



Northeast Region Bulletin

National Marine Fisheries Service, Northeast Regional Office, 55 Great Republic Drive, Gloucester, MA 01930

For Information Contact:
Fisheries Data Services Division
Call your local port agent for more information

<http://www.nero.noaa.gov/>
Date Issued: 2/14/2013

FEDERALLY PERMITTED SEAFOOD DEALERS

Paperless Communication Option

NOAA Fisheries offers new option in SAFIS to receive correspondence by email

Effective Date: February 14, 2013

Starting on February 14, 2013, NOAA Fisheries, along with the Atlantic Coastal Cooperative Statistics Program (ACCSP), will be offering the opportunity for federally permitted dealers to receive all Northeast Region bulletins by email. In response to requests by commercial fishing vessels and dealers in the Northeast region to “go paperless,” and receive communication from us via e-mail, dealers can now login to their Standard Atlantic Fisheries Information System (SAFIS) account and choose whether they would like to receive bulletins by mail, email, or both. If you choose to receive bulletins by email, you can enter multiple addresses so that staff in your business can also receive bulletins by email.

Please note that if you choose to receive bulletins by email, it will not change how we mail permit-specific information, such as permit applications and purchase/landings information, to you, or how we contact you for questions related to the data you have submitted to us through SAFIS.

While you will not start receiving bulletins by email until after May 1, 2013, please login to your SAFIS account now and follow the instructions attached to enter your businesses email address(es). If you already had an email address associated with your SAFIS account, please login and verify that it is correct.

For the time being, bulletins will still be sent to vessel owners by mail; however we are also working on an option for vessel owners to choose to go paperless. This option is available to all federally permitted dealers, even if they do not routinely use SAFIS to submit reports to us. Every permitted dealer has a SAFIS account. If you need your SAFIS user name and password, please contact the SAFIS help desk at: (978) 281-9212.

Please see the attached instructions on how to choose your mailing option in SAFIS. These instructions can also be found on the NOAA Fisheries Northeast region website at <http://www.nero.noaa.gov/fso/dealer/13feddealersafisoption.pdf>.

For small entity compliance guides, this bulletin complies with section 212 of the Small Business Regulatory Enforcement and Fairness Act of 1996. This notice is authorized by the Regional Administrator of the National Marine Fisheries Service, Northeast Region.

Instructions on choosing a mailing option in SAFIS for Federally permitted dealers

1. Login to your SAFIS account
2. Click on DEALER INFO from the Main Menu
3. Choose your PREFERRED CORRESPONDENCE METHOD from the drop down menu. You can choose to receive Northeast Region bulletins by mail, email, or both.
4. If you choose to receive correspondence by email or both then an ADD/REMOVE email Button will appear. By pressing the button, a popup window will appear. Enter your email address in the provided field (see below).

Save (F9)

Dealer Information

Participant Id 116250
EIN/SSN
Corporate Name MA DEALER
Last Name DEALER
First Name MA
Middle Name elizabeth
Name Suffix j
Birth Date
Preferred Correspondence Method EMAIL

Questions?
Questions on address and permits should be directed to your SAFIS Partner Administrator. Thank you.

Addresses for MA DEALER

Default	Address 1	Address 2	City	State	Postal Code	Phone #	Fax #
C	123 MAIN		ANYWHERE	VA	345	345436	34543
C	345	345	3455646	VA	345	3345	343

Add Address

1 - 2

Email

Add/Remove Email

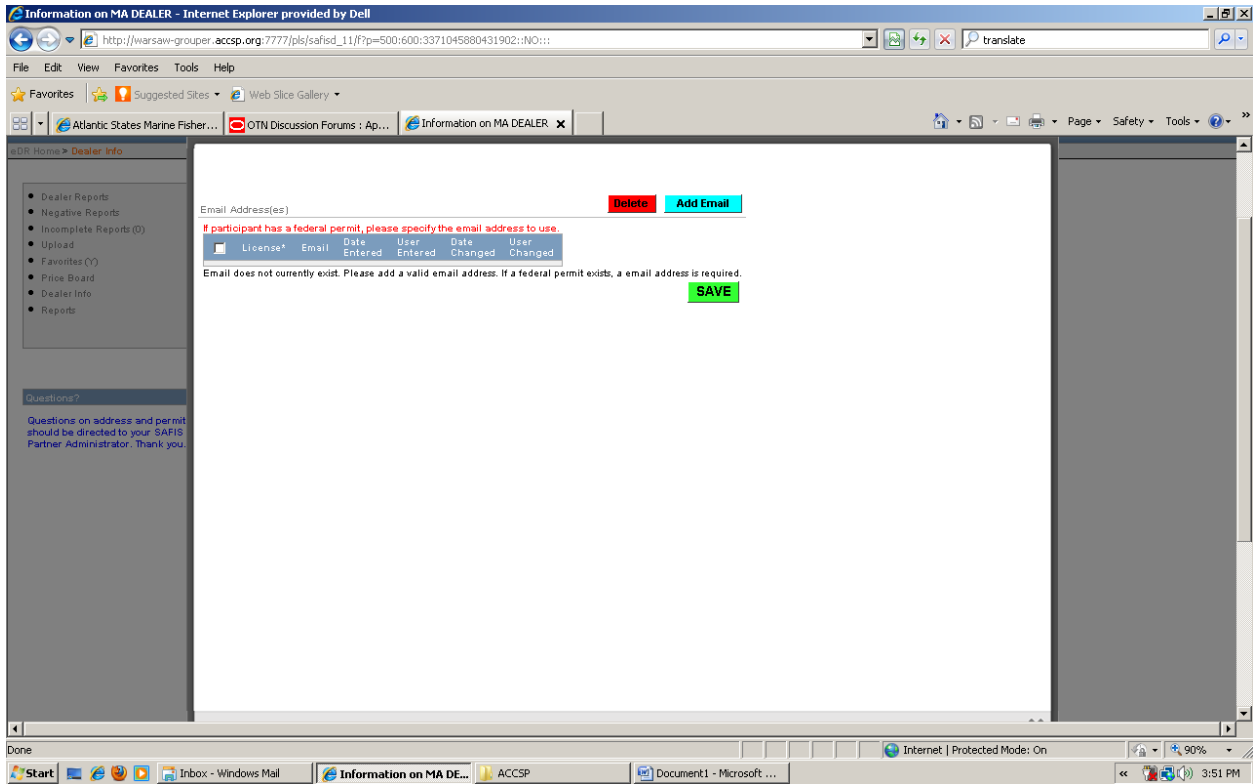
If you have a federal permit, please specify the email address to use. Please add a valid email address. thank you.

Permits for MA DEALER

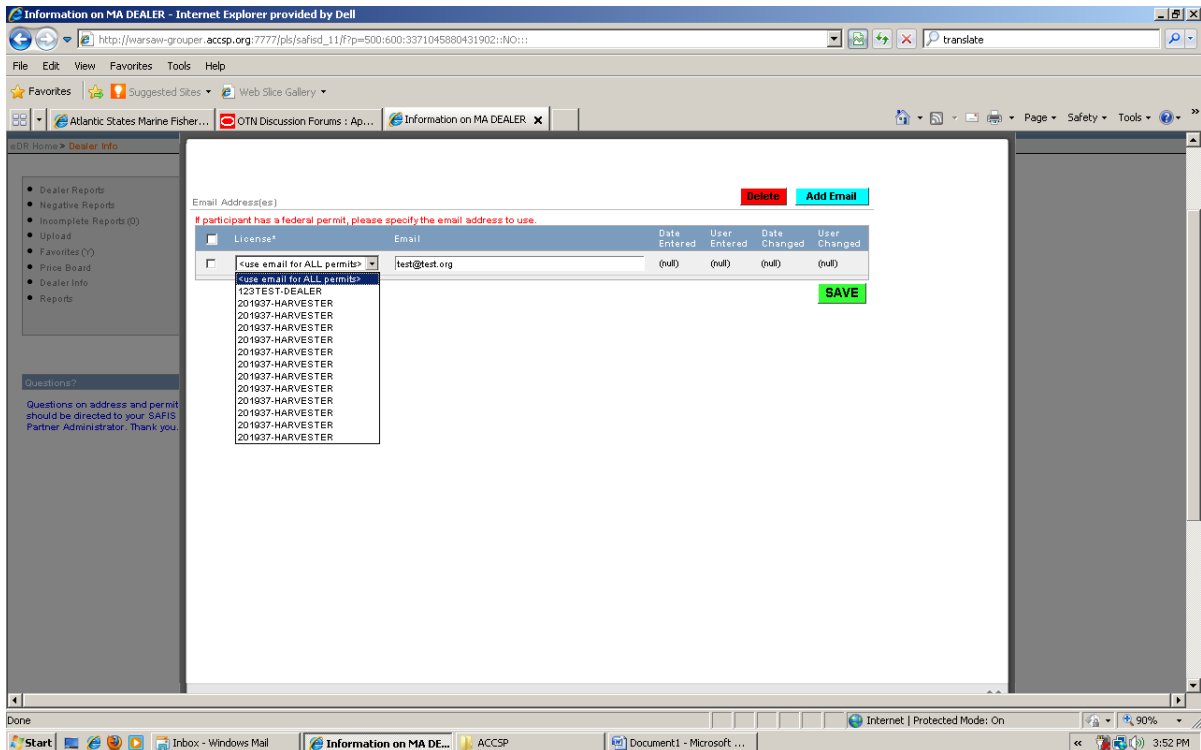
License #	License Type	License Expiration	Dealer/Fisher	Status	Issuing Agency	Issue Date	Date Entered
123TEST	DEALER	-	DEA	ACTIVE	Massachusetts	-	19-FEB-09
201937	HARVESTER	-	CF	ACTIVE	Maine	-	07-MAR-12

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5. Click on the ADD/REMOVE EMAIL button to enter or change your email address



6. An email may be added for one or more licenses owned by a participant by using the license drop down list.



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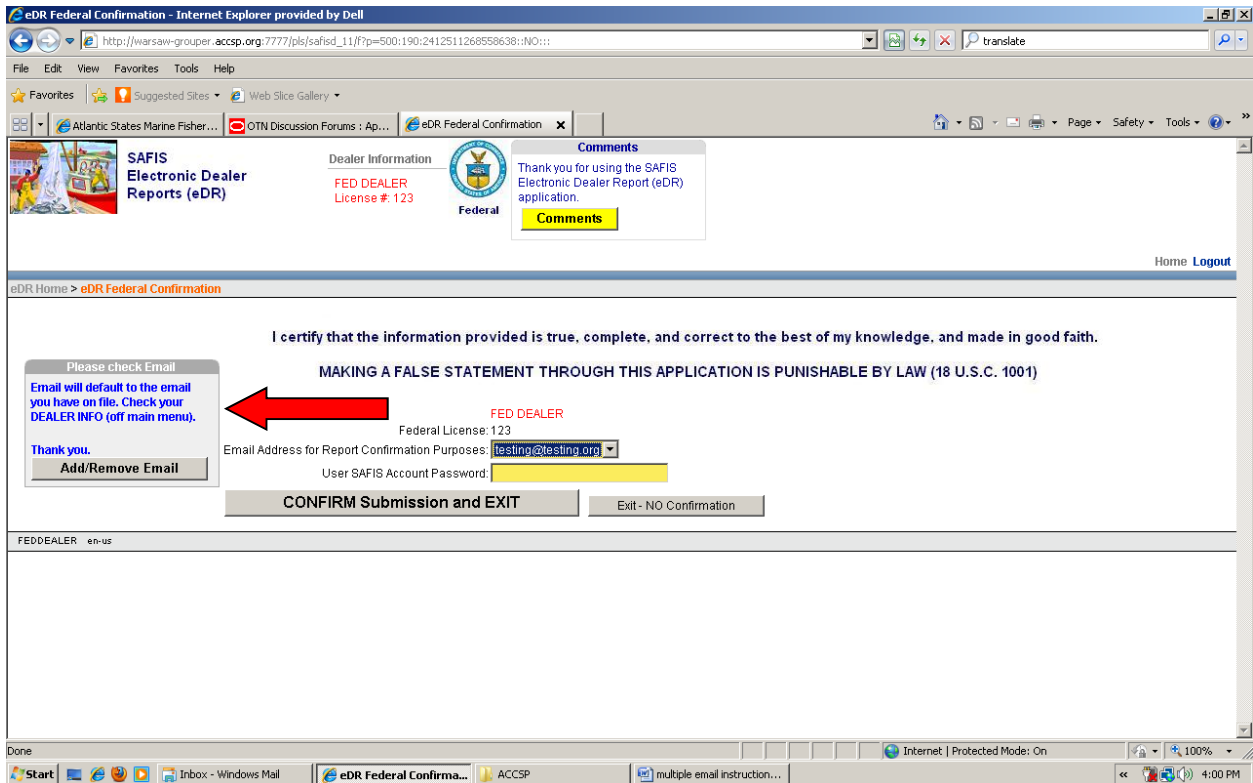
- When complete, press SAVE. The popup window will automatically close and the page will be refreshed with the recent additions/changes.

The screenshot shows a web browser window with the following content:

- Save (F9)** section: A form for entering dealer information. Fields include Participant Id (116250), EIN/SSN, Corporate Name (MA DEALER), Last Name (DEALER), First Name (MA), Middle Name (elizabeth), Name Suffix (jy), and Birth Date. A yellow highlighted section contains a dropdown menu for 'Preferred Correspondence Method' with 'EMAIL' selected.
- Addresses for MA DEALER** section: A table with columns: Default, Address 1, Address 2, City, State, Postal Code, Phone #, Fax #. It lists two addresses for 'MA DEALER'.
- Email** section: An 'Add/Remove Email' button and a text input field containing 'test@test.org'. A red arrow points to this field. A note above the field reads: 'If you have a federal permit, please specify the email address to use'. Below the field is a dropdown menu with 'use email for ALL permits' selected.
- Permits for MA DEALER** section: A table with columns: License #, License Type, License Expiration, Dealer/Fisher, Status, Issuing Agency, Issue Date, Date Entered. It shows one permit for license # 123TEST, type DEALER, status ACTIVE, issued by Massachusetts on 19-FEB-09.

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8. When you logout of SAFIS, the confirmation page will appear ONLY IF A DEALER REPORT HAS BEEN CREATED OR UPDATED.
9. When you logout, you can double check or modify the email on record and/or add an email by pressing the ADD/REMOVE Email on the left hand side of the screen. The email popup will appear.



10. Confirm your submission and exit SAFIS to finish.

