

**SUPPORTING STATEMENT**  
**U.S. Department of Commerce**  
**National Oceanic & Atmospheric Administration**  
**Alaska Region Logbook and Activity Family of Forms**  
**OMB Control No. 0648-0213**

**Abstract**

The National Marine Fisheries Service (NMFS), Alaska Regional Office, requests extension of this currently approved information collection that consists of paper logbooks and reports used for management of the groundfish fisheries in the Bering Sea and Aleutian Islands Management Area (BSAI) and the Gulf of Alaska (GOA); for management of the Individual Fishing Quota (IFQ) halibut and sablefish fisheries; and for management of the BSAI Crab Rationalization Program crab fisheries.

Collecting information from fishery participants is necessary to promote successful management of groundfish, crab, Pacific halibut, and salmon resources. A comprehensive information system that identifies the participants and monitors their fishing activity is necessary to enforce the management measures and prevent overfishing. An information system is also needed to measure the consequences of management controls. This collection supports an effective monitoring and enforcement system with information that includes identification of the participating vessels, operators, dealers, and processors; location of the fishing activity; timeframes when fishing and processing is occurring; and shipment and transfer of fishing products. The information collected promotes the goals and objectives of the fishery management plans, the Magnuson-Stevens Act, and other applicable laws.

There are no changes to this information collection.

**Justification**

**1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.**

National Marine Fisheries Service (NMFS), Alaska Region manages the groundfish and crab fisheries in the exclusive economic zone (EEZ) of the Bering Sea and Aleutian Islands Management Area (BSAI) and the groundfish fisheries of the Gulf of Alaska (GOA) under fishery management plans (FMPs) for the respective areas. The North Pacific Fishery Management Council prepared, and NMFS approved, the FMPs under the authority of the [Magnuson-Stevens Fishery Conservation and Management Act](#), 16 U.S.C. 1801 *et seq.* (Magnuson-Stevens Act). The FMPs are implemented by regulations at 50 CFR parts [679](#) and [680](#). Regulations for the logbooks and reports in this information collection are at [50 CFR 679.5](#).

NMFS must have the best available biological and socioeconomic information with which to carry out its responsibilities for conserving and managing groundfish resources, as well as other fish resources, such as crab, halibut, and salmon, that are incidentally caught in the groundfish fishery.

This information collection consists of paper logbooks and reports used for management of the groundfish fisheries in the Bering Sea and Aleutian Islands Management Area (BSAI) and the Gulf of Alaska (GOA); for management of the Individual Fishing Quota (IFQ) halibut and sablefish fisheries; and for management of the BSAI Crab Rationalization Program crab fisheries. The information collected through the paper logbooks and reports promotes the goals and objectives of the fishery management plans, the Magnuson-Stevens Act, and other applicable laws.

The collection of reliable data is essential to the effective conservation, management, and scientific understanding of the fishery resources. NMFS requires vessels and processors participating in federally managed groundfish and crab fisheries off Alaska to provide information necessary for conservation and management of the fisheries. NMFS must have the best available biological and socioeconomic information with which to carry out its responsibilities for conserving and managing groundfish resources, as well as other fish resources, such as crab, halibut, and salmon, that are incidentally caught in the groundfish fishery.

Collecting information from fishery participants is necessary in order to promote successful management of groundfish, crab, Pacific halibut, and salmon resources. A comprehensive information system that identifies the participants and monitors their fishing activity is necessary to enforce the management measures and prevent overfishing. An information system is also needed to measure the consequences of management controls. This collection supports an effective monitoring and enforcement system with information that includes identification of the participating vessels, operators, dealers, and processors; location of the fishing activity; timeframes when fishing and processing is occurring; and shipment and transfer of fishing products.

**2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**

All vessels of the United States harvesting EEZ fish and shoreside processors, stationary floating processors (SFPs), and motherships receiving EEZ-caught fish are required to hold a Federal permit and thus comply with reporting requirements per 50 CFR 679.5. The data collected are used for making in-season and inter-season management decisions that affect the groundfish resources and the fishing industry that uses them.

NOAA will retain control over the information and safeguard it from improper access, modification, and destruction, consistent with NOAA standards for confidentiality, privacy, and electronic information. See response to Question 10 of this Supporting Statement for more information on confidentiality and privacy. The information collection is designed to yield data that meet all applicable information quality guidelines. Prior to dissemination, the information will be subjected to quality control measures and a pre-dissemination review consistent with [NOAA's information quality guidelines](#).

This information collection contains four components: paper logbooks, vessel activity reports, check-in/check-out reports, and product transfer reports. In some cases there are several forms within a collection; for example, there are two types of check-in/check-out reports: shoreside processor and mothership. Table 1 and the following sections provide more detail on each of the components and the associated forms.

This collection has been changed twice since the last extension in 2018. In 2020, this collection was revised due to the rule for Amendment 118 to the BSAI FMP that authorized retention of legal-size halibut in pot-and-line and longline pot gear used to fish for halibut or sablefish IFQ or CDQ in the BSAI provided the IFQ or CDQ holder holds sufficient halibut IFQ or CDQ for that IFQ regulatory area ([85 FR 840, January 8, 2020](#)). This collection was revised to show that all vessels fishing sablefish or halibut IFQ/CDQ with pot gear are required to use a logbook. This did not change the respondents, responses, reporting burden, or costs associated with this information collection.

Also in 2020, OMB approved a change request associated with a rule to reclassify sculpins as a non-target ecosystem (EC) species ([85 FR 41427, July 10, 2020](#)), and sculpins are now reported as non-target EC species instead of target species. Requirements for recording and reporting the catch and discard of sculpins in logbooks or on catch or production reports did not change. This action did not change the respondents, responses, reporting burden, or costs associated with this information collection.

**Table 1.** The components in this information collection.

Collection Title	Form Name	Regulation part (in 50 CFR)	Who Submits	When Submitted	How Submitted
Paper Logbooks	Catcher vessel trawl gear Daily Fishing Logbook (DFL)	679.5(c)(4)	Operator of a Catcher Vessel	See Table 2	Mail or by hand
	Catcher vessel longline/pot gear Daily Fishing Logbook (DFL)	679.5(c)(3)	Operator of a Catcher Vessel	See Table 2	Mail or by hand
	Catcher/processor longline/pot gear Daily Cumulative Production Logbook (DCPL)	679.5(c)(3)	Operator of a Catcher/Processor	See Table 2	Mail or by hand
Vessel Activity Report	U.S. Vessel Activity Report (VAR)	679.5(k)	Operator of a Catcher Vessel, C/P, or Mothership	Before crossing seaward boundary of EEZ or before crossing US Canadian International boundary	Fax or email
Check-in / Check-out Report	Shoreside Processor Check-in / Check-out Report	679.5(h)	Manager of a shoreside processor or Stationary Floating Processor	Check-in report prior to becoming active and a check-out report for every check-in report submitted	Fax or email
	Mothership Check-in / Check-out Report	679.5(h)	Operator of a catcher/processor or	Check-in report prior to	Fax or email

Collection Title	Form Name	Regulation part (in 50 CFR)	Who Submits	When Submitted	How Submitted
			mothership	becoming active and a check-out report for every check-in report submitted	
Product Transfer Report	Product Transfer Report	679.5(g)	<ul style="list-style-type: none"> <li>Operator of a mothership or catcher/processor</li> <li>Manager of a shoreside processor or stationary floating processor</li> <li>Registered Buyer</li> <li>Registered Crab Receiver</li> </ul>	By 1200 Alaska local time of the Tuesday following the week of transfer	Fax or email

**a. Paper Logbooks**

Daily logbooks are required in the groundfish, crab, and halibut fisheries and information collected on a logbook is necessary to provide data about the location and timing of fishing effort, as well as record discard information of prohibited species. NMFS Office for Law Enforcement (OLE) and the United States Coast Guard (USCG) use logbook information during vessel boardings and site visits to ensure conservation of groundfish, compliance with regulations, and reporting accuracy by the fishing industry. The logbooks are also an important source of information for NMFS to determine where (vessel position coordinate) and when fishing activity occurs and the number of sets and hauls.

There are three paper logbook forms:

- Catcher vessel trawl gear Daily Fishing Logbook (DFL);
- Catcher vessel Longline/pot gear DFL;
- Catcher/processor longline/pot gear Daily Cumulative Production Logbook (DCPL).

The logbooks are designed to provide a convenient method to enter information that serves both the business needs of the fishing industry and the data collection requirements of NMFS. Copies of the logbook forms and instructions are available at <https://www.fisheries.noaa.gov/alaska/resources-fishing/alaska-recordkeeping-and-reporting-logbook-logsheets>. NMFS also provides electronic logbooks (approved under OMB Control Number 0648-0515) for use by the fishing industry.

Each paper logbook page has multiple self-copy logsheets that the operator must distribute as described in the Table 2.

**Table 2.** Disposition of the five copies of the logbook pages, where they are submitted, and the time limits for submission.

Logsheet Color	Paper Logbook Type			Submit To	Time Limit
	Catcher Vessel Trawl DFL	Catcher Vessel Longline/Pot DFL	Catcher /Processor Longline/Pot DCPL		
White	X	X	X	Permanent copy stays in logbook	
Goldenrod	X	X	X	Observer	After signature of operator and prior to departure of observer from the vessel.
Yellow	X	X		NMFS Office for Law Enforcement*	Quarter 1: May 1 Quarter 2: August 1 Quarter 3: November 1 Quarter 4: Feb 1 of following year
Blue	X	X		Processor that receives the harvest	Within 2 hours after completion of catch delivery
Green	X		X	IPHC	After catch is off-loaded

\* NMFS Office for Law Enforcement Alaska Region Logbook Program  
P.O. Box 21767  
Juneau, AK 99802-1767

*i. Catcher vessel trawl gear Daily Fishing Logbook (DFL)*

The operator of a catcher vessel 60 ft or greater length overall (LOA), that is required to have a Federal Fishing Permit (FFP) under § 679.4(b), and that is using trawl gear to harvest groundfish is required to submit fisheries information to NMFS through use of a paper DFL.

A trawl gear catcher vessel electronic logbook (see OMB 0648-0515) is available for optional use instead of the DFL.

The operator must account for each day of the fishing year, January 1 through December 31, in the DFL and indicate whether the vessel was inactive or active during the time period. Table 3 lists all the information that must be recorded on one logbook page in the DFL during inactive periods. Table 4 describes all of the information that the operator must enter into the DFL on each active day.

*ii. Catcher vessel longline/pot gear Daily Fishing Logbook (DFL)*

The requirement to complete and submit a catcher vessel longline/pot DFL depends on the vessel length, area fished, and fishing year. The operator of a catcher vessel is required to maintain a DFL when operating a catcher vessel that is—

- 60 ft or greater LOA and is required to have an FFP under § 679.4(b) and is using longline or pot gear to harvest groundfish;
- 60 ft or greater LOA and fishing in the GOA using longline gear or pot gear to harvest IFQ sablefish and when using gear composed of lines with hooks attached, setline gear (IPHC), or pot gear to harvest IFQ halibut;

- less than 60 ft LOA and using longline pot gear in the GOA;
- less than 60 ft LOA and using pot gear to harvest IFQ or CDQ halibut or IFQ or CDQ sablefish in the BSAI;
- 60 ft or greater LOA and fishing in the BSAI using hook-and-line gear or pot gear to harvest IFQ sablefish, and when using gear composed of lines with hooks attached or setline gear (IPHC) to harvest IFQ halibut or CDQ halibut; 60 ft or greater LOA, and using pot gear to harvest CR crab from the BSAI.

A longline and pot catcher vessel electronic logbook (see OMB Control No. 0648-0515) is available for optional use instead of the DFL.

The operator must account for each day of the fishing year, January 1 through December 31, in the DFL and indicate whether the vessel was inactive or active during the time period. Table 3 lists all the information that must be recorded on one logbook page in the DFL during inactive periods. Table 4 describes all of the information that the operator must enter into the DFL on each active day.

*iii. Catcher/processor longline/pot gear Daily Cumulative Production Logbook (DCPL)*

The operator of a catcher/processor that is required to have an FFP under § 679.4(b) and that uses longline or pot gear to harvest groundfish or to harvest IFQ sablefish or IFQ halibut from the GOA, uses pot gear to harvest IFQ or CDQ halibut or IFQ and CDQ sablefish in the BSAI, uses pot gear to harvest CR crab from the BSAI, or uses longline pot gear to fish IFQ sablefish and IFQ halibut in the GOA must use the catcher/processor longline and pot gear DCPL to record and report daily processor identification and catch-by-set information.

The operator must account for each day of the fishing year, January 1 through December 31, in the DCPL and indicate whether the processor was inactive or active during the time period. Table 3 lists all the information that must be recorded on one logbook page in the DCPL during inactive periods. Table 4 describes all of the information that the operator must enter into the DCPL on each active day.

A longline and pot catcher/processor electronic logbook (eLog; approved under OMB Control No. 648-0515) is required for all but 4 catcher/processors. The eLog is also available for voluntary use by other catcher/processors.

**Table 3.** Data fields completed on catcher vessel and catcher/processor paper logbooks on each inactive fishing day. If the inactive time period extends across two or more successive quarters, the operator must complete a logbook page for each inactive quarter. The logbook page created for an inactive quarter must indicate the first and last day of the respective inactive quarter. An X indicates that the field is submitted by the user on the form.

Data Field	Paper Logbook Type		
	Catcher Vessel Trawl DFL	Catcher Vessel Longline/Pot DFL	Catcher/Processor Longline/Pot DCPL
Page Number	X	X	X
Operator Printed Name and Signature	X	X	X
Vessel Name	X	X	X
FFP or Federal Crab Vessel Permit Number	X	X	X

Data Field	Paper Logbook Type		
	Catcher Vessel Trawl DFL	Catcher Vessel Longline/Pot DFL	Catcher/Processor Longline/Pot DCPL
ADF&G Vessel Registration Number	X	X	
ADF&G Processor Code			X
Inactive (check-box)	X	X	X
Date of First Day When Inactive	X	X	X
Brief Explanation Why Inactive	X	X	X
Date of Last Day when Inactive	X	X	X

**Table 4.** Data fields completed on catcher vessel and catcher/processor paper logbooks on each active fishing day. An X indicates that the field is submitted by the user on the form.

Data Field	Paper Logbook Type		
	Catcher Vessel Trawl DFL	Catcher Vessel Longline/Pot DFL	Catcher/Processor Longline/Pot DCPL
Page Number	X	X	X
Operator Printed Name and Signature	X	X	X
Name of Vessel	X	X	X
FFP or Federal Crab Vessel permit number	X	X	X
ADF&G Vessel registration number	X	X	
ADF&G Processor Code			X
IFQ permit number of the operator		X	X
CDQ permit number and group number		X	X
Crew Size	X	X	X
Number of observers onboard	X	X	X
Name and cruise number of observer	X	X	X
Management Program	X	X	X
Management program ID (if applicable)	X	X	X
Federal Reporting Area of catch	X	X	X
Whether harvest occurred in COBLZ or RKCSA (if applicable)	X		
Gear Type	X	X	X
Gear Details (including skate length, book size, hook spacing)		X	X
Set or Haul Number	X	X	X
Date and Time of Gear Set/Deployed	X	X	X
Date and Time of Gear Hauled/Retrieved	X	X	X
Gear Begin Position	X	X	X
Gear End Position	X	X	X
Begin and End buoy or bag numbers		X	X
Begin and End Gear Depths		X	X
Average Gear and Sea Depth	X		
Number of skates or pots set and lost		X	X

Data Field	Paper Logbook Type		
	Catcher Vessel Trawl DFL	Catcher Vessel Longline/Pot DFL	Catcher/Processor Longline/Pot DCPL
Target Species Code	X	X	X
Estimated Total Hail Weight	X	X	X
IR/IU Species Codes	X	X	X
CDQ/IFQ halibut & IFQ sablefish weight in pounds		X	X
CR Crab		X	X
Check mark if moved to avoid Chinook salmon bycatch (If applicable)	X		
Bird Avoidance Gear		X	X
Number marine mammals sighted		X	X
Number of fish and hooks damaged		X	X
Discard or Disposition Date	X	X	
Weight of each species - Daily Total	X	X	
Weight of each Prohibited species - Daily Total	X	X	
Weekly cumulative Total	X	X	
Date delivery completed	X	X	
ADF&G Fish Ticket	X	X	
Name of Recipient, RCR, or Registered Buyer	X	X	
Name of Port or Port Code	X	X	

**b. Vessel Activity Report**

A Vessel Activity Report (VAR) provides information about fish or fish product on board a vessel when it crosses the boundary of the Exclusive Economic Zone (EEZ) off Alaska or crosses the U.S.–Canada international boundary between Alaska and British Columbia. NOAA OLE and USCG boarding officers use this information to audit and separate product inventory when boarding a vessel. If a vessel does not file a VAR and has fish or fish product on board when it enters the EEZ off Alaska, NMFS assumes the fish were harvested in U.S. waters. Without the requirement to submit a VAR prior to crossing, vessel operators may be more inclined to illegally fish in Federal waters and claim retained product was harvested from foreign or international waters.

Except as noted below, the operator of a catcher vessel greater than 60 ft length overall (LOA), a catcher/processor, or a mothership required to hold a Federal fisheries permit (FFP) issued under part 679 and carrying fish or fish product onboard must complete and submit a VAR before the vessel crosses the seaward boundary of the EEZ off Alaska or crosses the U.S.–Canada international boundary between Alaska and British Columbia. If fish or fish products are landed at a port other than the one specified on the VAR, the operator must submit a revised VAR showing the actual port of landing before any fish are offloaded.

If a vessel is carrying non-IFQ groundfish and IFQ halibut, Western Alaska Community Development Quota (CDQ) halibut, IFQ sablefish or CR Program crab, the operator must submit a VAR in addition to an IFQ Departure Report required by § 679.5(l)(4) (see OMB Control No. 0648-0272). A VAR is not



required if a vessel is carrying only IFQ halibut, CDQ halibut, IFQ sablefish, or CR Program crab on board and the operator has submitted an IFQ Departure Report required by § 679.5(l)(4).

The VAR is available online at: <https://www.fisheries.noaa.gov/alaska/resources-fishing/alaska-recordkeeping-and-reporting-forms>. The operator must enter the following information on a VAR:

- Whether it is an original or revised report
- Vessel name and FFP number or RCR permit number
- Vessel type
- Representative name, telephone number, fax number, and COMSAT number (if available)
- If a “return report” where the vessels is intending to land in Alaska:
  - Port of landing
  - Date and time (Greenwich Mean Time) vessel will cross boundary
  - Latitude and longitude where vessel will cross
- If a “depart report” where the vessel is leaving Alaska:
  - Intended U.S. port of landing or country other than the United States
  - Date and time (Greenwich Mean Time) vessel will cross boundary
  - Latitude and longitude where vessel will cross
- Russian Zone -- whether vessel is returning from or departing to fish in the Russian zone
- Fish or fish product (including non-groundfish) onboard the vessel when crossing:
  - Harvest zone code where groundfish were harvested
  - Species code, Product code, and Total product weight of fish product onboard in pounds or nearest 0.001 metric ton.

### c. **Check-in / Check-out Report**

Check-in/check-out reports provide information on participation by processors and motherships in the groundfish fisheries. The check-in/check-out information is used by NMFS in-season managers to monitor the fishing capacity and effort in fishery allocations and quotas. Additionally, NOAA OLE agents use this information to track commercial business activity and ensure accurate accountability and proper reporting is being performed. A minor change has been made to the check-in/check-out report forms with this extension. The email address for the new Alaska Region Sustainable Fisheries monitoring branch was added to these forms and instructions noting that the form may be submitted by email to this address.

#### *i. Shoreside Processor Check-in / Check-out Report*

The manager of a shoreside processor or SFP is required to submit a check-in report via fax ((907) 586-7131) or email ([nmfs.akr.monitoring@noaa.gov](mailto:nmfs.akr.monitoring@noaa.gov)) prior to participation in a groundfish fishery and to submit a check-out report upon completion of that participation. If a processor is continually active through the end of a fishing year (and a check-out report was not previously submitted during the fishing year), then the processor must submit a check-out report on December 31, and they must submit a check-in report to start the new year on January 1.

The shoreside processor check-in and check-out report is available at <https://www.fisheries.noaa.gov/alaska/resources-fishing/alaska-recordkeeping-and-reporting-forms>. The manager must enter the following information check-in/check-out report:

- Processor name and ADF&G processor code
- Federal processor permit (FPP) number

- Representative name, business telephone number, and business fax number
- If check-in report:
  - Indicate that it is a check-in report
  - Whether checking in: a) for the first time this fishing year; or b) to restart receipt and processing of groundfish after filing a check-out report
  - Whether an original or revised report
  - Date and time receipt of groundfish will begin
  - If SFP, give latitude and longitude of position where receiving groundfish
- If check-out report:
  - Indicate that it is a check-out report
  - Whether an original or revised report
  - Date and time when the last receipt or processing of groundfish was completed
  - Weight (and units) of all fish or fish products (including non-groundfish) remaining at the facility (other than public cold storage) by species codes and product code.

*ii. Mothership Check-in / Check-out*

The operator of a mothership must submit via fax ((907) 586-7131) or email ([nmfs.akr.monitoring@noaa.gov](mailto:nmfs.akr.monitoring@noaa.gov)) 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.

A mothership that is carrying on board an operational vessel monitoring system (VMS) (See OMB Control No. 0648-0445) is exempt from submitting a check-in/check-out report to NMFS. The information collected only through the check-in/check-out report may be obtained through the combination of VMS and the Interagency Electronic Reporting System (see OMB Control No. 0648-0515).

The mothership check-in and check-out report is available at <https://www.fisheries.noaa.gov/alaska/resources-fishing/alaska-recordkeeping-and-reporting-forms>. The operator must enter the following information:

- Indicate whether it is an Original or Revised Report.
- Vessel Name
- Vessel ADF&G Processor Code
- Vessel Federal Fisheries Permit Number
- Name, telephone number, and fax number of vessel representative
- Satellite communications contact (COMSAT) number
- Management Program
- Gear Type
- If check-in report (BEGIN message):
  - Date and Time
  - Latitude and longitude where groundfish receipt begins.
  - Federal Reporting Area.
  - COBLZ or RKCSA
  - Primary and Secondary Target Species Codes. Record the two main species expected to receive in the following week
- If check-out report (CEASE message):
- Date and Time

- Latitude and longitude where the last receipt of groundfish was completed.
- Reporting area code where last receipt of groundfish was completed

#### **d. Product Transfer Report**

Product Transfer Reports (PTR) provide information on the volume of groundfish disposed of by persons buying it from the harvesters. The PTR is an important enforcement document and provides an important check on buyer purchase reports. Information collected on PTRs is used by NOAA OLE to verify the accuracy of reported shipments through physical inspections. NOAA OLE uses the PTR to monitor movement of product in and out of the processor on a timely basis.

With exceptions (see below), regulations at § 679.5(g) require the following:

- Operators of motherships, catcher/processors, or managers of shoreside processors or stationary floating processors must complete and submit a separate PTR for each shipment of groundfish and donated prohibited species caught in groundfish fisheries.
- Registered Buyers must submit a separate PTR for each shipment of halibut or sablefish, other than those conducting dockside sales, for which the Registered Buyer was required to submit an IFQ landing report under § 679.5(e)(7).
- Registered Crab Receivers (RCR) must submit a separate PTR for each shipment of crab for which the RCR was required to submit a Registered Crab Landing Report under § 679.5(e)(8).

The exceptions to these submittal requirements are as follows:

- Bait sales (non-IFQ groundfish only). During one calendar day, the operator or manager may aggregate and record on one PTR the individual sales or shipments of non-IFQ groundfish to vessels for bait purposes during the day recording the amount of such bait product shipped from a vessel or facility that day.
- Retail sales, IFQ halibut, IFQ sablefish, CDQ halibut, and non-IFQ groundfish. During one calendar day, the operator, manager, or Registered Buyer may aggregate and record on one PTR the amount of transferred retail product of IFQ halibut, IFQ sablefish, CDQ halibut, and non-IFQ groundfish if each sale weighs less than 10 lb or 4.5 kg.
- Retail sales, CR Program crab. During one calendar day, the RCR may aggregate and record on one PTR the amount of transferred retail product of CR crab if each sale weighs less than 100 lb or 45 kg.
- Wholesale sales (non-IFQ groundfish only). The operator or manager may aggregate and record on one PTR, wholesale sales of non-IFQ groundfish by species when recording the amount of such wholesale species leaving a vessel or facility in one calendar day, if invoices detailing destinations for the entire product are available for inspection by an authorized officer.

The time limits for completing and submitting PTRs are as follows:

- All product transfer information must be recorded on a PTR within 2 hours of the completion of the shipment.
- The PTR must be submitted (either by fax or email) by 1200 hours, Alaska local time (A.l.t.), on the Tuesday following the end of the applicable weekly reporting period in which the shipment occurred.
- If any information on the original PTR changes prior to the first destination of the shipment, a revised PTR must be submitted by 1200 hours, A.l.t., on the Tuesday following the end of the applicable weekly reporting period in which the change occurred.

The PTR form is available on at <https://www.fisheries.noaa.gov/alaska/resources-fishing/alaska-recordkeeping-and-reporting-forms>. The following information is required to be completed on at PTR:

- Indicate whether an original or revised report
- Representative name, telephone number and fax number of the shipper, where the shipper depends on what is being shipped:
  - If shipping non-IFQ groundfish: Processor’s name and FPP number.
  - If shipping IFQ halibut, CDQ halibut or IFQ sablefish: Registered Buyer name and permit number.
  - If shipping CR crab: RCR name and permit number.
  - If shipping non-IFQ groundfish, IFQ halibut, CDQ halibut or IFQ sablefish, and CR crab on the same PTR: Processor name and FPP or FPP number, Registered Buyer name and permit number, RCR name and permit number
- Start date, start time, finish date, and finish time of product transfer
- Transfer Information as outlined in Table 5.
- Products shipped:
  - Species and product code
  - Species weight (use only if recording 2 or more species with 2 or more product types contained within the same production unit)
  - Number of units
  - Unit weight (lb or kg)
  - Total weight (lb or kg)
- Total or partial offload information (mothership or catcher/processor only):
  - Indicate whether transfer is a total or partial offload
  - If a mothership or catcher/processor, indicate whether fish or fish products are left onboard the vessel (partial offload) after the shipment is complete.
  - If a partial offload, for the products remaining on board after the transfer, enter for each product:
    - Species code
    - Product code
    - Total product weight (lb or MT)

**Table 5.** Information for entering the receiver, date, time, and location of transfer and mode of transportation on a Product Transfer Report (PTR).

If you are the shipper and ...	Then enter ...			
	Receiver	Date & time of product transfer	Location of product transfer	Mode of transportation & intended route
Receiver is on land and transfer involves one van, truck, or vehicle.	Receiver name and Federal fisheries, Federal processor, or Federal crab vessel permit number (if any).	Date/time when shipment leaves the plant.	Port or city of product transfer.	Name of the shipping company; destination city and state or foreign country.
Receiver is on land and transfer involves multiple	Receiver name and Federal fisheries, Federal	Date/time when loading of vans or	Port or city of product transfer.	Name of the shipping company;

If you are the shipper and ...	Then enter ...			
	Receiver	Date & time of product transfer	Location of product transfer	Mode of transportation & intended route
vans, trucks or vehicles.	processor, or Federal crab vessel permit number (if any).	trucks is completed each day.		destination city and state or foreign country
Receiver is on land and transfer involves one airline flight.	Receiver name and Federal fisheries, Federal processor, or Federal crab vessel permit number (if any).	Date/time when shipment leaves the plant.	Port or city of product transfer.	Name of the airline company; destination airport city and state.
Receiver is on land and transfer involves multiple airline flights.	Receiver name and Federal fisheries, Federal processor, or Federal crab vessel permit number (if any).	Date/time of shipment when the last airline flight of the day leaves.	Port or city of product transfer.	Name of the airline company(s); destination airport(s) city and state.
Receiver is a vessel and transfer occurs at sea.	Vessel name and call sign	Start/finish dates and times of transfer.	Transfer position coordinates in latitude and longitude, in degrees and minutes.	The first destination of the vessel.
Receiver is a vessel and transfer takes place in port.	Vessel name and call sign	Start/finish dates and times of transfer.	Port or position of product transfer.	The first destination of the vessel.
Receiver is an agent (buyer, distributor, shipping agent) and transfer is in a containerized van(s).	Agent name and location (city, state).	Transfer start/finish dates and times.	Port, city, or position of product transfer.	Name (if available) of the vessel transporting the van; destination port.
You are aggregating individual retail sales for human consumption. (see paragraph (g)(2) of this section).	"RETAIL SALES"	Date of transfer.	Port or city of product transfer.	N/A.
You are aggregating individual bait sales during a day onto one PTR (non-IFQ groundfish only).	"RETAIL SALES"	Date of transfer.	Port or city of product transfer.	N/A.
Non-IFQ Groundfish only. You are aggregating wholesale non-IFQ groundfish product sales by species	"WHOLESALE SALES"	Time of the first sale of the day; time of the last sale of the day.	Port or city of product transfer.	N/A.

If you are the shipper and ...	Then enter ...			
	Receiver	Date & time of product transfer	Location of product transfer	Mode of transportation & intended route
during a single day onto one PTR and maintaining invoices detailing destinations for all of the product for inspection by an authorized officer.				

**3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g. permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also, describe any consideration of using information technology to reduce burden.**

All of the information collected may be submitted electronically. Although this collection contains the paper logbooks, which cannot be submitted electronically, electronic logbooks are available and approved under OMB Control No. 0648-0515 (Alaska Interagency Electronic Reporting System). Operators who complete electronic logbooks are not required to complete the paper logbooks in this collection. All forms are available on the NMFS Alaska Region web site at <https://www.fisheries.noaa.gov/alaska/resources-fishing/recordkeeping-and-reporting-federal-fisheries-alaska>. The VAR, PTR, and Check-in/Check-out forms are fillable electronically on a computer, and may be printed and submitted to NMFS by email attachments or fax.

**4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Question 2**

The information collected as part of this collection does not duplicate other collections. Where there is overlap, the public is not required to complete duplicate reports. Under the Interagency Electronic Reporting System collection (see OMB Control No. 0648-0515), NMFS offers optional use of the electronic logbook and if the operator completes an electronic logbook, then they are not required to complete the paper logbooks in this collection. A mothership that is carrying on board an operational vessel monitoring system (VMS) is exempt from submitting a check-in/check-out report to NMFS (see OMB Control No. 0648-0445). This reduces redundant reporting because the information collected through the check-in/check-out report may be obtained through the combination of VMS and the Interagency Electronic Reporting System.

**5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.**

NMFS attempts to minimize the burden of this collection on all respondents, including small entities, in several ways:

- Except for when using longline pot gear in the GOA or pot gear to harvest IFQ or CDQ halibut or IFQ or CDQ sablefish in the BSAI, catcher vessels that are less than 60 ft LOA are not required to submit logbooks. This exemption from recordkeeping and reporting requirements specifically reduces burden for the operators of small vessels.
- NMFS staff are available to answer questions via email and telephone. Step-by-step instructions for completing each form in this collection are available online at—
  - o <https://www.fisheries.noaa.gov/alaska/resources-fishing/alaska-recordkeeping-and-reporting-logbook-logsheets>
  - o <https://www.fisheries.noaa.gov/alaska/resources-fishing/alaska-recordkeeping-and-reporting-forms>
- In addition to agency support staff, a Help Desk phone number and centralized email is manned from 6 a.m. to midnight every day and provides targeted assistance for logbooks, Product Transfer Reports, and Vessel Activity Reports, which are the more complicated forms in this collection.

**6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.**

This data collection is necessary for NMFS to continue efficient monitoring and effective management practices for the fisheries of the EEZ off Alaska. If this collection were not conducted, the quality of NMFS fishery data would be greatly reduced and negatively impact NMFS management of fisheries, resulting in adverse impacts on the long-term biological stability and economic yield of the groundfish resource, the efficiency and economic viability of the domestic groundfish industry, and the credibility of the fishery management process itself.

**7. Explain any special circumstances that would cause an information collection to be conducted in a manner inconsistent with OMB guidelines.**

Some collections may require a respondent to report information to the agency more often than quarterly. Check-in / Check-out Reports and printed reports must be recorded within the required time while the vessel is at sea, or if the processor closes operations and re-opens at a later date, which could result in information being submitted more often than quarterly. NMFS uses this information to verify and maintain accurate records of catch, and to ensure compliance with quotas in order to monitor and manage the fisheries.

**8. If applicable, provide a copy and identify the date and page number of publications in the Federal Register of the agency's notice, required by 5 CFR 1320.8 (d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

*A Federal Register Notice published on December 1, 2020 (85 FR 77176), solicited public comments. The comment period ended on February 1, 2021. No comments were received. In addition, NMFS solicited comments by email from operators who submit these information collection requirements. One comment was received from a shoreside processor. The comment and NMFS's response is presented below.*

*Comment:* I don't think that the Sitka Sound Seafoods, a Division of North Pacific Seafoods, Inc., has a problem with the Check-In / Check-out reports as such. We do question why we have to include the non-Federally controlled (monitored) species on the form. Especially when we don't have to include them on the required daily log book or the product transfer reports. By only having to include the reportable species it would make the report less cumbersome and time consuming. Thank you for the opportunity to voice this question.

*Response:* The NOAA Office of Law Enforcement, NMFS, Alaska Department of Fish and Wildlife, and the International Pacific Halibut Commission are partnered in monitoring and managing fish and seafood landings in Alaska. Although most fisheries are managed by Federal managers, some fisheries, such as Pacific halibut, crab, and salmon, are also managed by state and international organizations. All these organizations, including the seafood processors, use the electronic reporting systems, in addition to the Check-in / Check-out forms, to report the species handled at their sites. The specific Federal regulation for the Check in/Check out report at 50 CFR 679.5(h)(5)(xvi) states: Indicate product weight of all fish or fish products (including non groundfish) remaining at the facility (other than public cold storage) by species code and product code. Indicate if recorded to the nearest pound or to the nearest 0.001 mt.

**9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.**

No payment or gift is provided under this program.

**10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy. If the collection requires a systems of records notice (SORN) or privacy impact assessment (PIA), those should be cited and described here.**

All information collections by NMFS Alaska Region are protected under confidentiality provisions of section 402(b) of the Magnuson-Stevens Act as amended in 2006 (16 U.S.C. 1801, *et seq.*) and under [NOAA Administrative Order 216-100](#), which sets forth procedures to protect confidentiality of fishery statistics.

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. The System of Records Notice (SORN) that covers this information collection is [COMMERCE/NOAA-6, Fishermen's Statistical Data](#).

The Privacy Impact Assessment that covers this information collection is [NOAA NMFS Alaska Region Local Area Network \(NOAA4700\)](#).

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior or attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.**

This information collection does not involve information of a sensitive nature.



**12. Provide estimates of the hour burden of the collection of information.**

The hourly wage rate has been changed to \$37 to be consistent with the rate used in the information collections for OMB Control Numbers 0648-0330 and 0648-0515. These collections have the same respondent groups, and we have received comments on those collections supporting that rate. We have not received any comments on the wage rate used for this collection.

Information Collection	Form Name	Type of Respondent (e.g., Occupational Title)	# of Respondents/ year (a)	Annual # of Responses / Respondent (b)	Total # of Annual Responses (c) = (a) x (b)	Burden Hrs / Response (d)	Total Annual Burden Hrs (e) = (c) x (d)	Hourly Wage Rate (for Type of Respondent) (f)	Total Annual Wage Burden Costs (g) = (e) x (f)
Paper Logbook	Catcher vessel Trawl DFL	Operator of a Catcher Vessel	102	90	9,180	18 min.	2,754 hours	\$37	\$101,898
	Catcher vessel Longline/ Pot DFL	Operator of a Catcher Vessel	109	75	8,175	35 min.	4,769 hours	\$37	\$176,453
	Catcher/ Processor Longline/ Pot DCPL	Operator of a Catcher/Processor	4	20	80	50 min.	67 hours	\$37	\$2,479
Check-In/Out (CICO) Report	Shoreside Processor CICO Report	Manager of a shoreside processor or Stationary Floating Processor	65	4	260	5 min.	22 hours	\$37	\$814
	Mothership CICO Report	Operator of a catcher/processor or mothership	2	6	12	7 min.	1 hour	\$37	\$37
Product Transfer Report	Product Transfer Report	<ul style="list-style-type: none"> <li>• Operator of a mothership or catcher/ processor;</li> <li>• Manager of a shoreside processor or stationary floating processor;</li> <li>• Registered Buyer;</li> <li>• Registered Crab Receiver</li> </ul>	173	102	17,646	20 min.	5,882 hours	\$37	\$217,634
Vessel Activity Report	Vessel Activity Report	Operator of a Catcher Vessel, C/P, or Mothership	47	2	94	14 min.	22 hours	\$37	\$814
<b>Totals</b>					<b>35,447</b>		<b>13,517</b>		<b>\$500,129</b>

Note: For Paper Logbooks, Product Transfer Reports, and Vessel Activity Reports, the number of respondents was based on average per year using data from 2019–2020. The average number of respondents for Check-In and Check-Out Reports for Shoreside Processors and Motherships was based on the average number of forms received in 2019 and 2020.

**13. Provide an estimate for the total annual cost burden to respondents or record keepers resulting from the collection of information. (Do not include the cost of any hour burden already reflected on the burden worksheet).**

Information Collection	Form Name	# of Respondents/ year (a)	Annual # of Responses / Respondent (b)	Total # of Annual Responses (c) = (a) x (b)	Cost Burden / Respondent (h) <sup>1</sup>	Total Annual Cost Burden (i) = (c) x (h)
Paper Logbook	Catcher vessel Trawl DFL	102	90	9,180	Mail logsheets \$5 x 4 qtrs = \$20	\$2,040
	Catcher vessel Longline/ Pot DFL	109	75	8,175	Mail logsheets \$5 x 4 qtrs = \$20	\$2,180
	Catcher/ Processor Longline/ Pot DCPL	4	20	80	Mail logsheets \$5 x 4 qtrs = \$20	\$80
Check-In/Out (CICO) Report	Shoreside Processor CICO Report	65	4	260	Operating costs - \$5	325
	Mothership CICO Report	2	6	12	Operating costs - \$5	\$10
Product Transfer Report	Product Transfer Report	173	102	17,646	Operating costs - \$5	\$865
Vessel Activity Report	Vessel Activity Report	47	2	94	Operating costs -\$5	\$235
<b>TOTALS</b>		<b>282 (unique) <sup>2</sup></b>		<b>35,447</b>		<b>\$5,735</b>

<sup>1</sup> Operating costs account for the typical inclusive general office services packages that include expenses such as email, fax, copying, mailing, printing, and internet.

<sup>2</sup> Some respondents submit more than one instrument in this information collection review (ICR). Therefore, the number of unique respondents is used to show the estimated annual number of separate participants who are expected to submit information during the 3-year renewal period for this ICR. The number of unique respondents equals the total number of respondents for the logbooks and check-in/check-out reports.

**14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information.**

Annual costs include printing and mailing logbooks and personnel costs for review, data entry, and filing. As printing costs vary, an average cost of \$14.62 per logbook was used based on recent printing costs for the logbooks. As costs to mail the logbooks also vary, the total mailing cost is based on the cost of mailing logbooks in 2019 and 2020.

Cost Descriptions	Grade/Step	Loaded Salary /Cost	% of Effort	Fringe (if Applicable)	Total Cost to Government
Federal Oversight	—	—	—		\$0
Other Federal Positions					
Contractor Cost		—	—	—	\$26,000
Travel					\$0
Other Costs:					\$10,527
<b>TOTAL</b>					<b>\$36,527</b>

Title	Form	Description	Costs
Paper Logbooks	Catcher vessel Trawl DFL	Printing costs: 1200 x \$14.26 (2 booklets per respondent)	\$17,112
		Review, data entry, filing quarterly = 10 mins. (102 x 4 x 10 mins = 68 hours annually)	
	Catcher vessel Longline/ Pot DFL	Printing costs: 800 x \$14.26 (2 booklets per respondent)	\$11,408
		Review, data entry, filing quarterly = 10 mins. (109 x 4 x 10 mins = 73 hours annually)	
	Catcher/ Processor Longline/ Pot DCPL	Printing costs: 100 x \$14.26 (1 booklet per respondent)	\$1,426
		Review, data entry, filing quarterly = 10 mins. (4 x 4 x 10 mins = 3 hours annually)	
Total costs to mail logbooks to each respondent			\$1,636
Check-In/ Out (CICO) Report	Shoreside Processor CICO Report	Review, data entry, filing = 10 mins. (260 x 10 mins = 43 hours annually)	
	Mothership CICO Report	Review, data entry, filing = 5 mins. (2 x 5 mins = 10 mins annually)	
Product Transfer Report	Product Transfer Report	Review, data entry, filing = 2 mins. (17,646 x 2 mins = 588 hours annually)	
Vessel Activity Report	Vessel Activity Report	Time per response = 3 mins. (94 x 3 mins = 5 hours annually)	
<b>Total for Collection</b>			<b>\$31,582 (\$10,527 annualized)</b>

**15. Explain the reasons for any program changes or adjustments reported in ROCIS.**

Information Collection	Form Name	Respondents		Responses		Burden Hours		Reason for change or adjustment
		Current Renewal / Revision	Previous Renewal / Revision	Current Renewal / Revision	Previous Renewal / Revision	Current Renewal / Revision	Previous Renewal / Revision	
Paper Logbook	Catcher vessel Trawl DFL	102	100	9,180	9,300	2,754	2,790	Updated the number of respondents and responses
	Catcher vessel Longline/ Pot DFL	109	118	8,175	8,378	4,769	4,887	Updated the number of respondents and responses
	Catcher/ Processor Longline/ Pot DCPL	4	5	80	105	67	88	Updated the number of respondents and responses
Check-In/Out (CICO) Report	Shoreside Processor CICO Report	65	46	260	138	22	12	Updated the number of respondents and responses
	Mothership CICO Report	2	1	12	2	1	0.233	Updated the number of respondents and responses
Product Transfer Report (PTR)	PTR	173	168	17,646	23,520	5,882	7,840	Updated the number of respondents and responses
Vessel Activity Report (VAR)	VAR	47	53	94	159	22	37	Updated the number of respondents and responses
<b>Total for Collection</b>		<b>282 (unique)</b>	<b>445 (unique)</b>	<b>35,447</b>	<b>41,602</b>	<b>13,517</b>	<b>15,654</b>	
Difference		- 163		- 6,155		- 2,137		

Information Collection	Form Name	Labor Costs		Miscellaneous Costs		Reason for change or adjustment
		Current	Previous	Current	Previous	
Paper Logbooks	Catcher vessel Trawl DFL	\$101,898	\$66,514	\$2,040	\$2,000	Labor Costs: Revised the hourly rate to be consistent with the rate used in other ICRs for the same respondent group Misc. Costs: Revised amount to account for typical inclusive general office services packages.
	Catcher vessel Longline/ Pot DFL	\$176,453	\$116,506	\$2,180	\$2,360	Labor Costs: Revised the hourly rate to be consistent with the rate used in other ICRs for the same respondent group Misc. Costs: Revised amount to account for typical inclusive general office services packages.
	Catcher/ Processor Longline/ Pot DCPL	\$2,479	\$2,098	\$80	\$100	Labor Costs: Revised the hourly rate to be consistent with the rate used in other ICRs for the same respondent group Misc. Costs: Revised amount to account for typical inclusive general office services packages.
Check-In/Out (CICO) Report	Shoreside Processor CICO Report	\$814	\$286	\$325	\$849	Labor Costs: Revised the hourly rate to be consistent with the rate used in other ICRs for the same respondent group Misc. Costs: Revised amount to account for typical inclusive general office services packages.
	Mothership CICO Report	\$37	\$6	\$10	\$13	Labor Costs: Revised the hourly rate to be consistent with the rate used in other ICRs for the same respondent group Misc. Costs: Revised amount to account for typical inclusive general office services packages.
Product Transfer Report (PTR)	PTR	\$217,634	\$186,906	\$865	\$4,128	Labor Costs: Revised the hourly rate to be consistent with the rate used in other ICRs for the same respondent group Misc. Costs: Revised amount to account for typical inclusive general office services packages.
Vessel Activity Report (VAR)	VAR	\$814	\$882	\$235	\$504	Labor Costs: Revised the hourly rate to be consistent with the rate used in other ICRs for the same respondent group Misc. Costs: Revised amount to account for typical inclusive general office services packages.
<b>Total for Collection</b>		<b>\$500,129</b>	<b>\$373,198</b>	<b>\$5,735</b>	<b>\$9,954</b>	
Difference		\$126,931		- \$4,219		

**16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.**

The information collected will not be published.

**17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.**

The agency plans to display the expiration date for OMB approval of the information collection on all instruments.

**18. Explain each exception to the certification statement identified in "Certification for Paperwork Reduction Act Submissions."**

The agency certifies compliance with [5 CFR 1320.9](#) and the related provisions of [5 CFR 1320.8\(b\)\(3\)](#).