

2019 COMMERCIAL FISHERIES GROUNDFISH REPORTING REQUIREMENTS

The following information is intended as a guide to aid the prospective fisher, buyer, processor, and/or exporter of groundfish with the reporting and permitting requirements of the State of Alaska, National Marine Fisheries Service, and the International Pacific Halibut Commission. This is only a guide and not a complete summary of all applicable regulations. For additional clarification, contact the Alaska Department of Fish and Game (ADF&G) Seafood Industry Coordinator located in Juneau. For area or fishery specific questions, contact the nearest ADF&G office.

Department of Revenue Fisheries Business License Requirement

A person, company, firm, or other organization who is the first purchaser of raw fish, or who catches and processes fish or byproducts of fish, or who catches and has fish or byproducts of fish processed by another person or company is required to annually complete and submit an ALASKA SEAFOOD PROCESSOR AND EXPORTER LICENSE AND PERMIT APPLICATION, **INTENT TO OPERATE**.

Department of Revenue has an online system to renew your Fisheries Business License and the Intent to Operate. This secure system can be accessed from this [link](#). Both applications are completed and submitted at the same time through the system.

Likewise, a person who transports an unprocessed seafood or fishery product outside of Alaska must also complete this application. Once the application has been submitted and approved, a unique processor identification number is issued called a processor code. This processor code is the unique identifier used to complete fish tickets and must be recorded at the time of delivery. A metal plate with your processor code will be mailed to you. The plate contains the processor code, the processor name, and the year the plate is valid and is used to imprint your processor code on all completed fish tickets.

For processors using the **eLandings** system, license and permit information is obtained electronically from your eLandings operations profile and added when the fish ticket is generated. To register an eLandings operation, please visit the main eLandings [web page](#).

For a complete list of allowable activities by permit type, refer to the [ADF&G Allowable Activities Matrix](#). For questions regarding the correct permit type and application instruction, contact the Seafood Industry Coordinator at dfg.seafood-coord@alaska.gov.

Regulations

The primary regulation addressing state reporting regulations is 5 AAC 39.130. The Alaska Administrative Code, Fish and Game Laws and Regulations are printed periodically in a series of commercial fishing regulation booklets, which can be obtained at any ADF&G office. These regulations can also be found on the ADF&G Commercial Fisheries [web page](#).

Additional reporting resources, including procedures for out-of-state landings and overages are available from this [link](#). NMFS – AK Region Recordkeeping and Reporting regulations are also available [on-line](#).

For information on specific fisheries, registration and reporting requirements, and management, contact your [nearest ADF&G office](#). Additional regulations relate to openings and closings, vessel and permit registration, and logbook requirements.

Fish Ticket Codes

The 2019 Fish Ticket Codes sheet for eLandings and paper fish ticket reporting is also available on line from this [link](#).

Required Use of eLandings

NMFS requires all shoreside processors or stationary floating processors who are required to have a Federal Processor Permit (FPP) under 50 CFR 679.4(f) use the eLandings system to submit landings and production reports for all groundfish harvest, including all groundfish and prohibited species discard or disposition data.

All catcher processors or motherships with a Federal Fisheries Permit (FFP) under 50 CFR 679.4(b) are required to use eLandings or seaLandings for landing and production reports. All catcher processors off-loading product within state waters shall submit the consolidated landing report. All motherships, under 50 CFR Part 679.5, are required to use the eLandings system to submit landings reports and production reports for groundfish.

Processors and buyers are reminded fish tickets generated from the eLandings System and conventional paper fish tickets must be signed by both the purchaser and the seller and submitted to the local office of ADF&G within seven days of the date of landing, as outlined in 5AAC 39.130.
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Who Uses Fish Ticket Data?

The ADF&G fish ticket is documentation of harvest from a public resource. The accuracy of the information reported by the commercial fishing industry is critical for in-season management and allocation decisions for Alaskan fisheries. Local and statewide biologists, biometricians, and economists use ADF&G fish ticket data for immediate and long-term fishery management. The un-summarized and summarized data may also be shared with the Departments of Revenue; Labor and Workforce Development; State of Alaska Wildlife Troopers; State of Alaska Board of Fisheries; National Marine Fisheries Service Alaska Region Sustainable Fisheries and Enforcement; Alaska Fisheries Information Network; Pacific States Marine Fisheries Commission; and the professional staff of the North Pacific Fisheries Management Council. State and federal economists use these data extensively to analyze the ex-vessel value of fisheries. Summarized data is provided to the public through various publications and on the ADF&G [website](#).

The following summary of groundfish state and federal reporting requirements is **only a guide** and not a complete summary of all applicable regulations.

Groundfish Reporting Requirements

Groundfish harvest is documented and submitted via the Interagency Electronic Reporting System, ***eLandings***. This system generates a printable fish ticket. As a general rule, ADF&G fish tickets must be submitted for all fishing activity, off-loading, tendering, sales and/or processing of fish within the state of Alaska. The state of Alaska boundary extends three nautical miles from shore. Additionally, the state maintains authority over groundfish harvested within the inside waters of Southeast Alaska - in Dixon Entrance. The state also maintains authority over certain fisheries in federal waters (Exclusive Economic Zone - EEZ). These fisheries include the harvest of:

- a) Lingcod
- b) Demersal Shelf Rockfish:
(copper, yelloweye, China, canary, tiger, quillback, rosethorn) – Southeast Alaska, NMFS Reporting Areas 650 and 659
- c) Black, Dark, and Blue Rockfish (Gulf of Alaska only).

Upon completion of the off-load, all harvest, purchased, processed on board, transported out of state waters, retained, or discarded, must be recorded on a fish ticket and submitted **within seven days**, unless otherwise specified, to the [nearest ADF&G office](#). Completion and submission of a fish ticket is required for all deliveries, including partial deliveries. A delivery means off-loading fish for sale or for transport to a buyer for later sale. The following are required to complete a fish ticket:

- a) shorebased processing facilities within the state of Alaska (including Alaska state waters);
- b) catcher/sellers conducting sales to the general public dockside or bait sales to other commercial fishers;
- c) exporters of unprocessed fish (live or raw);
- d) catcher/processor vessels engaged in fishing activities within Alaska state waters;
- e) catcher/processor vessels operating outside of 3-miles harvesting:
 - 1) Demersal Shelf Rockfish (copper, yelloweye, China, canary, tiger, quillback, rosethorn) – Southeast Alaska, NMFS Reporting Areas 650 and 659
 - 2) Black, Dark and/or Blue Rockfish (Gulf of Alaska only)
 - 3) Lingcod
 - 4) any groundfish in Dixon Entrance in Southeast Alaska.
- f) floating processor/buyer vessels operating within 3 miles;
- g) floating processor/buyer vessels operating outside of 3 miles as mentioned in e);
- h) all harvest in state or federal waters connection with a Community Development Quota (CDQ) Program fishery;
- i) mothership operators, per NMFS regulations, 50 CFR part 679.5 (m).

ADF&G also maintains records of harvest submitted on fish tickets where the reporting of harvest may not be required (voluntary reporting). For example, individuals, vessels, and processors operating in some fisheries solely in the EEZ (managed by NMFS) may wish to report harvest (landing report) to document participation in these fisheries.

Fishermen with unprocessed catch from state waters of Alaska; or Lingcod; or Black, Dark or Blue Rockfish from the Gulf of Alaska, who are transporting the unprocessed catch out-of-state, are required to submit an ADF&G hailed weight fish ticket to the Department prior to the vessel leaving the state. For more information on out-of-state landings, please review the linked [document](#).

Motherships – Floating Processors

Receiving landings from catcher vessels harvesting in federal waters and any harvest connected with the CDQ fishery program:

- Using seaLandings (or eLandings), must submit daily production reports *and* a landing report for each catcher vessel delivery¹
- Electronic submission only – it is not necessary to print and submit fish tickets to ADF&G

Receiving landings from catcher vessels harvesting in state waters, processing in state waters or off-loading inside state waters of Alaska³, or harvest connected with the CDQ fishery program²:

- Using seaLandings (or eLandings), submit electronic landing reports (fish tickets), since the last off-load
- Electronic submission only – it is not necessary to print and submit fish tickets to ADF&G (unless otherwise instructed by the local ADF&G office)
- Other reporting requirements may apply in state managed fisheries. Please contact the [nearest ADF&G office](#) for additional reporting requirements.

Catcher-Processors

Operating in federal waters:

- Required to submit daily production reports using seaLandings (or eLandings)¹
- May use the consolidated report feature to create fish tickets
- Electronic submission only – it is not necessary to print and submit fish tickets to ADF&G

Harvest in federal waters connected with the CDQ fishery program²:

- Required to submit daily production reports using seaLandings (or eLandings)¹
- Required to submit a weekly fish ticket (Sunday to Saturday)
- May use the consolidated report feature to create fish tickets
- Electronic submission only – it is not necessary to print and submit fish tickets to ADF&G

Catching, processing in state waters of Alaska³:

- Submit daily production reports using seaLandings (or eLandings)
- Required to submit a fish ticket at off-load, using seaLandings (or eLandings)

- May use the consolidated report feature to create fish tickets at the point of off-load
- From seaLandings (or eLandings) print the fish ticket. Then sign, imprint, send the fish tickets to ADF&G

Training scenarios with step-by-step instructions illustrating how to use the consolidated report feature for eLandings and seaLandings can be found on the eLandings Training and Outreach page:

- [eLandings](#)
- [seaLandings](#)

Recordkeeping and reporting regulations:

¹Federal record keeping and reporting regulations: 50 CFR PART 679.5

²Alaska Administrative Code: 6 AAC 93.080

³Alaska Administrative Code: 5 AAC 39.130

Catcher Processors Operating in Alaska Federal Waters

All catcher processors operating in federal waters who are issued a Federal Fisheries Permit under 50 CFR part 679.4(b) and that are required to submit fish tickets may use the Consolidated Report feature or the Groundfish Landing Report feature in seaLandings or the eLandings web interface. The catcher processor consolidated report creates a landing report (and fish tickets) based on the catch data and stat areas they enter on their daily production reports (see Figures 1 and 2 below).

Figure 1. Selecting the consolidated report feature in seaLandings for catcher processors.

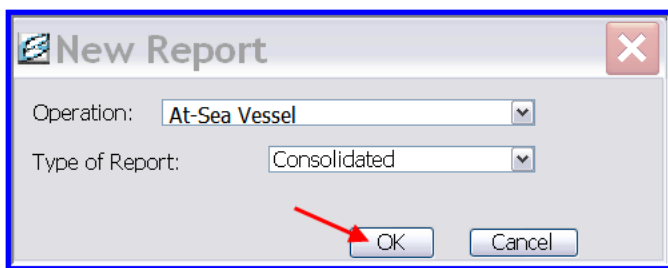
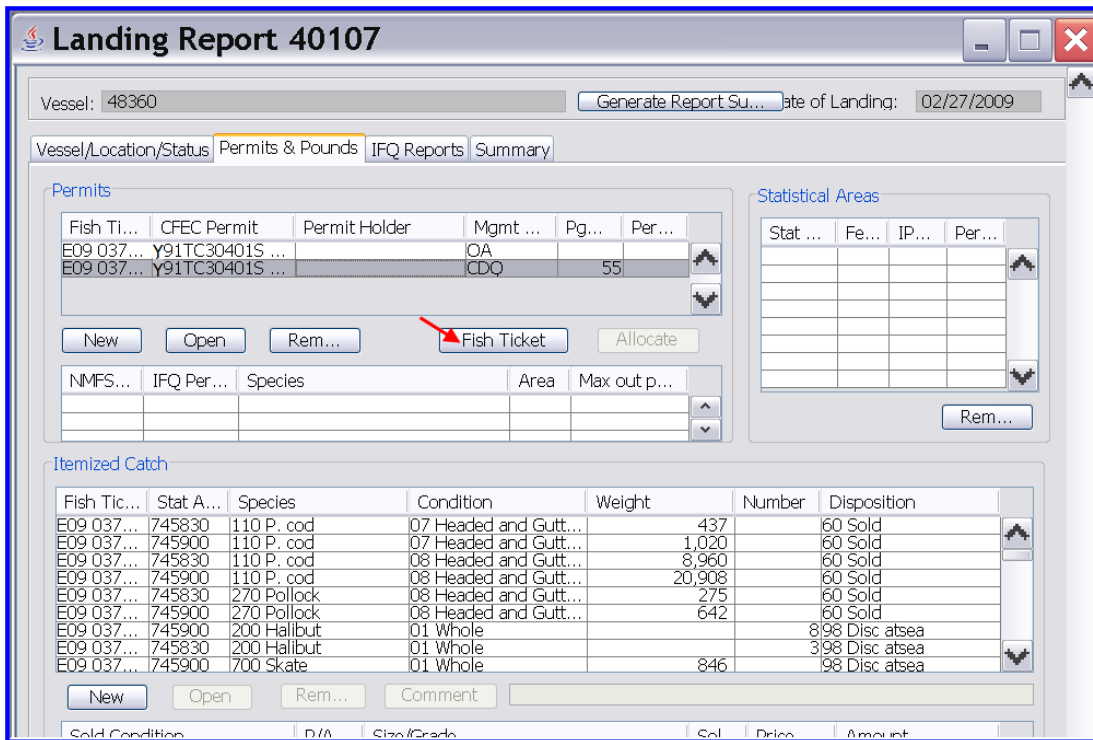


Figure 2. The itemized catch screen of the consolidated report in seaLandings is automatically populated with catch data and stat areas, as entered on daily production reports. The fish ticket button is available once you highlight the Permits row.



Tendered Groundfish

Before engaging in tendering activities, you must contact the [nearest ADF&G office](#) to obtain proper registration and reporting requirements per 5 AAC 28.003. All tenders taking delivery of groundfish and operating in Alaska waters must use the eLandings application, tLandings, to document the landing. A signed copy of the fish ticket generated from the tLandings application must be submitted to the local office of ADF&G within seven days.