



IMMARBE

International Merchant Marine Registry of Belize

**INSTRUCTIONS FOR THE COMPLETION AND SUBMISSION
OF THE FISHING LOG AND FISHING VESSEL VOYAGE
REPORTS FOR TUNA AND NON-TUNA LIKE SPECIES**

TO ALL SHIPOWNERS AND OPERATORS, DEPUTY REGISTRARS, AND RESIDENT AGENTS

MSN Superseded:
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Revision No.(mm/dd/yy):

1. PURPOSE

- 1.1. The purpose of this Fishing Vessel Circular is to provide guidelines and directions to owners and operators with vessels registered at IMMARBE on the completion and submission of their catch reporting forms.

2. BACKGROUND

- 2.1. Concerned that the catch reporting forms are not being completed in its entirety and are not being submitted in a timely manner, our Administration has decided to implement FVC-08/03 to assist owners in the completion and submission of their catch reports.

3. APPLICATION

- 3.1. This Fishing Vessel Circular applies to all Belize registered fishing vessels engaged in fishing and fishing related activities on the High Seas

4. SUBMISSION OF THE FISHING LOG AND FISHING VESSEL VOYAGE REPORTS

- 4.1 With immediate effect, the Fishing Log and Fishing Vessel Voyage Report which all fishing vessels are required to complete should be submitted at the end of each voyage and should be transmitted to IMMARBE's Fishing Vessels Manager or Fishing Vessel Administrative Officer preferably by email to the below addresses. Nevertheless, we do encourage the monthly submission of these reports.

Fishing Vessels Manager (Valerie@immarbe.com)
Administrative Officer (fishingadmin@immarbe.com)

The original should be sent by courier or mail to the following address:

Attention: Fishing Vessels Manager
International Merchant Marine Registry of Belize
Marina Towers, Suite 204, Newtown Barracks
Belize City, Belize

5 INSTRUCTIONS FOR THE COMPLETION OF THE CATCH REPORT FORM

5.1 Owners/Operators with vessels which target tuna are required to complete the Fishing Log and Fishing Vessel Voyage reports for vessels targeting tuna and tuna like species. In this regard the following information on the form must be completed and submitted in accordance with 4.1 above.

- a. Name of Vessel
- b. Port of Departure
- c. Date of Departure from Port
- d. Type of hooks used (eg, circle hooks or jay hook or other)
- e. Port of Discharge of catch
- f. Date of Discharge of catch

DETAILS OF CATCHES

- g. Month of activity
- h. Date of activity
- i. Activity Code (these codes are listed on the form, which basically indicates four types of activity, which are: 1- a set, 2- a day at sea with no fishing activity or in transit, 3 – transit, 4- in port)
- j. Position of vessel during fishing activities – the latitude and longitude positions must be indicated.
- k. Number of hooks used per set
- l. Number of sets
- m. Species caught – for each species caught egg. Albacore, the number of fish retained must be indicated in the top field of each row, while the kilogram retained must be indicated in the field below. The number of fish measured must be indicated in the top field of each row and the average length must be indicated in the field below. For the length of fish measured, this section must indicate the smallest fish measured to the largest fish measured. For your guidance, we only require that 25% of the catch per specie per day be measured.
- n. By-catches must also be named together with the number and kilogram retained.

5.2 Owners/Operators with vessels which target non-tuna species are required to complete the Fishing Log and Fishing Vessel Voyage reports for Non-Tuna-Like Species. In this regard the following information on the form must be completed and submitted in accordance with 4.1 above.

- a. Name of Vessel
- b. Port of Departure
- c. Date of Departure from Port
- d. Port of Unloading
- e. Date of arrival at port and unloading
- f. Day fished (the month and day must be indicated)
- g. Fishing Time
- h. Area fished – both the latitude and longitude coordinates must be indicated
- i. Fishing Method (the type of fishing method utilized, that is trawl, jigging etc)
- j. Names of each species caught together with the number and weight in kilogram of each species caught.
- k. All by-catches and discards must be indicated in no and weight in kilograms
- l. Name of each species and the quantity unloaded at the port of final destination.

For vessels which tranship their catches to other carrier vessels on the high seas the section for transhipment must also be completed.

- m. Names of transhipment vessels
- n. Nationality of the transhipment vessels
- o. Transhipment dates
- p. Names of species transhipped
- q. Quantities in kilograms transhipped
- r. Areas of transhipment (latitude and longitude coordinates)
- s. Names of port of final destination of transhipment cargo
- t. Quantities unloaded at port

5.3 Owners/Operators with vessels which engage in the transport/ carriage/processing/refrigeration of marine resources such as fish carriers, fish factory, reefer carriers and refrigerated cargo vessels are required to submit their Transhipment Declaration Form. In this regard the following information on the form must be completed and submitted in accordance with 4.1 above.

- a. Name of vessel
- b. Port of departure
- c. Date of departure from port
- d. Port of discharge
- e. Date of arrival and discharge at port
- f. Dates of transhipment
- g. Coordinates or place of transhipment

- h. Name of fishing vessel from which cargo is transhipped
- i. Nationality of fishing vessels
- j. Quantities transhipped in kilograms
- k. Ports of unloading of cargo
- l. Dates of unloading
- m. Quantities unloaded
- n. Ports of final destination of cargo
- o. Quantities

6 IMPLEMENTATION OF THIS NOTICE

- 6.1 This Merchant Shipping Notice is to be implemented forthwith and shall remain in force until further notification by our Administration.
- 6.2 Instruction 4.1 of this Circular on the submission of catch reports supersedes the instructions contained in Circular Letter DG/11/03

Valerie Lanza
Fishing Vessels Manager
IMMARBE

Any queries related to this Notice should be directed to:

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Fishing Vessels Manager
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