Submit a Pre-Landing Nomination (Single Session) (Online)

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Conditions

The master of a West Coast Rock Lobster fishing boat must make a pre-landing nomination prior to entering an approved landing area or delivering rock lobsters to a carrier boat in Zone A.

Note: If a master elects to use Fish Eye to make nominations he must complete the full process of pre-fishing, pre-landing and post-landing on Fish Eye for a particular trip.

If the nomination process is commenced on CatchER you cannot switch to Fish Eye Online to complete the process for any one trip.

However, if the master commences the nomination process on Fish Eye and fails to receive a receipt number for any nomination then the master must make all nominations required for the trip using IVR and submit all records using the CDR and Holding Over book where appropriate.

Under the Management Plan, sessions must end before midnight on each day fished. When using Fish Eye Online and holding over rock lobster the holding over book will still need to be completed to record each session and holding over tags used.

Applies to

MFL Holder	No
MFL Online Operator	No
Master	Yes
Receiver	No
Receiver Online Operator	No

Requirements

A pre-fishing nomination has been completed and successfully submitted in Fish Eye Online.

Instructions

1. Open the Fish Eye website.

The **Log On** screen will display.

- 2. Complete the following fields:
- a) User ID
- b) Password
- c) Click the Log On button.

The initial pre-landing screen displays if you have previously submitted a pre-fishing nomination.



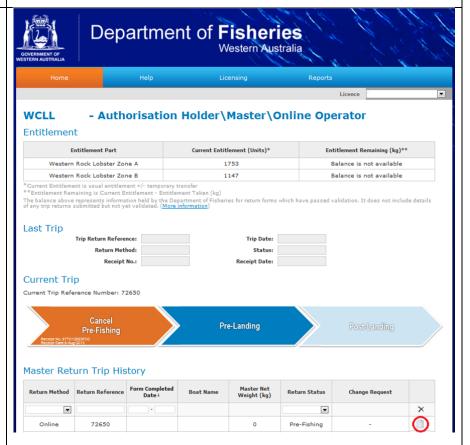
From this screen you can cancel the Pre-Fishing Nomination if you wish, as described in the Submit Pre-FishingNomination user quide.

You can view the Pre-Fishing nomination form by clicking on the icon (circled in red) for the relevant trip in the Master Return Trip Hisory

3. To continue with the Pre-Landing nomination click on the dark blue chevron titled **Pre-Landing** in the **Current Trip** section.

The Pre-Landing nomination form will display

NOTE: The names of the master and crew entered must match the details in the account activation email or the details recorded in Navigate (the Department's license database). If you are unsure of the correct details go to your local Department of Fisheries office and they will be able to supply you with a form containing the correct details. In some cases first and second names will be required to be entered into the First Name Field.



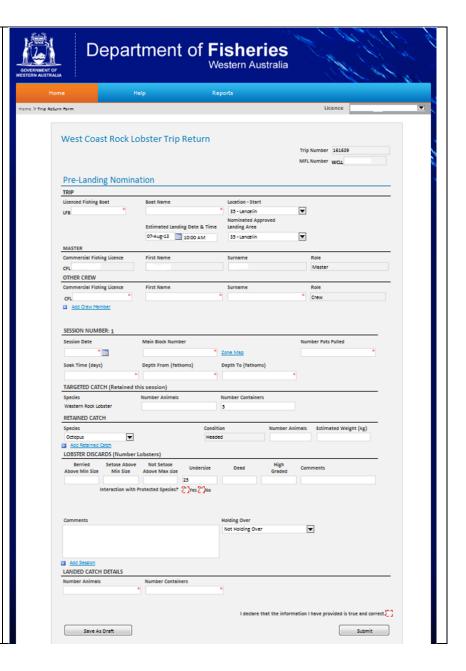
All of the fields containing a red asterisk * are compulsory fields and must be completed. The fields without a red asterisk are voluntary. You are asked to provide this information to aid in making the correct decisions for management of your fishery.

4. If you have more than one crew member click on Add Crew Member and enter the details requested.

A **session** is the time period from when you first move the fishing boat to commence pulling pots until:

- a) You make a pre-landing nomination; or
- b) Ceasing to pull pots where rock lobster will not be brought into an approved landing area on that day; or
- c) Midnight the same day; ord) The rock lobsters are placed in a
- designated holding area; or
 e) Rock lobster are delivered to a
- e) Rock lobster are delivered to a carrier boat where a pre-landing nomination has not been made.

A one day trip for B and C zone will normally consist of one session and a two day trip will consist of two sessions. For A zone each time you add lobsters to your DHA will be a session.

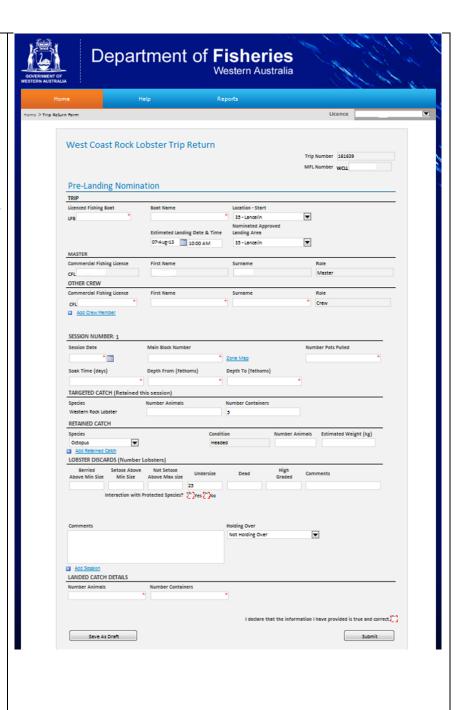


5. Complete the details in the **Session Number 1** section.

You can click on <u>Zone Map</u> which will open a map with block numbers in a new tab to assist you in choosing the block number.

In this form **Soak Time** does not refer to pre-season soaking but to the amount of timethe pots are in the water between pot pulls. If you are pulling pots every day the **Soak Time** is 1 day and a two day pull is a **Soak Time** of 2 days

- 6. In the TARGETED CATCH section enter the Number of Animals and Number of Containers.
- 7. **RETAINED CATCH** is for any bycatch retained. If you have more than one species of by-catch retained click on <u>Add Retained</u> <u>Catch</u> to add another row and enter the details.
- 8. The **LOBSTER DISCARDS** section is voluntary but provides valuable information to Research which aids management of the fishery. Please record a number in each category even if 0.
- 9. Interaction with Protected Species is compulsory. Click in the Yes or No checkbox. If you click on Yes additional fields will open up for you to provide further detail.
- 10. In the Landed Catch Details enter either the Number of Animals OR Number of Containers
- 11. When you have completed the form click in the **checkbox** to declare the information provided is true and correct then click the **Submit** button prior to entering an approved landing area or delivering the catch to a carrier boat in Zone A.



You will be taken to the Home screen with the Post-Landing chevron highlighted.

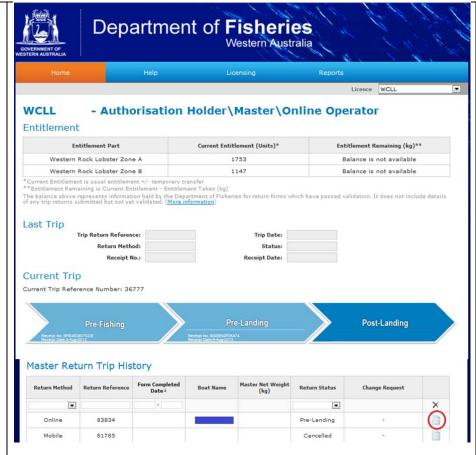
A **Receipt No.** is displayed in the Pre-Landing chevron in the **Current Trip** section

The Fish Eye system will generate an email containing the **Receipt No.** for the Pre-Landing nomination and you are required to retain this for a period of 5 years.

Note that in the **Master Return Trip History** there is an entry for the Pre-Landing nomination showing the **Return Status** as Pre-Landing. If you click on the Form icon (circled in red) you can view the Pre-Landing nomination form.

11. You can log out of the site if you wish and you will be brought back to this location when you log-in again to do the Post-Landing nomination.

Note that the Fish Eye system will automatically log off if there is no activity for 30 minutes. A message box with a count down timer will appear and you will have to click on OK to stop the log off countdown.



From: FishEye U. Notifications Sent: Friday, 2 August 2013 1:55 PM

To: William Fisher

Subject: Pre-Landing Confirmation

We have received your Pre-Landing Nomination with the following details:

MFL: 210001234

Return Reference: 152631

Receipt Number: FDF4677A47D2

Total Number of Containers: 5

Total Number of Lobsters: 0

To view this and all of your returns, please log into Fish Eye.

Fish Eye Helpline and Support

A dedicated Fish Eye and CatchER Helpline is in operation from 8.30am to 4.30pm, Monday to Friday. The Helpline will answer questions related to Fish Eye.

Email: Fisheye.Support@fish.wa.gov.au

Phone: 1300 550 763

Online Troubleshooting Guide for Fish Eye issues

An online troubleshooting guide is available on the Department of Fisheries website.

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