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**ANNUAL**

**SHORESIDE PROCESSOR**

ECONOMIC DATA REPORT (EDR)

CALENDAR YEAR 2017

This form can be downloaded from

<http://alaskafisheries.noaa.gov>



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| ***PUBLIC REPORTING BURDEN STATEMENT***Public reporting burden for this collection of information is estimated to average 15 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.***PRIVACY ACT STATEMENT*****Authority:** The collection of this information is authorized under the Magnuson-Stevens Fishery Conservation and Management Act, 16 U.S.C 1801 et seq.**Purpose:** In order to manage U.S. fisheries, the NOAA National Marine Fisheries Service uses economic data reports (EDRs) under the Gulf of Alaska Trawl EDR Program to collect baseline information to inform the North Pacific Fishery Management Council (NPFMC) when making conservation and management decisions. The primary purpose for requesting costs and revenues from each participant is to develop baseline information on harvesters, processors, and communities. NOAA and the NPFMC will use this information in aggregate form.**Routine Uses:**  The Department will use this information to identify fishery participants and assess management impacts on harvesters, processors, and the surrounding communities. Disclosure of this information is permitted under the Privacy Act of 1974 (5 U.S.C. Section 552a**)**, to be shared within NMFS offices, in order to coordinate monitoring and management of sustainability of fisheries and protected resources, as well as with the applicable State or Regional Marine Fisheries Commissions and International Organizations. Disclosure of this information is also subject to all of the published routine uses as identified in the [Privacy Act System of Records Notice COMMERCE/NOAA-16](https://www.gpo.gov/fdsys/pkg/FR-2015-11-23/pdf/2015-29830.pdf), Economic Data Reports for Alaska Federally Regulated Fisheries off the Coast of Alaska.**Disclosure:**  Furnishing this information is required to retain federal fishing permits or federal processing permits; failure to provide complete and accurate information will result in NMFS revoking these permits. |

**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.

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 |

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| **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 for 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, 2018**

**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, 2018 to:

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| Pacific States Marine Fisheries CommissionNMFS Economic Data Reports205 SE Spokane, Suite 100Portland, OR 97202FAX No. 503-595-3450For more information, or if you have questions, please call toll free 1-877-741-8913 |

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| **Table A: GROUNDFISH SPECIES CODES** |
| 110 – Pacific Cod  | 141 – Pacific Ocean Perch  | 173 – Dark Rockfish  | 216 – Lumpsucker  |
|
| 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 – Rougheye 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 ($)Year Assessed: | Current Estimated Value of Plant and Equipment ($) |

|  |
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| **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 ($) | Current Estimated Replacement Value of SFP and Equipment ($) |

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| **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.

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| **Person Completing this Report (check one)**❒ 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)❒ 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)❒ Designated Representative (complete information below) |

|  |  |
| --- | --- |
| Name | Title |
| Business Number Telephone | Business FAX Number |
| Business E-mail address (if available) |

**CERTIFICATION PAGE – 2 of 2**

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

|  |
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|  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 2017 calendar year. ⇒ **Complete and submit Entire EDR for the 2017 calendar year.**  |
|  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 2017 calendar year.  ⇒ **Complete and submit the EDR Certification Pages only**.  |
| □ 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 2017 calendar year (provide the name, address, and telephone number of the person to whom you leased or sold the plant during the 2017 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 2017 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:**

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| 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) |

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 2017 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 |  |  |  |  |  |

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 2017 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 electricity purchased from local providers in Kodiak, in kilowatt hours, and purchase cost, by month. Do not include fuel oil, propane, or other energy supplies that were not purchased directly from the supplier in the form of kilowatt hours of electricity.

|  |  |  |
| --- | --- | --- |
| **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 | $ |

**NOTES**