

January 1, 2004

INDIVIDUAL ANIMAL LOG INSTRUCTIONS

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

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/undersize sample or Turtle Specimen Number:**

Record the number assigned to the carcass of a fish. This number may be from a pre-numbered cattle tag or a custom tag you create with a unique number within a trip. 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 (1,2,3..)). 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. Record a sample number created for a sampled discard animal(IE undersize swordfish). **Example:SW01**

The third type of number that may be recorded here, is a turtle specimen number. Although the specimen number has leading zeros on the turtle form, do not use them here. Number turtles, starting with 1 and number sequentially as they are encountered within a single trip.

(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.)

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. **Photo Taken:**

Record(r-n)the roll/camera number(r)and the total number of photos(n)taken for an individual animal. Frame numbers are not necessary but a photo log is helpful in relating photos back to the individual log. Include a date, a brief description and/or use a carcass tag in the photo.

Example: 1-3 or 2-1

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
- 2 = Released dead
- 3 = Released alive, 4 = Finned (Action 2)
- 5 = Lost at surface, 6 = Tended (Action 2).

*NOTE: We can not assume that when a shark is kept, the fins are also kept. Please record a 1 for shark carcass kept and fins discarded. Record a 1,4 for all when a shark carcass is kept and fins are also kept. Record a 2,4 when a shark carcass is discarded and the fins are kept.

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 INCIDENTALLY TAKEN MAMMALS 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) ADDITIONAL INFORMATION WILL BE RECORDED ON THE INCIDENTAL TAKE LOG FOR MAMMALS AND BIRDS OR THE TURTLE LIFE HISTORY FORM FOR TURTLES.

7. **Length #1:**

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 LOWER 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:**

Record the **curved** measured length of swordfish and billfish species to nearest centimeter according to the standards listed below. All shark, tuna and finfish 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.

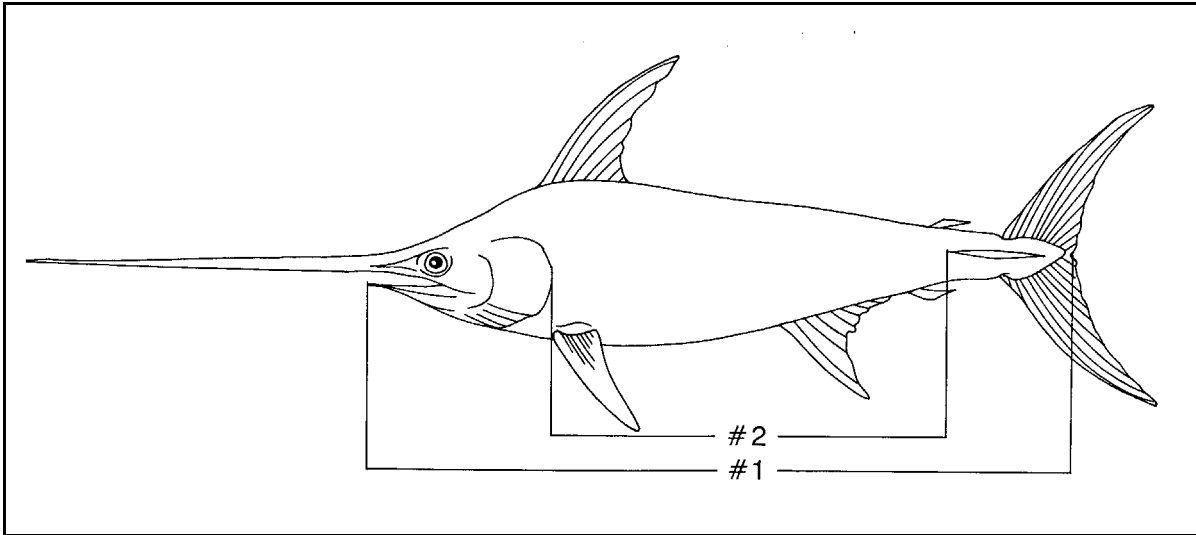


Figure 1. Swordfish measurements: #1 Tip of lower jaw to fork (curved); #2 Cleithrum to the anterior origin of the caudal keel (curved)

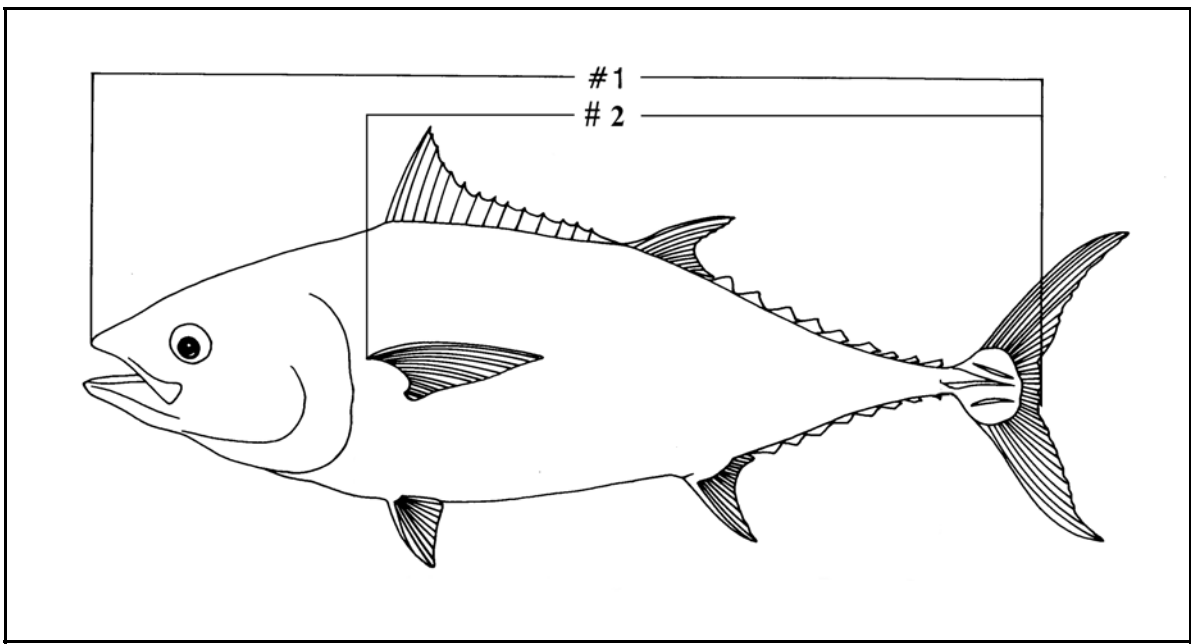


Figure 2. Tuna measurements: #1 Tip of upper jaw to fork of tail (straight); #2 Anterior insertion of pectoral fin to fork of tail (straight)

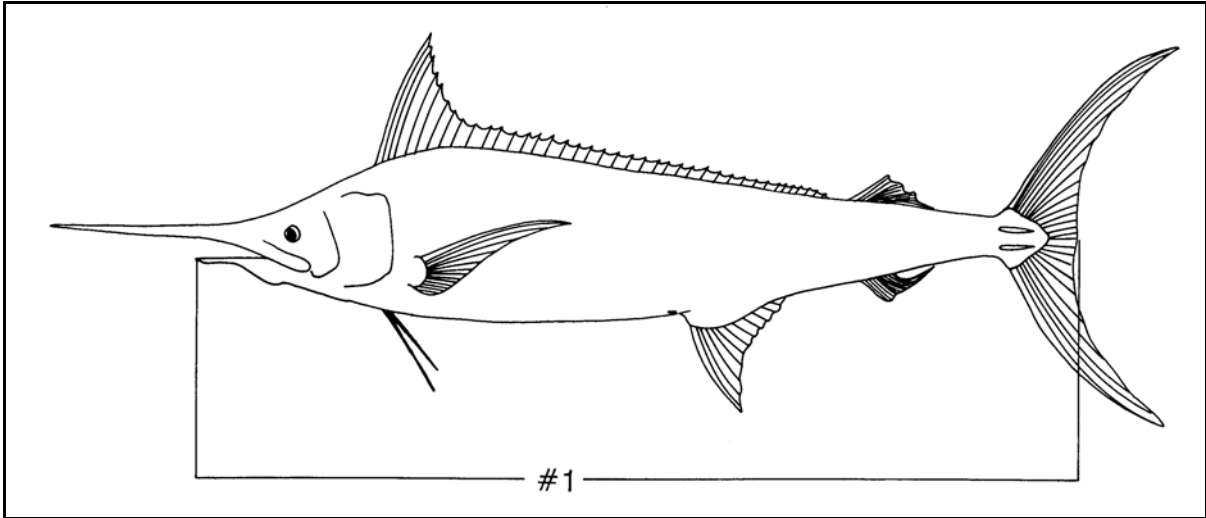


Figure 3. Billfish measurement: #1 Tip of lower jaw to fork (curved)

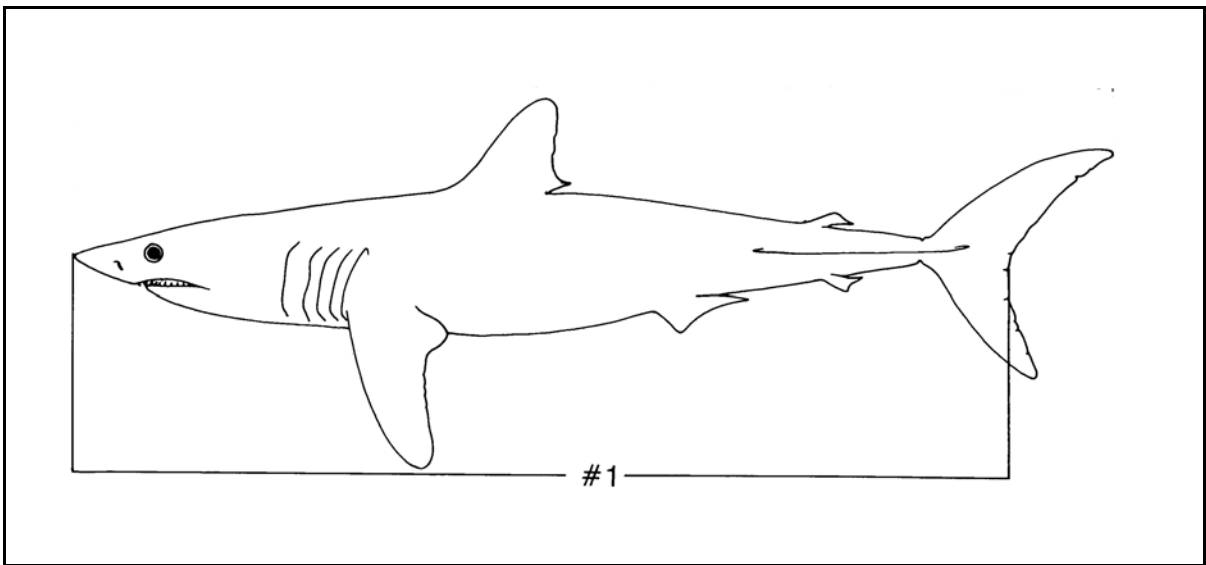


Figure 4. Shark measurement: #1 Tip of snout to fork (straight)

9. **Length #3:**

Record the measured length of the fish to nearest centimeter according to the standards below; if the fish is not brought aboard, follow instructions for estimating length.

SWORDFISH:	NONE
TUNA:	NONE.
BILLFISH:	NONE.
SHARK:	NONE.
OTHER FINFISH:	NONE.

Estimated lengths should be taken for all dead/live released animals to the nearest foot. 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 weigh "chunks".
Do not enter estimated weights here.

Units: Whole pounds.

12. **Sex:**

Record the sex of this animal, coded as follows:

- 0 = Undetermined
- 1 = Male
- 2 = Female

13. **Tag Number:**

Record the complete tag number (including an alpha prefix) for each tag/release animal. Attempt to re-tag a live fish that already has a tag in place, rather than sacrificing the animal to get a tag number. 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. 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.

14. **Tag Code:**
Indicate the origin of the tag number from above (#12),
coded as follows:
1 = Tagged and Released
2 = Tag already present and released with second tag
3 = Tag recaptured fish brought on board.
15. **Estimated Weight:**
Record an estimated round weight on all tag released animals.
**The priority is to get an estimated Length #1 on all discard
or released animals.** Estimated round weight on discard and
undersize animals is *optional*.
- Units: Whole Pounds
16. **Comments:**
Record any information for an individual animal that is not
covered in the other fields. Type of damage, % damage, kept,
but not sold, incidental take details, hooked or entangled,
gear removed and condition statement upon release. 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.]