



**Australian Government**

**Australian Fisheries Management Authority**

## **Commonwealth Scallop/Squid Catch Disposal Record**

**Commonwealth of Australia**  
*Fisheries Management Act 1991*

### **SCQ02B**

**Boat Name:**

**Logbook No:**

July 2019

# ABOUT THIS CATCH DISPOSAL RECORD

This Catch Disposal Record is designed to record accurate information about catches from the Bass Strait Central Zone Scallop (BSS) Fishery and the Southern Squid Jig (SSJ) Fishery. To operate in a Commonwealth Fishery you must hold the relevant Fishing Concession.

- **it does not replace the requirement to complete daily catch and effort logbooks.**

Information displayed 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?

**Part 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.

If you have any queries about completing this Catch Disposal Record please contact AFMA Data & Licensing Section on 1300 723 621.

## When must this Catch Disposal Record be completed?

The holder must accurately weigh the fish and then complete Part A and B of the Catch Disposal Record for every fishing trip immediately after unloading and before the consignment to which the Catch Disposal Record refers is moved from within the immediate proximity of the boat.

**Retaining the Catch Disposal Record** – 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 with 3 calendar days of the consignment being unloaded together with relevant daily catch and effort logbook pages.

- 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.**

**Yellow copy** – must accompany the scallops to the buyer/'other' that is recorded on the Catch Disposal Record for this consignment.

**Green copy** – must remain in this book and be made available to authorised Officers upon request.

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

# SUBMITTING COPIES OF CATCH DISPOSAL RECORDS

**White copy** – you must complete and forward this copy to AFMA or 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 together with the relevant daily catch and effort logbook pages. Please send the original forms within 3 calendar days of unload to:

Data and Licensing Services  
Australian Fisheries Management Authority  
Box 7051  
Canberra BC ACT 2610

**Yellow copy** – you must accompany each consignment of catch to the buyer/other.

(Note: Other means anyone that is receiving the catch that is not a buyer).

**Green copy** – you must retain this copy in the book for your records. It must be available to AFMA Officers if requested.

**COMMONWEALTH SCALLOP/SQUID CATCH DISPOSAL RECORD – SCQ02B**

# INSTRUCTIONS FOR FISHERS

This CDR book has been developed to record catch information from operators in the Bass Strait Central Zone Scallop Fishery and the Southern Squid Jig Fishery.

## Using this Catch Disposal Record book

- If the total consignment is split between two or more buyers/other, the holder must complete a separate Catch Disposal Record for the consignment of catch given to each buyer/other.
- There are two parts to this Catch Disposal Record book – Parts A & B.
- The fishing concession holder (the holder) must complete all sections of Part 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 and Licensing Section on 1300 723 621.

## Completing this Catch Disposal Record book:

### Part A

- **Fishery** – circle which fishery you are operating in.
- **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 Holder's Name** – enter the name of the holder of the concessions that you are fishing on.
- **SFR number** – enter the number of the fishing concession you are fishing on.
- **Duration** – enter the duration of the trip. For example, if a boat leaves to fish on 28 March 2018 and returns on 1 April 2018, fill this section in as 28/3/18 to 1/4/18.
- **Date & time of unloading** – enter the date and time at which unloading commenced
- **Port of unloading** – enter the port of unloading
- **Name of Buyer/other** – record the name of the buyer/other of this consignment of catch.  
(Note: Other means anyone receiving catch that isn't a buyer).
- **Address of Buyer/other** – record the address of the buyer/other of this consignment of catch.
- **Contact of Buyer/other** – record either an email address or phone number of the buyer/other of this consignment of catch.
- **Date & time consignment left from unloading point** – enter the date and time the final part of the consignment left from the point of unloading.
- **Pages in daily catch and effort logbook** – 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 - Catch Details

**Scallops** – Fill out this table if fishing for scallops, enter the accurate weight of Scallops in kilograms for this unload. Fisher must accurately weigh and complete the Catch Disposal Record(s) for all Scallops immediately after unload and before the consignment to which the Catch Disposal Record refers is moved from within the immediate proximity of the boat.

**Squid** - Fill out this table if fishing for squid, enter the weight in kilograms of the component of the catch that is consigned next to the relevant **Form Code** (the form of the squid when landed). W = Whole squid (no processing undertaken), PT = Processed Tubes (tubes gutted and cleaned), UT = Unprocessed Tubes (only heads and tentacles removed), TH = Tentacles and Heads, WO = Wings Only.

**Comments** – enter any comments you may have in relation to this consignment

**Printed Name of Holder** – enter the name of the SFR holder or authorised agent.

**Signature and Date** – the form must be verified by the SFR holder or authorised agent, signed and dated.



# SCQ02B Catch Disposal Record

Book No.	Page No.
----------	----------

## Part A - Concession holder or authorised agent to complete

Boat Name  Distinguishing Symbol

Concession Holder's Name

Permit/SFR No.  Fishery (circle one)

Duration of Trip From  To  Date & time consignment left from unloading point

Date & time of unloading  Pages in daily catch and effort logbook Book No.  Page No.s From  To

Port of unloading

Name of buyer/other

Address of buyer

Contact details of buyer (either email or phone)

## Part B - Concession holder or authorised agent to complete Scallops

	Accurate Weight (kg)
Commercial Scallops	500
Doughboy Scallops	

### Instructions for Fishers

More detailed instructions are located in the front of this book.

### Recording daily catch and effort logbook book and page numbers:

Record the book and page numbers for this trip, eg if you completed pages 1, 2, and 3 of Logbook 1234, in the space above enter Book No. 1234, Page No's 1 to 3.

### Form Code - Squid

Details for squid must be written next to the relevant form code.

### Form Codes (Squid only)

- W - whole
- PT - processed tubes
- UT - unprocessed tubes
- TH - tentacles & heads
- WO - wings only

### Lodging forms:

After completing this form - send the white copy to AFMA within 3 calendar days of unloading  
 Yellow copy must accompany the fish to buyer/other.  
 Leave green copy in this book  
 Please send the relevant daily catch and effort logbook at the same time.

### Warning to Fishers

An infringement notice may be issued or other prosecution action taken if the concession holder or authorised agent fails to complete and lodge this form in accordance with the instructions.

## Squid

Form	Code	Accurate Weight (kg)
Arrow Squid	W	
Arrow Squid	PT	
Arrow Squid	UT	
Arrow Squid	TH	
Arrow Squid	WO	
Other species		
.....		

Comments:

I declare the information required in accordance with the instructions and that this information is a complete and accurate record.

Printed name of authorised agent completing form

Signature of authorised agent completing form

Date

# SCQ02B Catch Disposal Record

Book No.	Page No.
----------	----------

## Part A - Concession holder or authorised agent to complete

Boat Name  Distinguishing Symbol

Concession Holder's Name

Permit/SFR No.

**Fishery** (circle one)

Duration of Trip From  To  Date & time consignment left from unloading point

Date & time of unloading  Pages in daily catch and effort logbook Book No.  Page No.s From  To

Port of unloading

Name of buyer/other

Address of buyer

Contact details of buyer (either email or phone)

## Part B - Concession holder or authorised agent to complete Scallops

	Accurate Weight (kg)
Commercial Scallops	
Doughboy Scallops	

### Instructions for Fishers

More detailed instructions are located in the front of this book.

### Recording daily catch and effort logbook book and page numbers:

Record the book and page numbers for this trip, eg if you completed pages 1, 2, and 3 of Logbook 1234, in the space above enter Book No. 1234, Page No's 1 to 3.

### Form Code - Squid

Details for squid must be written next to the relevant form code.

### Form Codes (Squid only)

W – whole  
PT – processed tubes UT – unprocessed tubes TH – tentacles & heads WO – wings only

### Lodging forms:

After completing this form – send the white copy to AFMA within 3 calendar days of unloading  
Yellow copy must accompany the fish to buyer/other.  
Leave green copy in this book  
Please send the relevant daily catch and effort logbook at the same time.

### Warning to Fishers

An infringement notice may be issued or other prosecution action taken if the concession holder or authorised agent fails to complete and lodge this form in accordance with the instructions.

## Squid

Form	Code	Accurate Weight (kg)
Arrow Squid	W	
Arrow Squid	PT	
Arrow Squid	UT	
Arrow Squid	TH	
Arrow Squid	WO	
Other species .....		

Comments:

I declare the information required in accordance with the instructions and that this information is a complete and accurate record.

Printed name of authorised agent completing form

Signature of authorised agent completing form

Date

