Instructions for

**DAILY CUMULATIVE PRODUCTION LOGBOOK (DCPL)**

**CATCHER/PROCESSOR: LONGLINE & POT GEAR**

**RESPONSIBILITY**

The owner or operator of a catcher/processor that is required to have a Federal Fisheries Permit (FFP) and is:

♦ using longline, **longline pot.** or pot gear to harvest groundfish

♦ using longline, **longline pot**, or pot gear to harvest Individual Fishing Quota (IFQ) sablefish, IFQ halibut, or Western Alaska Community Development Quota (CDQ) halibut from the Gulf of Alaska

♦ using longline or pot gear to harvest IFQ sablefish, IFQ halibut, or CDQ halibut from the Bering Sea and Aleutian Islands Management Area (BSAI)

♦ using pot gear to harvest CR crab from the BSAI

unless using a NMFS-approved catcher/processor longline or pot gear electronic logbook (ELB), must use a combination of catcher/processor longline and pot gear DCPL and eLandings to record and report daily processor identification information, catch-by-set CR crab, halibut, sablefish, and groundfish landing data information, production data, and groundfish and Prohibited Species Catch (PSC) discard or disposition data.

**FISH TO BE RECORDED AND REPORTED**

|  |  |
| --- | --- |
| All groundfish | Table 2a to 50 CFR 679 |
| Prohibited species catch | Table 2b to 50 CFR 679 |
| Forage fish | Table 2c to 50 CFR 679 |
| Grenadiers | Table 2c to 50 CFR 679 |
| Non-groundfish | Table 2d to 50 CFR 679 |

**LOGBOOKS**

The Regional Administrator will provide Daily Cumulative Production Logbooks (DCPLs) for catcher/processors free of charge. The DCPL may be viewed at <https://alaskafisheries.noaa.gov/sites/default/files/CPLGLDCPL.pdf>.

You may request additional logbooks online at <https://alaskafisheries.noaa.gov/lborderform> or by calling Sustainable Fisheries Division at 907-586-7228 or faxing at 907-586-7465.

No person may alter or change any entry or record in a logbook. An inaccurate or incorrect entry or record must be corrected by lining out the original and inserting the correction, provided that the original entry or record remains legible. All corrections must be made in ink.

If using more than one logbook of the same gear type in a fishing year onboard a vessel, the operator must ensure that the page numbers follow the consecutive order of the previous logbook**.**

**LOGSHEET DISTRIBUTION AND SUBMITTAL**

Distribute and submit logsheets **by color** as indicated below:

|  |  |  |
| --- | --- | --- |
| White | Retain permanently bound in logbook. No person except an authorized officer may remove any original white logsheet of any logbook. |  |
| Goldenrod | Submit to the observer after signature of operator and prior to departure of observer from the vessel. |  |
| Green | Submit to the IPHC representative after the vessel’s catch is off-loaded | *Optional,* but may be required by IPHC (see  §§ 300.60 through 300.65). |

**REPORTING TIME LIMITS**

Record the information for each set within the following time limits.

|  |  |  |  |
| --- | --- | --- | --- |
| **REPORTING TIME LIMITS, CATCHER/PROCESSOR LONGLINE OR POT GEAR** | | | |
| Required Information | Record in DCPL | Submit via eLandings | Time Limit for Reporting |
| Set number, time and date gear set, time and date gear hauled, beginning and end positions **of set**, CDQ group number, halibut CDQ permit number, halibut IFQ permit number, sablefish IFQ permit number, crab IFQ permit number (**halibut, sablefish, and crab**), FFP number and/or Federal crab vessel permit number (if applicable), number of **skates or** pots set, and estimated total hail weight for each set | X |  | Within 2 hours after completion of gear retrieval |
| Discard and disposition Information |  | X | By 2400 hours, Alaska local time (A.l.t.) each day to record the previous day’s discard and disposition information |
| Product information |  | X | By 2400 hours, A.l.t., each day to record the previous day’s production information |
| All other required information | X |  | By 2400 hours, A.l.t., of the day following completion of production |
| Operator sign the completed logsheets | X |  | By 2400 hours, A.l.t. of the day following the week-ending date of the weekly reporting period. |
| Submit the goldenrod logsheet to the observer | X |  | After signature of operator and prior to departure of observer from the vessel |

**DEFINING ACTIVE AND INACTIVE TIME PERIODS**

The operator must record information in the DCPL and in eLandings, January 1 through December 31, and indicate whether the catcher/ processor was active or inactive during the time period.

|  |  |
| --- | --- |
| Active | Inactive. |
| A catcher/processor using longline, **longline pot,** or pot gear is active when processing or when all or part of the longline gear is in the water | When in a time period other than active. |

**REQUIRED INFORMATION, IF INACTIVE**

**If the catcher/processor is inactive**, the operator must mark “inactive” and record the following information on one logsheet in the DCPL.

|  |  |
| --- | --- |
| Vessel Name | Name of catcher/processor as displayed in official documentation |
| Federal crab vessel permit number | |
| Federal Fisheries Permit number | |
| Alaska Department of Fish and Game (ADF&G) **processor code** | |
| Page number | Number the pages in each logbook consecutively and continue throughout the logbook for the remainder of the fishing year. |
| Record the first day of the fishing year, January 1, on page one |
| Operator Name & Signature | Operator’s name must be printed, and the operator must sign each completed logsheet |
| The signature of the owner or operator on the DCPL is verification of acceptance of the responsibility to provide complete and accurate information. |
| Inactive start date | Record the date (mm/dd) of the first day when inactive |
| Why inactive | Explain why the vessel is inactive, e.g., bad weather or equipment failure. If inactive due to surrender of an FFP, write “surrender of permit” as the reason for inactivity |
| Inactive end date | Record the date (mm/dd) of the last day when inactive under “End date.” |
| Inactive two or more quarters. | If the inactive time period extends across two or more successive quarters, the operator must complete a logsheet for each inactive quarter. The first logsheet must indicate the first and last day of the first inactive quarter. Successive logsheets must indicate the first and last day of its respective inactive quarter. |

**REQUIRED INFORMATION, IF ACTIVE**

|  |  |
| --- | --- |
| Use a separate logsheet | Each day of an active period |
| Each reporting area in which harvest occurred |
| Each gear type |
| Each separate management program |

|  |
| --- |
| **If the catcher/processor is active**, record the following **IDENTIFICATION** information for each day per logsheet in the DCPL |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Vessel Name | | | Name of catcher/processor as displayed in official documentation | | |
| Operator Name &  Signature | | | Operator’s name must be printed, and the operator must sign each completed logsheet | | |
| The signature of the owner or operator on the DCPL is verification of acceptance of the responsibility to provide complete and accurate information. | | |
| Federal crab vessel permit number | | | | | |
| Alaska Department of Fish and Game (ADF&G) processor code | | | | | |
| Federal Fisheries Permit number (FFP) | | | | | |
| Date | | | Record the first day of the fishing year, January 1, on page one | | |
| Page number | | | Number the pages in each logbook consecutively and continue throughout the logbook for the remainder of the fishing year | | |
| IFQ Permit Number | | | IFQ permit number of the operator, if any | | |
| Each IFQ permit number on which anyone aboard is authorized to fish | | |
| CDQ number | | | Groundfish CDQ group number | | |
| Halibut CDQ permit number | | |
| Reporting Area | | | Groundfish. Record the Federal reporting area code (*see Figures 1 and 3 to part 679*) where gear retrieval was completed, regardless of where the majority of the set took place. | | |
| IFQ halibut and CDQ halibut. Record the IPHC regulatory area (*see Figure 15 to part 679*) where gear retrieval was completed, regardless of where the majority of the set took place. | | |
| CR crab. Leave this field blank. | | |
| Crew size | | | Record the number of crew members (including operator), excluding certified observer(s), on the last day of a trip. | | |
| Management program  *(If not under one of the listed management programs, leave blank)* | | | Western Alaska Community Development Quota (CDQ) | | CDQ group number |
| Exempted Fishery | | Exempted fishery permit number |
| Research Fishery | | Research fishery permit number |
| Aleutian Islands Pollock (AIP) Fishery | | |
| Observer information | | | Number of observers onboard | | |
| Observer Name & Cruise number | | |
| Gear type | Gear Type (check one)  Pot **is longline pot? YES or NO**; Jig, Troll, Handline, Hook & Line, Other  If gear is other than those listed, check Other and describe | | | | |
| If Hook & Line **or Longline Pot**, complete **applicable boxes** | | | | |
| Hook & Line **or Pot**  **(includes pot-and-line and longline pot)** | fixed hook (conventional or tub) | | ***optional***, but may be required by IPHC (see §§ 300.60 through 300.65) | |
| Autoline | |
| Snap | |
| ***length of skate (hook and line) or longline pot set (to the nearest foot)*** | | ***optional, but may be required by IPHC (see §§ 300.60 through 300.65)*** | |
| ***size of hook or pot in inches (width by length by height or diameter)*** | | | |
| ***spacing of hook or pot (to the nearest foot)*** | | | |
| ***Number of hooks per skate*** | | ***optional, but may be required by IPHC (see §§ 300.60 through 300.65)*** | |
| ***number of pots set***  ***the number of pots lost*** | |

**IF GEAR INFORMATION IS THE SAME**

If gear information is the same on subsequent logsheets, mark the box instead of re-entering the gear type information on the next logsheet.

**RETAIN AND RECORD DISCARD QUANTITIES OVER THE MRA**

When a catcher/processor is fishing in an IFQ fishery and the fishery for Pacific cod or rockfish is closed to directed fishing but not in PSC status in that reporting area, the operator must retain and record up to and including the maximum retainable amount (MRA) for Pacific cod or rockfish as defined in Table 10 or 11 to 50 CFR part 679. Quantities over this amount must be discarded and recorded as discard in eLandings.

**CATCH-BY-SET INFORMATION**

|  |
| --- |
| **A set**  includes a test set, unsuccessful harvest, or when gear is not working and is pulled in, even if no fish are harvested.  **A set** means  a string of longline gear,  a string of pots, or  a group of pots with individual pots deployed and retrieved in the water in a similar location with similar soak time.  In the case of pot gear, when the pots in a string are hauled more than once in the same position, a **new set** is created each time the string is retrieved and re-deployed. |

Record the following information for each set. If no catch occurred for a day, write “no catch.”

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Set number | | sequentially by year | | | |
| Date | | Date set | | | |
| Date hauled | | | |
| Time | | Time set | | | |
| Time hauled | | | |
| Location of set | | Buoy or bag number | | ***optional***, but may be required by IPHC (see §§ 300.60 through 300.65) | |
| Begin position, Latitude & Longitude | | | |
| Buoy or bag number | | ***optional***, but may be required by IPHC (see §§ 300.60 through 300.65) | |
| End position, Latitude & Longitude | | | |
| Begin and end gear depths | | Record to the nearest fathom | | ***optional,*** but may be required by IPHC (see §§ 300.60 through 300.65) | |
| Gear ID | | Enter the alphabetical letter that coincides with the gear description | | | |
| Number of skates or pots | | Number set | | ***optional***, but may be required by IPHC (see §§ 300.60 through 300.65) | |
| Number lost | |
| IR/IU Species  Round Catch Weight | | Species Code | | | |
| Weight (circle lb or mt) | | | |
| Target species code | | Species code of the intended species to be harvested.  Enter only one target species code. | | | |
| CDQ halibut and IFQ halibut | | Estimated total net weight of IFQ halibut and CDQ halibut to the nearest pound. | | | |
| IFQ sablefish | | Number and estimated total round weight of IFQ sablefish to the nearest pound. Indicate whether IFQ sablefish product is Western cut, Eastern cut, or round weight. | | | |
| CR crab | | Number and scale weight of raw CR crab to the nearest pound. | | | |
| Hail weight (kb or mt) | | Estimated hail weight, which is an estimate of the total weight of the entire catch without regard to species. | | | |
| Indicate whether weight is estimated to the nearest pound or to the nearest 0.001 mt. | | | |
| Bird avoid gear | | Seabird avoidance gear code(s). (see § 679.24(e) and Table 19 to this part) | | | |
| **Mammals (Number) sighted while hauling** | **Name of mammals seen:**  **Sperm, Orca, or Other** | | ***optional, but may be required by IPHC (see §§ 300.60 through 300.65)*** | |
| **Number damaged** | **sablefish, halibut, other fish, or hooks** | | ***optional, but may be required by IPHC (see §§ 300.60 through 300.65)*** | |

Gear deployment (or to set gear)

Hook–and–line gear begin position. Record date (mm/dd), time (in military format, A.l.t.), and the begin position (in latitude and longitude to the nearest minute; indicate E or W for longitude) when the first hook–and–line gear of a set enters the water.

Jig or troll gear begin position. Record date (mm/dd), time (in military format, A.l.t.), and the begin position (latitude and longitude to the nearest minute; indicate E or W for longitude) when the jig or troll gear enters the water.

Pot gear begin position. Record date (mm/dd), time (in military format, A.l.t.), and the begin position (latitude and longitude to the nearest minute; indicate E or W for longitude) when the pot gear enters the water.

Gear retrieval (or to haul gear)

Hook–and–line gear end position. Date (mm/dd), time (in military format, A.l.t.), and end position coordinates (in latitude and longitude to the nearest minute; indicate E or W for longitude), where the last hook–and–line gear of a set leaves the water, regardless of where the majority of the set took place.

Jig or troll gear end position. Date (mm/dd), time (in military format, A.l.t.), and end position coordinates (in latitude and longitude to the nearest minute; indicate E or W for longitude) where the jig or troll gear leaves the water.

Pot gear end position. Date (mm/dd), time (in military format, A.l.t.), and end position coordinates (in latitude and longitude to the nearest minute; indicate E or W for longitude) where the last pot of a set is retrieved, regardless of where the majority of the set took place.

**INSPECTION AND RETENTION OF RECORDS**.

|  |  |  |
| --- | --- | --- |
| Inspection of records | The operator must make available for inspection the DCPL upon the request of an authorized officer. | |
| Retention of records | Onboard | Retain the DCPL onboard the vessel until the end of the fishing year during which the records were made and for as long thereafter as fish or fish products recorded in the DCPL are retained. |
| For 3 years | Retain the DCPL for 3 years after the end of the fishing year during which the records were made. |