

SPC / FFA REGIONAL HANDLINE LOGSHEET INSTRUCTIONS

(NEW: **Nautical time** is the vessel's time related to its longitude position. Nautical time zones change with every 15 ° of longitude).

Block One: Vessel Identification and Trip Information

Country of Registration and **Registration Number in Country of Registration**: Print the name of the country in which the vessel is registered (e.g. "Japan") and the registration number issued by the country in which the vessel is registered (e.g. "ME1-808").

FFA Vessel Register Number: Print the number issued by the Forum Fisheries Agency for inclusion of the vessel on the FFA Regional Register (e.g. "12345"). **Unique Vessel Identifier**: Print the vessel's UVI number.

Fishing Permit or Licence Number(s): If the vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip. If the vessel fished under a multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty. If the vessel is registered in the coastal state, then print the fishing licence number issued by the coastal state.

Name of Agent in Port of Unloading: Print the name of the agency or agencies which represented the vessel in the port or ports in which the vessel unloaded the catch recorded on the logsheet. In case of transshipment at sea, print the name of the carrier and destination of the unloaded catch.

Year and **Trip Number This year**: Print the year in which the vessel departed from port at the start of the trip and the number of trips the vessel has taken this year (including this trip). The start of a trip is defined to occur when a vessel leaves port to transit to a fishing area or to transit to another port to complete unloading. The end of a trip is defined to occur when a vessel enters port to unload part or all of the catch.

Place of Unloading: Specify the name of the port where the catch was unloaded, or the GPS position where unloading occurs at sea.

Date and Time of Departure and Date and Time of Unloading (Arrival): Specify the start date and time when the catch was unloaded in port, or the date and time of transshipment if unloading occurs at sea. Use the vessel's nautical time and this format (YYYY-MM-DD: hh:mm)

Range in Length of Handline(s) (metres): Print the range in the lengths (metres) of the handlines used during this trip.

Primary Target species: Print the primary target species for this trip.

Block Two: Catches

Complete at least one line of Block Two for each fishing period undertaken during the trip. If no fishing was undertaken during the day, then provide the Month, Day, Activity Code, and the vessel's position at nautical noon-time. If necessary, use more than one line to record the catch of other species.

Month and **Day**: The day should correspond to the day on which the crew started fishing; record the day number and not the day of the week.

Activity Code: Use either Activity Code 1 ('Fishing in the vicinity of an Anchored FAD'), Activity Code 2 ('Fishing - Trolling') or Activity Code 3 ('Fishing, but not on Anchored FAD or Trolling') in Block Two for days when the handline gear is placed in the water. If fishing is not conducted in the vicinity of an anchored FAD or trolling, please describe the fishing association (e.g. "fishing on a sea mount"). Use Activity Code 4 ('A day at sea but not fished and not in transit, please specify') if the vessel was at sea, but the handline gear was not placed in the water that day and the vessel was not in transit, please describe the activity on the form. Use Activity Code 5 ('Transit') if no fishing was undertaken and the vessel spent most of the day in transit. Use Activity Code 6 ('In port - please specify port name and activity') if no fishing was undertaken and the vessel spent most of the day in port. If no code exists, please describe the activity on the form.

Start of Set or Nautical Noon Time Position: If fishing was undertaken, print the position at the start of fishing. If no set was made during the day print the vessel's position when the vessel's nautical time is at noon or mid-day. The position should be recorded to the nearest thousandth of a minute of latitude and longitude (e.g. "08-22.062 N" and "165-45.143 E").

Start and End Fishing Times: Print the vessel's nautical time when the crew started placing the handline gear in the water and when the crew finished fishing.

Number of Hooks: Print the total number of hooks that were used. This corresponds to the number of lines fishing if single-hook lines are used.

Bigeye, **Yellowfin** and **Skipjack**: Print number of fish caught and retained under NO RET. Print the total amount of the whole weights for albacore, and the gilled-and-gutted weights for bigeye and yellowfin, of all fish that were caught and retained, in kilograms, under KG RET. Print number of fish that were discarded or released under NO DISC.

Shark: Print the number of fish caught and retained, excluding fish from which only the fins were retained and not the body, under NO RET. Print the number of fish discarded or released/ struck off (live or dead) including fish from which only the fins were retained and not the body, under NO DISC.

Striped Marlin, **Blue Marlin**, **Black Marlin**, and **Swordfish**: Print number of fish caught and retained under NO RET. Print total amount of the processed weights of all fish that were caught and retained, in kilograms, under KG RET.

Other Species: Print the full name of the species under NAME. Print the number of fish caught and retained under NO RET. Print the total amount of the processed weights of all fish that were caught and retained, in kilograms, under KG RET. When more than one 'other' species occurs in a set, use subsequent lines on the logsheet.