

Registration Details

Operator

This is the person who by virtue of ownership, a lease, a sublease, a charter, a sub charter, or otherwise, for the time being has lawful possession and control of the vessel.

Operator's Client Number

Operator's Full Legal Name

Owner

This is the person or entity that owns the vessel.

Is the operator of this vessel also the owner of this vessel?

Yes →

Go directly to 'Previous Registration' section below

No →

Give owner details below

Owner's Client Number (if applicable)

Owner's Full Legal Name

If the owner does not have a client number please provide the following details:

Is the owner a person or an organisation?

Owner's Postal Address

What is the nature of the agreement between the owner and operator?

Charter →

Go directly to 'Term of Agreement' below

Other →

Give details below

Type of Agreement

Term of Agreement

Previous Registration

If the vessel has been previously registered the commercial registration number is likely to be displayed on the side of the vessel.

Has this vessel ever been registered in New Zealand as a commercial fishing vessel?

No

Yes →

Vessel's Registration Number

Name/s of Vessel

Please specify the current name of the vessel.

Current Name of Vessel

Previous Name/s of Vessel (if applicable)

If the vessel has been registered before under a different name, specify what that vessel name was.

Vessel Category (please select one)

28 metres and under

Over 28 metres

Vessel Registration

Fishserve Use Only

GPR Registration

OFFICE USE ONLY

Fee Required \$ _____

Cert. of Registry Issued ___/___/___

Fee Required \$ _____

Fee Paid \$ _____

Data Entry Initials _____

Fee Paid \$ _____

Receipt No. _____

Data Entry Completed ___/___/___

Receipt No. _____

DATE PRESENTED

Vessel Specifications

If your vessel exceeds the limits stated below, please provide evidence to support this declaration, e.g. Safe Ship Management Certificate, Certificate of Survey or a Ship Registration Act 1992 Certificate.

Overall Length

The length of a vessel measured by a straight middle line from the extreme forward end to the extreme aft end of the hull of the vessel. The overall length cannot be more than 28m.

Registered Length

As registered under the Ship Registration Act 1992.

Base Port

Provide the 'Location' and 'Region' where this vessel is based (eg "Onerahi - Whangarei" or "Owenga - Chatham Islands").

Gross Tonnage

Gross Tonnage should be between 0 and 8500 tonnes.

Draught

Draught should be between 0.1 and 9.9 metres and not more than one quarter of the overall length of the vessel.

Beam

Beam should be between 0 and 20 metres, and less than two thirds (2/3s) of the vessel length.

Power Output of Vessel's Main Engine

Engine power should be between 0 and 7000kW or 0 and 9387 Hp.

Year Built

The year built should be the same as the previous registration.

Overall Length

 metres

Current Flag

Vessel International Call Sign

Forum Fisheries Reg. No. (if applicable)

Port of Registry

Gross Tonnage

 tonnes

Beam

 metres

Power Output of Vessel's Main Engines

Maximum Speed

 knots

Hull Colour

Position of Superstructure (if applicable)

 Fore Aft Midship

Funnel Colour

Number of Tenders Used

Registered Length

 metres

Previous Flag (if applicable)

IMO Number

MNZ Number

Base Port

Draught

 metres

Unit

 kW Hp No engine

Service Speed

 knots

Hull Material

Colour of Superstructure (if applicable)

Year Built

Resale Value of Vessel (including gear)

 NZ\$

Fishing Details

Maximum Duration at Sea

 days

Is the vessel capable of processing fish meal?

 No Yes → What is its daily maximum processing capacity? kgs

Is the vessel capable of freezing product while at sea?

 No Yes → What is its daily maximum freezing capacity? kgs

→ What is the total number of blast freezers?

Number of Fish Holds

Total Capacity of Fish Holds

 cubic metres

Southern Bluefin Tuna

See page seven for notes on the notification of vessels catching Southern Bluefin Tuna.

Will Southern Bluefin Tuna be caught on this vessel (targeted or as bycatch)?

 Yes No

Fishing Details Continued

Fishing Methods

Please indicate all of your proposed fishing methods by ticking the appropriate circle/s.

- | | |
|--|--|
| <input type="radio"/> Beach Seine/Drag Net | <input type="radio"/> Mechanical Beach Harvester |
| <input type="radio"/> Bottom Long Line | <input type="radio"/> Midwater Trawl |
| <input type="radio"/> Bottom Pair Trawl | <input type="radio"/> Midwater Pair Trawl |
| <input type="radio"/> Bottom Trawl | <input type="radio"/> Octopus Pots |
| <input type="radio"/> Carrier | <input type="radio"/> Pole and Line |
| <input type="radio"/> Cod Pots | <input type="radio"/> Potting (other) |
| <input type="radio"/> Crab Pots | <input type="radio"/> Precision Bottom Trawl |
| <input type="radio"/> Dahn Line | <input type="radio"/> Precision Midwater Trawl |
| <input type="radio"/> Danish Pair Seine | <input type="radio"/> Purse Seine |
| <input type="radio"/> Danish Seine | <input type="radio"/> Ring Net |
| <input type="radio"/> Dip Net | <input type="radio"/> Rock Lobster Pot |
| <input type="radio"/> Diving | <input type="radio"/> Scampi Pot |
| <input type="radio"/> Dredge | <input type="radio"/> Scoop Net |
| <input type="radio"/> Eel Pot | <input type="radio"/> Set Netting Pair |
| <input type="radio"/> Fish Traps (including Box / Teiche Nets) | <input type="radio"/> Set Net (including Gill Net) |
| <input type="radio"/> Fyke Net | <input type="radio"/> Squid Jig |
| <input type="radio"/> Hand Gathering | <input type="radio"/> Surface Long Line |
| <input type="radio"/> Hand Line | <input type="radio"/> Troll |
| <input type="radio"/> Lampara Nets | <input type="radio"/> Trot Line |

Vessel Type

Please indicate all vessel types that apply by ticking the appropriate circle/s.

- | | | |
|-------------------------------------|--|--------------------------------|
| <input type="radio"/> Carrier | <input type="radio"/> Liner | <input type="radio"/> Set Nets |
| <input type="radio"/> Dredge | <input type="radio"/> Mechanical Harvester | <input type="radio"/> Tanker |
| <input type="radio"/> Eels | <input type="radio"/> Other | <input type="radio"/> Trawler |
| <input type="radio"/> Handgathering | <input type="radio"/> Potting | <input type="radio"/> Troller |
| <input type="radio"/> Jigger | <input type="radio"/> Seine | |

Crew Details

Is the operator the employer of the crew on the vessel?

- Yes No → Please provide the details of the employer below

Employer's Full Legal Name

Employer's Postal Address

Employer's Contact Number

Do you intend to employ or are likely to employ crew who hold a work visa?

- Yes No

Total Crew

Total Number of Crew A members

Total Number of Crew B members

Control and Management of the Vessel

Provide full details of the crew members as requested. For those crew positions that are not relevant for this vessel, please enter n/a in the 'First name/s' field. If there are two crews for the vessel, please complete both sections.

Crew Details Continued

Crew A

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Crew B

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Crew Details Continued

Crew A

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Crew B

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Position

First Name/s Surname

Date of Birth
day month year

Residential Address (number, street, suburb, city, country)

Contact Number

Is this crew member a New Zealand Resident?
 Yes No → Give nationality and passport details below

Nationality Passport Number

Navigation and Communication Equipment

Please provide at least one contact number for your vessel

Vessel Cell Phone Number

Vessel Fax Number

Satellite Communication Number

Aircraft Details

If there is an aircraft on board this vessel, provide details of that aircraft.

Type of Aircraft

Registration Number

Make of Aircraft

The GPS is interfaced with:

A Course Plotter
 A Video Plotter
 Both
 None

Radio Communications

Give the details of the vessels radio communication equipment.

Radio Type: e.g. HF, UHF, VHF, SSB

E.g.

Radio Type	Working Frequency or Channel	Please select one		
VHF	16	<input checked="" type="radio"/> Channel	<input type="radio"/> KH	<input type="radio"/> MH
		<input type="radio"/> Channel	<input type="radio"/> KH	<input type="radio"/> MH
		<input type="radio"/> Channel	<input type="radio"/> KH	<input type="radio"/> MH
		<input type="radio"/> Channel	<input type="radio"/> KH	<input type="radio"/> MH

Geospatial Position Reporting Device (GPR)

Please Note: If you are applying to register a new GPR (e.g. has not previously been registered) or a GPR that has been altered since it was last registered, a supplier declaration must be provided with this application form.

Has the GPR been previously registered?

No
 Yes

If the GPR has been previously registered, has it been altered in any way since it was last registered?

No
 Yes

What type of GPR?

Device type
(AIS, Iridium, etc)

Communications Provider
(Kordia Limited, SnapIT, Pivotal, etc)

Manufacturer
(Thrane & Thrane, Furuno, etc)

Product Name

Model ID

Unique ID

The Unique ID required to be provided is dependent on the type of device.

Unique ID
(IMN/IMEI/MMSI Number, Mobile ID, etc)

Serial Number

Please provide the connection serial number (if applicable).

Serial Number

Software Version Number
(if applicable)

GPR Supplier Declaration

Have you provided a completed Geospatial Position Reporting Device Supplier Declaration with this application?

Yes
 No

GPR Authorisation

I hereby authorise:

- The disclosure of a copy of this application form to, and the use of the information contained in this form by, any government agencies including the Ministry for Primary Industries.
- The Ministry for Primary Industries and any other government agencies to download, delete, send and receive any data originating from this GPR.

Signature of Applicant (or authorised signatory)

Date

Prohibited Persons

Is the applicant currently prohibited by court order from any of the following?

- holding any licence, approval, permission or fishing permit obtained under the Fisheries Act 1996
- engaging in fishing or any activity associated with the taking of fish, aquatic life or seaweed
- deriving any beneficial income from activities associated with the taking of fish, aquatic life or seaweed

Yes No

Declaration

I declare that:

- I have attached all information in the Operator Checklist.
- The information I have given on this application is true and correct.
- I am authorised to provide this information and make this declaration.
- I am aware it is an offence to provide false or misleading information or omit any material information.
- I understand the applicant is required to notify Fishserve if there are any changes in the particulars I have provided in this application form.
- I have read and understood the Collection of Personal Information details supplied with this form.

If there are more signatories than space provided make further declarations on a copy of this page.

Full Name of Signatory	Position	Signature	Date
			/ /
			/ /
			/ /
			/ /

Privacy Act 2020 – Collection of Personal Information

Your personal information is being collected to enable your application to register a fishing vessel to be processed.

The agency collecting and holding this information is Commercial Fisheries Services Limited (Fishserve), PO Box 297, Wellington, 6140.

The collection of this information is required under section 103 and 103A of the Fisheries Act 1996. It is not mandatory that you supply this information, but your application may not be processed if you do not provide all the information requested on this form.

You have the right to access and correct your personal information.

You may apply to Fishserve to prevent the display of your personal address on registers kept under the Fisheries Act 1996 if you consider that disclosure would be prejudicial to your personal safety or to the safety of your family.

Notes

It is an offence under section 230(1) of the Fisheries Act 1996 to make any false or misleading statement in this application. If you are convicted of an offence against that section, you are liable to a fine not exceeding \$250,000.

If the ownership of this vessel changes to such an extent that consent of the Director-General under section 103A(4) of the Fisheries Act 1996 is required, the operator must immediately notify the Director-General in writing and the registration of the vessel and any notified user registration will be cancelled immediately.

If any of the details relating to the registration of this vessel change, the operator must immediately notify the Director-General in writing.

Please ensure all information is attached.

The Commission for the Conservation of Southern Bluefin Tuna (CCSBT) has established a list of fishing vessels that are authorised to fish for Southern Bluefin Tuna. If you indicate on this form that Southern Bluefin Tuna will be caught on this vessel, the vessel will be added to the authorised list. This list is publicly available at www.ccsbt.org.

Fishing vessels that are not on the list are deemed by CCSBT not to be authorised to fish for, retain on board, tranship or land Southern Bluefin Tuna. Product from vessels that are not listed will not be able to be authorised for export as part of the Southern Bluefin Tuna trade information scheme. As such they will not be accepted as imported product by countries co-operating with CCSBT (most notably Japan).

Definition of Overseas Person

An "overseas person" is expressly defined in the Fisheries Act 1996 by section 7 of the Overseas Investment Act 2005. If you are uncertain about whether the applicant is an overseas person, we suggest you contact your solicitor.

OPERATOR CHECKLIST

Before you submit your application please check that you have included the following information:

	Complete/ Provided
All sections of the approved form "Application to Register a Foreign-owned Vessel" are correct and complete.	<input type="radio"/>
A copy of the fishing permit that the vessel intends to fish under.	<input type="radio"/>
Declaration of intended compliance to any non-regulatory management measures. This must state that all crew have been informed of their obligations in respect of non-regulatory management measures.	<input type="radio"/>
Approved Maritime New Zealand Safe Ship Management Certificate, <u>or</u> Foreign Fishing Vessel Inspection Certificate (in English), <u>or</u> Maritime Transport Operator Certificate (including cover letter) and Certificate of Survey (whichever are applicable).	<input type="radio"/>
Realistic catch plan for the vessel is included for the current year. Please supply as a separate document with your application.	<input type="radio"/>
Evidence to support the catch plan of ACE sourcing arrangements for the vessel is included for the current year. That is, details are provided of ACE contracts already in place or examples of how ACE was sourced in previous years. Please supply as a separate document with your application.	<input type="radio"/>
A copy of the Charter Agreement (if applicable). The Charter Agreement must: a) not have information removed or obscured in the agreement, unless the information is financially sensitive (e.g. twink or overwriting, pages not supplied); b) supply all information referred to as attached or a part of the agreement (vessel operators will be permitted to "black out" financial sensitive information); c) be written in English and legible; d) be signed, dated, and each page initialled by appropriate parties; e) clearly state the duration of the agreement or where there is no duration, the means by which the duration is to be determined; f) have all appendices attached; g) clearly state who is the operator, owner and permit holder; h) clearly state the responsibilities of the permit holder; i) clearly state the responsibilities of the foreign owner; j) be specific to the vessel/s and not a proforma that does not identify the vessel/s to which it applies; and k) contain the following information for the vessel operator, vessel owner, and permit holder associated with the vessel: i. Name; ii. Address; iii. Phone number.	<input type="radio"/>
An 'Operator Compliance Plan' ¹	<input type="radio"/>
Details of when the vessel is likely to be available for a MPI Compliance Officer inspection.	<input type="radio"/>

¹ See Appendix I for Company Compliance Plans

Guide for applicants seeking to register a Foreign-owned Vessel under the Fisheries Act 1996

Ministry for Primary Industries
Manatū Ahu Matua



INTRODUCTION

Foreign-owned Vessels (FOVs) have different registration requirements than New Zealand owned vessels.

Under s103A(4) of the Act, prior to the vessel being registered, the Director-General of the Ministry for Primary Industries (MPI) must consent to the registration. Under this section of the Act, the Director-General has the power to place conditions on his consent to register the vessel.

This document sets out the registration process and information requirements for New Zealand vessel operators wishing to register a FOV.

KEY CONTACT DETAILS

Deepna Dahya Client Services Manager Fishserve Level 12 7 Waterloo Quay Wellington 6011 Ph: 04 460 9574 Email: Deepna.Dahya@fishserve.co.nz	Wendy Thompson FOV Co-ordinator Ministry for Primary Industries PO Box 2526 Wellington 6140 Ph: 04 570 5121 Email: FisheriesRegistryServices@mpi.govt.nz
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PROCESS FOR APPLYING

If you wish to register a FOV to fish in New Zealand waters, you must undertake the following process:

- Complete the form "Application to Register a Foreign-owned Vessel". This form can be downloaded from the Fishserve website www.fishserve.co.nz. Alternatively, phone Fishserve on (04) 460-9555 and request a form to be sent to you. If you don't have a Fishserve client number you will also need to complete a client application form;
- Prior to submitting the application to Fishserve, ensure that the minimum information requirements listed on the following page have been met, and check the information against the attached operator checklist. All documentation must be in English, be up-to-date and relate to the vessel you are applying to register;
- Once the checklist is complete, submit the documentation along with the application fee to Fishserve;
- For consistency, Fishserve will then check that your application is complete using the same operator checklist as used to complete the application;
- If the application is complete, Fishserve will forward the documentation to the FOV Co-ordinator. If the application is incomplete, Fishserve (and/or MPI) will contact the applicant to request more information. At this point, the applicant will have the opportunity to provide additional information and to make any necessary alterations to the application;
- Applications will be processed by the FOV Co-ordinator on receipt of a complete application. You should allow plenty of time to apply to register your FOV, ideally 8 weeks before the current registration expires. MPI endeavours to process applications within 30 working days, however, this is only a guideline. The FOV Co-ordinator is responsible for ensuring that your vessel application is assessed by MPI;
- All vessels will be inspected by a MPI Compliance Officer. This inspection will be arranged by MPI. Advising MPI (either at the time you submit the application form or through the FOV Co-ordinator at a later date) of the dates that the vessel is in port, MPI will ensure that the inspection takes place with minimal delay;
- The FOV Co-ordinator will be your main point of contact while your application is being processed. The FOV Co-ordinator will manage the MPI assessment of the vessel, drafting and approval of the Certificate of Consent (including any conditions attached) and provide details of the consent to Fishserve;

- On receipt of confirmation of consent from the FOV Co-ordinator, Fishserve will issue you with a Certificate of Registration and MPI Certificate of Consent. The Certificate of Consent will outline any conditions of registration;
- If you have any issues during the registration process, contact the FOV Co-ordinator.

INFORMATION REQUIRED

In order to assess FOV applications, MPI requires the following information to be included in the application:

- Completed approved form "Application to Register a Foreign-owned Vessel";
- Details (name, address, permit number etc) of the permit that the vessel intends to fish on;
- Realistic catch plan for the vessel including the target and bycatch species that the vessel intends to harvest during the registration period;
- Evidence of proposed ACE sourcing arrangements for major species in the catch plan. For example, copies of agreements with an ACE supplier, proof of sourcing from previous years, or evidence of quota owned by permit holder;
- If you have been operating for longer than 12 months in New Zealand you should provide an Approved Maritime New Zealand Safe Ship Management Certificate, or Recognition of a non-New Zealand Ship document, or Maritime Transport Operator Certificate (including cover letter) and Certificate of Survey (whichever are applicable);
- Confirmation that the vessel will comply with the relevant non-regulatory management measures, including details of how they intend to achieve this compliance. E.g. use of SLEDS in the SQU6T fishery, adherence to hoki operating procedures, or adherence to Marine Mammal Operating Procedures (MMOP).

The application will be assessed as part of the registration approval process to ensure that all parties are aware of their responsibilities.

Appendix I: Operator Compliance Plan

Below is an outline of the **MINIMUM** that MPI would expect to be covered in an operator's Compliance Plan. The Plan should reflect the vessel it is written for. Each item should state what is covered, who is responsible, and how it will be achieved.

- Briefings:-** MPI expects the operator to provide both pre-departure and post-trip documented briefings to the crew. This is an opportunity to discuss the fishing plan and any compliance or legal issues which may have occurred in the last trip or may occur in the upcoming trip. The operator should provide an interpreter where English is not the primary language. Evidence that briefings have occurred must be signed by those present and records retained by the operator and available for inspection at the request of a MPI Compliance Officer.
- Briefing File:-** A Briefing file should be created by the operator which includes all legal requirements, company codes of practice, industry codes of practice, company processing and packaging specifications, plus all associated reference material. It is intended that this will provide the operator with sufficient information to make the correct decision in a timely manner. This should be a living document and updated by the operator when there are any changes to the legislation or company policies and procedures. The operator is required to place a copy of the Briefing File on board each vessel under their control.
- Fish Catch Plans:-** Operators should provide a catch plan for each vessel at the beginning of each trip. This should show target species, ACE entitlement and vessel allocations for the trip, and be retained on board the vessel. Where changes to the catch plan are made, this should be agreed by both the vessel captain and operator and be documented.
- Daily Reporting:-** MPI expects operators will receive daily catch details by species / state / grade / quantity and the area it was caught in. Not only does this help companies calculate ACE requirements and adherence to the catch plan, it also assists operators with forward sales. It is also helpful in adhering to industry codes of practice.
- Observers/Monitoring:-** Operators are expected to take a proactive approach to at-sea compliance and should provide their own independent monitoring of their vessels (in addition to whatever observer coverage that MPI will need to provide). Benefits of independent monitoring include identifying compliance issues to the operator, monitoring quality control, and providing verification that company codes of practice are being adhered to. Feedback to the operator, particularly on compliance matters, should be made by the independent monitors in a timely manner and documented. Independent monitors should be fully aware of legal requirements and should cover this aspect in their reports. MPI considers independent monitoring as a proactive approach to identifying and remedying any potential at-sea issues. Operators should not solely rely on MPI observers for their compliance. Operators should also actively brief and debrief their monitors, not rely on the service provider or other parties to do this on their behalf.
- Vessel Movement:-** Operators should have their own vessel monitoring system which they monitor on a daily basis. This should be used to check compliance with the catch plans provided, company and industry codes of practice, and reconciliations of catch documentation. Operators should be aware of catch anomalies with regard to the vessel's position and actively act on this information.
- Processing Records:-** Operators are expected to have procedures in place for checking the accuracy of processing records against catch reports, areas of operation and fishery profiles. Operators should retain primary documentation produced onboard the vessel for future reference. Operators should carry out their own fishery profiles, expected by-catch estimates and the current state of the fishery.
- Weight and Glaze Checks:-** Vessels should have onboard weighing systems which are accurately calibrated and maintained. At-sea block and glaze weight checks should be documented and kept for verification for each product line. Operators should also have a robust, statistically based weight check system for independently checking and verifying the at-sea checks. It is the operator's responsibility to accurately declare the correct greenweight of fish caught during a trip.
- Adherence to State Checks:-** Operators should have procedures in place to assess adherence to state. Product that does not adhere should be packed separately and have the numerically higher CF applied for the state that best describes the cut. Where it is not practicable to assess all fish processed and pack non-adherent cuts separately, operators should have in place a robust sampling regime to test for non-adherence, applying the numerically higher CF for the state that best describes the cut to account for this. Operators should also have a robust, statistically-based system for independently checking and verifying the at-sea checks. It is the operator's responsibility to accurately declare the correct state of fish processed during a trip.
- Meal Quantification and Reporting:-** Operators are expected to have onboard meal procedures documenting the quantification and reporting of whole and processed fish to meal. Included should be a factory plan identifying areas on the vessel where fish is accumulated for meal, or sent direct to meal. A copy of the procedures and accompanying factory plan must be onboard and be adhered to at all times. Procedures should document methods used to accurately quantify and report all fish (both whole and processed) sent to meal, with the appropriate CF applied where necessary. Operators must ensure that records are documented in the factory logbook by source, and captured in the daily fishing returns. All documentation recording quantities of whole and processed fish to meal should be retained by the operator and be available for inspection at the request of a Compliance Officer.
- Checking of Fishing Trip and Event Details:** This is a fundamental requirement of the permit holder. Electronic reporting data should be thoroughly checked for completeness and accuracy prior to being submitted from the vessel. Although the captain and senior crew complete and submit electronic data on behalf of the permit holder, if the captain gets it wrong then the permit holder gets it wrong (section 245 of the Fisheries Act 1996). Permit holders should also check submitted electronic data against source documentation.