


Revised: 06/02/2008

CHECK-IN/CHECK-OUT REPORT MOTHERSHIP OR CATCHER/PROCESSOR		<input type="checkbox"/> Original Report <input type="checkbox"/> Revised Report	National Marine Fisheries Service P.O. Box 21668 Juneau, AK 99802 Fax: 907-586-7131 Telephone: 907-586-7269 E-Mail: erreports.fakr@noaa.gov	
Vessel Name		ADF&G Processor Code		
		Federal Processor Permit Number		
Representative Name		Telephone Number		
MANAGEMENT PROGRAM (Check if applicable and enter number) <input type="checkbox"/> CDQ <input type="checkbox"/> Exempted <input type="checkbox"/> Research <input type="checkbox"/> AIP No.		FAX Number		
		COMSAT Number		
Processor Type (check one) <input type="checkbox"/> Mothership <input type="checkbox"/> Catcher/Processor	Gear Type (check one) <input type="checkbox"/> Hook & Line <input type="checkbox"/> Pot <input type="checkbox"/> Pelagic Trawl <input type="checkbox"/> Non-Pelagic Trawl <input type="checkbox"/> Jig <input type="checkbox"/> Troll			
BEGIN Message	Latitude/Longitude			
	Date:	Federal Reporting Area <input type="checkbox"/> 508 <input type="checkbox"/> 509 <input type="checkbox"/> 512 <input type="checkbox"/> 513 <input type="checkbox"/> 514 <input type="checkbox"/> 516 <input type="checkbox"/> 517 <input type="checkbox"/> 518 <input type="checkbox"/> 519 <input type="checkbox"/> 521 <input type="checkbox"/> 523 <input type="checkbox"/> 524 <input type="checkbox"/> 530 <input type="checkbox"/> 541 <input type="checkbox"/> 542 <input type="checkbox"/> 543 <input type="checkbox"/> 610 <input type="checkbox"/> 620 <input type="checkbox"/> 630 <input type="checkbox"/> 640 <input type="checkbox"/> 649 <input type="checkbox"/> 650 <input type="checkbox"/> 659		
	Time (ALT)	TRAWL GEAR ONLY <input type="checkbox"/> COBLZ <input type="checkbox"/> RKCSA		Primary and Secondary Target Species Codes
CEASE Message	Latitude/Longitude			
	Date:	Federal Reporting Area <input type="checkbox"/> 508 <input type="checkbox"/> 509 <input type="checkbox"/> 512 <input type="checkbox"/> 513 <input type="checkbox"/> 514 <input type="checkbox"/> 516 <input type="checkbox"/> 517 <input type="checkbox"/> 518 <input type="checkbox"/> 519 <input type="checkbox"/> 521 <input type="checkbox"/> 523 <input type="checkbox"/> 524 <input type="checkbox"/> 530 <input type="checkbox"/> 541 <input type="checkbox"/> 542 <input type="checkbox"/> 543 <input type="checkbox"/> 610 <input type="checkbox"/> 620 <input type="checkbox"/> 630 <input type="checkbox"/> 640 <input type="checkbox"/> 649 <input type="checkbox"/> 650 <input type="checkbox"/> 659		
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	Time (ALT)	TRAWL GEAR ONLY <input type="checkbox"/> COBLZ <input type="checkbox"/> RKCSA		Primary and Secondary Target Species Codes

Instructions
CHECK-IN/CHECK-OUT REPORT
MOTHERSHIP OR CATCHER/PROCESSOR

REQUIREMENT.

Except as described below, the operator of a catcher/processor (C/P) or mothership (MS) must submit to NMFS a check-in report (BEGIN message) prior to becoming active and a check-out report (CEASE message) for every check-in report submitted.

The check-in report and check-out report may be submitted by

Fax to 907-586-7131, or

e-mail to erreports.alaskafisheries@noaa.gov.

If you need assistance in completing this report or need additional information:

Call: 907-586-7269

Fax: 907-586-7131

e-mail your questions: erreports.fakr@noaa.gov

EXCEPTIONS

VMS onboard.

The operator of a catcher/processor or mothership is not required to submit to NMFS a check-in report or check-out report if the vessel is carrying onboard a transmitting VMS that meets the requirements of § 679.28(f).

Two Adjacent Reporting Areas, Catcher/Processor.

If on the same day a catcher/processor intends to fish in two adjacent reporting areas (an action which would require submittal of check-out reports and check-in reports multiple times a day when crossing back and forth across a reporting area boundary), and the two reporting areas have on that day and time an identical fishing status for every species, the operator must:

1. Submit to NMFS a check-in report to the first area prior to entering the first reporting area, and
2. Submit to NMFS a check-in report to the second area prior to entering the second reporting area.
3. Remain within 10 nautical miles (18.5 km) of the boundary described in §679.5(h)(2)(i).
4. If the catcher/processor proceeds in the second reporting area beyond 10 nautical miles (18.5 km) of the boundary between the two areas, the operator must submit a check-out report from the first reporting area. The operator must submit a check-out report from the second area upon exiting that reporting area.

TRANSIT THROUGH REPORTING AREAS.

The operator of a catcher/processor or mothership is not required to submit a check-in or check-out report if the vessel is transiting through a reporting area and is not fishing or receiving fish.

TIME LIMITS AND SUBMITTAL.

Except as noted above, before a mothership (MS) commences receipt of groundfish or a catcher/processor (C/P) commences harvest of groundfish, the operator must submit a check-in report (BEGIN message) within the time limits given below. In addition, the operator must submit a check-out report (CEASE message) within the time limits given in the table.

To ...	If you are a ...	Submit a BEGIN message within this time limit	Submit a CEASE message within this time limit
Each reporting area, except area 300, 400, 550, or 690	C/P using trawl gear	Before gear deployment.	Within 24 hours after departing a reporting area but prior to checking-in another reporting area.
	C/P using longline or pot gear	Before gear deployment.	May be checked in to more than one area simultaneously. Upon completion of gear retrieval and within 24 hours after departing each reporting area.
	MS	Before receiving groundfish, must check-in to reporting area(s) where groundfish were harvested. May be checked in to more than one area simultaneously.	Within 24 hours after receipt of fish is complete from that reporting area.
COBLZ or RKCSA	C/P using trawl gear	Prior to fishing. Submit one check-in for the COBLZ or RKCSA and another check-in for the area outside the COBLZ or RKCSA.	Upon completion of gear retrieval for groundfish, submit a separate check-out for the COBLZ or RKCSA and another check-out for the area outside the COBLZ or RKCSA.
	MS	Before receiving groundfish harvested with trawl gear that were harvested in the COBLZ or RKCSA, submit one check-in for the COBLZ or RKCSA and another check-in for the area outside the COBLZ or RKCSA.	Upon completion of groundfish receipt, submit a separate check-out for the COBLZ or RKCSA and another check-out for the area outside the COBLZ or RKCSA.
Gear Type	C/P	If in the same reporting area but using more than one gear type, prior to fishing submit a separate check-in for each gear type.	Upon completion of gear retrieval for groundfish, submit a separate check-out for each gear type for which a check-in was submitted.
	MS	If harvested in the same reporting area but using more than one gear type, prior to receiving groundfish submit a separate check-in for each gear type	Upon completion of receipt of groundfish, submit a separate check-out for each gear type for which a check-in was submitted.
CDQ	MS	Prior to receiving groundfish CDQ, if receiving groundfish	Within 24 hours after receipt of groundfish CDQ has ceased for each

To ...	If you are a ...	Submit a BEGIN message within this time limit	Submit a CEASE message within this time limit
		under more than one CDQ number, use a separate check-in for each CDQ number.	CDQ number.
	C/P	Prior to fishing, submit a separate check-in for each CDQ number.	Within 24 hours after groundfish CDQ fishing for each CDQ number has ceased.
Exempted or Research Fishery	C/P	Prior to fishing, submit a separate check-in for each type.	Upon completion of receipt of groundfish submit a separate check-out for each type for which a check-in was submitted.
	MS	Prior to receiving groundfish, submit a separate check-in for each type.	Upon completion of receipt of groundfish submit a separate check-out for each type for which a check-in was submitted.
Aleutian Islands Pollock (AIP)	C/P	Prior to AIP fishing.	Within 24 hours after completion of gear retrieval for AIP.
	MS	Before receiving AIP.	Within 24 hours after receipt of AIP has ceased
Processor Type	C/P, MS	If a catcher/processor and functioning simultaneously as a mothership in the same reporting area, before functioning as either processor type.	Upon completion of simultaneous activity as both catcher/processor and mothership, a separate check-out, one for catcher/processor and one for mothership.
Change of fishing year	C/P, MS	If continually active through the end of one fishing year and at the beginning of a second fishing year, submit a check-in to start the year on January 1.	If a check-out report was not previously submitted during a fishing year, submit on December 31, a check-out report.
Interruption of groundfish participation	C/P, MS		If a MS and receipt of groundfish from a reporting area is expected to stop for at least one month during the fishing year and then start up again, may submit check-out report for that reporting area.
Cease groundfish participation	C/P, MS		Within 48 hours after the end of the applicable weekly reporting period that a shoreside processor or SFP ceases to receive, process, purchase, or arrange to purchase groundfish for the fishing year.

REQUIRED INFORMATION.

The operator of a catcher/processor or mothership must record the following information on a check-in report and a check-out report, as appropriate.

FOR EACH MOTHERSHIP OR CATCHER/PROCESSOR CHECK-IN AND CHECK-OUT REPORT

Original/revised Report.

If Check-in/Check-out Report is the first one sent for this date and reporting area, check "ORIGINAL REPORT".

If Check-in/Check-out Report is a correction or addition to a previously sent report for this date and reporting area, check "REVISED REPORT."

Vessel Name.

Enter the name of Mothership or Catcher/Processor as listed on the Federal Fisheries Permit.

ADF&G Processor Code.

Enter State of Alaska Department of Fish & Game (ADF&G) processor code.

Federal Fisheries Permit Number.

Enter Federal Fisheries Permit number (AK9).

Representative Information.

Enter name, telephone number, and fax number of representative.

COMSAT No.

Enter the satellite communications number of the vessel (if available).

Management Program.

Circle to indicate whether fishing activity is under the CDQ Program, a Research Fishery, Exempted Fishery, or AIP and add identifying number, if appropriate.

Processor Type.

Circle to indicate Mothership or Catcher/Processor.

Gear Type.

Circle the gear type used to harvest the groundfish.

CHECK-IN REPORT (BEGIN MESSAGE).

Date and Time.

If a C/P -- Enter date (month-day-year) and time (A.l.t.) when gear deployment will begin.

If a MS -- Enter date (month-day-year) and time (A.l.t.) when receipt of groundfish will begin.

Position Coordinates.

If a C/P -- Enter latitude and longitude of vessel's position in degrees and minutes (e.g., 54 30' N, 167 45' W) where the gear is deployed.

If a MS -- Enter latitude and longitude of mothership position in degrees and minutes (e.g., 54 30' N, 167 45'W) where groundfish receipt begins.

Option: record to the nearest second or fraction of minute.

Federal Reporting Area.

Circle the reporting area code where groundfish were harvested.

COBLZ or RKCSA.

If harvest was caught using trawl gear, indicate whether catch was harvested in COBLZ or RKCSA.

Primary And Secondary Target Species Codes.

Record the two main species expected to harvest (if a C/P) or receive (if MS) in the following week. A change in intended target species within the same reporting area does not require a new BEGIN message.

CATCHER/PROCESSOR CHECK-OUT REPORT (CEASE MESSAGE).

Date and Time.

If a C/P -- Enter date (month-day-year) and time (A.l.t.) when the catcher/processor departed the reporting area.

If a MS -- Enter date (month-day-year) and time (A.l.t.) when the last receipt of groundfish was made

Position Coordinates.

If a C/P -- Enter latitude and longitude of vessel's position in degrees and minutes (e.g., 54° 30' N, 167° 45' W) where the catcher/processor departed the reporting area.

If MS -- Enter latitude and longitude of mothership position in degrees and minutes (e.g., 54° 30' N, 167° 45' W) where the last receipt of groundfish was completed.

Option: record to the nearest second or fraction of minute.

Federal Reporting Area.

If a C/P -- Circle the reporting area code where the catcher/processor departed.

If a MS -- Circle the reporting area code where last receipt of groundfish was completed.

PUBLIC REPORTING BURDEN STATEMENT

Public reporting for this collection of information is estimated to average 7 minutes per response, including the time for reviewing the instructions, searching the existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Assistant Regional Administrator, Sustainable Fisheries Division, NOAA National Marine Fisheries Service, P.O. Box 21668, Juneau, AK 99802-1668.

ADDITIONAL INFORMATION

Before completing this form please note the following: 1) Notwithstanding any other provision of law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information, subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number; 2) This information is mandatory and is required to manage commercial fishing efforts under 50 CFR part 679 and under section 402(a) of the Magnuson-Stevens Act (16 U.S.C. 1801, *et seq.*); 3) The information collected is confidential under section 402(b) of the Magnuson-Stevens Act, as amended in 2006. They are also confidential under NOAA Administrative Order 216-100, which sets forth procedures to protect confidentiality of fishery statistics.
