

West Coast Groundfish Trawl Catch Share Program

2012



NOAA FISHERIES SERVICE

For more details on the
Catch Share Program,
call 206-526-6140
or go to our website:

[www.nwr.noaa.gov/
Groundfish-Halibut/
Groundfish-Fishery-
Management/Trawl-
Program/index.cfm](http://www.nwr.noaa.gov/Groundfish-Halibut/Groundfish-Fishery-Management/Trawl-Program/index.cfm)

For the full groundfish
regulations, see
the Code of Federal
Regulations (CFR) at 50
CFR part 660, subparts
C-G.



Shorebased IFQ Program Catch Monitoring Plan Guidelines for Shoreside First Receivers

First Receiver Site License

Any buyer of IFQ groundfish from an IFQ vessel must have a First Receiver Site License (Site License) for each physical landing site where they will receive IFQ groundfish. If your business accepts catch at more than one physical location, you will be required to obtain a Site License for each location. Conversely, if more than one buyer unloads at a single physical location, each buyer is required to have a Site License. The buyer, as represented on the e-ticket, is required to be the first receiver in all cases.

To apply for a First Receiver Site License, submit the following to NMFS NWR Fisheries Permit Office:

- First Receiver Site License application form
- Catch monitoring plan
- Current copy of state buyer's license
- Application fee

Catch Monitoring Plan for all IFQ Shoreside First Receivers

Under the shorebased IFQ program, each first receiver taking delivery of IFQ species is required to have a certified catch monitor present for the entire duration of any IFQ landing. Therefore, all First Receiver Site License applicants are required to submit a catch monitoring plan. The catch monitoring plan will be used by both NMFS to ensure accurate catch accounting, and the catch monitors to assist in completing their duties. The document should include descriptions of sorting spaces, how catch is accurately sorted, weighed and recorded, and methods used to prevent unsorted catch from entering areas beyond the sorting space, scales used for weighing and their locations, delivery points and the catch monitor's observation area.

This guide is intended to help you through the process of creating a catch monitoring plan for a First Receiver Site License application. You are encouraged to use the Word document template to ensure that all of the required contents are included in your catch monitoring plan, which can be found on the First Receiver and Catch Monitor page of the Trawl Catch Share Program webpage: www.nwr.noaa.gov/Groundfish-Halibut/Groundfish-Fishery-Management/Trawl-Program/index.cfm.

Once completed and submitted, be sure to keep your catch monitoring plan on file so that it can easily be updated when operations change and when preparing your application for your annual First Receiver Site License in subsequent years.

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In addition to your application, you will also need to:

- Set up a contract with a Catch Monitor Provider and arrange to have a catch monitor available for the entire duration of any IFQ landing. A list of Catch Monitor Providers is available on the First Receiver and Catch Monitor page of the Trawl Catch Share webpage: <http://www.nwr.noaa.gov/Groundfish-Halibut/Groundfish-Fishery-Management/Trawl-Program/index.cfm>
- Work with PSMFC to ensure that you have the most current version of electronic fish ticket submission software (Dave Colpo, 503-595-3100).

Site Inspections: What to expect

After your application is received, NMFS will review the application and catch monitoring plan and schedule a site inspection of the facility. Site inspections will be scheduled based on location to minimize program costs, and you should consider this into the timing of submitting your application. After the site inspection, it is likely that NMFS will require revisions to your catch monitoring plan before it is accepted.

First Receiver Catch Monitoring Plan Contents - Trawl IFQ

A. Identifying Information

- Submission date
- Name, title and signature of the person submitting the catch monitoring plan
- Name and physical location of the first receiver
- Identify if you are a non-whiting first receiver, whiting first receiver, or both
- Business mailing address, telephone, fax, and email of the first receiver

B. Sorting Requirements

1. Delivery Points

- Identify each location where catch is removed from the IFQ vessel. This identifies the first location where catch can be sorted, weighed or diverted to more than one location upon offload from a vessel (offloads at a different physical site will require a separate site license and catch monitoring plan).

2. Sorting Process

- Sorting locations and amount of space available for sorting activities
- Number of people assigned to assist in sorting activities (range)
- Rate at which catch flows through the sorting area
- If grinders are located onsite, note the locations of each grinder and their proximity to sorting and weighing activities.
- What steps are taken to prevent unsorted catch from entering the factory or other areas beyond the location where the catch sorting and weighing can be monitored from the observation area? In the unlikely event that catch is miss-sorted or unsorted during sorting activities, what steps are taken to ensure that all catch is accurately reported to federal species or species groups?

3. Skills and training for sorting to IFQ species/species group

- Identify the training given to employees on fish ID (i.e., time spent training, formal training, on the job training, etc.)
- Person responsible for training new first receiver employees in the sorting process
- Resources on-site for training and sorting (Fish ID manuals, etc.)

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C. Weighing Requirements

1. Scales

a) For each scale to be used for weighing IFQ species or species groups:

- Make and model for all scales used for weighing IFQ catch
- Most recent test date (scales intended for use in IFQ landings require a valid sticker indicating that the scales are valid in the state where the scale is located) and organization conducting the test
- The number of divisions and maximum capacity

b) Scales designed for bulk weighing (hopper scale):

- The scale must have a printer with an automatic recording function.
- Describe how target catch weight is accurately determined
- Describe how non-target catch weight is accurately determined

c) Scales not designed for bulk weighing (platform or hanging scales):

- If you accept 200,000 lbs or more of fish in any month, a printer is required, include the information available on the printout
- If a printer is not required, and the scale cannot produce a printed record, state how the scale will be used and explain how the first receiver will produce a complete and accurate record for each delivery. One suggestion might be to include a sample of what a completed tally sheet would look like to demonstrate clarity and if/how totes are labeled. Exemptions are found at § 660.140(j)(2)(iii) of proposed program components rule.

2. Weighing Process

a) The process for accurately weighing large volumes of catch

b) The process for accurately weighing small volumes of catch (if an offload were to contain 4 lbs of a specific species, what would be the weighing process)

c) The process for determining the accurate weights of totes used to weigh catch

d) The process for determining the actual weight of ice used for each IFQ species or species group (if ice is used prior to weighing catch)

D. Catch Monitor Requirements

1. Declare a first receiver liaison responsible for:

- a) Orienting new catch monitors to the facility and operations
- b) Assisting in the resolution of catch monitoring concerns
- c) Informing and submitting any changes to the monitoring plan to NMFS.

2. Reasonable Assistance

- a) Declare a person or position who will notify the catch monitor of processor activities at any time IFQ catch is being received, sorted or weighed.
- b) Who will ensure the dock personnel provide reasonable assistance when required?
- c) Who will be the designated person the catch monitor can contact if they have a question or problem?

3. Catch Monitor Safety

- a) Is an OSHA Emergency Action Plan available?
- b) Specify who has First Aid/CPR training - If no one has this training, outline your medical emergency plan
- c) Locations of First Aid Supplies and other safety equipment: Life Ring, fire extinguishers, fire alarms, AED, etc.

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4. Access to facility

- a) Explain how the catch monitor will have access to catch throughout the sorting and weighing process
- b) Identify an observation area where the catch monitor:
 - Has an unobstructed view of the entire flow of catch between the delivery point and the location where sorting takes place and each species/species group has been weighed.
 - Has adequate lighting to ensure catch can be effectively sorted to IFQ species or groups and to ensure catch monitor safety.
- c) Lockable Cabinet. Location of a secure space with minimum dimensions at least two feet wide by 2 feet tall by two feet deep, for storage of catch monitor gear
- d) Catch monitor access to state fish tickets, electronic tickets, scale test results and other required information

5. Maximum work hours

- Outline how you intend to stay within the allowable time constraints of the catch monitor and what alternatives are available if offloads take longer than anticipated.

E. Diagram - must include

1. The delivery point
2. Observation area
3. Locations of scales used to weigh IFQ catch
4. Sorting locations
5. Grinders, if applicable

F. Prohibited Species (whiting first receivers only)

- Description of how prohibited species are secured
- Refrigerated or iced location
- Name or position of persons who will have access
- Who will be responsible for counting, weighing, and labeling prohibited species by vessel and date

G. E-Ticket Submittal

- Provide details about how the e-ticket requirements given below will be met:
- Who will provide the CM with a ticket number
- Who will be responsible for comparing data with the catch monitor and vessel operator, and ensuring that hard copies of e-tickets or dock tickets are signed by both vessel operator and IFQ first receiver (if catch will be transported, this occurs prior to transport)
- Who will be responsible for entering, editing and submitting the data within 24 hours.
- Who should the CM contact if they have questions about dock tickets or submitted e-ticket data?