



Government of **Western Australia**
Department of **Fisheries**

CATCH MONITORING SYSTEM GUIDE FOR FISHERS & REGISTERED RECEIVERS

9 November 2010

Fish for the future

Department of Fisheries
3rd floor SGIO Atrium
168-170 St George's Terrace
PERTH WA 6000
Telephone: (08) 9482 7333
Facsimile: (08) 9482 7389
Website: www.fish.wa.gov.au
ABN: 55 689 794 771

Published by Department of Fisheries, Perth, Western Australia.
Fisheries Occasional Publication No. 84,
first edition, November 9, 2010.
ISSN: 1447-2058 ISBN: 978-1-921845-00-0

CONTENTS

1. THE CONTENTS OF THIS GUIDE	1
1.1. The Catch and Disposal Record Form	2
1.2. Crew List – Log Sheet	2
2. PRE FISHING REQUIREMENTS	2
2.1. CDR Part 1A – Pre Fishing Nomination (Call IVR Number)	2
3. POST FISHING REQUIREMENTS	3
3.1. Containers and Landing Tags	3
3.2. Landing and Weighing Catch	3
3.3. CDR Part 1B – Details of Fishing Trip	4
3.3.1. Zone	
3.3.2. Main Block Number	
3.3.3. Depth Range of Pots	
3.3.4. Total Number of Pots Pulled	
3.3.5. Pull Period in Days	
3.3.6. Crew Numbers on Board	
3.3.7. Protected Species Interactions	
3.3.8. Retained Species	
3.4. CDR Part 1C – Pre Landing Nomination (Call IVR Number)	6
3.4.1. Number of Containers	
3.4.2. Number of Lobsters	
3.4.3. Landing Area	
3.4.4. Pre Landing Confirmation Number	
3.5. CDR Part 1D – Post Landing Nomination (Declaration of Catch)	7
3.5.1. MFL Number	
3.5.2. CFL Number	
3.5.3. Master’s Full Name	
3.5.4. Consignment	
3.5.5. No. of Containers	
3.5.6. Gross Weight	
3.5.7. Net Weight	
3.5.8. Tag Numbers	
3.5.9. Time Weighed	
3.5.10. Date Weighed	
3.5.11. Personal Consumption	
3.5.12. If Yes, Full Name of Crew Member	
3.5.13. Residential Address Where Lobsters Will be Delivered	
3.5.14. All CDR Numbers Related to This Landing	
3.5.15. Receiver No.	
3.5.16. Receiver Name	
3.5.17. Post Landing Confirmation Number	

3.6. CDR Part 1E – Master’s Declaration	10
3.6.1. Boat LFB	
3.6.2. Boat Name	
3.6.3. Master’s Contact Phone Number	
3.6.4. Master’s Signature	
3.6.5. Date of Declaration	
3.7. Abrolhos Islands Area	11
4. REGISTERED RECEIVERS	11
4.1. CDR Part 2A - Consignment Details (Receiver)	12
4.1.1. Registered Receiver Number	
4.1.2. Registered Receiver Name	
4.1.3. Date and Time Consignment Received	
4.2. CDR Part 2B - Consignment Details (Transport)	13
4.2.1. Containers Secured and Tags Attached?	
4.2.2. Number of Containers	
4.2.3. Gross Consignment Weight	
4.2.4. Time and Date Weighed	
4.2.5. Person Receiving Consignment (full name)	
4.2.6. Date of Declaration	
4.2.7. Receipt Number Issued by the Receiver	
4.3. CDR Part 2C – Consignment Details (Registered Receiver’s Premises)	14
4.3.1. Containers Secured and Tags Attached?	
4.3.2. Number of Containers	
4.3.3. Gross Consignment Weight	
4.3.4. Time and Date Weighed	
4.3.5. Net Consignment Weight	
4.3.6. Time and Date Weighed	
4.3.7. Person Receiving this Consignment	
4.3.8. Date of Declaration	
4.3.9. Receipt Number Issued by the Receiver	
5. HOLDING OVER	15
5.1. Holding Over Book – Administrative Requirements	16
5.2. Holding Over on a Boat	16
5.3. Holding Over at the Abrolhos Islands	17
6. BREAKDOWN AGREEMENTS	17

1.1 The Catch and Disposal Record Form

Each CDR form is printed in triplicate, with the original copy being sent to the Department of Fisheries immediately upon completion, the second (yellow) copy remaining in the book and the third (green) copy travelling with the lobster to the Registered Receiver or a crew member's residence in the case of personal consumption. Please note that the CDR book does not require the use of carbon paper. Place the cardboard insert under the third (green) copy to prevent marking of the next set of forms. **All entries must be made in a black or blue ballpoint pen.**

Again, make sure that the cardboard insert is behind the green triplicate copy.

CDR forms must be used in numerical sequence.

All entries on the CDR form must be legible. Entries can be amended as long as they remain legible. If an entry is made that makes the form illegible, the word 'cancelled' should be written across the original copy of the CDR form and the white and green copies of the CDR form forwarded immediately to the Department along with the white copy of the replacement CDR form.

1.2 Crew List - Log Sheet

The Master of the authorised boat is required to maintain a record of the details of crew members on the form provided at the front of the CDR book. Ensure that the commencement and finishing dates are completed.

2. PRE FISHING REQUIREMENTS

The master of the authorised boat must not operate in the Fishery unless a CDR book and sufficient landing tags issued for that particular managed fishery licence are on board the boat. From March 2011, the master must also make a pre fishing nomination call to notify the Department of the intention to fish.

If the master of the authorised boat is storing rock lobster at sea overnight, or storing lobster in designated holding areas at the Abrolhos Islands, they will also need a Holding Book. Holding over tags will also be required for designated holding areas.

Please note that fishing is not permitted within mainland approved landing areas. It is proposed that fishing be permitted within approved landing areas within the Abrolhos Islands Area. Legislation regarding the Abrolhos Islands Area is still being discussed.

2.1 CDR Part 1A – Pre Fishing Nomination (Call IVR Number)

From March 2011 the master will be required to nominate prior to fishing using the IVR system and following the prompts. At the conclusion of the call nomination a confirmation number will be provided. This number must be written down in Part 1A of the CDR form. Once Part 1A is complete fishing can commence.

Fig. 2. A completed example of Part 1A of the CDR form. Please note that Part 1A will not be required to be completed until the IVR system becomes operational.

PART 1A PRE FISHING NOMINATION (CALL IVR NUMBER)	
Master to complete before moving the boat to commence fishing, after calling the IVR number.	
Pre Fishing Confirmation Number:	147952
Date of call	31/03/11

3. POST FISHING REQUIREMENTS

3.1 Containers and Landing Tags

Containers used in the Fishery must be capable of being sealed, secured and tagged using one to four landing tags that have been provided by the Department. Sealed and secured means that lobsters cannot be removed or added to a container without breaking or removing any of the landing tags or the container. The Master is responsible for ensuring that landing tags are not lost, stolen or used for any other purpose.

If a tag does break, you must immediately replace the tag on the container and retain the broken one. If possible, record the broken tag number/s in Part 1D after the record of landing tag numbers or on the back of the CDR form. The Department will monitor the incidence of tag breakages

It is preferable from an administrative tracking perspective to utilise landing tags in sequence in the batch you are provided, but it is not essential. However, each tag in a sheet of ten should be used in sequence.

Landing tags cannot be removed from a container other than inside the approved premises of a Registered Receiver, provided that Part 2 of the CDR form has been completed. If the Registered Receiver receives a consignment with a broken tag, the broken tag should be retained and provided to a Fisheries Officer. Record the broken tag number/s on either the front or back of the green copy (Part 2) of the CDR form. Where a consignment is received with no tags attached, contact the Department's Helpline on 1300 574 071 for information as to how to proceed.

3.2 Landing and Weighing Catch

The amount of lobster taken for the purpose of the catch limit is determined by the net weight of lobsters reported by the Master of the authorised boat. Where a higher weight is recorded at the Registered Receiver's premises or by a Fisheries and Marine Officer, the higher weight will be deducted from the catch allocation. Lobsters must be landed and weighed immediately upon entering a mainland approved landing area.

Lobsters can only be landed, unloaded or removed from an authorised boat in an approved landing area.

All lobsters on the authorised boat must be in sealed, secured and tagged containers before any lobsters are landed or unloaded from the boat. If the Master does not record the number of rock lobster on board the boat, all lobsters must be in sealed, secured and tagged containers prior to entering the approved landing area. The master of the authorised boat is responsible for weighing each consignment of rock lobster to provide accurate gross and net weights of the consignment. Weights must be recorded to one decimal point e.g. 10.6 kg.

The responsibilities of the Master include:

- ensure the scales used are accurate;
- accurately determine the weight of the containers used to store lobsters so that a net weight of lobster can be determined; and
- accurately record weight in Part 1D of the CDR form.

Landing or unloading lobsters contrary to the rules or not accurately weighing and recording weights in the CDR are major offences.

3.3 CDR Part 1B – Details of Fishing Trip

Prior to landing or unloading any rock lobster, the master of the boat must complete Part 1B of the CDR form. This section provides details that will assist the Department of Fisheries' Research Division monitor the Fishery and replaces the information contained in the previous monthly catch and effort return form. Note that this does not replace the voluntary research logbooks.

The monthly catch and effort return may be required if operating in other fisheries. Part 1B of the CDR form must be completed prior to unloading any rock lobsters from the authorised boat.

Where multiple consignments are being made, Part 1B only needs to be recorded for the first consignment.

3.3.1 Zone

The Zone is the zone in which fishing has occurred. For Zone A fishers, record Zone B for the period 15/11/2010 to 14/03/2011 and Zone A for the remainder of the season within the Abrolhos Islands area.

3.3.2 Main Block Number

At the front of the CDR book there are a number of maps that provide block numbers for the area that you are fishing. Note that these may have changed from those used in previous years. Record the correct block number adjacent to the area titled *Main block number*. Please record the block number in which most of the lobsters have been caught for that trip.

3.3.3 Depth Range of Pots

Record the minimum and maximum depth range in which fishing occurred. Please record the depth range in *fathoms*.

3.4 CDR Part 1C – Pre Landing Nomination (Call IVR Number)

Prior to entering an approved landing area adjacent to the mainland, put all rock lobster into sealed, secured and tagged containers or count the number of lobster on board the boat. These details must be recorded on the CDR form. From March 2011, these details will have to be provided to the Department using the IVR system. A *Pre landing confirmation number* will be provided and this must be recorded on the CDR form.

A list of approved landing areas is available from your local Department of Fisheries office or the Department's website www.fish.wa.gov.au.

Please note that no fishing is permitted inside approved landing areas. Legislation regarding the Abrolhos Islands Area is still being discussed.

For those fishers landing at Seabird, Ledge Point or Wedge Island, you must nominate the Registered Receiver that you are consigning your rock lobster to prior to removing any rock lobster from the boat. This must be recorded in Part 1D of the CDR form.

3.4.1 Number of Containers

Record either the number of containers of lobster on board the boat or record the number of lobsters on board. If the number of containers of lobster are recorded, count the number of containers of lobster on board the boat, seal, secure and tag each container with at least one and not more than four Department of Fisheries landing tags. Record the number of containers on the CDR form.

3.4.2 Number of Lobsters

If you choose to count the number of lobsters on board, record the number on the CDR form. There is no need to record the number of containers in this case. Regardless, all lobster must be in sealed and secured containers with at least one and not more than four Department of Fisheries tags attached before any lobsters are removed from the authorised boat.

3.4.3 Landing Area

Each approved landing area has been given a numbered code. The code relating to the landing area must be recorded on the CDR form.

3.4.4 Pre Landing Confirmation Number

From March 2011, a call must be made to the IVR number to provide information regarding the number of containers or lobster on board and the landing area you are going to use. At the conclusion of the call a pre landing confirmation number will be provided. This number must be recorded on the CDR form.

Fig. 4. An example of a completed Part 1C of the CDR form. Please note that the *Pre Landing Confirmation Number* will not be required until the IVR system becomes operational.

PART 1C PRE LANDING NOMINATION (CALL IVR NUMBER)			
Master must phone IVR and complete this section prior to entering a landing area			
Pre landing Confirmation No:	8645	Landing Area No:	18
Date:	15/11/10		
No of Containers (must be tagged & secured):	-	OR No of Lobsters on board:	257
All lobsters must be in tagged, secured containers before any lobsters are removed from the boat.			

3.5 CDR Part 1D – Post Landing Nomination (Declaration of Catch)

The post landing nomination area of the CDR form requires specific details regarding the licence being used and the weight of rock lobster being consigned. All of the details in Part 1D must be completed immediately upon weighing each consignment. A completed example of Part 1D of the CDR form can be found at the completion of this section.

For those fishers landing at Seabird, Ledge Point or Wedge Island, you must nominate the Registered Receiver that you are consigning your rock lobster to prior to removing any rock lobster from the boat.

CDR forms relating to consignments for personal consumption must be completed and weighed first.

Where a boat is in an anchorage and it is necessary to make multiple trips from the boat to land the entire consignment, the CDR forms must accompany the last trip. The rock lobster must be weighed once the entire consignment has been delivered to the weighing point.

3.5.1 MFL Number

Please record the West Coast Rock Lobster Managed Fishery Licence number under the authority of which you are operating.

3.5.2 CFL Number

Record the Master’s Commercial Fishing Licence Number.

3.5.3 Master’s Full Name

You are required to record the Master’s full name, including any middle names.

3.5.4 Consignment

Some fishers may consign lobster to multiple Registered Receivers or take some lobsters home for personal consumption. A separate CDR form must be completed for each consignment. You have to record the number of consignments/CDR forms that have been used for this trip e.g. where you are consigning to Registered Receiver X and Registered Receiver Y the first CDR for Registered Receiver X would be completed as 1 of 2 and the CDR for Registered Receiver Y would be 2 of 2. Where there is only one consignment record 1 of 1.

3.5.5 No. of Containers

Please record the total number of containers relating to this particular consignment.

3.5.6 Gross Weight

You must record the gross weight (the weight of the rock lobster and the containers). The weight must be recorded to the nearest decimal place e.g. 59.4 kg. Any rock lobster destined for personal consumption must be weighed first.

3.5.7 Net Weight

Record the weight of the rock lobster to one decimal place. The net weight is the weight of the rock lobster only, to the nearest decimal place. It is your responsibility to be able to determine the weight of your containers and deduct them from the gross weight of the consignment.

3.5.8 Tag Numbers

Record all landing tag numbers that have been used for the consignment. For consignments where more than one landing tag is being used, record the range of tag numbers used e.g. AA00001 to AA00010.

3.5.9 Time Weighed

Please record the time (in 24 hour format) that the rock lobster were weighed.

3.5.10 Date Weighed

Record the date that the rock lobster were weighed. This is required because the date may be different to the date on which you nominated to go fishing (once IVR is in place).

3.5.11 Personal Consumption

Please note that rock lobsters consigned for personal consumption must be weighed first, before any lobsters are consigned to a Registered Receiver. Circle either *Yes* or *No* depending on whether the consignment relates to lobster that are intended for personal consumption. Rock lobster for personal consumption require their own CDR form, separate from any rock lobster that may have been consigned to a Registered Receiver.

Remember, in addition to the requirements already outlined in this guide, if you are retaining rock lobster for personal consumption, you are restricted to a limit of six (6) lobster per person per day and a possession limit of 24 lobster eg. stored at home. You must also tail clip the rock lobster by removing at least half of the second and fourth tail fan of each lobster.

3.5.12 If Yes, Full Name of Crew Member

If rock lobster are being retained for personal consumption, record the full name of the person (must be a member of the crew) that is retaining the lobster. Remember that the full name includes any middle names.

3.5.13 Residential Address Where Lobsters Will be Delivered

If rock lobster are being taken for personal consumption, the residential (street) address that the lobster will be transported to needs to be recorded. **Do not** record a PO Box number or other postal address. The rock lobster must remain in the tagged and sealed container until they arrive at the residence. The triplicate (green) copy of the CDR form must be placed in a waterproof bag that is securely attached to the container of rock lobster. Once the consignment has arrived at the residence specified on the CDR form, the green triplicate copy of the CDR form must be forwarded to the Department (at the address shown on the form) within 24 hours.

3.5.14 All CDR Numbers Related to This Landing

Where there are multiple consignments, record the range of CDR numbers that relate to the rock lobster unloaded on that day. Remember that all rock lobster on the boat must be in sealed, secured and tagged containers before any lobster can be unloaded. Once all of the rock lobster are unloaded, no other lobster can be on board the boat.

3.5.15 Receiver No.

Each Registered Receiver has a unique number. Please enter the number of the Registered Receiver to whom the rock lobster are being consigned. In the case of personal consumption this box can be left blank.

All existing fish processor's licence holders that are authorised to process rock lobster are Registered Receivers. Anyone can apply to be a Registered Receiver through the Department's licensing section, however, a commercial fishing licence holder cannot be a Registered Receiver or act for or on behalf of a Registered Receiver.

3.5.16 Receiver Name

Please record the name of the Registered Receiver to whom the rock lobster are being consigned. For personal consumption, leave this box blank.

3.5.17 Post Landing Confirmation Number

Once operational, the IVR system will require details about the rock lobster that you have consigned. This must be done immediately after determining the weight of the rock lobster. Where rock lobster are being consigned to multiple Registered Receivers or are being retained for personal consumption, call the IVR line immediately after the weight of the final consignment has been determined. A *Post Landing Confirmation Number* will be given and this must be recorded in the space provided on each CDR form.

Rock lobsters consigned for personal consumption must be weighed first, before any lobsters are consigned to a Registered Receiver.

Fig. 5. An example of a completed Part 1D of the CDR form where all lobster were consigned. The *Post Landing Confirmation Number* will not be required until the IVR system becomes operational.

PART 1D POST LANDING NOMINATION (DECLARATION OF CATCH) CALL IVR NUMBER AFTER WEIGHING LAST CONSIGNMENT*				
The Master must complete this section, immediately upon weighing each consignment.				
MFL Number:	11279		Master's Full Name (Please Print):	John Adam Smith
Master's CFL Number:	873548			
Consignment	1	of	1	for this trip.
				Transporting own catch (circle one): <input checked="" type="radio"/> Yes <input type="radio"/> No
No of Containers	Gross Weight	Net Weight	Tag numbers for this consignment (e.g. from AA0001 to AA0010):	
6	148.7 kg	118.7 kg	FD52774 to FD52774	
Time weighed (24Hr):	12:42	Date weighed:	31/03/11	
All CDR Numbers related to this landing –		From: 000001 to 000001		
Personal Consumption (circle one):		Yes <input type="radio"/> No <input checked="" type="radio"/>		
If Yes, full name of crew member receiving lobsters (please print):		Receiver No: 554789		
		Receiver Name: Perth Lobster Company		
Residential address where lobsters will be delivered:		Upon weighing the last consignment of this landing, the Master must call the IVR number and obtain a Post Landing Confirmation number		
		*Post Landing Confirmation No: 86451		

3.6 CDR Part 1E – Master's Declaration

Part 1E of the CDR form provides details of the Master of the authorised boat. A completed example of Part 1E can be found at the conclusion of this section (Fig. 6).

3.6.1 Boat LFB

Please record the Licensed Fishing Boat number on the side of the authorised boat eg. F001.

3.6.2 Boat Name

Please record the name of the authorised boat used to take the rock lobster.

3.6.3 Master's Contact Phone Number

Record the contact phone number of the Master so that the Department will be able to make contact if necessary. A mobile phone number is preferable.

3.6.4 Master's Signature

The Master of the authorised boat must sign the CDR form here to declare that the information contained on the CDR form is true and correct. Note that you cannot use a stamp for your signature.

3.6.5 Date of Declaration

Please record the date on which you have signed the form.

Fig. 6. An example of a completed section of Part 1E of the CDR form

PART 1E MASTER'S DECLARATION			
I declare that the information I have given is true and correct.			
Boat LFB:	F999	Boat Name:	Wave Breaker
Master's signature:	J A Smith		Master's Contact Phone Number: 0402 856 541
			Date of Declaration: 31/03/11

The Master, on completion of Part 1 of the CDR form, must provide the green triplicate copy of the form to the Registered Receiver to whom the rock lobster are being consigned. Where the Master, or a person acting for or on behalf of the Master, is transporting rock lobster to a Registered Receiver's premises, or for the purposes of personal consumption, the Master must ensure that the green triplicate copy of the CDR form is placed into a waterproof bag and attached to one of the containers relating to that consignment.

For rock lobsters being retained for personal consumption, the green triplicate copy must accompany the lobsters to the residence to which they were consigned. Within 24 hours, the green triplicate copy must be forwarded to the Department at the address shown on the form. The Master must immediately forward the original white copy of the form to the Department at the address shown.

3.7 Abrolhos Islands Area

Rock lobsters can be transported from the Abrolhos Islands to a mainland Landing Area either by:

- consigning the lobsters on a licensed carrier boat; or
- transporting your own catch using the authorised boat.

When rock lobster from the Abrolhos Islands are consigned to a licensed carrier boat or landed by the authorised boat, all lobsters held must be consigned at once. No lobster can remain in your Designated Holding Area (DHA) or on board your boat.

If you cannot consign or land your rock lobsters before the weekend closure, you may retain the lobster either on your boat or in your DHA. If rock lobster are to be retained on board the authorised boat during a weekend closure, the boat must not be moved.

When consigning to a carrier boat, the rock lobster must be placed in sealed, secured and tagged containers and weighed either before delivery, or at the time of delivery, to the carrier boat. The CDR form must be completed for each consignment and the green triplicate copy provided to the master of the carrier boat.

Note that the legislation regarding the Abrolhos Islands Area is still under consideration and the rules may be subject to change.

4. REGISTERED RECEIVERS

All existing fish processor's licence holders authorised to process rock lobster will be deemed to be Registered Receivers. They will not be required to register.

To become a Registered Receiver a person needs to complete an application form that is available from the Department of Fisheries. The application will require proof of identity and business structure and the location of the premises where the rock lobster are to be received and weighed. A Registered Receiver's premises can not be a boat or vehicle. A

person who holds a commercial fishing licence will not be able to become a Registered Receiver nor receive rock lobster for or on behalf of a Registered Receiver.

Each Registered Receiver will be issued with a registration number and this number will need to be recorded on the CDR form by both the Master and the Registered Receiver.

Upon receiving rock lobster, Registered Receivers have a number of obligations that must be met to ensure the integrity of the catch monitoring system. The rock lobster must be accompanied by the green triplicate copy (Part 2) of the CDR form. The Registered Receiver must complete this form and forward it within 24 hours to the Department at the address shown on the form. The required processes are outlined below.

Note that a Registered Receiver must not receive any rock lobster unless the lobster are contained in a sealed, secured and tagged container. The rock lobster must also be accompanied by the green copy (Part 2) of the CDR form.

4.1 CDR Part 2A - Consignment Details (Receiver)

Immediately upon receiving any rock lobster, the Registered Receiver must ensure that Part 2A of the CDR form is completed. Registered Receivers must determine the gross weight of any consignment of rock lobsters immediately on taking possession of those lobsters. In addition, they must not open or remove any rock lobsters from any container until they are in the Registered Receiver’s premises and at least 10 minutes has elapsed since the gross weight was determined.

4.1.1 Registered Receiver Number

Registered Receivers are provided with a certificate identifying them as such. This document includes a Registered Receiver number. This number must be recorded here.

4.1.2 Registered Receiver Name

Please record the name of the Registered Receiver.

4.1.3 Date and Time Consignment Received

Record the date and time (in 24 hour time) that the consignment was received in the spaces provided on the CDR form.

Fig. 7. An example of a completed section of Part 2A of the CDR form.

Government of Western Australia
Department of Fisheries

WEST COAST ROCK LOBSTER FISHERY

000001

PART 2A CONSIGNMENT DETAILS (RECEIVER)			
Registered Receiver number:	9999	Registered Receiver name:	Perth Lobster Company
Date consignment received:	31/03/11	Time consignment received (24Hr):	15 : 18

PART 2B is to be completed by the Registered Receiver immediately upon receipt of a consignment for transport.

PART 2C is to be completed immediately upon receipt of the consignment at the Registered Receiver’s premises.

4.2 CDR Part 2B - Consignment Details (Transport)

Part 2B is only required to be completed if the consignment is going to be transported by the Registered Receiver to the Registered Receiver's premises. If the Master of the authorised boat is delivering the consignment directly to the Registered Receiver's premises, Part 2B does not have to be completed – move to Part 2C.

Part 2B of the CDR form does not need to be completed where a crew member, courier or licensed carrier boat is being used to transport the consignment on behalf of the Master. Where the Registered Receiver is employing a courier, or using another Registered Receiver to receive rock lobster on their behalf, then Part 2B must be completed.

4.2.1. Containers Secured and Tags Attached?

The Registered Receiver is not permitted to receive a consignment of rock lobster unless the consignment is stored in sealed, secured and tagged containers with the tags intact. Containers can be secured with at least one and not more than four Department of Fisheries landing tags.

4.2.2 Number of Containers

Please record the number of containers in the consignment.

4.2.3 Gross Consignment Weight

Record the gross weight (the weight of the rock lobster and the containers in which they are held). The weight must be recorded to the nearest decimal place e.g. 59.4 kg.

4.2.4 Time and Date Weighed

Record the date and time (24 hour) that the consignment was received in the spaces provided.

4.2.5 Person Receiving Consignment (full name)

The person receiving the consignment of rock lobster on behalf of the Registered Receiver (e.g. a truck driver) must record their full name, including any middle names, in the space provided.

4.2.6 Date of Declaration

Record the date.

4.2.7 Receipt Number Issued by the Receiver

This section refers to any receipt issued by the Registered Receiver to the Master for that consignment. Please record the receipt or delivery docket number that has been issued to the Master.

Fig. 8. A completed example of Part 2B of the CDR form. Note that this form only needs to be completed if the lobster are being received at a place other than the Registered Receiver's premises.

PART 2B is to be completed by the Registered Receiver immediately upon receipt of a consignment for transport.

PART 2C is to be completed immediately upon receipt of the consignment at the Registered Receiver's premises.

PART 2B CONSIGNMENT DETAILS (TRANSPORT)			
To be completed where the receiver is transporting lobster to the Registered Receiver's premises.			
Containers secured and tags affixed?	<input checked="" type="radio"/> Yes <input type="radio"/> No	No of Containers (must be tagged & secured):	6
Gross Consignment Weight:	148.7 kg	Time Weighed (24Hr):	15:19
		Date Weighed:	31/03/11
I declare that the information I have given in Part 2B of this Catch and Disposal Record is true and correct			
Person receiving this consignment on behalf of the receiver (print full name):	Patch Alfred HARDY		
Signature:	PA Hardy		
Date of Declaration:	31/03/11	Receipt Number issued by the receiver to the Master for this consignment:	121212

4.3 CDR Part 2C – Consignment Details (Registered Receiver's Premises)

Immediately upon receiving a consignment of rock lobster at the Registered Receiver's premises, Part 2C of the CDR form must be completed. If the Gross Weight and receipt number have already been recorded under Part 2B, they do not need to be recorded again in Part 2C. Rock lobster must be held for at least 10 minutes from the time at which the Gross Weight of the consignment was first determined. Where rock lobster have been received at another place and transported by the Registered Receiver to the receiver's premises and the time has exceeded 10 minutes, the lobster may be removed from their containers and the net weight determined.

4.3.1 Containers Secured and Tags Attached?

The Registered Receiver is not permitted to receive a consignment of rock lobster unless the consignment is stored in sealed, secured and that at least one and not more than four Department of Fisheries landing tags are attached and still intact.

Where a consignment of lobster is delivered by a licensed carrier boat or an agent of the Registered Receiver and the landing tags are broken, retain the broken tags and provide them to a Fisheries Officer. If possible record the tag numbers on the green copy of the CDR form. Where a container is received with no tags attached, contact the Department's Helpline on 1300 574 071 for information as to how to proceed.

4.3.2 Number of Containers

Please record the number of containers in the consignment.

4.3.3 Gross Consignment Weight

Record the gross weight (the weight of the lobster and the containers in which they are held). The weight must be recorded to the nearest decimal place e.g. 59.4 kg. Once the Gross Weight has been determined the containers of rock lobster must not be opened, or have any landing tags removed, for at least 10 minutes.

4.3.4 Time and Date Weighed

Record the date and time (24 hours) that the gross weight of the consignment was determined in the spaces provided.

4.3.5 Net Consignment Weight

Please record the weight of the rock lobster only and record the weight to the nearest decimal place.

4.3.6 Time and Date Weighed

Record the date and time (24 hours) that the net weight of the consignment was determined in the spaces provided.

4.3.7 Person Receiving this Consignment

The person that is receiving the consignment of rock lobster on behalf of the Registered Receiver must record their full name (including first and middle names).

4.3.8 Date of Declaration

Record the date.

4.3.9 Receipt Number Issued by the Receiver

Please record the receipt or delivery docket number that has been issued to the Master.

Fig. 9. A completed example of Part 2C of the CDR form. This part is filled out at the Registered Receiver's premises. In this case, the fisher consigned the lobster at the premises.

PART 2C CONSIGNMENT DETAILS (REGISTERED RECEIVER'S PREMISES)			
To be completed when the lobsters are received at the Registered Receiver's premises (regardless of who delivers the lobsters).			
Containers secured and tags affixed?	<input checked="" type="radio"/> Yes <input type="radio"/> No	No of Containers (must be tagged and secured):	6
Gross Consignment Weight:	148.7 kg	Time Weighed (24Hr):	15:19
		Date Weighed:	31/03/11
(Net weight to be determined at least 10 minutes after Gross weight. Containers must remain tagged and secured during this time.)			
Net Consignment Weight:	117.4 kg	Time Weighed (24Hr):	15:30
		Date Weighed:	31/03/11
I declare that the information I have given in Part 2C of this Catch and Disposal Record is true and correct			
Person receiving this consignment on behalf of the receiver (print full name):	Patch Alfred HARDY		
Signature:	PA Hardy		
Date of Declaration:	31/03/11	Receipt Number issued by the receiver to the Master for this consignment:	121212

5. HOLDING OVER

The Master of an authorised boat must ensure that no rock lobster are on board the boat unless the boat is:

- actively engaged in fishing for rock lobsters;
- in the process of landing rock lobsters; or
- hanging out overnight where the crew are onboard the boat and the holding over form has been completed.

Rock lobsters cannot be stored or held in the waters of the Fishery by any means other than in holding containers in an Abrolhos Islands Designated Holding Area (DHA). Holding crates are not permitted elsewhere in the Fishery.

Rock lobster **MUST NOT** be held on a boat in a mainland approved landing area as they are required to be landed immediately upon entering the landing area.

The Holding Over book is used to record details of any rock lobsters that are held either on board the authorised boat or at an Abrolhos DHA. There are two types of form enclosed in the holding over book. One deals with administrative requirements (MFL number, Master details, designated holding area location) and the other is the holding over form. The Holding Over book may only be used for the MFL to which it was issued.

5.1 Holding Over Book – Abrolhos Administrative Requirements

Prior to holding over any rock lobster in an Abrolhos Islands Designated Holding Area, the Master of the authorised boat must ensure that the administrative form is completed. This form requires details of the:

- managed fishery licence number;
- licensed fishing boat number;
- name of the boat;
- details of the Master of the authorised boat;
- location of the designated holding area at the Abrolhos Islands; and
- Master's declaration.

This form must be submitted to the Department of Fisheries at the address shown on the form prior to a DHA being used.

5.2 Holding Over on a Boat

Where the authorised boat will not be returning to an approved landing area or will be storing lobster on board the boat within an Abrolhos Islands landing area, a holding over form must be completed.

By 7.30pm the Master of the authorised boat must ensure that the following details are recorded on the holding over form:

- Name of the Master;
- The managed fishery licence number being fished;
- The licensed fishing boat number;
- Date and time;
- Where the lobster are being stored – on board;
- Location – block number
- Number of rock lobster added to holding;
- Number of dead rock lobster removed;
- Total number of rock lobster held;
- Total number of containers being used; and
- IVR confirmation number (once in place).

The Master must sign each entry that is made in the holding over book. A new entry is required at the conclusion of each day's fishing. When the rock lobster are landed, the original copy of the holding over form must be removed from the book and sent to the Department of Fisheries along with the CDR form/s that relate to the consignment/s of lobster. A new holding over form must be commenced the next time rock lobster are held overnight on board the boat.

All rock lobster recorded in the holding over book must be consigned at the one time. No rock lobster are permitted to remain on board the boat after lobster have been consigned.

5.3 Holding Over at the Abrolhos Islands

Where the authorised boat will be returning to an Abrolhos Islands landing area at the conclusion of fishing, rock lobster can be held in two ways. Either on board the authorised boat in accordance with the details outlined in 5.2, or in a DHA.

A DHA must first be nominated on the administration form. This form must be submitted to the Department prior to any rock lobster being added to the DHA. Similar to holding over on a boat, the holding over form must be completed before 7.30pm.

Where rock lobsters are added to a DHA multiple times during the day, a separate line of the holding over form must be completed for each occasion. However, there is only a requirement to contact the IVR line (once operational) at the conclusion of the day to provide details of the total number of lobsters being held. The IVR reference number should be recorded against the final entry on the holding over form for that day. The rock lobsters contained in a DHA, must be secured with Department of Fisheries holding over tags.

The following items must be completed on the holding over form when rock lobster are added to the DHA:

- Name of the Master;
- The managed fishery licence number being fished;
- The licensed fishing boat number;
- Date and time;
- Where the rock lobster are being stored – on board or blank for a DHA;
- Location – block number
- Number of rock lobster added to holding;
- Number of dead rock lobster removed;
- Total number of rock lobster held;
- Total number of containers being used; and
- IVR confirmation number at the end of the day (once in place); and
- The range of holding tags used to secure the DHA.

6. BREAKDOWN AGREEMENTS

The use of another boat in the case of breakdown can occur as per existing practice with some modifications to cater for the integrity of the catch monitoring system. Although you will still be able to nominate up to three boats to fish your MFL (for up to a ten day period), only one boat will be able to do so at any one time.

It will be necessary for a crew member of the disabled boat to accompany the crew of the replacement boat with the CDR and landing tags for the broken down boat. That crew member will need to be designated as the Master of the broken down boat, secure and tag

the containers of rock lobsters and complete the CDR form in relation to the lobster taken using the disabled boats pots.

Should a person other than the usual Master of the disabled boat go out on the replacement boat, contact the Helpline so that the Master can be changed.