### \*\*\*\*\*\*IMPORTANT: PLEASE TAKE NOTICE\*\*\*\*\*

### Fixes for Commonly Encountered Errors in Logbook Entry:

- 1. You must include the number of rods used in the Gear Quantity field when logging rod and reel trips.
- 2. If you haul pots multiple times in one day, include the total number of pots in the water in the gear quantity field, the number of pots you hauled in the "Number Hauled" field, and the soak time prior to your first haul for fishing time (e.g., 20 pots in the water, each hauled 2x is 40 hauled; See example 2, page 7).
- 3. Fishing time is required and refers to soak time (days) for fixed gear and time spent fishing (hours) for mobile gear.
- 4. Each species and gear type MUST be filled out on separate lines.
- 5. All commercial whelk/conch landings and activity must be recorded and submitted in the logbook.
- 6. You can use one sheet to record multiple months of activity or no activity.

### **Reporting Requirements:**

- 1. You MUST indicate whether you were fishing (or not) for EACH month of the year. Be sure to fill out the lower right portion of the form to document inactivity.
- 2. Reports must be submitted and up to date before you can renew your license for the next year. <u>Missing months will impede license renewals.</u>.
- 3. Federal permit holders are required to fill out a VTR Declaration form or submit all state (blue) copies of their vessel trip reports (VTRs) to RIDFW for Rhode Island landings. Those in the eVTR program or reporting negative reports to "Fish Online" will not need to submit paper copies of the trips reported online.
- 4. Dockside sales endorsement holders are required to document dockside sales in the separate Commercial Dockside Sales Logbook. Every month must be accounted for with either positive reports or documented inactivity.

Additional logbook pages can be printed from the RIDFW Marine Fisheries web page: <a href="http://www.dem.ri.gov/programs/fish-wildlife/marine-fisheries/commercial-reporting.php">http://www.dem.ri.gov/programs/fish-wildlife/marine-fisheries/commercial-reporting.php</a> or are available at the Jamestown office.

\*\*Online reporting is offered. See the RIDFW-Marine Fisheries website or contact Coly Ares at 401-423-1926 or nichole.ares@dem.ri.gov for more information.\*\*

### State of Rhode Island Division of Fish and Wildlife Commercial Harvester Catch and Effort Logbook Instructions

Commercial fishing may provide you with a substantial livelihood. The information provided by this logbook report will be confidential and will assist us in making commercial fisheries management decisions. Accurate information is essential to this process as incorrect or missing data may result in mismanagement of fisheries. Please help us to effectively manage commercial fisheries in Rhode Island by completing this logbook and by reporting as accurately as possible. Rhode Island Division of Fish and Wildlife (RIDFW) have designed this logbook to collect data from the finfish, whelk, squid, and crustacean fishing sectors. Incorporating fishery specific instructions to address certain data elements, particularly those capturing gear and effort data, is a necessity of using a single logbook design. As a result, reporters should carefully review the detailed instructions as they pertain to their particular fishing methods, to ensure that fishing activity is accurately and consistently recorded. To assist in the accurate completion of these fields please refer to the examples given below. The following instructions have been compiled to assist commercial license holders in completing the State of Rhode Island Commercial Harvester Catch and Effort Logbook.

### **REPORTING REQUIREMENTS:**

The following Rhode Island license holders are **required** by RIGL 20-2.1-4(d) & 20-4-5 to submit this logbook:

- 1. Multi-purpose license holders (MPURP)
- 2. Principal-effort license holders with finfish, crustacean, or whelk/conch endorsements (PEL with PRFIN, PNFIN, PLOBS, PNLOBS, PWLK)
- 3. Commercial fisher license holders with finfish, crustacean, or whelk/conch endorsements (CFL with CRFIN, CNFIN, CLOBS, CNLOBS, CWLK)

Commercial harvesters holding the above licenses must report trip level information on this form for **ALL** finfish, whelk, squid, and crustacean species caught while engaging in commercial fishing activity. For the purposes of this logbook Sea Scallops, *Plactopecten magellanicus*, are considered part of the finfish suite. All other shellfish, except for whelk/conch, do not need to be reported in the logbook.

This catch and effort logbook must be onboard your vessel at all times and filled out in **blue** or **black ink only** at the end of each day fished. Please retain the yellow copy for your personal records and submit the white copy to the address below. All fields of the Logbook must be filled out completely and correctly. Incomplete logbooks will be returned to the commercial license holder for completion or corrections.

Logbooks must be submitted quarterly according to the schedule below. For months without fishing activity indicate the date range in the space provided at the bottom right of the form. You can use one sheet to record multiple months of activity or no activity. We request that you provide your phone number(s) at the top of your logbook forms so that we may contact you if we need further clarification on your logbook sheets. You must sign and date each logbook sheet.

Quarter	Months in Quarter	<b>Due Date</b>
1	January, February, March	April 15 <sup>th</sup>
2	April, May, June	July 15 <sup>th</sup>
3	July, August, September	October, 15 <sup>th</sup>
4	October, November, December	January 15 <sup>th</sup> ***

\*\*\*Reports must be submitted and up to date before you can renew your license for the next year. Missing months will impede license renewals.

Please mail all logbooks to:

# Division of Fish and Wildlife, Marine Fisheries ACCSP Program 3 Fort Wetherill Road Jamestown, RI 02835

Failure to report may result in suspension or revocation of your RI commercial license and is punishable by a fine of not more than \$500 or imprisonment for up to 90 days, or both (RIGL 20-1-16, 20-7-7 and 20-7-9)- (Penalty 20-7-7 and 20-1-16, Part 1.16 and 15.7). The provisions for this reporting requirement are found at length and covered under RIGL 20-2.1-4(d).

#### **SPECIAL NOTICE FOR FEDERAL PERMIT HOLDERS:**

If you fill out NOAA Fisheries Vessel Trip Reports (VTR's) you may become exempt from reporting as long as your reporting records are in good standing with the Fisheries Service. To become exempt from the RI Harvester Catch and Effort Logbook send ALL state (blue) copies of completed VTRs with your Rhode Island commercial fishing license number and federal permit number visibly written, or if you fill out the RI VTR Declaration form containing your license and vessel information. If you are a part of the federal electronic vessel trip reporting (eVTR) program, you do not need to submit paper copies to RIDFW. You also do not need to submit paper copies of "did not fish" reports submitted to Fish Online. Failure to send in your completed VTRs will result in compliance issues and impede the renewal of your Rhode Island commercial fishing license.

### **DETAILED INSTRUCTIONS FOR FILLING OUT YOUR LOGBOOKS**

### **Top Portion**

- **1. Name:** Print your first and last name.
- **2. License number:** Print the prefix (MPURP, PEL, or CFL) and the six digit number that appears on your commercial fishing license issued to you by the RI Department of Environmental Management.
- 3. Port and State landed #1: Print the location where catch was brought ashore.
- **4. Port and State landed #2:** Print the second location where catch was brought ashore if applicable.
- **5.** Vessel #1 Name: Print the name of your vessel.
- **6. Vessel #1 ID:** Print the state registration or US Coast Guard documentation number of your vessel.
- 7. Federal Permit #1: Print the six digit number that appears on the fishing permit issued to your vessel by the NMFS, Northeast Regional Office, Gloucester, Massachusetts.
- **8. Number of Crew #1:** Print the total number of crew members, including the captain.
- **9.** Vessel #2 Name: Print the name of your second vessel used during this sheets time period if applicable.
- **10. Vessel #2 ID:** Print the state registration or US Coast Guard documentation number of your second vessel used during this sheets time period if applicable.
- 11. Federal permit #2: Print the six digit number that appears on the fishing permit issued to your second vessel by the NMFS, Northeast Regional Office, Gloucester, Massachusetts used during this sheets time period if applicable.
- **12. Number of crew #2:** Print the total number of crew members, including the captain of second vessel used during this sheets time period if applicable.

### **Lower Portion**

- 1. **Trip Date:** Print the date of landing (MM/DD/YY) for the current fishing trip. Print this date on each row with information pertaining to the trip.
- **2. Trip #:** If more than one fishing trip occurred during a day separate the trips by numbering them sequentially.
- **3.** Vessel #: If more than one fishing vessel was used during the time period covered by this sheet indicate which vessel information from above is applicable to this trip (1 or 2).
- **4. Statistical / LFM Area Fished/10-minute square:** Enter the numeric code of the Statistical Area fished from the attached map where fishing occurred. If more than one Statistical Area was fished, then use a separate row for fishing activity in each area. **FOR LOBSTER ONLY** also indicate the Lobster Fishery Management area and 10-minute square fished from the attached maps. For example, lobsters caught in Statistical area 539 and LFM 2 should read 539/2.

- 5. Species Code: Print the code from the list on page 6 for ALL finfish, whelk, squid, or crustacean species landed from the trip. Use a different row for each species.
- **6. Pounds Landed:** Print the size of the portion of the catch described by this row in
- 7. **Disposition Code:** Disposition of the catch is an indication of what occurred after landing. Refer to the codes and descriptions listed below. Use a different row for each disposition of any species.
- 8. Gear Code: Enter the code for the gear(s) used on the fishing trip. Use a different row for each gear type used during a fishing trip.
- 9. Gear Quantity: Enter the total amount of gear you have in the water fishing. For lobster this is the number of traps being fished, for rod and reel, this is the number of rods used.
- 10. Number of Sets/Hauls: Enter the amount of gear you hauled on the trip. For lobster this is the number of traps hauled, for gillnets this is the number of strings hauled, and for trawls, this is the number of times the net was hauled. This is not applicable for rod and reel, bullrake, and scuba fishing trips.
- 11. Number of Traps/Nets per Trawl/String: For FIXED GEAR enter the average number of traps per trawl/string fished on the trip
- 12. Number of Buoy Lines in Water: For FIXED GEAR indicate the number of buoy lines in the water at the time of the trip.
- 13. Fishing Time: Enter the number of days gear has been soaking prior to haul of fixed gear or the number of hours spent fishing for mobile gear. Examples of fixed gear: gillnets, floating fish traps, or lobster traps. Examples of mobile gear: rod and reel, otter trawls, dredges, or scuba gear.
- 14. Port # 1 or # 2: If you landed in two ports during the period covered by this sheet indicate which port from above applies to the trip.
- 15. Dealer Sold To: If you sold your catch to a dealer print the corporate name of the dealer in the space provided.
- **16. Sale Date:** Enter the date in which landings from this trip were sold.

### **Disposition Codes:**

Sold as Food	001	Placed in Live Car	003
Sold as Bait	008	Seized by Enforcement	602
Personal Use	002	Sold at Dock	004
	<u>G</u>	ear Codes:	
Dredge	DRG	Pots & Traps (Fish)	PTF
Floating Fish Trap	FFT	Pots & Traps (Crab)	PTC
Gill Nets	GNS	Rod and Reel	RR
Scuba Gear	SCUBA	Pots & Traps (Lobster)	PTL
Pots & Traps (Wlk/Conch)	) PTW	Trawl Nets	OTF
Pots & Traps (Eel)	PTE	<b>Bull Rakes</b>	BR

### <u>List of Species Codes & Common names (Note: If a species is not listed, please write out the common name in the logbook):</u>

BON Bonito Bluefish

BSB Black Sea Bass
BUT Butterfish
CEEL Conger Eel

**COD** Cod

**CRG** Crab, Green

CRJ Crab, Jonah (Rock Crab)
CRR Crab, Rock (Sand Crab)

CUN Cunner EEL American Eel

**FAL** False Albacore (Little Tunny/ Boo-Hoo)

**HAD** Haddock

HER Atlantic Herring
HSC Horseshoe Crab
HSD Hickory Shad
KIN Kingfish

LOB Lobster, American MAC Atlantic Mackeral

MEN Menhaden (Pogies/Bunker)
MON Monkfish (Goosefish)
RHAK Hake, Red (Ling)

SRB Sea Robin
SAN Sandbar Shark
SCAL Sea Scallop
SCU Scup

SFL Summer Flounder (Fluke)
SHAK Hake, Silver (Whiting)

**SKT** Skates

Smooth Dogfish **SMD** Spiny Dogfish SPD Spanish Mackerel **SPM** Squid, Loligo SOL Squid, Illex **SQI** Sea Raven **SRV STB** Striped Bass **TAU Tautog** 

TRG Gray Triggerfish

**WDP** Windowpane (Sand Dab/Brill)

WEA Weakfish (Squeteague)WFL Winter Flounder (Blackback)

WHAK
CWLK
Channeled Whelk
KWLK
Knobbed Whelk
YFT
Yellowfin Tuna
YTL
Yellowtail Flounder

### Please reference the following examples taken from John Doe's fishing experience to assist you in filling out your logbooks:

### **John Doe vessel information:**

Name: F/V Big Bug USCG Doc#: 123456 Port: Point Judith, RI

Number of Crew: 2 (includes captain)

#### Example 1 (trip date 6/3/13):

- Hauled 100 Lobster pots in Block Island Sound

- Total pots in the water = 200

- Pots set for two days

- Caught 100 lbs Lobster, 75 lbs Jonah Crabs

- Sold 75 lbs Lobster to dealer YYZ; Kept 25 lbs for personal use

- Placed 75 lbs of Jonah Crabs in car and then sold to dealer ABC on 6/5/13

### Example 2 (trip date 6/7/13):

- Hauled 30 Scup pots in Narragansett Bay
- Total pots in water = 30
- Pots set for one day; hauled each pot twice
- Caught 300 lbs of Scup
- Sold 300 lbs of Scup to dealer ABC

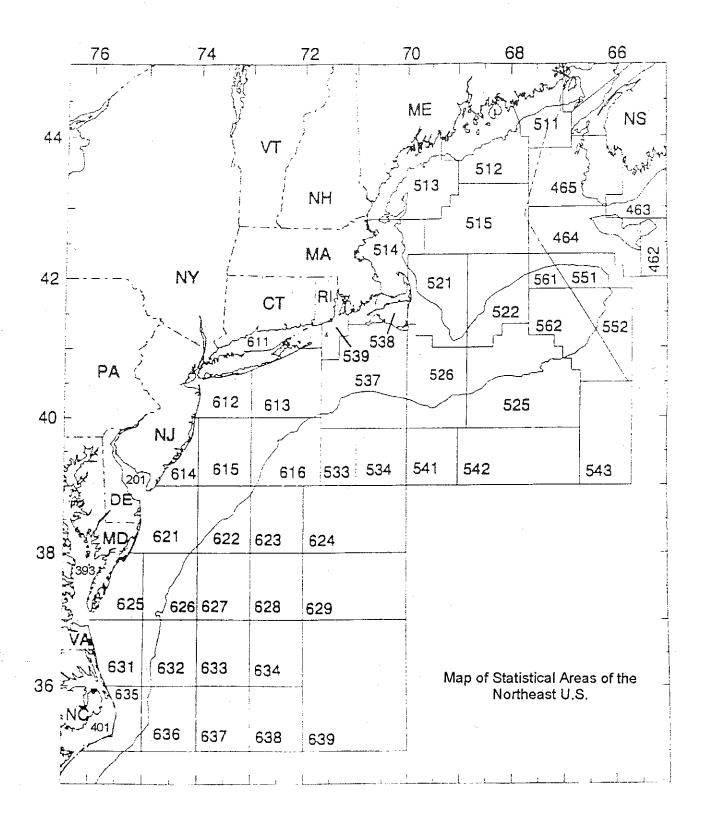
### Example 3 (trip date 6/8/13):

- Fished with Rod and Reel for 3 hours near Watch Hill Reef
- Caught 100 lbs of Striped Bass
- Sold 100 lbs of Striped Bass to dealer YYZ

#### **RI Commercial Harvester Catch and Effort Logbook**

Name John Doe	Vessel #1 Name	Big Bug	Vessel #2 Name
License # MPURP 123456	Vessel #1 ID 123456	5	Vessel #2 ID
Port and State Landed #1 P.J., R.I.	Federal Permit #		Federal Permit #2
Port and State Landed #2	Number of Crew #1	2	Number of Crew #2

Trip Date	Trip #	Vessel #1 or 2	Stat /LFM Area	Species Code	Lbs. Landed	Disp. Code	Gear Code	Gear Quantity	# Sets/ Hauls	Fish Time	Port # 1or 2	Dealer Sold to	Sale Date	Ex. # from above
6/3/13	1	1	539/2	LOB	75	001	PTL	200	100	2	1	YYZ	6/3/13	1
6/3/13	1	1	539/2	LOB	25	002	PTL	200	100	2	1			1
6/3/13	1	1	539/2	CRJ	75	003	PTL	200	100	2	1	ABC	6/5/13	1
6/7/13	1	1	539	SCU	300	001	PTF	30	60	1	1	ABC	6/7/13	2
6/8/13	1	1	611	STB	100	001	RR	1		3	1	YYZ	6/8/13	3



# **Lobster 10- Minute Squares**

		71.		AnAQ20	AR20	AS20	AT20	AU20	AV20	AW20	AX20	AY20	AZ20 BA2
N	Nashua			AQ21	AR21	AS21	AT21	AU21	AV21	AW21	AX21	AY21	AZ21 BA2
	L	owell		AQ22	4	ester AS22	AT22	AU22	AV22	AW22	AX22	AY22	515 AZ22 BA2
		c	AP23	Peabody: Salem AQ23	AR23	AS23 Lobst	AT23	AU23	AV23	AW23	AX23	AY23	AZ23 BA2
			AP24	AQ24	AR24	AS24	AT24	AU24	AV24	AW24	AX24	AY24	AZ24 BA
			Brock	ton	AR25	AS25	AT25	AU25	AV25	AW25	oster M AX25	anagen AY25	AZ25 BA
Woons	AN26		Taunton		AR26	A\$26	AT26	AU26	AV26	AW26	AX26	AY26	AZ26 BA
	AN27	A027	AP27	AQ27	AR27	AS27	<b>AT27</b>	AU27	-ÁV27	AW27	AX27	AY27 521	AZ27 BA
	AN28	AO28	AP28	ew Bedford AQ28	AR28	AS28	AT28	AU28	AV28	AW28	bster M AX28	AY28	vent Area AZ28 BA
AM29	rragansett F <b>AN29</b>	AO29	AP29	AQ29	AR29	AS29	AT29	538 AU29	AV29	AW29	AX29	AY29	AZ29 BA
AM30	AN30 53	<b>AO30</b>	AP30	AQ30	AR30	AS30	AT30	AU30	AV30	AW30	AX30	AY30	AZ30 BA
AM31	AN31	AO31	AP31	AQ31	Lobs AR31	AS31	ageme AT31	nt Area AU31	AV31	AW31	AX31	AY31	AZ31 BA
AM32	AN32	AO32	AP32	AQ32	AR32		AT32	AU32	AV32	AW32	AX32	AY32	AZ32 BA
AM33	AN33	AO33	AP33	AQ33	AR33	AS33	AT33	AU33	AV33	AW33	AX33	AY33 526	AZ33 BA
AM34	AN34	AO34	AP34	AQ34	AR34	AS34	AT34	AU34	AV34	AW34	AX34	AY34	AZ34 BA
AM35	AN35	AO35	AP35	AQ35	AR35	AS35	AT35	AU35	AV35	AW35	AX35	AY35	AZ35 BA

# **Lobster 10- Minute Squares**

		BIL	1						Woons	ocket			3	AR2
										AN26		Taunton		AR2
		Hart	ford		Willima	ntic	Plainfield			AN27	A027	AP27 River	AQ27	AR2
Waterbu	ıry M	Midd eriden	dletown			Norwich				AN28	AO28	AP28	ew Bedfor AQ28	
				AH29		AJ29	AK29	AL29	AM29	ragarisett PAN29	AO29	AP29	538 AQ29	AR2
AD30	ew Haver	A\$30	AG30	AH30	Al30	AJ30	AK30	AL30	AM30	AN30 53	AO30	AP30	AQ30	AR3
AD31	oster M AE31	anagen AF31	nent Are	a 6 AH31	Al31	AJ31	611 AK31	AL31	AM31	AN31 obster	AO31 Manage	AP31	AQ31 rea 2	AR3
AD32	AE32	AF32	AG32	AH32	Al32	AJ32	AK32	AL32	AM32	AN32	AO32	AP32	AQ32	AR3
AD33 612	AÉ33^	AF33	AG33	AH33	Al33	AJ33	AK33	AL33	АМ33	AN33	AO33	AP33	AQ33	
AD34	AE34 Lobs	AF34 ter Mar	AG34	AH34 nt Area	Al34	AJ34	AK34	AL34	AM34	AN34	AO34	AP34	AQ34	
AD35	AE35	AF35	AG35	6 AH35	13 Al35	AJ35	AK35	AL35	AM35	AN35	53 AO35	AP35	AQ35	AR3
612 AD36	AE36	AF36	AG36	AH36	Al36	AJ36	AK36	AL36	AM36	AN36	AO36	AP36	AQ36	AR3
AD37	AE37	AF37	AG37	AH37	Al37	Lobs AJ37	ter Mar AK37	nageme AL37	nt Area	3 AN37	AO37	AP37	AQ37	AR3
AD38	AE38	AF38	AG38	AH38	Al38	AJ38	AK38	AL38	AM38	AN38	AO38	AP38	AQ38	AR3
615 AD39	AE39	AF39	AG39	6 AH39	Al39	AJ39	AK39	AL39	AM39	AN39	AO39	AP39	AQ39	AR3
AD40	AE40	AF40	AG40	AH40	Al40	AJ40	AK40	AL40	AM40	AN40	AO40	AP40	AQ40	AR4

### RI Harvester Catch and Effort Logbook

Name Phone #										Ves	sel #1 Nam	е		Vessel #2 Name						
License #										Ves	sel # 1 ID			Vessel # 2						
Port and S	State L	anded #	1							Fed	Federal Permit # 1 Federal Permit # 2									
Port and State Landed #2											nber of Crew	<i>ı</i> # 1		Numb	er of Crew	# 2				
												. 1		<b>L</b>				1		
Trip # = For Statistical/LFM Area Fished/10- Disposition Gear Quantity = Total Number of Sets/Hauls = indication of minute square = where fishing Code amount of gear in the traps/nets hauled on trip											# Number of Trap/Nets per   Number of Buoy   Fishing Time = # of days fixed gear has   Dealer Sold To   Trawl = average # of   Lines in Water = # of   been soaking prior to haul or # of hours   Company									
indication more than							amount of gear in water fishing. Inclu										or # of nours = Cor Fixed gear = name			
trip per da		elds (see		er maicate			water rishing, incit # rods for RR trips				nets per tra ed on that tri		y imes in the er at a given tin					name of dealer buying catch.		
Trip	y. III Trip		Vessel	Stat	LFM	10	Species Code		_	Gear	Gear	Number of	Number of	Number	Fishing		Dealer Sold To	Sale		
Start	End		#(1 or	Area	Area	Minute	Species Code	Landed	Code	Code	Quantity	Sets/Hauls	Traps/Nets	of Buoy	Time	#(1	Dealer Solu 10	Date		
Date	Date	l l	2)	Fished	Fished	Square		Landed		Code	Quantity	Sets/Hauis	per	Lines in	1 11116	or 2)		Date		
Date	Date			1 101100	1 101100	Oquaic							Trawl/String	Water		01 2)				
													,a, <b>.</b> g							
	0		1 (0		'a lasta at	\		Discostilia	. 0. 1				00.1	(0	. 12-42-1-		\			
DI		ecies Co		nplete List			011 0 11 -	Disposition		200	<b>D</b>	100		es (Complet				DT'		
Bluefish = BLU Striped Bass = STB Scup = SCU Sold as Food =										Dredge = D			ots & Traps (Fish) = PTF Pots & Traps (Lobster) = PTL od and Reel = RR Trawl Nets = OTF				= PIL			
Black Sea Bass = BSB Summer Flounder = SFL Tautog = TAU Sold as Bait = 00 Lobster, American = LOB Squid, Longfinned = SQL Sold at Dock = 0							ersonal Use	= 002	Gill Nets =	sh Trap = FFT GNS			Reel = RR Trawl Nets = OTF  aps (Whelk) = PTW Other							
LUDSIEI, F	ATTICITICS	aii –LUB	o oquiu,	Longinine	u – JUL		Journal De	JUN - 004			OIII INCIS =	OINO	F U ( 5 0x	ι ιταμο (ννιικ	=iK) - FIV	<u>, O</u>				
Signature: Date:									Date:No fisl				activity betwee	n		_ and _				