

NAME OF VESSEL		FISHING PERMIT OR LICENCE NUMBER(S)		NUMBER OF CREW	YEAR	TRIP No. THIS YEAR
NAME OF FISHING COMPANY		FFA VESSEL REGISTER NUMBER	NAME OF AGENT IN PORT OF UNLOADING		PORT OF DEPARTURE	DATE AND TIME OF DEPARTURE
COUNTRY OF REGISTRATION		UNIQUE VESSEL IDENTIFIER (UVI)	<ul style="list-style-type: none"> • ALL DATES AND TIMES MUST BE IN NAUTICAL TIME • ALL WEIGHTS MUST BE KILOGRAMS • START A NEW LOGSHEET AFTER FULL OR PARTIAL UNLOADING 		PLACE OF UNLOADING	DATE AND TIME OF ARRIVAL IN PORT
REGISTRATION NUMBER IN COUNTRY OF REGISTRATION		INTERNATIONAL RADIO CALLSIGN				

MONTH	DAY	ACTIVITY CODE	BAIT ONBOARD Y/N	START OF SET OR NAUTICAL NOON TIME POSITION				RETAINED CATCH					DISCARDS					
				LATITUDE		N S	LONGITUDE		E W	SKIPJACK WEIGHT	YELLOWFIN WEIGHT	BIGEYE WEIGHT	OTHER SPECIES		TUNA SPECIES		OTHER SPECIES	
				DDMM.MMM			DDDMM.MMM						NAME	WEIGHT	NAME	NUMBER	NAME	NUMBER

ACTIVITY CODES 1 A DAY FISHING OR SEARCHNG 2 NO FISHING - COLLECTING BAIT 3 NO FISHING - TRANSIT 4 NO FISHING - BREAKDOWN 5 NO FISHING - BAD WEATHER 6 IN PORT - PLEASE SPECIFY	PAGE TOTAL								
	TRIP TOTAL								
NAME OF CAPTAIN				SIGNATURE OF CAPTAIN				DATE	

SPC / FFA REGIONAL POLE-AND-LINE 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 Vessel 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.

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. Use the vessel's nautical time and this format (YYYY-MM-DD: hh:mm)

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

Number of Crew: Print the total number of officers and crew, excluding observers.

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.

Block Two: Catches and Discards

Complete at least one line of Block Two for each day at sea. If necessary, use more than one line to record the retained catch of other species and discards.

Month and Day: The day should correspond to the day on which the activity commenced; record the day number and not the day of the week.

Activity Code: Use Activity Code 1 ('A day fishing or searching') for days on which tuna were caught or the vessel searched for tuna. Use Activity Code 2 ('No fishing - collecting bait') for days on which no tuna were caught and the vessel collected bait. Use Activity Code 3 ('No fishing - transit') for days on which no tuna or bait were caught and the vessel spent most of the day in transit. Use Activity Code 4 ('No fishing - breakdown') for days on which no tuna or bait were caught and the vessel spent most of the day inactive due to a breakdown. Use Activity Code 5 ('No fishing - bad weather') for days on which no tuna or bait were caught and the vessel spent most of the day inactive due to a bad weather. Use Activity Code 6 ('In port - please specify') for days on which no tuna or bait were caught and the vessel spent most of the day in port. If no code exists, please describe the activity on the form.

Bait Onboard Y/N: Print 'Y' if, at any time during the day, sufficient bait was carried to chum a school of fish. Print 'N' if, during the whole day, insufficient bait was carried to chum a school of fish.

Start of Set or Nautical Noon Time Position: If fishing was undertaken, print the position at the start of fishing. If a set was made, print the position of the start of the set. If no sets were made during the day, print the vessel's position at nautical noon time. 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").

Retained Catch: Skipjack, Yellowfin, Bigeye, and Other Species: Print the amounts caught during the day (rounded to the nearest metric tonne). If a species other than skipjack, yellowfin or bigeye, was caught and not discarded, then print the full name of the species in the column under *Retained Catch, Other Species, Name* and print the amount caught (rounded to the nearest metric tonne) in the column under *Retained Catch, Other Species, Weight*. When more than one 'other' species occurs in a set, use additional lines on the logsheet. Do not record the amount of bait that was caught. If a species of special interest (such as a marine turtle, marine mammal or sea bird) is caught, then record the capture on a separate line.

Discards: If tuna or other species were discarded or released, then print the name of the species in the column under *Discards, Tuna Species, Name* and print the number of fish discarded in the column under *Discards, Tuna Species, Number*. If any other species was discarded or released, then print the name of the species in the column under *Discards, Other Species, Name* and print the number of fish discarded in the column under *Discards, Other Species, Number*. Do not record the amount of bait that was discarded.

Vessels Sighted: If other fishing vessels are sighted, write the name of the vessel, and other identifiers, such as the vessel type, on one line of the logsheet.