**UNITED STATES DEPARTMENT OF COMMERCE**
**National Oceanic and Atmospheric Administration**
**NATIONAL MARINE FISHERIES SERVICE**
NORTHEAST REGION
55 Great Republic Drive
Gloucester, MA 01930-2276

April 13, 2011

**SMALL ENTITY COMPLIANCE GUIDE**

**CHANGES TO VESSEL MONITORING SYSTEM (VMS) REQUIREMENTS**
**FOR FISHING YEAR 2011**

Dear SkyMate VMS Vessel Owner:

You will be receiving new software for your VMS unit this month directly from SkyMate. A software CD with instructions for loading the new software on your PC will be mailed from SkyMate by **April 12, 2011**. Please load and begin using this new software for any trips you take on or after May 1, 2011.

This letter provides you with specific guidance on how to use your new SkyMate VMS screens to comply with approved regulatory changes that are likely to be effective on May 1, 2011.

There are several amendment and framework adjustment actions to the Northeast regulations that have been approved for implementation on May 1, 2011. There are other regulatory actions under consideration and pending approval after May 1, 2011. As a result, the screens that you view on your SkyMate VMS unit are being updated to include both approved <u>and</u> proposed fishing year 2011 regulatory changes.

**REQUIRED VMS SOFTWARE**

Your SkyMate VMS unit must be loaded and running the new NMFS-approved software by May 1, 2011. The new software is identified as SkyMate Client software **version 3.936**. After you have successfully loaded your software, you will see "**SkyMate 3.936 Client Software**" appearing in the upper left hand corner of your VMS screen.

<u>Note: Please remember that, anytime your vessel is underway, you must have your PC onboard and running the most current SkyMate VMS software to be fully VMS-compliant with NMFS.</u>

**VMS VENDOR SOFTWARE DELIVERY PLAN**

SkyMate will mail the new NMFS-approved VMS software from their Toronto, Canada office to the address of their customers on file with SkyMate. Please contact SkyMate directly at **1-866-SKYMATE (1-866-759-6283)** if you have any questions about your new software delivery. You will also be able to download the new software directly from the SkyMate website at www.skymate.com (go to „Commercial Fishing', then „Downloads').

**LIST OF ALL REQUIRED VMS DECLARATIONS AND FORMS SCREENS**

Here is a complete listing of <u>all</u> Northeast VMS screens by Fishery Management Plan. A brief summary of the 2011 changes, if any, are included. Instructions for completing the new and revised SkyMate forms starting May 1, 2011 are provided in **enclosure (1).**

**Multispecies.**

- **Multispecies Declaration**.  No changes.

- **Multispecies Catch Report.**  No longer requires you to enter a „zero' in fields where no fish were kept.  Removes „windowpane' flounder species from reporting.  Adds instructions about negative reports.

- **Trip Start and End Hail.**  Title drops the word „Sector' and the instructions refer to use by groundfish vessels.  Trip Start Hail adds a new field „Observer/ASM On-Board (Y/N)'.  Trip End Hail revises the dealer field to „Dealer/Offload location".

- **Restricted Gear Area Notification**.  No changes.

- **Gulf of Maine Cod Trip Limit Exemption**. The form now requires the user to check a box in order to declare their intent and send the form.

- **Gulf of Maine Gillnet Mesh Exemption.  NEW FORM.**  Required by sector vessels if they intend to fish under the 6" gillnet exemption in the GOM RMA.

**Monkfish.**

- **Declaration.**  No changes.

- **Monkfish Trip Limit Overage DAS Adjustment.  NEW FORM.** Required when exceeding the monkfish daily limit by no more than one extra limit and requesting to be charged the appropriate monkfish DAS to account for the extra limit.

**Scallop.**

- **Scallop Declaration.** Removes the scallop-specific Power Down declaration (LAGC vessels may power down using a new VMS code).  Adds „Hudson Canyon' and „State Waters Exemption Program' to LAGC and limited access declaration menus.  Removes specific access areas from the RSA menu and adds a generic „Scallop Access Area(s)' declaration.  If participating in the State Waters Exemption Program, you may now report through VMS, rather than through the IVR system.  Although the Hudson Canyon declaration is included in the menu, this access area remains closed.  If Framework 22 is approved, you will be notified of any changes to the access area rotational schedule.

- **Scallop Catch Report.**  Revises the scallop catch report based on new reporting requirements proposed in Amendment 15.  These instructions require daily catch reporting within the two yellowtail flounder stock areas.  New fields include „Date Fish Caught', 'GB YT' and „SNE/MA YT' stock area and „All Other Fish Kept'.  Be aware that these reporting instructions outline requirements that are not yet finalized.  Please continue reporting your catch only from access area trips.

- **LAGC Scallop Pre-Landing Notification.** Allows for the reporting of both „Meats' and „Bushels in-shell' if the intent is to land both.

- **Scallop Broken Trip Notification**. The instructions are clarified to specify the two situations when the report should be sent.

- **Scallop Access Area Compensation Trip.** No changes.

**Herring.**

- **Herring Declaration.** No changes.

- **Herring Catch Report. NEW FORM. DO NOT SUBMIT UNTIL NOTIFIED FURTHER.** This report, if/when approved, would require daily reporting by all limited access vessels on a declared herring trip. Please continue to report herring catch through the IVR system until notified otherwise.

- **Herring Pre-Landing Notification.** Instructions are clarified to require reporting only from CAT A/B vessels using mid-water trawl or purse seine gear on a declared herring trip.

**SurfClam, Ocean Quahog & Maine Mahogany Quahog.** No changes.

**Declare Out of Fishery & Power Down.**

- **Power Down Declaration**. Adds a new Power Down declaration for use while moored/dockside ONLY by LAGC scallop vessels and authorized groundfish sector vessels IF they do not have more restrictive permits requiring 24/7 reporting.

## CONTACTING THE NE VMS TEAM

If you have any questions about your new VMS software or the Northeast VMS program, please call (978) 281-9213 and ask for a VMS Team member to assist you.

## NORTHEAST VMS WEB PAGE

You can find the VMS Web Page on the NE Region website at http://www.nero.noaa.gov. Go to "Resources", click on "Fishing Industry and Seafood Dealers", and then select "Vessel Monitoring System (VMS)". You will find all VMS forms/instructions, including declaration code definitions, VMS Operator Instructions and VMS Team/NMFS agent contact information.

This letter is only a summary of approved and proposed NE regulations for Fishing Year 2011 as they pertain to VMS reporting requirements and should not be considered as a substitute for the actual regulations. To read these regulations in their entirety, you may obtain a complete copy by calling (978) 281-9315, or by accessing the Northeast Regional Office website.

**Enclosure (1):** User Instructions for SkyMate VMS Vessel Owners

This small entity compliance guide complies with section 212 of the Small Business Regulatory Enforcement Fairness Act of 1996.

*This notice is authorized by the Administrator of the NOAA Fisheries Service, Northeast Region.*

## INSTRUCTIONS FOR SKYMATE VMS OWNERS

The following pages will show you the <u>new and revised</u> SkyMate VMS screens and provide you with easy to follow instructions for completing them.

You will notice that the main screen has been changed to group forms together by fishery plan. When you click on "NMFS VMS" on the left side of your SkyMate screen, you will see the view in **Screen 1** below. Note the new "**Forms NE**" tab at the top. This tab will bring you to all Northeast VMS catch and trip notification forms.

**Screen 1**

New „**Forms NE**' tab. Click here to find all catch and notification forms grouped by fishery plan.

Note: As before, click „**Activity NE**' tab to bring up the activity declaration screens.

| Activity NE | Activity SE | Forms NE | | |

**Welcome to SkyMate**

**National Marine Fisheries Service**
**Vessel Monitoring System (VMS) Forms**

NMFS Declarations and Forms
Activity NE:   North East Activity Code Declaration
Activity SE:   South East Activity Code Declaration
Forms NE:    North East Catch and Notification Forms

**Screen 2**

Clicking on the '**Forms NE**' tab will bring up the list of fishery plans shown here.

| Multispecies | Monkfish | Scallop | Herring | Cancel |

**Welcome to SkyMate**

**National Marine Fisheries Service**
**Vessel Monitoring System (VMS) Forms**

North East Catch and Notification Forms
Multispecies:  Multispecies Plan Forms
Monkfish:     Monkfish Plan Forms
Scallop:      Scallop Plan Forms
Herring:      Herring Plan Forms

**Screen 3**

Clicking on the „**Multispecies**' tab above will bring up the list of forms shown here.

| Catch | Trip Start/End | Restricted Gear | More... | Cancel |

**Welcome to SkyMate**

**National Marine Fisheries Service**
**Vessel Monitoring System (VMS) Forms**

Multispecies Plan Forms
Catch:              Multispecies Catch Report
Trip Start/End:     Trip Start and Trip End Hail
Restricted Gear:    Restricted Gear Area

**Screen 4**



Gulf Maine Cod | Gulf Maine Gill | Cancel

**Welcome to SkyMate**

**National Marine Fisheries Service
Vessel Monitoring System (VMS) Forms**

Multispecies Plan Forms
Gulf Maine Cod:   Gulf of Maine Cod Trip Limit Exemption
Gulf Maine Gill:   Gulf of Maine Gillnet Mesh Exemption

> Clicking on the „**More…**' tab above will bring up the remaining 2 multispecies forms shown here.

> Note:  Clicking on the '**Cancel**' tab takes you back to the previous screen.

**Screen 5**

Monkfish Adj | Cancel

**Welcome to SkyMate**

**National Marine Fisheries Service
Vessel Monitoring System (VMS) Forms**

Monkfish Plan Forms
Monkfish Adj:  Monkfish Trip Limit Overage DAS Adjustment

> Use the „**Cancel'** tab to take you back to the '**Monkfish**' tab in **Screen 2** above.  Clicking on the „**Monkfish'** tab brings up the monkfish form shown here.

**Screen 6**

Catch | PreLanding | Broken Trip | Compensation | Cancel

**Welcome to SkyMate**

**National Marine Fisheries Service
Vessel Monitoring System (VMS) Forms**

Scallop Plan Forms
Catch:   Scallop Catch Report
PreLanding:   LAGC Scallop Pre-Landing
Broken Trip:   Scallop Broken Trip
Compensation:  Scallop Access Area Compensation Trip

> Clicking on the '**Scallop**' tab in **Screen 2** brings up the 4 scallop forms shown here.

**Screen 7**

Catch | PreLanding | Cancel

**Welcome to SkyMate**

**National Marine Fisheries Service
Vessel Monitoring System (VMS) Forms**

Herring Plan Forms
Catch:      Herring Catch Report
PreLanding:  Herring Pre-Landing

> Clicking on the '**Herring**' tab in **Screen 2** brings up the 2 herring forms shown here.
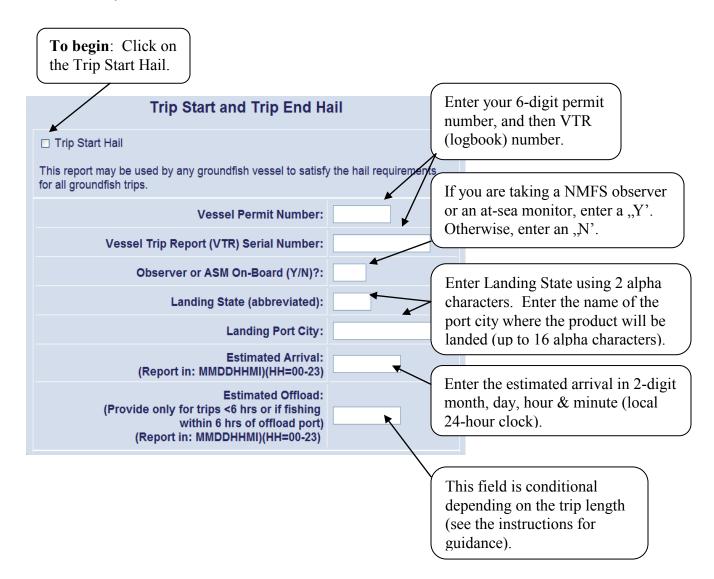
Now, let's take a look at each of the new and revised SkyMate forms.  Please note that for all forms, when you've filled in all required fields, the „**Send**' tab will pop up at the top of the screen which allows you to submit the form to NMFS.
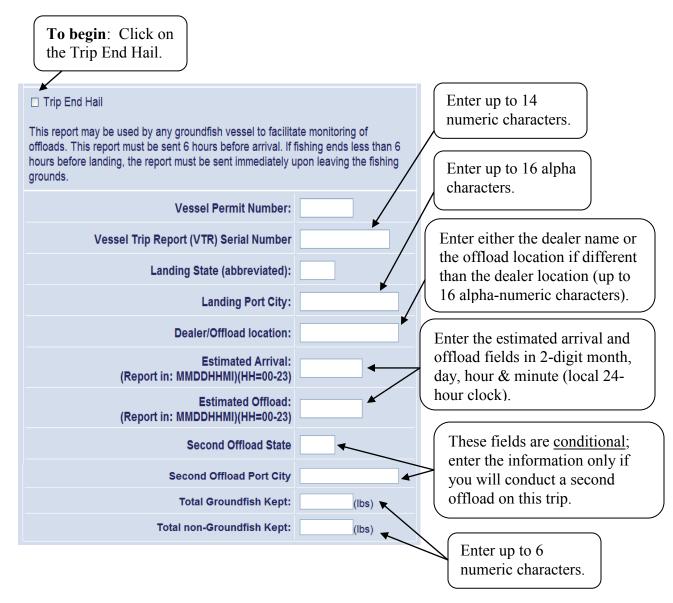
**Multispecies Catch Report.** Your reporting requirement is determined by whether you are a sector or common pool vessel; whether fishing in a single broad stock area (BSA) or multiple BSAs on the same trip; and whether you're fishing in the US/CA Management Area, under the Regular B-DAS Program, or in a special access program (SAP), as follows:

| Vessel Category | Frequency of Report Submission | Multiple BSA Trip | Single BSA Trip | US/CA Management Area, B-DAS, SAP Trip |
|---|---|---|---|---|
| Sector | Once at the end of the trip | Send all fields except „DATE FISH CAUGHT' and „STATISTICAL AREA'. | Send VTR serial number only. | Send all fields except „DATE FISH CAUGHT', and „STATISTICAL AREA' when the trip is fished in more than one statistical area. |
| Common Pool | **Daily** – if fishing in a special management program. **Once at the end of the trip** – if fishing outside of a special management program and in a single or in multiple BSAs. | Send all fields except „STATISTICAL AREA' when the trip is fished in more than one statistical area. | Send VTR serial number only. | Send all fields except „STATISTICAL AREA' when the trip is fished in more than one statistical area. |

## Multispecies Catch Report

This report is to be used for all groundfish trips, including trips into multiple broad stock areas (BSA), US/Canada Management Area, Regular B-DAS Program, Special Access Programs.

For Multiple BSA Trips: Submit one trip-level report before crossing the VMS demarcation line on return trip.

For Single BSA Trips: Submit only the VTR Serial Number and no other information before crossing the VMS demarcation line on return trip.

For US/CA, B-DAS and/or SAP Trips: For each day of a declared trip, this report must be submitted by 9 AM the following day. Negative reports (0 lb) must be submitted when no fish were caught.

Important: Report species in lbs kept. You are not required to enter a 'zero' in those spaces below in which no fish were kept. VTR serial number must be the same as reported to the dealer. If you use multiple VTR pages this trip, record the serial number from the first VTR page used.

Vessel Trip Report (VTR) Serial Number: [          ]

Date fish caught:   Month [Select a Month ▾] Day [Select a Day ▾]

Statistical Area: [     ]

| SPECIES KEPT | GOM | IN GB | OFF GB | SNE/MA |
|---|---|---|---|---|
| Cod | [ ] | [ ] | [ ] | [ ] |
| Yellowtail | [ ] | [ ] | [ ] | [ ] |
| Pollock | [ ] | [ ] | [ ] | [ ] |
| White hake | [ ] | [ ] | [ ] | [ ] |
| Winter flndr | [ ] | [ ] | [ ] | [ ] |
| Witch flndr | [ ] | [ ] | [ ] | [ ] |
| Haddock | [ ] | [ ] | [ ] | [ ] |
| Redfish | [ ] | [ ] | [ ] | [ ] |
| Plaice | [ ] | [ ] | [ ] | [ ] |
| Halibut | [ ] | [ ] | [ ] | [ ] |
| All Fish Kept | [ ] | [ ] | [ ] | [ ] |

Note: For 'All Fish Kept', include total lbs of all groundfish and non-groundfish.

To send a negative daily report, you only need to fill in the „VTR Serial Number' field.

Enter your VTR (logbook) serial or page number (up to 14 numeric characters).

Only if required, enter the 3-digit NMFS statistical area where the fish were caught.

These labels refer to the 4 broad stock areas:
- Gulf of Maine
- Inshore Georges Bank
- Offshore Georges Bank
- Southern New England Mid-Atlantic

Enter only the fields (up to 6 numbers each) in which fish were kept (in lbs). **You do not have to enter a zero in the other fields.**

These 4 fields should reflect the total (in lbs) of all fish species kept.

**Trip Start Hail and Trip End Hail.** In the Trip Start Hail, all fields are required with the exception of the „Estimated Offload' field. The new „Observer/ASM' field may be used to determine whether dockside monitoring is required in 2011 and 2012. In the Trip End Hail, all fields are required with the exception of the „Second Offload State' and „Second Offload Port City' fields. In the „Dealer/ Offload' field, state either the dealer or the offload location if different than the dealer location.

**To begin**: Click on the Trip Start Hail.

## Trip Start and Trip End Hail

☐ Trip Start Hail

This report may be used by any groundfish vessel to satisfy the hail requirements for all groundfish trips.

Vessel Permit Number:

Vessel Trip Report (VTR) Serial Number:

Observer or ASM On-Board (Y/N)?:

Landing State (abbreviated):

Landing Port City:

Estimated Arrival:
(Report in: MMDDHHMI)(HH=00-23)

Estimated Offload:
(Provide only for trips <6 hrs or if fishing within 6 hrs of offload port)
(Report in: MMDDHHMI)(HH=00-23)

Enter your 6-digit permit number, and then VTR (logbook) number.

If you are taking a NMFS observer or an at-sea monitor, enter a „Y'. Otherwise, enter an „N'.

Enter Landing State using 2 alpha characters. Enter the name of the port city where the product will be landed (up to 16 alpha characters).

Enter the estimated arrival in 2-digit month, day, hour & minute (local 24-hour clock).

This field is conditional depending on the trip length (see the instructions for guidance).

**To begin**: Click on the Trip End Hail.

☐ Trip End Hail

This report may be used by any groundfish vessel to facilitate monitoring of offloads. This report must be sent 6 hours before arrival. If fishing ends less than 6 hours before landing, the report must be sent immediately upon leaving the fishing grounds.

| | |
|---|---|
| Vessel Permit Number: | |
| Vessel Trip Report (VTR) Serial Number | |
| Landing State (abbreviated): | |
| Landing Port City: | |
| Dealer/Offload location: | |
| Estimated Arrival: (Report in: MMDDHHMI)(HH=00-23) | |
| Estimated Offload: (Report in: MMDDHHMI)(HH=00-23) | |
| Second Offload State | |
| Second Offload Port City | |
| Total Groundfish Kept: | (lbs) |
| Total non-Groundfish Kept: | (lbs) |

Enter up to 14 numeric characters.

Enter up to 16 alpha characters.

Enter either the dealer name or the offload location if different than the dealer location (up to 16 alpha-numeric characters).

Enter the estimated arrival and offload fields in 2-digit month, day, hour & minute (local 24-hour clock).

These fields are conditional; enter the information only if you will conduct a second offload on this trip.

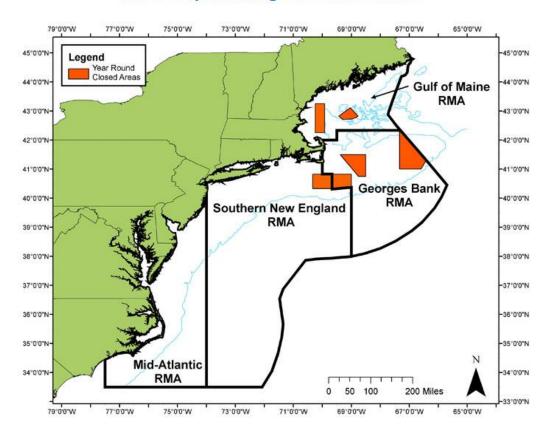Enter up to 6 numeric characters.

**Gulf of Maine Cod Trip Limit Exemption.** Previously, you only had to read the form and send it. The only change is to check the box and send it. This form is only required for common pool groundfish trips with possession limits fished outside the U.S./Canada Management Area. See the next page for a view of the multispecies RMAs.

Check this box and click „**send**'.

### Gulf of Maine Cod Trip Limit Exemption

Note: Vessels declaring into the U.S./Canada Management Area exclusively are not required to submit this form.

☐ Check this box prior to leaving port to report that you intend to fish south of the Gulf of Maine Regulated Mesh Area (GOM RMA) and would like to be exempt from the GOM cod trip limit and subject to the Georges Bank (GB) trip limit instead. If you submit this form you will be subject to the GB cod trip limit and can't fish in the GOM RMA for the duration of your trip. Transiting is allowed provided all gear is properly stowed while within the GOM RMA.

## NE Multispecies Regulated Mesh Areas



DISCLAIMER: These charts are not meant for navigational purposes. They are informational only.

| AREA DEFINITIONS | 50 CFR CITATIONS |
|---|---|
| GOM/GB Regulated Mesh Area | § 648.80(a) |
| SNE Regulated Mesh Area | § 648.80(b) |
| MA Regulated Mesh Area | § 648.80(c) |

**Gulf of Maine Gillnet Mesh Exemption.** This form is required by groundfish <u>sector</u> vessels only. To declare this NMFS-authorized sector exemption from the Gulf of Maine gear restriction, you must check the box and send the form <u>before</u> leaving port. Refer to the above chart for a view of the GOM Regulated Mesh Area (RMA).
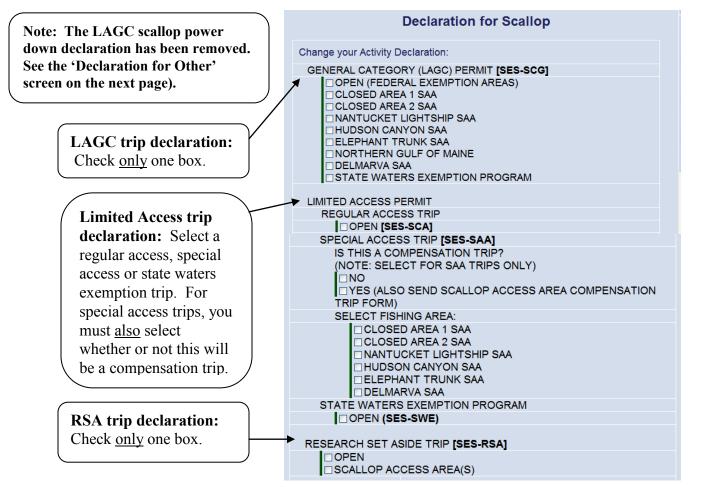
Check this box and hit „**send**'.

## Gulf of Maine Gillnet Mesh Exemption

☐ Check this box and submit this form prior to leaving port if you are a sector vessel and intend to fish under this exemption using 6 inch mesh gillnets in the Gulf of Maine Regulated Mesh Area.

**Monkfish Trip Limit Overage DAS Adjustment.** All three fields are required to be filled in before sending the form. The form must be sent before the trip ends (before crossing the VMS demarcation line) so that NMFS automated processes associate the DAS adjustment request with the trip dates. The DAS charge for the trip is automatically adjusted.
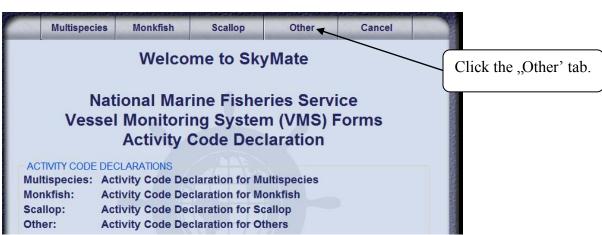
First, enter the information in the 2 fields to the right, and then check this box and hit .**send**'.

**Monkfish Trip Limit Overage DAS Adjustment**

Instruction: This form only applies to vessels fishing on a Monkfish Day-at-Sea (DAS) and is required to be sent before the vessel crosses the VMS demarcation line on the return to port. Complete all fields below.

☐ Check this box to report that your vessel has exceeded the applicable Monkfish daily trip limit by no more than one extra limit and you are requesting that your Monkfish DAS allocation be charged to account for the extra one-day trip limit. Your vessel's Monkfish DAS charge will be increased up to the next 24 hour period plus one minute.

Vessel Trip Report (VTR) Serial Number: _____

Estimated Port Arrival Date: (MMDDYYYY): _____

Enter up to 14 numeric characters.

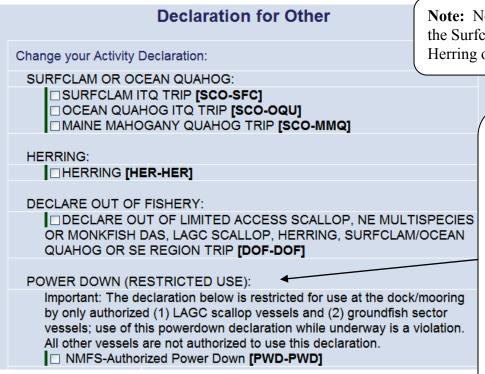Enter arrival information in 2-digit month and day, and 4-digit year).

**Scallop Declaration Screen**. Remember - you may not declare into a scallop access area until that area is open to fishing. You may declare into the State Waters Exemption Program as of May 1, 2011; if you have both a limited access and LAGC permit, declare into the exemption program under the „Limited Access Permit' declaration menu. If you're declaring an RSA trip into one or more scallop access areas open to fishing, you may select „Scallop Access Area(s)' as of May 1, 2011.

**Note: The LAGC scallop power down declaration has been removed. See the 'Declaration for Other' screen on the next page).**

**LAGC trip declaration:** Check only one box.

**Limited Access trip declaration:** Select a regular access, special access or state waters exemption trip. For special access trips, you must also select whether or not this will be a compensation trip.

**RSA trip declaration:** Check only one box.

**Declaration for Scallop**

Change your Activity Declaration:

GENERAL CATEGORY (LAGC) PERMIT **[SES-SCG]**
☐ OPEN (FEDERAL EXEMPTION AREAS)
☐ CLOSED AREA 1 SAA
☐ CLOSED AREA 2 SAA
☐ NANTUCKET LIGHTSHIP SAA
☐ HUDSON CANYON SAA
☐ ELEPHANT TRUNK SAA
☐ NORTHERN GULF OF MAINE
☐ DELMARVA SAA
☐ STATE WATERS EXEMPTION PROGRAM

LIMITED ACCESS PERMIT
   REGULAR ACCESS TRIP
      ☐ OPEN **[SES-SCA]**
   SPECIAL ACCESS TRIP **[SES-SAA]**
      IS THIS A COMPENSATION TRIP?
      (NOTE: SELECT FOR SAA TRIPS ONLY)
      ☐ NO
      ☐ YES (ALSO SEND SCALLOP ACCESS AREA COMPENSATION TRIP FORM)
      SELECT FISHING AREA:
         ☐ CLOSED AREA 1 SAA
         ☐ CLOSED AREA 2 SAA
         ☐ NANTUCKET LIGHTSHIP SAA
         ☐ HUDSON CANYON SAA
         ☐ ELEPHANT TRUNK SAA
         ☐ DELMARVA SAA
   STATE WATERS EXEMPTION PROGRAM
      ☐ OPEN **(SES-SWE)**

RESEARCH SET ASIDE TRIP **[SES-RSA]**
      ☐ OPEN
      ☐ SCALLOP ACCESS AREA(S)

**'Other' Declaration Screen.**   Click on the „**Activity NE**' tab, followed by the „**Other**' tab:



Click the „Other' tab.



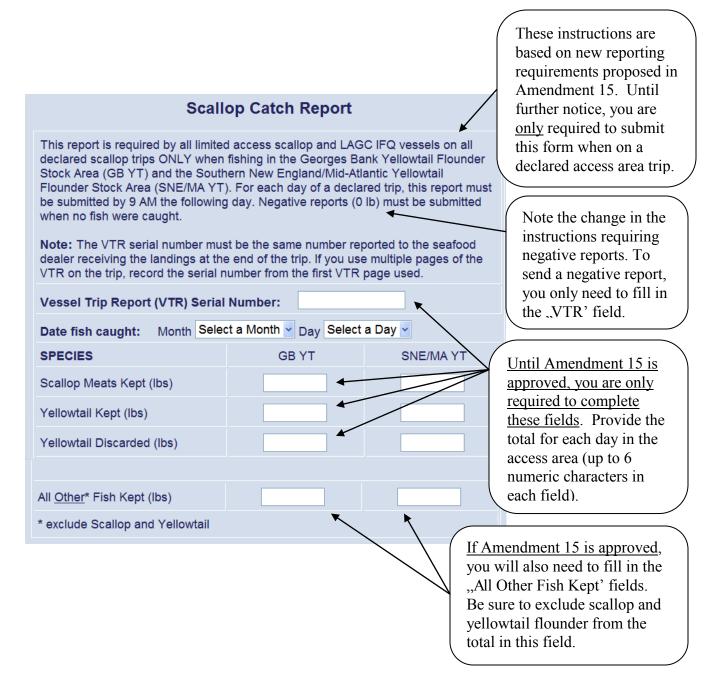**Note:**  No changes were made to the Surfclam, Ocean Quahog, Herring or DOF declarations.

**Caution:  This declaration can only be used by groundfish sector vessels granted a NMFS exemption as well as LAGC scallop vessels IF those vessels do not have more restrictive permits requiring 24/7 VMS reporting.  The new VMS Code is: PWD-PWD-XXXXXX**

**Vessels on a NMFS-authorized LOE do not need to send this declaration.**

**Scallop Catch Report.** The scallop catch report form has been updated to reflect changes that would occur if Amendment 15 is approved. However, until you have been notified by NMFS of the approval and implementation of Amendment 15, you are <u>only required to send this daily report when declared into a scallop access area and only the following fields are required:  VTR, Scallop Meats Kept, Yellowtail Kept, and Yellowtail Discarded.</u>  Since reporting by Yellowtail Stock Area is not currently required, you should enter the species kept/discarded information in the „GB YT' column <u>only</u>.

### Scallop Catch Report

This report is required by all limited access scallop and LAGC IFQ vessels on all declared scallop trips ONLY when fishing in the Georges Bank Yellowtail Flounder Stock Area (GB YT) and the Southern New England/Mid-Atlantic Yellowtail Flounder Stock Area (SNE/MA YT). For each day of a declared trip, this report must be submitted by 9 AM the following day. Negative reports (0 lb) must be submitted when no fish were caught.

**Note:** The VTR serial number must be the same number reported to the seafood dealer receiving the landings at the end of the trip. If you use multiple pages of the VTR on the trip, record the serial number from the first VTR page used.

**Vessel Trip Report (VTR) Serial Number:** _____

**Date fish caught:**   Month [Select a Month ▼]  Day [Select a Day ▼]

| SPECIES | GB YT | SNE/MA YT |
| --- | --- | --- |
| Scallop Meats Kept (lbs) | | |
| Yellowtail Kept (lbs) | | |
| Yellowtail Discarded (lbs) | | |
| | | |
| All Other* Fish Kept (lbs) | | |
| * exclude Scallop and Yellowtail | | |

These instructions are based on new reporting requirements proposed in Amendment 15.  Until further notice, you are <u>only</u> required to submit this form when on a declared access area trip.

Note the change in the instructions requiring negative reports. To send a negative report, you only need to fill in the „VTR' field.

<u>Until Amendment 15 is approved, you are only required to complete these fields.</u>  Provide the total for each day in the access area (up to 6 numeric characters in each field).

<u>If Amendment 15 is approved,</u> you will also need to fill in the „All Other Fish Kept' fields. Be sure to exclude scallop and yellowtail flounder from the total in this field.

**LAGC Scallop Pre-Landing Notification**. Read the „Instructions' and the „Note' below to determine whether you must send this form before returning to port. If you won't be landing any scallops, you don't have to complete the fields below the „Scallops Retained/Landed' field. In the „Estimated Scallops onboard' field, you may enter „Meats' or „Bushels in-shell' or enter a quantity in both fields if both meats and in-shell scallops are being landed.

## LAGC Scallop Pre-Landing Notification

Instructions: All LAGC IFQ and NGOM-permitted vessels must send a completed form on (1) all declared LAGC scallop trips and (2) all other trips when scallops are kept. Send form at least 6 hours prior to landing, and before crossing the VMS demarcation line. However, if the scallop harvest ends less than 6 hours before landing, then the report is to be sent immediately upon leaving the fishing grounds.

Note: Limited Access scallop vessels holding LAGC IFQ or NGOM permits must send this form only when fishing on a declared LAGC scallop trip.

| | |
|---|---|
| **Vessel Captain/Operator's Name:** | |
| **Correction of a prior report (Y/N):** | |
| **If yes, Date of prior report (MMDDYY):** | |

**If yes, all information provided below, including blank fields, will replace the data submitted in the prior report.**

| | |
|---|---|
| **VTR Serial Number:** | |
| **Scallops Retained/Landed? (Y/N):** | |

**If NO, send form. If YES, complete remaining blocks then send form.**

| | |
|---|---|
| **Any scallops caught in Northern Gulf of Maine (NGOM) Area? (Y/N):** | |

**Estimated Scallops onboard:**
**Note: Only enter lbs and bushels if intending to land both.**

| | |
|---|---|
| **Meats (lbs):** | |
| **Bushels in-shell:** | |
| **Estimated Landing Date (MMDDYY):** | |
| **Estimated Landing Hour (00 - 23):** | Select an Hour |
| **Estimated Landing Minute (00 - 59):** | Select a Minute |
| **Landing Port State (Abbreviated):** | |
| **Landing Port City:** | |

Enter up to 20 alpha characters.

Enter „Y' if you need to send corrected information for a previously-sent report. In the next field, provide the date (2-digit month, day, year) of the previous report. Otherwise, enter an „N'.

If no scallops will be landed, enter an „N' and send the form. If „Y', complete the remaining fields.

Enter meats, bushels, or meats and bushels (up to 5 numeric characters each).

Enter your estimated landing date (2-digit month, day, year) and time (24-hour local clock).

Enter up to 25 alpha characters.

**Scallop Broken Trip Notification.**  This report is <u>only</u> for limited access vessels declared into a scallop access area.  Complete <u>all</u> fields to send the form.  See the revised instructions that explain the situations when the form must be sent to receive a compensation trip from NMFS.

### Scallop Broken Trip Notification

This report is to be sent once the Limited Access vessel operator determines that the scallop access area trip must be terminated either (1) prior to entering the access area, or (2) while fishing and before the full possession limit is reached.

Vessel Captain/Operator's Name: [_____]

> Enter up to 50 alpha characters.

Time of Fishing Termination:
Hour [Select an Hour ▼]
Minute [Select a Minute ▼]

> Enter up to 5 numeric characters.

Estimated Landing Month: [Select a Month ▼]

Estimated Landing Day: [Select a Day ▼]

> Enter up to 35 alpha characters.

Estimated Landing Hour: [Select an Hour ▼]

Estimated Landing Minute: [Select a Minute ▼]

> Note:  You can find this form at http://www.nero.noaa.gov/sfd/ under "Forms and Applications".

Estimated Scallop Meats: [_____] lbs

Reason for Termination: [_____]

Note: You must also mail or fax a completed broken trip adjustment sheet to NMFS to receive a compensation trip.

**Herring Catch Report.  DO NOT SUBMIT UNTIL NOTIFIED FURTHER.**  NMFS is in the process of developing a rulemaking to revise 2011 reporting requirements. While this form is available on your VMS, please DO NOT use this form to report herring catch and discard information.  Until notified otherwise, please continue reporting herring catch/discards weekly via the IVR system.  When rulemaking is final, you'll receive a permit holder letter detailing any new reporting requirements and, if appropriate, instructions for using the approved catch report.

### Herring Catch Report

This report is required by all limited access herring vessels on all declared herring trips. For each day of a declared trip, this report must be submitted by 9 AM the following day. Negative reports (0 lb) must be submitted when no fish were caught.

**Reminder:** Herring Permit Category A and B vessels fishing with mid-water trawl or purse seine gear on a declared herring trip are also required to send a Herring Pre-Landing notification report through VMS.

**Note:** VTR serial number must be the same number reported to the seafood dealer receiving the landings at the end of the trip. If you use multiple pages of the VTR on the trip, record the serial number from the first VTR page used.

**Vessel Trip Report (VTR) Serial Number:** [_____]

**Date fish caught:**   Month [Select a Month ▼]  Day [Select a Day ▼]

| SPECIES | AREA 1A | AREA 1B | AREA 2 | AREA 3 |
|---|---|---|---|---|
| Herring kept (lbs) | [____] | [____] | [____] | [____] |
| Herring discarded (lbs) | [____] | [____] | [____] | [____] |

**Herring Pre-landing Notification.** Only All Areas (Cat A) and Areas 2/3 (Cat B) vessels on a VMS-declared herring trip using mid-water trawl or purse seine gear are required to send this form. It must be sent while at sea – refer to the instructions below. The form is self-explanatory.

**Herring Pre-Landing Notification**

This report is to be sent by all Herring Category A and B vessels fishing with mid-water trawl or purse seine gear on a declared herring trip at least 6 hours prior to crossing the VMS demarcation line on the return trip to port, or 6 hours prior to landing if no fishing occurred seaward of the VMS demarcation line.

| | |
|---|---|
| Estimated Landing Month: | Select a Month |
| Estimated Landing Day: | Select a Day |
| Estimated Landing Hour: | Select an Hour |
| Estimated Landing Minute: | Select a Minute |
| Landing Port State: | Select a State |
| Landing Port City: | |

> **Note:** After completing all fields, send the form <u>before</u> crossing the VMS demarcation line.

> Enter up to 16 alpha characters.

We've reviewed all the new or revised VMS screens on your SkyMate unit. Remember, your SkyMate unit documents a copy of your sent messages. You can find your activity declarations and acknowledgments in your „Code Log' (go to your „Activity NE' tab and then click on any fishery tab). The view below shows the Code Log tab accessed through the multispecies tab.

Code Log    Cancel

**Declaration for Multispecies**

Change your Activity Declaration:

ADD MONKFISH OPTION **[NMS-MNK]**:
☐ SELECTING ALLOWS A CHANGE AT SEA TO MONKFISH DAS,

> **Remember:** In your „Code Log', you must click on and read your declaration acknowledgment in order to send future declarations.

And, you can find a copy of your other forms (catch reports, hails, etc) in your "**Form Log'**. Go to your „Forms NE' tab, click on any fishery tab, and then any form tab. The view below shows the Form Log accessed through the scallop catch report tab.

Form Log    Cancel

**Scallop Catch Report**

This report is required by all limited access scallop and LAGC IFQ vessels on all declared scallop trips ONLY when fishing in the Georges Bank Yellowtail Flounder Stock Area (GB YT) and the Southern New England/Mid-Atlantic Yellowtail Flounder Stock Area (SNE/MA YT). For each day of a declared trip, this report must

> Your „Form Log' stores all your forms messages sent to NMFS.

If you have any questions about this letter or your VMS reporting requirements, including the submission of the above forms, please call the Northeast VMS Team at **(978) 281-9213**.