SIMM User Guide

NOAA FISHERIES | Greater Atlantic Region

NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

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Introduction

There are several important data management tasks that sector managers perform:

- Download data from the National Marine Fisheries Service (NMFS) that are required in order for the sector manager to produce the sector report.
- Upload the sector report to NMFS.
- Participate in Annual Catch Entitlement (ACE) transfers and/or internal ACE conversions with other sector managers (if desired).

The *SIMM User Guide* documents the Sector Information Management Module (SIMM). SIMM is the software interface between the sector manager and NMFS that allows the sector manager to perform these data management tasks.

SIMM Functions

SIMM provides the following functions:

- Allows sector managers to download data sources from NMFS for use in the sector report. These data sources are listed in the section Appendix A: SIMM Download Files.
- Allows the sector manager to upload the sector report to NMFS. Upload formats are listed in the Addendum to the Sector Report Guide.
- Allows the sector manager to manage transfers of ACE in and out of the sector.
- Allows the sector manager to complete conversions of Eastern Georges Bank cod and haddock ACE to Western Georges Bank cod and haddock ACE.
- Aggregates and displays the following:
  - Sum of the sector participants' Potential Sector Contributions (PSCs). A PSC is the proportion of the total landings of a particular groundfish stock in live pounds landed by (associated with) an individual MRI.
  - Annual Catch Limit (ACL) for each stock for the current fishing year. The ACL is the limit of each groundfish stock that can be harvested by all vessels during each fishing year.
  - Annual Catch Entitlement (ACE). The ACE is the sum of the PSCs for one stock for a sector multiplied by the commercial groundfish fishery ACL for that year.
  - Missing VTRs.

NOTE: Some figures in this document display screens in which sensitive data have been blurred out. The blurred data are not necessary for the tutorial purposes of the image.

Data Confidentiality

SIMM data are available to the sector manager, and other individuals authorized by the sector, and to NMFS only.

Getting Help

You can obtain assistance by referring to the section Contact NMFS in this document.

System Settings

Sector managers should review the following system information in order to ensure that they can use SIMM properly.

Valid Browsers

The following browsers have been validated for use with SIMM:

- Mozilla® Firefox®
- Google® Chrome™
- Apple® Safari®

Use any of the browsers listed here. In order to ensure that SIMM renders its content properly, update your browser to the most current version when you are prompted to do so.

Supporting Software and Settings

Following is a list of supporting software and settings for the proper use of SIMM:

- Browser session cookies — Enabled

NOTE: Session cookies are not tracking cookies or persistent cookies. Session cookies are deleted from the component's server after your session ends, and information from session cookies is not collected or saved. For more information, see http://www.noaa.gov/privacy.html.

Accessing SIMM

Once NMFS has approved your sector for operations, you can access SIMM using a Chrome, Firefox, or Safari browser.

Type in the following URL in the browser dropdown box:

https://apps-garfo.fisheries.noaa.gov/fishtank/login/

The SIMM Home page opens, as in Figure 1.

Figure 1: SIMM Home Page
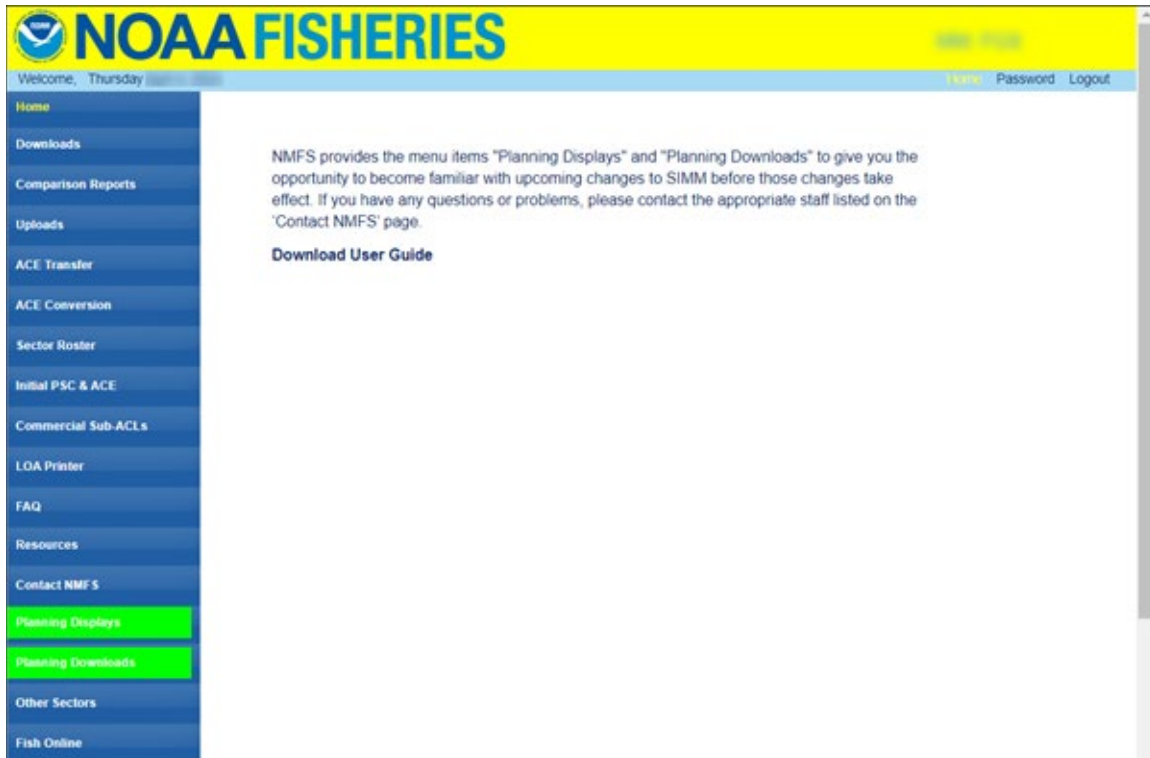
SIMM Banner Area

The SIMM banner contents at the top of the web page remain fixed. The functions in the banner area include:

- Home
- Password
- Logout

The left side of the SIMM banner displays the current date.

Home

When you click on the **Home** link, SIMM returns you from your current page to the Home page.

Password

When you click on the **Password** link, SIMM opens the Password Manager, which allows you to change your password or update your email address. To change your SIMM password:

1. Click Password on the Home page, as seen at the top right in Figure 1.

   SIMM displays the Change Password page, as seen in Figure 2.

Figure 2: Change Password or Email Action Box

Change your password

To ensure your security, your password must include each of the following types of characters:

- UPPERCASE LETTERS
- lowercase letters
- Numbers: 0123456789
- Special Characters:~!@#$%^&*()_-+={}[]\|:;<>,.?/

Your password must be between 8 and 12 characters long.
Type your current password

Type your new password

clear Show

Add or Update Your Email Address

If you provide your email address, you will be able to use it to reset your password, should you lose or forget it.

Update Email

2. Type the password you use now in the Type your current password text box, then

3. Type in the password you want to switch to in the Type your new password text box.

4. Follow the instructions on the screen for the characters you must use.

When you change your password, SIMM informs you if you were successful, or how to correct a mistake.

NOTE: To update your email address, supply the address and click the **Update Email** button. See the next section, Adding or Updating Your Email Address, for more information.

Adding or Updating Your Email Address

You provide your email address using the Change Password action box. This allows you to reset your password should you lose or forget it. To add or update your email address:

1. Click the Password link on the Home page, as seen at the top right in Figure 1 .

2. Look for Add or Update Your Email Address action box at the bottom of the page.

3. Do one of the following:

   a. If you are adding your email address, enter the address in the text box, and then click Update Email.

   b. If you are changing your email address, modify the address in the text box, and then click Update Email.

The change takes effect when you log in again.

Logout

When you have concluded your SIMM session, remember to click Logout in the banner at the top of the SIMM web page. You must log out using this function in order to ensure that the security of your operations is maintained.

Requesting an Access Change to the SIMM Account for Your Sector

Sector managers must communicate to NMFS who can have access to the sector's SIMM account. To add, remove, or edit a SIMM account user's information, notify through e-mail a SFD sector representative at GARFO of the desired change. See Table 1.

Table 1: Information to Provide When Requestiong a SIMM Access Change

Field	What to Provide
Action	SIMM access change you want to make (add, remove, or edit user)
Name	Full name of user
E-mail	E-mail address by which user can be most likely reached
Phone	Phone number by which user can be most likely reached
Address	Home address
Effective Date:	Date on which this change would take place

ADD USER

From: jane.smith@cape-ann-sector.com

To: fred.jones@noaa.gov

Subject: Request for SIMM Access Change for Cape Ann Sector

Dear Fred,

Please process this change request for SIMM access to the Cape Ann Sector account:

Action: ADD USER

Name: John Alan Doe

Email: john.doe@mail-server.com

Phone: 978-111-0000

Address: 1234 Argo Lane, Gloucester, MA 01930

Effective Date: August 1, 2024

Best regards,

Jane Smith

REMOVE USER

From: jane.smith@cape-ann-sector.com

To: fred.jones@noaa.gov

Subject: Request for SIMM Access Change for Cape Ann Sector

Dear Fred,

Please process this change request for SIMM access to the Cape Ann Sector account:

Action: REMOVE USER

Name: John Alan Doe

Email: john.doe@mail-server.com

Phone: 978-111-0000

Address: 1234 Argo Lane, Gloucester, MA 01930

Effective Date: August 1, 2024

Best regards,

Jane Smith

EDIT USER

```
From: jane.smith@cape-ann-sector.com
To: fred.jones@noaa.gov
Subject: Request for SIMM Access Change for Cape Ann Sector

Dear Fred,
Please process this change request for SIMM access to the Cape Ann Sector account:

Action: EDIT USER
Name: John Alan Doe
Email: john.doe@mail-server.com
Phone: CHANGE PHONE NUMBER TO: 978-111-9999
Address: 1234 Argo Lane, Gloucester, MA 01930
Effective Date: August 1, 2024


Best regards,
Jane Smith
```

SIMM User Interface

This section describes the major functions of SIMM. These include:

- [SIMM Home Page](#)
- [SIMM Quick Access Menu](#)

SIMM Home Page

Once you have successfully logged in to SIMM and selected a sector, the system displays the SIMM home page much like the one seen in [Figure 3](#).

Figure 3: SIMM Home Page Explained
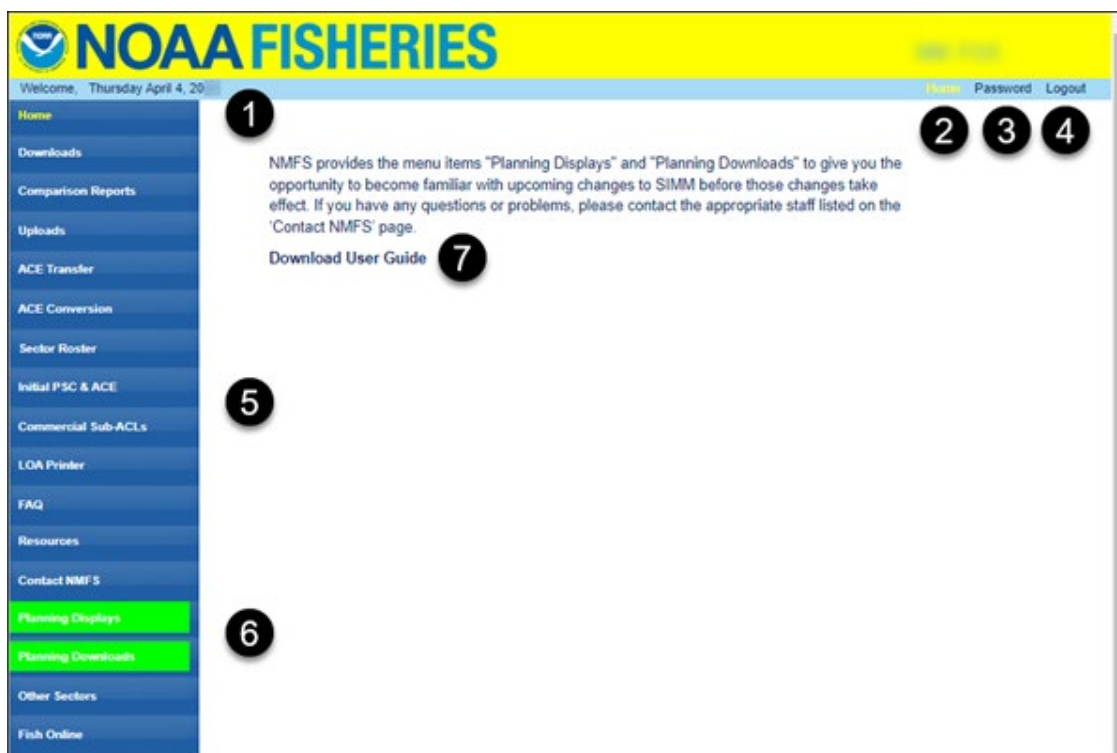
[Table 2](#) explains the Home Page functions through the callouts in [Figure 3](#).

Table 2: SIMM Home Page Functions

Callout	Component	Description
1	Date	Displays the current date.
2	Home	Invokes the SIMM Home page.
3	Password	Allows you to change your password and/or email address.
4	Logout	Logs you out of the system *in a secure fashion*. <u>Always</u> use the Logout function to end your SIMM session.
5	Quick Access Menu	Provides a fast way to get to information that you might access frequently. For more information, see the section SIMM Quick Access Menu.
6	Planning	Displays information about the Planning features of SIMM; allows you to test SIMM functions before they become "live".
7	Download User Guide	Downloads the SIMM User Guide (this guide) to your computer.

SIMM Quick Access Menu

This section describes how to use SIMM with the Quick Access Menu, as seen in Figure 4. The Quick Access menu provides access to all major SIMM functions.

Figure 4: Quick Access Menu

Selecting Menu Functions

To select a Quick Access menu function:

1. Place your cursor over the desired function, for example, Commercial Sub-ACLs.
   SIMM highlights the function name with an underscore, as seen in Figure 5.

Figure 5: Highlighting the Desired Function (inset)
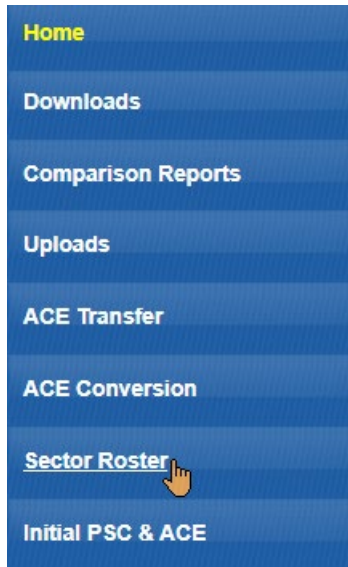
2. Click the function name.

   If a function has its own sub-functions, as Commercial Sub-ACLs does, the Quick Access menu drops down to show the sub-functions. For example, select the appropriate year under Commercial Sub-ACLs; SIMM displays the desired sub-function in the active screen area, as in Figure 6 .

Figure 6: Invoking a Quick Access Menu Sub-function

   If the Quick Access menu function has no sub-functions, SIMM displays the function in the active screen area; in this case, choose Contact NMFS, as seen in Figure 7.

Figure 7: Invoking a Quick Access Menu Function
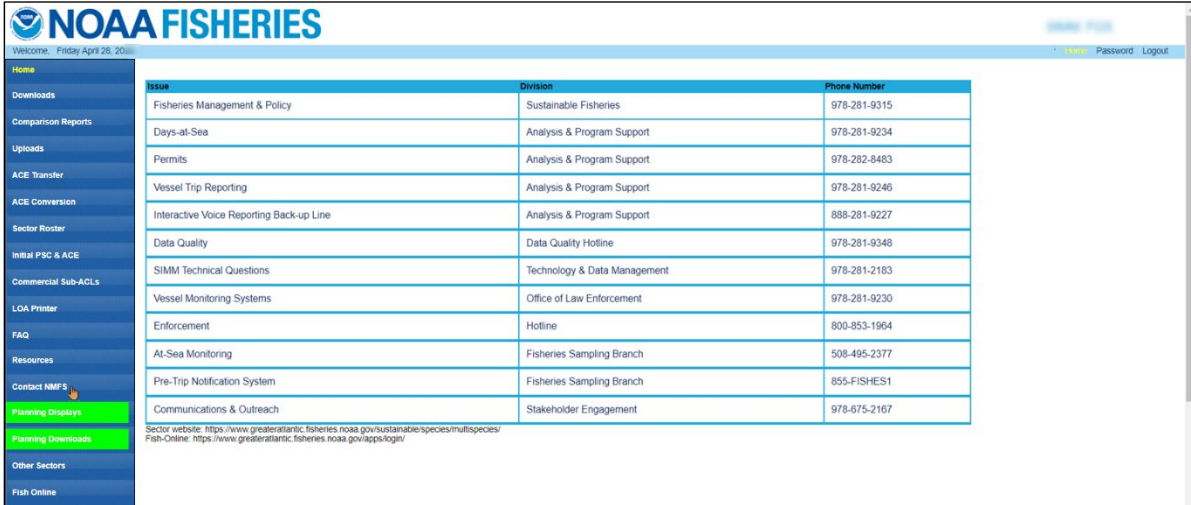
Table 3 provides a brief description of each function in the Quick Access menu.

Table 3: Quick Access Menu Contents

Tab Page	Description
Home	Landing page after a successful login. Includes a display of quick reference information about important reports, a task bar menu, and a front page menu of frequent access items.
Downloads	Download data sources from NMFS for use in completing the sector report.
Comparison Reports	Provides summary catch and ACE Status data, plus detailed stock-level information about landings, discards, and other data for your sector.
Uploads	Allows sector managers to upload the sector report to NMFS.
ACE Transfer	Gives sector managers full access to ACE transaction functions (Legacy SIMM) or allows them to see their completed ACE transfers (Beta SIMM)
ACE Conversion	Converts Eastern GB cod/haddock ACE to Western GB cod/haddock ACE.
Sector Roster	Roster for the current fishing year. SIMM indicates the permits that need renewal.
Initial PSC & ACE	Displays sector totals as set at the beginning of the fishing year for PSC and ACE for each stock.
Commercial sub-ACLs	Displays the final sub-ACLs by stock and fishing year for the sector.
LOA Printer	Prints LOA associated with MRI.
Resources	Provides access to information about observer coverage and permits.
Contact NMFS	Provides a list of GARFO contacts for the sectors program.
Planning Displays	Provides preview data changes for the upcoming fishing year. ***This section remains empty if there are no new data to preview***.
Planning Downloads	Provides the opportunity to preview upcoming download file changes. ***This section remains empty if there are no downloads to preview.***
Other Sectors	Provides access to other sectors that you manage (if appropriate).
Fish Online	With a CSC, allows you to access account of sector vessel

Using SIMM

Use the links immediately following to jump to detailed user information about each SIMM function.

- [Downloads](#)
- [Comparison Reports](#)
- [Uploads](#)
- [ACE Transfer](#)
- [ACE Conversion](#)
- [Sector Roster](#)
- [Initial PSC & ACE](#)
- [Commercial Sub-ACLs](#)
- [LOA Printer](#)
- [FAQ](#)
- [Resources](#)
- [Contact NMFS](#)
- [Planning Displays and Planning Downloads](#)
- [Other Sectors](#)
- [Fish Online](#)

Downloads

Click **Downloads** in the Quick Access menu to find a list of GARFO downloads for your use.

NOTE: SIMM refreshes its database contents nightly.

Figure 8: Quick Menu Downloads
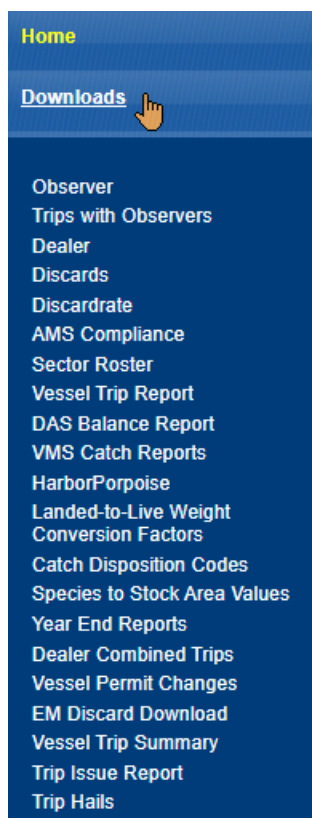
Click on any of the download menu items to open the appropriate download file.

NOTE: For detailed information about each download file, see [Appendix A: SIMM Download Files](#).

File Formats

This section documents the data formats of the data that NMFS posts on SIMM for the sector managers to download. The information can be in the following formats:

- Microsoft Excel (.xls)
- Comma Separated Values (.csv)
- Portable Document Format (.pdf) (Vessel Trip Summary download)

For each data source, NMFS allows the sector manager to select the desired fields from those NMFS provides, the order in which they are presented in the output file, and the date range.

Using the Calendar Function

For those Download data sets that provide you with the ability to choose a date range from the data set, SIMM provides a calendar function to allow you to do this. To set a date range:

1. Click on Downloads.
2. In the list, click on the Download file in the list that you want to use.
3. Continuing with this example, click VMS Catch Reports.
   The VMS Catch Reports page opens, as seen in [Figure 9](#).

Figure 9: Activate Calendar Function

4. Select the desired fishing year from the Fishing Year: dropdown menu (if necessary).
5. Click on the date in the **Date From** field.

   The Calendar function opens, as seen in Figure 10.

Figure 10: Set the Date From: Value

6. Set the Date From: date for May 1 by clicking on the calendar date. (You can backward or forward by month using the arrow controls, as seen in Figure 10.)

   NOTE: You can also enter the desired date directly into the date box.

7. Use the same method with the **Date To:** field to set the end of the date range to June 23, as seen in Figure 11.

Figure 11: Setting the Date To: Value

Your Dates to Search values should look like those in Figure 12:

Figure 12: Setting Date Values Has Been Completed

8. Click the button labeled Generate Report in Excel or Generate Report in CSV.

    SIMM downloads the data that you specified in the file format that you specified. In this example, SIMM downloaded VMS Catch Reports for your sector from May 1 to June 23.

NOTE: When you click the file format link, either the download begins directly or a File Download dialog box opens, depending upon the browser you are using. If you save the download file to a file system location, the filename is in the following format:
SectorName_DateFrom_DateTo_downloadtype.fileformat

Comparison Reports

The Comparison Reports download files provide you the following information for correctly completing your Sector Report to NMFS:

- Summary catch and ACE Status data for the sector based on uploaded Sector Reports.

  The purpose is to let you compare your numbers with those numbers that NMFS has, and to use the report as a basis to begin investigating if any numbers vary widely.

- Detailed stock-level information about landings, discards, and other data based on uploaded reports, and to see how this information differs from information that NMFS has for the sector.

  This stock-level information shows only the data that differ between your sector and NMFS. When your data and NMFS data are identical, those data do not appear on the report.

NOTE: Comparison Reports should be updated by the close of the business day on Friday. If you do not receive the report or a notification by then, contact NMFS.

What Does Each Comparison Report Contain?

The Comparison Reports are a set of spreadsheets provided in the following formats:

- Microsoft Excel (.xls)
- Comma Separated Values (.csv)

Use the format you prefer. The spreadsheet contents are listed in .

Table 4: Sector Comparison Report Sheets

Spreadsheet	Spreadsheet Contents	Information Level
Summary Comparison Pounds	Fishing-year-to-date totals (in pounds) for your sector.	Stock-level
Sector Orphans	Sector records of trips, by stock, that NMFS does not have.	Stock-level
NMFS Orphans	NMFS records of trips, by stock, that your sector does not have.	Stock-level
Landing Differences	Each stratum (area, gear, and mesh) in the current week that has a difference in landings reported by NMFS and landings reported by the sector.	Stock-level
Discard Differences	Each stratum (area, gear, and mesh) in the current week that has a difference in discard poundage recorded by NMFS and discards recorded by the sector.	Stock-level
Imputed Trips	Trips in your sector since the start of the fishing year that currently have imputed pounds assessed.	Trip-level

Each of the following sections of this document describes the data in these spreadsheets.

NOTE: NMFS provides information about non-allocated groundfish stocks (Northern Windowpane Flounder, Southern Windowpane Flounder, Ocean Pout, Atlantic Halibut, and Atlantic Wolffish) as well as allocated groundfish stocks.

Summary Comparison Pounds Sheet

The Summary Comparison sheet shows fishing-year-to-date totals for your sector. The cumulative totals include landings, discards, catch, and ACE transfers.

How to Read the Summary Comparison Pounds Sheet

The Summary Comparison Pounds Sheet provides comparisons for sector data and NMFS data:

- Sector data

    Landings data from the Sector Detail and ACE Status reports your sector has submitted to NMFS.

- NMFS data

    Landings data that include the number of trips and total live weight landings to date for a particular stock, categorized by data source. Sources include Dealer and observer reports, VTRs, and permits.

When possible, the sheet presents each data category side-by-side: a column of sector data and a column of corresponding NMFS data. See Table 5 immediately following for detailed explanation of each column in the Summary Comparison sheet.

NOTE: A sector every year may carry over unused ACE, up to 10% of its previous FY allocation. This is referred to as the *maximum* carryover. A sector may use a portion of the carryover (up to 1% of their current allocation) without the possibility of payback in the following year if the ACL is exceeded. This is referred to as the *de minimis* carryover.

Table 5: Summary Comparison Pounds Sheet

Field	Description
Sector	Number in the Operations Plan that uniquely identifies your sector.
ID	Unique indentifier for the week's run of the Summary Comparison report.
FY	Current Fishing Year for NE multispecies.
Report Date	Date this report was run by NMFS.
Allocated Stock	Indicates whether this stock is a NE multispecies allocated stock.
Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west.
Overage Applied	Indicates whether the overage value from the previous FY has been applied to the Sector Initial Allocated ACE value for the current FY.
Sector Initial Allocated ACE	Sector's record of the total number of (live) pounds of this stock allocated to the sector for all renewed permits in the current fishing year, including any deductions resulting from overage from the previous fishing year.
NMFS Initial Allocated ACE	NMFS record of the total number of (live) pounds of this stock allocated to the sector for all renewed permits in the current fishing year, including any deductions resulting from overage from the previous fishing year.
Sector Maximum Carryover	Sector's record of the amount, in live pounds, of unused ACE (up to the full 10% of the ACE for an allowable stock) that is carried over from the previous fishing year.
NMFS Maximum Carryover	NMFS record of the amount, in live pounds, of unused ACE (up to the full 10% of the ACE for an allowable stock) that is carried over from the previous fishing year.
Sector De Minimis Carryover	Sector's record of the amount, in live pounds, of the de minimis carryover (a portion of the total carryover up to 1% of the current allocation that is exempted from payback if the total ACL is exceeded) for an allowable stock.

Field	Description
NMFS De Minimis Carryover	NMFS record of the amount, in live pounds, of the de minimis carryover (a portion of the total carryover up to 1% of the current allocation that is exempted from payback if the total ACL is exceeded) for an allowable stock.
Sector In-Season Adjustment	Sector's record of the adjusted amount (increase or decrease), in live pounds, applied to the Initial Allocated ACE of a stock allocated to a sector in season for all renewed permits.
NMFS In-Season Adjustment	NMFS record of the adjusted amount (increase or decrease), in live pounds, applied to the Initial Allocated ACE of a stock allocated to a sector in season for all renewed permits.
Sect Total ACE With Max Carry	Sector's record of the total number of live pounds of this stock initially allocated to the sector including the maximum carryover and In-season ACE adjustment.
NMFS Total ACE With Max Carry	NMFS record of the total number of live pounds of this stock initially allocated to the sector including the maximum carryover and In-season ACE adjustment.
Sector Total ACE Min Carry	Sector's record of the total number of live pounds of this stock initially allocated to the sector including the de minimis carryover and the In-season ACE adjustment.
NMFS Total ACE Min Carry	NMFS record of the total number of live pounds of this stock initially allocated to the sector including the de minimis carryover and the In-season ACE adjustment.
Sector YTD Transfers IN	Sector's record of the cumulative number of live pounds per stock transferred into the sector for the current fishing year.
NMFS YTD Transfers IN	NMFS's record of the cumulative number of live pounds per stock transferred into the sector for the current fishing year.
Sector YTD Transfers OUT	Sector's record of the cumulative number of live pounds per stock transferred out of the sector for the current fishing year.
NMFS YTD Transfers OUT	NMFS's record of the cumulative number of live pounds per stock transferred out of the sector for the current fishing year.
Sector YTD Total Transfers	Sector's record of the sum, in live pounds, of the Transfers In and Transfers Out columns per stock transferred by the sector for the current fishing year.
NMFS YTD Total Transfers	NMFS's record of the sum, in live pounds, of the Transfers In and Transfers Out columns per stock transferred by the sector for the current fishing year.
NMFS YTD Conversions In	NMFS's record of the cumulative number of live pounds of stock converted into Western GB ACE from Eastern GB ACE for the current fishing year.
NMFS YTD Conversions Out	NMFS's record of the cumulative number of live pounds of stock converted from Eastern GB ACE into Western GB ACE for the current fishing year
NMFS Current ACE With Maximum Carryover	NMFS's record of Total ACE plus or minus Total Transfers, plus the values of Conversions In and Conversions Out, including the maximum carryover from the previous fishing year.
Sector Current ACE Max Carryover	Sector's record of Total ACE plus or minus Total Transfers, plus the values of Conversions In and Conversions Out, including the maximum carryover from the previous fishing year.
NMFS Current ACE With De Minimis Carryover	NMFS's record of Total ACE plus or minus Total Transfers, plus the values of Conversions In and Conversions Out, including the de minimis carryover from the previous fishing year.
Sector Current ACE With De Minimis Carryover	Sector's record of Total ACE plus or minus Total Transfers, plus the values of Conversions In and Conversions Out, including the de minimis carryover from the previous fishing year.
Sector Live Landings	Data submitted by the sector for the sum of live weights (in pounds) reported for each trip for a particular stock for the entire sector.
Sector Discards	Data submitted by the sector for the sum of discards reported for each trip in a sector for a particular stock. Includes both the amount of observed discards and the amount of discards calculated using the appropriate discard ratio for unobserved trips.

Field	Description
NMFS Discards	Sum-to-date per stock of discards for all observed trips added to discards estimates for unobserved trips, as obtained from NMFS databases. The discard data for unobserved trips are based on a calculated estimate. This estimate is calculated in the same way for NMFS and for sectors, so the numbers should be identical.
Sector Harvested ACE (SDR)	(From Sector Detail Report) The cumulative (per trip) number of live pounds of catch per stock caught on sector trips in current fishing year. Harvested ACE should be equal to the sum of the Live Landings and Discard fields in the columns to the left. Live Landings, Discards, and Harvested ACE will be reflected in the Sector Detail Report also.
Sector Harvested ACE (SASR)	(From Sector ACE Status Report) The cumulative (across all trips) number of live pounds of catch per stock caught on sector trips in current fishing year. The Harvested ACE from the ACE Status Report should be equal to the Harvested ACE from the Sector Detail Report in the column to the left. In this respect it acts as a check of the data.
NMFS Harvested ACE	The cumulative number of live pounds of catch per stock caught on sector trips in current fishing year, as found in NMFS records. Harvested ACE equals the sum of the NMFS landings data plus discards. Harvested ACE may include imputed data as a placeholder.
Sector % ACE Max Carryover	Sector's determination of the percentage of the stock's current ACE (including maximum carryover) harvested to date. Calculated by dividing Harvested ACE from the Sector ACE Status Report by the Sector Current ACE With Maximum Carryover. Percent ACE should equal Percent Harvested ACE to Date in the Sector Manager ACE Status Report.
NMFS % ACE With Max Carryover	NMFS' determination of the percentage of the stock's current ACE (including maximum carryover) for the sector. Calculated by dividing NMFS Harvested ACE by NMFS Current ACE With Maximum Carryover. This may include imputed data as a placeholder.
ACE Diff Maximum Carryover	Compares Sector % ACE With Maximum Carryover with NMFS % ACE With Maximum Carryover. • Positive number (no minus sign) means that NMFS has a higher recorded Percent ACE With Maximum Carryover than your sector reported. • Negative number (minus sign) means that you have a higher recorded Percent ACE With Maximum Carryover than NMFS has
Sector % ACE Minimis Carryover	Sector's determination of the percentage of the stock's current ACE (including de minimis carryover) harvested to date. Calculated by dividing Harvested ACE from the Sector ACE Status Report by the Sector Current ACE With De Minimis Carryover. Percent ACE should equal Percent Harvested ACE to Date in the Sector Manager ACE Status Report.
NMFS % ACE Min Carryover	NMFS' determination of the percentage of the stock's current ACE (including de minimis carryover) for the sector. Calculated by dividing NMFS Harvested ACE by NMFS Current ACE With De Minimis Carryover. This may include imputed data as a placeholder.
ACE Diff Minimis Carryover	Compares Sector % ACE With De Minimis Carryover with NMFS % ACE With De Minimis Carryover Positive number (no minus sign) means that NMFS has a higher recorded % ACE With De Minimis Carryover than you reported. Negative number (minus sign) means that you have a higher recorded % ACE With De Minimis Carryover than NMFS has.

NOTE: If you need to communicate with NMFS personnel about the week's report, refer to the sheet by the Report ID, which is number labeled **ID** in the second column of the sheet.

How Do I Use the Sector Summary Pounds Sheet?

The Sector Summary Pounds sheet lets you compare your data with NMFS data side-by-side. The data on this report, by stock, are cumulative from the start of the fishing year. In other words, you are looking at relatively large numbers and, therefore, you should be looking for larger trends. You can get more specific information at the stock level from the other sheets.

All of the data are useful, but make sure to look at the following:

- Sector Initial Allocated ACE
- Total ACE
- Current ACE
- Percent ACE
- Harvested ACE from Detail Report vs. Harvested ACE from ACE Status Report
- Differences in Percentage (NMFS – Sector)

Sector Initial Allocated ACE

The value of Sector Initial Allocated ACE in your data should exactly match the value of NMFS Initial Allocated ACE. This value is the basis upon which all the other ACE numbers depend. If these values are different:

- You may have supplied non-renewed permits in your ACE allocation.
- You may not have included the overage value from the previous fishing year in the Sector Initial Allocated ACE value for the current fishing year. Check the Overage Applied column to verify this.

NOTE: If the values in Sector Initial Allocated ACE do not match the NMFS Initial Allocated ACE values, your upload will be rejected by SIMM.

Total ACE

The value of Total ACE in your data should exactly match the value of Total ACE in NMFS data. This value is the total number of live pounds of a given stock allocated to the sector including Initial Allocated ACE, Carryover and In-Season ACE Adjustments. If these values are different, one explanation is that you did not record a mid-season adjustment by NMFS to a stock. Another might be a carryover value is missing.

Current ACE

The value of Current ACE in your data should exactly match the value of Current ACE in NMFS data. If these values are different, one possibility is that a problem exists with recording ACE transfers.

Percent ACE

This is your ACE expressed as a percentage. If the value of Percent ACE in your sector data differs by more than a percentage point from the value of Percent ACE in NMFS data, this should serve as the basis for further investigation. For example, if your Percent ACE is 27% and the NMFS Percent ACE is 31%, you should take a closer look. Start by looking at Harvested ACE and Discards numbers for that stock.

Also, you should track the rate by which the ACE percentage increases for each stock week-to-week so that your sector does not approach the ACE threshold for any stock too rapidly.

Harvested ACE from Detail Report vs. Harvested ACE from ACE Status Report

Make sure that the Harvested ACE values in your Sector Detail Report match the Harvested ACE values in your ACE Status Report. If these numbers disagree by more than a few pounds, examine your methods for preparing your sector reports.

Differences in Percentage (NMFS – Sector)

Sort the values in this column in descending order (highest to lowest). If any value is above 3 percent, as a "rule of thumb" you should prioritize this investigation.

For example, suppose the Percent ACE values between the sector and NMFS for HADGM differ by 6 percent, and that there is a large discrepancy between the sector Harvested ACE total (58000) and NMFS Harvested ACE total (98000) for HADGM.

Also suppose that NMFS has recorded a total of 81000 for VTR + Dealer Matches for HADGM. This total would greatly exceed the entire Harvested ACE total that your sector has, and VTR + Dealer Matches are the most reliable data. This suggests, at a minimum, that you might not be receiving VTRs from the vessels that regularly fish for Gulf of Maine haddock or that data are being dropped from your reports.

Sector Orphans Sheet

A ***sector orphan*** means that your sector has a record of a trip or sub-trip that NMFS does not have.

See Table 6 immediately following for detailed explanation of each column in the Sector Orphans sheet.

Table 6: Sector Orphans Field Descriptions

Field	Description
Sector	Name of the sector in NMFS data systems.
SDR Permit Number	The Vessel Permit Number (VPN) of the vessel that landed the fish as recorded on the Sector Detail Report. Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).
NMFS Doc ID	Unique idenitfier for a trip, which may include one or more VTRs. Generated by NMFS at the time that VTRs are entered into data systems.
SDR Doc ID	Unique idenitfier for a trip; either the 14-digit eVTR number or a randomly-generated number for paper VTRs.
VTR Serial Number	Unique,8-digit number in the top right portion of the first page of the VTR. Serves as universal trip ID. Could also be eVTR number in 14-digit format.
NE Gear	The 3-character standard gear code from the VTR form.
Mesh Category	• "ELM" = Extra Large Mesh (equal to or greater than 8 inches) • "LM" = Large Mesh (less than 8 inches) ELM and LM only are applicable for gillnet gear. All other meshes are "NA". Consistent with discard rate strata. Obtain mesh size from the VTR.
NMFS Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west.
SDR Stock ID	As reported on the Sector Detail Report, an abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west. Same as Stock ID.
Species ITIS Code	The 6-digit Integrated Taxonomic Information System (ITIS) serial number for a species. ITIS codes are unique identifiers representing information for a species.

Field	Description
Date Sold	The date of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. Date Sold may originate from one of three sources but should be assigned on a prioritized basis from: 1) Dealer receipt / sold to date 2) VTR date sold 3) Observer reported landings
SDR Live Pounds	Live weight (in pounds) of stock landed, as reported on the Sector Detail Report.

How Do I Use the Sector Orphans Sheet?

NMFS may have erroneous data because, for example, the stock/species that the dealer reported to NMFS might be in error, or there could have been a VTR data entry error. These types of errors would cause an unwarranted addition to your ACE. There are several things to pay attention to when examining the Sector Orphans sheet:

- Sector Orphans records show what NMFS does not have a record of.
- You can sort on NMFS Doc ID to order the list by VTRs in ascending order. This way you can investigate on a trip or subtrip basis.
- The SDR Live Pounds column shows the dealer live weight. A value of "0" means that NMFS has no record of this catch, and most likely has not received the Dealer report.
- Bait/home consumption — You should be aware that the dealer is not required to report certain categories of catch such as bait and home consumption, but sectors must include these "non-dealer" catch totals when computing the catch total for a trip.
- Gear/Mesh
  - A mismatch between the gear type and the mesh category creates a sector orphan.
  - All gear types except "gillnet" should have "NA" as the mesh type; otherwise, the record becomes a sector orphan.

NMFS Orphans Sheet

A *NMFS orphan* means that NMFS has a record of a trip that your sector does not have. See Table 7 immediately following for detailed explanation of each column in the NMFS Orphans sheet.

Table 7: NMFS Orphans Field Descriptions

Field	Description
Sector	Name of the sector as used in NMFS data systems.
SDR Permit Number	The Vessel Permit Number (VPN) of the vessel that landed the fish. Permits are assigned by the Northeast Regional Office's Vessel Permit System (VPS).
NMFS Doc ID	Unique idenitfier for a trip, which may include one or more VTRs. Generated by NMFS at the time that VTRs are entered into NMFS data systems.
SDR Doc ID	Unique idenitfier for a trip; either the 14-digit eVTR number or a randomly-generated number for paper VTRs.
VTR Serial Number	Unique, 8-digit number in the top right portion of the first page of the VTR. Serves as universal trip ID. Can also be the eVTR number in 14-digit format.
NE Gear	The 3-character standard gear code from the VTR form.

Field	Description
Mesh Category	• "ELM" = Extra Large Mesh (equal to or greater than 8 inches), • "LM" = Large Mesh (less than 8 inches). ELM and LM only are applicable for gillnet gear. All other meshes are "NA". Consistent with discard rate strata. Obtain mesh size from the VTR.
NMFS Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west.
Species ITIS Code	The 6-digit Integrated Taxonomic Information System (ITIS) serial number for a species. ITIS codes are unique identifiers representing information for a species.
NMFS Live Pounds	NMFS record of live weight (in pounds) of stock landed from Dealer reports.
Date Sold	The date of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. Date Sold may originate from one of three sources but should be assigned on a prioritized basis from: 1) Dealer receipt / sold to date 2) VTR date sold 3) Observer reported landings

How Do I Use the NMFS Orphans Sheet?

A good area to concentrate on initially is the part of the report that has data that you can cross-check right away:

- VTRs — Use your recordkeeping facilities to check on these VTR numbers. You can sort the contents of the NMFS Orphans sheet by VTR Serial Number. This action shows clearly the missing trips by VTR.
- Date Sold — Check the Date Sold value for each trip against the records you have already.
- Permit numbers — Check with the owner of the vessel to get more information about this trip, including the dealer who handled the catch.

Landing Differences Sheet

The Landing Differences sheet shows each stratum (area, gear, and mesh) in the current week that has a difference in landings reported by NMFS and landings reported by the sector. See Table 8 immediately following for detailed explanation of each column in the Landing Differences sheet.

Table 8: Landing Differences Field Descriptions

Field	Description
Sector	Name of the sector in NMFS data systems.
Permit Number	The Vessel Permit Number (VPN) of the vessel that landed the fish. Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).
Doc ID	Unique idenitfier for a trip, which may include one or more VTRs. Generated by NMFS at the time that VTRs are entered into data systems.
VTR Serial Number	Unique, 8-digit number in the top right portion of the first page of the VTR. Serves as universal trip ID. Can also be the eVTR number in 14-digit format.
NE Gear	The 3-character standard gear code from the VTR form.
Mesh Category	• "ELM" = Extra Large Mesh (equal to or greater than 8 inches) • "LM" = Large Mesh (less than 8 inches) ELM and LM only are applicable for gillnet gear. All other meshes are "NA". Consistent with discard rate strata. Obtain mesh size from the VTR.

Field	Description
Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west.
Date Sold	The date of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. **Date Sold** may originate from one of three sources but should be assigned on a prioritized basis from: 1) Dealer receipt / sold to date 2) VTR date sold 3) Observer reported landings
NMFS Live Pounds	NMFS record of live weight (in pounds) of stock landed from Dealer reports.
SDR Live Pounds	Live weight (in pounds) of stock landed, as reported on the Sector Detail Report.
Live Pounds Difference	The difference between the live weight that NMFS has for this stock and the live weight that the Sector Manager Detail report has. • Positive number (no minus sign) means that NMFS has more recorded pounds than the Detail report has. • Negative number (minus sign) means that the Detail report has more recorded pounds than NMFS has

How Do I Use the Landing Differences Sheet?

There are two general concerns to be aware of when looking at landing differences:

- How old the records are — Investigate older records first, if possible, because as records age it can be harder to track down information.
- Largest differences between your data and NMFS data — Fixing the largest discrepancies as they arise is beneficial because this makes reconciling your totals at the end of the fishing year a much more manageable task.

For example, the column Live Pounds Differential lets you troubleshoot the biggest differences:

1. Open the Landing Differences sheet.
2. Use the MS Excel Sort function to arrange the contents by the column Live Pounds Difference. Figure 13 shows the landings differences sorted from largest to smallest.
3. Start looking at the biggest differences, in this case over 1000 pounds.

Figure 13: Detailed Look at Landing Differences

Sector	Permit Number	Doc Id	Vtr Serial Number	Ne Gear	Mesh Category	Stock Id	Date Sold	Nmfs Live Pounds	Sdr Live Pounds	Live Pounds Difference
				OTR	LM	REDGMGBSS	6-Nov	337	258	79
				GNS	LM	CODGBW	24-Jun	187	117	70
				GNS	LM	HADGBW	8-Jun	55	0	55
				GNS	ELM	CODGBW	8-Jul	98	50	48
				OTR	LM	YELCCGM	6-Nov	172	125	47
				GNS	ELM	CODGBW	13-Aug	34	0	34
				GNS	ELM	CODGBW	21-Aug	40	23	17
				OTR	LM	CODGBW	29-Oct	127	111	16
				GNS	LM	CODGBW	28-Oct	16	0	16
				OTR	LM	YELCCGM	30-Oct	13	0	13

Other Things to Look For in the Landings Differences Sheet

Make sure that sub-trips report to the same Doc ID.

- If SDR Live Pounds has a "0" value, this is a NMFS orphan. See the section NMFS Orphans Sheet for more information.
- If NMFS Live Pounds has a "0" value, this is a sector orphan. See the section Sector Orphans Sheet for more information.

- Live Pounds Differential values:
  - If the value is a negative number, NMFS has a record of more pounds than your sector has.

    Your record of a trip might be missing or incomplete; you should check your dealer records particularly. Also, you may have apportioned live weight incorrectly, or not accounted for non-dealer data such as bait or home consumption.

  - If the value is a positive number, your sector has a record of more pounds than NMFS has.

    In this case, NMFS may not have processed the trip yet, or has not received the data, or the data is mismatched.

    A difference of 1 pound is most likely a rounding issue and is not an urgent matter.

- Check to ensure that Date Sold matches up with the date on the VTR. For example, a dealer could sell part of the catch from one VTR one day, and then sell the rest of the catch the next day.

Discard Differences Sheet

The Discard Differences sheet shows landings from each stratum (area, gear, and mesh) in the current week that has a difference in discard poundage recorded by NMFS and discards recorded by the sector. See Table 9 immediately following for detailed explanation of each column in the Discard Differences sheet.

Table 9: Discard Differences Field Descriptions

Field	Description
Sector	Number of the sector in NMFS data systems.
Permit Number	The Vessel Permit Number (VPN) of the vessel that landed the fish. Permits are assigned by the Northeast Regional Office's Vessel Permit System (VPS).
Doc ID	Unique idenitfier for a trip, which may include one or more VTRs. Generated by NMFS when VTRs are entered into NMFS data systems. Same as NMFS Doc ID.
VTR Serial Number	Unique, 8-digit number in the top right portion of the first page of the VTR. Serves as universal trip ID. Could also be the 14-digit eVTR number.
NE Gear	The 3-character standard gear code from the VTR form.
Mesh Gear	• "ELM" = Extra Large Mesh (equal to or greater than 8 inches) • "LM" = Large Mesh (less than 8 inches) ELM and LM only are applicable for gillnet gear. All other meshes are "NA". Consistent with discard rate strata. Obtain mesh size from the VTR.
Do Gears Match?	Indicates whether NMFS aand the sector have the same gear for the trip / subtrip
Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges' Bank east & west.
Date Sold	The date of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. Date Sold may originate from one of three sources but should be assigned on a prioritized basis from: 1) Dealer receipt / sold to date 2) VTR date sold 3) Observer reported landings
Non-Dealer Kept All	NMFS record of kept weight of all species that the dealer has not recorded.
Dealer Kept All	Dealer record of kept weight of all species from observed and unobserved trips.
NMFS Kept All	NMFS record of kept weight of all species from observed and unobserved trips. All species landed on a trip are Kall-species.

Field	Description
Unobserved Discards	Unobserved discards as calculated by NMFS when no onboard observers were available for the trip.
Observed Discards	Discards recorded by onboard observers. This is the best discard data available. • NULL = No discards observed • Numeric value = number of pounds (discards)
Number of Observed Matches	Reserved for future use.
NMFS Discards	The discard poundage that NMFS has computed for this sub-trip.
SDR Discards	The discard poundage that your sector has computed for this sub-trip.
Discard Delta	The difference (in pounds) between what NMFS has computed for discards (NMFS Discards) and what your sector has computed for discards (SDR Discards). • Positive number = NMFS has recorded more discards than you have • Negative number = You have recorded more discards than NMFS has

How Do I Use the Discard Differences Sheet?

Among the items you can focus on when using the Discard Differences sheet are the following:

• Compare discards

Look for patterns in the NMFS Discards and SDR Discards numbers.

For example, is the Discard Delta number double that of the NMFS Discards or SDR Discards number? That would indicate a duplicate record. Is the number, say, 10 pounds higher or 100 pounds higher? This might indicate a decimal placement error.

• Sort the Discard Delta numbers in descending order

Find out what the highest discrepancies are. Often those discrepancies are from a single trip or sub-trip, or are associated with a single permit number. This could indicate that the discard calculation was applied incorrectly in a specific case.

• Look for differences in discards when the trip has been observed (Observed Discards).

In this case, very likely there has been a simple transcription error because discard ratios are not applied to catch from observed trips.

Imputed Trips Sheet

The Imputed Trips sheet shows all the trips in your sector since the start of the fishing year that are currently based on imputed data.

What Does "Imputed" Mean?

"Imputed" in this case means "estimated." For the multispecies quota monitoring program, NMFS must estimate the total species landings and the statistical areas for groundfish trips if there are no available source data. These source data are the following:

- Dealer report
- VMS multispecies catch report
- Vessel Trip Report (VTR)

If none of these source data from a trip are available, NMFS estimates the data in order to improve the accuracy of current groundfish stock projections until the trip source records become officially available.

How Are Imputations Calculated?

Calculating imputations involves two elements: comparing similar trips and using weighted averages.

Similar Trips

The calculation uses the duration of the trip ("trip length") that the vessel reported to NMFS in the VMS Declaration. This trip length is then compared with trip lengths of groundfish trips in the past ("historical trips") in this sector. These historical trips have either a VTR or a VTR with matched Dealer Reports. If there are enough historical trips to compare, NMFS further narrows the comparison to historical trips that have the following:

- Same vessel permit
- VMS trip activity code's declared gear
- VMS trip activity code's broad stock area

The resulting historical trips vary in similarity to the trip reported by the VMS Declaration.

Weighted Averages

A weighted average is an average that results from multiplying each component by a factor that reflects that component's greater or lesser importance. For example, if one component of all the components to be averaged is more important than the others, that component is given more mathematical "weight" when averaging takes place.

In this case, NMFS averages historical trips so that the result is an imputed trip with reasonable totals. However, the closer in time that the historical trip is to the imputed trip, the more "weight" that particular historical trip has when all the trips are averaged for the final result.

Imputed Trips Sheet Fields

See Table 10 immediately following for detailed explanation of each column in the Imputed Trips sheet.

Table 10: Imputed Trips Field Descriptions

Field	Description
Impute Execute Date	Date on which imputed data for the fishing week was calculated.
Sector	Number of the sector in NMFS data systems.
Permit Number	The Vessel Permit Number (VPN) of the vessel that landed the fish. Vessel permit number assigned by the Northeast Regional Office's Vessel Permit System (VPS).
DAS ID	Days At Sea record identification, which the VMS system uses to uniquely identify a trip.
Activity Code	The VMS activity code that gets logged into the AMS system. (You can change your activity code within AMS if, for example, you took your vessel on a non-fishing trip and crossed the demarcation line.)
AMS Sail Date	Vessel's first VMS position seaward of the VMS demarcation line.
AMS Landing Date	Vessel's first VMS position shoreward of the VMS demarcation line.
Trip Days	The time (in days) that the vessel spent on a fishing trip. This value matches the time between the AMS Sail Date and AMS Landing Date.
Trip Hours	The time (in hours) that the vessel spent on a fishing trip. This value matches the time between the AMS Sail Date and AMS Landing Date.

How Do I Use the Imputed Trips Sheet?

The VMS Declaration is one data input stream into the AMS system. The Imputed Trips sheet displays selected fields from AMS, including those fields that indicate trip length. One way to use the Imputed Trips sheet is to do the following:

4. Sort the sheet contents by the AMS Landing Date column in ascending order. In other words, sort the contents so that the oldest trips are listed first. (Always try to clear up the oldest trips first, if possible.)

5. Use the Permit Number and Activity Code fields to identify the vessel owner/operator that was involved in the imputed trip, and the Trip Days or Trip Hours field to get a good idea of when that trip took place.

6. Contact the vessel owner/operator to begin gathering information about the reason for the missing VTR, and to find out which dealer handled the catch from this trip.

7. If the Dealer report is missing, you can contact the dealer to find out what happened to the record for that transaction.

Uploads

When you have completed your sector report for the reporting period, you need to upload the report to NMFS. The sector report comprises three separate reports: the Trip Issue report, Detail report, and either the ACE Status or the Daily ACE Status report.

NOTE: Be aware that if there are no changes to your Trip Issue or Detail report from the previous reporting period, you do not need to upload that report. Instead, you can choose to use that report again for the current reporting period in the SIMM Uploads page. See Uploading Reports for more information.

File Upload Formats

The valid file formats for the Upload reports are as in Table 11:

Table 11: Upload File Formats

Upload Report	Frequency	Format
Detail	Weekly	Sector-maintained files. Select one: • Microsoft Excel (.xls) • Comma Separated Values (.csv)
ACE Status	Weekly	Sector-maintained files Select one: • Microsoft Excel (.xls) • Comma Separated Values (.csv)
ACE Status	Daily (if ACE threshold reached)	Sector-maintained files Select one: • Microsoft Excel (.xls) • Comma Separated Values (.csv)
Trip Issue	Weekly	Web form in SIMM

Upload File Format Guidelines (Detail and ACE Status Reports)

This section describes formatting issues to avoid when you are preparing reports for uploading.

General Guidelines

Be aware of the following guidelines for all report uploads.

- Do Not Hide Columns

  Do not attempt to hide any columns in the Microsoft® Excel® files. If you attempt to hide columns that do not contain data, SIMM will experience processing issues.

- Use Correct File Type

  Currently SIMM supports .xls and .csv formats. SIMM does not support the .xlsx format at this time. If you are using MS Office 2007 or above, please save the report as a MS Excel 97-2003 .xls before you upload the file.

- Use Correct Headings (MS Excel Column Names)

  The Sector User Guide Addendum lists the valid column heading names for your MS Excel upload file. You can find these valid names in the **Common Variable Name** column in each Upload format file.

- Use Correct Stock ID names

  SIMM audits the Stock ID fields and will reject an upload that contains incorrect Stock ID names.

- Week Ending Date

  The Week Ending Date must be in the following format: *MM/DD/YYYY.* However, do not format the cells as `MM/DD/YYYY` because that will not change the underlying date.

  - o Supported format examples: `05/08/2016` or `5/8/2016`
  - o Unsupported format examples: `2016-05-08T00:00:00.000` or `May 8, 2016` or `5/8/2016 11:59:59 PM`

- Flags

  All Flags should be `Y` or `N` or left blank if value is unknown.

ACE Status Report Guidelines

Be aware of the following ACE Status guidelines:

- The ACE Status Report must have a single line header and should include all stocks. Enter the stock in the report with a value of zero (0) in the **Harvested ACE** field if there are no landings for that stock.

- SIMM will reject the ACE Status or Daily ACE Status report if the Initial ACE value is incorrect. Remember that GARFO allows active permits only when determining ACE.

Detail Report Guidelines

Following are issues to avoid when preparing the Sector Manager Detail Report:

- Stock Area

  See the SIMM Download file to convert statistical area (chart area) values to valid Stock IDs for use in your Detail reports. Please include only valid Stock Area codes (STOCK_ID) for a trip.

  Supported codes: `CODGBE`, `HADGBE`, `HKWGMMA`, `POKGMASS`, `REDGMGBSS`, etc.
  Unsupported codes: `OTHER` or `UNK` or `UNKNOWN`

- Trip ID

  This field accepts the 14-character eVTR number. You cannot leave this field *blank*. Do not insert vessel names or any other names in this field.

- Date Sold

  Please leave this field blank if you have no data value to supply. Do not use placeholder data such as: `UNK` or `UNKNOWN` or `NA` or `N/A` or `n/a`.

- Trip Observed

  The data type for the **Trip Observed** field is VARCHAR2(1). This means that this field supports a single character only. You must supply a value of either `Y` or `N`. If you do not know the value, you must leave this field blank.

  Supported values: `Y` (observed), `N` (not observed)

  Unsupported values: `OTHER` or `UNK` or `UNKNOWN` or `NA` or `N/A` or `n/a`.

- Northeast Gear Code

  The Northeast Gear Code is a 3-digit code to indicate the standard Northeast gear code used in the observer and commercial fisheries databases.

  Unsupported values: `403LLB` or `UNK` or `UNKNOWN` or `NA` or `N/A` or `n/a`.

Upload Timing

The following schedule applies for submitting Sector Reports to NMFS. More frequent reporting cycles will be required as the sector approaches its ACE. Table 12 shows the milestones in the Sector Report timeline.

NOTE: Every eVTR must be completed to the extent possible prior to entering port and submitted within 48 hours of offloading fish.

Table 12: Sector Report Timeline

Deadline	Action
Monday 07:00:00	Sector managers have uploaded Sector Report to SIMM by this time.
Tuesday 23:59:59	Dealers have submitted their reports to NMFS for the previous reporting week.
Wednesday 12:00:00	Sector Managers can download the latest data from SIMM, including Dealer Reports, Discard Rates, and Observer/ASM/EM data.
Thursday 23:59:59	NMFS runs Catch Accounting and Matching System (CAMS).
By COB Friday	NMFS runs Sector Comparison Reports.

Sectors submit their reports weekly unless the following condition occurs:

- Cumulative catch for any of its allocated species reaches 90% of the ACE.

If this condition is met, you must prepare and submit reports *daily*. For more information about daily reports, see the following web page:

Fishing Year 2023 Sectors

Uploading Reports (Detail or ACE Status Reports)

When you are ready to upload your weekly Detail or ACE Status report, do the following:

1. Click Uploads in the Quick Access menu to bring up the choices:

Figure 14: Quick Menu Uploads

2. Click Weekly Reporting and choose the appropriate selections.
Refer to Figure 15.

Figure 15: Upload Weekly Report

You do not need to use any special naming scheme for your reports, except for your own organizational purposes. SIMM tracks and stores the reports by sector and date.

You can upload reports for:

- The current reporting period
  To learn how to do this, refer to the section Uploading a New Weekly Report File.

- The previous reporting period
  To learn how to do this, refer to the section Selecting a Previously-Submitted Weekly Report File.

Uploading a New Weekly Report File

To upload a new report file, do the following:

1. In the Fishing Year dropdown list, choose the current fishing year.
2. In the Report Name dropdown list, choose the appropriate value (Detail, ACE Status).
3. In the Report Data Source dropdown list, choose Upload New File.

   This allows you to upload a Sector Report for the current reporting period.
4. Click the Week Ending Date box.

   The calendar function appears.
5. Locate the correct date in the calendar, as seen in <u>Figure 16</u>. (Use the directional arrows to move from month to month.)

Figure 16: Choose the Uploads Week Ending Date

6. Click Choose File to select the upload file from your file system.

Figure 17: Uploading the Report

7. Click Submit Report.

When you have successfully uploaded the sector report, you will see a confirmation message on the screen. SIMM provides the details of the upload operation at the bottom of the page. If your upload is unsuccessful, SIMM prompts you to try again.

Uploading a Daily ACE Status Report File

To upload a daily ACE Status Report file, do the following:

1. In the Uploads Quick Access menu, choose Daily ACE Status Reporting.

   Verify that the information on the Upload Daily Report screen is correct.

2. Click Choose File.

   Choose the appropriate file from the file system.

3. Click Submit Report.

Selecting a Previously-Submitted Weekly Report File

If your Sector Manager report has remained unchanged from the previous reporting period, you can choose to use that report again for the current reporting period.

To upload a report from the previous reporting period, do the following:

1. In the Uploads Quick Access menu dropdown list, choose Weekly Reporting.
2. In the Fishing Year dropdown list, choose the current fishing year.
3. In the Report Name dropdown list, choose the appropriate value (Detail, ACE Status).
4. In the Report Data Source dropdown list, choose Use Last Submitted Data. See Figure 18.

<p align="center">Figure 18: Use Last Submitted Report</p>

o If you select the option Use Last Submitted Data and SIMM has a report from the previous reporting period that is valid and has a proper submittal date, SIMM supplies the current Week Ending Date (WED) and displays a message that reads as follows:

```
Note: The WED displayed reflects the date of your last report submitted plus
7 days.
```

- o If you select the option Use Last Submitted Data and the previous week's report does not exist, SIMM displays a message that reads as follows:

  ```
  Note: In order to use this option to submit a report for the next WED you
  must first submit a report for the WED shown in the display if you are not
  current.
  ```

  In this case, you must first employ Use Last Submitted Data to "catch up" with your previous week's report. Once you have done this successfully, you can repeat the Use Last Submitted Data process in order to finish "catching up." Refer to the section Example: "Catching Up" With Your Reports to see how this works.

5. Click Submit Report.

   When you have successfully submitted the sector report, you will see a confirmation message on the screen. SIMM provides the details of the operation at the bottom of the page. If your submittal is unsuccessful, SIMM prompts you to try again.

Example: "Catching Up" With Your Reports

Suppose the current date is May 21, 2024; the current WED is Saturday, May 18, 2024. For the Use Last Submitted Data option to work properly, SIMM expects to have a report from WED May 11, 2024 to use for the current WED. Continuing with this scenario, suppose that the most recently submitted report is dated May 4, 2024 – the report from WED May 11, 2024 is missing. In this case, selecting the option Use Last Submitted Data would cause SIMM to do the following:

- Supply a value of May 4, 2024 in the Week Ending Date field.

- Display a message that reads as follows:

  ```
  Note: In order to use this option to submit a report for the next WED you must
  first submit a report for the WED shown in the display if you are not current.
  ```

At this point, you would have to do two separate operations in sequence:

1. Select Use Last Submitted Data to supply the WED May 4, 2024 report as the report for the WED May 11, 2024 period (assuming there are no data changes).

2. Select Use Last Submitted Data to supply the WED May 11, 2024 report for the current WED (May 18, 2023).

Additional Notes

This section provides more information about using previously-submitted data for the current reporting period. This information applies *only* to the option Use Last Submitted Data; that is, if you want to designate a report from the previous reporting period to be used for the current reporting period.

- You *cannot* upload a previously-submitted report if any data have changed since the previous report was uploaded. For a report with any new data, use the option Upload New File.

- In order to use a previous report for the current reporting period, that report must exist, whether it had been a new upload file or if it had been submitted from the previous week.

- The time "window" to be able to use the previous report for the current reporting period opens every Monday at 09:01 within the current reporting week.

- SIMM prevents you from reporting future reporting periods ahead of the current reporting period. However, as explained above, you can use the Use Last Submitted Data option to submit late reports.

Uploading a Trip Issue Report

To submit a new Trip Issue Report, click the menu choice in Uploads, as in Figure 19.

Figure 19: Quick Access Menu: Uploading a Trip Issue Report
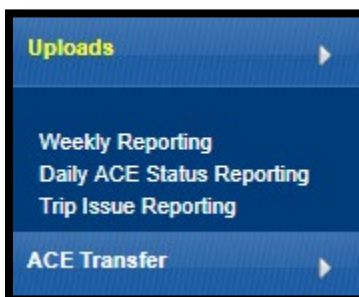
SIMM displays the Trip Issue Report Form, as in Figure 20.

Figure 20: Weekly Trip Issue Report Form

3. In the topmost line of the report (with the Submit Report button), verify the Fishing Year.

   The **Trip Issue ID** and **Case ID** fields will be supplied by SIMM.

4. If necessary, enter the **Week End Date** using the calendar buttons in the field box.

   The week ending date is the Saturday ending the last week included in the report.

5. Enter the correct number in the **Vessel Permit No** field, if applicable.

   This is the vessel permit number assigned by the Northeast Regional Office's Vessel Permit System. Find the Vessel Permit Number in the **Vessel Trip Report** download file in SIMM.

6. Enter the Trip ID of the fishing trip in question, if applicable. The value should be a14-character eVTR Trip ID.

7. Enter in the Event Date field the date on which the event in question occurred, using the calendar buttons in the field box.

8. Choose the appropriate category in the **Issue Type** dropdown menu. Categories include:

   a. No Issue (there were no trip issues to report this week)

   b. Enforcement (issue involves one or more law enforcement agencies — for example, a stop of a sector vessel by a USCG cutter)

   c. Discrepancies (issue involves any discrepancies between reported and actual totals or trips)

   d. Monitoring (issue involves ASM/EM or NEFOP monitoring program)

   e. Other (Something else that NMFS personnel should be aware of))

9. Provide details about the event or incident in the Description field.

   Try to keep the description to the length of a short paragraph – two or three sentences.

10. Click Submit Report to upload the report to NMFS.

ACE Transfer

The ACE Transfer tab allows sector managers to transfer portions of ACE allowance among themselves, provided that the transferring parties are in compliance with regulations.

NOTE: SIMM does not provide the mechanism to negotiate a transfer; the recommended method is to agree on the terms of the transfer before using SIMM to request the transfer.

All or a portion of a sector's ACE for any regulated species stock may be transferred to another sector at any time during the fishing year (FY), and up to 2 weeks into the following FY. The transfer mechanism in SIMM is available 24 hours a day, 7 days a week.

To access the ACE Transfer function, click ACE Transfer in Quick Access, as seen in Figure 21.

Figure 21: ACE Transfer (Quick Access Menu)

Read the rest of this section to learn how to use each of the ACE Transfer functions in the dropdown list.

NOTE: ACE Transfer sends a notification email to your sector email address upon the sending or receipt of a transfer request, and also when the transfer request is either accepted or rejected.

Completed ACE Transfers

The Completed ACE Transfers function shows the result of ACE transfers. See Figure 22.

Figure 22: Completed ACE Transfers

Status Column

The Status column shows the disposition of the transaction. For example, if the sector manager receiving the request rejects it, the sector manager who initiated the request sees the "Rejected by Sector" message in the Status column. If the request is accepted, the sector manager who initiated the request sees the "Accepted by Sector" message in the Status column.

Filtering Results

Completed ACE Transfers allows you to filter transfer transaction display results using the category dropdown menus and text boxes at the top of the display. Figure 23 shows a search, using the **To:** dropdown menu, on all ACE Transfers to other sectors; therefore, the display shows only this type of transfer.

Figure 23: Filtering ACE Transfer Display Results

You can use this tool to filter the results by Year, Lbs., Stock, To/From, Sector, Compensation Type, Commodity Description, Compensation Amount, Date Requested, Date Completed, and Status. (Obtain a spreadsheet of the display by clicking Download to Excel.)

Accessing Public ACE Data

Completed ACE Transfers lets you display public ACE transfer data for all sectors; click the link at the bottom of the page, as seen in Figure 24 , to get the Sector ACE Transfer Summary page.

Figure 24: Accessing Public ACE Data

See Figure 25 to learn about the components on the page.

Figure 25: Sector ACE Transfer Summary Page

Sector ACE Transfer Summary

Report run on: May 02, 20▮
Report Period: May 1,2010 to May 02, 20▮

Sector managers are able to conduct trades of Annual Catch Entitlement (ACE) between sectors in the Northeast (NE) multispecies fishery. It is now possible for the public to view approved ACE transfers between sectors in the NE multispecies fishery electronically. This website provides you with a dynamic tool to view this aspect of sector management.

A

- How to use this table?
- Background Information

B

| Detailed ACE Trade Information | Summary Stock Trade Information by Sector | ACE Conversions |

Download **C**

Year	From	To	Live Pounds	Stock	Transfer Initiated	Transfer Completed
⌄	⌄	⌄		⌄		
2022	Mooncusser Sector	NEFS 6		White Hake	01-MAY-:	01-MAY-2
2022	Sustainable Harvest Sector 1	Sustainable Harvest Sector 3		GB Cod East	29-APR-:	29-APR-2
2022	Maine Coas Mooncusser Sector inable Harvest Sector 3		White Hake	28-APR-:	28-APR-2
2022	NEFS 6	NEFS 12		Plaice	28-APR-:	28-APR-2
2022	NEFS 2	NEFS 12		GOM Cod	28-APR-:	28-APR-2
2022	NEFS 13 **D**	NEFS 12		GOM Cod	27-APR-:	28-APR-2
2022	NEFS 2	NEFS 12		CC/GOM Yellowtail Flounder	27-APR-:	27-APR-2
2022	NEFS 2	NEFS 12		GOM Winter Flounder	27-APR-:	27-APR-2
2022	Sustainable Harvest Sector 3	Sustainable Harvest Sector 1		GB Cod West	27-APR-:	27-APR-2
2022	Sustainable Harvest Sector 3	Sustainable Harvest Sector 1		GB Cod East	27-APR-:	27-APR-2
2022	Sustainable Harvest Sector 3	Sustainable Harvest Sector 1		White Hake	26-APR-:	26-APR-2
2022	Sustainable Harvest Sector 3	Sustainable Harvest Sector 1		CC/GOM Yellowtail Flounder	26-APR-:	26-APR-2
2022	Sustainable Harvest Sector 3	Sustainable Harvest Sector 1		White Hake	26-APR-:	26-APR-2
2022	Sustainable Harvest Sector 3	Sustainable Harvest Sector 1		GOM Winter Flounder	26-APR-:	26-APR-2
2022	Sustainable Harvest Sector 1	Sustainable Harvest Sector 3		GOM Cod	26-APR-:	26-APR-2
2022	Sustainable Harvest Sector 1	Sustainable Harvest Sector 3		GOM Cod	26-APR-:	26-APR-2
2022	Sustainable Harvest Sector 1	Sustainable Harvest Sector 3		White Hake	26-APR-:	26-APR-2

Summary of Abbreviations

ACE	Annual Catch Entitlement
ACL	Annual Catch Limit
FY	Fishing Year
GB	Georges Bank
GOM	Gulf of Maine **E**
NE	Northeast
NEFS	Northeast Fishery Sector
PSC	Potential Sector Contribution
SNE/ME	Southern New England/Mid-Atlantic
NCCS	Northeast Coastal Communities Sector
PCS	Port Clyde Sector

Monetary compensation for an ACE transfer is not included because it is considered confidential under the Magnuson-Stevens Fishery Conservation and Managment Act.

These data are the best available to NOAA's National Marine Fisheries Service (NMFS) when this report was completed. Data for this report may be supplied by the sector managers to NMFS via: (1) the Sector Information Management Module; or (2) through approved application submitted in hard copy. Data in this report summarize ACE transfers as of today's data.

Table 13: Sector ACE Transfer Summary Page

Figure Callout	Component	Description
A	Links to further assistance	Provides detailed information about Summary page contents
B	ACE Information tabs	Provides tables with ACE trade, stock trade, and ACE conversion info. Table info includes all sectors for all available years.
C	Download button	Downloads the current table as a MS Excel file
D	Table display	Lists each transaction in every year as a line item.
E	Abbreviation list	Lists abbreviations used in the display tables.

New ACE Transfers

Allows the sending or the receiving party to initiate the transfer, which happens in real time.

To initiate a transfer:

1. Select New ACE Transfers in the ACE Transfer dropdown list.
   The New ACE Transfers window opens, as seen in Figure 26.
2. In the To/From dropdown list, select **To** if you are transferring ACE, or select **From** if you are receiving ACE.
3. In the Sector Name dropdown, select the sector that you are transferring ACE to, or the sector from which you are receiving ACE.
4. Select in the Compensation Type dropdown the form of compensation for the transfer.
   See the section Compensation Type to learn more about the menu choices.
5. Select the stock and the number of pounds to be involved in the transfer.
6. Click Request Transfer.

NOTE: SIMM does not prevent transfers of ACE that the sector manager does not possess; the sector manager must manage ACE totals. However, SIMM will prevent you from participating in ACE transfers if more than 5% of the VTRs filed by your sector are non-compliant.

Figure 26: New ACE Transfer

NOTE: You can submit a paper ACE Transfer transaction request by clicking the ACE Transfer Paper Form link at the bottom of the New ACE Transfers page.

Compensation Type

You can select the type of compensation that is most appropriate for the transfer. To do this, use the Compensation Type dropdown list, as seen in Figure 27, in the New ACE Transfers page:

Figure 27: ACE Transfer Compensation Dropdown List

See Table 14 for more information about the compensation types.

Table 14: ACE Transfer Compensation Types

Type	Description
Fish-for-fish trade – no money involved	ACE transfer will be compensated solely with fish received. No money or other commodity will be exchanged.
Trading fish for money	ACE transfer will be completed in return for a payment of money. If you select this option, SIMM prompts you to identify the amount of money requested.
Trading fish for Commodity	ACE transfer will be completed for a commodity exchange. If you select this option, SIMM prompts you to provide a description of the commodity and to identify an estimate of the value of that commodity.
Single Permit Holder Trade – no money involved	ACE transfer will entail a single permit holder who owns two permits enrolled in two different sectors. For example, the permit holder may transfer fish from one of his or her vessels in one sector to another of his or her vessels in another sector. Because there is only one permit holder, no money is involved in the transfer.
Fish as Gift or Sig. Discount	ACE transfer will be completed at a below-market rate the seller could have received a higher price by leasing elsewhere. Values may be zero or non-zero number.
Community Benefit/Permit Bank Fish	ACE transfer will be completed by a state permit bank, community quota fund, or nonprofit entity at a below-market rate (i.e., no cost or reduced cost quota) with the intent of benefiting or bettering a particular fishing community. Values may be zero or non-zero number.

Pending ACE Transfers

The Pending ACE Transfers section displays the results of parties initiating a transfer request, receiving a transfer request, or both. Pending ACE Transfers shows each transaction in a separate pane in the active window; you can scroll through every one of the transactions.

Figure 28 shows the ACE Transfer screen as the requesting party sees it. Notice the message "Waiting for Other Party" in the lower right corner of the transaction pane. Also notice that you can cancel a transfer at this point if you wish.

Figure 28: Pending ACE Transfers
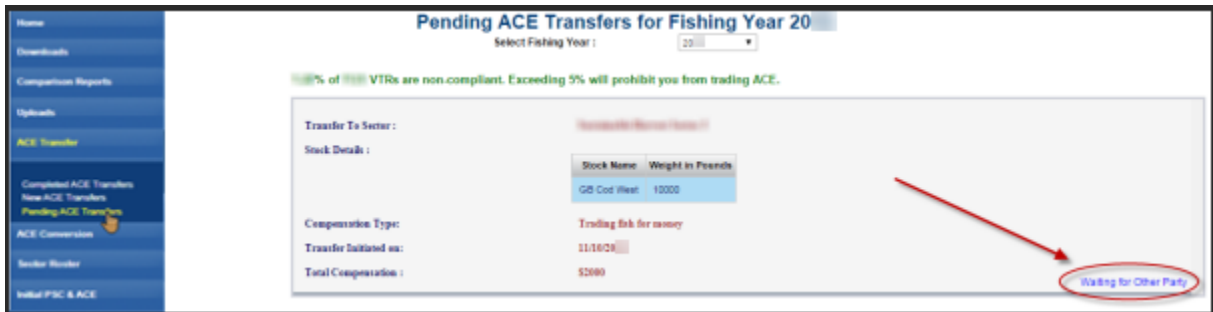
Figure 29 shows the ACE Transfer screen as the requesting party sees it. Notice that if you receive a request, SIMM gives you the choice to accept or reject the transfer.

Figure 29: ACE Transfers Pending: Accept or Reject

Sector Compliance and Transfers

You may be ineligible to participate in transfers. For example, if you or your vessels are late in submitting reports, the ACE Transfer page displays a message that you cannot request a transfer, as in Figure 30.

Figure 30: Non-compliance (Transgressor)

In this case, the ACE Transfer facility would inform the other party that you are not currently eligible to participate in ACE transactions due to non-compliance, as in Figure 31.

Figure 31: ACE Transfer Non-Compliance (Informing Trading Partner)

NOTE: If a permit bank starts an ACE transfer to another sector for which that permit bank does not possess sufficient ACE, SIMM generates an error message and shows the maximum available ACE amount. If a sector requests an ACE transfer from a permit bank that exceeds the bank's available ACE, SIMM displays an error message to the bank in the Pending Transfers dialog box, and the permit bank only has the ability to reject the transfer.

ACE Conversion

ACE Conversion allows sector managers, on behalf of the sector or permit bank, to convert Eastern GB haddock ACE to Western GB haddock ACE or Eastern GB cod ACE to Western GB cod ACE at any time during the fishing year and into the following fishing year for a period of time specified by NMFS in order to cover any overage during the previous fishing year.

To access the ACE Conversion function, click ACE Conversion in the Quick Access menu, as seen in .

Figure 32: Quick Access Menu: ACE Conversion
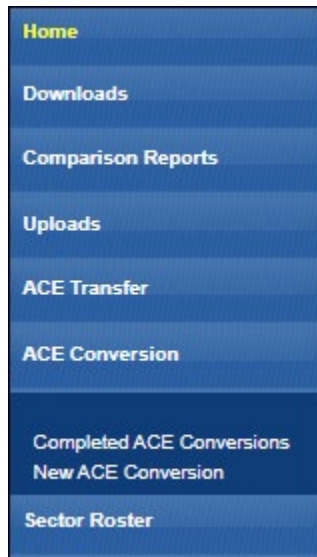
Completed ACE Conversions

The Completed ACE Conversions function shows all the completed ACE conversions in your sector for the current fishing year. See Figure 33.

Figure 33: Completed ACE Conversions

Completed ACE Transfers also allows you to filter the conversion display results using the category dropdown menus and text boxes at the top of the display. (Obtain a spreadsheet of the display by clicking Download to Excel.)

New ACE Conversions

You can complete an ACE conversion unless otherwise instructed by NMFS. The ACE conversion process works very much like the ACE transfer process. The transfer mechanism in SIMM is available 24 hours a day, 7 days a week. To initiate an ACE conversion:

1. Select New ACE Conversions in the ACE Conversion dropdown list, as seen in Figure 32.

   The New ACE Transfers window opens, as seen in Figure 34.

Figure 34: New ACE Conversions page

2. Select from the Convert dropdown menu the stock to convert:
   o Eastern GB Haddock to Western GB Haddock
   o Eastern GB Cod to Western GB Cod
3. Select the number of pounds to be involved in the conversion.
4. Click Request Conversion.

   SIMM displays a confirmation message like the following:

Figure 35: ACE Conversion -- Proceed
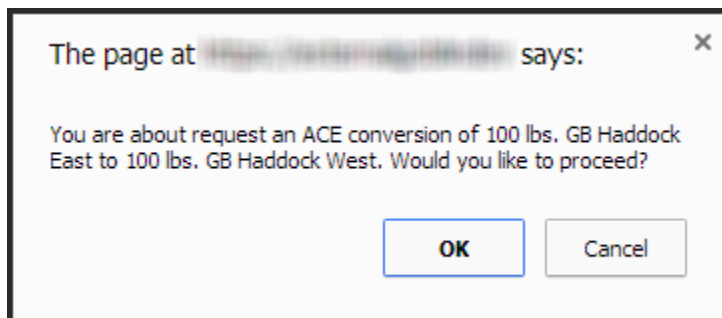
5. Click OK to proceed.

   SIMM displays the results of the successful conversion of 100 lbs. of stock.

Figure 36: ACE Conversion – Success

Usage Notes

Following are the requirements for using New ACE Conversions option:

- NMFS approves the proposed ACE conversion based on current regulations; that is, whether you are currently compliant with reporting or other administrative requirements.
- SIMM caps the amount of ACE for Eastern haddock and cod that you can transfer based on your sector's running ACE balance. This balance includes initial allocation and transfers in from other sectors.

- A GB haddock or cod ACE conversion from the Eastern to Western U.S./Canada Area may only be made *within* a sector or permit bank, and ***not between*** sectors or permit banks.
- Once you convert a portion of Eastern GB haddock or cod ACE to Western GB haddock or cod ACE, that portion of ACE remains Western GB haddock or cod ACE for the remainder of the fishing year.
- You cannot convert Western GB ACE to the Eastern US/Canada Area at any time.
- Your sector must stop operating in a stock area once its ACE total has been reached unless your sector can acquire additional ACE through a transfer.
- The same compliance rules that apply to ACE transfers apply to ACE conversions; that is, conversions will be blocked if non-compliant VTRs total more than 5% of the total.

Sector Roster

The Sector Roster menu choice displays the individual information about each sector member. You can select the roster by year from the Quick Access menu, as seen in Figure 37:

Figure 37: Select Sector Roster by Year

Once you select the appropriate year, SIMM displays the roster for that year. Figure 38 shows the roster after you select a value.

Figure 38: Sector Roster Page

NOTE: An MRI with an invalid permit cannot contribute its ACE to the sector until that permit is renewed.

The Sector Roster page contains a list of all the members of your sector. This list incorporates the following information:

- MRI — Moratorium Right ID, the unique identifying number used to track each limited access permit's landings history, qualifications, attributes, and specifications.
- Permit number — One of two values:
  - Valid limited access Northeast groundfish permit number for the vessel.
  - Confirmation of Permit History (CPH) for this MRI.
- Vessel name — Vessel name registered with the U.S. Coast Guard, state, or tribe (or blank if the permit is in CPH).

NOTE: To open a display of the PSCs and ACE (in pounds) for each MRI in the sector, click on the desired MRI, Permit Number, CPH, or Vessel name in the list. Figure 39 shows the result of clicking the PSC list for the third MRI listed in the roster. To close the PSC popup display, click the MRI again, or the Refresh function on your browser, or the F5 key.

Figure 39: Displaying the PSC List for a Sector Member

Initial PSC & ACE

Initial PSC & ACE provides a display of the sector totals for PSC and the ACE for each stock that your sector started out with at the beginning of the fishing year, as seen in Figure 41. You select the list by year from the Quick Access menu, as seen in Figure 40.

Figure 40: Initial PSC & ACE by Year
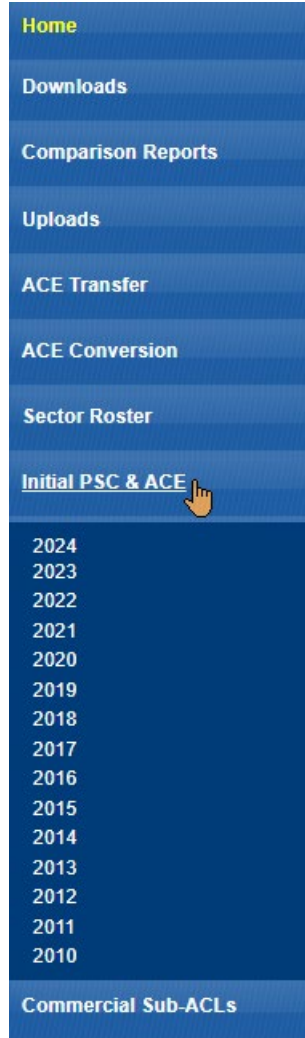
NOTE: SIMM informs you, as seen in Figure 41, that the PSC and ACE numbers presented in the **Initial PSC & ACE** display pertain to active sector permits *only*.

Figure 41: Initial PSC & ACE

The Initial PSC & ACE page contains a list of all the cumulative PSC and ACE numbers per stock. This list incorporates the following information:

- Stock — Name of the allocated groundfish stock
- Cumulative PSC — Potential Sector Contributions (PSCs) for this allocated multispecies stock, added together, that NMFS has issued to the permit holders in your sector.
- 20xx Initial Allocated ACE at 100% (Pounds) — Total number of (live) pounds of this stock allocated to the sector for all renewed permits in the current fishing year, including any deductions resulting from overage from the previous fishing year.
- 20xx Maximum Carryover ACE (Pounds) — Amount, in live pounds, of unused ACE (up to the full 10% of the ACE for an allowable stock) that is carried over from the previous fishing year.
- 20xx De Minimis Carryover ACE (Pounds) — Amount, in live pounds, of the *de minimis* carryover (a portion of the total carryover up to 1% of the current allocation that is exempted from payback if the total ACL is exceeded) for an allowable stock.
- 20xx In-Season ACE Adjustment (Pounds) — Adjusted amount (increase or decrease), in live pounds, applied to the Initial Allocated ACE of a stock allocated to a sector in season for all renewed permits.
- 20xx Total ACE with Maximum Carryover (Initial ACE + Maximum Carryover + In-Season Adjustments) (Pounds) — Total number of live pounds of this stock initially allocated to the sector including the maximum carryover and in-season ACE adjustment.
- 20xx Total ACE with De Minimis Carryover (Initial ACE + De Minimis Carryover + In-Season Adjustments) (Pounds) — Total number of live pounds of this stock initially allocated to the sector including the *de minimis* carryover and the in-season ACE adjustment.

Commercial Sub-ACLs

Commercial Sub-ACLs displays the commercial groundfish sub-ACL totals by stock in metric tons. You select the list by year from the Quick Access menu, as seen in Figure 42.

Figure 42: Commercial Sub-ACLs by Year

Click on the desired year to see the Commercial Sub-ACLs, as seen in Figure 43.

Figure 43: Commercial Sub-ACL List

LOA Printer

Sectors can request one or more exemptions from the current list of exemptions issued by NOAA Fisheries. If a sector is approved for an exemption, NOAA Fisheries issues a unique Letter of Authorization (LOA) to individual sector members that includes the permit ownership information as well as the regulatory requirements for each exemption. The LOA may change throughout the year, for example, if there is change in ownership of the vessel or an exemption is modified. This tool allows you to print out a new or updated LOA issued to a sector member.

To start:

1.   Click the Quick Menu selection LOA Printer, as seen in <u>Figure 44</u> :

Figure 44: Invoking LOA Printer

SIMM brings up the LOA Printer page.

2. Click the Print LOA choice for the appropriate MRI, as seen in Figure 45.

Figure 45: Sector LOA Details

The LOA prints to the local default printer.

FAQ

The FAQ tab provides basic information about SIMM functions. Refer to this information for definitions and concepts. You select the list by year from the Quick Access menu, as seen in Figure 46.

Figure 46: Invoking FAQs
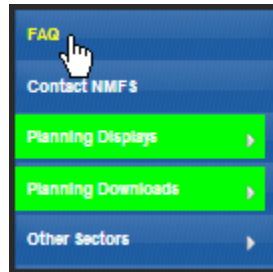
See the FAQ page in Figure 47.

Figure 47: FAQ Page
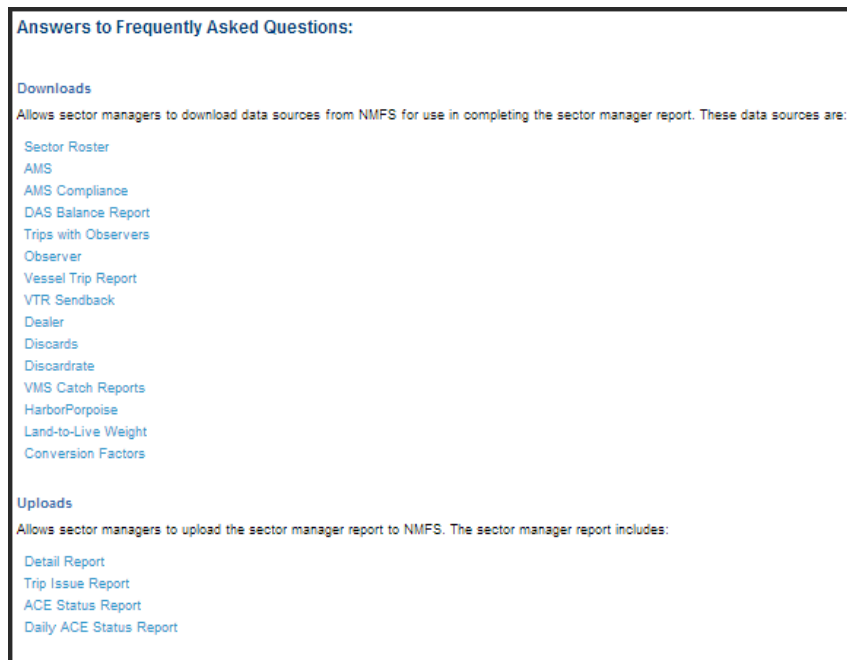
Resources

The Resources function provides access to resources useful to sector operations. Get access to these resources from the Quick Access menu, as seen in Figure 48:

Figure 48: Resources
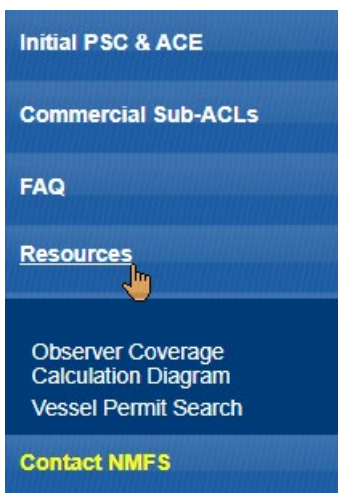
The resource selections are:

- Observer Coverage Calculation Program

  Opens a graphic that helps to determine the type of observer coverage to attach to a trip.

Figure 49: Observer Coverage Calculation Program
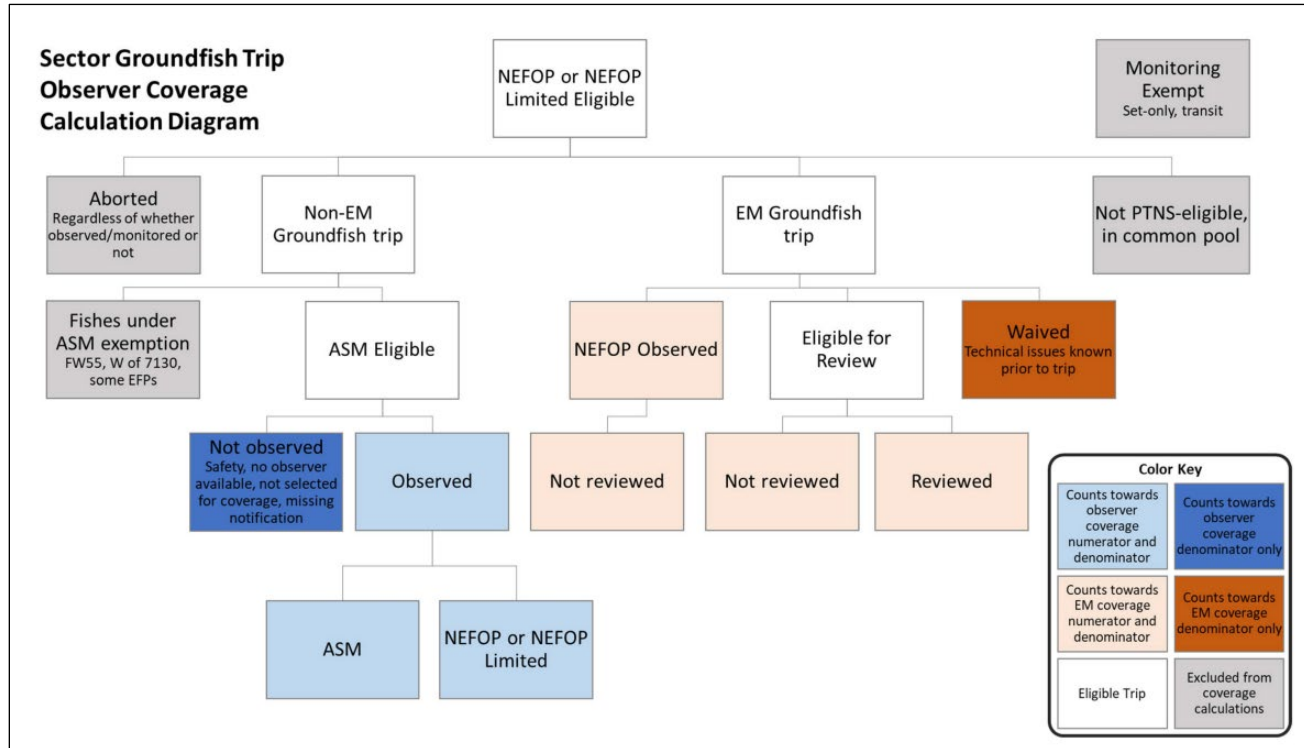
- Vessel Permit Search

  Opens a NOAA web page (https://www.fisheries.noaa.gov/data-tools/public-permit-lookup) that provides a permit lookup too, as in Figure 50.

Figure 50: Vessel Permit Lookup

Contact NMFS

The Contact NMFS function provides a list of GARFO contacts for your convenience. Make a note of these contacts for future use. Figure 51 shows the contents of this page.

Figure 51: Contact NMFS

Planning Displays and Planning Downloads

The menu choices Planning Displays and Planning Downloads allow you to preview planned changes to SIMM. These planning sections *remains empty* if there are no new data or downloads to preview.

These displays look similar to the data in the displays in Production SIMM; however, bright colors and warning text indicate that the data is for planning purposes only.

NOTE: It is extremely important that you use these sections for planning purposes only.

3. Click the menu selection **Planning Displays** or Planning Downloads.
4. Click the desired choice in the selection.

    A warning message displays in the active page area, as seen in Figure 52.

Figure 52: Planning Section Warning Message

WARNING! The data presented on this page are preview data for next fishing year. Do not confuse this data set with production data, or use this data set for inseason management decisions.

I understand and wish to proceed. ☐ [Continue]
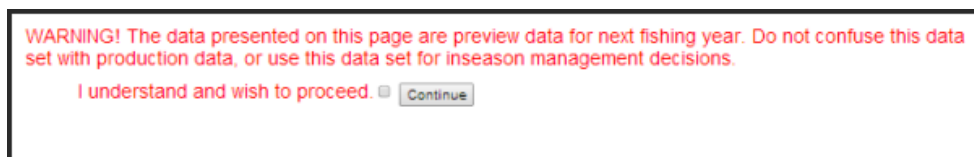
5. Click the checkbox next to "I understand and wish to proceed."
6. Click **Continue**.

    The desired page opens.

Other Sectors

The Other Sectors function allows you to switch between sectors, if you manage more than one sector, without having to log out and log in again. Just click on Other Sectors, and then click on the name of the sector in the dropdown menu.

Fish Online

The Fish Online function allows you to create, access, manage a Fish Online account, provided that the vessel owner/operator whose vessel is linked to the account grants you access by means of the Credential Security Code (CSC).

7. Click the **Fish Online** function in the Quick Access menu to start the process, as seen in Figure 53.

Figure 53: Quick Access Menu: Fish Online

8. Click Enter a CSC.

The Credential Security Page opens. Figure 54 shows the page before first use.

Figure 54: Credential Security Code Page
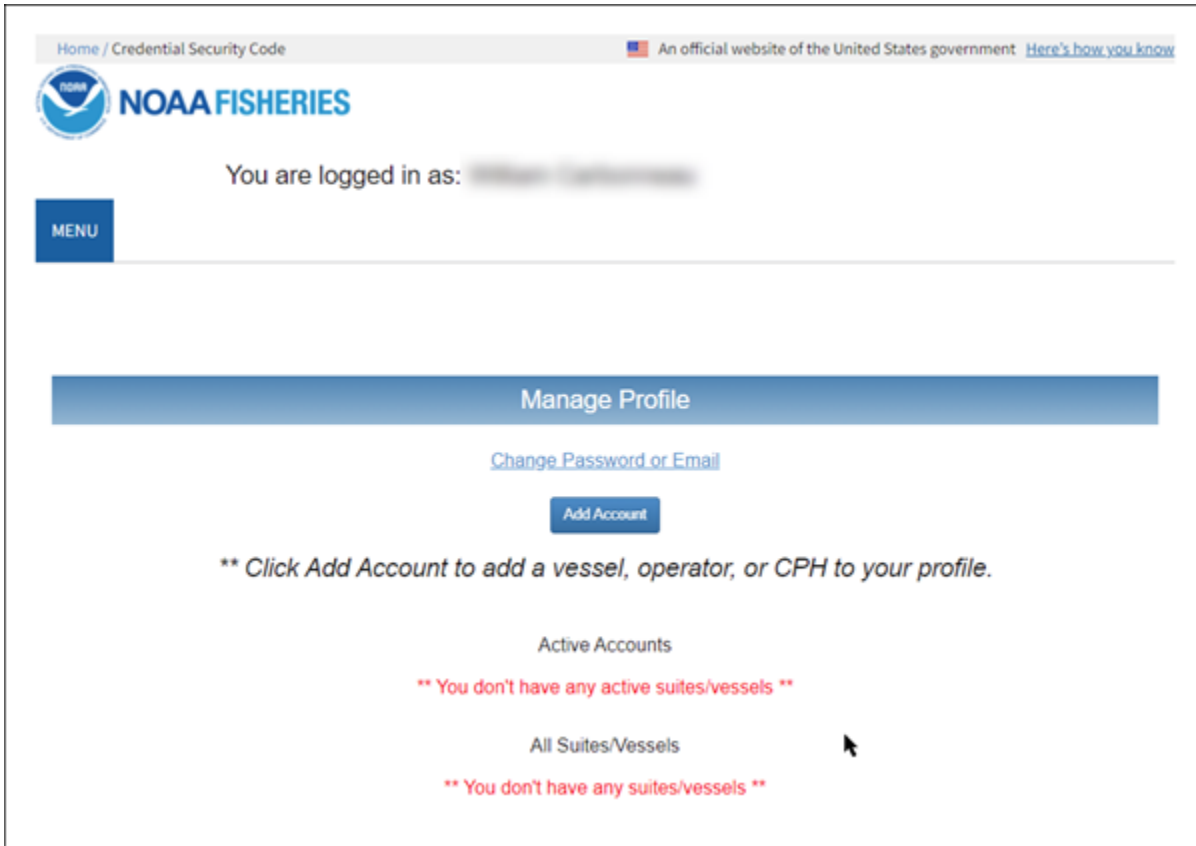
Appendix A: SIMM Download Files

This appendix contains data formats for SIMM download files that assist in preparing the Sector report.

- [Observer](#)
- [Trips with Observers](#)
- [Dealer](#)
- [Discards](#)
- [Discardrate](#)
- [AMS Compliance](#)
- [DAS Balance Report](#)
- [VMS Catch Reports](#)
- [Harbor Porpoise](#)
- [Landed-to-Live Weight Conversion Factors](#)
- [Catch Disposition Codes](#)
- [Species to Stock Area Values](#)
- [Year End Reports](#)
- [Dealer Combined Trips](#)
- [EM Discard](#)
- [Vessel Permit Changes](#)
- [Vessel Trip Summary](#)
- [Trip Issue Report](#)
- [Trip Hails](#)

Observer

Table 15 provides the descriptions for observer data.

Table 15: Observer Data Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector identifier. For GARFO internal use only.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	MRI	Available from MQRS database. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). Reserved numbers include: • **000000**=no permit or no vessel, check hull number • **190998**=Unknown undertonnage vessel • **390998**=Unknown tonnage vessel
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	VTR Serial No	First page of the VTR serial number. Provided as universal trip ID.
8	Date Sail	Date/time vessel sailed
9	Date Land	Date vessel landed to offload catch. **NOTE:** if time is unknown it defaults to midnight in this field
10	Observer Trip ID	7 - character Trip ID: First three characters are the observer ID number (obsid). Second three characters are the ordinal number of trips the observer has taken for the current year. Final character is the Trip Extension, which is the level of sampling of discards in the gillnet fishery. Includes whether or not trip was aborted. Values include: **A** ABORTED NOT GILLNET **B** TRIP OBSERVED, ALL DATA LOST **C** GILLNET, COMPLETE FISH SAMPLING **D** GILLNET COMPLETE FISH SAMPLING, ABORTED **E** SET ONLY, COMPLETE **L** GILLNET, LIMITED FISH SAMPLING **M** GILLNET, LIMITED FISH SAMPLING, ABORTED **N** SET ONLY, LIMITED **T** TRANSIT, NO PRODUCT ONBOARD,NO INTENT TO FISH **U** TRANSIT, PRODUCT ONBOARD, NO INTENT TO FISH **X** ALL OTHER
11	Area	NAFO Statistical Area
12	Port Land	The name corresponding to the 6-character port code.
13	Port Code	The 6-char code of the port, including state, in which vessel offloads its catch. See PORT table.
14	Dealer Name	Company name of licensed Federal dealer
15	Dealer Permit Number	The dealer permit number assigned by the Greater Atlantic Regional Fishing Office Permit System (PERMIT). Reserved numbers include: • **00000**=Unknown
16	NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.
17	NESPP4 Code	4-digit Northeast Species code; fourth digit represents market category. See CFDBS Species Table (CFSPP) for actual codes. NESPP4 is NESPP3 preceded by a 9 (yellowtail flounder is 9123)

Column Number	Column Name	Description
18	Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.
19	Species Name	Species common name.
20	Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges Bank East & West.
21	Gear Code	VTR Gear code; see VLGEAR table for codes.
22	Mesh Cat	Gillnet gear: • **ELM** = Extra Large Mesh (8 inches or greater) • **LM** = Large Mesh (6 to less than 8 inches). Trawl gear (OTF, OHS, OTR, OTT): • **SM** = Small Mesh (less than 3.99 inches) • **MM** = Medium Mesh (3.99 inches to 5.74 inches) • **LM** = Large Mesh (equal or greater than 5.75 inches) All other mesh are **NA**. Consistent with discard rate strata.
23	State Land	The 2 character state code (CT, DE, MA, MD, ME, NC, NH, NJ, NY, RI, VA).
24	Target Species One	NESPP4 for any of the species named by captain as targeted for haul or trip; named before haul or trip, not after. Not necessarily same as majority of catch. May differ by haul or gear. Not collected prior to 5/1994; all set to unknown finfish unless scallop trip.
25	Target Species Two	NESPP4 code for any of the species named by captain as targeted for haul or trip; named *before* haul or trip. Not necessarily same as majority of catch. May differ by haul or gear.
26	Haul Observed Flag	Indicator of whether haul was observed for discards (all hauls are observed for catch except for offwatch (sdo, sto, cdo) hauls). • **0**=No • **1**=Yes
27	Round Hail Weight	Indicator code. • **D** = dressed • **R** = round
28	Progrm Code	First three digits of links. Code that identifies program.
29	Fleet ID	Code to indicate the type of trip being observed. See OBFLEET table.
30	Haul No	Ordinal number of haul within the trip; 4 characters
31	Soak Duration	Fixed gear only. Amount of time that the gear for haul is in the water, to the nearest tenth of an hour (haul begin - set end). BEACH SEINE: estimated; Time from when the gear is secured to the beach until hauling of the warpline begins.
32	NE Gear Code	A 3-digit code to indicate the standard Northeast gearcode used in the observer and commercial fisheries databases.
33	Gear No	Sequential number assigned to gear number, unique by trip.
34	Catch Disposition	Code to indicate catch disposition. • **0** = discarded • **1** = kept • **9** = unknown
35	Hail Weight	Dressed or round, actual or estimated weight for each caught species. Actual weights recorded to nearest tenth of a pound, estimated / nearest whole pound.
36	Calculated Live Weight	Round, actual, or estimated weight for each caught species. Actual weights recorded to nearest tenth of a pound, estimated / nearest whole pound. Converted to live weight in pounds

Trips with Observers

Table 16 provides the descriptions used in the Trips with Observers download file.

Table 16: Trips with Observers Data Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector identifier. For GARFO internal use only.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	MRI	Moratorium right ID. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). • **000000**=no permit or no vessel, check hull number • **190998**=Unknown undertonnage vessel • **390998**=Unknown tonnage vessel
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number as it appears on the hull of the vessel.
7	VTR Serial No	First page of the VTR serial number. Provided as universal trip ID.
8	Date Sail	Date/time vessel sailed.
9	Date Land	Date vessel landed to offload catch. **NOTE:** if time is unknown it defaults to midnight in this field
10	Observer Trip ID	7 - character Trip ID for ASM/NEFOP/NEFOP LIMITED trips: First three characters are the observer ID number (obsid). Second three characters are the ordinal number of trips the observer has taken for the current year. Final character is the Trip Extension, which is the level of sampling of discards in the gillnet fishery. Includes whether or not trip was aborted. Values include: **A** ABORTED NOT GILLNET **B** TRIP OBSERVED, ALL DATA LOST **C** GILLNET, COMPLETE FISH SAMPLING **D** GILLNET COMPLETE FISH SAMPLING, ABORTED **E** SET ONLY, COMPLETE **L** GILLNET, LIMITED FISH SAMPLING **M** GILLNET, LIMITED FISH SAMPLING, ABORTED **N** SET ONLY, LIMITED **T** TRANSIT, NO PRODUCT ONBOARD,NO INTENT TO FISH **U** TRANSIT, PRODUCT ONBOARD, NO INTENT TO FISH **X** ALL OTHER 6 – digit numerical REV. SEQ. ID unique to each individual electronically monitored trip selected for review.
11	Observer Audit Status	Indicates whether GARFO has received the post-processed trip data from NEFSC. • **Trip present** = GARFO has received the trip data and it is available in SIMM. • **Trip absent** = GARFO has not received the trip data and it is not available in SIMM. • **N/A =** for NEFOP Limited and EM trips
12	Monitoring Program	Indicates the observer program that provided the observer for this trip. • **ASM** — At-Sea Monitoring observer • **NEFOP** — Northeast Fishery Observer Program (NEFOP) observer • **NEFOP Limited** — NEFOP Limited obsever • **MREM** — Maximized Retention (EM) • **AUDIT** — Audit Model (EM)

Column Number	Column Name	Description
13	Optimized Review	Indicates whether the trip has been selected for the standard (i.e., Tier 1) review or a more extenstive (i.e., Tier 2) review under the NEFSC's optimized review process. The N/A is applied to electronically monitored trips, which are not subject to this process. • **Tier 1** • **Tier 2** • **N/A**
14	Link1	A unique trip-level identifier assigned to observed trips for internal tracking purposes.

Dealer

Table 17 provides the descriptions for the dealer data.

Table 17: Dealer Data Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector identifier. For GARFO internal use only.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	MRI	Moratorium Right ID associated with vessel. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). Reserved numbers include: • **000000**=no permit or no vessel, check hull number • **190998**=Unknown undertonnage vessel • **390998**=Unknown tonnage vessel
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.
6	Vessel Reg No	USCG or State Registration number as it appears on the hull of the vessel.
7	VTR Serial No	First page of the VTR serial number. Provided as universal trip ID.
8	State Land	2 character alpha state code (CT, DE, MA, MD, ME, NC, NH, NJ, NY, RI, VA).
9	Port Land	The name corresponding to the 6-character port code.
10	Port Code	The 6-char code of the port, including state, in which vessel offloads its catch.
11	Dealer Name	Company name of licensed Federal dealer
12	Dealer Permit No	The dealer permit number assigned by the Greater Atlantic Regional Fishing Office Permit System (PERMIT). **00000**=Unknown.
13	Date Sold	The data of first sale of a sector trip's catch to a seafood dealer. Subsequent sales rolled up to this date to form a complete trip. Date the discard rate is effective for the trip. Date could be either the dealer receipt/sold to date, the VTR date sold, or the observer-reported landing date in order of precedence. All dates provided regardless of whether there are data for that date.
14	Market Category Code	Market code to indicate the market category for a species sold to a dealer. See cfdbs.safismarket for category descriptions.
15	Grade Code	Species grade code used by ACCSP. See cfdbs.safisgrade for code descriptions.
16	NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.

Column Number	Column Name	Description
17	NESPP4 Code	The 4-digit Northeast Species code; the fourth digit represents market category. See CFDBS Species Table (CFSPP) for actual codes. For discard species in the CFDISCyyyy and WODISCyy views, NESPP4 is redefined as NESPP3 preceded by a 9, e.g. yellowtail flounder is 9123.
18	Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.
19	Species Name	Species common name.
20	Landed Weight	Pounds landed for species. Should align with dealer reported landings (market).
21	Live Weight	Live weight of species landed. By species/market category.
22	Dealer Report ID	Corresponds to the Dealer Report ID column in the SIMM Dealer Combined Trips (DCT) download, which links multiple electronic vessel trip reports (eVTRs) associated to a single dealer report. Used to help calculate quota monitoring.

Discards

Table 18 provides the descriptions for discard data.

Table 18: Discards Data Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector identifier. For GARFO internal use only.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	MRI	Available from MQRS database. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). Reserved numbers include: • **000000**=no permit or no vessel, check hull number • **190998**=Unknown undertonnage vessel • **390998**=Unknown tonnage vessel
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	VTR Serial No	First page of the VTR serial number. Provided as universal trip ID.
8	Date Sail	The month, day and year the vessel left the dock to go fishing. **NOTE:** if time is unknown it defaults to midnight in this field
9	Date Land	Date vessel landed to offlsoad catch. **NOTE:** if time is unknown it defaults to midnight in this field.

Column Number	Column Name	Description
10	Observer Trip ID	ASM / NEFOP/NEFOP Limited trips: 7 - character alphanumeric Trip ID • First three characters are the observer ID number (OBSID). • Second three characters are the ordinal number of trips the observer has taken for the current year. • Final character is the Trip Extension, which is the level of sampling of discards in the gillnet fishery. Includes whether or not trip was aborted. Values include: **A** ABORTED NOT GILLNET **B** TRIP OBSERVED, ALL DATA LOST **C** GILLNET, COMPLETE FISH SAMPLING **D** GILLNET COMPLETE FISH SAMPLING, ABORTED **E** SET ONLY, COMPLETE **L** GILLNET, LIMITED FISH SAMPLING **M** GILLNET, LIMITED FISH SAMPLING, ABORTED **N** SET ONLY, LIMITED **T** TRANSIT, NO PRODUCT ONBOARD,NO INTENT TO FISH **U** TRANSIT, PRODUCT ONBOARD, NO INTENT TO FISH **X** ALL OTHER • NOTE: NEFOP data on EM trips is included here, whereas EM discard data are provided in the EM Discard Download and are not included here. NEFOP Limited data is not included here either.
11	VTR Species Code	VTR Species code. Available in VTR database. Provided to describe species in English. See "SPPCODE_Table"
12	Date Sold	The data of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. This is the date the discard rate is effective for the trip. This date could be either the dealer receipt/sold to date, the VTR date sold, or the observer-reported landing date in order of precedence.
13	Date Sold Source	Source of the sold date; excludes EM data. Values: • **ASM** • **OBPRELIM** (for NEFOP data)
14	Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.
15	Species Name	Species common name.
16	Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank East & West
17	Gear Code	Summary gear codes: • **PTF** = POT, FISH (sea bass, etc.) • **GNS** = GILLNET, SINK (groundfish, dogfish, etc. • **HND** = HAND LINE/ROD & REEL • **OTF** = OTTER TRAWL, BOTTOM, FISH • **LLB** = LONGLINE/TUB TRAWL, BOTTOM • **OTR** = OTTER TRAWL, RUHLE • **OHS** = OTTER TRAWL, HADDOCK SEPARATOR • **OTT =** OTTER TRAWL, TWIN TRAWL • **OBP = OTTER TRAWL, BELLY PANEL**
18	Mesh Cat	Gillnet gear: • **ELM** = Extra Large Mesh (8 inches or greater) • **LM** = Large Mesh (4 to less than 8 inches). Trawl gear (OTF, OHS, OTR, OTT, OBP): • **SM** = Small Mesh (less than 3.99 inches) • **MM** = Medium Mesh (3.99 inches to 5.74 inches) • **LM** = Large Mesh (equal or greater than 5.75 inches) All other mesh are NA. Consistent with discard rate strata.

Column Number	Column Name	Description
19	Observed Discards	The total discard from the trip. Provided as discard of observed hauls plus estimated discard from unobserved hauls of trip. NUMBER datatype rounded to 0 digits after the decimal point.
20	Total Discards	The total discard from the trip prorated based on gear and species-specific mortality ratios, as appropriate. Value will be equal to or less than Observed Discards. NUMBER datatype rounded to 0 digits after the decimal point. This value should be used for sector quota monitoring.
21	Observer Coverage Level	Flag indicating 100% observer coverage on trip. NUMBER datatype. Two values: "1" means 100% observer coverage of hauls; "0" means less than 100% observer coverage.
22	Link 1	Key field linking tables at the trip level in the Observer database; made up of program+year+month+tripid. Appears as first 15 characters in all 'LINK' fields.
23	Other Strata	Additional strata not otherwise covered. • **MREM** = Indicates an MREM trip. NEFOP discards are used for MREM catch accounting on NEFOP-observed trips. • **NA** (not applicable)
24	NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database. See "SPPCODE_Table"
25	Audit Level Comments 1	Audit fields. Provided to show how total discard was calculated. Can be used to provide additional information about trips that have differences between observer data and VTR data, or data wasn't used for some other reason, such as all hauls unobserved. Allows you to proof data and resolve questions about missing observer data.
26	Audit Level Comments 2	Audit fields. Provided to show how total discard was calculated. (TBD)
27	Process Last Run	The date this job was last run. Provided to inform about job status.

Usage Notes for Discard Download

Be aware of the following when using the Discards download file.

- Using **Observed Discards** vs. **Total Discards** for the purposes of discard estimation:

  The **Observed Discards** column includes both observed discards and imputed discards from unobserved hauls. **Total Discards** contains the same value as **Observed Discards** as reduced by discard mortality ratios, if appropriate. Use the **Total Discards** column for sector quota monitoring.

- 'No Catch' observed trips are included in the Discards download.

- SIMM appends unmatched or otherwise unused Observer trips to the Discards download.

- If a data problem arises and SIMM is not able to use that data for discard calculations, the **Observed Discard** and **Total Discard** columns will be blank.

- If Observer data does not match to corresponding VTR data, or if data is not used for any other reason (for example, all hauls unobserved), the **Audit Level Comments** field provides additional information about the trip. This allows you to verify your data in the event of missing observer data.

- SIMM provides data in the Discard download at the sub-trip level, not at the trip level.

NOTE: Starting in FY 2023, the **DISCARDS** download will update on a weekly basis.

Additional Notes on Unused or Unmatched Observer Data in Discard Download

This section provides information on observer data in the Discard download:

- There will be only one row for each unused observed trip.
- Unused observed trips are updated as the trips are made available from the observer program (possibly with a one-day delay). The trips can update during the week; they are not depended on a CAMS run.
- Most of the stratum fields will be **NA** and the discard amounts will be empty.
- The Audit_1 column displays *one* of the following values:
  - **NOT IN CAMS - NOT LOADED**

  OR

  - **IN CAMS - NOT USED**

NOT IN CAMS - NOT LOADED

This value means that CAMS didn't upload the record. That is, the record became available after CAMS was run.

In this case the Audit_2 column has the CAMS load time, and the time when the record was loaded into the base Observer tables. Be aware that the observer load time does not reveal the time when the record became available to download.

IN CAMS - NOT USED

This value means that CAMS did download the record but is not using it for discards, for any of several possible reasons, in order of processing.

1. Audit_2 starts with the number of observed hauls. If there are zero observed hauls, CAMS will not use the observer trip for discards.
2. Next, Audit_2 has a list of observed gears and areas on the trip, and also has CAMS gears and areas. On a multi-stratum trip, CAMS does not use the observed trip for discards if the gears or areas don't match.
3. Finally, Audit_2 has the CAMSID for the trip, which is the official CAMS trip identifier.
   a. If the observer gears and areas are empty, the observed trip likely does not have any recorded hauls at all.
   b. If the CAMS gears and areas are empty, then there is likely no CAMS landing record for the trip. It may be a VTR orphan trip or an unmatched observed trip. In either case, CAMS does not use the observed trip for discards.

Discardrate

Table 19 provides the descriptions for the daily discard ratios data.

Table 19: Discardrate Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector ID. For GARFO internal use only.
2	Sector Name	GARFO sector name as listed in SIMM.
3	VTR Species Code	Species code in VTR database. Provided to describe species in English.
4	NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.
5	Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.
6	Species Name	Species common name.
7	Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank East & West
8	Gear Code	Summary gear codes: • **PTF** = POT, FISH (sea bass, etc.) • **GNS** = GILLNET, SINK (groundfish, dogfish, etc.) • **HND** = HAND LINE/ROD & REEL • **OTF** = OTTER TRAWL, BOTTOM, FISH • **LLB** = LONGLINE/TUB TRAWL, BOTTOM • **OTR** = OTTER TRAWL, RUHLE • **OHS** = OTTER TRAWL, HADDOCK SEPARATOR • **OTT =** OTTER TRAWL, TWIN TRAWL • **OBP = OTTER TRAWL, BELLY PANEL**
9	Mesh Cat	Gillnet gear: • **ELM** = Extra Large Mesh (8 inches or greater) • **LM** = Large Mesh (6 to less than 8 inches) Trawl gear (OTF, OHS, OTR, OTT): • **SM** = Small Mesh (less than 3.99 inches) • **MM** = Medium Mesh (3.99 inches to 5.74 inches) • **LM** = Large Mesh (equal or greater than 5.75 inches) All other mesh are NA. Consistent with discard rate strata.
10	Discard Rate	The discard rate that applies on the effective date. Provided to estimate discards on unobserved trips. Out to 9 digits after the decimal point.
11	Discard Rate Type	Possible types: • **A** [Assumed]: Fewer than 5 trips in currentand previous FY • **B** [Broad Stock Rate]: Broad stock rate used when other criteria (i.e., gear, mesh) are not met • **I** [In-Season]: 5 or more trips in a given stratum • **N** [No Coverage]: Call the Analysis and Program Support Division (APSD) at GARFO. • **R** [Rule-Based]: Rule-based assignment of discard value (e.g., MREM) • **T** [Transition]: Fewer than 5 trips in current FY and 5 of more trips in previous FY Observer data are given priority. . For estimated discards, In-Season (I) rates have the priority and, if (I) is unavailable, then t[No he Transition (T) would have priority, followed by Assumed (A), and then Broad Stock Rate (B). Rule-based (R) is only to be applied under certain circumstances (e.g., MREM).
12	Discard Rate Start Date	Effective start date for a given stratum discard rate. If date land is between start and end date of talt discard rate strata, select that strata.

Column Number	Column Name	Description
13	Discard Rate End Date	Termination date for a given stratum discard rate. If date land is between start and end date of that discard rate strata, select that strata.
14	Other Strata	Additional strata not otherwise covered. • **NA** (not applicable) • **MREM** = Indicates a discard rate specific to MREM trips. • **EFP_EMx** (Electronic Monitoring trip – x is a unique identifier 0-9)
15	Exemption – ELM Gillnet	Framework 55 Extra large mesh gillnet exemption. Possible values: • **Y** = Yes • **N** = No
16	Exemption - Redfish	Redfish exemption stratum. Vessel claimed exemption in VMS declaration. Possible values: • **Y** = Yes • **N** = No
17	Exemption - Closed Area	Closed Area exemption stratum. Vessel claimed exemption in VMS declaration. Possible values: • **Y** = Yes • **N** = No
18	Exemption – SNE Small Mesh	Small-mesh exemption for trawl gear. Vessel claimed exemption in VMS declaration. Possible values: • **Y** = Yes • **N** = No
19	Exemption –7130	ASM exemption for trips entirely west of Lat/Lon 71' 30". This exemption is not applicable to EM trips. Possible values: • **Y** = Yes • **N** = No
20	Exemption – 4e	• RESERVED
21	Audit Level Comments 1	Audit fields. Provided to show how discard rate was calculated.
22	Audit Level Comments 2	Audit fields. Provided to show how discard rate was calculated.
23	Process Last Run	The date this job was last run. Provided to inform about job status.
24	Stratum Last Changed	The date this record was added or last changed. Provided to inform that a change has occurred in a discard rate.

Usage Notes for Discardrate Download

Starting in FY 2023, the mesh size you report on a VTR falls into the following mesh size categories in NOAA's data systems:

Table 20: Mesh Size Categories

Gear Type	Mesh Size
Gillnet	• **ELM** = Extra Large Mesh (8 inches and greater) • **LM** = Large Mesh (4 to less than 8 inches).
Trawl gear (OTF, OHS, OTR, OTT, OBP)	• **SM** = Small Mesh (less than 4 inches) • **LM** = Large Mesh (equal or greater than 4 inches)

Mesh is imputed for gillnets and trawl gear if not reported on the VTR; otherwise mesh is NULL. Consistent with discard rate strata. However, in an effort to minimize disruptions to sector weekly reporting requirements and quota monitoring software, NOAA has reincorporated medium mesh (MM) categories into the DISCARDRATE download. The discard rates associated with the MM strata are identical to the LM strata. The revised mesh size categories in SIMM are as follows:

Table 21: Revised Mesh Size Categories

Gear Type	Mesh Size
Gillnet	• **ELM** = Extra Large Mesh (8 inches and greater) • **LM** = Large Mesh (4 to less than 8 inches).
Trawl gear (OTF, OHS, OTR, OTT, OBP)	• **SM** = Small Mesh (less than 4 inches) • **MM** = Large Mesh (equal or greater than 4 inches) • **LM** = Large Mesh (equal or greater than 4 inches)

NOTE: Starting in FY 2023, the **DISCARDRATE** download will update on a weekly basis.

Discard Rates Hierarchy

There is a hierarchy for the order in which discard rates are applied. Observer data are given priority. For estimated discards, In-Season (I) rates have the priority and, if (I) is unavailable, then the Transition (T) would have priority, followed by Assumed (A), and then Broad Stock Rate (B). Rule-based (R) is only to be applied under certain circumstances (e.g., MREM).

- I (In-season)

  If there are five or more observed trips in the stratum in the current fishing year, GARFO uses the in-season rate on those fishing trips.

- T (Transition)

  If there are fewer than five observed trips in the current fishing year **and** there are five or more observed trips from the previous fishing year, GARFO uses the Transition rate.

  o A stratum with zero observed trips in the current fishing year receives the Transition rate.
  o GARFO weighs last fishing year's observed trips proportionally less as the current fishing year observed trip count increases.

- A (Assumed)

  If there are fewer than five observed trips in both the previous fishing year and current fishing year, then the strata are rolled up across sectors and generally the transitioning procedure is applied to the rolled up stratum:

  o If there are >= five observed trips in the rolled up stratum in the current fishing year, then the strata get that rate.
  o If there are < five trips in the current fishing year but >= five trips in the previous fishing year, the strata get the T (Transition) rate.
  o If there are < five trips in the rolled up stratum for the current and past fishing years, the strata get the B (Broad Stock) rate.

- B (Broad Stock)

  If there are not enough observed trips to create I, T or A stratum discard rates, they get the B (Broad Stock) rate. This is the discard rate generated by taking all observed groundfish trips for the stock, across all sectors, gears, exemptions, etc. It does not include non-groundfish observed trips.

- R (Rule-Based)

  Rule-based assignment of discard value (e.g., MREM)

- N (No Coverage)

  Call the Analysis and Program Support Division at GARFO.

Special Information about Exemptions

Read this section for information about the relationship between discard rates and exemptions.

- Exemption used (if claimed by the vessel in its Trip Start Hail (TSH):
  - The exemption (or combination of exemptions) is applied to the entire trip. Within the trip, unique discard rates can still be triggered by stratum changes (i.e. gear, area, etc.).
  - You may see more than one **Y** (indicating "Yes") in a given Exemption column in the Discardrate download file if the vessel declared multiple exemptions on one trip.

    For example, if a trip declares closed area and small-mesh exemptions, use the discard rates with a Y in the Exemption Closed Area and Exemption SNE Small Mesh columns.

  - Refer to the Trip Hails download file in SIMM for a complete list of the hails from your sector vessels for the week. This download informs you whether a sector vessel has declared a trip exemption.

AMS Compliance

Table 22 provides descriptions for the Allocation Management System (AMS) data, and includes compliance information relating to your sector.

Table 22: AMS Compliance Data Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector identifier. For GARFO internal use only.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	MRI	Moratorium right ID. Available from MQRS database. Provided for reference.
4	Vessel Permit No	Permit number assigned by Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). Reserved numbers include: **000000**=No permit or no vessel, check hull number **190998**=Unknown undertonnage vessel **390998**=Unknown tonnage vessel.
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	VTR Serial No	VTR serial number from the <u>first</u> page of the VTR. Provided as universal trip ID. Matches on the mid-point of an AMS trip (mid-point between the Sail Date and the Land Date), and matches on this date with the Vessel Permit Number to existing VTR Serial Numbers.

Column Number	Column Name	Description
8	Observer Trip ID	ASM / NEFOP / NEFOP Limited trips: 7 - character alphanumeric Trip ID • First three characters are the observer ID number (OBSID). • Second three characters are the ordinal number of trips the observer has taken for the current year. • Final character is the Trip Extension, which is the level of sampling of discards in the gillnet fishery. Includes whether or not trip was aborted. Values include: **A** ABORTED NOT GILLNET **B** TRIP OBSERVED, ALL DATA LOST **C** GILLNET, COMPLETE FISH SAMPLING **D** GILLNET COMPLETE FISH SAMPLING, ABORTED **E** SET ONLY, COMPLETE **L** GILLNET, LIMITED FISH SAMPLING **M** GILLNET, LIMITED FISH SAMPLING, ABORTED **N** SET ONLY, LIMITED **T** TRANSIT, NO PRODUCT ONBOARD,NO INTENT TO FISH **U** TRANSIT, PRODUCT ONBOARD, NO INTENT TO FISH **X** ALL OTHER 6 – digit numerical REV. SEQ. ID unique to each individual electronically monitored trip selected for review.
9	Observer Audit Status	Indicates whether GARFO has received the post-processed trip data from NEFSC. • **Trip present** = GARFO has received the trip data and it is available in SIMM. • **Trip absent** = GARFO has not received the trip data and it is not available in SIMM. • **NA** = for NEFOP Limited and EM trips
10	Trip Start Date	Trip start date as recorded by AMS
11	Trip End Date	Trip end date as recorded by AMS
12	Trip Midpoint	Calculated midpoint between the Trip Start Date and the Trip End Date.
13	DAS ID	Days at sea record identification
14	AMS Trip ID	Unique trip identification number assigned by AMS
15	Declaration Code	Days at sea declaration code
16	Mults DAS Charge	Informs the sector if a NE multispecies day-at-sea (DAS) charge was applied to a trip. Possible values: **Y** (Yes) **N** (No)
17	Inshore/Offshore	Indicates whether a trip fished west of 70' 15" in the GOM Broad Stock Area (inshore) and also fished in another Broad Stock Area. Values are: **Y** (yes) = inshore/offshore trips **N** (no) = trips that don't fall in to the inshore/offshore category **Pending** = trip not yet processed.
18	Sector Trip	Indicates whether this trip has been recorded as a sector trip. Values are: **Y** (yes) = Trip has been recorded as a sector trip. **N** (no) = Trip is not or has not yet been recorded as a sector trip.
19	35-Day Threshold	Indicates whether the grace period for submitting a valid VTR to NMFS has elapsed. Values are: **Y** (yes) = 35-day period has elapsed. **N** (no) = 35-day period has not elapsed.

Column Number	Column Name	Description
20	Transfer Impact	Indicates whether this trip counts against the sector's ability to transfer ACE. **Y** (yes) = Trip counts against the sector's ability to transfer ACE. **N** (no) = Trip does not count against the sector's ability to transfer ACE.
21	Kall	The **Kept All** weight (landed pounds minus discards) for the sector for the week as calculated by GARFO's Data Management Information System (DMIS). This value represents the best available data at this time. If the data is imputed, the field contains a NULL value.

Using the AMS Download File to Identify Non-Compliant Trip Reporting

You can sort the AMS Compliance download file so that you can identify trips that are not compliant with VTR requirements. Your ability to track non-compliance is important because these trips count against the compliance threshold that determines whether your sector is allowed to transfer ACE.

NOTE: The ACE Transfer page in SIMM shows you the sector's current standing against the compliance threshold with a text message much like the following: "`0% of VTRs are non-compliant. Exceeding 5% will prohibit you from trading ACE.`"

Following are the factors that determine whether a sector trip is compliant:

- Each trip must have a VTR serial number associated with it.
- Each trip must be a valid sector trip; that is, having a VMS trip declaration containing NMS or MNK with *mults_charge* = Y. The landing date determines the MRI/permit combination that was actively fishing at the time of landing in order to correctly associate the trip with a sector.
- Each sector trip must be reported to NMFS on time. The trip is non-compliant if 35 days have elapsed between the VMS declaration and the current system date.

Table 23 shows you a method to track compliance. Look at the values of the trip records in three specific columns (VTR Ser. No., Sector Trip, 35-Day Threshold) of the AMS Download file. In addition, check the Transfer Impact column to see if the trip counts against the ability to transfer ACE as a result of these non-compliance factors.

Table 23: AMS Download Fields That Help You Track Reporting Compliance

VTR Ser. No.	Sector Trip	35-Day Threshold	Transfer Impact	Description
Yes	Yes	Yes	No	Trip is compliant.
No	Yes	Yes	Yes	VTR has not been received and processed. Trip counts against the compliance threshold and your sector's ability to transfer ACE.
Yes	No	Yes	No	Trip is not a sector trip; no impact on ACE transfer.
Yes	No	No	No	Trip is not a sector trip; no impact on ACE transfer.
No	Yes	No	No	Trip is within 35-day reporting threshold; no impact on ACE transfer.
No	No	Yes	No	Trip is not a sector trip; no impact on ACE transfer.
No	No	No	No	Not enough information at this date to make a determination about the status of the trip.

Sector Roster

Table 24 provides the descriptions for Sector Roster data.

Table 24: Sector Roster Data Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector identifier.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	MRI	Moratorium right ID. Available from MQRS database. Provided for reference.
4	Permit Number	One of the following: Permit number assigned by Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). Reserved permit numbers include: • **000000**=no permit or no vessel, check hull number; • **190998**=Unknown undertonnage vessel; • **390998**=Unknown tonnage vessel. OR Confirmation of Permit History (CPH) that shows permit eligibility.
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	Permit Renewed	Indicates whether the vessel has been renewed for the current fishing year. • **Y**=Permit renewed; • **N**=Permit not renewed.
8	Current Vessel Length	The overall length of the permitted vessel.
9	Current Vessel HP	The engine horsepower rating of the permitted vessel.
10	Das Leasing Baseline Length	The maximum allowable baseline length overall of the day-at-sea lessee vessel (i.e., no more than 10 percent greater than the baseline length overall of the lessor).
11	Das Leasing Baseline HP	The maximum allowable engine horsepower rating of the day-at-sea lessee vessel (i.e., no more than 20 percent greater than the baseline engine horsepower of the lessor).
12	GB Cod PSC	The proportion of total landings of this groundfish stock (in live pounds) associated with this individual MRI over a particular period. Used to determine ACE.
13	GB Cod East ACE	The individual PSC multiplied by the overall groundfish Annual Catch Entitlement (ACE) for this stock.
14	GB Cod West ACE	The individual PSC multiplied by the overall groundfish Annual Catch Entitlement (ACE) for this stock.

NOTE: The Sector Roster download file contains the PSC and ACE values for each stock per MRI in the sector. Table 24 shows only the first PSC and ACE records (GB Cod PSC and GB Cod East & West ACE) in the Sector Rosters file because the data formats for all the other groundfish stocks are identical.

Vessel Trip Report

Table 25 provides the descriptions for reporting VTR data.

Table 25: VTR Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector identifier. For GARFO internal use only.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	MRI	Available from MQRS database. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). Reserved numbers include: • **000000**=no permit or no vessel, check hull number; • **190998**=Unknown undertonnage vessel; • **390998**=Unknown tonnage vessel.
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	VTR Serial No	First page of the VTR serial number. Provided as universal trip ID.
8	Date Sail	Date/time vessel sailed.
9	Date Land	Date vessel landed to offload catch. **NOTE:** if time is unknown, this field value defaults to midnight.
10	VTR Origin	Format of VTR that was submitted by the vessel. Hardcopy VTR or eVTR. Possible values: • Paper • Electronic
11	Area	NAFO Statistical Area
12	Port Land	The name corresponding to the 6-character port code.
13	Port Code	The 6-character code of the port, including state, in which vessel offloads its catch. See PORT table.
14	Latitude	Degrees/minutes/seconds expressed as a single, six-digit number. Corresponds to the position at the start of the haul.
15	Longitude	Degrees/minutes/seconds expressed as a single, six-digit number. Corresponds to the position at the start of the haul.
16	VTR Species Code	Provided to describe species in English. Available in VTR database. See "SPPCODE_Table"
17	Dealer Name	Company name of licensed Federal dealer.
18	Dealer Permit No	The dealer permit number assigned by the Greater Atlantic Regional Fishing Office Permit System (PERMIT). Reserved numbers include: • **00000**=Unknown
19	Date Sold	The data of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. This is the date the discard rate is effective for the trip. This date could be either the dealer receipt/sold to date, the VTR date sold, or the observer-reported landing date in order of precedence. All dates will be provided regardless of whether there are data for that date.
20	NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.

Column Number	Column Name	Description
21	NESPP4 Code	The 4-digit Northeast Species code; the fourth digit represents market category. See CFDBS Species Table (CFSPP) for actual codes. For discard species in the CFDISCyyyy and WODISCyy views, NESPP4 is redefined as NESPP3 preceded by a 9; for example, yellowtail flounder is 9123.
22	Species ITIS	The Integrated Taxonomic Information System (ITIS) serial number for a species. See the SPECIES_ITIS_NE table for a description of the codes.
23	Species Name	Species common name.
24	Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges' Bank East & West
25	Gear Code	VTR Gear code
26	Mesh Cat	Gillnet gear (GNS): • **ELM** = Extra Large Mesh (8 inches or greater) • **LM** = Large Mesh (6 to less than 8 inches) Trawl gear (OTF, OHS, OTR, OTT): • **SM** = Small Mesh (less than 3.99 inches) • **LM** = Large Mesh (equal or greater than 5.75 inches) All other mesh are NA. Consistent with discard rate strata.
27	Mesh Size	Mesh size for: • Trawl-codend/liner (inches) • Dredge - ring size (inches) • Gillnet - mesh size (inches) • Pots - entrance size (inches) • Traps - mesh size of crib (inches)
28	Quantity Kept	Amount of catch kept (Commercial = pounds; Party/Charter = count)
29	Quantity Discard	Amount of species discarded (Commercial = pounds; Party/Charter = count).
30	Operator Name	Name of the vessel operator
31	Operator Permit No	Unique number assigned by GARFO to the vessel operator
32	State Land First	First state landed (CT, DE, MA, MD, ME, NC, NH, NJ, NY, RI, VA)
33	Port Two	Second port landed. Concatenate with State2 for full location definition.
34	State Land Second	Second state landed (CT, DE, MA, MD, ME, NC, NH, NJ, NY, RI, VA).
35	DOC ID	Unique Doc ID number assigned to each fishing trip by GARFO.

DAS Balance Report

Table 26 provides the descriptions used in the DAS Balance Report.

Table 26: DAS Balance Report Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector identifier. For GARFO internal use only.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	MRI	Moratorium right ID. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). **000000**=no permit or no vessel, check hull number. **190998**=Unknown undertonnage vessel. **390998**=Unknown tonnage vessel
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	DAS type	Type of DAS used. Sector vessels are only allocated "A DAS", and therefore "A DAS" is the only permissible value for this field. Sector vessels cannot use "B DAS" as a value for this field.
8	Combined Allocated DAS	Sum of all allocated DAS, including allocated DAS, carry-over DAS, large mesh DAS, etc.
9	Allocated DAS Balance	The remaining allocated DAS available for use by the vessel: Combined Allocated DAS (Column 6) **minus** Used allocated DAS **equals** Allocated DAS Balance
10	Total Available Balance	The overall remaining balance of DAS available for use by the vessel: Allocated DAS Balance (Column 7) **plus** Lease Balance (Column 10) **equals** Total Available Balance
11	Leased In	The number of DAS leased in by the vessel.
12	Leased Out	The number of DAS leased out to other vessels by the member vessel.
13	Lease Balance	The remaining leased DAS available for use by the vessel (Leased DAS minus Leased DAS Used equals Leased DAS Balance). This distinction is made because, when a leased DAS balance is available, leased DAS are charged prior to allocated DAS.

VMS Catch Reports

Table 27 provides the descriptions for VMS Catch Report data.

Table 27: VMS Catch Report Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector ID. For GARFO internal use only.
2	Sector Name	GARFO sector name as listed in SIMM.
3	MRI	Available from MQRS database. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). Reserved numbers include: • **000000**=no permit or no vessel, check hull number • **190998**=Unknown undertonnage vessel • **390998**=Unknown tonnage vessel
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	VTR Serial No	First page of the VTR serial number. Provided as universal trip ID.
8	NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.
9	Species Name	Species common name.
10	Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges Bank East & West
11	Stat Area	NAFO Statistical Area. Charts provided with VTR forms.
12	Pounds Kept	Amount of catch kept (Commercial = pounds; Party/Charter = count)
13	Date Caught	Day on which the catch was made.
14	Date Time Report Sent UTC	Date and time that the operator submitted the VMS catch report in UTC (Coordinated Universal Time)
15	Switch to Smaller Mesh	Indicates whether the operator reported a switch to smaller mesh on the VMS catch report. **Y** (Yes)

Harbor Porpoise

Lists harbor porpoise interaction information from vessels in your sector. The data are unprocessed and originate from the report of the trip observer. See Table 28 .

NOTE: The following data are raw observed harbor porpoise interaction records for your sector and have not been completely reviewed. They are subject to change up to 90 days after the Date Land value.

Table 28: Harbor Porpoise Formats

Column Number	Column Name	Description
1	Sector ID	GARFO sector ID. For GARFO internal use only.
2	Sector Name	GARFO sector name as listed in SIMM.
3	MRI	Moratorium right ID. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). • **000000**=no permit or no vessel, check hull number • **190998**=Unknown undertonnage vessel • **390998**=Unknown tonnage vessel
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	VTR Serial No	First page of the VTR serial number. Provided as universal trip ID. 8 characters (VTR) or 14 characters (eVTR).
8	Date Sail	The month, day and year the vessel left the dock to go fishing. **NOTE:** if time is unknown it defaults to midnight in this field
9	Date Land	Date vessel landed to offload. **NOTE:** if time is unknown, this field value defaults to midnight.

10	Observer Trip ID	7 - character Trip ID:
		First three characters are the observer ID number (obsid).
		Second three characters are the ordinal number of trips the observer has taken for the current year.
		Final character is the Trip Extension, which is the level of sampling of discards in the gillnet fishery. Includes whether or not trip was aborted. Values include:
		   A ABORTED NOT GILLNET
		   B TRIP OBSERVED, ALL DATA LOST
		   C GILLNET, COMPLETE FISH SAMPLING
		   D GILLNET COMPLETE FISH SAMPLING, ABORTED
		   E SET ONLY, COMPLETE
		   L GILLNET, LIMITED FISH SAMPLING
		   M GILLNET, LIMITED FISH SAMPLING, ABORTED
		   N SET ONLY, LIMITED
		   T TRANSIT, NO PRODUCT ONBOARD,NO INTENT TO FISH
		   U TRANSIT, PRODUCT ONBOARD, NO INTENT TO FISH
		   X ALL OTHER

11	Area	NAFO Statistical Area. Corresponds to the position at the start of the haulback from the haul in which the animal was entangled
12	Latitude	Latitude of the interaction. Degrees/minutes/seconds expressed as a single, six-digit number. Corresponds to the position at the start of the haulback from the haul in which the animal was entangled.

Column Number	Column Name	Description
13	Longitude	Longitude of the interaction. Degrees/minutes/seconds expressed as a single, six-digit number. Corresponds to the position at the start of the haulback from the haul in which the animal was entangled.
14	Porpoise No	An individual porpoise encounter. Each animal encountered on a trip is assigned a number and recorded individually in the Observer database. For a trip with one interaction, the Porpoise # column shows the number "1". If the trip experienced more than one porpoise encounter, the first porpoise is assigned the number "1", the second porpoise is assigned number "2", and so forth.
15	Condition	Observer description of the condition of the animal at the time of the haulback.

Landed-to-Live Weight Conversion Factors

NMFS provides generalized conversion factors to convert landed weight to live weight so that you can compute weights accurately for use in your Detail reports.

There are some circumstances when live weight of catch is not available from the dealer. For example, the dealer did not have VTR data, or the catch was kept for home consumption or bait and therefore not sold to a dealer. In these circumstances, use the generalized conversion factors in the download file to compute live weight from landed weight. See Table 29 .

Table 29: Landed-to-Live Conversion Factors Formats

Column Number	Column Name	Description
1	VTR Species Code	Variable-length English langauge abbreviation of the species. Used in VTR.
2	NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.
3	NESPP4 Code	The 4-digit Northeast Species code; the fourth digit represents market category. NESPP4 is redefined as NESPP3 preceded by a 9, e.g., yellowtail flounder is 9123.
4	Species Name	Species common name.
5	Conversion Factor	Numeric operand for the species in order to convert landed weight to live weight values for use in the Detail report.

Catch Disposition Codes

NMFS provides catch disposition for each stratum for supplemental information purposes. See Table 30.

Table 30: Catch Disposition Codes

Column Number	Column Name	Description
1	Disposition Code	Unique ID for each possible disposition of the catch
2	Disposition	State of the catch, including mortality status, condition, and discarded or kept.

Species to Stock Area Values

NMFS provides a species-to-stock area conversion table that allows you to get the Stock ID value for your Detail report by using the Stat Area values, as seen in Table 31.

Table 31: Species-to-Stock Area Values

Column Number	Column Name	Description
1	NESPP3 Code	The Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.
2	Stock Area	Stock Area code consistent with strata. Provided to identify Stock Area and link to SIMM data. Includes Georges Bank East & West.
3	Stat Area	NAFO Statistical Area. Equates to Chart Area on VTR forms.

Year End Reports

NMFS provides its annual summation of data for your sector for the completed fishing year. Use this data to help you complete your annual Year End Report as required by regulations. The information in the Year End Report download file, shown in Table 32 , includes:

Table 32: Year End Report Table Data

Table	Table Contents
Table 1	Summary Data by Vessel
Table 2	Port Landing data
Table 3	PSC and Initial ACE data
Table 4a	Groundfish Landings and ACE Transfer summary data
Table 4b	Groundfish Landings from Trawl Gear
Table 4c	Groundfish Landings from Gillnet Gear
Table 4d	Groundfish Landings from Hook Gear
Table 5a	Other Species Landings Data from Sector Trips
Table 5b	Other Species Landings Data from Non-Sector Trips
Table 6	ACE Transfers to Other Sectors
Table 7	ACE Transfers from Other Sectors
Table 8	Trasactions Within Sectors
Table 9	ACE Conversions East to West

For more information about the Year End Report, refer to the guide "Preparing the Northeast Multispecies Sector Annual Year-end Report" for the appropriate fishing year.

Dealer Combined Trips

The Dealer Combined trips file provides information about catch from a trip in your sector that was inaccurately apportioned on the Dealer report. This problem can show itself in several ways, including:

- Two or more fishing trips on one Dealer report
- Multiple fishing trips among multiple Dealer reports

When dealer data are inaccurately apportioned, the reporting error can create misallocated species pounds and orphan records. Also, dealer combined trips can result in NMFS double-counting trips, which adversely affects quota tracking. Correcting this inaccurate apportionment usually eliminates multiple problems. See Table 33.

Table 33: Dealer Combined Trips

Column Position	Column Name	Description
1	Fishing Year	Fishing year in which the trip in question occurred.
2	Vessel Permit No	Vessel Permit Number (VPN). Used for reference.
3	VTR Serial No	Serial number that uniquely identifies the Vessel Trip Report.
4	Matched	Is this VTR or DocID the one that the dealer reported? • 1 = Yes • 0 = No
5	Dealer Date	Date on which dealer filed the Dealer report in question.
6	Dealer Permit No	Dealer Permit Number. Used for reference.
7	Dealer Report ID	Unique number identifying the Dealer report in question.
8	JIRA Project	JIRA project this issue falls under (Possible values: **FHII** or **FH**).
9	JIRA No	Unique number that identifies the JIRA issue. Used for reference.

Vessel Permit Changes

The Vessel Permit Changes file tracks the changes to the vessel permit history of vessels in your sector (i.e., replacements, upgrades, CPH, ownership changes, renewals) during the current fishing year.

Table 34: Vessel Permit Changes

Column Position	Column Name	Description
1	Mri	Moratorium right identifier from MQRS database.
2	Auth Type	Authorization associated with the vessel permit. The Permit, Vessel Name, and Hull ID columns will be null for permits in CPH • ACTIVE – • CPH –
3	Start Date	Effective date of change to permit/vessel combination
4	End Date	Cancellation date of change to permit/vessel combination due to subsequent change
5	Permit	Vessel Permit Number (VPN).
6	Vessel Name	Vessel name registered with the U.S. Coast Guard, a state, or a tribe.
7	Hull ID	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
8	Owner	Owner of the vessel as registered on the vessel permit
9	Current Record	Record is current (Y / N)
10	Current Record Last Updated	Most recent date on which the one or more fields in the Vessel Permit changed.

EM Discards

The EM Discards file provides the EM discard data for vessels in your sector for the current fishing year.

Table 35: EM Discard Download

Column Position	Column Name	Description
1	Sector Id	GARFO sector identifier.
2	Sector Name	Name of sector. Available from SIMM and provided for reference.
3	Mri	Moratorium right identifier from MQRS database. Provided for reference.
4	Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). Reserved numbers include: • **000000**=no permit or no vessel, check hull number; • **190998**=Unknown undertonnage vessel; • **390998**=Unknown tonnage vessel.
5	Vesel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	Vtr Serial No	Serial number that uniquely identifies the Vessel Trip Report.

Column Position	Column Name	Description
8	Docid	Generated by NOAA when the eVTR enters the system. The vessel and dealer do not have any record of this number (exceptions: on most eVTRs, DocID will be the same as the reported eVTR number, and Doc ID appears in VTR Download file in SIMM)
9	Date Sail	Date the vessel started the fishing trip as reported on the eVTR.
10	Date Land	Date the vessel landed as reported on the eVTR.
11	Area	NAFO Statistical Area
12	Gear Code	3-digit code to indicate the standard Northeast gear code used in the observer and commercial fisheries databases.
13	Mesh Category	• ELM = Extra Large Mesh (equal to or greater than 8 inches) • LM = Large Mesh (less than 8 inches) ELM and LM only are applicable for gillnet gear. All other meshes are "NA". Consistent with discard rate strata. Obtain mesh size from the VTR.
14	Mesh Size	Mesh size for: • **Trawl**-codend/liner (inches) • **Dredge** - ring size (inches) • **Gillnet** - mesh size (inches) • **Pots** - entrance size (inches) • **Traps** - mesh size of crib (inches)
15	Vtr Species Code	Provided to describe species in English. Available in VTR database. See "SPPCODE_Table".
16	Species Name	Species common name
17	Stock Area	Location fished on the trip in the Northeast / Mid-Atlantic region that corresponds to a NMFS regulated area for a particular stock.
18	Nespp3 Code	The 3-digit Northeast Species code. Available in both dealer databases and VTR databases. Provided to link to either dealer database or VTR database.
19	Nespp4 Code	The 4-digit Northeast Species code; the fourth digit represents market category. NESPP4 is redefined as NESPP3 preceded by a 9, e.g., yellowtail flounder is 9123.
20	Species Itis	Abbreviation for the Stock Area incorporating both the species name and the area that species is assigned to. Includes Georges Bank East & West.
21	Vtr Quantity Discard	Quantity of discarded groundfish (live wt), as reported on the VTR
22	Nmfs Discard Source	Source of information for discard data that NMFS used for this trip: • EM=Electronic Monitoring Report • DELTA=Discards reported on the vessel trip report, as adjusted by the delta model
23	Nmfs Discard Quantity	Quantity of discarded groundfish (live wt), as determined by NMFS (i.e., EM or DELTA data).
24	Nmfs Dead Discard Quantity (ACE)	Quantity of discarded groundfish (live wt), as determined by NMFS (i.e., EM or DELTA data) and as adjusted to account for species- and gear-specific discard mortality ratios.
25	Delta Last Changed	The date the delta model was last run and data updated.
26	Delta Start Date	Reserved for future use.
27	Delta End Date	Reserved for future use.

Vessel Trip Summary

The Vessel Trip Summary function allows you to:

- Identify submitted eVTRs and VTRs for a fishing trip in your sector by fishing year.
- View or edit an eVTR or VTR immediately by clicking on the trip in question from a summary list.
  - o Vessel Trip Summary provides you with real-time information about your sector eVTRs and VTRs; that is, you can access an eVTR as soon as it has arrived at GARFO.
  - o You can view or edit an eVTR or VTR in the Fish Online eVTR Web App accessible through SIMM.

IMPORTANT: You can *edit* a VTR only if you have been given an entitlement by the vessel owner. You can get an entitlement either from the vessel owner directly, or by signing an agreement form. Otherwise, you cannot edit any VTRs associated with that sector vessel.

To access the Vessel Trip Summary function:

1. In the SIMM Quick Access menu, open **Downloads** and click **Vessel Trip Summary**.

Figure 55: Quick Access Menu: Vessel Trip Summary
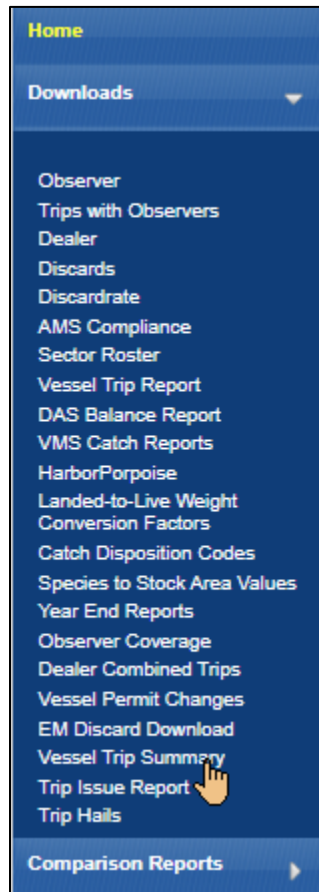
The Vessel Trip Summary page opens.

2. Click the **View Report on Screen** button as indicated in <u>Figure 43</u>.

Figure 56: Vessel Trip Summary Page

The Vessel Trip Summary displays, as in Figure 57. The summary lists the trips in your sector for the current fishing year, but you can filter on another the fishing year that you choose in the Fishing Year dropdown menu, as in Figure 56.

Figure 57: Vessel Trip Summary

Vessel Trip Summary Content

The Vessel Trip Summary contains a list of eVTR and VTR submissions to GARFO by vessels in your sector. This list is sorted on the **Date Received** field, and incorporates the following information:

- **Trip ID** – Can be either of the following:
  - o VTR Serial Number –unique 8-character number on the first page of the paper VTR
  - o eVTR Trip ID – unique 14-character number assigned by the system
- **Date Sail** — Date the vessel started the fishing trip as reported on the eVTR.
- **Date Land** — Date the vessel landed as reported on the eVTR.
- **Vessel Permit Number** — 6-character number assigned by GARFO's Vessel Permit System (VPS).
- **Vessel Name** — Vessel name registered with the U.S. Coast Guard, a state, or a tribe.
- **Date Received** — Date that GARFO received the trip report.
- **Print** — For sector managers *who hold entitlements to their vessels*: click on the **PDF** link in order to open a PDF of the summary in a new tab for printing.

Filtering the Vessel Trip Summary Display

You can filter the Vessel Trip Summary display on any field in order to find the data you want more quickly. To filter the display:

1. Go to the appropriate field, such as **Date Land**.
2. Start typing the value that you want to filter on in the text box labeled **filter column…**

   Vessel Trip Summary immediately displays only those records that match your input. Refer to Figure 58.

Figure 58: Filtering the Display

Sorting the Vessel Trip Summary Display

You can sort the Vessel Trip Summary display on any field in order to find the data you want more quickly. Vessel Trip Summary sorts on numbers or letters, according to the data in the column. To sort the display:

1. Go to the appropriate field, such as **Date Land**.

2. Click the upward arrow symbol (▲) next to the column heading, as in Figure 59.

Vessel Trip Summary immediately sorts the records in that field in ascending order. Clicking on the symbol again changes the sort to descending order.

Figure 59: Sorting the Display

Accessing Trip Reports

To view or edit an eVTR or VTR submitted by a vessel in your sector, do the following:

NOTE: Remember that you must get an entitlement from the vessel owner *before* you can open any VTRs submitted by that vessel.

1. Click on the row of the eVTR or VTR record in the Vessel Trip Summary, as in Figure 60.

Figure 60: Select a VTR in the Vessel Trip Summary

2. If the system asks you to log in to the Fish Online eVTR Web App, log in using your valid credentials.

   The selected VTR opens in Fish Online eVTR Web App for viewing and editing.

3. After you have finished with the eVTR, close the app as you would normally.

   Be sure to save any changes you might have made to the eVTR.

Trip Hails

Trip Hails displays information about each Trip Start Hail or Trip End Hail that originated from a vessel associated with your sector.

Table 36: Trip Hails Formats

Column Position	Column Name	Description
1	Sector ID	GARFO sector ID.
2	Sector Name	GARFO sector name as listed in SIMM.
3	MRI	Moratorium right ID. Provided for reference.
4	Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS). • **000000**=No permit or no vessel, check hull number • **190998**=Unknown undertonnage vessel • **390998**=Unknown tonnage vessel
5	Vessel Name	The vessel name registered with the U.S. Coast Guard, state, or tribe.
6	Vessel Reg No	US Coast Guard or State Registration number for a vessel as it appears on the hull of the vessel.
7	VTR Serial No	First page of the VTR serial number. Provided as universal trip ID.14 characters (eVTR).
8	Hail Type	Specifies whether the hail was SAIL (Trip Start Hail) or LAND (Trip End Hail)
9	Hail Date	Date/time that the hail was received by VMS.
10	Observer/ASM Onboard	Indicates whether there was an official observer onboard for the fishing trip. • **Y = Yes** • **N = No**
11	State Land	State at which the vessel expected to land at the conclusion of the trip
12	Port Land	Port at which the vessel expected to land at the conclusion of the trip
13	Exemption - Redfish	Redfish exemption stratum. Vessel claimed exemption in VMS declaration. Possible values: • **Y = Yes** • **N = No**
14	Exemption - Closed Area	This exemption is currently **INACTIVE**. This exemption has previously been used to hail trips exempted from Gulf of Maine (GOM) Rolling Closures and/or Nantucket Lightship Closed Area. • **Y = Yes** • **N = No**
15	Exemption – SNE Small Mesh	Small-mesh exemption for trawl gear. Vessel claimed exemption in VMS declaration. Possible values: • **Y = Yes** • **N = No**

Column Position	Column Name	Description
16	Exemption – ELM Gillnet	Allows vessels to indicate their intent to sail an at-sea monitor (ASM) exempt trip in Southern New England (SNE) and/or Inshore Georges Bank (IGB). Possible values: • **Y = Yes** • **N = No**
17	Exemption –7130	Partners with an unassigned "Sector Exemption/Option" option in the VMS Multispecies Trip Start Hail Form: "4. Sector Exemption/Option; d. Exemption/Option; (1)". Allows vessels to indicate their intent to sail an at-sea monitor (ASM) exempt trip entirely west of Lat/Lon 71' 30". Exemption is not applicable to EM trips. Possible values: • Y = Yes • N = No
18	Exemption – Option 2	Placeholder for future exemptions as needed. Partners with an unassigned "Exemption" column in the DISCARDRATE download.
19	Provision – Other 2	Trip hailed for provision other than listed provisions.
20	Provision-Inshore GOM	Trip hailed for Provision Inshore GOM. We may also see GOM, inshore, IGOM • M3 = GOM Inshore Declaration (sector-only provision)
21	Provision-Other	Trip hailed for provision other than listed provisions.
22	Dealer/Offload Location	Dealer or other offload location that the vessel expected to use at the conclusion of the trip
23	Estimated Arrival Time	Estimated time of arrival that was submitted at the time of the hail.
25	Estimated Offload Time	Estimated time of offload that was submitted at the time of the hail.
27	Comments	Code that was entered by the vessel operator during the Trip Start Hail process into the Vessel Monitoring System (VMS) application. VMS codes can help NMFS and sectors track exemptions and provisions. Codes include: R1 = Redfish* A2 = Fishing with no ACE* M3 = GOM Inshore Declaration (sector-only provision) *These exemptions/provisions may only be used if the sector has an approved industry-funded at-sea monitoring plan and an industry-funded monitor is deployed on the trip. NMFS will review these plans and issue exemptions on a case-by-case basis.

Trip Issue Report

The Trip Issue Report file lists summaries of Trip Issue Reports you have filed with GARFO (if any). A Trip Issue Report briefly describes to NMFS any enforcement or reporting compliance issues, violations of sector operations and regulations, and general problems with monitoring or sector operations during the reporting period. Issues may pertain to a specific trip or apply generally to sector operations. Issues reported include, but are not limited to:

- Monitoring issues (e.g., refusals) and a description of each occurrence, if applicable
- Violations or non-compliance with operational standards, including but not limited to fishery regulations and sector operation plan provisions
- General problems with sector operations and/or corrective actions taken by the sector during the reporting period

Table 37 describes the fields.

Table 37: Trip Issue Report

Column Position	Column Name	Description
1	Trip Issue ID	Unique identifier assigned by GARFO to trip issue upon submission.
2	Case ID	Unique identifier assigned by GARFO to the case upon submission. The same Case ID may be used to link the original submission and follow-up reports.
3	Week End Date	Saturday ending the last week included in the report.
4	Sector ID	Number that identifies sector to GARFO internal data systems.
5	Vessel Permit No	Vessel permit number assigned by GARFO's Vessel Permit System (VPS).
6	Trip ID	eVTR Trip ID or paper VTR serial number, if applicable.
7	Event Date	Date that the issue, event, or corrective action occurred.
8	Issue Type	Enforcement, Discrepancies, Monitoring, Other, and No Issue.
9	Fishing Year	Fishing year that applies to the event in question.
10	Description	Short narrative describing the issue, event, or corrective action.
11	Date Entered	Date assigned to issue upon submission.

Appendix B: SIMM Upload Files

The SIMM upload files comprise the sector report. NOAA's National Marine Fisheries Service (NMFS) has developed standards for the sector report, which is listed as a requirement for sectors in Amendment 16 to the Northeast (NE) Multispecies Fishery Management Plan (FMP).

It is the responsibility of individual sectors to submit reports to NMFS stating the remaining balance of Allocated Catch Entitlement (ACE) for each sector based upon regulated species landings and discards of vessels participating in that sector and any compliance or enforcement concerns.

NOTE: Be aware that if there are no changes to your Detail report from the previous reporting period, you do not need to upload that report. Instead, check the box in the SIMM Uploads page. See the Uploads section in this guide for more information.

Content

The Sector Report comprises three separate reports. The sector manager uploads these reports to NMFS. These reports are:

- Sector Manager Detail Report

  The Sector Manager Detail Report provides NMFS with information about each fishing trip down to the sub-trip level.

- Sector Manager Trip Issue Report

  The Sector Manager Trip Issue Report provides NMFS with information about any enforcement or reporting compliance issues that arose during the fishing week. (The Trip Issue report is a web-based form within the SIMM Uploads section; see the Uploads section in this guide for more information.)

- One of the following:

  o Sector Manager ACE Status Report

    The ACE Status Report provides the means for sector managers to report their ACE status. This allows NMFS to cross-check totals as stipulated in Amendment 16.

  o Sector Manager Daily ACE Status Report

    The Daily ACE Status Report provides the means for sector managers to report their ACE status calculations on a daily basis if a "trigger point" (threshold) has been reached in the current fishing year.

Sector Manager Detail Report

The Sector Manager Detail Report provides information down to the stratum level about each sector trip for a given week, regardless of the completeness of the data. Table 38 documents the Detail Report field definitions.

Table 38: Detail Report Fields

Column Name	Description	Type	Column Number
Week Ending Date	The Saturday ending the last week included in the report. This date should be the same in all rows of the report.	DATE	1
Sector Name	GARFO sector name as listed on SIMM.	TEXT	2
Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS).	NUMERIC	3
Trip ID	eVTR Trip ID serial number.	TEXT	4
Trip Observed	Flag indicating if trip was observed or not observed. Observed trips include Northeast Fisheries Observer Program (NEFOP) observers, at-sea monitors (ASM), or electronically monitored (EM) trips selected for review • Y = observed • N = not observed.	TEXT	5
Observer Data Quality Level	Reserved for future use. Value = NULL.	TEXT	6
Enforcement Issues	Flag indicating if trip had any enforcement issues. Y = Yes; N = No. If "Y", must be documented in Trip Issue Report.	TEXT	7
Landing Source	Code for source of landing data (landed weight of catch). Values: ASU = assumed, DLR = dealer, VTR = vessel, VMS = catch report.	TEXT	8
Area Source	Code for source of area data (stock area fished and gear used). Values: • ASU = assumed • DLR = dealer • VTR = vessel • VMS = catch report	TEXT	9
Date Sold	The date of first sale of a sector trip's catch to a seafood dealer. Subsequent sales will be rolled up to this date to form a complete trip. Date Sold may originate from one of three sources but should be assigned on a prioritized basis from: • Dealer receipt / sold to date • VTR date sold • Observer reported landings	DATE	10
Species ITIS	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges Bank East & West.	TEXT	11
Gear Code	The 3-character standard gear code from the VTR form.	TEXT	12

Column Name	Description	Type	Column Number
Mesh Cat	Gillnet gear (GNS): • **ELM** = Extra Large Mesh (8 inches or greater) • **LM** = Large Mesh (6 to less than 8 inches) Trawl gear (OTF, OHS, OTR, OTT): • **SM** = Small Mesh (less than 3.99 inches) • **MM** = Medium Mesh (3.99 inches to 5.74 inches) • **LM** = Large Mesh (equal or greater than 5.75 inches) All other mesh are NA. Consistent with discard rate strata.	TEXT	13
Stock ID	The 6-digit Integrated Taxonomic Information System (ITIS) serial number for a species. ITIS codes are unique identifiers representing information for a species.	TEXT	14
Landed Weight	Landed weight (in pounds) of stock landed. The total weight should match dealer reported landings.	NUMERIC	15
Live Weight	Live weight (in pounds) of stock landed.	NUMERIC	16
Quantity Discard	Observed (via NEFOP, ASM, or EM) or calculated (via discard rates or adjusted VTR) live pounds of species discarded.	NUMERIC	17
Harvested ACE	The cumulative number of live pounds of catch per stock caught on sector trips in current fishing year.	NUMERIC	18
Date Last Changed	Date last updated (null if new record).	DATE	19
Discard Rate	The discard rate that applies for this trip. Provided to estimate discards on unobserved trips. Include 5 digits after the decimal point. (Obtain the appropriate discard rate for the trip from the SIMM Discardrate download file.) Use 0 if discard rates are not used to calculate discards for the trip.	NUMERIC	20
Sector Kall	Total of all kept fish, excluding discards, in live pounds for the entire trip.	NUMERIC	21

Sector Manager Trip Issue Report

The Sector Trip Issue Report provides information about sector trips for a given week that have enforcement, data quality, or other issues. The sector manager should submit at least one report per reporting period but may submit as often as needed or desired. Table 39 documents the Trip Issue Report field definitions.

Table 39: Sector Weekly Trip Issue Report Fields

Column Name	Description
Action	Action to perform. Choices include: • **Submit Report** (upload the Trip Issue Report) • **Follow Up** (edit an existing Trip Issue Report)
Trip Issue ID	Unique idenitfier supplied by SIMM.
Case ID	Corresponds to the value of **Trip Issue ID** and is used by SIMM to access a Trip Issue report you have already uploaded.
Week End Date	The Saturday ending the last week included in the report.
Vessel Permit No	Vessel permit number assigned by the Greater Atlantic Regional Fishing Office's Vessel Permit System (VPS).
Trip ID / VTR Serial #	Generated by GARFO upon receipt of the FVTR. The Trip ID is the eVTR serial number.
Event Date	Date on which the trip issue occurred.
Issue Type	Dropdown menu – choose one of the following: • **No Issue** (no issue to report) • **Enforcemen**t (law enforcement issue) • **Discrepancies** (e.g., discrepancies between reported and actual totals or trips) • **Monitoring** (NEFOP or ASM issue) • **Other** (something else that NMFS personnel should be aware of in assessing sector operations)
Fishing Year	Fishing year to which the Trip Issue reports pertain.
Date Entered	Date on which you filled out this report; supplied by SIMM.
Description	Supply the notes about any trip issues that arose during the week.

NOTE: The Trip Issue report is a Web-based form within SIMM.

Sector Manager ACE Status Report

The ACE Status Report provides the means for sector managers to report their ACE status calculations. This allows NMFS to cross-check totals, as stipulated in Amendment 16. Table 40 documents the ACE Status Report fields.

NOTE: The ACE Status Report includes one row per stock (columns identified below).

NOTE: A sector every year may carry over unused ACE, up to 10% of its previous FY allocation. This is referred to as the maximum carryover. A sector may use a portion of the carryover (up to 1% of their current allocation) without the possibility of payback in the following year if the ACL is exceeded. This is referred to as the *de minimis* carryover.

Table 40: ACE Status Report Fields

Column Name	Description	Type	Column Number
Week Ending Date	The Saturday ending the last week included in the report. This date should be the same in all rows of the report.	DATE	1
Sector Name	GARFO sector name as listed on SIMM.	TEXT	2
Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges Bank east & west.	TEXT	3
Initial Allocated ACE	The total number of (live) pounds of this stock allocated to the sector for all renewed permits in the current fishing year.	NUMERIC	4
Maximum Carryover	The amount, in live pounds, of unused ACE (up to the full 10% for an allowable stock) that is carried over from the previous fishing year for all renewed permits.	NUMERIC	5
De Minimis Carryover	The amount, in live pounds, of the *de minimis* carryover for an allowable stock	NUMERIC	6
In-Season ACE Adjustment	The adjusted amount (increase or decrease), in live pounds, applied to the Initial Allocated ACE of a stock allocated to a sector in season for all renewed permits.	NUMERIC	7
Total ACE With Maximum Carryover	The total number of live pounds of this stock initially allocated to the sector including the maximum carryover and In-Season ACE adjustment.	NUMERIC	8
Total ACE With De Minimis Carryover	The total number of live pounds of this stock initially allocated to the sector including the *de minimis* carryover and the In-Season ACE adjustment.	NUMERIC	9
Transfers In	The cumulative number of live pounds per stock transferred into the sector for the current fishing year.	NUMERIC	10
Transfers Out	The cumulative number of live pounds per stock transferred out of the sector for the current fishing year.	NUMERIC	11
Total Transfers	The sum, in live pounds, of the Transfers In and Transfers Out columns per stock transferred by the sector for the current fishing year.	NUMERIC	12
Conversions In	The cumulative number of live pounds of stock converted into Western GB ACE from Eastern GB ACE for the current fishing year.	NUMERIC	13
Conversions Out	The cumulative number of live pounds of stock converted from Eastern GB ACE into Western GB ACE for the current fishing year.	NUMERIC	14

Column Name	Description	Type	Column Number
Current ACE With Maximum Carryover	Total ACE, plus or minus Total Transfers, plus the values of Conversions In and Conversions Out, including the maximum carryover from the previous fishing year.	NUMERIC	15
Current ACE With De Minimis Carryover	Total ACE plus or minus Total Transfers, plus the values of Conversions In and Conversions Out, including the *de minimis* carryover from the previous fishing year.	NUMERIC	16
Harvested ACE	The cumulative number of live pounds of catch per stock caught on sector trips in current fishing year.	NUMERIC	17
Remaining ACE With Maximum Carryover	Current ACE With Maximum Carryover minus Harvested ACE.	NUMERIC	18
Remaining ACE With De Minimis Carryover	Current ACE With De Minimis Carryover minus Harvested ACE.	NUMERIC	19
Percent Harvested ACE To Date With Maximum Carryover	Harvested ACE divided by Current ACE With Maximum Carryover, expressed as a percentage.	NUMERIC	20
Percent Harvested ACE To Date With De Minimis Carryover	Harvested ACE divided by Current ACE With De Minimis Carryover, expressed as a percentage.	NUMERIC	21

Sector Manager Daily ACE Status Report

Sector managers must provide ACE Status reports on a daily basis when a "trigger point" (threshold) has been reached in the current fishing year (reported catch/harvests of 90% of the ACE for any stock in the sector.) See Table 41 .

NOTE: The Daily ACE Status report includes one row per stock (columns identified below).

Table 41: Daily ACE Status Report Fields

Common Variable Name	Description	Type	Column Number
Submission Date	Date the daily report is being submitted.	DATE	1
Sector Name	GARFO sector name as listed on SIMM.	TEXT	2
Stock ID	An abbreviation for the Stock Area that incorporates both the species name and the area that species is assigned to. Includes Georges Bank east & west.	TEXT	3
Initial Allocated ACE	The total number of (live) pounds of this stock allocated to the sector for all renewed permits in the current fishing year.	NUMERIC	4
Maximum Carryover	The amount, in live pounds, of unused ACE (up to the full 10% for an allowable stock) that is carried over from the previous fishing year for all renewed permits.	NUMERIC	5
De Minimis Carryover	The amount, in live pounds, of the *de minimis* carryover for an allowable stock	NUMERIC	6
In-Season ACE Adjustment	The adjusted amount (increase or decrease), in live pounds, applied to the Initial Allocated ACE of a stock allocated to a sector in season for all renewed permits.	NUMERIC	7
Total ACE With Maximum Carryover	The total number of live pounds of this stock initially allocated to the sector including the maximum carryover and In-Season ACE adjustment.	NUMERIC	8
Total ACE With De Minimis Carryover	The total number of live pounds of this stock initially allocated to the sector including the *de minimis* carryover and the In-Season ACE adjustment.	NUMERIC	9
Transfers In	The cumulative number of live pounds per stock transferred into the sector for the current fishing year.	NUMERIC	10
Transfers Out	The cumulative number of live pounds per stock transferred out of the sector for the current fishing year.	NUMERIC	11
Total Transfers	The sum, in live pounds, of the Transfers In and Transfers Out columns per stock transferred by the sector for the current fishing year.	NUMERIC	12
Conversions In	The cumulative number of live pounds of stock converted into Western GB ACE from Eastern GB ACE for the current fishing year.	NUMERIC	13
Conversions Out	The cumulative number of live pounds of stock converted from Eastern GB ACE into Western GB ACE for the current fishing year.	NUMERIC	14
Current ACE With Maximum Carryover	Total ACE, plus or minus Total Transfers, plus the values of Conversions In and Conversions Out, including the maximum carryover from the previous fishing year.	NUMERIC	15

Common Variable Name	Description	Type	Column Number
Current ACE With De Minimis Carryover	Total ACE plus or minus Total Transfers, plus the values of Conversions In and Conversions Out, including the *de minimis* carryover from the previous fishing year.	NUMERIC	16
Harvested ACE	The cumulative number of live pounds of catch per stock caught on sector trips in current fishing year.	NUMERIC	17
Remaining ACE With Maximum Carryover	Current ACE With Maximum Carryover minus Harvested ACE.	NUMERIC	18
Remaining ACE With De Minimis Carryover	Current ACE With De Minimis Carryover minus Harvested ACE.	NUMERIC	19
Percent Harvested ACE To Date With Maximum Carryover	Harvested ACE divided by Current ACE With Maximum Carryover, expressed as a percentage.	NUMERIC	20
Percent Harvested ACE To Date With De Minimis Carryover	Harvested ACE divided by Current ACE With De Minimis Carryover, expressed as a percentage.	NUMERIC	21