

ANNUAL SHORESIDE PROCESSOR ECONOMIC DATA REPORT (EDR) CALENDAR YEAR XXXX

This form can be downloaded from
<http://alaskafisheries.noaa.gov>



PUBLIC REPORTING BURDEN STATEMENT

Public reporting burden for this collection of information is estimated to average 3 hours per response, including time for reviewing the instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this 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 for groundfish under 50 CFR part 679 and under section 402(a) of the Magnuson-Stevens Act (16 U.S.C. 1801, *et seq.*) as amended in 2006; 3) Responses to this information request are confidential under section 402(b) of the Magnuson-Stevens Act. They are also confidential under NOAA Administrative Order 216-100, which sets forth procedures to protect confidentiality of fishery statistics.

Introduction

This report collects information on shoreside processor and stationary floating processor (SFP) operations that process groundfish from Gulf of Alaska (GOA) groundfish trawl fisheries. Each

owner or leaseholder of a shoreside processor or SFP with a Federal Processor Permit (FPP) that receives delivery of groundfish from vessels fishing with trawl gear in the GOA must submit an Annual Shoreside Processor EDR form for that calendar year.

A completed EDR must be submitted for each calendar year on or before June 1 of the following year. An EDR must be timely and all information fields must be accurately completed according to instructions in this form.

All required reports must be submitted to the NMFS Data Collection Agent, Pacific States Marine Fisheries Commission electronically or by mail at the address provided below.

EDR Validation

To make sure that each company is consistently and accurately completing the EDR, an audit may be performed by a qualified accountant for the purpose of validating the data reported in this form. This step will ensure that the data can be relied upon to produce accurate and reliable information for the Alaska groundfish trawl fisheries.

If selected for validation, auditors will verify the data report by comparing specific elements of the report with your accounting records. To make this process as efficient and non-intrusive as possible, we suggest that you:

1. Keep a copy of the completed EDR or certification pages you submit. Copy and attach extra sheets as needed.
2. Keep a file that has all of the supporting information used in the preparation of the EDR.
3. Make sure that the EDR agrees to the company's highest level of financial information. For this purpose, the highest level of financial information is defined in order as:
 - a. Audited financial statements
 - b. Reviewed financial statements
 - c. Compiled financial statements
 - d. Tax returns.

Instructions for completing this EDR Form

- Provide all information requested in each section.
- Record only whole numbers. Round up dollar figures to the next whole dollar.
- Record a zero (0) or not applicable (N/A) where appropriate, and do not skip any questions or leave any data entry cells blank.
- All information reported must be current and complete as of the date of submission, including post-season adjustments and settlements.

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If YOUR label address is incorrect or missing, please correct the error on the label or print your permanent name and address here.

Processor Name
Company Name
Street address or P.O. Box Number
City, State, and Zip Code

NOTE:

Definition of "Leaseholder": For the purpose of defining the persons responsible for submitting the EDR, a Leaseholder is a person, other than the owner of the processor for which the EDR is required, who was identified as the leaseholder, in a written lease, of the processor, OR paid expenses of the processor, OR claimed expenses of the processor as a business expense on schedule C of his/her Federal Income Tax Return, or on a State Income Tax Return.

The due date for EDR Submissions is June 1, XXXY

EDR submitters are encouraged to complete the form online at <https://survey.psmfc.org>.

If you have not received instructions for accessing the online EDR form by mail, please contact Pacific States Marine Fisheries Commission at 1-877-741-8913 or by email at EDR@psmfc.org

If not submitting the EDR form online, mail or FAX the completed EDR form by June 1, XXXY to:

Pacific States Marine Fisheries Commission
NMFS Economic Data Reports
205 SE Spokane, Suite 100
Portland, OR 97202
FAX No. 503-595-3450

For more information, or if you have questions,
please call toll free 1-877-741-8913

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Table A: GROUND FISH SPECIES CODES			
110 – Pacific Cod	141 – Pacific Ocean Perch	173 – Dark Rockfish	216 – Lump sucker
112 – Pacific hake	142 – Black Rockfish	175 – Yellowmouth Rockfish	220 – Pacific Saury
116 – Bering Flounder	143 – Thornyheads (Idiots)	176 – Harlequin Rockfish	250 – Pacific Tomcod
117- Flounder, Kamchatka	145 – Yelloweye (Red Snapper)	177 – Blackgill Rockfish	260 – Pacific Flatnose
121 – Arrowtooth Flounder	146 – Canary Rockfish	178 – Chilipepper Rockfish	270 – Pollock, Walleye
122 – Flathead Sole	147 – Quillback Rockfish	179 – Pygmy Rockfish	600 – Lamprey, Pacific
123 – Rock Sole	148 – Tiger Rockfish	180 – Shad	689 – Other Shark
124 – Dover Sole	149 – China Rockfish	181 – Shortbelly Rockfish	690 – Salmon Shark
125 – Rex Sole	150 – Rosethorn Rockfish	182 – Splitnose Rockfish	691 – Spiny Dogfish Shark
126 – Butter Sole	151 – Roughey Rockfish	183 – Stripetail Rockfish	692 – Pacific Sleeper Shark
127 – Yellowfin Sole	152 – Shortraker Rockfish	184 – Vermilion Rockfish	700 – Other Skate
128 – English Sole	153 – Redbanded Rockfish	185 – Aurora Rockfish	701 – Longnose Skate
129 – Starry Flounder	155 – Yellowtail Rockfish	191 – Rock Greenling	702 – Big Skate
130 – Lingcod	156 – Widow Rockfish	192 – Whitespot Greenling	703-Skate-Alaska
131 – Petrale Sole	157 – Silvergray Rockfish	193 – Atka Mackerel	704-Skate-Aleutian
132 – Sand Sole	158 – Redstripe Rockfish	194 – Kelp Greenling	705-Skate, Whiteblotched
133 – Alaska Plaice	159 – Darkblotched Rockfish	210 – Eels & Eel-like Fishes	710 – Sablefish (Blackcod)
134 – Greenland Turbot	160 – Sculpins, general	211 – Wrymouths	714 – Ratfish
135 – Greenstripe Rockfish	166 – Sharpchin Rockfish	212 – Pacific Hagfish	715 – Skilfish
136 – Northern Rockfish	167 – Blue Rockfish	213 – Rattail Grenadier	
137 – Bocaccio	170 – Pacific Sardine (Pilchard)	214 – Giant Grenadier	
138 – Copper Rockfish	172 – Dusky Rockfish	215 – Prowfish	

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CERTIFICATION PAGE – 1 of 2

This is a **required form**. Provide all information requested below.

Shoreside Processor Information	
Shoreside Processor Name	
Federal Processor Permit Number	ADF&G Processor Code
Physical Location of Land-based Plant (street address, city, state, zip code)	
Borough Assessed Value of Plant and Equipment (\$)Year Assessed:	Current Estimated Value of Plant and Equipment (\$)

Stationary Floating Processor (SFP) Information	
Stationary Floating Processor Name	
Federal Processor Permit Number	ADF&G Processor Code
USCG Documentation Number	
Current Estimated Market Value of SFP and Equipment (\$)	Current Estimated Replacement Value of SFP and Equipment (\$)

Owner Information	
Name of company, partnership, or sole proprietorship	
Business Telephone Number	Business FAX Number
Business E-mail address, if available	

NOTE: Any owner or leaseholder may appoint a designated representative to respond to questions in the EDR. The designated representative is the primary contact person for the DCA on issues relating to data required in the EDR.

Person Completing this Report (check one)	
<input type="checkbox"/> Owner (If your name and address are the same name and address provided in the Owner Information block above, the information does not need to be repeated here)	
<input type="checkbox"/> Leaseholder (If your name and address are the same name and address provided in the Leaseholder Information block above, the information does not need to be repeated here)	
<input type="checkbox"/> Designated Representative (complete information below)	
Name	Title
Business Number Telephone	Business FAX Number
Business E-mail address (if available)	

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CERTIFICATION PAGE – 2 of 2

Select one of the following statements and provide any requested information. Check one box below.

<input type="checkbox"/> 1. You are the Shoreside Processor or Stationary Floating Processor owner or leaseholder, and you processed trawl groundfish caught in the GOA in the above described plant during the XXXX calendar year. ⇒ Complete and submit Entire EDR for the XXXX calendar year.
<input type="checkbox"/> 2. You are the Shoreside Processor or Stationary Floating Processor owner or leaseholder, and no one processed trawl groundfish caught in the GOA in the above described plant during the XXXX calendar year. ⇒ Complete and submit the EDR Certification Pages only.
<input type="checkbox"/> You are the Shoreside Processor or Stationary Floating Processor owner, you leased or sold the above described facility to another party, and did not process trawl groundfish caught in the GOA during the XXXX calendar year (provide the name, address, and telephone number of the person to whom you leased or sold the plant during the XXXX calendar year below). OR You are the Shoreside Processor or Stationary Floating Processor owner and the facility was rendered permanently inoperable due to accident, and processed no trawl groundfish caught in the GOA during the XXXX calendar year. ⇒ Complete and submit the EDR Certification Pages only.

Buyer or Leaseholder Information (if applicable)	
Buyer/Leaseholder Name	
Business address	
Telephone No (include area code)	Date of Sale or Lease (day/month/year)

Certification Statement

Read the following statement, and sign and date the box below:

I certify under penalty of perjury that I have reviewed all the information in this report and that it is true and complete to the best of my knowledge.	
Signature	Date signed
Printed Name of Processor Owner (or Designated Representative)	

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Table 1: Groundfish Processing Employment and Labor Cost

In the table below, record the following information about employment and labor costs associated with groundfish processing during the XXXX calendar year. Include dock, maintenance, quality-control, packing, and other hourly labor that is part of groundfish processing operations, for all groundfish species and fisheries (refer to Table A on page 4 for groundfish species and codes). Do not include labor information associated with salmon, shellfish, or other non-groundfish production. Do not include information for salaried employees or hourly non-processing (managerial or administrative) employees - this information is requested on the next page.

Number of Groundfish Processing Employees, by month: report the number of individuals on payroll employed as processing labor on groundfish processing line(s), by month.

Total Man-Hours, by month and housing status: Record the sum of all payroll hours for groundfish processing labor, by month. Report total hours for workers that were provided employee housing separately from total hours for employees that provided their own housing.

Total Labor Payment, by month and housing status: Record the total gross wages paid for groundfish processing labor, by month. Report total payments to workers that were provided employee housing separately from payments to employees that provided their own housing.

Month	Groundfish Processing Labor				
	Processing Employees	Processing Labor Man-Hours		Processing Labor Payment	
		Housed	Not Housed	Housed	Not Housed
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					

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Table 2: General Non-processing Labor Expenses, Annual

In the table below, record the total employment and wage and salary costs for foremen, managers, administrative and other personnel not primarily employed as hourly processing labor during the XXXX calendar year. For all non-processing personnel employed during the year, report the following:

Number of Employees: Report the number persons employed in non-processing positions at the processing facility during the year.

Salaries and wages: Total calendar year gross wage and salary costs for non-processing employees as described above. Exclude non-wage expenses such as payroll taxes, unemployment insurance, workmen's compensation, or non-wage benefits such as paid travel, health insurance, or retirement.

Number Of Non-Processing Employees	Total Wages And Salaries
	\$

Table 3: Kodiak Processor Utility Consumption and Cost, by Month

In the table below, record the following information about utility consumption and costs associated with operation of this processing plant, by month. Leave this section blank if the processing plant is not located in Kodiak. If not applicable, enter "NA" in the first row of the table.

Water Purchased from Community Provider, Gallons and Cost, by Month: Record the total quantity of water purchased from local providers in Kodiak, and purchase cost, by month.

Electricity Purchased from Community Provider, Kilowatt Hours and Cost, by Month: Record the total quantity of water purchased from local providers in Kodiak, and purchase cost, by month.

Month	Water		Electricity	
	Gallons	Cost	KW Hours	Cost
January	gal	\$	kwh	\$
February	gal	\$	kwh	\$
March	gal	\$	kwh	\$
April	gal	\$	kwh	\$
May	gal	\$	kwh	\$
June	gal	\$	kwh	\$
July	gal	\$	kwh	\$
August	gal	\$	kwh	\$
September	gal	\$	kwh	\$
October	gal	\$	kwh	\$
November	gal	\$	kwh	\$
December	gal		kwh	\$

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