



Australian Government

Australian Fisheries Management Authority

**Hand Collection
Daily Fishing Log
HC01**

and

**Hand Collection
Catch Disposal Record
HC02**

Vessel Name:

Logbook No:

PAGE PROTECTOR

HC02 Catch Disposal Records

There are multiple sections to this form - you must only complete sections A and B.

To complete Section A, place the page protector underneath the yellow copy.

To complete Section B, place the page protector underneath the green copy.

The green copy will remain in the book as your copy of the records sent to AFMA and the fish receiver.

Section C on the pink and yellow pages must not be marked and is to be completed by the authorised fish receiver.

Commonwealth Hand Collection Log – HC01

General Information and Instructions for Holders of Fishing Concessions

Purpose

This logbook is to be used when hand collecting in Commonwealth fisheries. It is designed to provide a continuous record of hand collection operations undertaken by Commonwealth fishing concession holders. Accurate data collected in this logbook is essential to provide information for research into and management of Australian fisheries.

Important Information and Instructions

Completing the logbook

- This logbook must be completed for every day that the fishing concession is in force, regardless of whether or not fishing takes place on that day (see the "How to Complete" section).
- All catch and effort details in the logbook must be recorded by location on a daily basis. All information must be recorded before the boat docks at the end of each trip.
- A new catch and effort column must be entered if a new fishing location is a significant distance (>1nm) from the previous location during the same day's fishing.
- No carbon paper is required when completing these forms. Please use a ballpoint pen and place the fold-out page protector under the appropriate page to prevent marking the next set of forms. Further details are provided on the fold-out page protector.

Location of the logbook and CDR

- This logbook must be kept on board the boat that is nominated in respect of the fishing concession and named on the front of the logbook during fishing operations.
- When unloading catch, this logbook and CDR must remain within a 50 metre radius of the boat.

Who should use this logbook and CDR?

- The holder of the fishing concession is responsible for ensuring that this logbook and CDR is completed and that it is certified as complete and correct. Alternatively, the holder can ensure these things are done on their behalf by a person authorised in writing to do so by the fishing concession holder in the approved form. Contact AFMA on phone 1300 723 621 for details of how to authorise another person to complete the logbook.

Where and how must the logbook and Catch Disposal Records be submitted?

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

- **White copy** – 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. **Holders should not delay lodging or forwarding forms because they are trying to obtain additional quota to cover fish already caught.**
 - the holder must return the Catch Disposal Record and daily catch and effort logbook sheet(s) to AFMA in the same envelope within 3 calendar days of the catch being unloaded.
- **Green copy** – must remain in this book and be made available to authorised Officers upon request.
- **Pink and Yellow copies** – the holder is responsible for ensuring that the pink and yellow copies accompany every consignment of fish in transit and are lodged with the 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 LOGBOOK AND CATCH DISPOSAL RECORD FOR ALL FISH LANDED IS AN OFFENCE.

Logbook and Catch Disposal Record pages being returned to AFMA must be sent to the following address:

Data Processing
Australian Fisheries Management Authority
BOX 7051
Canberra Business Centre ACT 2610.

Listed Marine and Threatened Species

Please circle YES or NO on your Hand Collection Daily Fishing Log to indicate if you (e.g. boat, gear and/or crew) came into contact with or caught a listed marine or threatened species. If you did have an interaction with a listed marine or threatened species you must complete the Listed Marine and Threatened Species Form at the back of this logbook and submit it with the relevant log page. This includes interactions with the vessel. All species of Syngnathid (pipefish, seahorses and sea dragons), turtles, sea snakes, kraits and crocodile, seals and sea lions, Cetaceans (dolphin, whale, porpoise and dugong) and all sea bird species are listed under the *Environment Protection and Biodiversity Conservation Act 1999*. For a more comprehensive and up to date list of Listed and Threatened species please use the Protected Matters Search Tool located on the Department of the Environment, Water, Heritage and the Arts (DEWHA) website at <http://www.environment.gov.au/erin/ert/epbc/index.html>.

Catch Disposal Records

Catch Disposal Record forms and instructions on how to complete them are provided at the back of this book.

Fishing concession holders must record all species retained in the Catch Disposal Record at the end of each trip.

Penalties

Concession holders and authorised persons completing this logbook on their behalf are advised that:

- (i) a failure by a concession holder to ensure the completion of the logbook in accordance with these instructions;
- (ii) the giving of false or misleading information in the logbook by the concession holder or an authorised person completing the logbook on their behalf; or
- (iii) the recording or communicating by the concession holder or anyone else of information in a logbook concerning the affairs of another person, or the giving by the concession holder or anyone else to another person of a part of a logbook in which information is recorded, (unless the recording, communicating or giving is done in accordance with the *Fisheries Management Act 1991*, or the *Fisheries Management Regulations 1992* or an order of court, tribunal or a person authorised to receive evidence) may constitute serious offences under Commonwealth laws.

Concession holders are also advised that failure to ensure the completion of the logbook in accordance with the instructions may lead to suspension or cancellation of their concession.

Help Available

Additional instructions as well as examples of completed logsheets and CDRs are available in this book. If you have any questions or problems, please contact AFMA on 1300 723 621.

How To Complete This Logbook

CATCH AND EFFORT LOG PAGE

You must complete catch and effort details for each location and for every day you collected.

Page Header

Enter the vessel name, distinguishing symbol and landing date (date you returned to port) here.

Non-Fishing Period

If you have not fished for an extended period, fill in the non-fishing dates in the appropriate section and specify the reason by ticking the relevant box. This will reduce the number of logsheets needed to account for every day your fishing concession is valid.

Fishing Details

Date

Record the date of collecting here.

Non-Fishing Code

If you do not fish on a particular day of your fishing trip, write a Non-Fishing Code for that date. If you fill in this box, do not complete any more of that column. The Non-Fishing Codes are the same as those used in the Non-Fishing Period above and are listed towards the top of the Daily Fishing Log sheet.

Location

Record the location at which you dived, as latitude and longitude in degrees and minutes. A separate column must be completed for **each location** and **EACH DAY** you fished. If diving is carried out at the same location on a different day, a new column must be completed. A new catch and effort column must be entered if a new fishing location is a significant distance (>1nm) from the previous location during the same day's fishing.

No of Tenders

Record the number of tenders in use.

Dive Method

Circle whether divers used SCUBA, Hookah or were free diving. If more than one method was used, please differentiate catch using separate columns.

No of Divers in Each Dive Method

Please record the number of divers using each dive method, collecting at this location, on this day.

Total Dive Hours

For each dive method, record the total combined number of dive hours spent at this location, on this day. Dive hours refers to bottom time.

Maximum Depth

Record, in metres, the maximum depth at which you were collecting.

Catch Details

The estimated whole wet weight in kilograms for all catch retained must be recorded on a location by location basis. The common names of species caught but not pre-listed should be recorded in the blank spaces provided.

An estimate of the whole wet weight of each species caught must be recorded in kilograms (kg).

The accurate number of each species caught must be recorded.

Catch Details (Continued)

Where processing of the catch has occurred prior to the fish being received by the authorised fish receiver, you must record the processed weight in kilos for each species and describe the nature of processing in the appropriate section on the same page. Where only part of the catch of a species has been processed, processed and unprocessed components should be listed separately. The space provided for "other species" may be used for this purpose. Processed species must have whole wet weight and processed weight recorded (as well as number of individuals), unprocessed species must have whole wet weight and number of individuals only recorded. **Processed and unprocessed components of a species catch should not be combined in the same row.**

Trip Duration

Please list the date of departure and the date of return to port, for example, if the boat departs on 1 April 2009 and returns on 8 April 2009, record 01/04/09 – 08/04/09.

Comments

This part of the logsheet has been included so that you can make comments to AFMA or record relevant information eg. weather details, gear malfunctions, tagged fish etc.

Signature Box

The Concession Holder or Authorised agent must sign and date each logsheet after it has been completed. His/her name must also be printed in the space provided.

Catch Disposal Records

Catch Disposal Records must be completed at the end of each trip. These forms are located at the back of this logbook.

Listed Marine and Threatened Species

Please circle YES or NO to indicate if you came into contact with or caught a listed marine or threatened species. If you did have an interaction with a listed marine or threatened species you must complete the Listed Marine and Threatened Species Form at the back of this logbook and submit it with the relevant log page. This includes interactions with the vessel, gear and/or crew.

All species of Syngnathid (pipefish, seahorses and sea dragons), turtles, sea snakes, kraits and crocodiles, seals and sea lions, Cetaceans (dolphin, whale, porpoise and dugong) and all sea bird species are listed under the *Environment Protection and Biodiversity Conservation Act 1999*. For a more comprehensive and up to date list of Listed and Threatened species please use the Protected Matters Search Tool located on the Department of the Environment, Water, Heritage and the Arts (DEWHA) website at <http://www.environment.gov.au/erin/ert/epbc/index.html>.

Hand Collection Daily Fishing Log – HC01

Place the page protector beneath the GREEN logbook copy

Log No: **001** Page No: **0017**

Boat Name: CATCHER	Dist. Symbol: 0123	Concession No.: 12345	Trip Duration: from 01/07/09 to 04/07/09
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Non-Fishing Period I did not work from 20/06/09 to 30/06/09	Non-Fishing Code (Tick appropriate box)	1. Bad Weather <input type="checkbox"/>	2. In Port <input type="checkbox"/>	3. Broken Down <input type="checkbox"/>
	4. Steaming <input type="checkbox"/>	10. Refit <input checked="" type="checkbox"/>	12. Other Fishery - please specify	

FISHING DETAILS				Date	02 / 07 / 09			Date	02 / 07 / 09			Date	03 / 07 / 09				
Non-Fishing Code (if applicable)																	
Target species				Tropical Rock Lobster			White Teatfish			Prickley Redfish							
Location	Latitude (ddmm)			2	2	1	5	2	2	1	5	2	2	1	5		
	Longitude (dddmm)			1	5	4	4	0	1	5	4	4	0	1	5	4	4
No. of Tenders				1			1			2							
Dive Method (Circle one and use one column per method)				Scuba	Hookah	Free		Scuba	Hookah	Free		Scuba	Hookah	Free			
No. of Divers in Each Dive Method				2			2										
Total Dive Hours for Each Dive Method				6			6										
Maximum Depth Fished				20 metres			22 metres			22 metres							
WHOLE UNPROCESSED CATCH				EST. WHOLE WET WEIGHT (KG)	PROCESSED WEIGHT (KG)	ACCURATE NO.	EST. WHOLE WET WEIGHT (KG)	PROCESSED WEIGHT (KG)	ACCURATE NO.	EST. WHOLE WET WEIGHT (KG)	PROCESSED WEIGHT (KG)	ACCURATE NO.					
Tropical Rock Lobster		TOB	47	21	11												
Trochus		TCH	10	—	70												
Black Teat Fish		CUB	10	7.5	9												
Sand Fish		CUS															
White Teat Fish		CUW				40	30	17	12	8.4	11						
Surf Red Fish		CUR															
Prickly Red Fish		CUP															
Blackfish Sea Cucumber		CUK															
Elephant Trunk Fish		CUE															
Lolly Fish		CUL															
Green Fish		CUG															
Other Species (please list)																	
PINK FISH							10	4	30								
SNAKE FISH										7	3	18					

Did you have an interaction with a Listed Marine or Threatened species? (Circle) **Yes** No
 Details of all Listed Marine and Threatened species interactions must be recorded on the Listed Marine and Threatened Species form – HC01 at the end of this logbook.

Where processing of catch has occurred, please indicate nature of processing. (e.g. gutted and blanched, dried, etc.)
LOBSTER: Heads removed and tails frozen. All sea cucumber species: gutted, blanched and frozen.

Other Comments:
Lobsters berried up. Only males taken. Wind on 03/07/09 meant we had to stop fishing.

Concession Holder/Authorised Agent Signature & Date	<i>Pete Fisherman</i> 04/07/09
Concession Holder/Authorised Agent Printed Name	Peter Fisherman

Hand Collection Daily Fishing Log – HC01

Place the page protector beneath the GREEN logbook copy

Log No:	Page No:
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Boat Name:	Dist. Symbol:	Concession No.:	Trip Duration: from / / to / /
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Non-Fishing Period I did not work from ____/____/____ to ____/____/____	Non-Fishing Code (Tick appropriate box)		
	1. Bad Weather <input type="checkbox"/>	2. In Port <input type="checkbox"/>	3. Broken Down <input type="checkbox"/>
	4. Steaming <input type="checkbox"/>	10. Refit <input type="checkbox"/>	12. Other Fishery - please specify _____

FISHING DETAILS			Date	/	/	Date	/	/	Date	/	/
Non-Fishing Code (if applicable)											
Target species											
Location	Latitude (ddmm)										
	Longitude (dddmm)										
No. of Tenders											
Dive Method (Circle one and use one column per method)			Scuba	Hookah	Free	Scuba	Hookah	Free	Scuba	Hookah	Free
No. of Divers in Each Dive Method											
Total Dive Hours for Each Dive Method											
Maximum Depth Fished			metres			metres			metres		
WHOLE UNPROCESSED CATCH			EST. WHOLE WET WEIGHT (KG)	PROCESSED WEIGHT (KG)	ACCURATE NO.	EST. WHOLE WET WEIGHT (KG)	PROCESSED WEIGHT (KG)	ACCURATE NO.	EST. WHOLE WET WEIGHT (KG)	PROCESSED WEIGHT (KG)	ACCURATE NO.
Tropical Rock Lobster	TOB										
Trochus	TCH										
Black Teat Fish	CUB										
Sand Fish	CUS										
White Teat Fish	CUW										
Surf Red Fish	CUR										
Prickly Red Fish	CUP										
Blackfish Sea Cucumber	CUK										
Elephant Trunk Fish	CUE										
Lolly Fish	CUL										
Green Fish	CUG										
Other Species (please list)											

Did you have an interaction with a Listed Marine or Threatened species? (Circle) Yes No
 Details of all Listed Marine and Threatened species interactions must be recorded on the Listed Marine and Threatened Species form – HC01 at the end of this logbook.

Where processing of catch has occurred, please indicate nature of processing. (e.g. gutted and blanched, dried, etc.)

Other Comments:

Concession Holder/Authorised Agent Signature & Date	/ /
Concession Holder/Authorised Agent Printed Name	

How To Complete Hand Collection Catch Disposal Records

GENERAL INFORMATION

Commonwealth Catch Disposal Record

About this Catch Disposal Record

- This Commonwealth Catch Disposal Record is designed to record verified information about fish catches
 - it does not replace the requirement to complete daily catch and effort 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 representative, for any boat in respect of which a fishing concession has been issued which requires the completion of this Catch Disposal Record
 - an authorised representative 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 representative.
- 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 Quota Management on 1300 723 621.

When must this Catch Disposal Record be completed?

Except where the fish is received by an 'exempt fish receiver'¹, 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 holders 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 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** – 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. **Holders should not delay lodging or forwarding forms because they are trying to obtain additional quota to cover fish already caught.**
 - the holder must return the Catch Disposal Record and daily catch and effort logbook sheet(s) to AFMA in the same envelope within 3 calendar days of the catch being unloaded.
- **Green copy** – must remain in this book and be made available to authorised Officers upon request.
- **Pink and Yellow copies** – the holder is responsible for ensuring that the pink and yellow copies accompany every consignment of fish in transit and are lodged with the 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.

¹ 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.

How To Complete Hand Collection Catch Disposal Record

INSTRUCTIONS FOR FISHERS

Instructions for Fishers

Using this Catch Disposal Record book

- There are three parts to this Catch Disposal Record book - Sections A, B and C.
- The fishing concession holder (the holder) must complete **all** sections of Sections 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 yellow 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 1300 723 621.

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

Section 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.
- **Concession number** – enter the number of the fishing concession you are fishing on. This is the number of your Statutory Fishing Right, Fishing Permit or Foreign Fishing Licence.
- **Port of Unloading** – enter the port of unloading (eg Port Lincoln, Eden, Hobart, Lakes Entrance).
- **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.
- **Total number of boxes/bins consigned** – enter the number of boxes or bins consigned to the receiver.
- **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
- **Name of Transporter** – if the fish has been transported from the boat to the receiver, enter the name of the transporter.
- **Vehicle Reg. No.** – enter the registration number of the vehicle (trailer reg no. if transported in a trailer).
- **Date/time consignment left from point of unloading** – enter the date and time the consignment left from the point of unloading.

- **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.

Section B

- **Species**– some species likely to be caught have been pre-printed; where one or more species is not pre-printed on the page, individual species names and catch details should be entered in the relevant 'Other Species' boxes.
- **Whole Wet Weight** - 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.
- **Processed Weight** – where the fish have been processed prior to unloading, record the processed weight in kilograms of all the fish received of each individual species.

Where only part of the catch of a species is processed, record the processed and unprocessed components of the catch separately using additional rows in the "Other Species" section. Do not record processed and Unprocessed forms in the same row.

- **Accurate Numbers** – record the number of individuals of each species in addition to the Estimated Whole Wet Weight/ Processed Weight.
- **Other species** - where one or more species are not listed, provide individual species catch details in the rows provided for "Other Species".
- **Total** – write the total of all catch listed in the columns above (in kilograms and number of individuals).
- **Processing information** - where processing has occurred please indicate the nature of the processing (e.g. gutted and blanched, dried etc). Where different processing methods have been used, you must indicate which components of the recorded catch have been processed with each processing method.
- **Certification** – complete and sign this part to certify accurate completion of the Catch Disposal Record.

Submitting copies of Catch Disposal Records:

- **White copy** – you must complete and forward this copy to AFMA 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.
- **Pink and yellow copies** – you must send these copies with every consignment of fish in transit and lodge them with the fish receiver. Note that these copies are lightly glued together so that they will not become separated in transit.

How To Complete Hand Collection Catch Disposal Record

INSTRUCTIONS FOR FISH RECEIVERS

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 pink 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 Section C

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

- **Fish Receiver** – enter the name that the Fish Receiver Permit has been issued to, as it appears on this permit.
- **Fish Receiver Permit Number** – enter your Fish Receiver Permit number as it appears on your Fish Receivers Permit.
- **Receivers Address** – enter your address or, if applicable, the address of your company as it appears on your Fish Receivers Permit.
- **Consignment Received On** – enter date when the consignment was received
- **Verified Weight** - where the fish have not been processed in any way, enter the individual accurate weight of all the whole fish received for each individual species. **Note:** Accurate weight must be determined by accurate scales.
- **Verified Numbers** – record the accurate number of individuals of each species in addition to the Verified Weight. Individuals need not be whole, counts must include processed animals.
- **Processed/Unprocessed** - where fish have been processed prior to being received. indicate whether the Verified Weight is **Processed** (record P) or **Unprocessed** (record U).

Where a species is received in both processed and unprocessed forms, record the processed and unprocessed

components separately using additional rows in the “Other Species” section. Do not record processed and Unprocessed forms in the same row.

- **Other species** - where one or more species are not listed, provide individual species catch details in the rows provided for ‘Other Species’
- **Comments** – enter any comments you may have in relation to this consignment
- **Certification** – complete and sign this part to certify accurate completion of the Catch Disposal Record

Lodging Catch Disposal Records

Pink copy – you must return the completed pink 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

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

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 Quota Management on 1300 723 621.

Hand Collection Catch Disposal Record – HC02

SECTION A (Place the page protector beneath the YELLOW CDR copy)

Boat Name	CATCHER	Distinguishing Symbol	0123
Fishing Concession Number	12345		
Port of Unloading	CAIRNS	Duration of Trip	01/07/09 to 04/07/09
Log Book Number and Page Numbers that this catch relates to:	001 & 0017	to	001 & 0017
Whole/Part of Catch (circle)	WHOLE PART	Total number of Boxes/Bins consigned	3
Name of Transporter	Sam's Freight Pty Ltd	Date & Time of Departure of consignment from point of unloading:	8.10am 04/07/09
Vehicle Registration Number:	ABC 123		
Consignment Sent To:	JOE F. RECEIVER Pty Ltd		

SECTION B (Place the page protector beneath the GREEN CDR copy)

SPECIES	Whole Wet Weight (kg)	Processed Weight (kg)	Accurate Numbers
Tropical Rock Lobster TOB	—	21	11
Trochus TCH	—	7.5	9
Black Teat Fish CUB	10	—	70
Sand Fish CUS			
White Teat Fish CUW	—	38.4	28
Surf Red Fish CUR			
Prickly Red Fish CUP			
Blackfish Sea Cucumber CUK			
Elephant Trunk Fish CUE			
Lolly Fish CUL			
Green Fish CUG			
Other Species (please list)			
PINK FISH	—	4	30
SMAKE FISH	—	3	18
TOTAL	10	73.9	166

Where processing has occurred please indicate nature of processing (e.g. gutted and blanched, dried etc).	All lobsters frozen, tails only. All seacucumbers gutted, blanched and frozen
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Signature of Authorised Agent Completing Form	<i>Pete Fisherman</i>	<i>04/07/09</i>
Printed name of Authorised Agent Completing Form	Peter Fisherman	

White Copy: Must be sent to AFMA within 3 days of unloading.
Green Copy: Remains in Book.
Pink and Yellow Copies: to be sent to Authorised Fish Receiver with consignment.

Hand Collection Catch Disposal Record – HC02

SECTION A (Place the page protector beneath the YELLOW CDR copy)

Boat Name		Distinguishing Symbol	
Fishing Concession Number			
Port of Unloading		Duration of Trip	to
Log Book Number and Page Numbers that this catch relates to:		&	to &
Whole/Part of Catch (circle)	WHOLE PART	Total number of Boxes/Bins consigned	
Name of Transporter		Date & Time of Departure of consignment from point of unloading:	
Vehicle Registration Number:			
Consignment Sent To:			

SECTION B (Place the page protector beneath the GREEN CDR copy)

SPECIES		Whole Wet Weight (kg)	Processed Weight (kg)	Accurate Numbers
Tropical Rock Lobster	TOB			
Trochus	TCH			
Black Teat Fish	CUB			
Sand Fish	CUS			
White Teat Fish	CUW			
Surf Red Fish	CUR			
Prickly Red Fish	CUP			
Blackfish Sea Cucumber	CUK			
Elephant Trunk Fish	CUE			
Lolly Fish	CUL			
Green Fish	CUG			
Other Species (please list)				
TOTAL				

Where processing has occurred please indicate nature of processing (e.g. gutted and blanched, dried etc).	
Signature of Authorised Agent Completing Form	/ /
Printed name of Authorised Agent Completing Form	

White Copy: Must be sent to AFMA within 3 days of unloading.
Green Copy: Remains in Book.
Pink and Yellow Copies: to be sent to Authorised Fish Receiver with consignment.

Hand Collection Catch Disposal Record – HC02

SECTION A

Boat Name		Distinguishing Symbol	
Fishing Concession Number		Prior Mooring Number	
Port of Unloading		Duration of Trip	to
Log Book Number and Page Numbers that this catch relates to:		&	to &
Whole/Part of Catch (circle)	WHOLE PART	Total number of Boxes/Bins consigned	
Name of Transporter		Date & Time of Departure of consignment from point of unloading:	
Vehicle Registration Number:			
Consignment Sent To:			

SECTION C – Instructions on back of Yellow copy. Do not separate Pink and Yellow copies before completion.

SPECIES	Verified Weight (kg)	Verified Numbers	Processed (P)/ Unprocessed (U)
Tropical Rock Lobster TOB			
Trochus TCH			
Black Teat Fish CUB			
Sand Fish CUS			
White Teat Fish CUW			
Surf Red Fish CUR			
Prickly Red Fish CUP			
Blackfish Sea Cucumber CUK			
Elephant Trunk Fish CUE			
Lolly Fish CUL			
Green Fish CUG			
Other Species (please list)			

FISH RECEIVER SECTION

Fish Receiver
Fish Receiver Permit Number
Receivers Address
Consignment received on:
Comments:

I certify the information which I have provided on this page to be a complete and accurate record.

Signature of Authorised Agent Completing Form	/ /
Printed name of Authorised Agent Completing Form	

LISTED MARINE AND THREATENED SPECIES FORM – HC01

Please use one form per day

Boat Name	CATCHER
Distinguishing Symbol	0123

Date of Interaction	02/07/09	Log No.	011
Corresponding logsheet no.			0017
Observer on board (tick box)	Yes <input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Species Name (Please use one line for each individual)	Time at which Interaction occurred (24hr)	Latitude/Longitude of interaction		Band or Tag Number	Life Status (tick one box only)			
		dd mm	ddd mm		Alive	Dead	Injured	
White bellied storm petrel	06:45	2 2	1 5	1 5 4 4 0	XYZ 123	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
White bellied storm petrel	06:45	2 2	1 5	1 5 4 4 0	ABC 987	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments

Please describe the nature of the interaction for each individual listed above, and where applicable, how the animal was released. (eg. lowered by hand, lowered with a net into the water, cut out of a net, etc.)
Please also include any additional information where possible on the individuals. (eg. male/female, adult/juvenile, etc.)

Approximately 12 petrels approached the boat after anchoring. One bird entered the wheelhouse and was released unharmed. One bird flew into the wheelhouse window and was killed on impact.

I certify the information, which I have provided on this form to be a complete and accurate record.

Concession Holder/Authorised Person Signature and Date:	Pete Fisherman	02/07/09
Concession Holder/Authorised Person Printed Name:	Peter Fisherman	

WHITE Original: Must be sent to AFMA within 3 days of unloading GREEN Duplicate: Remains in book

LISTED MARINE AND THREATENED SPECIES FORM – HC01

Please use one form per day

Boat Name	CATCHER
Distinguishing Symbol	0123

Date of Interaction	03/07/09	Log No.	011
Corresponding logsheet no.			0017
Observer on board (tick box)	Yes <input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Species Name (Please use one line for each individual)	Time at which Interaction occurred (24hr)	Latitude/Longitude of interaction		Band or Tag Number	Life Status (tick one box only)		
		dd mm	ddd mm		Alive	Dead	Injured
Zebra seahorse	12:00	2 2	1 5	1 5 4 4 0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Zebra seahorse	12:00	2 2	1 5	1 5 4 4 0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Green turtle	16:30	2 2	1 5	1 5 2 4 2	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments

Please describe the nature of the interaction for each individual listed above, and where applicable, how the animal was released. (eg. lowered by hand, lowered with a net into the water, cut out of a net, etc.)
Please also include any additional information where possible on the individuals. (eg. male/female, adult/juvenile, etc.)

Two zebra seahorses were found attached to the hookah line when it was retrieved. The seahorses were released unharmed.
A green turtle was accidentally struck by the bow of boat while steaming home. The turtle did not appear to have connected with the propeller, and the relatively low speed of the boat did not appear to have caused significant injury. The turtle was seen swimming away after impact.

I certify the information, which I have provided on this form to be a complete and accurate record.

Concession Holder/Authorised Person Signature and Date:	Pete Fisherman	03/07/09
Concession Holder/Authorised Person Printed Name:	Peter Fisherman	

WHITE Original: Must be sent to AFMA within 3 days of unloading GREEN Duplicate: Remains in book

LISTED MARINE AND THREATENED SPECIES FORM – HC01

Please use one form per day

Boat Name
Distinguishing Symbol

Date of Interaction	/	/	Log No.
Corresponding logsheet no.			
Observer on board (tick box)	Yes	No	

Species Name (Please use one line for each individual)	Time at which Interaction occurred (24hr)	Latitude/Longitude of interaction		Band or Tag Number	Life Status (tick one box only)		
		dd mm	ddd mm		Alive	Dead	Injured
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments

Please describe the nature of the interaction for each individual listed above, and where applicable, how the animal was released. (eg. lowered by hand, lowered with a net into the water, cut out of a net, etc.)
Please also include any additional information where possible on the individuals. (eg. male/female, adult/juvenile, etc.)

I certify the information, which I have provided on this form to be a complete and accurate record.

Concession Holder/Authorised Person Signature and Date:		/	/
Concession Holder/Authorised Person Printed Name:			

WHITE Original: Must be sent to AFMA within 3 days of unloading GREEN Duplicate: Remains in book

LISTED MARINE AND THREATENED SPECIES FORM – HC01

Please use one form per day

Boat Name
Distinguishing Symbol

Date of Interaction	/	/	Log No.
Corresponding logsheet no.			
Observer on board (tick box)	Yes	No	

Species Name (Please use one line for each individual)	Time at which Interaction occurred (24hr)	Latitude/Longitude of interaction		Band or Tag Number	Life Status (tick one box only)		
		dd mm	ddd mm		Alive	Dead	Injured
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments

Please describe the nature of the interaction for each individual listed above, and where applicable, how the animal was released. (eg. lowered by hand, lowered with a net into the water, cut out of a net, etc.)
Please also include any additional information where possible on the individuals. (eg. male/female, adult/juvenile, etc.)

I certify the information, which I have provided on this form to be a complete and accurate record.

Concession Holder/Authorised Person Signature and Date:		/	/
Concession Holder/Authorised Person Printed Name:			

WHITE Original: Must be sent to AFMA within 3 days of unloading GREEN Duplicate: Remains in book