

November 2015

INDIVIDUAL ANIMAL LOG INSTRUCTIONS

This log is to be used to record catch information: species, live/dead, kept/release, size and sex of animals caught on pelagic longline sets targeting large pelagic fish (swordfish, tuna, dolphin or shark).

HEADER BOX**1. Observer/Trip Identifier:**

Record a 6 character observer/trip identifier. This field uses an assigned 3-character (**A01-Z99**) observer identifier followed by a 3-digit (001-999) accumulative numerical trip identifier. This identifier is recorded on all logs within a single trip.

Example: **A01001,Z99999**

2. Vessel Name:

Record the name of the vessel. This is usually displayed on the vessels' bow and stern.

Example: CAPT MIKE, MR PROWLER, PROVIDER III

DO NOT USE ANY PUNCTUATION IN THIS FIELD

3. Vessel Number:

Record the U.S. Coast Guard Documentation Number, this number (6-7 digits) should be displayed prominently on the vessels' wheelhouse. If the vessel does not have a Coast Guard Number, record the state registration number, which should also be displayed on the wheelhouse and begins with the 2 letter state abbr.

Example: 987602, 1028691 or FL2056GY

4. Date of Haul:

Record the month, day, year that the haul back of the gear begins.

Example: 07/03/2000

5. **Haul Number:**

Record the consecutive number each time the gear is hauled, starting with 1 for the first set and haul, and continuing with 2, for the second set and haul, etc. **If hauled in a different order than set, haul number will trump set number.**

6. **Page Number:**

Record this page number, and the total number of pages used on this haul. The haul log will always be page number 1 and the Individual Animal Logs will be numbered sequentially starting with page number 2.

EXAMPLE: haul log + 5 animal logs, recorded as 2 of 6, 3 of 6 4 of 6, 5 of 6 and 6 of 6.

INDIVIDUAL ANIMALS BOX

1. **Carcass tag / specimen (sample) tag / protected species number:**

Carcass tag number: Record the number assigned to the carcass of a fish for all market value fish that will be landed and weighed individually. This number will be from a custom tag you create with a unique number within a trip and can not be more than five characters long because of limits in the POP database. We recommend a start value of 101, which should avoid being misread at the fish house (100 vs 001) and duplication with any turtle specimen numbers. Again, carcass tags should be attached to all kept market species that are weighed individually at the dock (swordfish, tunas, mako shark). A carcass number allows you relate a dressed weight directly back to the animal log. Assigning carcass tags in sequence will speed the process of adding weights to your data sheets after the weigh out. **Exception: BFT01, BFT02.**

Sample number: Record a sample number in this field for a sampled, discard animal or part of an animal (e.g., undersize swordfish, LMA fin clip).

Example: SW01

If a sample is obtained from a market fish that will be landed and was given a carcass tag, use that number for the sample number; do not assign a separate sample number.

Example: A sample from carcass tagged fish #257, will have the bags labeled with sample #257.

Protected Species number: The third type of number that may be recorded here, is a sea turtle, marine mammal, or bird number. Use the same number given on the animal's life history form: e.g. leading zeros for turtles (001, 002, etc.), MAM01, etc. for mammals, and BR001, etc. for seabirds.

(NOTE: THIS IS NOT THE SAME AS THE TAG NUMBER IN FIELD 13).

2. **Species Name (abbr):**

Record a three letter designation (**SEE SPECIES CODE LIST**) for each species, including marine mammals, sea turtles or sea birds that may be caught incidentally. Attempt to identify all animals to species. However if you do not get a clear look at the animal do not hesitate to use group abbr (SHX,TUN,BIL, etc.).

***UNK for animals that you don't know what they are or could not see. UNC for animals that you have identified, but no code is listed on the POP Species Code List.**

3. **Species Code: (NOTE: SEE SPECIES CODE LIST)**

Record the 4 digit code. If you are unable to identify to a species or species is unlisted, photograph and leave blank until debriefing.

4. **Damage Code:**

If the animal is damaged, record the two digit damage code. The first digit will indicate the type of damage:

0-unknown

1-shark (other than cookie cutter)

2-mammal

3-Other (describe in comments, includes bird, squid, cookie cutter, lamprey, vessel, etc)

The second digit will indicate the amount of economic Loss (note that for animals that have no economic value; e.g. billfish, blue sharks, etc. you should evaluate the amount of damage as if there was economic value):

- 0-unknown
- 1-moderate economic loss (**not minor economic loss**)
- 2-total economic loss
- 3-Head only

Examples:

- 02- Damage from unknown source, resulted in total loss of fish.
- 11- Shark bitten animal, able to sell remaining carcass as chunk.
- 31 ("bird pecked" written in comments)- Bird(s) had eaten some of the carcass, able to sell remaining carcass
- 22-Mammal eaten animal, resulted in total loss of fish.
- 03-Damage from unknown source; head only.

NOTE: Do not code a fish with only a few cookie cutter bites as "damaged".

5. **Status:**

Indicate the condition of the animal as it comes on board coded as follows:

- 0 = Unknown
- 1 = Alive
- 2 = Dead
- 3 = Damage

6. **Action:**

Indicate whether the animal was kept, or if it was released unknown, alive, dead, or lost at surface, using the following codes:

- 0 = Released (unknown status)
- 1 = Kept and **sold**
- 2 = Released dead (or "kept for personal use")
- 3 = Released alive
- 4 = Finned (Action 2)
- 5 = Lost
- 6 = Tended (Action 2).

*NOTE: Because of current regulations, we assume that when a shark is kept, the fins will also be landed. However, because it will be difficult to determine if these fins get sold (secondary action code 4) or discarded (no secondary action code), only a **1** in the action column will be needed; we will discontinue the use of secondary action codes except for **2,4** when a shark carcass is discarded and the fins are kept. If the carcass is kept but the fins are discarded at sea, please note this in the comments for that animal. Additionally, please note if the fins were removed at sea and kept, presumably to be sold. EXAMPLE: "fins removed and discarded at sea" or "fins removed at sea and landed".

THE FOLLOWING THREE FIELDS (**7,8,9**) ATTEMPT TO OBTAIN LENGTH MEASUREMENTS FROM ALL DEAD FISH, REQUESTING ALL BYCATCH SPECIES (WITHIN REASONABLE SIZE) BE BROUGHT ONBOARD. #1 MEASUREMENT SHOULD BE TAKEN ON ALL DEAD FISH. #1 AND #2 MEASUREMENT SHOULD BE TAKEN ON ALL KEPT OR DEAD SWORDFISH. AN ESTIMATED #1 MEASUREMENT TO THE NEAREST FOOT SHOULD BE RECORDED ON ALL LIVE RELEASED ANIMALS. DO NOT TRY TO PIECE ANIMALS TOGETHER THAT HAVE BEEN CUT. FIGURES 1 - 4 DESCRIBE THE SPECIFIED MEASUREMENTS FOR EACH TYPE OF FISH. ESTIMATED LENGTHS FOR INCIDENTALY TAKEN MAMMALS, BIRDS AND TURTLES SHOULD ALSO BE RECORDED HERE. IF A TURTLE IS BROUGHT ON BOARD, THE #1 MEASUREMENT WILL BE THE NOTCH TO TIP CARAPACE LENGTH (CURVED); IF A SEABIRD IS BROUGHT ON BOARD THE #1 MEASUREMENT WILL BE THE WINGSPAN (STRAIGHT). ADDITIONAL INFORMATION WILL BE RECORDED ON THE INDIVIDUAL LIFE HISTORY FORMS FOR MARINE MAMMALS, SEA TURTLES, AND SEA BIRDS.

7. **Length #1 column:**

Record the **curved** measured length of all billfish and swordfish to nearest centimeter according to the standards below. All shark, tuna and other finfish species are to be taken as a **straight** measurement.

SWORDFISH: TIP OF LOWER JAW TO FORK OF TAIL (LOWER JAW FORK LENGTH)
TUNA: TIP OF UPPER JAW TO FORK OF TAIL (FORK LENGTH)
BILLFISH: TIP OF LOWER JAW TO FORK OF TAIL (LOWER JAW FORK LENGTH).
SHARK: TIP OF SNOUT TO FORK OF TAIL (FORK LENGTH)
OTHER FINFISH: UPPER JAW TO FORK OF TAIL
SKATES AND RAYS: DISK WIDTH (WING TIP TO WING TIP)

8. **Length #2 column:**

Record the **curved** measured length of swordfish to the nearest centimeter according to the standards listed below when the head has been removed before LJFL could be obtained and all SWO with a LJFL less than 125cm. All tuna lengths are to be taken as a **straight** measurement.

SWORDFISH: CLEITHRAL ARCH TO THE ANTERIOR RISE OF THE CAUDAL KEEL (CARCASS LENGTH OR CK LENGTH).

TUNA: ONLY WHEN #1 IS NOT TAKEN. ANTERIOR INSERTION OF PECTORAL FIN TO CAUDAL FORK OF TAIL.

BILLFISH: NONE.

SHARK: NONE.

OTHER FINFISH: NONE.

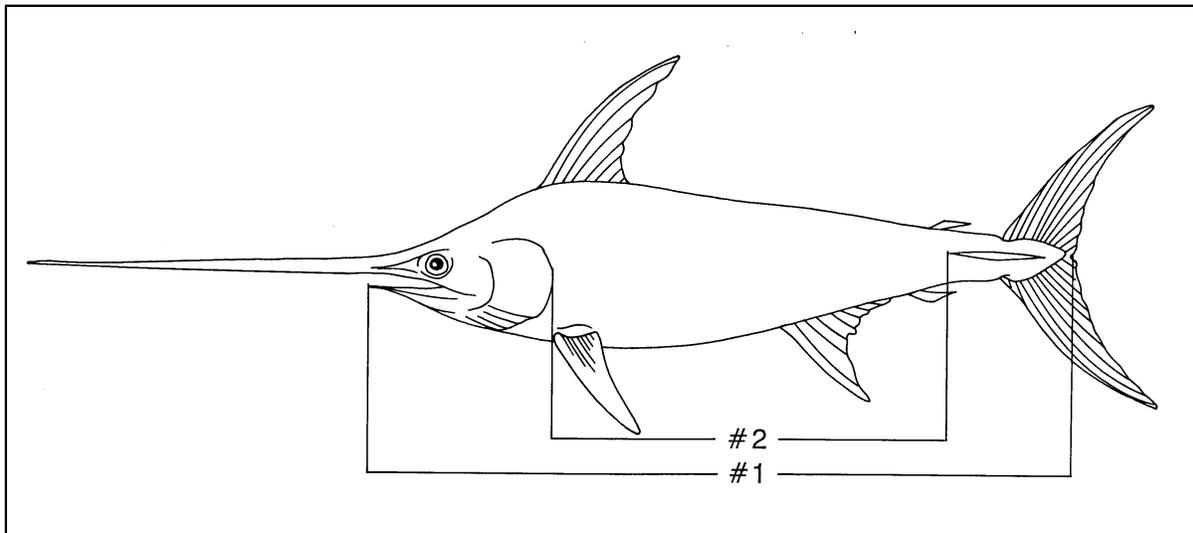


Figure 1. Swordfish measurements: #1 Tip of lower jaw to fork (curved); #2 Cleithrum to the anterior origin of the caudal keel (curved)

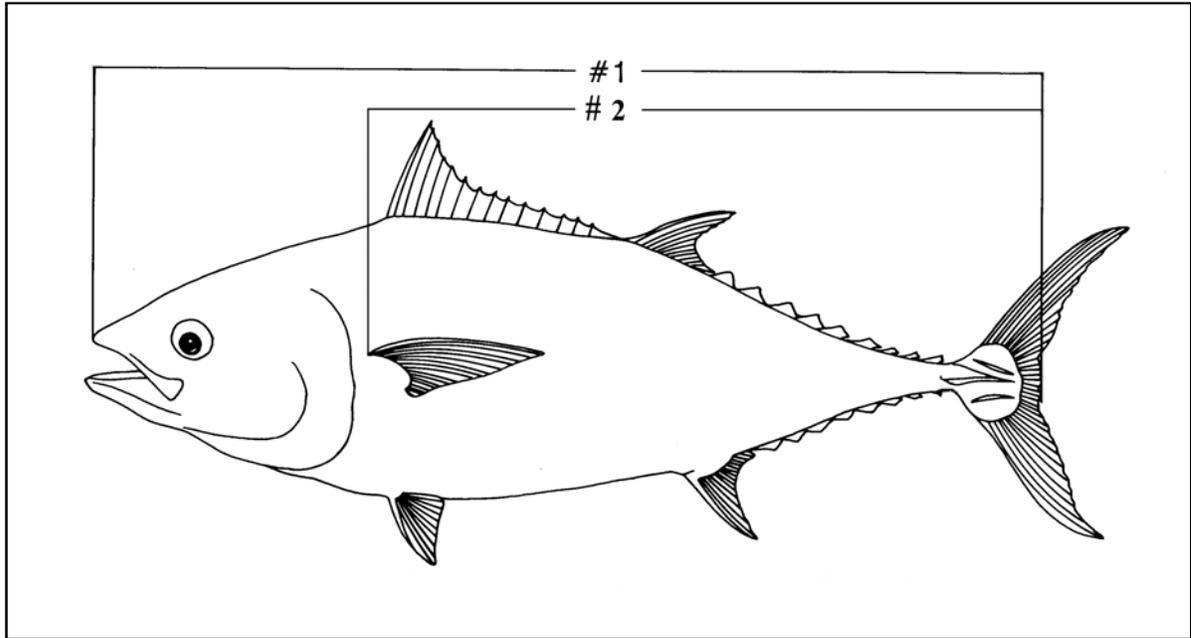


Figure 2. Tuna measurements: #1 Tip of upper jaw to fork of tail (straight); #2 Anterior insertion of pectoral fin to fork of tail (straight)

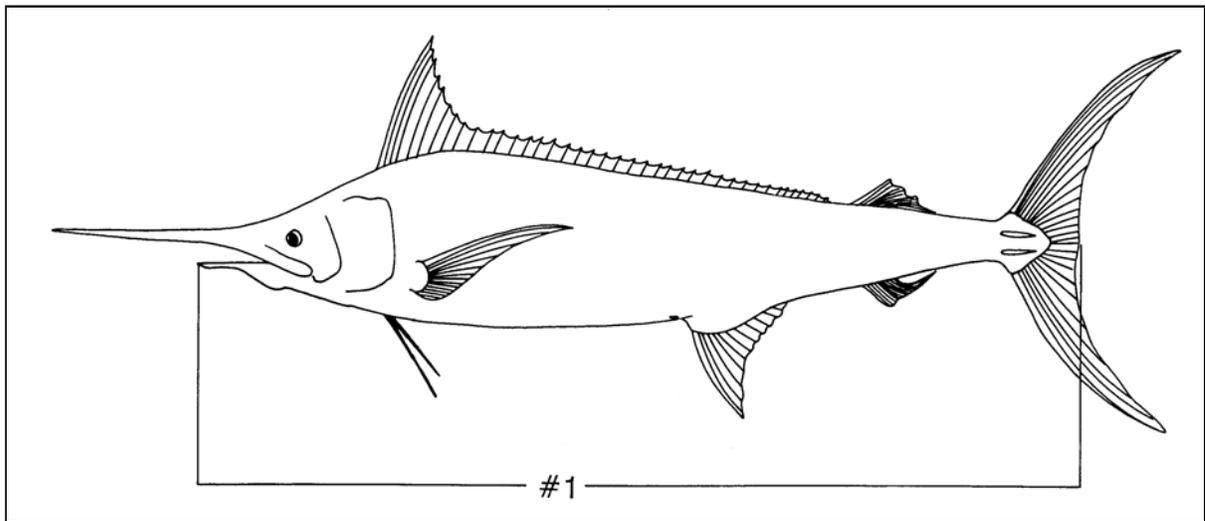


Figure 3. Billfish measurement: #1 Tip of lower jaw to fork (curved)

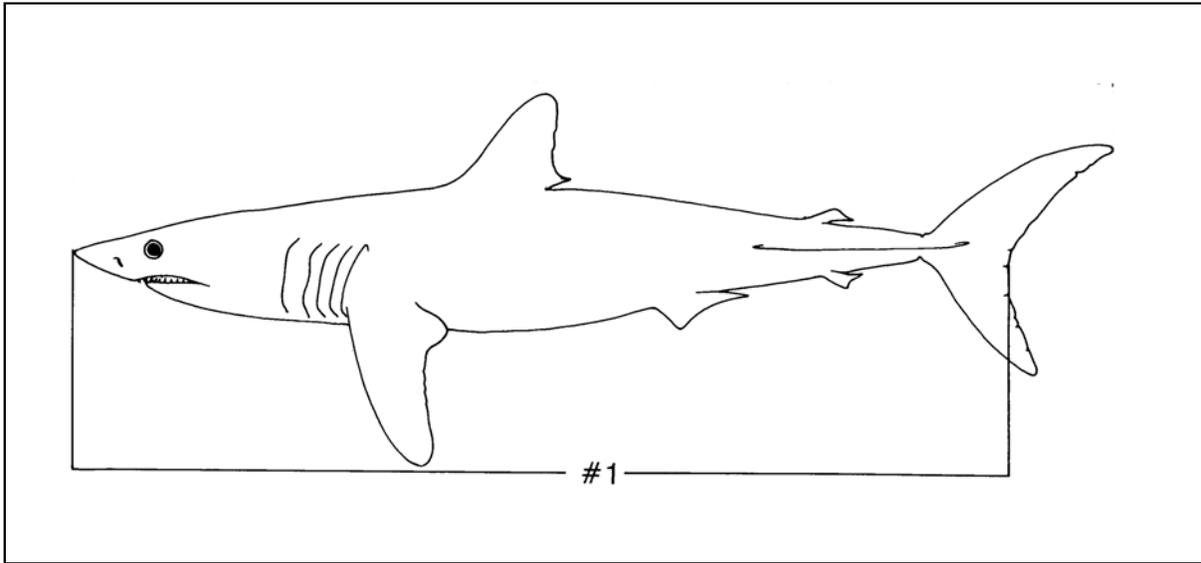


Figure 4. Shark measurement: #1 Tip of snout to fork (straight)

9. **Length #3 column: DO NOT USE THIS COLUMN.**

Estimated lengths (to the nearest foot) should be taken for all animals that cannot be actually measured with a measuring device. Do not provide estimates of head-only fish. Measurements can easily be converted to centimeters using (**1 foot = 30 cm**). Enter the #1 defined length and record a **3** in the length code.

10. **Code:**

Indicate if the length measurements are:

- 1 = Straight measurement
- 2 = Curved measurement
- 3 = Estimated measurement

11. **Weight:**

Record the actual dressed weight of an animal to nearest whole pound. This should include all swordfish and tuna which were measured and tagged. Do not input "chunk" weights or ICCAT swordfish weights; these weights should be entered as comments. **Iced weights (fish with ice in their body cavities) should NOT be recorded in this column. Final dressed weights (without ice) should be obtained from the fish house and then entered.** For tunas, only record actual dressed weights in this column from fish that have been eviscerated with the head and tail removed (remember, legally tunas MUST be landed with the tails on). If a tuna is weighed whole, or with the head or tail on, record the weight as a comment. EX: "weight with tail = 28lbs".

For sharks, only record actual dressed weights in this column from fish that have been eviscerated with the head, all fins, and tail removed (remember, legally sharks MUST be landed with all fins and tail attached). If a shark is weighed whole, or with the head, fins, or tail attached, record the weight as a comment. EX: "weight with fins = 79lbs".

For swordfish, only record actual dressed weights in this column from fish that have been eviscerated with the head and tail removed (remember, ICCAT swordfish MUST be landed with the head and tail attached). If a swordfish is weighed whole, or with the head or tail attached, record the weight as a comment. EX: "ICCAT weight = 32lbs".

Units: Whole pounds.

12. **Sex:**

Record the sex of this animal, coded as follows:

0 = Undetermined

1 = Male

2 = Female

13. **Tag Number/Sample Information/Comment:**

Record the complete tag number (including an alpha prefix) for each tag/release animal. This includes sea turtle tags. Specifically, we only want the 12 number/ letter combination of the two metal flipper tags in this column (comment in field #16 about the PIT tag, number of photos, and whether a biopsy was obtained referencing the protected species number, EX: 001, MAM01). Attempt to re-tag a live fish that already has a tag in place, rather than sacrificing the animal to get a tag number. Never remove a tag from a fish that is being released alive. Always request that a dead tagged animal be brought on board. Assist crew in completing a tag card for all tag/release animals and offer to return tag cards to the Miami Laboratory. In the comments section, record the contact information on the tag (if legible) for any tag-recaptures. This area may also be used to record a brief comment about an individual animal. Please record the word "SAMPLE", when a sample is collected. **When an animal is hooked, and the hook is bent or straightened to the point it will not be reused by the vessel, write "BH" for the bent hook.**

14. **Tag Code:**

Indicate the origin of the tag number from above (#12), coded as follows:

1 = Tagged and Released by crew or observer

2 = Tag already present and released with second tag

3 = Tag recaptured fish brought on board. Do not record this code unless you can get a tag number or other identifying information regarding the tag.

15. **Estimated Weight:**

Record an estimated round weight on all tag released animals (except turtles). **The priority is to get an estimated Length #1 on all discard or released animals.** Do not estimate round weight for any animals other than tag release.

Units: Whole Pounds

16. **Comments:**

Record any information for an individual animal that is not covered in the other fields—number of photos taken, animals kept but not sold ("kept for personal use"), fish cut/filleted at sea, type of sample taken, etc. Do not include any comments that can not be related directly to an animal on the log.

[IF THERE ARE NOT SUFFICIENT LINES FOR ALL SPECIES FOR THE HAUL ON ONE PAGE,
CONTINUE THE HAUL ON ADDITIONAL INDIVIDUAL ANIMAL LOGS.]