



Australian Government

Australian Fisheries Management Authority

# Commonwealth Pelagic Fisheries Catch Disposal Record

Commonwealth of Australia  
*Fisheries Management Act 1991*

**PT02B**

Boat Name:

Logbook No:

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Commonwealth Pelagic Fisheries Catch Disposal Record (PT02B)  
Fisheries Management Act 1991

**About this Catch Disposal Record**

- This PT02B Catch Disposal Record is designed to record verified information about fish catches
  - it does not replace the requirement to complete daily catch and effort fishing logbooks.
- Information supplied on this Catch Disposal Record will be used for fisheries management purposes. AFMA may release data on specific returns in connection with the investigation and prosecution of offences against the *Fisheries Management Act 1991* and associated legislation or under a court order.

**Who must complete this Catch Disposal Record**

- Parts A and B must be completed by the fishing concession holder (the holder), or an authorised agent, for any boat in respect of which a fishing concession has been issued which requires the completion of this Catch Disposal Record
  - an authorised agent is a person who has been nominated by the holder to complete logbook documents on behalf of the holder. The holder must complete and lodge with AFMA the appropriate nomination form. **Note:** all further references in this Catch Disposal Record to holder/s should be taken to also be a reference to an authorised agent.
- Part C must be completed by the Fish Receiver Permit holder (the fish receiver) immediately upon receipt of the fish and before the fish are placed with any other fish that are not part of the consignment.

If you have any queries about completing this Catch Disposal Record please contact AFMA Data Processing on (02) 6225 5555 or Freecall 1300 723 621.

**When must this Catch Disposal Record be completed?**

Except where the fish is received by an 'exempt fish receiver'<sup>1</sup>, the holder must accurately determine the weight of the fish and complete Parts A & B of the Catch Disposal Record for every fishing trip and for all species immediately after unloading and before the consignment to which the Catch Disposal Record refers is moved more than 50 metres from the point of unloading. Where the receiver of the catch is located within 50 metres of the point of unloading, the holder must complete Parts A & B before the fish are taken onto the fish receiver's premises.

- **Exempt fish receiver** - where the fish is being received by an 'exempt fish receiver':
  - this Catch Disposal Record book must accompany the consignment to the fish receiver's premises to be completed. Once the Catch Disposal Record is completed for the consignment, and taking into account the holder's obligations in regard to the lodgement of the Catch Disposal Record, the book must remain on board the boat or within a 50 metre radius of the boat
  - where fish are received by an 'exempt fish receiver', the receiver must accurately weigh the fish immediately on receipt at the premises and complete Part C of the Catch Disposal Record. Holders who have not already completed Part B must do so at the 'exempt fish receivers' immediately once the fish are weighed. Once the holder's obligations in regard to completion and lodgement of the Catch Disposal Record are completed, the book must be returned from the exempt fish receiver's premises to onboard the boat or a premises within a 50 metre radius of the boat.
- **Two or more receivers** - if a catch is split between two or more receivers, the holder must complete a separate Commonwealth Catch Disposal Record for the consignment of fish going to each receiver.
- **Completing transit forms** - where more than one vehicle is used to carry a consignment of fish from a vessel to a receiver, the holder must complete a transit form as detailed in the fishing concession nominated to the boat. A transit form must be carried by each vehicle and the last vehicle shall carry the Catch Disposal Record, except where the fish are being carried to an 'exempt fish receiver'.
- **Retaining the Catch Disposal Record** - where the fish are not being transported to an 'exempt fish receiver', the holder must retain this Catch Disposal Record at all times either on board the boat or within a 50 metre radius of the boat until the book is completed. Once completed the holder must keep this book for a minimum period of five years and make it available to AFMA on request.

**Where and how must the forms be submitted?**

**Note:** As each page of this Catch Disposal Record is numbered, any spoiled or incorrectly completed forms must be clearly marked 'cancelled' and returned to AFMA.

- **White copy** - unless directed to be lodged at a location specified by an authorised AFMA Officer (as defined in Section 4(1) of the *Fisheries Management Act 1991*), the holder must forward the white original copy to AFMA within 3 calendar days of the consignment being unloaded.
  - the authorised person completing the form must sign it to certify that all the details are correct on the date of unloading prior to dispatch of the consignment.
- **Green copy** - must remain in this book and be made available to authorised Officers upon request.
- **Blue and Yellow copies** - must accompany every consignment of fish in transit by a carrier boat and/or vehicle and lodged with first fish receiver
  - a consignment is defined as whole or part of the catch taken from a single unloading and sent to a single receiver
  - if more than one consignment of fish is sent from one unloading (ie to different receivers), a separate Catch Disposal Record must be completed for each consignment.

**FAILURE TO SUPPLY AN ACCURATE AND FULLY COMPLETED CATCH DISPOSAL RECORD FOR ALL FISH LANDED IS AN OFFENCE.**

<sup>1</sup>Note: an 'exempt fish receiver' is a fish receiver whose premises are located within 500 metres of the point at which the boat unloads and who has been granted an exemption by AFMA.

All other requirements of this Catch Disposal Record apply to exempt fish receivers.

## Instructions for Fishers

### Using this Catch Disposal Record book

- There are three parts to this Catch Disposal Record book - Parts A, B and C.
- The fishing concession holder (the holder) or their authorised agent must complete **all** sections of Parts A and B (the white copy of the form) at the end of **every** fishing trip.
- To complete these sections, place the writing template under the green page to prevent marking the next set of forms
  - make all entries in blue or black ball point pen only
  - no carbon paper is required when completing these forms.
- A new book will be issued to you just before you finish your current one - use all of the current book before using the new book. If you do not receive a new book you should contact AFMA Data Entry on (02) 6225 5555 (office) or 1300 723 621 (freecall).

**Note:** The holder must only dispose of their fish to the holder of a current AFMA Fish Receiver Permit. Before dispatching a consignment of fish to a receiver, the holder must complete a separate Catch Disposal Record page for **each** consignment of fish sent to a receiver.

### Completing this Catch Disposal Record book

#### Part A

- **Boat Name** - enter the name of the boat the fish were caught from.
- **Distinguishing Symbol** - enter the distinguishing symbol of the boat the fish were caught from.
- **Fishery** - circle which fishery you are operating in
- **Concession Holder's Name** - enter the name of the holder of the concession. (eg permit/SFR)
- **Method** - enter what method you are using to catch fish (eg longline).
- **Permit/SFR number** - enter the number of the fishing concession you are fishing on.
- **Duration of Trip** - enter the duration of the trip. For example, if a boat leaves to fish on 28 March 2007 and returns on 1 April 2007, fill this section in as 28/3/07 to 1/4/07.
- **Date/time of Unloading** - enter the date and time at which unloading commenced. (e.g fish unloaded direct to fish receiver or to carrier boat).
- **Port of Unloading** - enter the port of unloading (eg Port Lincoln, Eden, Mooloolaba).
- **Receiver Consignment Sent To** - enter the name of the fish receiver of this consignment here. A consignment is defined as the whole or part of the catch taken from a single unloading and sent to a single fish receiver.
- **Method used to determine accurate weight** - enter the method you used to determine the accurate weight (eg no. of bins, braille scales etc).
- **Total accurate weight of consignment** - enter the total accurate weight of the consignment.
- **Total number of bins/boxes consigned** - enter the number of bins/boxes used.
- **Whole/part of Catch** - circle 'W' for whole or 'P' for part to identify which part of the catch was consigned to the fish receiver
- **Transport** - if the fish are to be transported from the catch boat to a carrier boat, circle the Y box and record the carrier boat name and distinguishing symbol in the comments box.
- **Name of Transporter** - if the fish has been transported from the boat to the receiver, enter the name of the transporter.
- **Type of Vehicle** - if the fish has been transported from the boat to the receiver, enter the type of vehicle (eg Mazda truck).
- **Vehicle Reg. No.** - enter the registration number of the vehicle (trailer reg no. if transported in a trailer).
- **Number of vehicles used** - if more than one vehicle, circle the appropriate number. You must send a separate transit form with each load. The transit book you should use is specified on your fishing concession.
- **Date/time consignment left from point of unloading** - fish unload directly to transport vehicle
- **Daily catch and effort logbook page numbers** - enter your daily catch and effort logbook number and the page numbers relevant to the page(s) of the Catch Disposal Record. For example, if you are using daily catch and effort logbook number 1234 and pages 1,2 and 3 of the logbook relate to the catch that you are recording in your Catch Disposal Record then you must fill out the box with the details of the book and page numbers for the logbook.

#### Part B

- **Kilos of fish** - where the fish have not been processed in any way, enter the individual accurate weight of all the whole fish of **each individual species landed**. Where fish have been processed on board the boat, enter the weight received in kilograms of each individual species **after** processing. Where only part of the catch of a species has been processed on board the boat, a separate entry for the processed part of the species should be entered in the 'Other Species' box. You should identify individual species, eg bronze whaler must be identified as bronze whaler not whaler. **The accurate weight in kg for each individual species retained must be recorded.**
- **Form Code** - for each species caught, enter the form code specified on the Catch Disposal Record page.
- **Carcass No.** - enter an accurate count of carcass numbers for **ALL** fish (this includes all tuna, tuna-like, sharks and other).

#### Submitting copies of Catch Disposal Records:

- **White copy** - you must complete and forward this copy to AFMA, or lodge at a location specified by an authorised AFMA Officer (as defined in Section 4(1) of the *Fisheries Management Act 1991*), within 3 calendar days of the consignment being unloaded.
- **Green copy** - you must retain this copy in the book for your records. It must be available to AFMA Officers if requested.
- **Blue and yellow copies** - must accompany every consignment of fish in transit by a carrier boat and/or vehicle and lodged with the first fish receiver.



## Instructions for Fish Receivers

To receive fish from a person who is required to complete this Catch Disposal Record, you must be the holder of a current AFMA Fish Receiver Permit.

Where you have received fish from such a person, you should receive a blue and yellow copy of the Catch Disposal Record. These forms will contain information on the boat name, landing date and place of unloading.

You must also maintain records as detailed in your permit.

Immediately upon receipt of the fish, and before placing the fish with any other fish that are not part of the consignment, you must weigh the fish accurately and complete all sections of Part C of the Catch Disposal Record. You are legally required to provide this information for all species received.

### Completing Part C

You must provide details for each consignment of fish as follows:

- **Fish Receiver** – enter your name or, if applicable, the name of your company.
- **Fish Receiver Permit Number** – enter your Fish Receiver Permit number.
- **Address** – enter your address or, if applicable, the address of your company.
- **Consignment Received On** – enter date when the consignment was received.
- **Accurate Weight** – must be determined by accurate scales.
- **Kilos of Fish**
  - where the fish have not been processed in any way, enter the individual accurate weight of all the whole fish received of each individual species.
  - where fish have been processed on board the boat, enter the weight received in kilograms of each individual species after processing.
  - where one or more species are not listed, provide individual species catch details in the 'Other Species' box in Part C.
  - where only part of the catch of species has been processed on board the boat, a separate entry for the processed part of the species should be entered in the 'Other Species' box.
- **Form Code** – for each species received, enter the appropriate form code.  
Form codes are: GG = gilled and gutted, W = whole, G = gutted, HG = headed and gutted, F = Filleted  
**Shark Only** TR = trunked.  
**SBT Only** A = SBT GG so that the gill plates removed and tail is wholly removed or B = SBT GG so that the gill plates are not removed and the tail is not wholly removed.
- **Carcass Number** – enter the number of carcasses for **ALL** fish (this includes all tuna, tuna-like, sharks and other).
- **Individual Species** – must be identified individually eg Bronze Whaler, not "Whaler".
- **Time Estimate** – enter an estimate of the time taken to complete the Catch Disposal Record.
- **Certification** – complete and sign this part to certify accurate completion of the Catch Disposal Record.

### Lodging Catch Disposal Records

**Yellow copy** – you must retain the yellow copy of the Catch Disposal Record for your own records for a minimum period of five years.

**Blue copy** – you must return the completed blue copy of the Catch Disposal Record to AFMA within 3 calendar days of the date on which you receive the fish. Please send the form to:

Data Processing  
Australian Fisheries Management Authority  
Box 7051  
CANBERRA BC ACT 2610

### What penalties apply in relation to these Catch Disposal Records?

- The Courts can impose maximum penalties of:
  - \$27,500 upon conviction for the offence of not providing the required information, with a similar penalty for not forwarding returns within the required time
  - imprisonment for up to 12 months upon conviction for the offence of providing information in a record, report, return or other document that is at the time of providing the information known by the person completing the information to be false or misleading in material particular.

If you have any queries about completing this Catch Disposal Record please contact AFMA Data Processing on (02) 6225 5555 (office) or 1300 723 621 (freecall).





