



**National Oceanic and Atmospheric Administration
NOAA FISHERIES SERVICE
Office of Law Enforcement
Northeast Division
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Gloucester, MA 01930-2276**

**VMS Reporting Instructions for Vessel Owners/Operators
SkyMate 1500 & M1600 Version**

Effective – August 29, 2020

These instructions are developed for the use of vessel owners and operators who are required to maintain a VMS unit and send reports in accordance with the Greater Atlantic Fisheries Regulations at 50 CFR 648.9 and 648.10. These instructions supplement these regulations and do not replace them. Owners and operators are encouraged to review the regulations.

These instructions are also available on-line through the NOAA website:

New England/Mid-Atlantic webpage - <https://www.fisheries.noaa.gov/region/new-england-mid-atlantic>

and

Office of Law Enforcement webpage - <https://www.fisheries.noaa.gov/topic/enforcement>

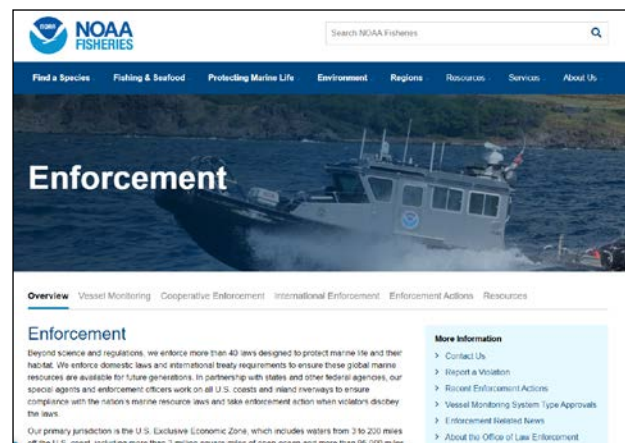


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REPORTING REQUIREMENTS – IN PORT

1. **Continuous Reporting.** While in port your VMS is required to continuously report your vessel's position to NMFS. Scallop-permitted vessels must report every half-hour, while all other vessels report hourly.

2. **Power Down and Letter of Exemption (LOE).** You may turn the power off to your VMS under specific conditions. You must first consider all of your active GAR permits that require a VMS – your most restrictive reporting requirement will apply. **Table 1** below shows VMS reporting requirements by permit:

Permit (Note 1)	Category	Start of each Fishing Year:	Exception (Note 4)
Limited Access Scallop	2,3,5,6,7,8	Must report 24/7 every half-hour.	May apply for NMFS Letter of Exemption (LOE) .
Surfclam	1	Must report 24/7 every hour.	
Ocean Quahog	6	Must report 24/7 every hour.	
Herring	A,B,C,E, Carrier	Must report 24/7 every hour, except Carrier which must report 24/7 from 1 st carrier trip declared via VMS.	
Maine Mahogany Quahog (Note 2)	7	Must report 24/7 every hour from 1st MMQ trip, regardless of fishing year	May declare the Power Down declaration (Note 1).
LAGC Scallop (general category)	A,B,C	Must report 24/7 every half-hour.	
Multispecies (Note 3)	A,D,E,F	Must report 24/7 every hour from 1st groundfish trip taken and for remainder of fishing year.	
Monkfish	F	Must report 24/7 every hour during the Offshore Fishery Program season October 1 to April 30 only.	
Longfin & Illex Squid, and Butterfish Moratorium	1A,1B,5, 6	Must report 24/7 every hour.	May apply for LOE.
Mackerel	T1,T2,T3	Must report 24/7 every hour.	
When electing to provide VMS notifications under:		Must report 24/7 from 1st elected VMS trip taken and for remainder of fishing year.	
Monkfish Occasional Scallop	A,B,C,D 4,9	Reports every hour. Reports every half-hour.	

Table 1 – In Port VMS Reporting Requirements

- **Note 1.** Your most restrictive permit applies in determining whether you can power down your VMS in port. Example – if you hold an LAGC scallop permit and a surfclam permit, you must report 24/7 at the dock/mooring and cannot declare the power down code.
- **Note 2.** These vessels are not required to use a VMS until they fish for, land, take, possess or transfer ocean quahogs under a limited access Maine mahogany quahog permit. From that point forward, they must keep the VMS unit on at all times and make trip declarations for as long as the permit is issued to the vessel.
- **Note 3. Sector vessels** must have an operational VMS installed when (1) fishing on a sector trip declared into the groundfish fishery, or (2) when targeting monkfish or skate on a groundfish days-at-sea (DAS); the VMS must be on and used from the first trip until the end of the fishing year. There

may be annual NMFS exemptions that apply to certain sectors. **Common pool vessels** must have an operational VMS installed when (1) taking the first groundfish DAS trip, or (2) when Category C and HA-permitted vessels are fishing in more than one Broad Stock Area; they must also keep the VMS on and use VMS for all subsequent trips through the fishing year.

- **Note 4.** The regulations at 50 CFR 648.10(c)(2) allow a vessel to power off their VMS after (1) obtaining a NMFS Letter of Exemption (LOE), or (2) sending the power down declaration. The vessel's most restrictive permit will determine which situation applies. Circumstances that allow an owner to obtain an LOE include (1) the vessel is expected to be out of the water for > 72 consecutive hours, or (2) the vessel will be dockside or moored for a minimum of 30 consecutive days (the vessel may not engage in any fisheries or move from the dock/mooring until the VMS unit is turned back on). The request must be made in advance of the intended exemption period. The LOE application form is available on the VMS web page or by contacting the VMS Team (see **Page 18**). Fill it out and e-mail, fax or mail it to the VMS Team in advance of the date you intend to turn the VMS unit off. You may not turn your VMS unit off until you receive your LOE from NMFS. The LOE must reside on the vessel at all times.

REPORTING REQUIREMENTS - BEFORE LEAVING PORT

1. **VMS Power.** If your VMS has been powered off, turn it on and confirm that the unit is reporting normally. You may call the VMS Team to ensure that OLE is receiving your vessel's signal.
2. **VMS Hardware.** Be sure that your tablet is connected to your SkyMate I1500 or M1600 VMS. The tablet is required in order to be VMS-compliant at sea as it allows NMFS to communicate with your vessel via e-mail.
3. **VMS Software.** Run the current version of NMFS-required SkyMate software on your tablet. Failure to install the required software will compromise your ability to send proper declarations and forms, and may lead to enforcement action. The software is available from SkyMate via an internet connection to your tablet. The vendor offers software loading instructions and an installation video. SkyMate may also be able to send the software over the air. It is also typically available from an authorized SkyMate dealer and on the SkyMate website at www.skymate.com (see 'Downloads').

To verify, press the 'Home' button, then 'VMS', and then 'Setup'. Under 'VMS Configuration Parameters', check the 'VMS NE Forms Release Number' as shown below:

Effective November 25, 2019 – VMS NE Forms Release Number 20191001

4. **Activity Declaration.** For every trip, begin by pressing the 'SkyMate' icon on the Main screen, then 'VMS' on the Home screen, then 'Northeast', and then 'Activity NE'. Press 'Activity NE' and then the appropriate fishing activity (multispecies sector trip, multispecies common pool trip, monkfish trip, etc), complete the required steps (and any appropriate optional steps) and send an activity declaration for your intended trip (see two exceptions below). Your SkyMate VMS software has built-in logic that helps you make and send a 'valid' declaration ('valid' means NMFS regulations allow your chosen combination of gear, DAS, area(s), broad stock area(s), etc.).

When selecting areas and broad stock areas to fish, **Charts 1-4** on **pages 7-10** may be useful. When your selections are valid, the 'Send' button will appear above and to the left of the declaration menu. **Attachment 1** provides you with screen views and guidance for each of the SkyMate declarations and forms. Please familiarize yourself with the declaration screens before reading on (note the 'steps' in many of the declaration screens). **Paragraphs 5 and 6** below provide guidance on sending a declaration for 'Declare Out of Fishery' (DOF) trips and 'Monkfish Option' trips.

a. **Exception 1 - Fishing Inside of, or Inside & Outside of, the VMS Demarcation Line on a Trip.** VMS starts and ends trips as the vessel crosses the VMS demarcation line (see **page 12** for an explanation) and is not able to accurately calculate trip length in these situations. If you intend to fish completely inside the VMS demarcation line, or fish both inside and outside the demarcation line on the same trip, you must (1) declare the trip through the Interactive Voice Response (IVR) Call-In system (**1-888-284-4904**) and (2) declare the DOF-CML (Fishing – Commercial) activity declaration on your VMS unit (**Note** – If you experience difficulty using the IVR system, call the Analysis and Program Support Division (APSD) for assistance at **(978) 281-9234**. APSD also maintains a back-up IVR message line at **888-487-9994**).

b. **Exception 2 - Fishing on the Same VMS Declaration that was Last Declared.** This alternative method allows owner/operators to call the IVR system and follow the prompts to ‘**Confirm the Use of a Previous VMS Code**’. It is not to be used in lieu of an inoperable VMS. This feature saves you the step of sending a declaration from your VMS unit and will provide you with a confirmation number; however, it may only be used if your declaration is identical to the last declaration received by NMFS. The IVR system will report to you the last 12-character VMS declaration ‘code’ received from your vessel so be prepared to know the declaration code you wish to use for your trip. See **Attachment 2** for directions on how to use this feature.

Charts 1-4 on the following pages depict various regulatory areas to assist you with Multispecies and Monkfish declaration reporting.

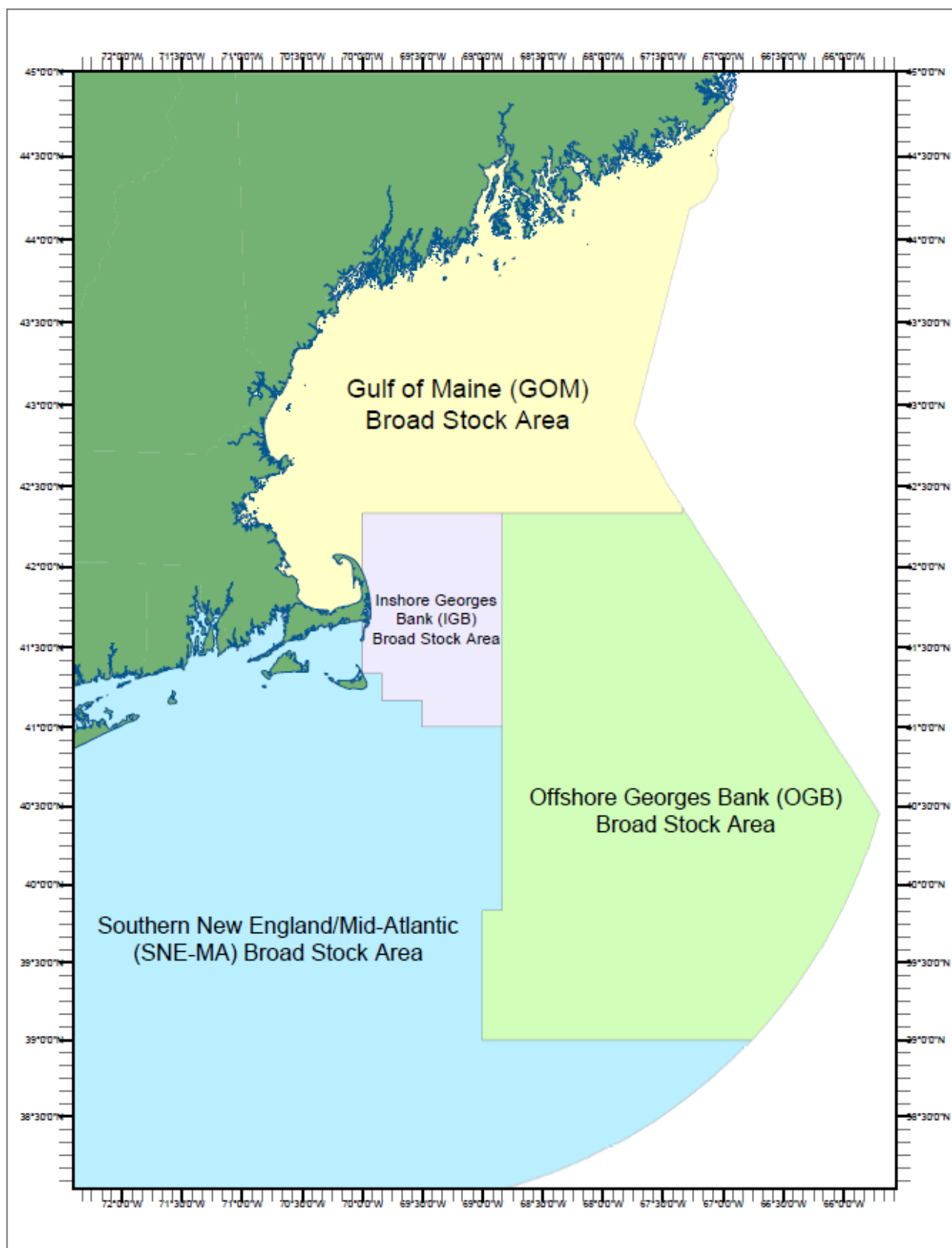


Chart 1 - Multispecies Broad Stock Areas (BSA) (50 CFR 648.10(k)(3))

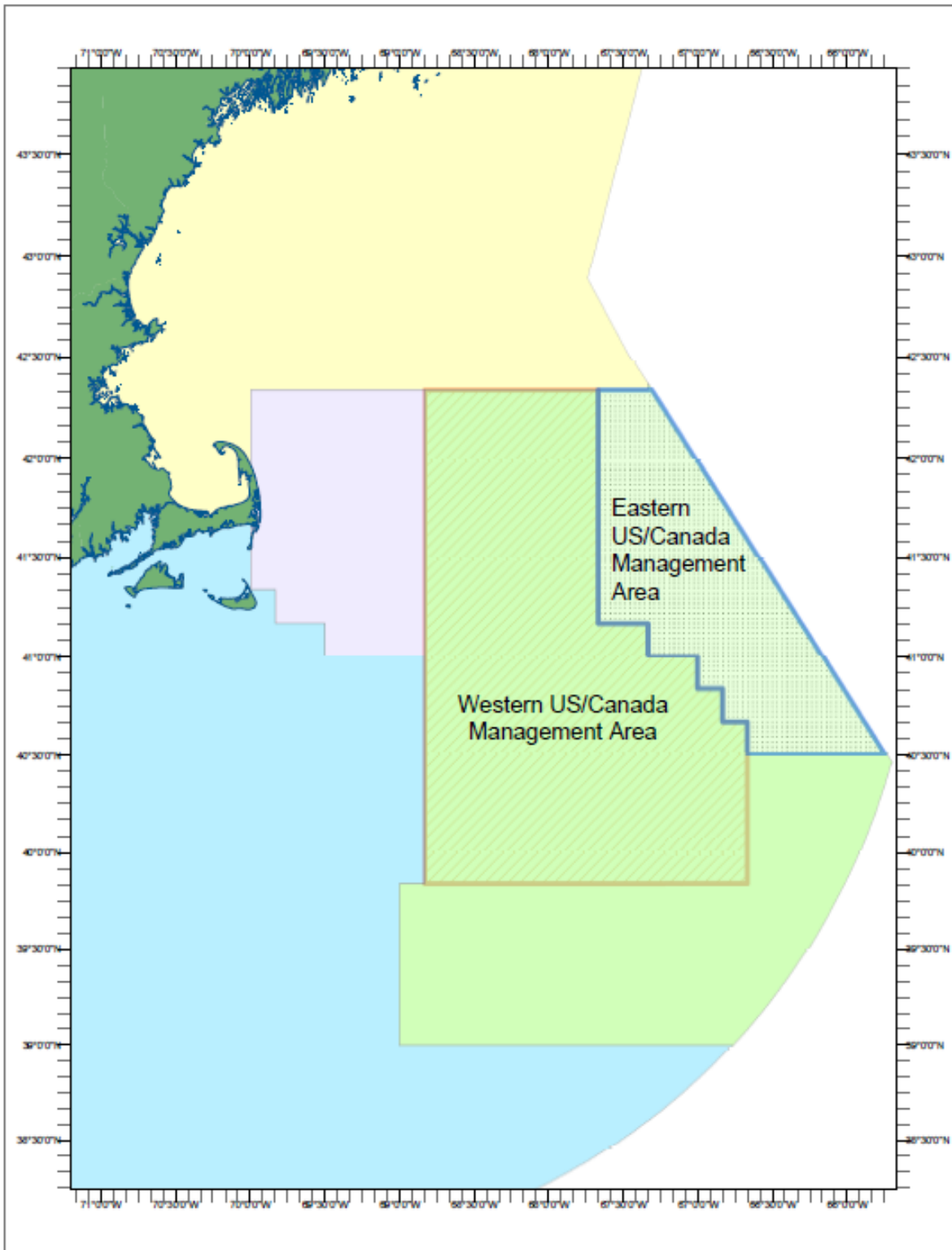


Chart 2 – Eastern and Western US/Canada Management Areas (50 CFR 648.85(a))

Note – Both the Eastern and Western US/CA Areas are entirely within the Offshore Georges Bank Broad Stock Area (OGB BSA). Therefore, when declaring either the Eastern or Western US/CA, or both, under the Broad Stock Area question you must also select the OGB BSA.

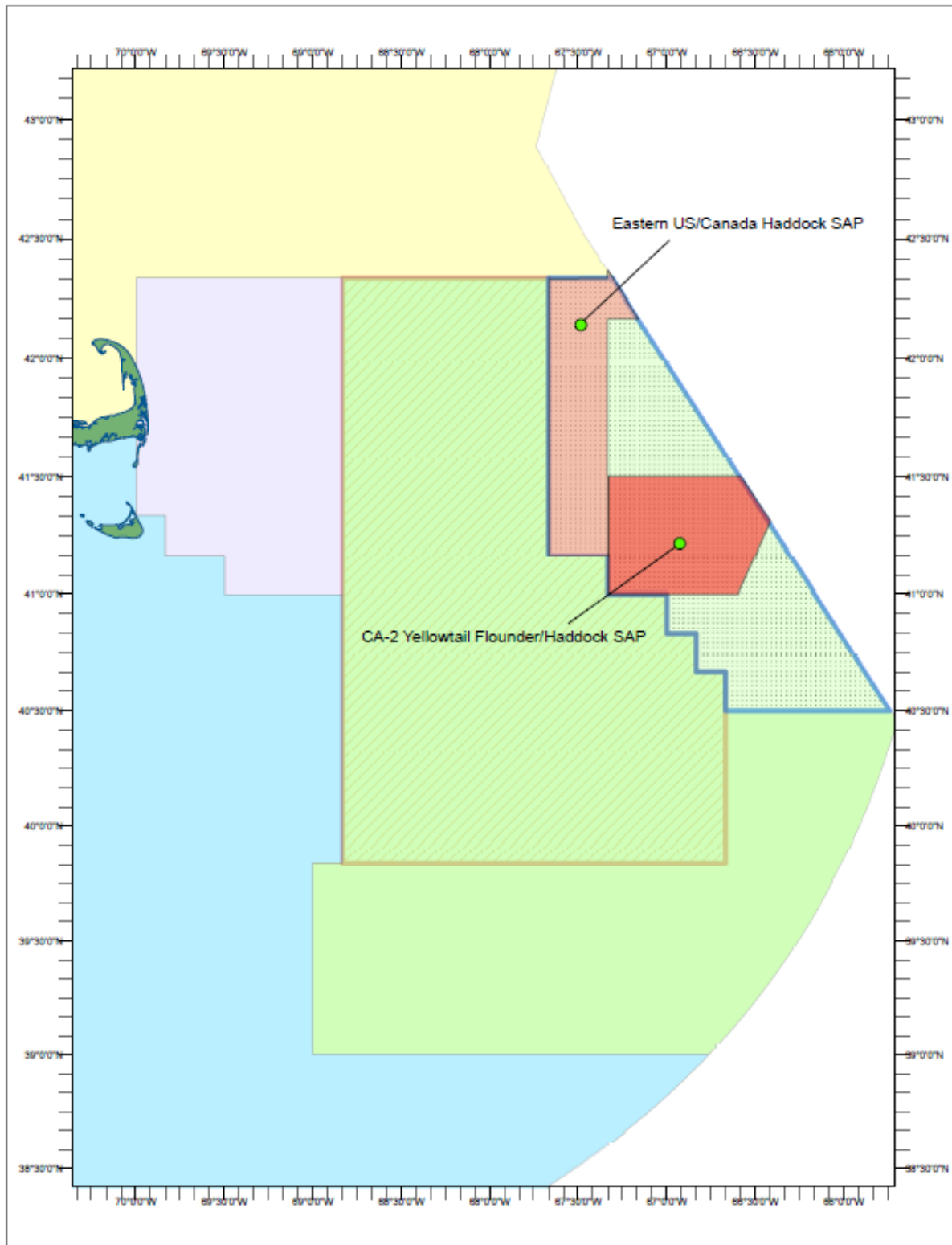


Chart 3 – Multispecies Special Access Program (SAP) Areas (50 CFR 648.85(b))

Note – Both SAPs are entirely within the Offshore Georges Bank Broad Stock Area (OGB BSA). Therefore, when declaring either the Eastern US/CA Haddock SAP, CA-2 Yellowtail Flounder/Haddock SAP, or both, under the Broad Stock Area question you must also select the OGB BSA.

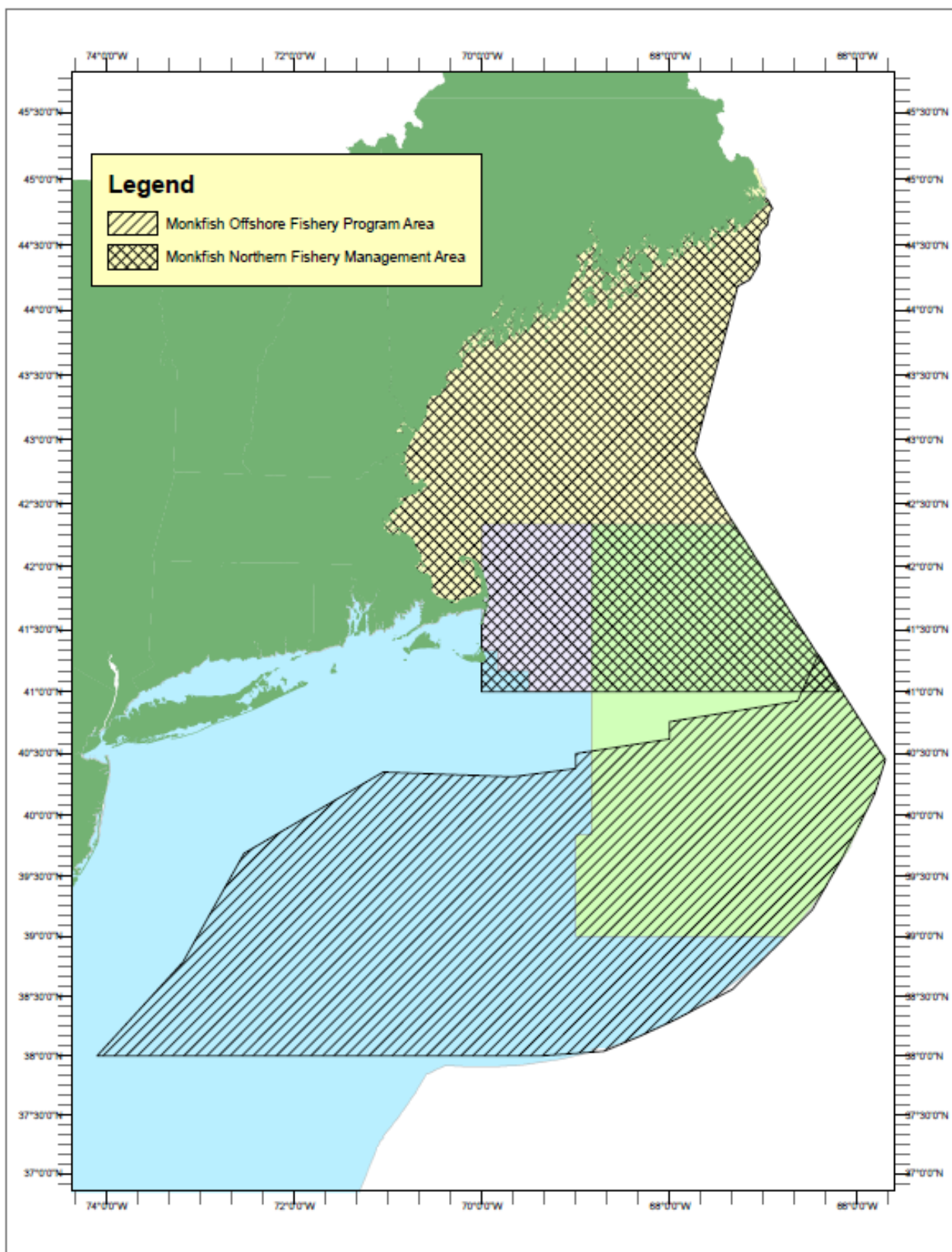


Chart 4 – Monkfish Northern Fishery Management Area (50 CFR 648.91(a)) and Offshore Fishery Program Area (50 CFR 648.95(c))

Note – When declaring a Monkfish trip and also using Multispecies days-at-sea, you must declare those multispecies broad stock areas (BSAs) you intend to fish. The Monkfish Northern Fishery Management Area (NFMA) covers all four (4) BSAs as shown above; you must select one or all of the BSAs you intend to fish. The Southern Fishery Management Area (SFMA) is the area entirely outside the NFMA; if you intend to fish any part of your trip in the SFMA, you must also select one or all of the four BSAs you intend to fish.

For those few Monkfish Category F permit holders who fish the Offshore Fishery Program Area and also intend to use Multispecies days-at-sea, this area covers two BSAs – you must select the Offshore Georges Bank (OGB) BSA and/or Southern New England/Mid-Atlantic (SNE-MA) BSA.

5. Declaring Out of Fishery. These declarations are used whenever the vessel's activity will be any activity other than the requirement to declare a limited access scallop trip, general category scallop trip, multispecies sector or common pool trip, monkfish days-at-sea trip, herring trip, surfclam trip, ocean quahog trip, Maine mahogany quahog trip, longfin or illex squid trip, or mackerel trip. This declaration is also appropriate for any vessel movement away from the dock/mooring when no fishing activity is intended (for example, transits, equipment shakedown/testing, retrieving lost gear, etc). You will find the Declare Out of Fishery or DOF declaration screen by selecting on your SkyMate VMS screen:

Activity NE → More → More → DOF

There are seven (7) DOF declarations to choose from, as follows:

- **Transit without Product Onboard.** Select for all transits between ports when there is no fishing activity, as well as equipment shakedown/testing, retrieving lost gear, etc. (VMS code: DOF-TST-XXXXXX).
- **Transit with Product Onboard.** Select for all transits authorized by regulations in which the vessel is declaring out of a VMS-required fishery and there is product onboard the vessel (VMS code: DOF-TSP-XXXXXX).
- **Fishing - Commercial.** Select for trips when fishing that does not require a declaration for the species listed above (Para. 5) or for activities covered by Exception 1 on **page 6**. This declaration also requires you to choose your intended gear (VMS code: DOF-CML-XXX?XX, where '?' represents the gear code chosen).
- **Exempted Fishing Permit.** Select for trips when fishing on an EFP and targeting species not addressed in the other declaration macros. This declaration also requires you to choose your intended gear. (VMS code: DOF-EFP-XXX?XX where '?' represents the gear code chosen).
- **Fishing - Recreational/Charter.** Select for recreational and charter fishing trips (VMS code: DOF-REC-XXXXXX).
- **Scientific Research.** Select for trips involving scientific research activity when not on an Experimental fishing permit (VMS code: DOF-SCI-XXXXXX). This declaration also requires you to choose your type of research – NMFS Letter of Acknowledgment (LOA) or Other Research.
- **NAFO.** Select only when permitted by NMFS to participate in the Northwest Atlantic Fisheries Organization (NAFO) outside the U.S. EEZ (VMS code: DOF-NAF-XXXXXX).

6. **Declaring the Monkfish Option with a Multispecies Declaration.** If you anticipate exceeding the monkfish incidental catch limit while on a multispecies sector or DAS trip and want to retain the monkfish caught, declare the monkfish option in Step 1. This action preserves your ability to change to a monkfish DAS trip later while at sea (you do not accrue Monkfish DAS unless you decide during the trip to redeclare your trip as a Monkfish trip). However, you must fish your multispecies trip entirely within the monkfish Northern Fishery Management Area (NFMA). Your VMS code will show either an ‘M’ (for monkfish option) or an ‘I’ (for monkfish option and on an EFP trip) in the 2nd to last character. To declare the option, go to the appropriate multispecies sector or common pool declaration screen, then read the text in Step 1 and click the box to the left of ‘Yes’.

7. **Declaration Code.** Your declaration is converted by your VMS software into a 12-character VMS code (format: XXX-XXX-XXXXXX) and transmitted to NMFS when you press the ‘Send’ button. The top left corner of your screen will display a message stating “Declaration Queued for delivery”. Check the code and description to be sure they accurately reflect your intended activity.

8. **Declaration Acknowledgment.** Regulations require that you send an accurate declaration; therefore, you are encouraged to await an acknowledgment. When your declaration is received by the satellite provider’s gateway or LES (Land-Earth Station), the top left corner of your screen will display, “Declaration code (12-character code) successfully delivered.” The acknowledgment is your confirmation that NMFS will receive the declaration that you sent. You may always call the VMS Team during the workday to confirm receipt of your declaration.

9. **SkyMate Code Log.** A list of all declarations sent is stored in your software Code Log. The Code Log is found by going to ‘Activity NE’, and then selecting any of the declarations listed. Select the Code Log in the upper left corner to view the record of declarations sent.

10. **Required VMS Reports.** Your VMS software also includes several required forms (reports). We have covered the sending of an activity declaration prior to leaving port. Now, we will discuss those forms that, if appropriate for your intended activity, must be sent before leaving port. A list of these forms is in **Table 2** below. See **Attachment 1** to view these forms.

VMS Form	Must be sent by:	Purpose
Multispecies Trip Start Hail	All Sector vessels declaring a groundfish trip only when intending to fish on a NMFS exemption/option.	To provide advance notification to enforcement personnel.
RSA & EFP Trip Start Hail	All vessels as required by their NMFS RSA or EFP Letter of Authorization.	To provide advance notification to enforcement personnel and to track individual RSA quota.

Table 2 – VMS Forms Required to be sent before Leaving Port

REPORTING REQUIREMENTS – AT SEA AND RETURNING TO PORT

1. **VMS Demarcation Line.** The VMS demarcation line is defined by a series of lines connecting 51 coordinates as described in 50 CFR 648.10 and the VMS web page. The line generally follows the contour of the Eastern Seaboard from northern Maine to North Carolina. When your vessel crosses the VMS demarcation line, the NMFS monitoring system automatically records a trip start and trip end event for your trip. Your trip starts on the first VMS position seaward of the line and ends with the first VMS position shoreward of the line.

2. **Trip Start and End.** A VMS trip consists of the VMS-assigned Trip Identification Number, VMS Activity Declaration (Code), Trip Start Date/Time, Trip End Date/Time, and Trip Duration. A VMS trip automatically starts on the first position report sent by your VMS unit that is seaward of the demarcation line (defined as ‘in the Northeast Fishery’). A VMS trip automatically ends on the first position report shoreward of the demarcation line upon the return to port. The declaration that is initially associated with the trip and reported to you in the Trip Start e-mail (described below) is the last declaration successfully received from your vessel prior to leaving port. The declaration reported to you in the Trip End e-mail is the final declaration associated with the trip and recorded in the VMS and GARFO databases.

Note - Do not declare out of the fishery on your return to port to end your trip or stop your days-at-sea clock – as previously stated, your trip automatically ends with the first VMS position shoreward of the demarcation line on the return to port.

3. **Position Reporting.** Your vessel’s VMS unit must be operational by sending automatic position reports, and be capable of sending and receiving messages. If you hold a VMS-required limited access or general category scallop permit, your VMS must send position reports on a half-hourly basis regardless of the vessel’s activity. For all other permits requiring the use of VMS, the unit must send automatic position reports on an hourly basis regardless of the vessel’s activity. For vessels that hold multiple permits, the most restrictive VMS reporting rate applies. If you replace your VMS unit, be sure the replacement unit is correctly set to your vessel’s proper reporting rate.

To determine if your SkyMate VMS is positioning normally and sending required position reports to NMFS, press on “**Position**” on the Home screen. Next, press ‘**Position**’, ‘**Select Layers**’ and ‘**My Position**’. Scroll down to view both the chart and a table below it showing the date, latitude, longitude and method. If ‘**Method**’ shows ‘**GPS**’, it means the GPS antenna and receiver are in good working order. The positional data should be valid. If ‘**Method**’ shows ‘**No Fix**’, it means the GPS antenna/receiver is not functioning well and no position will be displayed. If this situation persists, check the GPS connection at this point and call SkyMate (see **page 19**) for technical support.

4. **If the VMS Unit Stops Positioning.** Please be sure that your VMS unit is well maintained and sending the required position reports. Periodically check your unit to ensure it is positioning normally. If your VMS unit stops functioning (positioning and/or messaging) and you are unable to restore normal operation, your vessel is no longer VMS-compliant and continuing to fish may result in a violation. Notify the VMS Team, and have the unit checked/repaired and returned to operational status before the next trip.

5. **NMFS Courtesy E-Mail Notification of Trip Start and End.** The VMS Team manages a script that automatically sends a courtesy trip start and trip end e-mail to your VMS unit for every trip. All costs associated with courtesy e-mails are paid for by NMFS; no cost is incurred by your vessel. The Trip Start e-mail is sent approximately 4 hours after a trip start is recorded by the NMFS monitoring system. The message will be in the following format (example shown):

From: NMFS.OLE.NE@noaa.gov
To: (vessel’s VMS unit e-mail address)
Subject: F/V (name) - Trip Start

Trip Start: 2019-12-01 09:30
Trip ID: 1301010
VMS Code: NMS-SEC-OPXWXA. If code is incorrect, return to a port & redeclare.
NE VMS Team: 978-281-9213.

Note - The trip start email that your VMS unit receives from NMFS is not a confirmation of your trip declaration, but only provides the most-recent declaration received from your vessel.

The Trip End e-mail is sent approximately 6-8 hours after a trip end is recorded. If your VMS is powered down while in port, delivery of the message to your VMS may time out before you receive it. You can also provide the VMS Team with a personal e-mail address to receive the trip start/end e-mails and other e-mails from NMFS (see **Secondary Courtesy E-Mail Address Service** below). The delays in delivery of trip start and end e-mails are a necessary feature of the NMFS VMS trip generation system to ensure accurate trip accounting. The message will be in the following format (example shown):

From: NMFS.OLE.NE@NOAA.GOV
To: (vessel's VMS unit e-mail address)
Subject: F/V (name) - Trip End

Trip End: 2019-12-01 21:30
VMS Code: NMS-SEC-OPXWXA
Trip ID: 1301010
Trip Length: 0.5 days

6. Secondary Courtesy E-Mail Address Service. The VMS Team maintains an e-mail service that allows owners to receive trip e-mails and other NMFS VMS correspondence with the vessel via the owner's personal e-mail address. Contact the VMS Team. There is no charge to the vessel owner for this service.

7. If You Do Not Receive Your Trip E-mail(s). The VMS Team stops the trip generation program temporarily any time that a delay in delivery of VMS data is detected from one or more VMS vendors. This is necessary to prevent problems with the proper generation of trips that could affect trip accounting. Once the trip generator is restarted, any backlog of trip e-mails should be sent to your vessel and, if appropriate, the secondary e-mail address. For questions, call the VMS Team.

8. Declaring an Incorrect VMS Activity Declaration. If your vessel leaves port on a trip and you declared the wrong activity, it's recommended that you return the vessel to a port (or inside the VMS demarcation line for scallop-permitted vessels on scallop trips) and redeclare the proper activity through your VMS unit. If unable to do so, notify the VMS Team. You do not necessarily have to return to the port from which you departed. The vessel must be in a port, or as close to the port as safety dictates.

9. Changing the VMS Declaration during a Trip. When in the NE Fishery, your VMS unit does not allow you to change your trip declaration, except under three specific situations:

- Declaring a 'flex' on a groundfish or monkfish trip;
- Flipping the groundfish DAS type from 'B' to 'A', when possession limits are exceeded; and
- Changing from a multispecies trip to a monkfish DAS trip (only if the monkfish option was declared in port).

If eligible, a vessel may flex, flip and change to a monkfish declaration only once per trip. These actions do not necessarily have to occur simultaneously. These three situations are further described below.

Note – Except under specific circumstances when the use of ‘Declare out of Fishery with Product Onboard’ is authorized by NMFS, you may not send another activity declaration after crossing the demarcation line upon return to port while you have product onboard the vessel.

a. **Declaring a Multispecies or Monkfish ‘FLEX’ Trip.** A flex is declared at sea in the NE Fishery by adding fishing area(s) to the groundfish or monkfish declaration that you sent in port. The flex option is addressed in Step 4 of the declaration menu screens. Only one flex per trip is allowed. Sector and common pool vessels have different flex options. To declare a flex, go to the declaration screen that you used to make your initial declaration for the trip, then:

- For Steps 1-3. Choose the same selections you made in port.
- For Step 4. Choose the same program areas that you made in port, and then choose additional areas you want to fish.
- For Step 5. Choose the same broad stock areas (BSAs) that you made in port, and, if appropriate, choose any additional BSAs that you want to fish. Be sure that you select BSAs that encompass the program area(s) that you chose in step 4.
- For Step 6. Choose the same EFP selection you made in port.

b. **‘Flipping’ the Multispecies Days-at-Sea (DAS) Type.** This situation applies to Multispecies Common Pool vessels only. When multispecies trip limits are exceeded while fishing on a declared Regular or Reserve ‘B’ DAS trip, you must change or ‘flip’ your VMS trip declaration to ‘A’ DAS. To flip, go to the Multispecies Common Pool declaration screen that you used to make your initial declaration for the trip, then:

- Steps 1-2. Choose the same selections you made in port.
- Step 3. Choose ‘Mults A-DAS’.
- Step 4-5. Choose the same selections you made in port.
- Step 6. Choose the same EFP selection you made in port.

c. **Changing from a Multispecies to a Monkfish DAS Declaration.** To invoke the monkfish option that you selected with your initial declaration, and change to a monkfish DAS declaration at sea, go to the Monkfish declaration screen, then:

- Step 1. Choose the same selection you made in port.
- Step 2. Choose both Monkfish and Mults DAS.
- Step 3. Choose ‘NFMA’.
- Step 4-5. Choose the same selections you made in port.
- Step 6. Choose the same EFP selection you made in port.

Your new Monkfish declaration will retain the trip modifier ‘M’ (for Monkfish Option) or ‘I’ (for Monkfish Option on an EFP trip) in the 2nd to last character of the code. You may also flex (one time) either before, during or after changing to a Monkfish DAS declaration. If you do not intend to invoke the monkfish option and want to remain on a groundfish trip declaration, no action is required and you may land your trip on the original declaration. Remember, if you declare the monkfish option before leaving port but decide to fish any part of your trip in the monkfish SFMA, you forfeit your option to change to a Monkfish DAS declaration. Your VMS screen provides brief instructions for changing to a Monkfish DAS declaration. The instructions are located on the Sector and Common Pool Multispecies declaration screens.

10. Required VMS Reports. The forms shown below are required to be sent from your VMS unit, as appropriate, while your vessel is at sea and seaward of the VMS demarcation line. A list of these forms is shown in **Table 3** below. See **Attachment 1** to view these forms and specific reporting instructions.

VMS Form	Must be sent by:	Purpose
Multispecies Catch Report	Vessels on groundfish-declared trips on a daily or trip-level basis, and upon switching to smaller mesh to fish under an exemption/option. Refer to the flow chart in Attachment 3 for guidance.	To report VTR and estimated weights prior to landing.
Multispecies Trip End Hail	All vessels on groundfish-declared trips at least 6 hours before arrival.	To provide advance notice for the monitoring of offloads.
Monkfish Trip Limit Overage DAS Adjustment	Those vessels on monkfish-declared trips that exceed their DAS charge, before crossing the VMS demarcation line on return to port.	To report that the daily trip limit was exceeded by <u>one extra limit</u> so that the vessel's DAS charge may be adjusted.
Scallop Daily Catch Report	All vessels on declared scallop trips by 9 am daily. This report is not required for vessels on a single-day trip and sending a scallop pre-landing notification.	To report VTR and estimated weights prior to landing.
Scallop Pre-Landing Notification	Limited Access and LAGC vessels on the following trips at least 6 hours before arrival (or upon crossing shoreward of the demarcation line when a limited access vessel declares out of the limited access scallop day-at-sea fishery to transit to a port south of 39 degrees North with scallops onboard): (1) All vessels on a declared limited access or LAGC scallop trip; (2) A vessel with an LAGC IFQ or NGOM scallop permit is retaining scallops when not on a declared scallop trip; (3) Declaring out of the limited access scallop day-at-sea fishery to transit to a port south of 39 degrees North with scallops onboard.	To provide advance notice for the monitoring of offloads.
Herring Daily Catch Report	All vessels on a declared herring trip by 9 am daily.	To report VTR, and estimated pounds kept and discarded prior to landing.
Herring Pre-Landing Notification	All vessels on a declared herring trip at least 6 hours before arrival.	To provide advance notice for the monitoring of offloads.
Mackerel and Squid Daily Catch Report	All vessels on a declared mackerel or squid trip by 9 am daily.	To report VTR and estimated weights prior to landing.
Mackerel Pre-Landing Notification	All vessels on mackerel-declared trips when the landing will exceed 20,000 lbs at least 6 hours before arrival.	To provide advance notice for the monitoring of offloads.
RSA and EFP Trip End Hail	All vessels at least 6 hours before arrival as required by their NMFS RSA or EFP Letter of Authorization.	To provide advance notice for the monitoring of offloads and to track individual RSA quota.

Table 3 – VMS Forms Required to be Sent While in the NE Fishery

11. VMS E-Mail Messaging. The VMS Team uses e-mail to communicate with your vessel via the VMS. Communications include notifying all VMS vessels of short-notice regulatory changes (area closures, possession limits, etc) and notifying individual vessel operators of potential closed area incursions, VMS non-reporting, declaration miscodings, requests to contact a NMFS enforcement agent or officer, etc. In addition to other notification methods, the Coast Guard may request the VMS vendors to send a severe weather warning. For these purposes, it is important that you monitor

your incoming VMS e-mail and maintain the capability to send outgoing e-mail.

12. Trip ‘Stitching’. The trip stitching function is a part of the VMS trip generation program. Its purpose is to keep a trip open if a vessel briefly enters and positions shoreward of the VMS demarcation line then exits outside the line to continue its trip. The individual trip segments are stitched or joined together as one trip. For example, vessels that transit through Vineyard and Nantucket Sound may cross the demarcation line several times on their outbound or inbound trip. If trip stitching was not applied, a single trip may be recorded by NMFS as two or more trips, affecting the trip length and/or DAS charge. The rules associated with trip stitching are:

a. Did the base VMS declaration code (first 6 characters, ie, XXX-XXX) remain the same before and after the vessel entered the demarcation line? and;

b. Was the vessel inside the demarcation line for less than 4 hours (or, less than 55 minutes for LAGC scallop trips)?

If the answer to both questions above is **yes**, trip stitching will keep the trip intact so that only one trip is recorded. An unintended effect of trip stitching may occur when a vessel ends one trip then departs on another trip within 4 hours under the same base VMS code. Two separate trips may be captured as a single trip. Also, entering back inside the demarcation line for longer than 4 hours, such as transiting the Vineyard/Nantucket Sound area at slow speed, may result in a single trip being recorded as two trips. If you believe that your trip has been erroneously affected by trip stitching, call the VMS Team.

ADDITIONAL VMS INFORMATION

1. DAS Charging for VMS Trips. The DAS Program is managed by the Analysis and Program Support Division (APSD). Please contact APSD for assistance at **(978) 281-9234**.

2. VMS Messaging Costs. Vessel owners are financially responsible for all regulatory reporting requirements through VMS, which typically include the messaging shown below. It is recommended that you confirm your payment plan and associated costs with your VMS vendor. NMFS pays for all messages that we send to your vessel and for any additional position reports sent from your VMS unit if NMFS temporarily increases your reporting rate. Vessel owners typically pay for:

- All required 30 or 60-minute position reports sent to NMFS.
- All NMFS-required VMS declarations and reports.
- All other outgoing messages.
- All incoming messages, except those originated by NMFS.

3. Replacing Your Vessel’s VMS Unit. Please notify the VMS Team within 3 days of installation of the new unit and prior to your next trip. You will need to submit documentation that you have installed an operational, approved VMS unit. Complete the VMS Certification form available under the ‘Instructions & Forms’ tab on the VMS web page. Email, fax or mail the form to the VMS Team.

4. Removing Your Vessel’s VMS Unit. You may not remove the VMS from the vessel if you are required to report using VMS. If you cancel or transfer your permits, or sell the vessel and will no longer fish the vessel, contact your VMS vendor. The vendor is responsible for notifying NMFS of any VMS unit deactivations. You may also call the VMS Team to advise us of your intentions.

5. Contacting the VMS Team. The VMS Team is located in the Northeast Enforcement Division at: Greater Atlantic Regional Fisheries Office, 55 Great Republic Drive, Gloucester, MA, 01930.

- Phone Number: (978) 281-9213 (follow call prompts)
- FAX Number: (978) 281-9317
- Hours: 7:00 am to 4:30 pm, Monday through Friday

Name	Position	VMS Responsibility	Contact Info
Bill Semrau	Program Manager	Overall program management	William.Semrau@noaa.gov (978) 281-9151
Michelle Cavanaugh	Technician	Herring, Mackerel & Squid Reporting; Power Down Letters of Exemption; Activations & Deactivations; Welcome Letters	Michelle.Cavanaugh@noaa.gov (978) 281-9239
Zachary Fyke	Technician	Scallop, Surfclam, Ocean Quahog, Maine Mahogany Quahog & NAFO Reporting; Power Down Letters of Exemption	Zachary.Fyke@noaa.gov (978) 281-9274
Samantha Tolken	Technician	Multispecies, Monkfish & NAFO Reporting; Activations & Deactivations	Samantha.Tolken@noaa.gov (978) 281-9230

Table 4 – VMS Team Contact List

6. Alternate E-Mail Address to Contact the VMS Team. You can send a VMS message at any time to: nmfs.ole.ne@noaa.gov. The VMS Team monitors this mailbox during business hours and will respond to your query. Your VMS Trip Start and End e-mails are sent from this address.

7. Contacting the VMS Support Center. If you are unable to reach the VMS Team, the National VMS Support Center has extended hours of operation and may be able to answer general questions about VMS registrations and vessel position reporting. The Support Center is also the primary point of contact for the National VMS Reimbursement program (see below). The Support Center will refer technical VMS questions to the appropriate vendor and regulatory questions to the Greater Atlantic Region. The Support Center is located at NMFS Headquarters, Office of Law Enforcement, 1315 East-West Highway, Silver Spring, MD, 20910. Hours of operation are 7:00 am to 11:00 pm, Monday-Friday. Their phone number is **(888) 219-9228 (toll-free)**.

8. VMS Reimbursement Program. This program is centrally managed from OLE Headquarters, Silver Spring, MD. On the VMS web page, refer to the section entitled ‘VMS Reimbursement Program’ for a summary of the program, and a link to the latest Federal Register announcement of May 6, 2008. Owners/operators who believe they may be eligible should call the VMS Support Center to obtain a confirmation code then submit an application to the Pacific States Marine Fisheries Commission (PSMFC). Contact the VMS Support Center or refer to the following website: www.psmfc.org.

9. Contacting NMFS Enforcement. For law enforcement emergencies only, call the Enforcement Hot Line toll-free on a 24-hour basis at **(800) 853-1964**. Please do not call the Hot Line for a VMS-related equipment or technical issue; rather, contact your respective VMS vendor (below). For law enforcement-related questions or concerns that are of a non-emergency nature, contact your local NMFS enforcement office during business hours as follows:

a. Northeast Enforcement Division District 1 – New England:

- Office: Gloucester, MA

- Coverage: Maine through Connecticut
- Phone Number: (978) 281-9213

b. Northeast Enforcement Division District 2 – Mid-Atlantic:

- Office: Wall, NJ
- Coverage: New York through Virginia
- Phone Number: (732) 280-6490

10. Contacting your VMS Vendor. SkyMate may be reached at:

- Address: 11890 Sunrise Valley Drive, Suite 100, Reston, VA 20191
- Phone: 1-866-SKYMATE or (703) 961-5800
- E-mail: support@skymate.com
- Call Center: 24/7 for technical support
- Web Address: <http://www.skymate.com/>

Attachments: (1) SkyMate Declarations and Forms – VMS NE Forms Release Number 20191001
 (2) How to ‘Confirm the Use of a Previous VMS Code’
 (3) Groundfish Catch Reporting Requirements

CHANGE LOG

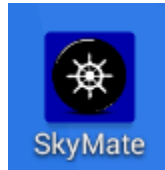
DATE	CHANGES
11 Sep 2015	Incorporates all unique features of the SkyMate I1500 VMS into the basic SkyMate Reporting Instructions.
28 Mar 2016	Pages 12-13, Multispecies Catch Report. For ‘Trip-Level Reporting’, changed the ‘multiple BSA’ requirement from Steps 1, 2 & 3 to Steps 1, 2 & 4. For ‘Redfish Exemption Reporting’, changed the ‘switching codends’ requirement from Steps 1-4 to Steps 1-5. For ‘Small Mesh Exemption Reporting in Southern New England’, changed the ‘completing the large mesh portion of the trip’ requirement from Steps 1, 2 & 4 to Steps 1, 2, 4 & 5. Page 31. For ‘Trip-Level Reporting’, changed the ‘multiple BSA’ requirement from Steps 1, 2 & 3 to Steps 1, 2 & 4.
12 Jun 2017	Page 1. New effective date – June 15, 2017. Page 3. New Attachment 3. Page 4. Added ‘Note 1’ to LAGC Scallop ‘Exceptions’. Added Illex Squid requirement. Added text regarding sector exemptions. Page 5. Changes to software instructions. Page 7 Clarified text in DOF paragraph and updated DOF look-up. Page 8. Added gear text to DOF-CML paragraph and revised the Code Log text. Page 9. Clarified Trip Start Hail text in ‘Must be Sent By’ block. Pages 12 & 13. Multispecies Catch - Revised text in ‘Must be Sent By’ block. Monkfish DAS Overage - Added “by one limit” in “Purpose” block. Scallop & Squid/Mackerel Catch and PreLanding - Text changes to “Must be Sent By” block. Page 13. Changed Trip Stitching Rule for LAGC trips to 55 minutes. Page 15. Added SMB Amendment 16 to the Reimbursement paragraph. Attachment 1. Multispecies and Monkfish declarations. Removed text that required the use of the IVR Call-In System for scallop days-at-sea trips. Scallop declaration. Revamped the format, added Elephant Trunk Flex Area, required that an RSA filed be answered, and added gear reporting requirement for LAGC trips. Surfclam/Ocean Quahog declaration. Added an optional third field to select a scallop access area. Squid declaration. Added a reporting requirement for Illex Squid. Removed the Squid RSA field. Declare Out of Fishery declaration. Added gear selections to DOF-CML declaration menu. Powerdown declaration. Clarified the text. Multispecies Catch. Revised smaller mesh field text. Multispecies Trip Start Hail. Changed instruction text to ‘exemption and/or option’. Added SNE Small Mesh Exemption and Extra-Large Mesh Gillnet option. Scallop PreLanding. Revised instruction text (b). Added ‘All Other Fish Kept’ field. Mackerel and Squid Catch. Added Illex Squid to ‘Species Kept’ field. RSA/EFP Trip End Hail. Added field that asks if both commercial and RSA allocation will be landed.
23 Oct 2017	Page 14. Table 4. VMS Technician Ahles transferred out of OLE. Attachment 3. Revised the (groundfish) catch report flow chart to reflect the regulatory change implemented by GARFO and announced in their October 12, 2017 bulletin.
17 Apr 2018	Page 5. New effective date and new forms release number. Page 6. Added text at top of page that Charts 1-5 must not be used for the depiction of closed areas. Pg. 10. Added a ‘Note’ under paragraph 5. Pg. 12. Scallop Daily Catch Report. Added text about single-day trips. Pg. 14. Table 4. Added Samantha Tolken and updated responsibilities lists.

DATE	CHANGES
17 Apr 2018 (cont'd)	Pg. 15. Updated main phone number for the OLE D1 office. Pgs. 27 & 28. Scallop Declaration. Revised screen. Revised instructions to allow selection of new access areas and limited access NGOM RSA trip. Pg. 29. Surfclam and Ocean Quahog Declaration. Revised screen to reflect new scallop access area selections. Pg. 32. Squid Declaration. Revised screen. Revised instructions to allow selection of a combination longfin and illex trip. Pg. 36. Multispecies Catch Report. Added text to the Step 5 instructions. Pg. 40. Scallop Daily Catch Report. Revised screen to include text regarding single-day trips.
1 Mar 2019	Page 4. Table 1. Replaced the SMB-1 permit with the new SMB-1A and SMB-1B longfin squid moratorium permits, and added the SMB-6 butterfish moratorium permit, all of which now require use of a VMS.
22 Oct 2019	Pg. 1. New effective date (Format 16) and new website text/views. Pg. 5. New NMFS software release number. Pgs. 7-10. New GIS charts 1-4 depicting reporting areas with notes. Pg. 11. Added DOF-EFP declaration text, and DOF-SCI type of research text. Pg. 12. Para 6 – Added ‘I’ for monkfish option on an EFP trip. Table 2. RSA/EFP Start Hail - Revised text under ‘Purpose’. Pg. 13. Para 4 - 3rd sentence. Revised text pertaining to action when VMS is no longer compliant during a trip. Pg. 14. Para 8 - Revised text pertaining to actions when the wrong VMS code is declared. Pg. 15. Para 9a, 9b and 9c – Added Step 6. Para 9c - Added ‘I’ for monkfish option on an EFP trip. Pg. 16. Table 3. Revised text for when the Scallop Preland must be sent. Revised text under ‘Purpose’ column for the RSA/EFP End Hail. Pg. 18. Removed regulatory actions under the reimbursement program and revised/shortened the paragraph. Pg. 19. Updated location and phone number of NE Division, District 1. Attachment 1. Replaced all declaration and forms views with newer versions and updated the instructions.
29 Aug 2020	Pg. 13. Para. 3. Removed text “While away from the dock or mooring” from 1st sentence. Pg. 17. Para 3. Added email as a means to send the Certification form. Pg. 18. Table 4. Updated VMS Team roster & duties. Pgs 29-30. Updated the scallop declaration screens to reflect access area changes.

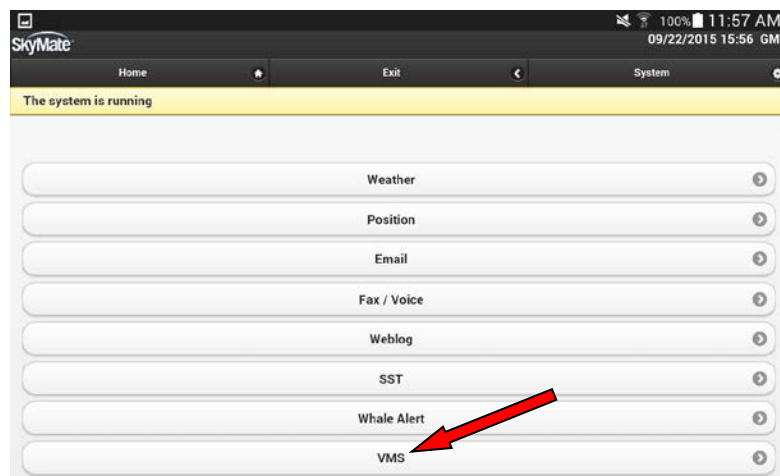
ATTACHMENT 1

SkyMate - VMS NE Forms Release Number 20191001

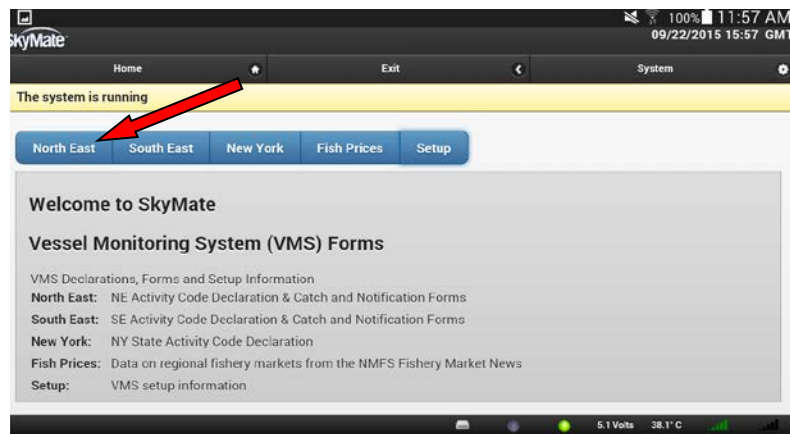
Declarations. The following views will show you how to navigate to each of the declaration screens. On your tablet, press the SkyMate icon shown below. You may have to enter your password at the 'Authentication' screen.



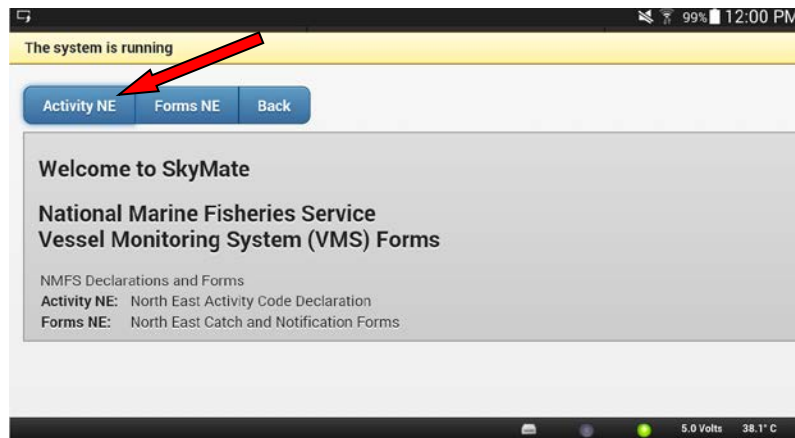
You should see the screen shown below. Press 'VMS' at the bottom of the screen.



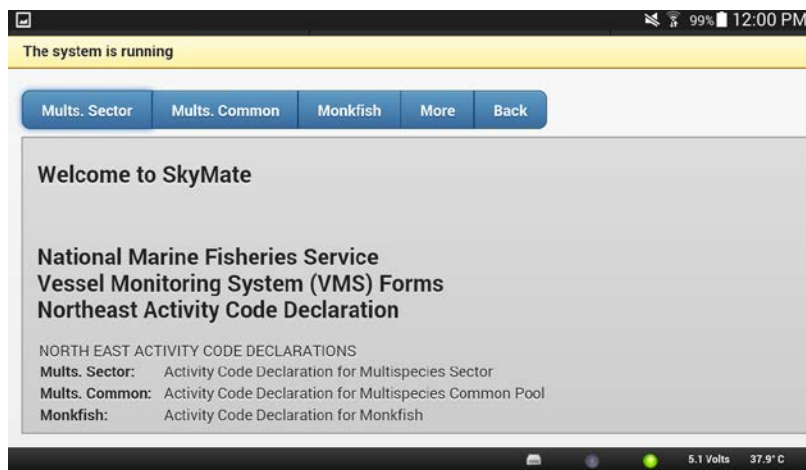
Then, press 'North East':



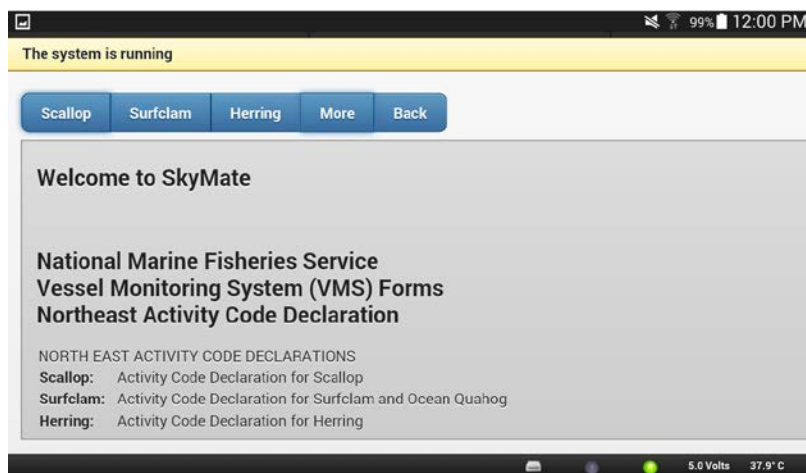
And, then press 'Activity NE':



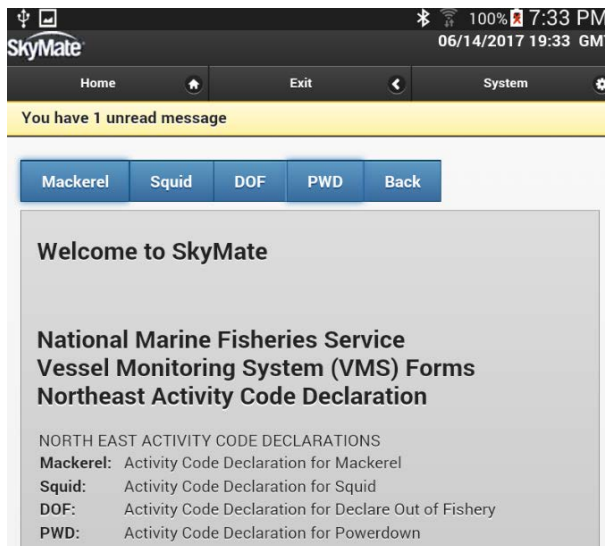
Selecting 'Activity NE' brings up declaration selections for: Multispecies Sector, Multispecies Common Pool, and Monkfish:



Selecting 'More' brings up declaration selections for: Scallop, Surfclam, and Herring:



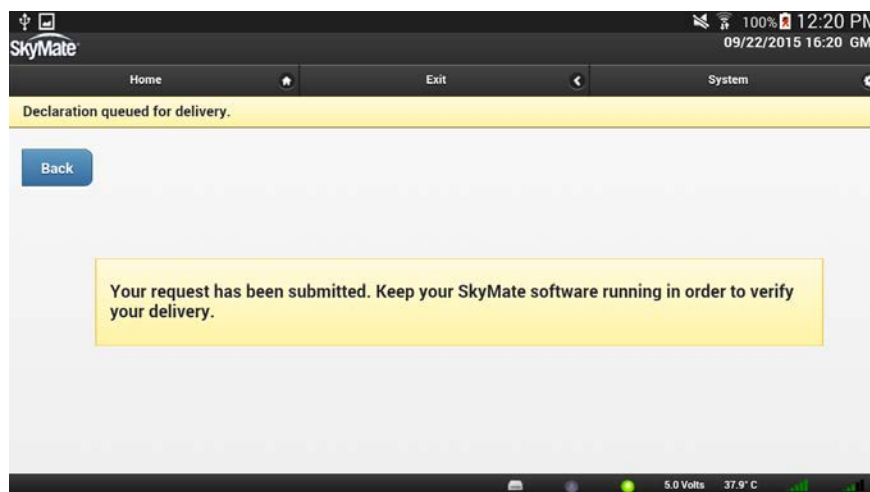
Selecting ‘More’ again brings up selections for: Mackerel, Squid and DOF (Declare Out of Fishery) and PWD (Power Down):



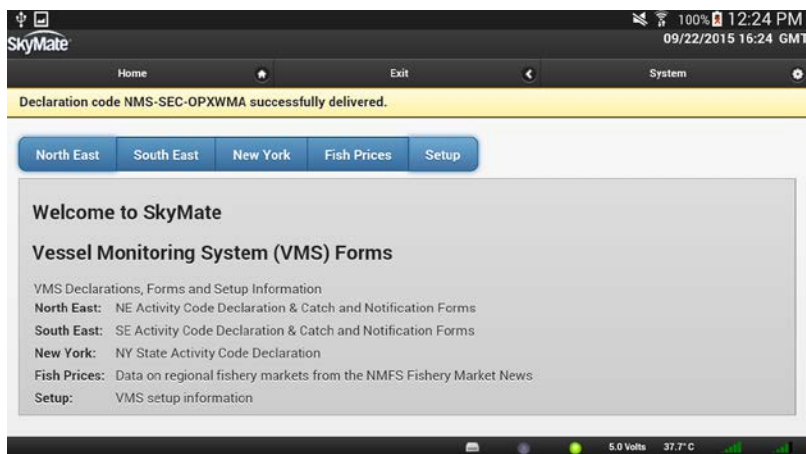
Declaration screens are shown on the following pages. Once you select the appropriate screen to make your declaration, follow the steps when they are provided, and make note of which fields are required and optional.

Scroll to your intended selections and click on the small square to the left. Your selections will be indicated by a checkmark in the small square and the selection text will be bold. Once you’ve answered at least all the required fields, the ‘Send’ button will appear at the top left of your screen. Review your selections to ensure they describe your intended activity, and then press ‘Send’.

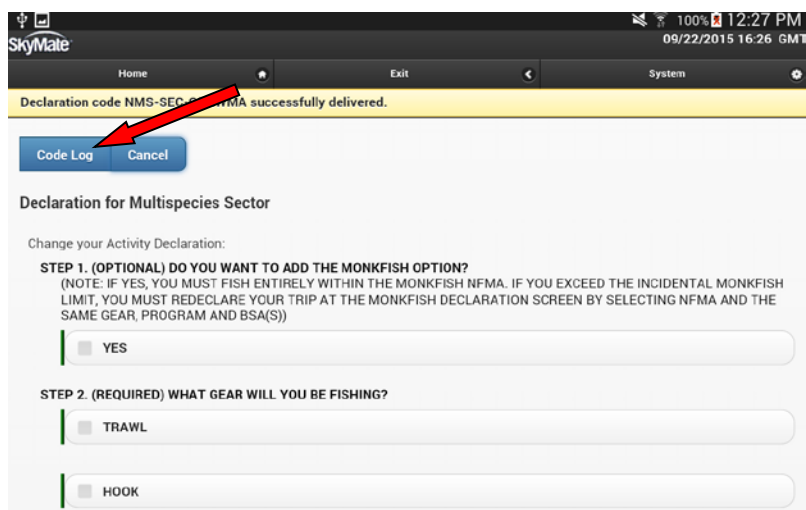
After sending a declaration, a message on your tablet will state: “Your request has been submitted for acknowledgment. Keep your SkyMate software running in order to verify your delivery.” Also, in the top left of your screen, it will state: “Declaration queued for delivery”.



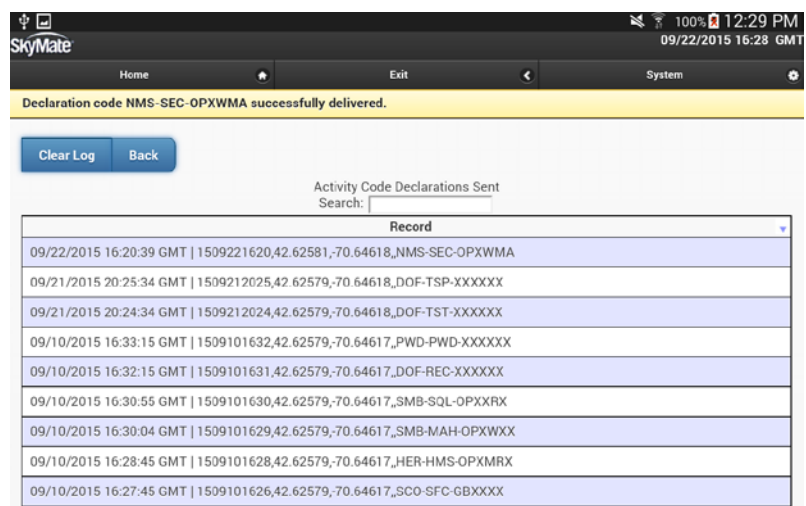
When your declaration is sent, the following message appears at the top left of your screen: “Declaration code (XXX-XXX-XXXXXX) successfully delivered.”



You can access your ‘Code Log’ from any of the declaration screens.



The Code Log displays a list of all your sent declarations:



Guidance for completing each declaration is shown in the **red** boxes to the left and right of the form.

***** Note: When selecting an area or areas to fish in from the appropriate declaration screen, be sure that the area(s) is open for your intended fishing activity. The areas shown on your VMS declaration screen are entirely independent of any regulation or action by NMFS that opens or closes an area. For assistance on regulatory areas that are open or closed, contact the GARFO Sustainable Fisheries Division (978-281-9315) or the VMS Team.**

Select 'Activity NE', then 'Mults. Sector' to view the '**Declaration for Multispecies Sector**' trips:

Note – For **sector (catch share) vessel** use only.

Step 1. Select 'yes' only if you may need to change your declaration while in the NE Fishery to a monkfish trip. Otherwise, leave blank.

Step 2. Select the gear you intend to fish. Select only one.

Step 3. Select either one of the 3 choices, or select multispecies (mults) A-DAS and scallop DAS, as appropriate.

Step 4. Select each area you intend to fish.

To FLEX, reenter your selections for steps 1-6 again, but select additional areas and broad stock area(s) (BSA) in Steps 4 and 5, respectively.

Step 5. Select the Broad Stock Areas (BSA) that encompass the areas selected in Step 4.

Step 6. If you will fish under a NMFS-authorized EFP, select 'Yes'. Otherwise, select 'No'.

Declaration for Multispecies Sector

Change your Activity Declaration:

STEP 1. (OPTIONAL) DO YOU WANT TO ADD THE MONKFISH OPTION?

(NOTE: IF YES, YOU MUST FISH ENTIRELY WITHIN THE MONKFISH NFMA. IF YOU EXCEED THE INCIDENTAL MONKFISH LIMIT, YOU MUST REDECLARE YOUR TRIP AT THE MONKFISH DECLARATION SCREEN BY SELECTING NFMA AND THE SAME GEAR, PROGRAM, BSA(S) AND EFP)

☐ YES

STEP 2. (REQUIRED) WHAT GEAR WILL YOU BE FISHING?

☐ TRAWL
☐ HOOK
☐ GILLNET

STEP 3. (REQUIRED) WHAT DAS WILL YOU BE FISHING ON?

(NOTE: CHECK ALL THAT APPLY TO YOUR TRIP)

☐ NO DAS
☐ MULTS A-DAS
☐ SCALLOP DAS (NOTE: TRAWL GEAR ONLY)

STEP 4. (REQUIRED) WHAT PROGRAM AREA(S) WILL YOU FISH IN?

(NOTE: CHECK ALL THAT APPLY TO YOUR TRIP)

(FLEX OPTION: YOU MAY ADD PROGRAM AREA(S) AND BSA(S) ONCE PER TRIP BY REPEATING STEPS 1-5 ON THIS SCREEN)

☐ REGULAR ACCESS (OPEN AREA)
☐ WESTERN US/CANADA AREA
☐ EASTERN US/CANADA AREA (OUTSIDE SAPS)

☐ CA-2 YELLOWTAIL/HADDOCK SAP
☐ EASTERN US/CANADA HADDOCK SAP

STEP 5. (REQUIRED) WHAT BSA(S) WILL YOU FISH IN?

(NOTE: CHECK ALL THAT APPLY BASED ON THE PROGRAM AREA(S) SELECTED ABOVE)

☐ GULF OF MAINE
☐ INSHORE GEORGES BANK
☐ OFFSHORE GEORGES BANK
☐ SOUTHERN NEW ENGLAND

STEP 6. (REQUIRED) WILL YOU FISH UNDER AN EXEMPTED FISHING PERMIT (EFP)? (NOTE: IF YES, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END DATES)

☐ YES
☐ NO

Select 'Activity NE', then Mults. Common' to view the 'Declaration for Multispecies Common Pool' trips:

Note – For **common pool** vessel use only.

Step 1. Select 'yes' only if you may need to change your declaration while in the NE Fishery to a monkfish trip. Otherwise, leave blank.

Step 2. Select the gear you intend to fish. Select only one.

Step 3. Select the appropriate Days at Sea (DAS) for your trip. Your choices are:

- Multispecies (mults) A
- Mults B-Regular
- Mults B-Reserve
- Mults A & scallop
- Mults B-Regular & scallop
- Mults B-Reserve & scallop

To FLIP (change from a B-DAS to an A-DAS), reenter your selections for Steps 1-2 and 4-6 again, but select Mults A in Step 3.

Step 4. Select each area you intend to fish.

To FLEX, reenter your selections for Steps 1-6 again, but select additional areas and broad stock area(s) (BSA) in Steps 4 and 5, respectively.

Step 5. Select the Broad Stock Areas (BSA) that encompass the area(s) selected in Step 4.

Step 6. If you will fish under a NMFS-authorized EFP, select 'Yes'. Otherwise, select 'No'.

Declaration for Multispecies Common Pool

Change your Activity Declaration:

STEP 1. (OPTIONAL) DO YOU WANT TO ADD THE MONKFISH OPTION?

(NOTE: IF YES, YOU MUST FISH ENTIRELY WITHIN THE MONKFISH NFMA. IF YOU EXCEED THE INCIDENTAL MONKFISH LIMIT, YOU MUST REDECLARE YOUR TRIP AT THE MONKFISH DECLARATION SCREEN BY SELECTING NFMA AND THE SAME GEAR, PROGRAM, BSA(S) AND EFP)

☐ YES

STEP 2. (REQUIRED) WHAT GEAR WILL YOU BE FISHING?

- ☐ TRAWL
- ☐ HOOK
- ☐ GILLNET

STEP 3. (REQUIRED) WHAT DAS WILL YOU BE USING?

(NOTE: CHECK ALL THAT APPLY TO YOUR TRIP. IF YOU SELECT B-DAS, YOU MUST FLIP TO A-DAS IF TRIP LIMIT EXCEEDED)

- ☐ MULTS A-DAS (ALL PROGRAMS/ALL AREAS)
- ☐ MULTS B-REGULAR DAS (ONLY SAPS OR B-DAS PROGRAM)
- ☐ MULTS B-RESERVE DAS (ONLY SAPS)
- ☐ SCALLOP DAS (NOTE: TRAWL GEAR ONLY)

STEP 4. (REQUIRED) WHAT PROGRAM AREA(S) WILL YOU FISH IN?

(NOTE: CHECK ALL THAT APPLY TO YOUR TRIP)

(FLEX OPTION: YOU MAY ADD THE OPEN AREA AND/OR WESTERN US/CA AREA TO YOUR EASTERN US/CA AREA, CA-2 YELLOWTAIL/HADDOCK SAP OR EASTERN US/CA HADDOCK SAP TRIP ONCE PER TRIP BY REPEATING STEPS 1-5 ON THIS SCREEN)

- ☐ REGULAR ACCESS (OPEN AREA)
- ☐ WESTERN US/CANADA AREA

- ☐ EASTERN US/CANADA AREA (OUTSIDE SAPS)
- ☐ CA-2 YELLOWTAIL/HADDOCK SAP
- ☐ EASTERN US/CANADA HADDOCK SAP

- ☐ B-DAS PROGRAM

(NOTE: YOU MAY NOT SELECT THIS PROGRAM WITH ANY SAP ABOVE)

STEP 5. (REQUIRED) WHAT BSA(S) WILL YOU FISH IN?

(NOTE: CHECK ALL THAT APPLY BASED ON THE PROGRAM AREA(S) SELECTED ABOVE)

- ☐ GULF OF MAINE
- ☐ INSHORE GEORGES BANK
- ☐ OFFSHORE GEORGES BANK
- ☐ SOUTHERN NEW ENGLAND

STEP 6. (REQUIRED) WILL YOU FISH UNDER AN EXEMPTED FISHING PERMIT (EFP)? (NOTE: IF YES, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END HAILS)

- ☐ YES
- ☐ NO

Select 'Activity NE', then 'Monkfish' to view the '**Declaration for Monkfish**' trips:

Step 1. Select the gear you intend to fish. Select only one.

Step 2. Unless this is a Monkfish RSA trip, always select at least Monkfish DAS.

Additionally, if appropriate, select Multispecies (Mults) DAS and/or Scallop DAS.

Step 3. Select one of the two areas you intend to fish. Note - If you intend to fish in both the NFMA and SFMA, then select "Any part of trip fished in SFMA."

Step 4. Select each area you intend to fish.

If you selected only Monkfish DAS in Step 2, then select 'Monkfish-Only' (for CAT F vessels, select 'Monkfish Offshore Area'). If you selected Mults DAS in Step 2, you must select appropriate Mults areas here.

To FLEX, reenter your selections for steps 1-6 again, but select additional area(s) and broad stock area(s) (BSA) in Steps 4 and 5, respectively.

Step 5. Select the Broad Stock Area(s) that encompass the mults areas selected in Step 4. However, select 'Monkfish-Only (No BSA declared)' if you did not select any Mults areas in Step 4.

Step 6. If you will fish under a NMFS-authorized EFP, select 'Yes'. Otherwise, select 'No'.

Declaration for Monkfish

Change your Activity Declaration:

STEP 1. (REQUIRED) WHAT GEAR WILL YOU BE FISHING?

(NOTE: IF REDECLARING A MONKFISH TRIP FROM A MULTISPECIES TRIP, SELECT SAME GEAR)

- ☐ TRAWL
- ☐ HOOK
- ☐ GILLNET

STEP 2. (REQUIRED) WHAT DAS WILL YOU BE USING?

(NOTE: CHECK ALL THAT APPLY)

- ☐ MONKFISH DAS
- ☐ MONKFISH RSA DAS (NOTE: MAY NOT BE USED WITH THE MONKFISH OPTION; YOU MUST ALSO SELECT 'YES' IN STEP 6)
- ☐ MULTS DAS BY A SECTOR VESSEL
- ☐ MULTS DAS BY COMMON POOL VESSEL
- ☐ SCALLOP DAS (NOTE: FOR SCALLOP DAS TRIPS, YOU MUST USE TRAWL GEAR ONLY)

STEP 3. (REQUIRED) WHAT MANAGEMENT AREA WILL YOU FISH IN?

(NOTE: IF REDECLARING A MONKFISH TRIP FROM A MULTISPECIES TRIP, SELECT NFMA)

- ☐ ENTIRE TRIP FISHED IN NFMA
- ☐ ANY PART OF TRIP FISHED IN SFMA

STEP 4. (REQUIRED) WHAT PROGRAM AREA(S) WILL YOU FISH IN?

(NOTE: CHECK ALL THAT APPLY TO YOUR TRIP)
(MULTS FLEX OPTION: YOU MAY ADD PROGRAM AREA(S) AND BSA(S) ONCE PER TRIP BY REPEATING STEPS 1-5 ON THIS SCREEN)

- ☐ MONKFISH-ONLY (NO PROGRAM DECLARED)
- ☐ MONKFISH OFFSHORE AREA (PERMIT CAT F ONLY)
- ☐ MULTS REGULAR ACCESS (OPEN AREA)
- ☐ MULTS WESTERN US/CANADA AREA
- ☐ MULTS EASTERN US/CANADA AREA (OUTSIDE SAPS)
- ☐ MULTS CA-2 YELLOWTAIL/HADDOCK SAP
- ☐ MULTS EASTERN US/CANADA HADDOCK SAP

STEP 5. (REQUIRED) WHAT MULTS BSA(S) WILL YOU FISH IN?

(NOTE: CHECK ALL THAT APPLY BASED ON THE PROGRAM(S) SELECTED ABOVE. MONKFISH-PERMITTED VESSELS MUST MAKE BSA SELECTIONS BELOW WHEN USING MULTS DAS).

- ☐ MONKFISH-ONLY (NO BSA DECLARED)
- ☐ GULF OF MAINE
- ☐ INSHORE GEORGES BANK
- ☐ OFFSHORE GEORGES BANK
- ☐ SOUTHERN NEW ENGLAND

STEP 6. (REQUIRED) WILL YOU FISH UNDER AN EXEMPTED FISHING PERMIT (EFP)? (NOTE: IF YES, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END HAILS)

- ☐ YES
- ☐ NO

Select 'Activity NE', then 'More', then 'Scallop' to view the '**Declaration for Scallop**' trips:

Note - The **LAGC (general category)** scallop declaration is at the top of the screen, and the limited access declaration is below it.

Step 1. First, make one selection from either A, B or C.

Step 2. Select the gear you intend to fish.

Step 3. If you intend to fish for RSA quota during part or all of your trip, select 'Yes'. Otherwise, select 'No'.

Step 4. If you intend to fish on a NMFS-authorized EFP, select 'Yes'. Otherwise, select 'No'.

Send your LAGC Scallop declaration.

Declaration for Scallop

Change your Activity Declaration:

GENERAL CATEGORY (LAGC) PERMIT TRIP: ANSWER THE AREA, GEAR, RSA AND EFP QUESTIONS BELOW, AND THEN SEND YOUR DECLARATION.

STEP 1. WHAT AREA WILL YOU FISH?

(SELECT ONLY ONE FROM A, B, OR C BELOW)

A. REGULAR ACCESS TRIP (FEDERAL EXEMPTION AREAS)

☐ OPEN

B. SPECIAL ACCESS TRIP

☐ CLOSED AREA 1 SAA

☐ NANTUCKET LIGHTSHIP NORTH SAA

☐ NANTUCKET LIGHTSHIP SOUTH DEEP SAA

☐ NANTUCKET LIGHTSHIP WEST SAA (thru 03-31-2020)

☐ MID-ATLANTIC SAA

C. NORTHERN GULF OF MAINE

☐ NGOM (FEDERAL)

☐ NGOM (STATE ONLY)

STEP 2. WHAT GEAR WILL YOU FISH?

☐ DREDGE

☐ TRAWL

STEP 3. WILL SCALLOP RESEARCH SET-ASIDE (RSA) QUOTA BE HARVESTED? (NOTE: IF FISHING RSA QUOTA, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END HAILS)

☐ YES

☐ NO

STEP 4. WILL YOU FISH UNDER A SCALLOP EXEMPTED FISHING PERMIT (EFP)? (NOTE: IF FISHING UNDER AN EFP, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END HAILS)

☐ YES

☐ NO

See the next page for the Limited Access Scallop declaration.

‘Declaration for Scallop’ trips (continued):

Note - The **Limited Access Scallop** declaration is below the LAGC Scallop declaration.

Step 1. First, make one selection from either A, B, C or D.

Step 2. If you intend to fish for RSA quota during part or all of your trip, select ‘Yes’. If you selected 1.D. (Northern Gulf of Maine RSA trip), you must select yes in Step 2. Otherwise, select ‘No’.

Step 3. If you intend to fish on a NMFS-authorized EFP, select ‘Yes’. Otherwise, select ‘No’.

Send your Limited Access Scallop declaration.

LIMITED ACCESS PERMIT TRIP: ANSWER THE AREA, RSA, AND EFP QUESTIONS BELOW, AND THEN SEND YOUR DECLARATION.

STEP 1. WHAT AREA WILL YOU FISH?

(SELECT ONLY ONE FROM A, B, C, OR D BELOW)

A. REGULAR ACCESS TRIP

☐ OPEN

B. SPECIAL ACCESS TRIP

☐ CLOSED AREA 1 SAA

☐ CLOSED AREA 2 SAA

☐ NANTUCKET LIGHTSHIP NORTH SAA

☐ NANTUCKET LIGHTSHIP SOUTH DEEP SAA

☐ NANTUCKET LIGHTSHIP WEST SAA (thru 05-30-2020)

☐ MID-ATLANTIC SAA

C. STATE WATERS EXEMPTION PROGRAM

☐ OPEN

D. NORTHERN GULF OF MAINE RSA TRIP

☐ NGOM (FEDERAL) (ALSO, ENTER ‘Y’ IN STEP 2)

STEP 2. WILL SCALLOP RESEARCH SET-ASIDE (RSA) QUOTA BE HARVESTED? (NOTE: IF FISHING RSA QUOTA, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END HAILS)

☐ YES

☐ NO

STEP 3. WILL YOU FISH UNDER A SCALLOP EXEMPTED FISHING PERMIT (EFP)? (NOTE: IF FISHING UNDER AN EFP, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END HAILS)

☐ YES

☐ NO

Select 'Activity NE', then 'More', then 'Clam/Quahog' to view the '**Declaration for Surfclam and Ocean Quahog**' trips:

Step 1. Select the type of trip (only one).

Step 2. If you selected 'Surfclam ITQ' or 'Ocean Quahog ITQ' in Step 1, and you intend to fish one of these 2 areas, select the area. Otherwise, leave this question blank.

Step 3. Select an area, but only if you will fish in a scallop access area and retain > 40 lb of scallops. Otherwise, leave this question blank.

Step 4. If you will fish under a NMFS-authorized EFP, select 'Yes'. Otherwise, select 'No'.

Declaration for Surfclam, Ocean Quahog and Mussel

Change your Activity Declaration:

STEP 1. WHAT TYPE OF TRIP WILL YOU BE FISHING?

(NOTE: SELECT ONLY ONE)

- ☐ SURFCLAM ITQ TRIP
- ☐ OCEAN QUAHOG ITQ TRIP
- ☐ MAINE MAHOGANY QUAHOG TRIP
- ☐ MUSSEL TRIP IN GREAT SOUTH CHANNEL HMA

STEP 2. FOR SURFCLAM OR OCEAN QUAHOG ITQ TRIPS, WILL YOU FISH AN AREA BELOW? (NOTE: SELECT ONE AREA. YOU MUST HAVE PRIOR NMFS AUTHORIZATION)

- ☐ GEORGES BANK PSP AREA REOPENED PORTION
- ☐ GREAT SOUTH CHANNEL HMA EXEMPTION AREAS

STEP 3. IF FISHING IN A SCALLOP ACCESS AREA AND YOU INTEND TO RETAIN MORE THAN 40 LBS OF SCALLOP IFQ, SELECT THE SCALLOP ACCESS AREA BELOW:

- ☐ CLOSED AREA 1 SAA
- ☐ NANTUCKET LIGHTSHIP WEST SAA
- ☐ MID-ATLANTIC SAA

STEP 4. WILL YOU FISH UNDER AN EXEMPTED FISHING PERMIT (EFP)? (NOTE: IF FISHING UNDER AN EFP, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END HAILS)

- ☐ YES
- ☐ NO

Select 'Activity NE', then 'More', then 'Herring' to view the '**Declaration for Herring**' trips:

Step 1. Herring carrier has no gear capable of catching fish. Select either 'yes' or 'no'. Select only one.

Step 2. Select the gear you intend to fish. Select 'none' if you answered 'yes' in Step 1. Select only one.

Step 3. Select either 'yes' or 'no'. Select only one.

Step 4. Select 'Yes' only if you intend to harvest herring quota under a NMFS-authorized RSA. Otherwise, select 'No'.

Step 5. If you will fish under a NMFS-authorized EFP, select 'Yes'. Otherwise, select 'No'.

Declaration for Herring

Change your Activity Declaration:

STEP 1. ARE YOU DECLARING A HERRING CARRIER TRIP?

☐ YES
☐ NO

STEP 2. WHAT GEAR WILL YOU BE FISHING?

☐ BOTTOM TRAWL
☐ MID-WATER TRAWL (SINGLE OR PAIR)
☐ PURSE SEINE
☐ OTHER GEAR
☐ NONE (CARRIER TRIP ONLY)

STEP 3. DO YOU INTEND TO RETAIN MACKEREL AND/OR SQUID?

☐ YES
☐ NO

STEP 4. WILL HERRING RESEARCH SET ASIDE (RSA) QUOTA BE HARVESTED ON THIS TRIP?

☐ YES
☐ NO

STEP 5. WILL YOU FISH UNDER A HERRING EXEMPTED FISHING PERMIT (EFP)? (NOTE: IF FISHING UNDER AN EFP, YOU MUST ALSO SEND THE RSA/EFP TRIP START AND END HAILS)

☐ YES
☐ NO

Select 'Activity NE', then 'More', then 'More' again, then 'Mackerel' to view the '**Declaration for Mackerel**' trips:

Step 1. Select either 'yes' or 'no'. Skip to Step 3 if you do not intend to retain herring.

Step 2. Select the gear you intend to fish only if you answered 'Yes' in Step 1. Select only one gear type. Otherwise,

Step 3. Select either 'Yes' or 'No'.

Declaration for Mackerel

Change your Activity Declaration:

STEP 1. DO YOU INTEND TO RETAIN HERRING?

☐ YES
☐ NO (IF 'NO', GO TO STEP 3)

STEP 2. (REQUIRED ONLY IF YES TO STEP 1) WHAT GEAR WILL YOU BE FISHING?

☐ BOTTOM TRAWL
☐ MID-WATER TRAWL (SINGLE OR PAIR)
☐ PURSE SEINE
☐ OTHER GEAR

STEP 3. DO YOU INTEND TO RETAIN SQUID?

☐ YES
☐ NO

Select 'Activity NE', then 'More', then 'More' again, then 'Squid' to view the '**Declaration for Squid**' trips:

Step 1. Select one or both of the species you intend to target.

Step 2. Select either 'Yes' or 'No'. Skip to Step 4 if you answered 'No' and you do not intend to retain herring.

Step 3. Select the gear you intend to fish only if you answered 'Yes' in Step 2. Select only one gear type. Otherwise, leave this question blank.

Step 4. Select either 'Yes' or 'No'.

Declaration for Squid

Change your Activity Declaration:

STEP 1. WHAT IS YOUR TARGET SPECIES? (NOTE: SELECT ONE OR BOTH)

- ☐ LONGFIN SQUID
- ☐ ILLEX SQUID

STEP 2. DO YOU INTEND TO RETAIN HERRING?

- ☐ YES
- ☐ NO (IF 'NO', GO TO STEP 4)

STEP 3. (REQUIRED ONLY IF YES TO STEP #2) WHAT GEAR WILL YOU BE FISHING?

- ☐ BOTTOM TRAWL
- ☐ MID-WATER TRAWL (SINGLE OR PAIR)
- ☐ PURSE SEINE
- ☐ OTHER GEAR

STEP 4. DO YOU INTEND TO RETAIN MACKEREL?

- ☐ YES
- ☐ NO

Select 'Activity NE', then 'More', then 'More' again, then 'DOF' to view the declaration for '**Declare Out of Fishery**' trips:

Declare Out of Fishery: Select only one of the seven (7) choices as follows:

DOF-CML. When targeting species not addressed in the other declaration macros. You must also select a gear below.

DOF-EFP. When on an EFP and targeting species not addressed in the other declaration macros. You must also select a gear below.

DOF-TST. When transiting without product onboard.

DOF-TSP. When transiting with product onboard.

DOF-REC. When on a recreational trip.

DOF-SCI. When conducting scientific research (not intended for EFP trips). You must also select NMFS LOA or Other Research below.

DOF-NAF. When fishing on a NMFS-authorized permit in the Northwest Atlantic Fishery Organization.

Declare out of Fishery

Change your Activity Declaration:

DECLARE OUT OF FISHERY

DOF IS DEFINED AS DECLARING OUT OF LIMITED ACCESS SCALLOP, NE MULTISPECIES OR MONKFISH DAS, LAGC SCALLOP, HERRING, SURFCLAM/OCEAN QUAHOG, MACKEREL/SQUID TRIP; OR DECLARING INTO A SOUTHEAST REGION NON-VMS TRIP.

NOTE: SELECT ONLY ONE ACTIVITY BELOW.

FISHING – COMMERCIAL [DOF-CML] (SELECT YOUR INTENDED GEAR TYPE BELOW)

- ☐ BOTTOM TRAWL
- ☐ MID-WATER TRAWL
- ☐ BOTTOM HOOK
- ☐ PELAGIC HOOK
- ☐ POT/TRAP
- ☐ GILLNET
- ☐ SEINE
- ☐ DREDGE
- ☐ OTHER GEAR

FISHING – EXEMPTED FISHING PERMIT [DOF-EFP] (SELECT YOUR INTENDED GEAR TYPE BELOW)

- ☐ BOTTOM TRAWL
- ☐ MID-WATER TRAWL
- ☐ BOTTOM HOOK
- ☐ PELAGIC HOOK
- ☐ POT/TRAP
- ☐ GILLNET
- ☐ SEINE
- ☐ DREDGE
- ☐ OTHER GEAR

☐ TRANSIT WITHOUT PRODUCT ONBOARD [DOF-TST]

☐ TRANSIT WITH PRODUCT ONBOARD [DOF-TSP]

☐ FISHING - RECREATIONAL/CHARTER [DOF-REC]

☐ SCIENTIFIC RESEARCH [DOF-SCI]

(NOTE: DO NOT USE THIS DECLARATION IF FISHING UNDER AN EFP; SELECT ONE RESEARCH TYPE BELOW)

- ☐ NMFS LETTER OF ACKNOWLEDGMENT (LOA)
- ☐ OTHER RESEARCH

☐ NAFO - ONLY FOR INTERNATIONAL NW ATLANTIC FISHERY ORG PARTICIPATION [DOF-NAF]

Select 'Activity NE', then 'More', then 'More' again, then 'PWD' to view '**Power Down in Port**':

Power Down: This declaration is only for use by LAGC scallop-permitted vessels when in port as long as they do not have other permits requiring continuous VMS reporting. Otherwise, a NMFS Letter of Exemption (LOE) is required.

Power Down in Port

Change your Activity Declaration:

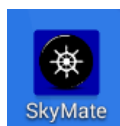
POWER DOWN IN PORT

IMPORTANT: THIS DECLARATION MAY ONLY BE SENT WHILE IN PORT AND AFTER LANDING ALL PRODUCT. BE SURE THIS DECLARATION IS TRANSMITTED FROM YOUR VMS BEFORE POWERING OFF THE UNIT. PRIOR TO LEAVING PORT, YOUR VMS MUST BE POWERED ON AND AN ACTIVITY DECLARATION SENT. USE OF THIS POWERDOWN DECLARATION WHILE UNDERWAY IS A VIOLATION.

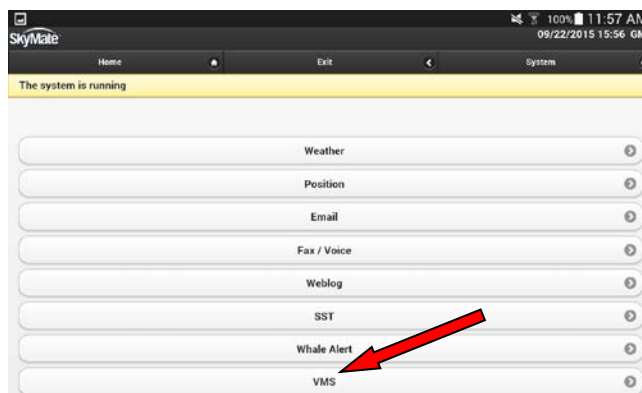
☐ NMFS-AUTHORIZED POWER DOWN [PWD-PWD]

Forms. The following views will show you how to navigate to each of the forms screens. For all forms, required fields will highlight in **red** if you try to send the form without completing those fields. Once all required fields are filled, the 'Send' button will pop up at the top left of the form.

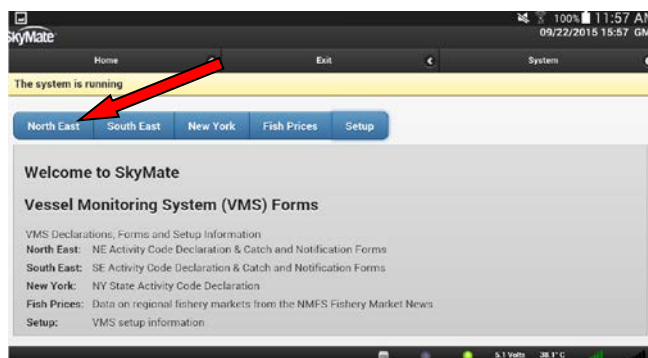
The following views will show you how to navigate to each of the forms screens. On your tablet, press the SkyMate icon shown below:



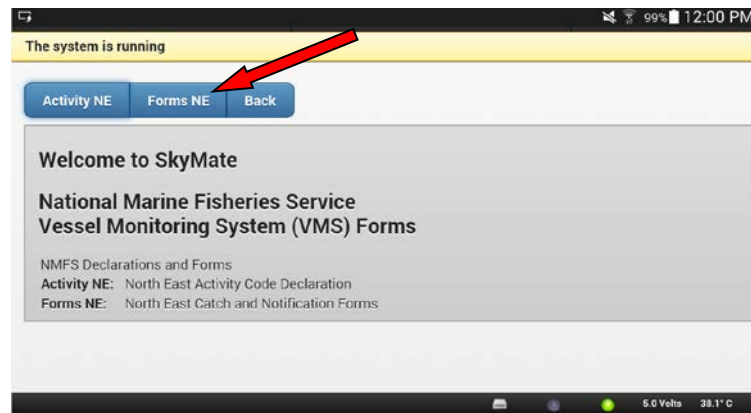
You should see the screen shown below. Press 'VMS' at the bottom of the screen.



Then, press 'Northeast':



And, then press 'Forms NE':



Selecting 'Forms NE' brings up selections for: Multispecies, Monkfish and Scallop:



Selecting 'More' brings up selections for: Herring, Squid, Mackerel and RSA/EFP:



Select 'Forms NE', then 'Multispecies' to bring up this screen:



There are three (3) Multispecies forms: Catch Report, Trip Start Hail, and Trip End Hail.

Multispecies Catch Report:

All catch reports must contain at least the operator permit number and VTR number. Refer to Attachment 3 on Page 49 for guidance on when to send this report.

Step 1. Enter your 8-digit

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 3. Select the 2-digit month, day and year of the reported catch.

Step 4. First, enter the 3-digit statistical (stat) area where the species kept was harvested (you may enter up to 4 different stat areas on a single catch report).

Next, below each stat area enter the estimated weight of each species kept (up to 6 digits). Finally, be sure to enter the total amount of NON-groundfish kept for each stat area.

Step 5. Select the box only if immediately switching to smaller mesh. During the remainder of your trip, you do not need to reselect this box.

Multispecies Catch Report

Depending upon where you declare to fish and any sector exemption requirements, you may be required to submit this report as follows:

(a) For daily reports, by 9 AM the following day; or

(b) For a trip-level report, before crossing the VMS Demarcation Line.

If you are in a sector, contact your sector manager for assistance. Any vessel may contact: NMFS Sustainable Fisheries Division (978-281-9315), NMFS VMS Team (978-281-9213 or nmfs.ole.ne@noaa.gov), or see 50 CFR Part 648 for specific reporting requirements.

1. Operator's 8-digit Permit Number:

2. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)

Note: You are not required to enter a 'zero' in those species fields below in which no fish were kept.

3. Date fish caught:

Month ▾ / Day ▾ / Year ▾

4. Report (lbs)
Kept
by Stat Area:

Cod

Yellowtail

Pollock

White hake

Winter
flounder

Witch flounder

Haddock

Redfish

Plaice

Halibut

Non-
Groundfish

5. If you declared a trip exemption or option in your Trip Start Hail that allows the use of smaller mesh and you intend to use smaller mesh immediately after sending this report, select this box: ☐

Multispecies Trip START Hail:

The trip start hail is required by NMFS only if a sector vessel intends to fish on a NMFS exemption or option approved for your sector.

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 3. Select 'yes' if you will be taking a NMFS observer or at-sea monitor onboard this trip.

Steps 4 & 5. Select all appropriate exemptions and/or provisions to be fished under this trip.

Steps 6 & 7. Enter the name of the city (characters A-Z only) and select the state (from the drop-down menu) where the catch will be landed.

Step 8. Select the month, day, year, hour and minute of your estimated return to port.

Step 9. See the 'Note' to determine if you must enter the estimated offload date/time. If so, select the month, day, year, hour and minute of your estimated offload.

Step 10. Optional field. NMFS may provide

Multispecies Trip Start Hail

Submit this report before you leave port on your groundfish trip as required by (a) or (b) below:

(a) When fishing under a NMFS-authorized sector exemption and/or option, or

(b) When required by your Sector Ops Plan.

1. Operator's 8-digit Permit Number:

2. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)

3. Observer or ASM On-Board (Y/N)? Yes ☐ No ☐

4. Sector exemption(s)/option(s) to be fished under this trip:
(Note: Check Select only those that apply)

a. Redfish Exemption ☐

b. SNE Small Mesh Exemption ☐

c. Extra-Large Mesh Gillnet in SNE and/or IGB Option ☐

d. Other Exemption/Option(s)(when directed by NMFS)

(1) Exemption/Option 1 ☐

(2) Exemption/Option 2 ☐

5. Sector Ops Plan Provisions to be fished under this trip:
(Note: Select only those that apply)

a. Inshore Gulf of Maine ☐

b. Other Provisions (when directed by NMFS):

(1) Provision 1 ☐

(2) Provision 2 ☐

6. Landing Port City:

7. Landing State:

8. Estimated Arrival:

9. Estimated Offload:
(Note: Provide only for trips <6 hrs or if fishing within 6 hrs of offload port)

10. Comments:

Multispecies Trip END Hail:

The trip end hail is required on all groundfish trips by sector and common pool vessels.

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Steps 3 & 4. Enter the name of the city (characters A-Z only) and select the state (from the drop-down menu) where the catch will be landed.

Step 5. Enter the dealer or offload location (up to 25 alphanumeric characters).

Steps 6 & 7. Select the month, day, year, hour and minute of your estimated return to port and offload.

Steps 8 & 9. Complete only if you will offload at another port.

Steps 10 & 11. Enter the total amount of groundfish kept and non-groundfish kept in pounds.

Step 12. Optional field. NMFS may provide instructions for use from time-to-time.

Multispecies Trip End Hail

Submit this report from sea for your groundfish trip at least 6 hours before landing and prior to crossing the VMS demarcation line. If your fishing ends less than 6 hours before arrival, send your report immediately after the last tow or hauling of gear.

1. Operator's 8-digit Permit Number:

2. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)

3. Landing Port City:

4. Landing State:

5. Dealer/Offload location:

6. Estimated Arrival:

 / / :

7. Estimated Offload:

 / / :

8. Second Offload Port City:

9. Second Offload State:

10. Total Groundfish Kept:

 (lbs)

11. Total non-Groundfish Kept:

 (lbs)

12. Comments:

Select 'Forms NE', then 'Monkfish' to bring up this screen. There is one Monkfish form: Monkfish Trip Limit Overage DAS Adjustment.

The screenshot shows a web interface with a top navigation bar containing 'Monkfish Adj' and 'Back' buttons. Below this is a grey header box with the text: 'Welcome to SkyMate', 'National Marine Fisheries Service', 'Vessel Monitoring System (VMS) Forms', 'Monkfish Plan Forms', and 'Monkfish Adj: Monkfish Trip Limit Overage DAS Adjustment'.

Monkfish Trip Limit Overage Days at Sea Adjustment:

The form is titled 'Monkfish Trip Limit Overage DAS Adjustment'. It contains the following text: 'Submit this report from sea for your Monkfish Day-at-Sea (DAS) trip and before crossing the VMS demarcation line on the return to port, as required by (a) and (b) below:'. Below this are two sub-points: (a) 'When your Monkfish daily trip limit is exceeded by no more than one DAS trip limit, and' and (b) 'You are requesting that your Monkfish DAS allocation be charged to account for the extra one-day trip limit.' A note follows: 'Note: Your vessel's Monkfish DAS charge will be increased up to the next 24 hour period plus one minute.' The form then has three numbered sections: 1. 'Operator's 8-digit Permit Number:' with a text input field; 2. 'Vessel Trip Report (VTR) Serial Number: (Reported to dealer)' with a text input field; and 3. 'Estimated Arrival:' with three dropdown menus for 'Month', 'Day', and 'Year'.

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 3. Select the month, day and year of your estimated return to port.

Select 'Forms NE', then 'Scallop' to bring up this screen:

The screenshot shows a web interface with a top navigation bar containing 'Catch', 'PreLanding', and 'Back' buttons. Below this is a grey header box with the text: 'Welcome to SkyMate', 'National Marine Fisheries Service', 'Vessel Monitoring System (VMS) Forms', 'Scallop Plan Forms', 'Catch: Scallop Daily Catch Report', and 'PreLanding: Scallop Pre-Landing Notification'.

There are two (2) Scallop forms: Scallop Daily Catch Report and Scallop Pre-Landing Notification.

Scallop Daily Catch Report:

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 3. Select the month, day and year of the reported catch.

Step 4. Enter only scallop meats kept in pounds (up to 6 digits).

Step 5. Enter 'ALL Other Fish Kept' (excluding scallops) in pounds (up to 6 digits).

Scallop Pre-Landing Notification.

Step 1. Enter your 8-digit operator permit number.

Step 2. Select 'yes' only if you need to make a correction to a report that you had previously sent, and also select the month, day and year of that report. Otherwise, select 'no' and leave the prior report date field blank.

Step 3. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 4. Select 'Yes' if you intend to land any scallops, and then complete steps 5-10. Otherwise, select 'No', and then send the form.

Step 5. Select 'yes' or 'no' to indicate whether any scallops to be landed were harvested from the Northern Gulf of Maine Management Area.

Step 6. If only landing meats, enter the estimated weight in that field only. If only landing bushels in-shell, enter the estimated number of bushels in that field only. If landing both meats and bushels, enter the estimated weight and bushel count in each field.

Step 7. Enter 'All Other Fish Kept' (excluding scallops). Enter up to 6 digits.

Step 8. Select the month, day, year, hour and minute of your estimated return to port.

Scallop Daily Catch Report

Submit this daily report for your scallop trip by 9 AM the following day, unless you are on a single-day trip and sending a pre-landing notification.

1. Operator's 8-digit Permit Number:	
2. Vessel Trip Report (VTR) Serial Number: (Reported to dealer)	
3. Date fish caught:	Month ▾ / Day ▾ / Year ▾
4. Scallop Meats Kept (lbs)	
5. All Other Fish Kept (lbs): (Note: Excluding Scallop)	

Scallop Pre-landing Notification

Submit this report from sea at least 6 hours before arrival (or immediately after fishing ends if less than 6 hours before arrival) when:

(a) On all declared limited access and LAGC scallop trips;

(b) A vessel with an LAGC IFQ or NGOM scallop permit is retaining scallops while not on a declared scallop trip; or

(c) Declaring out of the limited access scallop day-at-sea fishery to transit to a port south of 39° N with scallops onboard (send this report immediately once shoreward of the VMS Demarcation Line at or south of 39° N).

1. Operator's 8-digit Permit Number:	
2. Correction of a prior report (Y/N):	Yes ☐ No ☐
If yes, Date of prior report: Month ▾ / Day ▾ / Year ▾	
If yes, all information provided below, including blank fields, will replace data submitted in the prior report	
3. Vessel Trip Report (VTR) Serial Number: (Reported to dealer)	
4. Scallops Retained/Landed? (Y/N):	Yes ☐ No ☐
If NO, send form.	
If YES, complete remaining blocks then send form.	
5. Any scallops caught in Northern Gulf of Maine (NGOM) Area? (Y/N):	Yes ☐ No ☐
6. Scallops onboard: (Note: Only enter lbs and bushels if intending to land both)	
Meats (lbs):	
Bushels in-shell:	
7. All Other Fish Kept (lbs): (Note: Excluding Scallop)	
8. Estimated Arrival:	Month ▾ / Day ▾ / Year ▾ Hour ▾ : Min ▾
9. Landing Port City:	
10. Landing State:	State ▾

Steps 9 & 10. Enter the name of the city (characters A-Z only) and select the state where the catch will be landed.

Select 'Forms NE', then 'More' and then 'Herring' to bring up this screen. There are two (2) Herring forms: Herring Daily Catch Report and Herring Pre-Landing

Herring Daily Catch Report:

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 3. Select the month, day and year of the reported catch.

Step 4. You must fill in both 'kept' and 'discarded' for at least one of the areas. Enter up to 7 digits in each field, as appropriate.

Step 5. Answer this question only if an observer is onboard. Select 'yes' if you had a slippage event for this reported period and also select the reason. If you select 'Other', briefly provide the reason. Otherwise, select 'no' if no slippage event occurred.

Step 6. If you are using mid-water or bottom trawl gear then select 'yes'. Otherwise, select 'no' and then send the message.

Step 7. Only if you selected 'yes' to the previous question, enter the statistical area(s) and associated amount of total fish kept. Enter up to 7 digits.

Herring Daily Catch Report

Submit this daily report for your Herring trip by 9 AM of the following day.

1. Operator's 8-digit Permit Number:

2. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)

3. Date fish caught: Month Day Year

	AREA 1A	AREA 1B	AREA 2	AREA 3
Kept				
Discarded				

5. Did slippage occur with an observer onboard? (Y/N) Yes ☐ No ☐

If yes, select the reason:

☐ Safety

☐ Mechanical Failure

☐ Dogfish

☐ Other - Reason:

6. Are you fishing mid-water or bottom trawl gear? (Y/N) Yes ☐ No ☐

If yes, complete step 7; otherwise, send this report.

7. Total Fish Kept (including herring):

Statistical Area	Kept (lbs)

Herring Pre-Landing Notification:

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 3. Select the month, day, year, hour and minute of your estimated return to port.

Steps 4 & 5. Enter the name of the city (characters A-Z only) and select the state where the catch will be landed.

Herring Pre-landing Notification

Submit this report from sea for your Herring trip at least 6 hours before arrival.

Note: If fishing ends less than 6 hours before arrival, send the report as soon as the vessel stops fishing.

1. Operator's 8-digit Permit Number:

2. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)

3. Estimated Arrival: Month Day Year Hour Min

4. Landing Port City:

5. Landing State: State

Select 'Forms NE', then 'More' and then 'Mackerel' to bring up this screen. There are two (2) Mackerel forms: Mackerel and Squid Daily Catch, and Mackerel Pre-Landing Notification.

Mackerel and Squid Daily Catch Report:

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 3. Select the month, day and year of the reported catch.

Step 4. Enter the estimated weight of mackerel and/or squid kept for that day. You must complete at least one of the 3 fields.

Step 5. Enter the estimated weight of all product kept for that day.

Step 6. Answer this question only if an observer is onboard. Select 'yes' if you had a slippage event for this reported period and also select the reason. If you select 'Other', briefly provide the reason. Otherwise, select 'no' if no slippage event occurred.

Mackerel and Squid Daily Catch Report

Submit this daily report for your Mackerel or Squid trip by 9 AM of the following day.

1. Operator's 8-digit Permit Number:

2. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)

3. Date fish caught:

4. Species (lbs) Kept:

Mackerel	
Longfin Squid	
Illex Squid	

5. Total Fish Kept (lbs):
(all species including mackerel and squid)

6. Did slippage occur with an observer onboard? (Y/N) Yes ☐ No ☐

If yes, select the reason:

☐ Safety

☐ Mechanical Failure

☐ Dogfish

☐ Other - Reason:

Mackerel Pre-Landing Notification:

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 3. Select the month, day, year, hour and minute of your estimated return to port.

Steps 4 & 5. Enter the name of the city (characters A-Z only) and select the state where the catch will be landed.

Mackerel Pre-landing Notification

Submit this report from sea for your Mackerel trip at least 6 hours before arrival and only when the landing will exceed 20,000 lbs.

Note: If fishing ends less than 6 hours before arrival, send the report immediately upon leaving the fishing grounds.

1. Operator's 8-digit Permit Number:

2. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)

3. Estimated Arrival:

4. Landing Port City:

5. Landing State:

Select 'Forms NE', then 'More' and then 'RSA/EFP' to bring up this screen. There are two (2) RSA/EFP forms: RSA and EFP Trip Start Hail, and RSA and EFP Trip End Hail.

RSA and EFP Trip START Hail:

The specific reporting requirements will be stated in the NMFS permit that authorizes your compensation fishing or experimental fishing activity.

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter the 4 or 5-digit project code from your permit.

Step 3. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Step 4. Enter the 3-digit (IVR) port code where the catch will be landed.

Step 5. Select the state where the catch will be landed.

Step 6. Select the month, day, year, hour & minute of your estimated return to port.

Step 7. Optional field. NMFS may provide instructions for use from time-to-time.

RSA and EFP Trip Start Hail

Submit this report prior to leaving port for your Research Set-Aside (RSA) Compensation Fishing trip or Exempted Fishing Permit (EFP) trip:

1. Operator's 8-digit Permit Number:
2. RSA/EFP Project Code:
3. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)
4. Landing Port Code:
5. Landing State:
6. Estimated Arrival: / / :
7. Comments:

RSA and EFP Trip END Hail:

The specific reporting requirements will be stated in the NMFS permit that authorizes your compensation fishing or experimental fishing activity.

Step 1. Enter your 8-digit operator permit number.

Step 2. Enter the 4 or 5-digit project code from your permit.

Step 3. Enter your 7 or 8-digit VTR, or 14-digit e-VTR number.

Steps 4 & 5. Select the month, day, year, hour and minute of your estimated return to port and offload.

Step 6. Enter the 3-digit (IVR) port code where the catch will be landed.

Step 7. Select the state where the catch will be landed.

Step 8. Enter the 2-digit IVR species code. To the right of each code, enter the estimated weight of the species kept and discarded, and, if applicable, the associated herring area (1A, 1B, 2 or 3).

Step 9. Select 'yes' if you intend to land both your commercial and RSA allocation. Otherwise, select 'no' for RSA allocation only.

Step 10. Optional field. NMFS may provide instructions for use from time-to-time.

RSA and EFP Trip End Hail

Submit this report from sea for your Research Set-Aside (RSA) Compensation Fishing trip or Exempted Fishing Permit (EFP) trip at least 6 hours before arrival.

Note: If fishing ends less than 6 hours before arrival, send the report immediately upon leaving the fishing grounds.

1. Operator's 8-digit Permit Number:

2. RSA/EFP Project Code:

3. Vessel Trip Report (VTR) Serial Number:
(Reported to dealer)

4. Estimated Arrival:

Month Day Year Hour Min

5. Estimated Offload:

Month Day Year Hour Min

6. Landing Port Code:

7. Landing State:

State

8. RSA/EFP Product Kept/Discarded (lbs):

IVR Species Code	Kept	Discarded	Herring Area

9. Will you be landing both commercial and RSA allocation? (Y/N)

Yes ☐ No ☐

10. Comments:

ATTACHMENT 2

How to ‘Confirm the Use of a Previous VMS Code’

Note: The information provided in this attachment is also available on the VMS web page.

Under U.S. Fisheries Law, vessel owner/operators are required to declare their activity for every trip prior to leaving port. In response to a New England Fishery Management Council request to ease the financial strain, time and technical burdens associated with declaring an activity through the VMS unit on each trip, NMFS has developed an alternative declaration method through the IVR system.

Who can use this method?

Vessel owner/operators who intend to fish a trip under the same VMS activity code that was last sent from the vessel's VMS unit and received by NMFS, have the option of notifying NMFS that they are confirming their previous VMS declaration by calling the IVR system.

Have the following information ready before calling:

- Your vessel's 6-digit federal permit number
- Your IVR PIN (same as your Fish On-Line PIN)(available from the GARFO Analysis & Program Support Division at 1-888-487-9994)
- Your 8-digit operator permit number
- Your most recent VMS activity code (format xxx-xxx-xxxxxx)

Instructions:

- Call the IVR system at 1-888-284-4904.
- At ‘Main Menu’, press 1 to “Report the start or end of a trip, declare a block, or confirm the use of a previous VMS code.”
- At ‘Fishing Activity Reporting’, enter your vessel's 6-digit permit number and your IVR PIN.
- When prompted, record your name and operator permit number, then press the # key.
- When prompted, press 1 to confirm your name and operator number, or press 2 to re-record the information.
- When prompted, press 4 to “Confirm the use of a previous VMS code.”
- The IVR will respond with either:

(1) “Your most recent VMS activity code is ().” When prompted, press 1 to confirm the use of this code. The system will then provide you with a confirmation number which you should record and keep with you on your trip. However, if this is not the code you will use, when prompted, hang up and declare your trip through your VMS unit; or

(2) “Your most recent VMS activity code cannot be confirmed.” When prompted, hang up and declare your trip through your VMS unit.

ATTACHMENT 2 (Cont'd)

How to 'Confirm the Use of a Previous VMS Code'

IMPORTANT INFORMATION

- All other VMS reporting requirements for your trip still apply.
- This alternative method of declaring a trip prior to leaving port is not to be used in lieu of an inoperative VMS unit. Your VMS unit must be fully functional.
- The IVR back-up message line should not be used if you are unable to use the main IVR system.
- The code reported to you by the IVR system is the most recent code sent from your vessel's VMS unit and received by NMFS. Therefore, your most recent code sent may be from your last trip or when in port after your last trip.
- If the IVR system is unable to confirm your VMS activity code, it is likely for one of the following reasons:
 - (1) No code for your vessel could be retrieved;
 - (2) Your last code was the power down code (PWD-PWD-XXXXXX);
 - (3) Your last code was a Southeast Region code (for dual-reporting vessels); or
 - (4) Your last code was a code that could only be declared when inside the NE Fishery.
- You will still receive an automated trip start and trip end message from NMFS through your VMS unit. Your trip will be recorded in NMFS' monitoring system with the code that you confirmed through the IVR system.

ATTACHMENT 3



Groundfish VMS Catch Reporting Requirements

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