

**OBSERVER REGISTRATION  
INFORMATION  
REQUIRED FROM  
OBSERVER PROVIDER**

U.S. Dept. of Commerce/NOAA  
National Marine Fisheries Service  
Observer Program Office  
7600 Sand Point Way NE  
Seattle, WA 98115-0070  
(206) 526-4066 fax



An observer provider must provide all of the following information to the Observer Program Office by electronic transmission (email), fax, or other method specified by NMFS within the specified timeframes. submitted to:

NMFS Observer Program Office  
7600 Sand Point Way NE  
Seattle, WA 98115-0070

or fax 206-526-4066.

### **Observer Training and Briefing Registration Materials**

**Submittal Deadline:** Observer training and briefing registration materials must be submitted to the Observer Program Office at least 5 business days prior to the beginning of a scheduled observer certification training or briefing session.

#### Observer training registration

- Date of requested training;
- A list of observer candidates. The list must include each candidate's full name (i.e., first, middle, and last names), date of birth, and gender
- A copy of each candidate's academic transcripts and resume
- A statement signed by the candidate under penalty of perjury that discloses any criminal convictions of the candidate.

#### Observer briefing registration

- Date and type of requested briefing session and briefing location; and
- List of observers to attend the briefing session.
- Each observer's full name (first, middle, and last names) must be included.

#### Projected observer assignments

Prior to the observer or observer candidate's completion of the training or briefing session, the observer provider must submit to the Observer Program Office a statement of projected observer assignments that includes

- the observer's name
- vessel, shoreside processor, or stationary floating processor assignment
- gear type
- vessel/processor code
- port of embarkation
- target species
- area of fishing

#### Physician's statement.

A signed and dated statement from a licensed physician that he or she has physically examined an observer or observer candidate. The statement must confirm that, based on the physical examination, the observer or observer candidate does not have any health problems or conditions that would jeopardize their individual safety or the safety of others while the observer or observer candidate is deployed, or prevent the observer or observer candidate from performing his or her duties satisfactorily. The statement must declare that, prior to the examination, the physician read the NMFS-prepared pamphlet provided to the candidate by the observer provider and was made aware of the duties of the observer as well as the dangerous, remote, and rigorous nature of the work.

**Deadline:** The physician's statement must be submitted to the Observer Program Office prior to certification of an observer. The physical exam must have occurred during the 12 months prior to the observer's or observer candidate's deployment. The physician's statement will expire 12 months after the physical exam occurred. A new physical exam must be performed, and accompanying statement submitted, prior to any deployment occurring after the expiration of the statement.

Observer deployment/logistics report.

**Deadline:** must be submitted by Wednesday, 4:30 p.m., Pacific local time, of each week with regard to each observer deployed by the observer provider during that week. The deployment/logistics report must include

- the observer's name,
- cruise number,
- current vessel, shoreside processor, or stationary floating processor assignment
- vessel/processor code,
- embarkation date,
- estimated or actual disembarkation dates.

The report must include the location of any observer employed by the observer provider who is not assigned to a vessel, shoreside processor, or stationary floating processor.

Observer debriefing registration.

**Deadline:** The observer provider must contact the Observer Program within 5 business days after the completion of an observer's deployment to schedule a date, time, and location for debriefing.

Observer debriefing registration information must be provided at the time the debriefing is scheduled and must include

- the observer's name
- cruise number
- vessel, or shoreside or stationary floating processor assignment name(s) and code(s)
- requested debriefing date