date Sail	Date/time vessel sailed.	3
Date Land	Date vessel landed to offload catch. NOTE: if time is unknown, this field value defaults to midnight.	4
Remarks	Comments from NMFS personnel that pertain to the type of error, such as illegible text or incomplete data.	5
Overlapping VTR Serial Number	VTR serial number of another VTR on which the listed date of the trip overlaps with the date on this VTR.	6
Blocks With Errors/Omissions	Field(s) on the VTR that caused the sendback.	7
Date Entered	Date that NMFS personnel entered the VTR into the NMFS data system.	8

Generalized Conversion Factors

Sectors must provide in their Detail reports the live weight of each species caught on a trip. Live weight is available in the Dealer download file, or live weight may be obtained directly from dealer weighout slips. Use dealer data whenever available in order to obtain live weight.

Dealer data are sometimes unavailable because a dealer report has not yet been submitted, for example, or fish have not been sold to a dealer, as in the case of bait and home consumption.

If dealer data are not available, sectors can compute live weight from the hail weight using a generalized conversion factor for each species. NMFS provides the generalized conversion factors as a download file in SIMM.

To learn how to compute live weight from the hail weight, see the guide, “Preparing the Sector Manager Report” at the NMFS sector manager web page:

<http://www.nero.noaa.gov/sfd/SectorManagers.html>.

Table 18: Generalized Conversion Factors

Common Variable Name	Description	Col No.
Species Code	VTR Species code. For example, white hake = WHAK	1
Species Name	Species common name. For example, white hake = HAKE, WHITE	2
NESPP3	The 3-digit Northeast Species code; available in the Dealer and VTR download files. For example, white hake= 153.	3
Conversion Factor	The species-specific factor that you multiply by the hail weight in order to obtain the live weight. For example, white hake = 1.34	4

Appendix B: SIMM Upload Files

The SIMM upload files comprise the sector manager report. NOAA's National Marine Fisheries Service (NMFS) has developed standards for the sector manager report, which is listed as a requirement for sectors in Amendment 16 to the Northeast (NE) Multispecies Fishery Management Plan (FMP).

It is the responsibility of individual sectors to submit reports to NMFS stating the remaining balance of Allocated Catch Entitlement (ACE) for each sector based upon regulated species landings and discards of vessels participating in that sector and any compliance or enforcement concerns.

Content

The Sector Manager Report comprises three separate reports. The sector manager uploads these reports to NMFS. These reports are:

- [Sector Manager Detail Report](#)

The Sector Manager Detail Report provides NMFS with information about each fishing trip down to the sub-trip level.

- [Sector Manager Trip Issue Report](#)

The Sector Manager Trip Issue Report provides NMFS with information about any enforcement or reporting compliance issues that arose during the fishing week.

- One of the following:

- [Sector Manager ACE Status Report](#)

The ACE Status Report provides the means for sector managers to report their ACE status calculations. This allows NMFS to cross-check totals, as stipulated in Amendment 16.

- [Sector Manager Daily ACE Status Report](#)

The Daily ACE Status Report provides the means for sector managers to report their ACE status calculations on a daily basis if *either* of two "trigger points" (thresholds) has been reached in the current fishing year.

Sector Manager Detail Report

The Sector Manager Detail Report provides information down to the sub-trip level about each sector trip for a given week, regardless of the completeness of the data. The information includes stock, gear, mesh categories, landing amounts, discards, and total catch. [Table 19](#) documents the Detail Report field definitions.

Table 19: Detail Report Fields

Common Variable Name	Description	Type	Col. No.
Week Ending Date	The Saturday ending the last week included in the report. This date should be the same in all rows of the report.	DATE	1
Sector Name	NERO sector name as listed on SIMM.	VARCHAR2 (70)	2
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000=no permit or no vessel, check hull number; 190998=Unknown undertonnage vessel; 390998=Unknown tonnage vessel.	VARCHAR2 (6)	3
Trip ID	eVTR Trip ID or paper VTR serial number, depending upon the format of the VTR submitted.	eVTR = VARCHAR2 (14) paper = VARCHAR2 (8)	4
Date Sold	The date of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. This is the date for which the discard rate is effective for the trip. This date could be either the dealer receipt / sold to date, the VTR date sold, or the observer-reported landing date in order of precedence.	DATE	5
Landing source	Code for source of landing data (landed weight of catch). Values: ASM = assumed, DLR = dealer, VTR = vessel, VMS = catch report.	VARCHAR2 (3)	6
Area source	Code for source of area data (stock area fished and gear used). Values: ASM = assumed, DLR = dealer, VTR = vessel, VMS = catch report.	VARCHAR2 (3)	7
Observer data quality level	Reserved for future use. Value = NULL.	VARCHAR2 (2)	8
Trip Observed?	Flag indicating if trip was observed or not observed. Y = observed, N = not observed.	VARCHAR2 (1)	9
Gear code	The 3-character standard gear code used on the VTR form.	VARCHAR2 (3)	10
Mesh category	"ELM" = Extra Large Mesh (equal to or greater than 8 inches), "LM" = Large Mesh (less than 8 inches). ELM and LM only are applicable for gillnet gear. All other meshes are "NA". Consistent with discard rate strata.	VARCHAR2 (6)	11
Stock Area	Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank east & west.	VARCHAR2 (15)	12

Common Variable Name	Description	Type	Col. No.
Species ITIS	Species ITIS code for the SIMM Dealer download table.	VARCHAR2 (11)	13
Landed weight	Pounds landed for a given species. By species / market category. Should match dealer reported landings.	NUMBER	14
Live Weight	Live weight of species landed by species category.	NUMBER	15
Quantity Discard	Observed or calculated live pounds of species discarded.	NUMBER	16
ACE Deduction	Total ACE deduction for stock, in live pounds.	NUMBER	17
Last Date Changed	Date last updated (null if new record).	DATE	18
Dockside monitored?	Flag indicating if trip was observed by dockside monitor. Y = Yes; N = No.	VARCHAR2 (1)	19
Enforcement issues?	Flag indicating if trip had any enforcement issues. Y = Yes; N = No. If "Y", must be documented in Trip Issue Report.	VARCHAR2 (1)	20

Sector Manager Trip Issue Report

The Sector Manager Trip Issue Report provides information about sector trips for a given week that have enforcement, data quality, or other issues. The sector manager submits one Issue Report per reporting period. [Table 20](#) documents the Trip Issue Report field definitions.

Table 20: Trip Issue Report Fields

Common Variable Name	Description	Type	Col. No.
Week Ending Date	The Saturday ending the last week included in the report. This date should be the same in all rows of the report.	DATE	1
Sector Name	NERO sector name as listed on SIMM.	VARCHAR2 (70)	2
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS). 000000 = no permit or no vessel, check hull number; 190998 = Unknown undertonnage vessel; 390998 = Unknown tonnage vessel.	VARCHAR2 (6)	3
Trip identifier	Concatenated Identifier (Vessel permit # / mmddyyhh)	NUMBER	4
Enforcement Issues	Sector manager notes any enforcement issues that have arisen during the week. Information would include the nature of the enforcement issue.	VARCHAR2 (1024)	5
Discrepancies	Any discrepancies between reported and actual totals or trips. For example, a discrepancy noted by DSMs or roving monitors between dealers and offloads.	VARCHAR2 (1024)	6
Other Issues	Any other issues that NMFS personnel should be aware of in assessing sector operations.	VARCHAR2 (1024)	7

Sector Manager ACE Status Report

The ACE Status Report provides the means for sector managers to report their ACE status calculations. This allows NMFS to cross-check totals, as stipulated in Amendment 16. Information includes the original ACE at the start of the fishing year, the current ACE, harvested ACE, and the percent harvested to date. [Table 21](#) documents the ACE Status Report field definitions.

Note: The ACE Status Report includes one row per stock (columns identified below).

Table 21: ACE Status Report Fields

Common Variable Name	Description	Type	Col. No.
Week Ending Date	The Saturday ending the last week included in the report. This date should be the same in all rows of the report.	DATE	1
Sector Name	NERO sector name as listed on SIMM.	VARCHAR2 (70)	2
Stock Area	Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank east & west.	VARCHAR2 (15)	3
Total Original ACE	The total number of (live) pounds of this stock allocated to the sector at the start of the current fishing year.	NUMBER	4
Total Current ACE	ORIG_ACE and ACE transfers (plus or minus)	NUMBER	5
Harvested ACE	Summation of catch per stock caught on sector trips in FY2010	NUMBER	6
Remaining ACE	CURR_ACE minus HARV_ACE	NUMBER	7
Percent Harvested ACE to Date	HARV_ACE divided by CURR_ACE, expressed as a percentage	VARCHAR2(3)	8

Sector Manager Daily ACE Status Report

The Daily ACE Status Report provides the means for sector managers to report their ACE status calculations on a daily basis when *either* of two "trigger points" (thresholds) has been reached in the current fishing year:

- Reported catch/harvests of 80% of the ACE for any stock in the sector.
- Reported catch of 20% or more of the remaining portion of the ACE for any stock in the sector for two consecutive weeks.

For example, if a sector in one week harvests 24% of the remaining ACE for Georges Bank winter flounder for that sector, and the following week harvests 21% of that remaining ACE, the sector has reached a reporting threshold, and the sector manager must submit an ACE Status daily report for winter flounder.

[Table 22](#) documents the ACE Status Report field definitions. For more information about daily reporting, see the guide, “Preparing the Sector Manager Report.” at <http://www.nero.noaa.gov/sfd/SectorManagers.html>

Note: The ACE Status Report includes one row per stock (columns identified below).

Table 22: Daily ACE Status Report Fields

Common Variable Name	Description	Type	Col. No.
Submission Date	Date the daily report is being submitted.	DATE	1
Sector Name	NERO sector name as listed on SIMM.	VARCHAR2 (70)	2
Stock Area	Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank east & west.	VARCHAR2 (15)	3
Total Original ACE	The total number of (live) pounds of this stock allocated to the sector at the start of the current fishing year.	NUMBER	4
Total Current ACE	ORIG_ACE and ACE transfers (plus or minus)	NUMBER	5
Harvested ACE	Summation of catch per stock caught on sector trips in FY2010	NUMBER	6
Remaining ACE	CURR_ACE minus HARV_ACE	NUMBER	7
Percent Harvested ACE to Date	HARV_ACE divided by CURR_ACE, expressed as a percentage	VARCHAR2(3)	8