



April 21, 2016

MEMORANDUM FOR: A.I.S., Inc.,
East West Technical Services,
Fathoms Research LLC, and
MRAG Americas
At-Sea Monitors, Industry Funded Scallop Observers, and
Northeast Fisheries Observer Program Observers

FROM: Amy S. Martins
Branch Chief, Fisheries Sampling Branch (FSB) 

SUBJECT: 2016 Manual Updates

This memo provides information on our log and manual updates that occur every 3 years. There are now three manuals: Operations Manual, On-Deck Reference Guide, and Data Entry Manual. The old manuals will be out of date May 1st and should not be used going forward. Please see the attachment for a more detailed list of changes as well as any protocol updates.

Logs

You may continue to use the 2013 ASM logs until you run out.

You may continue to use the 2013 NEFOP/IFS logs until you run out, except for the following:

- Vessel & Trip Log (Jan 2016 version okay)
- Transit Trip Log (Jan 2016 version okay)
- Clam Dredge Gear Log
- Length Frequency Log
- Crustacean Log

When using the 2013 logs, you may get questions about the OMB number and expiration date. The number itself has been renewed, so even though the log is outdated, the number is still valid. See http://www.nefsc.noaa.gov/fsb/memos/2015/NEFOP_Memo_15_015_Renewal_Paper_Reduction_Act.pdf.

Manuals

Electronic versions are available on our website at <http://www.nefsc.noaa.gov/fsb/training/> and should be downloaded to your tablet. Please see attached instructions.

Any questions contact Debra Duarte at 508-495-2304 or Debra.Duarte@noaa.gov.
Thank you.

Attachments: 2016 Manual Changes, Manual Downloading Instructions