



CCAMLR

Commission for the Conservation of Antarctic Marine Living Resources  
Commission pour la conservation de la faune et la flore marines de l'Antarctique  
Комиссия по сохранению морских живых ресурсов Антарктики  
Comisión para la Conservación de los Recursos Vivos Marinos Antárticos

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## CCAMLR Catch and Effort Data Submission Instructions



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## Introduction

Catch and effort data are used to monitor CCAMLR fisheries and to forecast fishery closures.

Catch and effort data are submitted to the Secretariat by Flag States, or their vessels, using the following CCAMLR Catch and Effort Data Forms:

- CEF\_v2022 for finfish fisheries
- CEK\_v2022 for krill fisheries.

Catch and effort data are submitted at different reporting periods depending on the conservation measure that applies to a fishery.

In case of failure to submit data within the required timeframe, the Executive Secretary shall issue a reminder to the Contracting Party. Persistent failure to submit required catch and effort data can result in the closure of the fishery to the vessel involved.

## Which vessels are required to report?

Reporting of catch and effort data are required for all vessels that are operating in the fishery for all reporting periods, including for days or periods on which fishing does not take place.

For each vessel a report must be submitted by every Contracting Party taking part in the fishery for each reporting period and for each area with a catch limit the vessel entered and was authorised to fish for the duration of the fishery even if no catches are taken.

A Contracting Party may authorise each of its vessels to report directly to the Secretariat.

## Daily catch and effort data

In accordance with CCAMLR-XXXVII, paragraph 5.28, for the purpose of [Conservation Measure \(CM\) 23-07](#), paragraph 1, any vessel that is licenced and notified to participate in an exploratory fishery, and is in the area of that fishery during the period that the fishery is open, will be considered to be 'operating in an exploratory fishery' regardless of whether it is actively deploying or retrieving fishing gear, and shall submit reports for all reporting periods in which it is in the area of the fishery.

All **exploratory toothfish fisheries** are required to report daily catch and effort data in accordance with CM 23-07. For the 2021/22 season, the fisheries expected to report daily are:

- Exploratory longline fishery for *Dissostichus mawsoni* in Subarea 48.6
- Exploratory longline fishery for *Dissostichus mawsoni* in Subarea 58.4.2
- Exploratory longline fishery for *Dissostichus mawsoni* in Subarea 88.1 and SSRUs 882A–B
- Exploratory longline fishery for *Dissostichus mawsoni* in Subarea 88.2.

The daily reporting period runs from 12 midnight to 12 midnight UTC. Daily catch and effort data must be submitted to the Secretariat no later than 0600h UTC on the following day.

In accordance with CM 23-07, paragraph 6, the Secretariat will provide a *Fishery Notice* to *Fishery Update Contacts*<sup>1</sup> and to vessels participating in the fishery, if the contact details of that vessel have been provided by the Flag State.

If daily catch and effort data have not been submitted by 0600 UTC, this will be indicated in the *Fishery Notice*.

Failure to submit data within the required timeframe can result in the closure of the fishery to a vessel involved (CM 23-07, paragraph 7).

### 5-day catch and effort data

5-day catch and effort data are submitted in accordance with [CM 23-01](#) and are required for research fisheries, established toothfish and icefish fisheries (except in Division 58.5.2) and krill fisheries.

For the 2021/22 season, the fisheries expected to report every 5 days are listed below:

- Established Longline fishery for *Dissostichus eleginoides* in the exclusive economic zone of the Prince Edward Islands (EEZ PEI) (voluntary)
- Established Longline fishery for *Dissostichus* spp. in Subarea 48.4
- Established Trawl fishery for *Champscephalus gunnari* in Subarea 48.3
- Established Trawl fishery for *Euphausia superba* in Subareas 48.1, 48.2, 48.3 and 48.4
- Established Trawl fishery for *Euphausia superba* in Division 58.4.2
- Research longline fishery for *Dissostichus mawsoni* in Subarea 88.3

The 5-day catch and effort data must be submitted no later than two working days after the end of the reporting period.

Failure to submit data within the required timeframe can result in the closure of the fishery to a vessel involved (CM 23-01, paragraph 8).

### 10-day catch and effort data

10-day catch and effort data are submitted in accordance with [CM 41-08](#) and [CM 42-02](#) for established fisheries in Division 58.5.2.

10-day catch and effort data must be submitted before the end of the next 10-day reporting period.

### Secretariat reporting

The Secretariat will provide a *Fishery Notice* at the end of each reporting period, or up to 5-day intervals in respect of daily reporting to *Fishery Update Contacts* and to vessels participating in a fishery, except when it was otherwise required. These reports will contain information on the current reported catch quantities and the projected date on which the catch limits will be reached.

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<sup>1</sup> *Fishery Update Contacts* – Members of this list will receive routine fishery updates and related notices throughout the year for those fisheries where they have vessels participating and subject to catch limits and closure notices.

Closure notices will be sent to all Contracting Parties by COMM CIRC. Closure notices will be communicated to vessels participating in a fishery via email.

Each month the Secretariat will report on the progress of all fisheries by COMM CIRC to all Contracting Parties.

*Fishery Notices* will additionally be available for review on the secure CCAMLR [Fishery Monitoring website](#).

## Completing the CCAMLR data forms

The most recent version of the required catch and effort data forms are available for download on the [CCAMLR website](#).

### General

CCAMLR data forms must be completed and submitted for each reporting period for the duration of a vessel’s participation in a CCAMLR fishery for each area that the vessel was present and was authorised to fish, **even when no catches are taken**.

CCAMLR data forms should be completed sequentially (part 1 through to part 6).

A list of CCAMLR codes is provided with the CCAMLR data forms and must be used for completing the forms. CMs 23-01, 23-02 and 23-07 require species to be recorded to the lowest taxonomic level possible (e.g. species or genus).

Completed CCAMLR data forms must be submitted to the CCAMLR Secretariat at [data@ccamlr.org](mailto:data@ccamlr.org)

## Entering data in a CCAMLR data form

### 1. Vessel information

(1) Vessel information	Data
Vessel IMO number	<input style="width: 100%;" type="text" value="8916932"/>
Vessel flag (3-alpha code)	<input style="width: 100%;" type="text" value="UKR"/>
Vessel name	<input style="width: 100%;" type="text" value="Calipso"/>
Vessel call sign	<input style="width: 100%;" type="text" value="UUAZ9"/>
Email address of person responsible for submitting the data	<input style="width: 100%;" type="text"/>

By selecting your **vessel’s IMO** from the first drop-down menu box, the rest of the fields will be automatically populated, the email address will need to be manually added.

See trouble shooting section below if IMO is not included in the drop-down menu box.

## 2. Reporting details

<b>(2) Reporting details</b>	
Reporting period	
Start date (dd/mmm/yy) UTC	
Start period code	
Type of fishing	
Target species	
Subarea or division	
SSRU / research block / other management area	

The reporting period is the period for which the catch and effort data are required to be reported, either:

- **day** (daily)
- **5\_day**
- **10\_day**.

The **start date** is the date the reporting period commenced. Please note:

- all times must be reported in UTC in the format dd/mmm/yy
- the use of decimal points and other date formats cannot be recognised in the form and can prevent the data from being uploaded
- the start date must be in line with the reporting period.

**\*example:** if fishing starts 03/Dec/YY, the **period code** is A and the **Start date** is 01/Dec/YY.

The **period code** is based on the start date of the reporting period:

- day (daily) reporting:  
A is the only code applicable.
- 5\_day reporting period use code:  
A day 1 to 5  
B day 6 to 10  
C day 11 to 15  
D day 16 to 20  
  
F day 26 to end month.

**\*example:** if fishing starts 17/Dec/YY, the **period code** is D and the **Start date** is 15/Dec/YY.

- 10\_day reporting period use code:  
A day 1 to 10  
B day 11 to 20  
C day 21 to the last day of the month.

**\*example:** if fishing starts 15/Jan/YY, the **period code** is B and the **Start date** is 11/Jan/YY



The **type of fishing** requires one of the following codes to be selected:

- C for commercial fishing, **including exploratory fisheries**
- R for research fishing conducted under CM 24-01 (paragraph 3) and in Table 1 of CM 24-05
- S for survey fishing activities conducted under CM 24-01 (paragraph 2)
- N for no fishing.

**N** for no fishing may be selected in this section when a vessel is transiting or exiting an area. If you select N, please enter target species, subarea or division and SSRU/research block/other management area (conservation measure dependent) if applicable, there is no need to complete the rest of the form.

The **target species** requires one of the following codes to be selected:

- ANI Mackerel icefish (*Champsocephalus gunnari*)
- TOP Patagonian toothfish (*Dissostichus eleginoides*)
- TOA Antarctic toothfish (*Dissostichus mawsoni*)
- KRI Antarctic krill (*Euphausia superba*).

The **target species** selected will determine the **subarea or division** options that are available for selection in the next step. Only those subareas or divisions where that target species can be taken will be available for selection.

Once you have selected a **subarea or division**, the **SSRU/research block/other managed area** you can select in the next step will be limited to those SSRUs/research blocks/other managed areas that occur within the subarea or division you have selected.

If a subarea or division or SSRU/research block/other managed area is not available, please leave blank and make an entry in the comments section.

### 3. Fishing effort

<b>(3) Fishing effort</b>	
Number of days fished (within this reporting period)	
Type of fishing gear	
Number of lines deployed	
Longlines and pots only: number of hooks/pots set	
number of hooks/pots retrieved	
number of hooks/pots lost attached to sections	
Intention for the next reporting period:	

The number of days fished is the number of days setting and/or retrieving during the reporting period:

- this can be 6 in the 5-day reporting regime, and 11 in the 10-day reporting regime where a month ends on the 31st
- in the daily reporting regime (day), if hooks have been set or retrieved, the number of days fished should be completed as 1



The selection of the type of fishing gear is limited based on the species and subarea or division you have entered in Part 2:

- LLS for set longline
- OTB for bottom otter trawl
- OTM for midwater otter trawl
- TM for midwater beam trawl.

The field *Intention at the end of the reporting period* should indicate your intention to fish for the next reporting period for the area given in the report: F (fishing) N (not fishing).

**\*examples:** (F) fishing, searching (N) Transiting, exiting or other activities.

#### 4. Catch – Report all target species and by-catch caught

**(4) Catch - Report all target species and by-catch caught**

Species	Total green weight (kg)	Number caught excluding live releases	Number released with tags	Number released without tags

To add rows above (if needed for Catch Data): Select **this** row, right-click and choose Insert. Do not enter values in this row

The list of all CCAMLR species codes is provided with the form to help you complete this part.

		ART	Artedidraco spp	
		AZT	Artedidraco mirus	Plunderfish
		BAA	Bathylagus antarcticus	Deepsea smelt
		BDN	Bathydraco antarcticus	
		BRA	Brama spp	Brama
		BTI	Bathydraconidae	Bathydraconidae
		BVK	Pogonophryne barsukowi	
		CEN	Centrolophidae	Ruffs, barrelfishes nei
		CEX	Genypterus spp	Cusk-eels nei

CE Eform **CCAMLR codes** vessels (+)

#### 5. IMAF species interactions

Species of seabird or marine mammal caught incidentally or interacted with during fishing operations.

**(5) IMAF species interactions**

Species	Number alive	Number dead or injured

To add rows above (if needed for Incidental Catch): Select **this** row, right-click and choose Insert. Do not enter values in this row

The list of CCAMLR species codes is provided with the form to help you complete this part,

**\*example:**

Seabirds and marine mammals (IMAF)		
Code	Species Name	Common Name
<b>Seabirds</b>	Invalid selection	
ALZ	Diomedidae	Albatrosses
BIZ	Aves	Birds
CAM	Catharacta maccormicki	South polar skua
CAQ	Catharacta lonnbergi	Antarctic skua
CDI	Calonectris diomedea	Cory's shearwater
CSK	Catharacta skua	Great/Brown Skua

## 6. Vulnerable marine ecosystems (VMEs) in accordance with CM 22-07

**(6) Vulnerable marine ecosystems (VME) - Report VME-indicator organisms recovered where applicable (refer CM 22-07)**

Total volume (litre) that fit in a 10-litre container	
Total weight (kg) that do not fit into a 10-litre container	
VME-indicator units (sum of total volume + total weight)	

**Comments**  
Provide comments as required

This section is absent in the form for krill fisheries.

A VME indicator unit is:

- one litre of VME indicator organisms that can be placed in a 10-litre container; or
- one kilogram of VME indicator organisms that do not fit into a 10-litre container.

Part 6 should be completed for the benthos total for the reporting period in accordance with CM 22-07, paragraph 8.

If a vessel catches 5 or more VME-indicator units in a line segment, the Secretariat should be notified immediately as required by CM 22-07, paragraphs 4 and 5, using the [VME indicator](#) data form.

The Secretariat will advise Flag States and vessels in a fishery of any notifications received under paragraphs 4 and 5 of CM 22-07.

### Catch and effort data submission

Each CCAMLR data form must be saved in MS Excel format (xlsx) with a unique file name consisting of 'CE\_VesselName\_Date' and the xlsx file extension.

The date in the file name must be in the format YYYYMMDD (no other characters).

The file name cannot contain any spaces and must be less than 40 characters in total length, for example:

CE\_Greenstar\_20201201.xlsx

If the vessel is providing more than one report, each for a different area, the file name is to consist of 'CE\_VesselName\_Area\_Date' and the xlsx file extension.

**\*example:** fishing in two areas in one reporting period.

CE\_ArgosGeorgia\_882\_1\_20201201.xlsx and

CE\_ArgosGeorgia\_882\_2\_20201201.xlsx.

Please email all CCAMLR data forms to [data@ccamlr.org](mailto:data@ccamlr.org).

Insert the file name as the email subject line.

If you need to resubmit a CCAMLR data form, please add the word RESUBMISSION in the email subject line and provide a summary of what data was changed.

### Trouble shooting

Question	Answer
Vessel is not available for selection	Enter the vessel details into the 'vessels' tab section: see '<add vessel>' at the top.
What if hooks/lines that have been reported lost are found in a later reporting period?	Any catch must be included on the report for the day of retrieval Please advise in the comments field that additional line/hooks reported are retrieved gear and the date reported lost: <b>*example:</b> 157 Hooks reported lost on dd/mmm/yy have been found and any catch associated is included in this report.
SSRU, Management Area (MA) or research block is not available as a selection	If a SSRU, MA or research block is not available for selection: <ul style="list-style-type: none"> <li>• please check that the correct target species has been selected</li> <li>• make sure that the report is being completed sequentially (top to bottom)</li> <li>• please add a note in the comments section.</li> </ul>
Species code not available for selection	If a species code is not available, please record the scientific name, catch weight and count into the comments section.
Resubmitting this form	To resubmit data, please ensure the email clearly states 'RESUBMISSION' in the email subject and provide a brief description as to the reason for the resubmission in the body of the email.
Start date does not align with a reporting period start date	Example: In a 5-day reporting period, if fishing commenced on 03-Dec-YY the period code should be entered as A and the Start date in this case would be 01-Dec-YY.
Processing catch after midnight (daily reporting only)	Total green weight is to be attributed to the date of catch. For example, catch on 02-Dec-YY processed after midnight should be included on the report for the day caught. If processing is not completed, please: <ul style="list-style-type: none"> <li>• submit the daily report by the time it is due with <i>both the processed fish (recorded in green weight) and an estimate of the unprocessed fish (the number of unprocessed fish multiplied by a mean weight) in section 4 of the CE form;</i></li> </ul>

	<ul style="list-style-type: none"> <li>• <i>note in the comments section that the figures provided are estimated as processing is still ongoing and will indicate when the final figures will be available.</i></li> <li>• Please resubmit an amended report once processing is complete.</li> </ul>
<p>Gear retrieved that was set by another vessel</p>	<p>Please arrange for CE and C2 forms to be submitted for the vessel that found the gear even if there was no catch associated with the lines. In each of the forms a note is to be added in the comments section explaining.</p> <p>Example: 'catch reported includes catch from <b>[number of lines]</b> recovered lines of [vessel name if known]'; or</p> <p>'no catch reported on <b>[number of lines]</b> recovered lines from [vessel name if known]'.</p>