NOAA
FISHERIES
SERVICE

NORTHEAST
REGIONAL
OFFICE

SIMM User Guide
Rev. 4.2

Fishing Year 2013

THE HADDOCK FISHERY.
Baiting trawls on deck of Gloucester haddock schooner Mystic. (Sect. v, vol. i, p. 277.)
From a photograph by T. W. Smillie.

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Introduction

There are several important data management tasks that sector managers 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 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.

- Allows the sector manager to manage transfers of ACE in and out of the sector.

- 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.
  - Missing VTRs

    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 have been blurred out. The blurred data are not necessary for the tutorial purposes of the image.

Data Confidentiality

SIMM data are available to the authorized sector manager and to NMFS only.

Getting Help

You can obtain assistance by referring to the section Contact Us in this document.

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 validated for use with SIMM:

- Mozilla® Firefox®
- Google® Chrome
- Apple® Safari®

Use any of 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.

Note: Microsoft® Internet Explorer® has not been fully validated with SIMM.

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

Once NMFS has approved your sector for operations, NMFS adds your sector to the list of valid SIMM users.

Note: NOAA Fisheries provides a User ID and password for Web access to applications such as SIMM and Fish Online. Get in touch with an authorized sector representative in the Sustainable Fisheries Division (SFD) or the Fisheries Data Services Division (FDSD) in order to obtain this User ID and password.

After your sector representative has given you a User ID and password:

1. Choose your preferred Web browser from the list in the section Valid Browsers.
2. Type in the following URL in the browser dropdown box:
   https://www.nero.noaa.gov/simm

The login page opens; Figure 1 shows some important components.
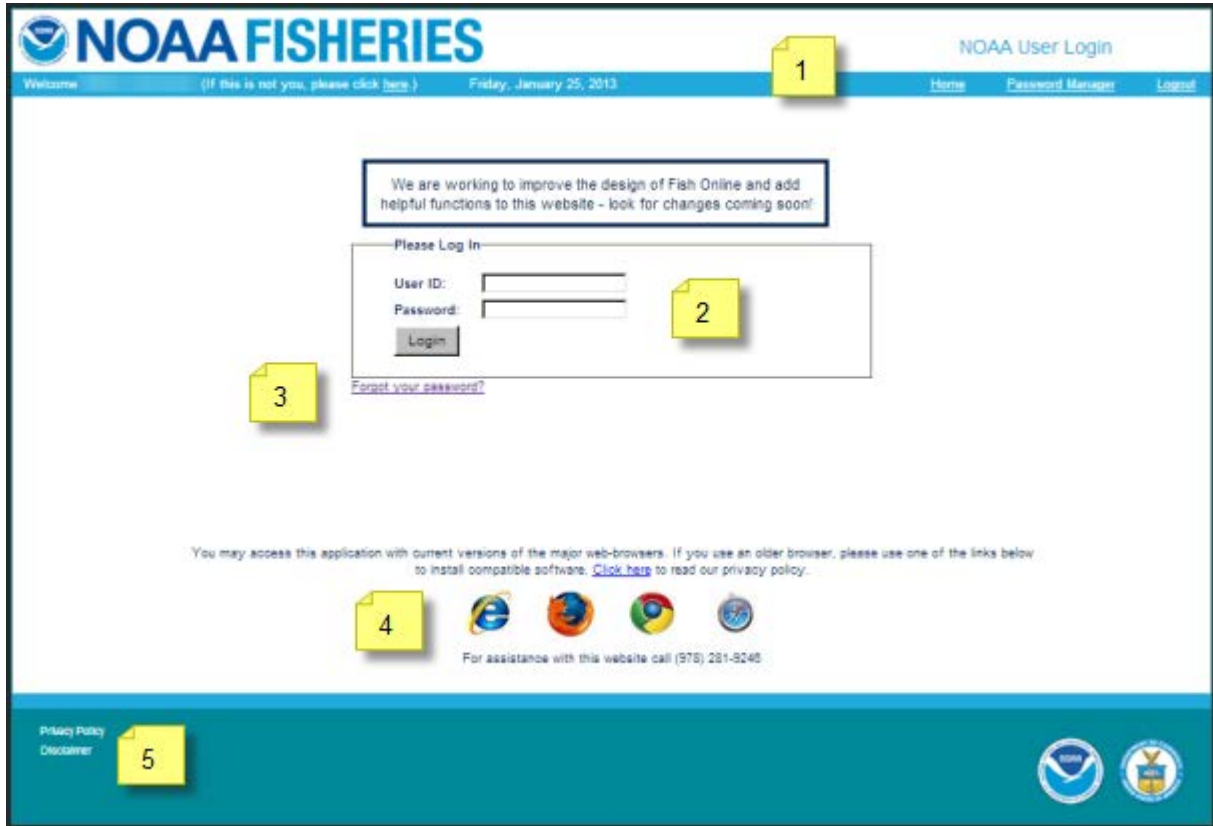
Figure 1: Login Page

Table 1 identifies each major component of the login page.

Table 1: Login Page Components

	This component ...	... allows you to:
1	Banner	Find the current date, and get links to the Home page, Password Manager page,and the Logout facility.
2	Login	Log in to the SIMM account for your sector or sectors. Refer to the section Logging In for more information.
3	Forget Your Password?	Retrieve a password for the eVTR system; does not apply to SIMM.
4	Browser Guidelines	Identify valid browsers and access the privacy policy.
5	Useful Links	Get more information about the NOAA Fisheries project.

Logging In

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

1. In the **User ID** text box, type in your NOAA User ID.
2. In the **Password** text box, type in your password.
   Your input is not echoed on the screen, as seen in Figure 2.

Figure 2: Login Box

3. Click **Login**.
   The Landing page opens.

Note: The **Forgot Your Password?** link is for eVTR users only.

Landing Page

After a successful login, the Landing page opens, as seen in Figure 3.
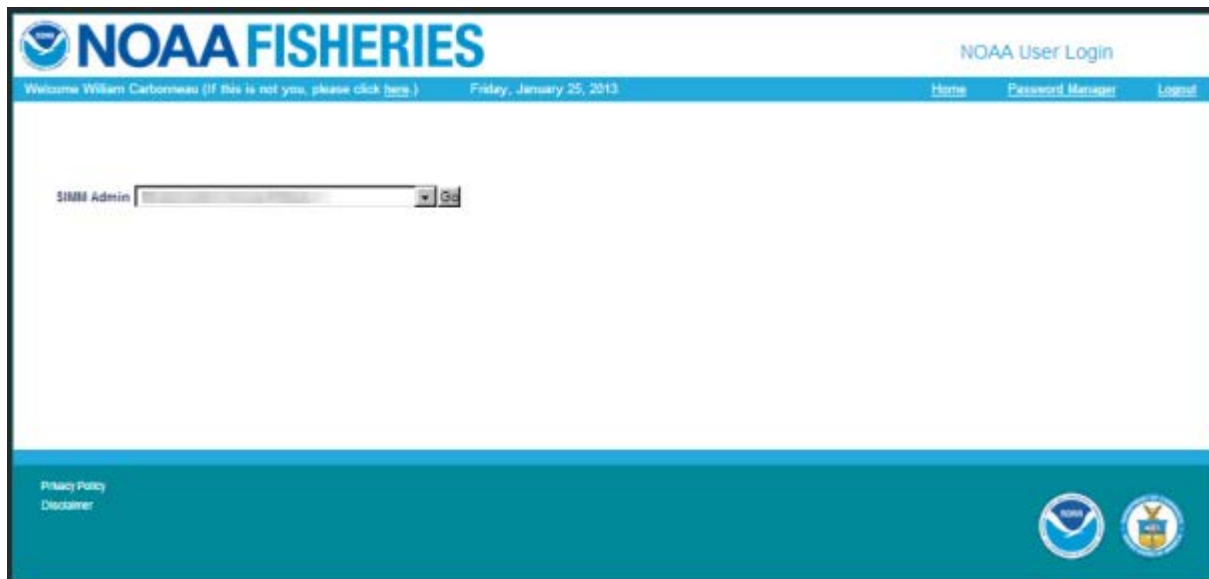
Figure 3: Landing Page

1. Identify your sector.
    o   If you are a sector manager who is responsible for more than one sector, there is a dropdown box labeled **Select a sector**. The dropdown list shows all sectors to which you are granted access.
    o   If you manage a single sector only, the sector name is displayed.
2. Choose your sector and click the **Go** button.

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

Note: If you need to change your password or your e-mail address, click the **Password Manager** link, as seen in Figure 3. See the section Changing Your Password for more information.

Changing Your Password

To change your password:

1. Click the **Password Manager** link on the Landing page.

    SIMM displays the Change Password page, as seen in Figure 4.

Figure 4: Change Password

2. Type the password you use now in the **Type your current password** text box, then
3. Type in the password you want to switch to in the **Type your new password** text box.
4. Follow the instructions on the screen for the characters you must use.

    When you change your password, SIMM informs you if you were successful, or how to correct a mistake.

Adding or Updating Your Email Address

To add or update your email address:

1. Click the **Password Manager** link on the Landing page.
   SIMM displays the Change Password page, as seen in Figure 4.

2. Look for the **Add or Update Your Email Address** action box at the bottom of the page.

3. Do one of the following:

   a. If you are adding your email address, enter the address in the text box, and then click **Update Email**.

   b. If you are changing your email address, modify the address in the text box, and then click **Update Email**.

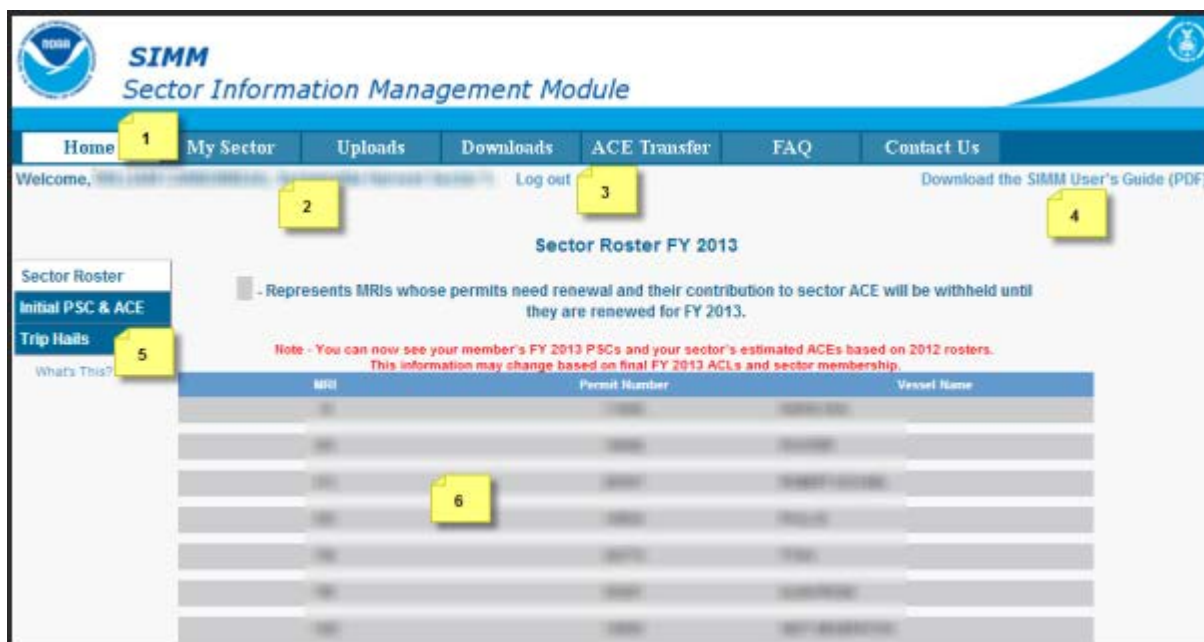The change takes effect when you log in again.

SIMM Home Page

Once you have successfully logged in to SIMM, the system displays the SIMM home page, as seen in Figure 5.

Figure 5: SIMM Home Page

Table 1 provides brief descriptions of the home page elements.

Table 2: 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	Displays your login name and the name of your sector.
3	Logout link	Closes down the SIMM session in a secure fashion.
4	Download the SIMM User Guide	Downloads this guide to your computer.
5	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.
6	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. Your sector will not be eligible to participate in ACE transfers while in a state of non-compliance.

Quick Access Menu

The Quick Access Menu, shown in Figure 6, provides an easy way to get to information that you might access frequently.

Figure 6: 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 7:

Figure 7: Select Sector Roster by Year

Once you select the appropriate year, SIMM displays the roster for that year. Figure 8 shows the results of selecting "2013."
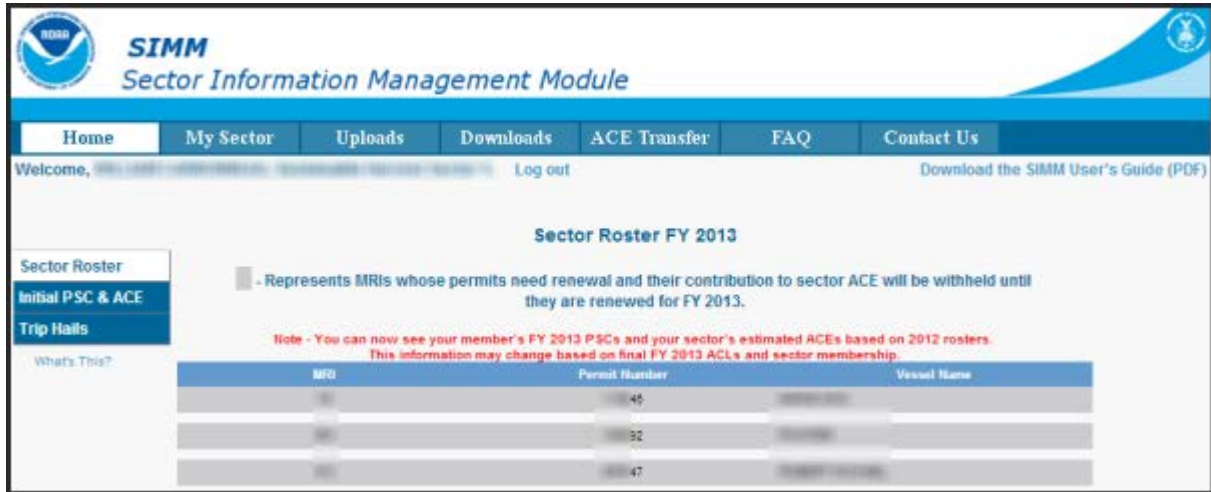
Figure 8: Sector Roster Page

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** — One of two values:
  - Valid limited access Northeast groundfish permit number for the vessel.
  - Confirmation of Permit History (CPH) for this MRI.

- **Vessel name** — Vessel name registered with the U.S. Coast Guard, state, or tribe (or blank if the permit is in CPH).

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, CPH, or Vessel name in the list. Figure 9 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.

Figure 9: 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 11. You select the list by year from the Quick Access menu, as seen in Figure 10.

Note: At the beginning of the fishing year, there is a 20% holdback of the Initial Allocated ACE for up to sixty-one days (that is, through June 30th). Until the holdback is released, be aware that the column labeled **Initial Allocated ACE at 100% (Pounds)** reflects 80% of Initial Allocated ACE for each stock.

Sector Roster	2011
Initial PSC & ACE	2012
Trip Hails	2013

Figure 10: Initial PSC & ACE by Year

Figure 11: Initial PSC & ACE

Trip Hails

Trip Hails displays information about each Trip Start Hail or Trip End Hail that originated from a vessel associated with your sector.

Figure 12 shows a typical Trip Hail list.

Note: To get a file of these trip hails, click the link Download as Excel, as seen in Figure 12.

Figure 12: Trip Hails

Table 3 provides information about the trip hails originating from your sector.

Table 3: Trip Hails

Column Heading	Description
Hail Type	Specifies whether the hail was **SAIL** (Trip Start Hail) or **LAND** (Trip End Hail)
Vessel 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.
Vessel Name	Vessel name registered with the U.S. Coast Guard, state, or tribe.
VTR	14-character eVTR number or the 8-character VTR serial number of the VTR that the vessel owner/operator submitted for the trip associated with this hail.
Est. Arrival	Estimated time of arrival submitted at the time of the hail.
Landing Port	Port at which the vessel expected to land at the conclusion of the trip.
Hail Date	Date and time that the hail was received by VMS

Column Heading	Description
Comments	Code that was entered by the vessel operator during the Trip Start Hail process into the Vessel Monitoring System (VMS) application. VMS codes can help NMFS and sectors track exemptions and provisions. Codes include: **R1** = Redfish***** **A2** = Fishing with no ACE***** **M3** = GOM Inshore Declaration (sector-only provision) *****These exemptions/provisions may only be used if the sector has an approved industry-funded at-sea monitoring plan and an industry-funded monitor is deployed on the trip. NMFS will review these plans and issue exemptions on a case-by-case basis.

Using SIMM

This section describes how to use SIMM with the Main Menu Bar, as seen in Figure 13.

Figure 13: Main Menu Bar

Each subsection provides information about each component, described in Table 4.

Table 4 Main Manu 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 your password 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:
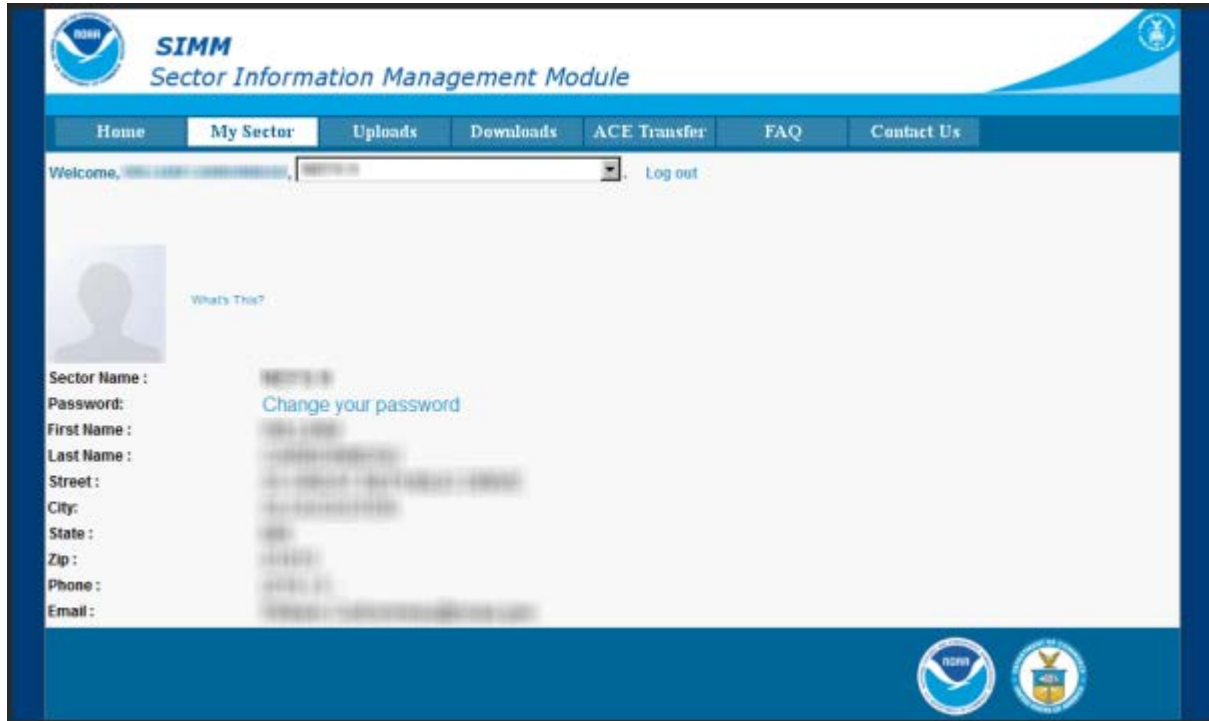
Figure 14: My Sector Page

Change Your Password (My Sector)

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

1. Click the **Change your password** hot link.
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.

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.

Note: Be aware that if there are no changes to your Trip Issue or Detail report from the previous reporting period, you do not need to upload that report. Instead, check the box in the SIMM Uploads page. See Uploading Reports for more information.

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 5 shows the milestones in the Sector Manager Report timeline.

Table 5: Sector Manager Report Timeline

Time Period / Deadline	Action
Monday 07:00:00	Sector managers have uploaded Sector Manager Report to SIMM by this time.
Tuesday 17:00:00	NMFS runs Raw Trip Level (RTL) reports.
Tuesday 23:59:59	Dealers have submitted their reports to NMFS for the previous reporting week.
Tuesday 23:59:59	Groundfish vessels have submitted their VTRs to NMFS for the previous reporting week.
Wednesday 12:00:00	Sector Managers can download the latest data from SIMM, including Dealer Reports, Discard Rates, and Observer / ASM data.
Thursday 23:59:59	NMFS runs Data Matching Imputation System (DMIS).
By COB Friday	NMFS runs and sends Sector Comparison Reports.

Sectors submit their reports weekly unless the following condition occurs:
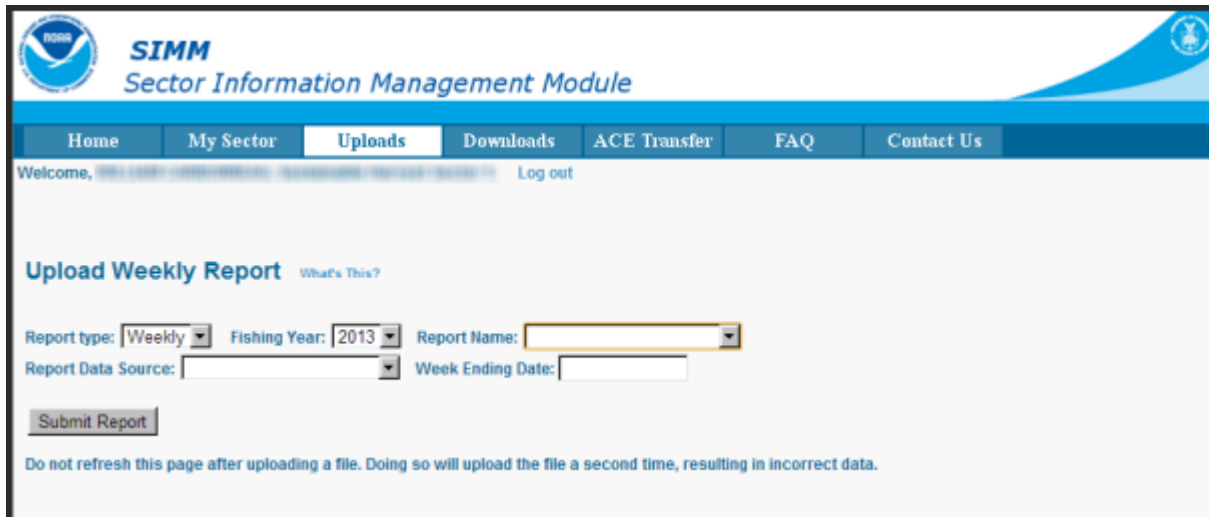
- Cumulative catch for any of its allocated species reaches 90% of the ACE.

If this condition is met, you must prepare and submit reports *daily*. For more information about daily reports, see "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.

You can upload reports for:

- The current reporting period
  To learn how to do this, refer to the section Uploading a New Report File.

- The previous reporting period
  To learn how to do this, refer to the section Selecting a Previously-Submitted Report File.

Uploading a New Report File

To upload a new report file, do the following:

1. In the **Report Type** dropdown list, choose the report type.

   Choose **Daily** if your sector meets the "90%" threshold condition listed in the section Upload Timing; 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. In the **Report Name** dropdown list, choose the appropriate value (**Detail**, **Trip Issue**, **ACE Status**, **Daily ACE Status**).

4. In the **Report Data Source** dropdown list, choose **Upload New File**.

   This allows you to upload a Sector Manager Report for the current reporting period.

5. Click the **Week Ending Date** box.
   The calendar function appears.

6. Locate the correct date in the calendar, as seen in Figure 16. (Use the directional arrows to move from month to month.)

Figure 16: Choose the Week Ending Date

7. Click **Choose File** to select the upload file from your file system.
8. Click **Submit Report**.

When you have successfully uploaded the sector manager report, you will see a confirmation message on the screen. SIMM provides the details of the upload operation at the bottom of the page. If your upload is unsuccessful, SIMM prompts you to try again.

Selecting a Previously-Submitted Report File

If your Sector Manager report has remained unchanged from the previous reporting period, you can choose to use that report again for the current reporting period.

To upload a report from the previous reporting period, do the following:

1. In the **Report Type** dropdown list, choose **Weekly**.
2. In the **Fishing Year** dropdown list, choose the current fishing year.

   The fishing year must be 2013.

3. In the **Report Name** dropdown list, choose the appropriate value (**Detail**, **Trip Issue**, **ACE Status**).
4. In the **Report Data Source** dropdown list, choose **Use Last Submitted Data**.
   o If you select the option **Use Last Submitted Data** and SIMM has a report from the previous reporting period that is valid and has a proper submittal date, SIMM supplies the current **Week Ending Date** (WED) and displays a message much like this one:

   ```
   Note: The WED displayed reflects the date of your last report submitted plus 7
   days.
   ```

o If you select the option **Use Last Submitted Data** and the previous week's report does not exist, SIMM displays a message much like this one:

```
Note: In order to use this option to submit a report for the next WED you must
first submit a report for the WED shown in the display if you are not current.
```

In this case, you must first employ **Use Last Submitted Data** to "catch up" with your previous week's report. Once you have done this successfully, you can repeat the **Use Last Submitted Data** process in order to finish "catching up." Refer to the section Example: "Catching Up" With Your Reports to see how this works.

5. Click **Submit Report**.

When you have successfully submitted the sector manager report, you will see a confirmation message on the screen. SIMM provides the details of the operation at the bottom of the page. If your submittal is unsuccessful, SIMM prompts you to try again.

Example: "Catching Up" With Your Reports

Suppose the current date is July 23, 2013; the current WED is Saturday, July 20, 2013. For **Use Last Submitted Data** to work properly, SIMM expects to have a report from WED July 13, 2013 to use for the current WED. Continuing with this scenario, suppose that the most recently submitted report is dated July 6, 2013 – the report from WED July 13, 2013 is missing. In this case, selecting the option **Use Last Submitted Data** would cause SIMM to do the following:

- Supply a value of July 13, 2013 in the **Week Ending Date** field.

- Display a message much like this one:

```
Note: In order to use this option to submit a report for the next WED you must
first submit a report for the WED shown in the display if you are not current.
```

At this point, you would have to do two separate operations in sequence:

1. Select **Use Last Submitted Data** to supply the WED July 6, 2013 report as the report for the WED July 13, 2013 period (assuming there are no data changes).

2. Select **Use Last Submitted Data** to supply the WED July 13, 2013 report for the current WED (July 20, 2013).

Additional Notes

This section provides more information about using previously-submitted data for the current reporting period. This information applies *only* to the option **Use Last Submitted Data**; that is, if you want to designate a report from the previous reporting period to be used for the current reporting period.

- You *cannot* upload a previously-submitted report if any data have changed since the previous report was uploaded. For a report with any new data, use the option **Upload New File**.

- In order to use a previous report for the current reporting period, that report must exist, whether it had been a new upload file or if it had been submitted from the previous week.

- The time "window" to be able to use the previous report for the current reporting period opens every Monday at 09:01 within the current reporting week.

- SIMM prevents you from reporting future reporting periods ahead of the current reporting period. However, as explained above, you can use the **Use Last Submitted Data** option to submit late reports.

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.
    - o Supported format examples: `05/08/2012` or `5/8/2012`
    - o Unsupported format examples: `2012-05-08T00:00:00.000` or `May 8, 2012` or `5/8/2012 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 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:
  a. On the VTR, find and note the value in the Chart Area field. Chart Area is the statistical area.
  b. Go to the FTP site: ftp://ftp.nefsc.noaa.gov/pub/dropoff/evtr_support
  c. Open the species-to-stock area conversion table: FDSD_SpeciesStockArea_120320.xls.
  d. In the AREA column, which contains the statistical areas, find the same value that was entered in the Chart Area field in the VTR.
  e. Index the value in AREA to the corresponding value in the STOCK_ID column.
  f. Enter the corresponding value in the STOCK_ID column into the Stock ID record in the Detail Report.

  Supported codes: CODGBE, HADGBE, HKWGMMA, POKGMASS, REDGMGBSS, etc.
  Unsupported codes: OTHER or UNK or UNKNOWN

- Trip ID

  This 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
- Year End Report
- Sendback
- Harbor Porpoise

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.

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 a date range:

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.
3. Set the date range as desired.
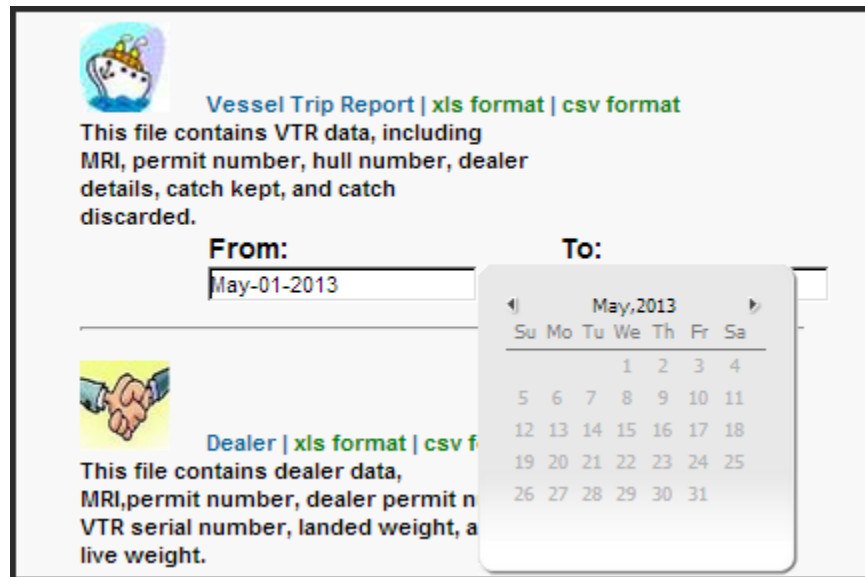
Figure 18: Setting the Date Range for One Download

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.
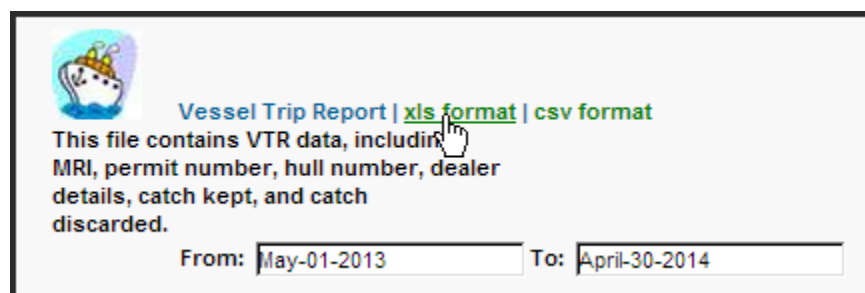
Figure 19: Download File Formats

When you click the file format link, either the download begins directly or a File Download dialog box opens, depending upon the browser you are using. If you save the download file to a file system location, the filename is in the following format:

```
SectorName_DateFrom_DateTo_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 20 shows the ACE Transfer tab page as it appears when you first open it.

Figure 20: 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 21, in the ACE Transfer page:

Figure 21: ACE Transfer Compensation Dropdown List

See Table 6 for more information about the compensation types.

Table 6: 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 to provide a description of the commodity and to 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 22.

Figure 22: 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.
5. See the section Compensation Type to learn more about the menu choices.
6. 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 displays the results of parties initiating a transfer request, receiving a transfer request, or both. Figure 23 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.
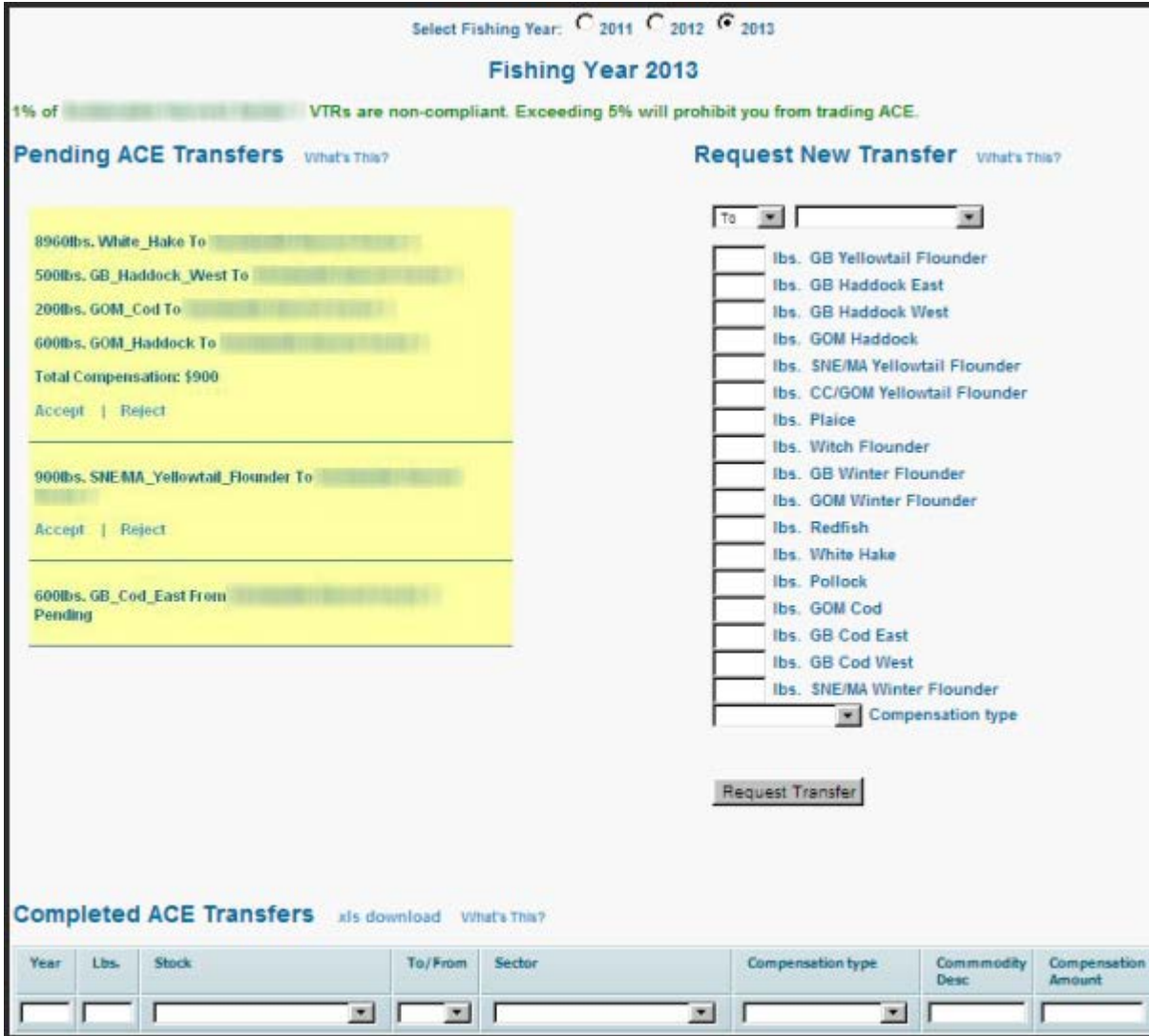
Figure 23: Pending ACE Transfers (Initiating and Receiving)

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 24.

Figure 24: Approved ACE Transfers

Completed ACE Transfers also allows you to filter transfer transaction display results using the category dropdown menus and text boxes. Figure 25 shows a search, using the **To:** dropdown menu, on all ACE Transfers to other sectors; therefore, the display shows only this type of transfer.

Figure 25: 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 26 shows the contents of this page.

Figure 26: 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 27 shows the contents of this page.

Figure 27: 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
- Year End Reports
- Sendback
- Harbor Porpoise

Each of these files is discussed in the sections following.

Sector Roster

Table 7 provides the file formats for Sector Roster data.

Table 7: Sector Roster Data Formats

Common Variable Name	Description	Col No.
MRI	Moratorium right ID. Available from MQRS database. Provided for reference.	1
Permit Number	One of the following: Permit number assigned by 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. *OR* Confirmation of Permit History (CPH) that shows permit eligibility.	2
Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.	3
GB Cod PSC	The proportion of total landings of this groundfish stock (in live pounds) associated with this individual MRI over a particular period. Used to determine 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 Roster download file contains the PSC and ACE values for each stock per MRI in the sector. Table 7 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 8](#) provides the record formats for AMS data.

Table 8: AMS Data Formats

Common Variable Name	Description	Col No.
Vessel Permit Number	Permit number assigned by Northeast Regional Office's Vessel Permit System (VPS). Reserved numbers include: • **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 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	AMS trip identification number	8
Trip Start Date	AMS trip start date	9
Trip End Date	AMS trip end date	10
VTR Serial Number	VTR serial number from the <u>first</u> page of the VTR. Provided as universal trip ID. Matches on the mid-point of an AMS trip (mid-point between the Sail Date and the Land Date), and matches on this date with the Vessel Permit Number to existing VTR Serial Numbers.	11
Inshore/Offshore	Indicates whether a trip fished west of 70′ 15″ in the GOM Broad Stock Area (inshore) and also fished in another Broad Stock Area. Values are: • **Y** (yes) = inshore/offshore trips • **N** (no) = trips that don't fall in to the inshore/offshore category • **Pending** = trip not yet processed.	12
Sector Trip	Indicates whether this trip has been recorded as a sector trip. Values are: • **Y** (yes) = Trip has been recorded as a sector trip. • **N** (no) = Trip is not or has not yet been recorded as a sector trip.	13
35-Day Threshold	Indicates whether the grace period for submitting a valid VTR to NMFS has elapsed. Values are: • **Y** (yes) = 35-day period has elapsed. • **N** (no) = 35-day period has not elapsed.	14
Transfer Impact	Indicates whether this trip counts against the sector's ability to transfer ACE. • **Y** (yes) = Trip counts against the sector's ability to transfer ACE. • **N** (no) = Trip does not count against the sector's ability to transfer ACE.	15

Using the AMS Download File to Identify Non-Compliant Trip Reporting

You can sort the AMS Download file so that you can identify trips that are not compliant with VTR requirements. Your ability to track non-compliance is important because these trips count against the compliance threshold that determines whether your sector is allowed to transfer ACE.

Note: The ACE Transfer page in SIMM shows you the sector's current standing against the compliance threshold with a text message much like the following:
"*N%* of *Your_Sector* VTRs are non-compliant. Exceeding 5% will prohibit you from trading ACE."

Following are the factors that determine whether a sector trip is compliant:

- Each trip must have a VTR serial number associated with it.

- Each trip must be a valid sector trip; that is, having a VMS trip declaration containing
    - **NMS**

        or

    - **MNK** with *mults_charge* = **Y**

    The landing date is used to determine in which sector the MRI/permit combination was actively fishing at the time of landing in order to correctly associate the trip with a sector.

- Each sector trip must be reported to NMFS on time. The trip is non-compliant if 35 days have elapsed between the VMS declaration and the current system date.

Table 9 shows you a method to track compliance. Look at the values of the trip records in three specific columns (**VTR Ser. No.**, **Sector Trip**, **35-Day Threshold**) of the AMS Download file. In addition, check the **Transfer Impact** column to see if the trip counts against the ability to transfer ACE as a result of these non-compliance factors.

Table 9: AMS Download Fields That Help You Track Reporting Compliance

VTR Ser. No.	Sector Trip	35-Day Threshold	Transfer Impact	
These values ...				Indicate the following ...
Y	Y	Y	N	Trip is compliant.
N	**Y**	**Y**	**Y**	**VTR has not been received and processed. Trip counts against the compliance threshold and your sector's ability to transfer ACE.**
Y	N	Y	N	Trip is not a sector trip; no impact on ACE transfer.
Y	N	N	N	Trip is not a sector trip; no impact on ACE transfer.
N	Y	N	N	Trip is within 35-day reporting threshold; no impact on ACE transfer.
N	N	Y	N	Trip is not a sector trip; no impact on ACE transfer.
N	N	N	N	Not enough information at this date to make a determination about the status of the trip.

Observer

Table 10 provides the formats for observer data.

Table 10: 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	**7 - character** Trip ID: **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: 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)	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
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

Common Variable Name	Description	Col No.
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 (CFSPP) 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. **O** = discarded, **1** = kept, **9** = unknown.	31
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 11 provides the formats for VMS Catch Report data.

Table 11: 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 12 provides the formats for the daily discard ratios data.

Table 12: Daily Discard Ratios Data Formats

Common Variable Name	Description	Col No.
Sector Identification Num	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
VTR Species Code	Species code 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	Additional strata: **SNEMONK** (SNE ELM Monkfish exemption strata) 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) • **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
Discard Rate Start Date	Effective start date for a given stratum discard rate. If date land is between start and end date of that discard rate strata, select that strata.	17
Discard Rate End Date	Termination date for a given stratum discard rate. If date land is between start and end date of that discard rate strata, select that strata.	18

Vessel Trip Report

Table 13 provides the formats for VTR data.

Table 13: 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	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
Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank East & West	19

Common Variable Name	Description	Col No.
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: • Paper • Electronic	30

Dealer

Table 14 provides the data formats for the Dealer download file.

Table 14: 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 associated with vessel. 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	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 rolled up to this date to form a complete trip. Date the discard rate is effective for the trip. 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 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 (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.	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
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 15 provides the formats for discard data.

Table 15: 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
Observer Trip ID	**7–character** Trip ID: **First three characters** are the observer ID number (obsid). **Second three charac**ters 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: 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)	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 and provided for reference.	13

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	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
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 16 provides the formats used in the Trips with Observers download file.

Table 16: 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 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:** Time unknown defaults to midnight	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 17 provides the formats used in the DAS Balance Report.

Table 17: 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

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 18: 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 vessel(s) 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 19: 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

Harbor Porpoise

Lists harbor porpoise interaction information from vessels in your sector. The data are unprocessed and originate from the report of the trip observer.

Note: The following data are raw observed harbor porpoise interaction records for your sector. Be aware that these data have not been completely reviewed and are subject to change up to 90 days after the Date Land value.

Table 20: Harbor Porpoise

Common Variable Name	Description	Col No.
MRI	Moratorium right ID. Provided for reference.	1
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	2
Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.	3
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.	4
VTR Serial Number	First page of the VTR serial number. Provided as universal trip ID. 8 characters (VTR) or 14 characters (eVTR).	5
Date Land	Date vessel landed to offload. **NOTE:** if time is unknown, this field value defaults to midnight.	6
Porpoise #	An individual porpoise encounter. Each animal encountered on a trip is assigned a number and recorded individually in the Observer database. For a trip with one interaction, the **Porpoise #** column shows the number "1". If the trip experienced more than one porpoise encounter, the first porpoise is assigned the number "1", the second porpoise is assigned number "2", and so forth.	7
Condition	Observer description of the condition of the animal at the time of the haulback.	8
Area	NAFO Statistical Area. Corresponds to the position at the start of the haulback from the haul in which the animal was entangled	9
Latitude	Latitude of the interaction. Degrees/minutes/seconds expressed as a single, six-digit number. Corresponds to the position at the start of the haulback from the haul in which the animal was entangled.	10
Longitude	Longitude of the interaction. Degrees/minutes/seconds expressed as a single, six-digit number. Corresponds to the position at the start of the haulback from the haul in which the animal was entangled.	11

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.

Note: Be aware that if there are no changes to your Trip Issue or Detail report from the previous reporting period, you do not need to upload that report. Instead, check the box in the SIMM Uploads page. See the Uploading Reports section in this guide for more information.

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 a "trigger point" (threshold) has been reached in the current fishing year.

Sector Manager Detail Report

The Sector Manager Detail Report provides information down to the stratum level about each sector trip for a given week, regardless of the completeness of the data. Table 21 documents the Detail Report field definitions.

Table 21: 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.	TEXT	2
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).	NUMERIC	3
Trip ID	eVTR Trip ID or paper VTR serial number.	TEXT	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. Date Sold may originate from one of three sources but should be assigned on a prioritized basis from: • Dealer receipt / sold to date • VTR date sold • Observer reported landings	DATE	5
Landing source	Code for source of landing data (landed weight of catch). Values: ASU = assumed, DLR = dealer, VTR = vessel, VMS = catch report.	TEXT	6
Area source	Code for source of area data (stock area fished and gear used). Values: ASU = assumed, DLR = dealer, VTR = vessel, VMS = catch report.	TEXT	7
Observer data quality level	Reserved for future use. Value = NULL.	TEXT	8
Trip Observed?	Flag indicating if trip was observed or not observed. Y = observed, N = not observed.	TEXT	9
Gear code	The 3-character standard gear code from the VTR form.	TEXT	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. Obtain mesh size from the VTR.	TEXT	11
Stock Area	The 6-digit Integrated Taxonomic Information System (ITIS) serial number for a species. ITIS codes are unique identifiers representing information for a species.	TEXT	12
Species ITIS	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west.	TEXT	13

Common Variable Name	Description	Type	Col. No.
Landed weight	Landed weight (in pounds) of stock landed. The total weight should match dealer reported landings.	NUMERIC	14
Live Weight	Live weight (in pounds) of stock landed.	NUMERIC	15
Quantity Discard	Observed or calculated live pounds of species discarded.	NUMERIC	16
ACE Deduction	The cumulative number of live pounds of catch per stock caught on sector trips in current fishing year.	NUMERIC	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.	TEXT	19
Enforcement issues?	Flag indicating if trip had any enforcement issues. Y = Yes; N = No. If "Y", must be documented in Trip Issue Report.	TEXT	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 22 documents the Trip Issue Report field definitions.

Table 22: 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.	TEXT	2
Vessel Permit Number	Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).	NUMERIC	3
Trip identifier	eVTR Trip ID or paper VTR serial number.	NUMERIC	4
Enforcement Issues	Sector manager notes any enforcement issues that have arisen during the week. Information would include the nature of the enforcement issue.	TEXT	5
Discrepancies	Any discrepancies between reported and actual totals or trips. For example, a discrepancy noted by Dockside Monitors or roving monitors between dealers and offloads.	TEXT	6
Other Issues	Any other issues that NMFS personnel should be aware of in assessing sector operations.	TEXT	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 23 documents the ACE Status Report fields.

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

Table 23: 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.	TEXT	2
Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west.	TEXT	3
Initial Allocated ACE	The total number of (live) pounds of this stock allocated to the sector for all renewed permits in the current fishing year.	NUMERIC	4
Carryover	The amount, in live pounds, of unused ACE (up to 10% for an allowable stock) that a sector may carry over into the next fishing year for all renewed permits.	NUMERIC	5
In-season ACE Adjustment	The adjusted amount (increase or decrease), in live pounds, applied to the Initial Allocated ACE of a stock allocated to a sector in season for all renewed permits.	NUMERIC	6
Total ACE	The total number of live pounds of this stock initially allocated to the sector including Carryover and In-season ACE adjustment.	NUMERIC	7
Transfers In	The cumulative number of live pounds per stock transferred into the sector for the current fishing year.	NUMERIC	8
Transfers Out	The cumulative number of live pounds per stock transferred out of the sector for the current fishing year.	NUMERIC	9
Total Transfers	The sum, in live pounds, of the Transfers In and Transfers Out columns per stock transferred by the sector for the current fishing year.	NUMERIC	10
Current ACE	Total ACE plus or minus Total Transfers.	NUMERIC	11
Harvested ACE	The cumulative number of live pounds of catch per stock caught on sector trips in current fishing year.	NUMERIC	12
Remaining ACE	Current ACE minus Harvested ACE.	NUMERIC	13
Percent Harvested ACE to Date	Harvested ACE divided by Current ACE, expressed as a percentage.	NUMERIC	14

Sector Manager Daily ACE Status Report

Sector managers must provide ACE Status reports on a daily basis when a "trigger point" (threshold) has been reached in the current fishing year:

- Reported catch/harvests of 90% of the ACE for any stock in the sector.

Note: The Daily ACE Status Report includes one row per stock (columns are identified below in Table 24).

Table 24: 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.	TEXT	2
Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west.	TEXT	3
Initial Allocated ACE	The total number of (live) pounds of this stock allocated to the sector for all renewed permits in the current fishing year.	NUMERIC	4
Carryover	The amount, in live pounds, of unused ACE (up to 10% for an allowable stock) that a sector may carry over into the next fishing year for all renewed permits.	NUMERIC	5
In-season ACE Adjustment	The adjusted amount (increase or decrease), in live pounds, applied to the Initial Allocated ACE of a stock allocated to a sector in season for all renewed permits.	NUMERIC	6
Total ACE	The total number of live pounds of this stock initially allocated to the sector including Carryover and In-season ACE adjustment.	NUMERIC	7
Transfers In	The cumulative number of live pounds per stock transferred into the sector for the current fishing year.	NUMERIC	8
Transfers Out	The cumulative number of live pounds per stock transferred out of the sector for the current fishing year.	NUMERIC	9
Total Transfers	The sum, in live pounds, of the Transfers In and Transfers Out columns per stock transferred by the sector for the current fishing year.	NUMERIC	10
Current ACE	Total ACE plus or minus Total Transfers.	NUMERIC	11
Harvested ACE	The cumulative number of live pounds of catch per stock caught on sector trips in current fishing year.	NUMERIC	12
Remaining ACE	Current ACE minus Harvested ACE.	NUMERIC	13
Percent Harvested ACE to Date	Harvested ACE divided by Current ACE, expressed as a percentage.	NUMERIC	14