

The *eLandings* System Reporting Sequence

Prior to the beginning of a vessel off-load

1. The processor must assure that the vessel operator or sellers are properly licensed:
 - a. Valid CFEC permit(s) for the year and for the fishery,
 - b. IFQ permit(s) for IFQ halibut, sablefish or rationalized crab, if they apply to the landing.
 - c. Fishers may want to check their IFQ permit balance, as well.
2. Using the Internet, go to www.elandings.alaska.gov. Log onto the *eLandings* system. **Select the appropriate report.** At this time the selections include crab, IFQ sablefish and halibut, and statewide groundfish.
3. **Complete the 'header' section.** The *eLandings* system will display the selected report – Vessel, Permit, and Location Information. This corresponds to the 'header' information on the conventional paper fish ticket.
 - a. This information can be supplied as the off-load is beginning. Enter all information in blank cells. Check the autofilled cells to determine that they are accurate for the landing that is taking place.
 - b. **Complete the CFEC worksheet.** Data enter all CFEC permits that pertain to the landing taking place. The *eLandings* System is designed to allow the recording of multiple CFEC permits – for several individuals or for the same individual.
 - c. **Complete the IFQ worksheet,** if the landing includes IFQ species.
 - d. **Complete the Stat Area worksheet,** if the harvest was proportional to all areas.
 - e. **Save.** This is the beginning of a landing report – titled an **Unsubmitted Report**. Review the information submitted for accuracy. Note the landing report number. The *eLandings* System stores the report. You can recall this saved, unsubmitted report at the conclusion of the off-load.
4. Recall the unsubmitted landing report if you have closed *eLandings*, or continue to the **Add/Edit Itemized Catch** section.
 - a. Data enter the itemized catch by species, delivery condition, disposition categories.
 - b. Record if ice/slime is present (sablefish or halibut only).
 - c. Record any overages and comments. (**Note: Determination and documentation of any or all overages can be entered after the initial submission of the report.**)
 - d. **Save** and review information for accuracy.
5. Select **Add/Edit Grading and Pricing.** (**Note: Grading/pricing is not required for the initial submission of the landing report. This information can be entered after the initial submission of the report.**)
 - a. Data enter grading/sizing/pricing for purchased product, as appropriate.
 - b. **Save** and review information for accuracy.
6. **Allocate catch to CFEC permits,** if more than one CFEC permit is recorded for the landing. Review allocated catch for accuracy.
7. **Submit initial report.**
8. **Print fish ticket(s).** Select link to fish ticket(s) PDF file and print appropriate copies. Obtain signatures. The signed fish ticket should be submitted to the local office of ADF&G within seven days.
9. **Generate IFQ reports** (if applicable).
 - a. Review for accuracy.
 - b. Submit IFQ report.
 - c. Print IFQ report PDF files. Obtain signatures. Permit holder will retain IFQ receipt.
10. **Submit Final Report.**

eLandings

Reporting Component of the
Interagency Electronic Reporting
System

Alaska
Department of
Fish and Game

International Pacific
Halibut
Commission

NOAA
Fisheries

eLandings

eLandings is the Interagency Electronic Reporting System for reporting commercial fishery landings in Alaska. This system is a collaborative effort of the Alaska Department of Fish and Game, the International Pacific Halibut Commission, and the NOAA Fisheries, with funding provided through the Pacific States Marine Fisheries Commission. Currently eLandings is only for IFQ/CDQ crab and Community of Adak golden king crab landing and/or production data reports, (not including Norton Sound king crab). In the future, the system will include landings and production data reports for groundfish, shellfish, salmon, halibut CDQ, halibut and sablefish IFQ, and other species fisheries.

January 9, 2006: eLandings 1.1 released [release notes](#)

HOW TO GET STARTED

Web eLandings:

Step 1 - Login

1. **Register:** Before users can use the eLandings system to report landings, they must request authorization to use the system and reserve a particular UserID and password. A UserID will be activated after a signed registration form is submitted to: State of Alaska Help, P.O. Box 110206, Juneau, AK 99811-0206, and approved.
2. **Login to make a landing report:** The eLandings system will allow registered users to submit landing reports. Users can submit their landing report data to all of the mandated agencies through a series of eLandings web pages. Users can also import data in a specified XML format via the eLandings web site.

eLandings

Reporting Component of the Interagency
Electronic Reporting System

Alaska Department
of Fish and Game

International Pacific
Halibut Commission

NOAA
Fisheries

[Reports Menu](#)

[User Profile](#)

[Change Password](#)

[Delete Unsubmitted Report](#)

[Codes](#)

[Logout](#)

Training Release 1.2 Build 325

Reports Menu

INFO - 1353: **User Audrey Marx logged in**

TO MAKE A NEW REPORT, please select your operation and choose one of the following:

Operation: ▾

Step 2 - Select a report.

Crab Landing Report

Groundfish Landing Report

Production Report

Import a Landing Report

Step 3.

Groundfish Landing Report, Vessel, Permit, and Location Information

INFO - 1275: Please enter data for new landing report

Landing Report - 36320

User: Audrey Marx		Company: WAI Seafoods		PH: (907) 555-1212		Email: nobody@nowhere.com	
ADF&G Vessel Number	<input type="text" value="29312"/>	ADF&G Gear Code <small>Gear Codes</small>	<input type="text" value="61"/>	Crew Size <small>(including skipper)</small>	<input type="text" value="6"/>	Number of Observers Onboard	<input type="text" value="1"/>
Date Fishing Began <small>(gear in water)</small>	<input type="text" value="04/15/2008"/> <small>(mm/dd/yyyy)</small>	Days Fished	<input type="text" value="5"/>	Date of Landing <small>(completed)</small>	<input type="text" value="04/17/2008"/> <small>(mm/dd/yyyy)</small>	Buying Station Name	<input type="text" value="WAI Seafoods at Sitka"/>
Port of Landing <small>Port Codes</small>	<input type="text" value="SIT"/>			Partial Delivery <small>(check if yes)</small>	<input type="checkbox"/>	IFQ Reported Manually <small>(check if yes)</small>	<input type="checkbox"/>
ADF&G Processor Code <small>(purchaser/owner)</small>	<input type="text" value="F1234 WAI Seafoods Juneau"/>	ADF&G Processor Code <small>(custom processor)</small>	<input type="text"/>	Tender ADF&G Number	<input type="text"/>		
Federal Permit Number	<input type="text" value="12345 WAI Seafoods Juneau"/>	Registered Buyer Number	<input type="text" value="980004 IFQ TEST BUYER37"/>	Discard Report	<input type="text" value="Not Required less than 60 ft"/>		

Complete the landing report header information

Step 3b & 3c.

CFEC Permit Worksheet						IFQ Permit Worksheet				
CFEC Fishery	Permit Number	Permit Sequence	Management Program <small>Management Program Codes</small>	Program ID	Percent	CFEC Permit Holder's NMFS ID	IFQ Permit	Species <small>Species Codes</small>	Area / Fishery <small>Area/Fishery Codes</small>	Lbs. to max-out IFQ permit
<input type="text" value="B06B"/>	<input type="text" value="23724N"/>	<input type="text" value="0801U"/>	<input type="text" value="IFQ"/>	<input type="text"/>	<input type="text" value="60"/>	<input type="text" value="980004"/>	<input type="text" value="980009"/>	<input type="text" value="200"/>	<input type="text" value="2C"/>	<input type="text"/>
<input type="text" value="B06B"/>	<input type="text" value="30026U"/>	<input type="text" value="0801P"/>	<input type="text" value="IFQ"/>	<input type="text"/>	<input type="text" value="40"/>	<input type="text" value="980003"/>	<input type="text" value="980007"/>	<input type="text" value="200"/>	<input type="text" value="3A"/>	<input type="text"/>
<input type="button" value="More CFEC Permits"/>						<input type="button" value="More IFQ Permits"/>				
						<input type="button" value="Check IFQ Balance"/>				

Data enter all permit information that pertains to the fishery, including the IFQ Permit Area for the fishery.

Step 3d.

Stat Area		Stat Area Codes	Percent
505831			75
585701			25

More Stat Areas

Save Cancel

Complete the Statistical Area Worksheet and save the header portion of the landing report.

Step 4.

Add/Edit Itemized Catch
Add/Edit Grading and Pricing
Submit Initial Report

Data entry all catch - sold, retained, discarded.

Step 4.

Line	Fish Ticket	Stat Area Stat Area Codes	Species Species Codes	Condition Condition Codes	Lbs.	Weight Modifier	Number	Disposition Disposition Codes
1	E06 006801		110	01	2,400.0000			60
2	E06 006802		110	01	3,600.0000			60
3	E06 006802		110	01	330.0000			98
4	E06 006801		200	05	4,800.0000	With Ice/Slime		60
5	E06 006802		200	05	7,200.0000	With Ice/Slime		60
6	E06 006801		110	01	220.0000			98
7								
8								

Save
Save and Continue
More Lines
Cancel

Record the itemized catch by species, delivery condition, and disposition.

Step 5.

Add/Edit Itemized Catch	Add/Edit Grading and Pricing	Submit Initial Report
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Data entry all catch - sold, retained, discarded.

Data entry price per pound, grading/sizing as appropriate.

Step 5a.

Line	Fish Ticket	Stat Area	Species	Condition	Landed Lbs.	Disp. Code	Lbs. with ice/slime deduction	Sold Condition Code Condition Codes	Prod Type P/A	Size/Grade	Sold Lbs.	\$/lb.
			200 halibut, Pacific	05 Headed and Gutted	5,000 US	60 Sold for human consumption	4,900	05	P	Grade A - 10/30	345	3.25
								05	P	Grade A - 100 +	347	4
								05	P	Grade A - 30/50	866	3.45
								05	P	Grade A - 50/70	615	3.7
								05	P	Grade A - 70/100		3.85
			710 sablefish (blackcod)	08 Headed and Gutted, Eastern cut	5,000 US	60 Sold for human consumption	4,900	08	P	Grade A 5/7		3.1
								08	P	Grade A 3/5		2.8
								08	P	Grade A 7up		3.3

Add price per pound and grading/size, as appropriate.

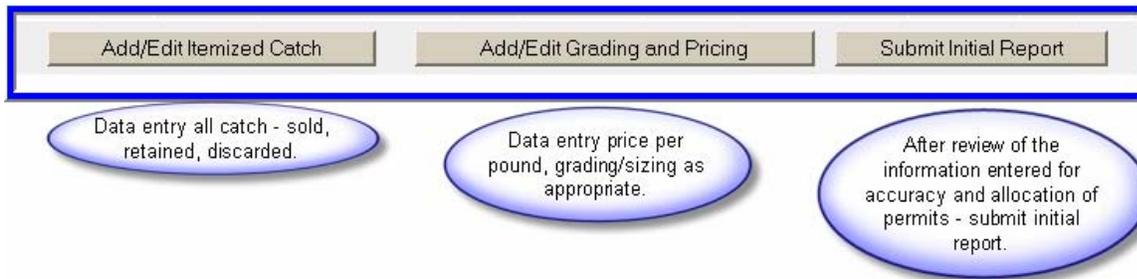
Save.
Step 6.

CFEC Permit Worksheet					
Fish Ticket	CFEC Permit	Permit Holder	Management Program	Management Program ID	Percent
E06 008220	B06B15624X 0401Z	Gordon Diaz	IFQ		
E06 008221	C06B31036R 0501X	WILKIE TIM C	IFQ		

Allocate Permits

Allocate permits - required if more than one permit is recorded.

Step 7.



Step 8.

CFEC Permit Worksheet						Stat Area Worksheet			
Fish Ticket	CFEC Permit	Permit Holder	Management Program	Management Program ID	Percent	Stat Area	Federal Reporting Area	IPHC Regulatory Area	Percent
E05 000122	B06B15624X 0401Z	Gordon Diaz	IFQ		50	505831	630	3A	60
E05 000123	C06B31036R 0501X	WILKIE TIM C	IFQ		50	515831	630	3A	40

Unique fish ticket numbers, linked to the printable PDF fish ticket file.

Step 8a.

**ALASKA DEPARTMENT OF FISH & GAME
ELECTRONIC GROUND FISH TICKET**

DO NOT WRITE IN THIS SPACE
E06 002792

Statistical Area WorkSheet								
Stat. Area	%	Stat. Area	%					
505831	60	515831	40					

Vessel: **SHEMYA** Crew Size: **4** Mgmt Pgm: **IPQ** Port of Landing or off-shore operation type: **JNU Juneau Borough**
 ADF&G NO: **29478** Observers: **1** onboard ID: _____ Type of Gear used: **61 Longline**
 Permit: **B06B 15624X 0401Z** Gordon Diaz

Owner: **F1234 WAI Seafoods** Date Fishing Began (Gear in Water): **12/29/2004** PARTIAL DELIVERY:
 Custom Processor: _____ Date Landed: **01/04/2005** Partial Delivery
 Last Landing for Trip
 Multiple IFQ Permits

SPECIES	STAT AREA	DELIV. COND	SCALE WEIGHT	DISPOSITION	SIZE & GRADE	SOLD WEIGHT	PRICE	AMOUNT
500 halibut, Pacific		05 headed and gutted	5,142.0000 1/8	40 sold for human consumption				
Not Sold - Retained for Ball - Personal Use								
500 halibut, Pacific		05 headed and gutted	125.0000 1/8	05 personal use (not sold)				
Total Amount:								0.0000

FISH DELIVERED HEREBY WERE CAUGHT IN COMPLIANCE WITH STATE LICENSING LAWS AND STATE LABOR LAWS AND REGULATIONS FORM 11-21020 REVISED 1/05

Permit Holder's Signature: _____ Date: _____

Fish Received by: _____ Date: _____

Landing Report ID: **3775** CFEC Serial Number: **15624**
 Other Fish Tickets: **E06 002793**
 halibut, Pacific Round Weight: **6,892.2133** halibut, Pacific Net Weight: **5,161.6600**

ADF&G USE
 Interview _____
 Observer _____
 Logbook _____

Print fish ticket(s).

The signed fish ticket(s) must be submitted to the local office of the ADF&G within seven days.

Step 9.

IFQ Reports						
NMFS ID	IFQ Permit	Species	Fish Ticket	Lbs. to max-out permit	Generated Reports Total Net Lbs.	Generated Reports Total Scale Lbs.
980000	980001	200 halibut, Pacific	E06 008222		0	0
980001	980003	200 halibut, Pacific	E06 008223		0	0

Generate IFQ Report(s), as appropriate.

Step 9a.

Report Number	Status	Transaction Number	Fish Ticket	NMFS ID	IFQ Permit	Species	Stat Area	Area	Condition	Ice/Slime	Sold Lbs.	Retained Lbs.
1	Not Submitted		E06 008222	980000	980001	200 halibut, Pacific	515730	3A	05 Headed and Guttled	YES	25,000	
2	Not Submitted		E06 008223	980001	980003	200 halibut, Pacific	515730	3A	05 Headed and Guttled	YES	25,000	

Submit IFQ Report.

Step 9b.

Report Number	Status	Transaction Number	Fish Ticket	NMFS ID	IFQ Permit	Species	Stat Area	Area	Condition	Ice/Slime	Sold Lbs.	Retained Lbs.
1	Contact NMFS Enf	68937	E06 008222	980000	980001	200 halibut, Pacific	515730	3A	05 Headed and Guttled	YES	25,000	
2	Contact NMFS Enf	68937	E06 008223	980001	980003	200 halibut, Pacific	515730	3A	05 Headed and Guttled	YES	25,000	

IFQ report submitted and ready to print.

Step 9c.

IFQ Landing Receipt

IFQ Catch Receipt

Date of Submission: 02-MAY-2006 09:58:22
Vessel ADFG: 00028
Fish Ticket Number: E06 008222
IFQ Catch Number: 68937
IFQ Permit Number: 980001
Registered Buyer Number: 980003
Port: 167 Seward
Gear: 61 Longline
Species: 200
Stat Area: 515730
Area: 3A

PARTIAL DELIVERY:
Partial Delivery

ERROR: Contact NMFS Enforcement

CONDITION CODE	ICE/SLIME INCLUDED	SOLD WEIGHT	RETAINED WEIGHT
05	YES	25,000	
		Total IFQ Weight:	24500

Registered Buyer Representative Signature

Name (Please Print)

Cardholder Signature

Step 10.

Add/Edit Itemized Catch Add/Edit Grading and Pricing Submit Final Report

When the landing report is finalized - submit final report.