

IFQ Groundfish and IFQ Crab Landing Reports

How to complete a landing report when your internet connection is temporarily unavailable

Locate the 2007 Interim eLandings fish ticket form booklet appropriate to the IFQ landing. These tickets are intended for use with **IFQ halibut and IFQ sablefish and Rationalized IFQ Crab landings only**, and **only when the internet is temporarily not available**.

Please note that these tickets are uniquely numbered and provide space to record the transaction number(s) provided to you when you complete a manual IFQ landing. This number is located in the upper right hand side of the form and begins with the format: GI07, followed by the unique number in pink text. The fish ticket number should be entered on the Manual Landing Report (MLR), and the report shall then be faxed to the NMFS Data Clerk. The Data Clerk will enter the transaction number(s) on the MLR prior to faxing it back to your office.

Each Interim eLanding ticket contains the directions for completion in the lower left hand corner of the ticket. A summary of the instructions are as follows:

When your Internet connection is temporarily not available and the landing includes IFQ halibut, IFQ sablefish or IFQ crab, please use the appropriate Interim eLanding Ticket (groundfish or crab) to document the landing. If you have more than one permit holder associated with the landing, imprint the CFEC permit card on a separate blank piece of paper.

1. Imprint the CFEC permit(s).
2. Complete the Interim eLanding ticket.
 - area of harvest (statistical areas)
 - percentage of harvest from each statistical area
 - number of pot lifts from each statistical area (crab fisheries only)
 - crew size
 - number of State of Alaska certified Observers on board, if applicable
 - management program and program number (reference the eLandings ADF&G Fish Ticket Codes sheet) and the CDQ program number, if applicable
 - port of landing
 - gear code type
 - State of Alaska processor code of buyer
 - State of Alaska processor code of custom processor, if applicable
 - date fishing began
 - date landing was completed
 - number of days fished (gear worked or soaking)
 - check appropriate box(s) if partial delivery.

3. Record itemized catch
 - species
 - delivery condition
 - weight
 - number of animals (crab fisheries only)
 - disposition - sold, deadloss, personal use
4. Record price per pound and size/grade
5. Obtain the signature of the CFEC permit holder/IPQ quotashare holder.
6. Sign the Interim eLanding ticket as the receiver – the processor or agent for the processor.
7. Contact the NMFS Data Clerk at 1-800-304-4846, Option #1 and explain the situation and the need to submit a manual landing report. The Data Clerk will contact the appropriate enforcement person to authorize the manual landing.
8. Complete a NMFS IFQ Manual Landing Report. Enter the Interim eLandings Ticket number in the space provided for the fish ticket number.
9. Sign the MLR and have the IFQ cardholder sign the MLR, as well.
10. Fax the MLR to the NMFS Data Clerk. The NMFS Data Clerk will enter the landing information into the IFQ Data Base, provide you with the transaction number(s), sign the MLR, and fax it back to you.
11. When your Internet is again available, login to the eLandings website and enter the Interim eLanding Ticket information in the system.
12. Locate the “Manual IFQ Done” checkbox in the IFQ section of the eLandings System. Click this button. DO NOT submit an IFQ report. The IFQ report was entered for this landing by the NMFS Data Clerk based on the information that you provided on the Manual Landing Report.
13. Print out the fish ticket(s) from the eLanding System. Attach the Fish and Game copy of the signed Interim eLanding Ticket to the eLanding System printed fish ticket(s). Submit these documents to the local office of ADF&G within seven days of the date of landing.