

Table of Contents

Part 1: Introduction	2
Part 2: Reporting Protocols – HOK1	3
Part 3: Reporting Protocols – ORH and OEO	4
Part 4: Reporting Protocols – SQU1T and SQU6T	5
Part 5: Incidental Capture Reporting Protocols – Trawlers >28 m	6

OPERATIONAL PROCEDURES REPORTING GUIDE

Part 1: Introduction

The following Operational Procedures (OPs) stipulate the requirements for catch reporting to Deepwater Group Ltd (DWG) as agreed by quota owners.

Purpose of these Procedures

These OPs have been established so that agreed reporting requirements are clearly communicated to, and understood by vessel captains, vessel managers and quota managers.

These OPs are laid out as follows:

- Part 1 - Overview
- Part 2 - Hoki
- Part 3 – Orange roughy and oreo
- Part 4 - Squid
- Part 5 – Generic reporting requirements

DWG Reporting Requirements

Fishery-specific catch reporting requirements:

- Sub-area catch reporting (ORH2A, ORH3B, OEO1).
- Catch reporting by separate species (OEO1, OEO3A).

Generic reporting requirements in regard to:

- Notification of entry to and exit from Hoki Management Areas (see Operational Procedures for the hoki fisheries).
- Trigger points – Refer to the Marine Mammals OP (MMOP) and Vessel Management Plan (VMP) for these trigger points in relation to marine mammal and seabird captures.

Note: That reporting frequencies are fisheries-specific and may vary by fishery.

Ministry Reporting Requirements

- You are obliged by law to report to the Ministry any captures of protected species on the prescribed Non-fish / Protected Species Catch Return.

Submission of Reports

All reports should be submitted to DWG via:

- Email – admin@deepwatergroup.org
- Fax – (03) 545 7021
- Post – Deepwater Group Ltd, P.O. Box 1460, Nelson

Queries

For clarification or for additional information on reporting protocols or management area issues please contact the following:

- *HOK, SQU, ORH & OEO – Richard Wells*
 - Email: richard@fishinfo.co.nz
 - Landline: (03) 545 7020
 - Cell: (021) 457 123 (anytime)
- *Marine Mammals & Seabirds – John Cleal (or Richard Wells, as above)*
 - Email: john.fvms@xtra.co.nz
 - Landline: (03) 545 7020
 - Cell: (021) 305 825 (anytime)

OPERATIONAL PROCEDURES REPORTING GUIDE

Part 2: Reporting Protocols – HOK1

The following outlines the reporting requirements for HOK1.

Hoki Management Area Reporting (non-hoki target in a Hoki Management Area)

No hoki target fishing is permitted within a Hoki Management Area (HMA) (refer to maps in Operational Procedures for Hoki Fisheries).

Any vessel operator intending to target species other than hoki with a trawler >28 m (LOA) within a HMA shall:

- Notify DWG of their intention to fish in a HMA
- Notify DWG on time and date of entry to and exit from the HMA
- Advise if a Ministry observer is on-board

Any vessel operator intending to target species other than hoki with a trawler >28 m (LOA) within a HMA and not carrying a Ministry observer shall:

- On direct request from DWG, provide copies of TCEPRs to DWG
-

OPERATIONAL PROCEDURES REPORTING GUIDE

Part 3: Reporting Protocols – ORH and OEO

The following outlines the reporting requirements for ORH and OEO.

ORH Catch Reporting by Sub-Area

Monthly reporting of catches from designated sub-areas for:

- ORH2A
 - North
 - South
- ORH3B
 - Northwest Chatham Rise
 - East & South Chatham Rise
 - Sub-Antarctic

Note: For boundaries of these FMA sub-areas, please refer to Figure 1, Operational Procedures for the Orange Roughy and Oreo Fisheries

OEO Catch Reporting by Species

Monthly reporting of catches by species of oreo from:

- OEO1 Southland sub-area
 - SSO and BOE/SOR
- OEO3A
 - SSO and BOE/SOR

Note: For boundaries of these FMA sub-areas, please refer to Figure 2, Operational Procedures for the Orange Roughy and Oreo Fisheries

Reporting Deadlines

Monthly reports are required by the 17th of the month following the date of landing.

OPERATIONAL PROCEDURES REPORTING GUIDE

Part 4: Reporting Protocols – SQU1T and SQU6T

The following outlines the reporting requirements for SQU1T and SQU6T.

Pre-Season Reporting SQU1T/SQU6T

The Vessel Management Plan (VMP) internal review form should be completed before 30 September each year.

The SLED check sheet is required from all vessels by 31 December (to be eligible for your tow discount).

*Note: All vessels are required to give a pre-sailing departure notice to the Ministry (FCC) **at least 72 hours before sailing to SQU 6T.***

In-Season Tow Reporting

All vessels should report in-season squid tows to the vessel's shore manager for forwarding to DWG:

- Twice a week (by 17:00 hours every Monday and Thursday).
- Daily, if required under the Ministry's Operational Plan.

What to do if trigger point reached?

When a trigger point is reached, as outlined in the Marine Mammal Operational Procedure (MMOP) and VMP, the Captain is required to report any breaches of trigger points within 24 hours to shore management. Shore management will then promptly contact DWG for advice and support.

OPERATIONAL PROCEDURES

REPORTING GUIDE

Part 5: Incidental Capture Reporting Protocols – Trawlers >28m

The following outlines the reporting requirements for incidental captures by trawlers over 28 metres.

VMP Trigger Points - Seabirds

As required by the seabird triggers in the VMP, all trawlers over 28 m (LOA) must:

- Report to DWG, when:
 - 3 or more large seabirds (e.g. albatrosses) are captured in a 24-hour period.
 - 5 or more small seabirds (e.g. petrels) are captured in a 24-hour period.
 - 10 or more seabirds are captured in a 7-day period.
- Return a VMP Review Form to DWG by 30 September each year.

MMOP Trigger Points – Marine Mammals

All trawlers over 28 m (LOA) must report to DWG:

- All sea lion captures:
 - Notification to DWG via shore manager
 - Completion of Sea Lion Capture Questionnaire
- Fur seal captures – if 2 or more in 24 hours; 5 or more in a 7-day period:
 - Notification to DWG via shore manager
- All dolphin captures:
 - Notification to DWG via shore manager

Mandatory Non-fish / Protected Species Catch Return

As required by Fisheries Regulations, all vessels are mandatorily required to complete and furnish to the Ministry a Non-fish / Protected Species Catch Return when any relevant species are captured.
