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Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien

IOTC e-PSM application



User Manual for Vessel representatives



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DISCLAIMER

The IOTC e-PSM application is a Web application. As such, it is constantly evolving and improving and some of the features presented in this manual might change, in their aspect or function, and new features might also be introduced.

We strongly encourage you to regularly check the IOTC e-PSM website (<http://epsm.iotc.org>) and download the latest version of this manual, which will reflect the latest version of the IOTC e-PSM application.



Indian Ocean Tuna Commission
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THE WORLD BANK



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Acronyms

AREP	Advance Request for Entry to Port
CPC	Contracting Parties and Cooperating non-Contracting Parties
FS	Flag State
IOTC	Indian Ocean Tuna Commission
NFV	Notification to a Fishing Vessel
OLT	Offloading declaration
PAD	Port Activity Dashboard
PIR	Port Inspection Report
PS	Port State
PSCA	Port State Competent Authority
PSM	Port State Measures
RAI	Request for Additional Information
RAI-AREP	Request for Additional Information following an Advance Request for Entry to Port
RAI-PIR	Request for Additional Information following a Port Inspection Report
TRX-TDD	Transshipment declaration as a Donor Vessel
TRX-TDR	Transshipment declaration as a Receiver Vessel
VMS	Vessel Monitoring System

1 Who is this manual for?

This manual is for the use of vessel owners, agents or masters (“Vessel Representatives”), whose vessel plans to call in a port in the IOTC Area of Competence.

If you need any help while using the IOTC e-PSM application, please refer first to this Manual and its Frequently Asked Questions at the end. If you cannot find an answer in this document, please contact epsm@iotc.org.

Definitions: Vessel’s Representatives

Master (or captain): It is the person who is in ultimate command of the vessel. The master is responsible for the safe and efficient operation of the vessel, including fishing operations, navigation, crew management and ensuring that the vessel complies with local and international laws, as well as company and flag state policies.

Fishing master (or fishing captain): On some vessels there is a fishing master who is responsible for the fishing operations of the vessel. This person is not the person legally responsible for the activities of the vessel although they may give the appearance of being in command.

Owner: The owner is the natural or legal person registered as owning the vessel. This may be different to the beneficial owner, who directs the activities of the vessel.

Beneficial owner: The beneficial owner directs the activities of the vessel.

Operator: The operator is a person(s) or company(ies) responsible for the complete operation of the vessel, including the crew, and all the administration and management of the fishing operation.

Agent: The agent is the person(s) or company(ies) that provides support to the vessel. The role of the agent is not defined and the services provided will vary with circumstances. The services may include, for example, arranging for the sale of the catch, supplying the vessel with victuals and fuel, vessel maintenance and administrative services such as providing legal documents and insurance. Some vessels may use different agents when they operate away from their home port.

2 Introduction: IOTC Port State Measures

In 2010, aware of the powerful and cost effective compliance tool that Port States measures represent to combat IUU fishing activities in the Indian Ocean, the IOTC adopted a resolution on Port State measures to prevent, deter and eliminate illegal, unreported and unregulated (IUU) fishing ([IOTC Resolution 10/11 on Port States measures](#)). The resolution, which entered into force on 1 March 2011, is inspired by the 2009 FAO Agreement on Port State Measures but placed in the context of the IOTC mandate. The fisheries administration of the Coastal CPCs of the IOTC, where foreign fishing vessels call to request entry into their designated port to offload tuna and tuna like species and use ports facilities and services, are responsible for the implementation of the resolution.

While some CPCs of the IOTC have port State and/or flag State responsibilities to implement the Resolution 10/11, the fishing industry has as well some responsibilities.

One of these responsibilities is for the vessel master of the vessel's representative (Agent) to provide a form, named Advance Request for Entry into Port (AREP), within the period of notice defined by the Port State (see the Designated Ports section on the IOTC e-PSM website: <http://epsm.iotc.org>). The format and information of the AREP is defined at annex 1 of the Resolution 10/11.

After receiving the AREP form and other information required to determine whether the vessel requesting entry into its port has engaged in IUU fishing or fishing related activities in support of such fishing, the competent authority of the port State decides whether to authorize or deny the entry of the vessel into its port.

3 Overview of the e-PSM process

As provided by the IOTC PSM, any vessel planning to call in a port in the IOTC Area of Competence must notify the competent authority of the Port State at least 24 hours in advance of the date of the entry into port and within the established advance period of notice. The vessel must then wait for the notification by the competent authority of the Port State, or for any potential request for additional information, before entering into port.

The whole process is detailed below:

- At least 24hrs before entering into port: the master or the agent of the vessel (or owner/operator) submits an AREP to the Port State Competent Authority (PSCA).
- The PSCA examines the AREP and:
 - The PSCA may send a Request for Additional Information (RAI-AREP) to the master or to the agent of the vessel asking for more details.
 - the vessel representative receives the RAI-AREP and must reply to the PSCA by sending the requested information;
 - the PSCA examines the answers and if they are not satisfactory, the PSCA can send another RAI-AREP;
 - once the RAI-AREP/replies process is completed to the satisfaction of the PSCA:
 - The PSCA sends a "Notification to the Fishing Vessel" (NFV) to the master or to the agent of the vessel which can be:
 - Port entry authorised: the vessel can enter port.
 - Port entry authorised but use of port facilities denied until completion of a port inspection and clearance by the competent authority
 - Port entry denied: the vessel cannot enter port.
- Once the vessel is in port, two processes can take place:
 - The PSCA decides to conduct a complete Port Inspection of the vessel including inspection/monitoring of the offloading of catch:
 - the vessel is inspected,
 - the PSCA produces a Port Inspection Report (PIR), a copy of which is sent to the master and/or to the agent of the vessel and to the Flag State;

- the PSCA may request additional information following the inspection by sending a Request for Additional Information (RAI-PIR):
 - the master and/or the agent of the vessel receive the RAI-PIR and must reply to the PSCA by sending the requested information;
 - the PSCA examines the answers and if they are not satisfactory, can send another RAI-PIR;
 - this exchange can be repeated until the RAI-PIR/replies process is completed to the satisfaction of the PSCA.
- Usually, a Port Inspection is accompanied by a monitoring of the offloading of the catch.
- The PSCA decides to not conduct a complete Port Inspection of the vessel but decides to inspect/monitor the offloading (transshipment and/or landing operations):
 - The offloading is inspected/monitored,
 - The PSCA produces an Offloading form (OLT), a copy of which is sent to the master and/or to the agent of the vessel and to the Flag State.
 - If a transshipment has taken place in port, the master and/or the agent of the vessel transmit the Transshipment Declaration to the PSCA, then the PSCA produces a Transshipment form (TRX TD), a copy of which is sent to the master and/or to the agent of the vessel and to the Flag State.
- There is no IOTC e-PSM procedure that the vessel must follow to leave port, only the standard procedures defined by the PSCA.

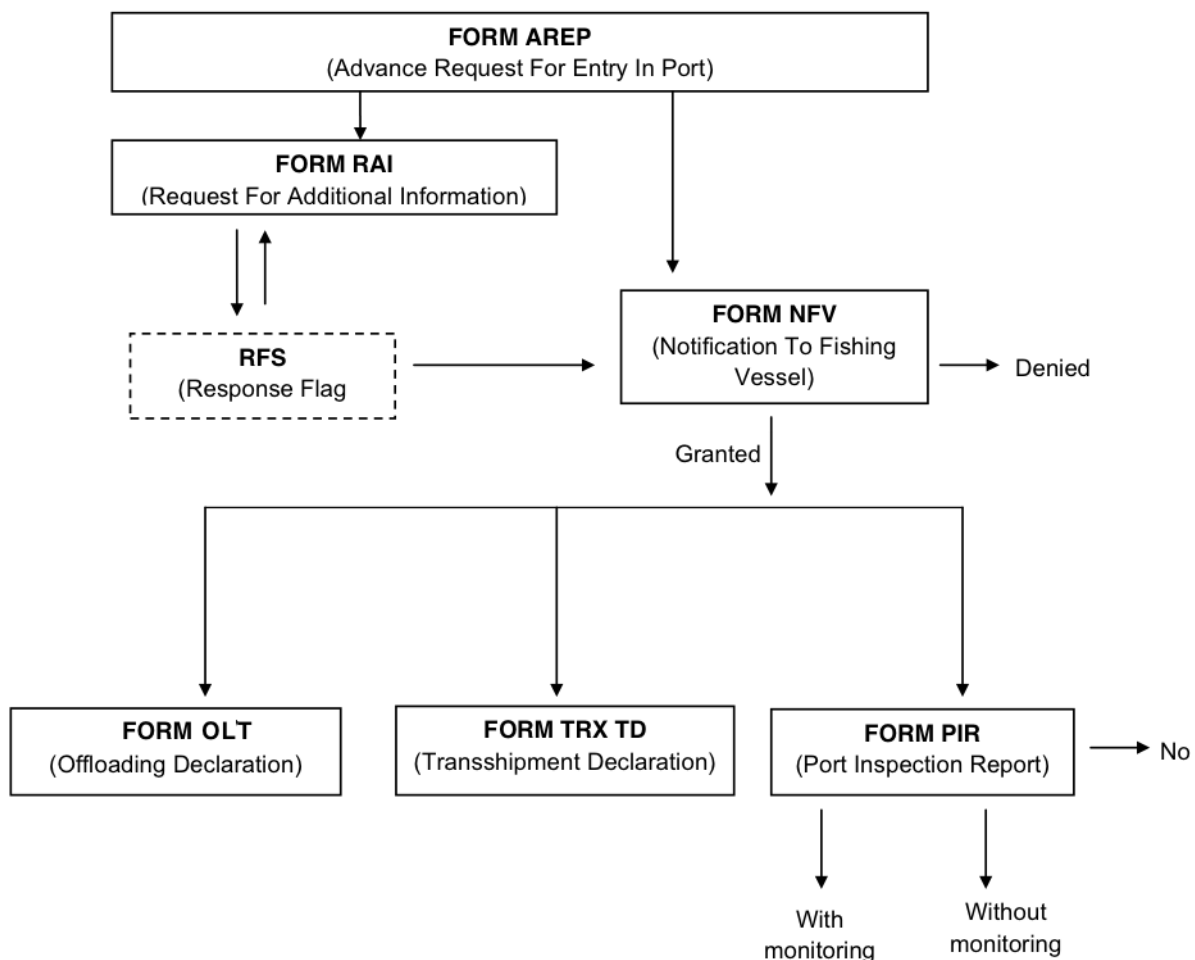


Figure 1 The e-PSM process

4 The AREP process

The e-PSM application offers you the possibility to submit an Advance request of entry in port (AREP) to the Competent Authority of the Port State. Sending the AREP is an IOTC mandatory requirement that your flag State has agreed to when it has adopted the Resolution 10/11 in 2010.

The advantages of providing an AREP through the e-PSM application are multiples:

- **FASTER REQUEST:** It fastens your entry into port and the decision making process of the port State,
- **PAPERLESS REQUEST:** It reduces paper works for you, master of the vessel or the agent, and the port State,
- **ENHANCED COMMUNICATION:** It provide a direct communication platform between you (master or agent) and the Competent Authority of the port State.

In a nutshell: the AREP process

At least 24hrs before the intended entry into port, the vessel representative uses the e-PSM application to send an AREP to the Port of Call Port State Competent Authority.

The PSCA reviews the AREP, ask for more information through the process of Request for Additional Information (RAI-AREP) as necessary.

Once all required information has been sent by the vessel (Master or agent), the PSCA sends a Notification to a Fishing Vessel (NFV) to the vessel to indicate whether the request for entry has been granted or not (Denial of entry).

Reminder

A vessel cannot enter a port without having submitted an AREP and any additional documents (as required by the Competent Authority of the port State).

A vessel can only call in ports that have been designated by IOTC Members (consult which ports in the IOTC area have been designated - (see the Designated Ports section on the IOTC e-PSM website: <http://epsm.iotc.org>).

It is mandatory to submit an AREP within the time period specified by the port State (Consult the advance period of notice of the port you wish to call - see the Designated Ports section on the IOTC e-PSM website: <http://epsm.iotc.org>).

4.1 Filling and submitting the AREP form

4.1.1 How to submit an AREP form?

There are two ways to fill an AREP form:

1. The old way: fill in the paper form as specified in annex 1 of the Resolution 10/11 and transmit it to the relevant PSCA,
2. The new way: go to the e-PSM section of the IOTC website: <http://epsm.iotc.org> and start filling an electronic version of the AREP. This is the process that is described below.

4.1.2 Starting the process

- go to the e-PSM section of the IOTC website: <http://epsm.iotc.org>
- click on the link **CREATE AN AREP** to start filling an AREP;



Figure 2 The Starting point to create an AREP

- to ensure that the process is initiated by a person and not by some rogue software, fill in the “CAPTCHA” by typing in the text field the text as it appears in the image; make sure to respect upper and lower cases; if you cannot read the CAPTCHA, click the “Reload captcha” button to request a new one

ADVANCED REQUEST FOR ENTRY IN PORT (AREP)

Captcha test

As a security measure, before continuing with your AREP submission, please type the text displayed in the image in the field below, then click the Go button.

Enter captcha

Figure 3: Filling the CAPTCHA at the beginning of the AREP process

- then click the OK button

4.1.3 Selecting your vessel

The first step of the submission of an AREP is to specify which vessel is requesting entry in port.

- Start by Searching for your vessel in the IOTC e-PSM database: in the Search field, type the name, call sign, IOTC number, National registration number, IMO number or Flag Country of your vessel and click the button “Search a vessel”. Note that you can enter partial information like just part of the vessel name.

[← Back to your dashboard](#)

VESSEL SELECTION

Vessel Search

In this step, we need to identify your vessel. Please use the following search engine to select your vessel. If your vessel does not appear in the results, you can use the button "create vessel" to add your vessel on our database.

Vessel directory search

Please use the following table to identify your vessel. you can query IOTC database to lookup for your vessel by it's name, call sign, IOTC number, or by any keyword to refine the results.

king

Figure 4 Searching for a vessel

- The screen will display the list of vessels matching your query below the Search field:

Vessel Search

In this step, we need to identify your vessel. Please use the following search engine to select your vessel. If your vessel does not appear in the results, you can use the button "create vessel" to add your vessel on our database.

Vessel directory search

Please use the following table to identify your vessel. you can query IOTC database to lookup for your vessel by it's name, call sign, IOTC number, or by any keyword to refine the results.

king

The following vessels matching your search criteria have been found on the database. please identify your vessel, or should your vessel be missing, create a new one.

IOTC id	Name of vessel	IRCS	Flag	Type of vessel	Types of gear
8585	KINGFISHER	VZN7927	Australia	Longliners	Drifting longline
14035	King Fisher		Maldives	Unknown	Hand line and pole and line
900035441	KING LI SHENG NO.1	BK7441	Taiwan Province of China	Unknown	Drifting longline

Showing 1 to 3 of 3 entries

Figure 5 List of vessels found matching the user's query

- if your vessel is listed in the results, verify that the identifiers listed in the table correspond to your vessel, to be absolutely certain that it is **your vessel**, then, if so, simply click on its name to select it and start filling the AREP form (see 0);
- if your vessel is not listed in the results, double-check that your search term was correct and, if needed search again, using other criteria (e.g.: the vessel's call sign; IRCS); if you really can't find your vessel (e.g.: your vessel hasn't yet been registered with IOTC by its flag State or your vessel is registered with another RFMO and calling in port in the IOTC area of competence), then you will have to create it (see Section 4.1.4 below).

4.1.4 Creating a vessel

- To create your vessel, start by clicking on the "Create Vessel" button below the list of search results,
- You will be presented with a series of forms where you will have to enter details about your vessel.

4.1.4.1 Vessel identification

ADVANCED REQUEST FOR ENTRY IN PORT (AREP)



Vessel Identification

This form has been pre-filled with the information from the IOTC Record of Authorised Vessels. Please, verify the information and complete the missing fields and complete the information on VMS (National, RFMOs or No VMS), then select the type of VMS onboard the vessel and transmitting to the FMC of your flag State.

Name and Type

Name of the vessel

Enter the name of the vessel as written in your National Certificate of Registration or your National Authorisation to Fish. Eg: Bernica.

Flag

Select a country in the list. Eg: Australia.

Type of the vessel

Select the type of the vessel in the list. Eg: Longliners.

Gear type

Identification Numbers

IOTC identification number

Enter the IOTC number allocated to your vessel, by which the vessel is registered / authorised by IOTC. Eg: 008614 (6 digits).

International Radio Call Sign

Enter the International radio call sign (IRCS) of the vessel. Eg: TTFC

Port of registration

Port of registration

Maritime mobile service identity number

Enter the Maritime Mobile Service Identity number (MMSI) of the vessel. Eg: 123456789

External Identification Number

Enter one external identification number as displayed on the superstructure or the hull of the vessel (Vessel name, International Radio Call Sign (IRCS), IMO number, National registration number (NRN), Port of registration, fishing licence number). Eg: Durban (Port of Registration)

Certificate of registry identification number (or national registration number)

Enter the national registration number (NRN) of the vessel. Eg: FRA0008544300.

IMO identification number

Enter (if available) the International Maritime Organisation (IMO) number/ Lloyds Register identification number of the vessel. Eg: 1234567 (7 Digits)

Dimensions

Length overall

Enter the length overall of the vessel. Eg: 54,5

Beam

Enter the beam of the vessel. Eg: 12,6

Draft

Enter the draft of your vessel. Eg: 6,5

VMS

VMS onboard the vessel

- ☐ Yes : national
- ☐ Yes : RFMO(s)
- ☐ No

Record if the vessel has a VMS fitted on board the vessel. Tick the appropriate box.

VMS type

- ☐ Argos
- ☐ Inmarsat
- ☐ Inmarsat C
- ☐ Inmarsat D/D+
- ☐ Iridium
- ☐ No VMS
- ☐ Orbcomm
- ☐ Qualcomm
- ☐ VMS Unspecified type
- ☐ Other

The type of VMS. Example: INMARSAT-C, Argos, Eutetracs, Iridium

Inmarsat

Enter the INMARSAT number of the vessel. Eg: 322825520 (9 digits)

[Next step](#)

Figure 6 Creating a new vessel: Vessel Identification form

- Each section of the Vessel Creation form is described below.

Name and Type

Name and Type

Name of the vessel

Olivier's Pride ✓

Enter the name of the vessel as written in your National Certificate of Registration or your National Authorisation to Fish. Eg: Bernica.

Flag

France (EU) ✓

Select a country in the list. Eg: Australia.

Type of the vessel

Longliners-Pole and Line vessels ✓

Select the type of the vessel in the list. Eg: Longliners.

Gear type

Drifting longline, Pole and lines ▾

Figure 7 Creating a vessel: Name and Type

- **Name of the vessel:** here, enter the name of your vessel, paying attention to the way it is spelled so as to avoid potential errors down the road.
- **Flag:** click on the menu and select the Country Flag of your vessel (where the vessel is registered).
- **Type of the vessel:** click on the menu and select the Type of your vessel.
- **Gear Type:** click on the menu and select one or more gear types used by your vessel; to close the menu, simply click outside the menu.

Gear type

Drifting longline, Fresh Longline, Pole and lines ▾

- ☐ Bottom and/or midwater trawls
- ☐ Coastal purse seine
- ☒ Drifting longline
- ☐ Drifting longline and purse seine and trap
- ☒ Fresh Longline

Figure 8 Creating a vessel: Name and Type: Gear Types

Tip: Where to find the name and type of the vessel

Verify your vessel's documentation on board to find the exact name and type of the vessel: national certificate of registration and flag State authorisation to fish (ATF).

Identification numbers

Identification Numbers

IOTC identification number

Enter the IOTC number allocated to your vessel, by which the vessel is registered / authorised by IOTC. Eg: 008614 (6 digits).

International Radio Call Sign

Enter the International radio call sign (IRCS) of the vessel. Eg: TTFC

Port of registration

Port of registration

Maritime mobile service identity number

Enter the Maritime Mobile Service Identity number (MMSI) of the vessel. Eg: 123456789

External Identification Number

Enter one external identification number as displayed on the superstructure or the hull of the vessel (Vessel name, International Radio Call Sign (IRCS), IMO number, National registration number (NRN), Port of registration, fishing licence number).
Eg: Durban (Port of Registration)

Certificate of registry identification number (or national registration number)

Enter the national registration number (NRN) of the vessel. Eg: FRA0008544300.

IMO identification number

Enter (if available) the International Maritime Organisation (IMO) number/ Lloyds Register identification number of the vessel. Eg: 1234567 (7 Digits)

Figure 9 Creating a vessel: Identification numbers

- **IOTC identification number:** you cannot enter a value here as only IOTC can assign an IOTC number to a vessel. Note that if your vessel does have an IOTC number and is not listed in the e-PSM database (i.e. it wasn't found when searching for it), you will have to contact your Flag State to solve the issue.
- **International Radio Call Sign:** enter your vessel's International Radio Call Sign, assigned by your national licensing authority of the Flag country of the vessel.
- **Port of registration:** to select the port of registration of your vessel, start typing its name and the system will display a list of matching ports: then, simply click on the relevant port in the list.

Port of registration

Port of registration

Galeton, US (USZGQ)
Pertigalete, VE (VEPRG)
Port de Pointe des Galets, RE (REPDG)
Portugalete, ES (ESPOR)

Figure 10 Creating a vessel: Port of registration

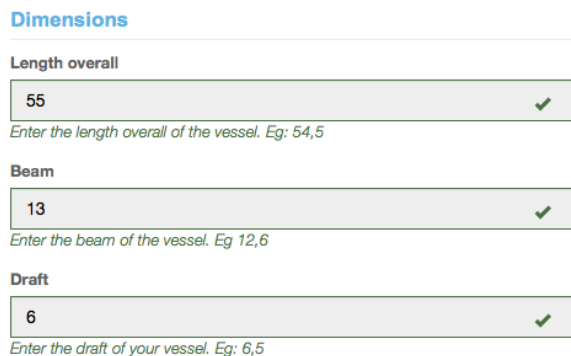
- **Maritime mobile service identity number:** enter the Maritime mobile service identity number (MMSI) of your vessel as issued by your flag State (9 digits).

- **External Identification Number:** enter one external identification number as displayed on the superstructure or the hull of your vessel (Vessel name, International Radio Call Sign, IMO number, National registration number, Port of registration, fishing licence number). External identification numbers may be displayed on the bow and/or stern and/or on both port and starboard sides of vessel superstructure or hull of the vessel.
- **Certificate of registry identification number (or national registration number):** enter the national registration number (NRN) of your vessel as issued by your flag State.
- **IMO identification number:** Enter (if available) the International Maritime Organisation (IMO) number/ Lloyds Register identification number of your vessel (7 digits).

TIP: Where to find the identifiers of the vessel?

Verify your vessel's documentations on board to find the identifiers: national certificate of registration, Ship radio station license and safety documents.

Vessel dimensions



Dimensions

Length overall

55 ✓

Enter the length overall of the vessel. Eg: 54,5

Beam

13 ✓

Enter the beam of the vessel. Eg: 12,6

Draft

6 ✓

Enter the draft of your vessel. Eg: 6,5

Figure 11 Creating a vessel: Dimensions

Enter the relevant dimensions of your vessel in meters. Vessel dimensions are standard information required to enter most ports for berthing and the vessel must provide its length overall, beam and draft as stated on its national registration document issued by its flag State.

- **Length overall:** enter the length overall of your vessel,
- **Beam:** enter the beam of your vessel,
- **Draft:** enter the draft of your vessel.

Tip: Where to find the dimensions of the vessel?

Verify your vessel's documentations on board to find the dimensions: national certificate of registration, ship radio station license and safety documents.

Reminder

The **LOA** (Length Overall) is the total length of vessel from aft to fore.

The **beam** of a vessel is its width at the widest point as measured at the vessel's nominal waterline, other term is **breadth**.

The **draft** of a vessel's hull is the vertical distance between the waterline and the bottom of the hull, with the thickness of the hull included, other term is **draught**.

VMS

VMS

VMS onboard the vessel

- ☐ Yes : national
- ☒ Yes : RFMO(s)
- ☐ No

Record if the vessel has a VMS fitted on board the vessel. Tick the appropriate box.

VMS type

- ☒ Argos
- ☒ Inmarsat
- ☐ Inmarsat C
- ☐ Inmarsat D/D+
- ☐ Iridium
- ☐ No VMS
- ☐ Orbcomm
- ☐ Qualcomm
- ☐ VMS Unspecified type
- ☐ Other

The type of VMS. Example: INMARSAT-C, Argos, Euteltracs, Iridium

Inmarsat

Enter the INMARSAT number of the vessel. Eg: 322825520 (9 digits)

Figure 12 Creating a vessel: VMS (Vessel Monitoring System)

- **VMS on board the vessel:** check the radio button to indicate whether your vessel has a National or RFMO VMS on board or does not have a VMS installed on board.
 - **VMS type:** check the box(es) corresponding to the VMS unit(s) on board your vessel. If you check “Other”, please give a short description of the VMS unit (make, model and serial number) in the field below.
- **Inmarsat:** please indicate an Inmarsat number to allow communication with your vessel (Voice or fax services number; 9 digits).

Finalizing the creation of your vessel

- To create your vessel and proceed to the next step of the submission of your AREP, simply click the “Next Step” button at the bottom of the page.

4.1.5 Selecting an existing vessel

If your vessel is already in the e-PSM database, it will appear in the list of Search Results (see Figure 13).

Vessel Search

In this step, we need to identify your vessel. Please use the following search engine to select your vessel. If your vessel does not appear in the results, you can use the button "create vessel" to add your vessel on our database.

Vessel directory search

Please use the following table to identify your vessel. you can query IOTC database to lookup for your vessel by it's name, call sign, IOTC number, or by any keyword to refine the results.

Olivier

The following vessels matching your search criteria have been found on the database. please identify your vessel, or should your vessel be missing, create a new one.

IOTC id	Name of vessel	IRCS	Flag	Type of vessel	Types of gear
	Olivier's Pride	XXYY	France (EU)	Longliners-Pole and Line vessels	Pole and lines;Drifting longline
	OLIVIER	FGG2968	France (EU)	Longliners	

Showing 1 to 2 of 2 entries

Figure 13 Finding your vessel using the Vessel directory search

To select your vessel, simply click on it and the system will display the Vessel Identification form, with the information about your vessel available in the e-PSM database already pre-filled. Please verify all the information displayed in the form before moving on to the next step. You can correct any error or complete missing information as needed, following the process laid out in Section 4.1.4 (see also Figure 6).

ADVANCED REQUEST FOR ENTRY IN PORT (AREP)

1
SEARCH2
IDENTIFICATION3
CONTACTS4
AUTHORISATIONS &
CATCHES5
PREVIEW6
SUBMISSION

Vessel Identification

This form has been prefilled with the information from the IOTC Record of Authorised Vessels. Please, verify the information and complete the missing fields and complete the information on VMS (National, RFMOs or No VMS), then select the type of VMS onboard the vessel and transmitting to the FMC of your flag State.

Name and Type

Name of the vessel

Olivier's Pride

Enter the name of the vessel as written in your National Certificate of Registration or your National Authorisation to Fish. Eg: Barrica.

Flag

France (EU)

Select a country in the list. Eg: Australia.

Type of the vessel

Longliners-Pole and Line vessels

Select the type of the vessel in the list. Eg: Longliners.

Gear type

Drifting longline, Pole and lines

Identification Numbers

IOTC identification number

IOTC

Enter the IOTC number allocated to your vessel, by which the vessel is registered / authorised by IOTC. Eg: 008614 (6 digits).

International Radio Call Sign

XXYY

Enter the International radio call sign (IRCS) of the vessel. Eg: TTFC

Port of registration

Port Louis

Port of registration

Maritime mobile service identity number

Enter the Maritime Mobile Service Identity number (MMSI) of the vessel. Eg: 123456789

External Identification Number

Enter one external identification number as displayed on the superstructure or the hull of the vessel (Vessel name, International Radio Call Sign (IRCS), IMO number, National registration number (NRR), Port of registration, fishing licence number). Eg: Durban (Port of Registration)

Certificate of registry identification number (or national registration number)

Enter the national registration number (NRR) of the vessel. Eg: FFA0008544300.

IMO identification number

IMO 1234567

Enter (if available) the International Maritime Organisation (IMO) number/ Lloyds Register identification number of the vessel. Eg: 1234567 (7 Digits)

Dimensions

Length overall

55.0

Enter the length overall of the vessel. Eg: 54,5

Beam

13.0

Enter the beam of the vessel. Eg: 12,6

Draft

6.0

Enter the draft of your vessel. Eg: 6,5

VMS

VMS onboard the vessel

- ☒ Yes : national
☐ Yes : RFMO(s)
☐ No

Record if the vessel has a VMS fitted on board the vessel. Tick the appropriate box.

VMS type

- ☒ Argos
☒ Inmarsat
☐ Inmarsat C
☐ Inmarsat D/D+
☐ Iridium
☐ No VMS
☐ OrbcComm
☐ Qualcomm
☐ VMS Unspecified type
☐ Other

The type of VMS. Example: INMARSAT-C, Argos, Eutelsat, Iridium

Inmarsat

322825520

Enter the INMARSAT number of the vessel. Eg: 322825520 (9 digits)

Next step

Figure 14 The Vessel Identification Form prefilled with an existing vessel's details

Once you are satisfied with the information about your vessel, process to the next step by clicking the "Next Step" button at the bottom of the page.

4.1.6 Vessel Contacts

After selecting or creating a vessel, the next step is to assign Contacts to that vessel.

You will notice that the upper section of the screen now shows the details for the vessel you selected or created in the previous step.

ADVANCED REQUEST FOR ENTRY IN PORT (AREP)

Olivier's Pride
 France (EU)

IRCS : XXXY
 IMO id : 1234567

Type of vessel : **Longliners-Pole and Line vessels**
 Types of gear : **Pole and lines, Drifting longline**
 Length : **55.0** - Beam : **13.0** - Draft : **6.0**

123456

SEARCHIDENTIFICATIONCONTACTSAUTHORISATIONS & CATCHESPREVIEWSUBMISSION

Vessel Contacts

This form has been prefilled with the information related to the vessel identified. Use the vessel contact section to enter the information on the master and/or agent and/or owner and/or operator and/or beneficial owner (Name, nationality, telephone, facsimile, email).

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email	Current contacts	Action
<div style="background-color: #d3d3d3; padding: 5px; display: inline-block;">Add contact</div>							

Next step

Figure 15 The Vessel Contacts screen

Vessel Contacts are person(s) or company(ies) involved in the communication flow of the e-PSM application and who can be contacted for enquiries, information, etc. about the vessel.

Six types of contact can be added to the table vessel contacts: Master; fishing master, owner, operator, agent and beneficial owner.

If you have created a new vessel in the previous step, then this list will be empty and you will have to add some contacts before being able to process to the next step.

If you have selected an existing vessel and it is the first time you make an AREP through the e-PSM application, then this list will show only the owner and operator contacts (Name and address) that have been pre-loaded using the information provided by your flag State to register your vessel with IOTC. In this case, you will have to complete the information and provide the nationality, telephone, fax, email of owner and operator.

It is important to enter most of the vessel contacts of the vessel the first time you make an AREP, they are kept in the e-PSM database so that the next time you send an AREP you do not have to enter them again (only update of those contacts, if the details of the contacts have changed).

It is important to provide the contact of the master, the owner and the agent to facilitate communication through the e-PSM application and to be able to identify them to establish who is legally responsible for the activities of the vessel.

Tip: Vessel contacts

The first time you wish to send a request to enter port, complete the contact information of the master, agent, owner and operator and other contacts, if available.

The next time you will send a request to enter port, this information will already be available in the system and you will save time.

4.1.6.1 Adding contacts to a vessel

To add a new contact for your vessel, click on the “Add contact” button at the bottom of the list of current contacts. You will be presented with the Vessel Contacts search tool.

- Start by searching whether the relevant contact is already in the e-PSM directory: to do that, simply type part of the contact’s name in the field and click the “Search” button. The system will display a list of contacts matching your search.

Vessel contacts

Please use the following table to identify your vessel contact. You can query by entering the name of the owner, operator, master, fishing master, agent or beneficial owner.

OI Search

Show 10 entries

Type of contact	Name	Nationality
<input type="radio"/> Owner	Abdol Afrousheh	Iran, Islamic Republic of
<input type="radio"/> Operator	Abdol Afrousheh	Iran, Islamic Republic of
<input type="radio"/> Owner	Abdol Amir Hayavi	Iran, Islamic Republic of
<input type="radio"/> Operator	Abdol Amir Hayavi	Iran, Islamic Republic of
<input type="radio"/> Owner	Abdol Badare	Iran, Islamic Republic of
<input type="radio"/> Operator	Abdol Badare	Iran, Islamic Republic of
<input type="radio"/> Operator	Abdol Chashi	Iran, Islamic Republic of
<input type="radio"/> Owner	Abdol Chashi	Iran, Islamic Republic of
<input type="radio"/> Owner	Abdol Tavakoli	Iran, Islamic Republic of
<input type="radio"/> Operator	Abdol Tavakoli	Iran, Islamic Republic of

Showing 1 to 10 of 250 entries

Previous 1 2 3 4 5 ... 25 Next

Create contact Close Add contact

Figure 16 The Vessel Contacts search tool

- If the contact you want is listed in the results, select it and click the “Add contact” button. You will be returned to the Vessel Contacts screen which will show the newly added contact in the list of Vessel Contacts.
- If the contact you want is not listed in the results, you will need to Create a contact (see below)

Note: you can remove a contact from this list by clicking on the Delete icon “✕” in the “Action” column. This will only remove the contact from that particular Vessel Contacts, but the contact will still be in the e-PSM directory.

4.1.6.2 Creating a new contact

If the contact you are looking for is not already in the e-PSM directory, then you will have to create it. On the Vessel contact search page (see Figure 16), click on the “Create contact” button to open the Vessel Contact creation form.

Just fill in the required information:

- **Type of contact:** whether the contact is the Master, Fishing master, Agent, Owner, Beneficial owner or Operator of the vessel.
- **Name:** the name of the contact (Person or company).
- **Nationality:** in the pop-up menu, select the nationality of the contact.
- **Phone, mobile and fax:** enter the relevant details, including the international/regional/local prefixes.
- **Email1, email2 and email3:** enter at least one valid email for the contact.
- **Address:** enter the full address of the contact. Use the following format: Street number, Street Name, PO Box, Province, City, Country.

Tip: Phone, fax numbers and email


When entering a telephone, fax or email for a contact, please use the international format as prescribed by the International Telecommunication Union (ITU) Recommendation E.123 (02/01), available at: https://www.itu.int/rec/dologin_pub.asp?lang=e&id=T-REC-E.123-200102-I!!PDF-E&type=items

Telephone/Fax - it is desirable to write only the international number, it should be written in the form: Telephone/fax international +226071234567


Figure 17 The Vessel Contact creation form

When you have filled all the contact's details, click the "Add contact" button. The new contact will be added to the Vessel Contacts list and also to the e-PSM directory, so you will be able to select it for other vessels, if needed.

4.1.6.3 Editing an existing contact

If you need to change some information about an existing contact, simply click on the Edit icon () in the Action column for the relevant contact.

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email	Current contacts	Action
Owner	Olivier Owner	0033479890976	0033675123215	0033479890976	olivier.owner@mail.com	<input type="checkbox"/>	

[Add contact](#)

You will then be presented with the Vessel Contact form (see 4.1.6.2 above) where you can modify the contact's details.

When you have finished modifying the contact, click the "Modify this contact" button to return to the list of the vessel's Contacts.

4.1.6.4 Validating Vessel Contacts

When you try to go to the "Next step" in the AREP process, the system will verify whether it has the correct information on each Vessel Contact that you have selected:

- You must at least indicate a Vessel Owner with an email address.
- You must at least indicate a Master with an email address.

If the Vessel contacts you have selected do not match these criteria, the system will display an error message when you click on the “Next step” button.

Vessel Contacts

This form has been prefilled with the information related to the vessel identified. Use the vessel contact section to enter the information on the master and/or agent and/or owner and/or operator and/or beneficial owner (Name, nationality, telephone, facsimile, email).

You must designate at least one owner whose email is specified.

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email	Current contacts	Action
Master	Olivier Master	006494370987	0064020190789856	006494370987	olivier.master@mail.com	<input type="checkbox"/>	✎ ✕

Add contact

Next step

Figure 18 The Vessel Contacts screen showing an error message

To fix such an issue, you can Edit the relevant contacts or add a new contact that will match the validation criteria.

When you have assigned at least the two required contacts to a vessel, you will have to check the “Current contacts” box for the relevant contacts to confirm they are “current” and they will be the only ones who will receive email notifications about the vessel. If you don’t, you will get an error message and will be prevented from moving to the next step.

Once you have finished assigning contacts to the vessel, click the “Next step” button to process to the actual AREP form.

Tip: form timeout

If you open an AREP form, for example to create a Vessel or a Contact, you must do so in a reasonable time. If your session is inactive for more than 1 hour, the system will disconnect you and you will have to start the process again.

Note that if you have, for example, created/modified a vessel and are now at the “Vessel Contacts” stage, the vessel you had created in the previous session will have been saved and you don’t have to recreate it: simply start the AREP process again and search for your vessel.

4.1.7 Authorisations & Catches

This is the section where you enter the information relevant to the AREP itself:

- Details about the call in port;
- Relevant fishing and transshipment authorisations;
- Transshipment information;
- Total catch on board and catch to be offloaded.

ADVANCED REQUEST FOR ENTRY IN PORT (AREP)

Olivier's Pride
 France (EU)

IRCS : **XXYY**
 IMO id : **1234567**

Type of vessel : **Longliners-Pole and Line vessels**
 Types of gear : **Pole and lines, Drifting longline**
 Length : **55.0** - Beam : **13.0** - Draft : **6.0**

1 SEARCH
2 IDENTIFICATION
3 CONTACTS
4 AUTHORISATIONS & CATCHES
5 PREVIEW
6 SUBMISSION

Authorisations & Catches

Complete the information on port of call, date of arrival, fishing and transhipment authorisation(s), transhipment information (if any), total catch on board and catch to be offloaded.

Purpose and port of call

Record the reasons for the vessel requesting port access: transshipping, packaging, processing of fish, refueling, resupplying, maintenance, dry-docking, force majeure.

Intended port of call

Abbot Point ▾

Select the intended port of call from the list. Eg: Cap Town.

Estimated local date and time of arrival

2015-06-13 11:00

Select the intended port of call from the list. Eg: Cap Town.

Port of last port call

Enter the name of the last port visited by the vessel. Eg: Port Louis.

Date of last port call

Select the date of the last port call from the calendar.

☐ **Observer on board**

Tick the box if an observer is present on board the vessel.

Purposes

☐ Change Crew
 ☐ Drydocking
 ☐ Force Majeure
 ☐ Inspection
 ☐ Landing
 ☐ Maintenance
 ☐ Packaging
 ☐ Processing Fish
 ☐ Refueling
 ☐ Resupplying
 ☐ Transhipment
 ☐ Other

Tick one or several reasons. Eg: Landing, Refuelling.

Relevant Fishing authorisation(s)

There are two categories of fishing authorisation:

- Authorisation to Fish (ATF) issued by the flag State to fish on the high seas within the area of a RFMO.
- Coastal State Fishing License issued by a coastal States to fish within their waters (EEZ or fishing zone).

Record details for each of the fishing authorisation that corresponds to the areas, catch and gear on-board with respect to: identifier number, issuing authority, validity, fishing areas, species and gear(s) authorised.

Identifier	Issued by	Valid from	Valid to	Fishing area(s)	Species	Gear	Attachment	Type	Action
<div style="border: 1px solid black; padding: 2px; display: inline-block;">Add Relevant Fishing authorisation</div>									

Relevant Transhipment authorisation(s)

Provide the information on your Transhipment Authorisation issued by your flag State and information on any Transhipment Authorisation(s) issued by a Coastal State(s), if Transhipment(s) has occurred in the waters of a Coastal State.

Identifier	Issued by	Valid from	Valid to	Attachment	Action
<div style="border: 1px solid black; padding: 2px; display: inline-block;">Add relevant transhipment authorisation</div>					

Transhipment information

This section of the form should be filled when the vessel requesting entry into port took on board catches from donor vessel(s) or transhipped catches to a receiving vessel (Carrier vessel) at sea.

Date	Port/Sea	Location	Receive/Offload	Vessel name	Flag	Id number	Species	Product form	Catch area(s)	Quantity	Action
<div style="border: 1px solid black; padding: 2px; display: inline-block;">Add transhipped species/product</div>											

Evaluation of catch to be offloaded

Record the quantity (kg) of catch by species declared to be offloaded and the catch offloaded. For offloading into a container use the field transhipment. Detail must include: Species, Product form, Catch area(s) and quantity to be offloaded (declared by the master) and quantity offloaded (As verified by the inspectors during the inspection).

Species	Product form	Catch area(s)	Quantity on board declared (Kg)	Quantity to be landed (Kg)	Quantity to be Transhipped (Kg)	Action
<div style="border: 1px solid black; padding: 2px; display: inline-block;">Add Evaluation of offloaded catch</div>						

Next step

Figure 19 The AREP “Authorisations & Catches” form

4.1.7.1 Purpose and port of call

You have to provide information about the location, date and purposes of the vessel's intended call in port.

Purpose and port of call

Record the reasons for the vessel requesting port access: transshipping, packaging, processing of fish, refueling, resupplying, maintenance, dry-docking, force majeure.

Intended port of call

Archipelagic Fishing Port Palabuhanratu-West Java
Select the intended port of call from the list. Eg: Cap Town.

Estimated local date and time of arrival

2015-06-04 10:00
Select the intended port of call from the list. Eg: Cap Town.

Port of last port call

Benoa, Bali, ID (IDBOA)
Enter the name of the last port visited by the vessel. Eg: Port Louis.

Date of last port call

2015-05-20
Select the date of the last port call from the calendar.

☐ Observer on board

Tick the box if an observer is present on board the vessel.

Purposes

- ☐ Change Crew
- ☐ Drydocking
- ☐ Force Majeure
- ☐ Inspection
- ☒ Landing
- ☐ Maintenance
- ☐ Packaging
- ☐ Processing Fish
- ☒ Refueling
- ☒ Resupplying
- ☒ Transshipment
- ☐ Other

Tick one or several reasons. Eg: Landing, Refuelling.

Figure 20 The purpose and port of call section of the Authorisations and catches AREP form

- **Intended port of call:** to indicate the port in which the vessel intends to call, start typing the name of the port or the country in which the port is located and the menu will show you a list of matching ports: then simply click on the relevant port to select it. *Note: your vessel can only call in one of the ports that have been designated by the relevant Port State, so only designated ports are listed here.*

Intended port of call

Abbot Point ▾

archipe

Indonesia

☐ Archipelagic Fishing Port Palabuhanratu-West Java

Select the intended port of call from the list. Eg: Cap Town.

Figure 21 Selecting a port of call

- **Estimated local date and time of arrival:** to indicate when your vessel should arrive in port, click in this field and select a date and time using the pop-up date picker.

Tip: entering dates

You can quickly enter dates and times by clicking in a Date field and typing the date/time using the following format, rather than using the date picker:

YYYY-MM-DD HH:mm

e.g.: 2015-06-01 10:00

- **Port of last port call:** to indicate where your vessel last called in port, simply start typing the port or country name and select the relevant port in the filtered list. *Note: this list includes all ports and not only designated ports, as the last call could have been outside of the IOTC Area.*

Port of last port call

Bali

Enter the name of the last port visited by the vessel. Ex: Port Louis.

- Ampenan, **Bali**, ID (IDAMP)
- Bali**, TW (TWBAL)
- Bali**, CN (CNBLI)
- Balikesir**, TR (TRBZI)
- Balikpapan**, ID (IDBPN)
- Balingasag**, PH (PHBGS)
- Balintang/Puerto Princesa**, PH (PHBLT)
- Balintore**, GB (GBBLI)
-
- Benoa, **Bali**, ID (IDBOA)
- Buleleng, **Bali**, ID (IDBUG)
- Chand**ali**, IN (INCBL)
- Gilimanuk, **Bali**, ID (IDGIL)

Add relevant Fishing authorisation

Figure 22 Selecting the last port of call

- **Date of last port call:** to indicate when your vessel last called in port, click in this field and select a date and time using the pop-up date picker,
- **Purposes:** select the reasons for your vessel's upcoming port call. If you select "other", please describe the purpose in the field below,
- **Observer on board:** if your vessel has an observer on board, please check this box.

4.1.7.2 Relevant Fishing Authorisation(s)

In this section you have to provide details about the fishing authorisations that have been issued to your vessel and which are relevant to the IOTC PSM process.

Relevant Fishing authorisation(s)

There are two categories of fishing authorisation:

- Authorisation to Fish (ATF) issued by the flag State to fish on the high seas within the area of a RFMO.
- Coastal State Fishing License issued by a coastal States to fish within their waters (EEZ or fishing zone).

Record details for each of the fishing authorisation that corresponds to the areas, catch and gear on-board with respect to: identifier number, issuing authority, validity, fishing areas, species and gear(s) authorised.

Identifier	Issued by	Valid from	Valid to	Fishing area(s)	Species	Gear	Attachment	Type	Action
------------	-----------	------------	----------	-----------------	---------	------	------------	------	--------

Add Relevant Fishing authorisation

Figure 23 the Relevant Fishing Authorisation(s) section

To add a fishing authorisation, click on the "Add Relevant Fishing Authorisation" button.

You will be presented with the "Relevant Fishing Authorisation(s)" creation form.

Relevant Fishing authorisation(s)

Identifier ✓
Enter the identification number of the fishing authorisation. Eg: T1599

Issued by ✓
Select the issuing authority from the list. Eg: AUS à Australian Fisheries Management Authority

Valid from ✓
From the calendar, select the date the fishing authorisation is starting.

Valid to ✓
From the calendar, select the date the fishing authorisation will expire.

Fishing area(s)
Select the fishing area/country name from the list.

Species
Select the species from the list. Eg: Tuna and tuna like species.

Gear
Select the gear(s) from the list. Eg: Drifting Longline.

Attachment

Type ☒ Authorisation to Fish (ATF) ☐ Coastal State Fishing License

Figure 24 The Relevant Fishing Authorisation(s) form, filled with information

- **Identifier:** enter the number/identifier of the fishing authorisation.
- **Issued by:** select the Issuing Authority of the fishing authorisation.
- **Valid from-valid to:** select the dates of beginning and end of validity of the fishing authorisation using the date pickers.
- **Fishing areas:** to select the fishing areas in which the vessel is authorised to fish by the fishing authorisation, check the relevant boxes then click outside of the “Fishing areas” menu to close it.

Fishing area(s)
Select the fishing area/country name from the list.

Species
Select the species from the list. Eg: Tuna and tuna like species.

Gear
Select the gear(s) from the list. Eg: Drifting Longline.

Attachment

Type ☒ Authorisation to Fish (ATF) ☐ Coastal State Fishing License

Figure 25 The Fishing areas selection menu

- **Species:** to select the species which the vessel is authorised to fish by the fishing authorisation, check the relevant boxes then click outside of the “Species” menu to close it.

Species
Select the species from the list. Eg: Tuna and tuna like species.

Gear
Select the gear(s) from the list. Eg: Drifting Longline.

Attachment

Type ☒ Authorisation to Fish (ATF) ☐ Coastal State Fishing License

Figure 26 The (authorised) Species selection menu

- **Gears:** to select the gears with which the vessel is authorised to fish by the fishing authorisation, check the relevant boxes then click outside of the “Gears” menu to close it.

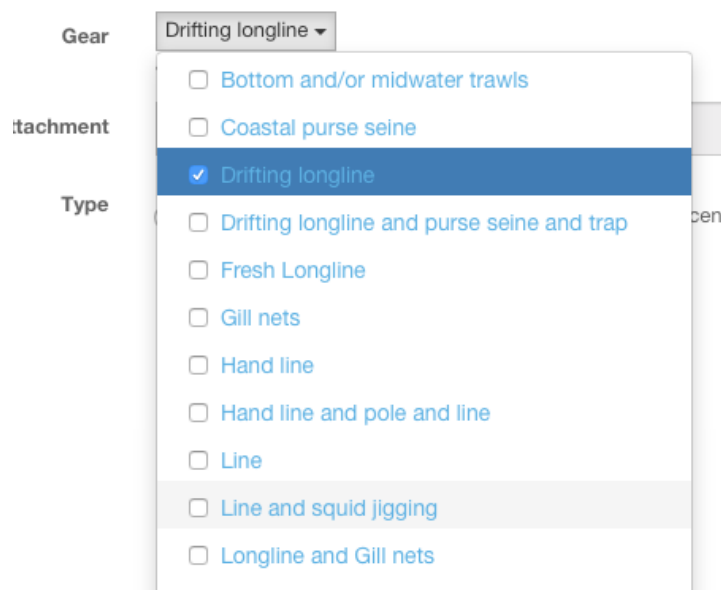


Figure 27 The (authorised) Gears selection menu

- **Attachment:** please attach a scanned copy of the relevant fishing authorisation. To do this, click the “Select file” button and in the pop-up file explorer, select the relevant file and click the “Select” button (terms may vary depending on your operating system, language and web browser). Note: please make sure that the fishing authorization file you are uploading is of a reasonable size (not more than a couple Megabytes).
- **Type:** select whether this is a “Flag State Authorisation to Fish (ATF)” or a “Coastal State Fishing License”.

When you have finished completing this section, click the “Ok” button to add this fishing authorisation to your vessel.

Repeat the process for each relevant fishing authorisation.

Relevant Fishing authorisation(s)


There are two categories of fishing authorisation:

- Authorisation to Fish (ATF) issued by the flag State to fish on the high seas within the area of a RFMO.
 - Coastal State Fishing License issued by a coastal States to fish within their waters (EEZ or fishing zone).
- Record details for each of the fishing authorisation that corresponds to the areas, catch and gear on-board with respect to: identifier number, issuing authority, validity, fishing areas, species and gear(s) authorised.

Identifier	Issued by	Valid from	Valid to	Fishing area(s)	Species	Gear	Attachment	Type	Action
FRA45657	FRA - Ministre de l'écologie, du développement durable et de l'énergie - Orthongel	2015-01-01	2015-12-31	ICCAT,IOTC	Albacore tuna, Yellowfin tuna, Bigeye tuna, Skipjack tuna,Black marlin, blue marlin and striped marlin	Drifting longline,Pole and lines	fs_license.pdf	Authorisation to Fish (ATF)	
TZA8907X	TZA - The Deep Sea Fishing Authority	2015-03-03	2015-07-15	Tanzania	Albacore tuna, Yellowfin tuna, Bigeye tuna	Drifting longline	cs_license.pdf	Costal State Fishing License	








Add Relevant Fishing authorisation

Figure 28 the Relevant Fishing Authorisation(s) section, filled with data

Note: you can delete a fishing authorisation that you might have added by mistake by clicking the Delete icon “” in the “Action” column.

Tip: Action icons

In a number of sections listing information you have added (contacts, catches, authorisations etc.) or details about a Vessel File, you can click on the following icons:

-  will remove the entry from the list;
-  will edit the entry;
-  will display the relevant web page;
-  will trigger the download of the relevant file;
-  will open the relevant PDF;
-  will display the list of documents requested in a RAI-AREP or RAI-PIR;
-  will allow you to upload a document requested in a RAI (-AREP or -PIR)

4.1.7.3 Relevant Transhipment Authorisation(s)

In this section you have to provide details about the Transhipment authorisations that have been issued to your vessel and which are relevant to the IOTC PSM process.

Relevant Transhipment authorisation(s)

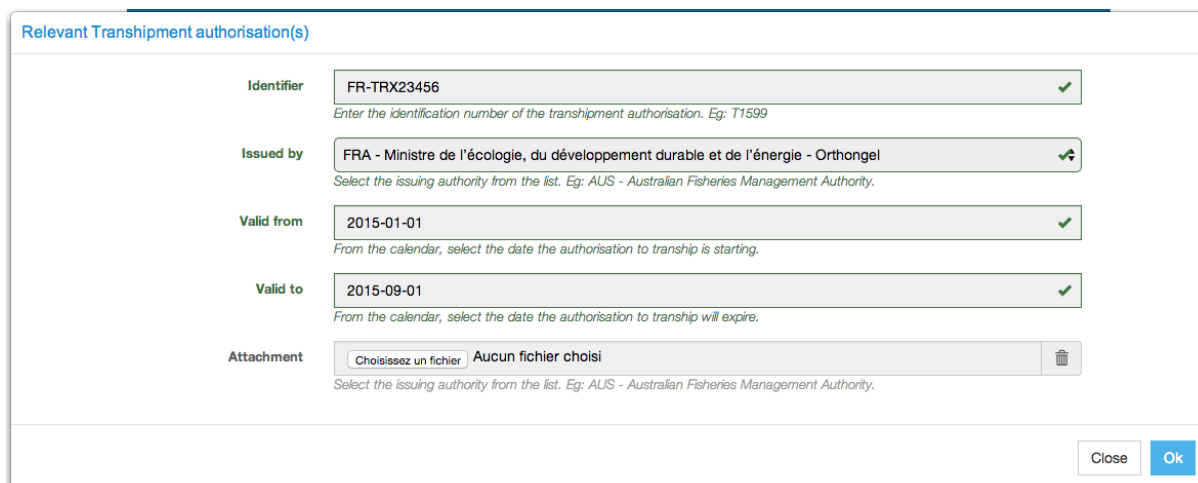
Provide the information on your Transhipment Authorisation issued by your flag State and information on any Transhipment Authorisation(s) issued by a Coastal State(s), if Transhipment(s) has occurred in the waters of a Coastal State.

Identifier	Issued by	Valid from	Valid to	Attachment	Action
Add relevant transhipment authorisation					

Figure 29 the Relevant Transhipment Authorisation(s) section

To add an authorisation, click on the “Add Relevant Transhipment Authorisation” button.

You will be presented with the “Relevant Transhipment Authorisation(s)” creation form.




Relevant Transhipment authorisation(s)

Identifier: FR-TRX23456 ✓
Enter the identification number of the transhipment authorisation. Eg: T1599

Issued by: FRA - Ministre de l'écologie, du développement durable et de l'énergie - Orthongel ✓
Select the issuing authority from the list. Eg: AUS - Australian Fisheries Management Authority.

Valid from: 2015-01-01 ✓
From the calendar, select the date the authorisation to tranship is starting.

Valid to: 2015-09-01 ✓
From the calendar, select the date the authorisation to tranship will expire.

Attachment: Choisissez un fichier | Aucun fichier choisi | 
Select the issuing authority from the list. Eg: AUS - Australian Fisheries Management Authority.

Close Ok

Figure 30 The Relevant Transhipment Authorisation(s) form, filled with information


- **Identifier:** enter the number/identifier of the transhipment authorisation.
- **Issued by:** select the Issuing Authority of the transhipment authorisation.
- **Valid from-valid to:** select the dates of beginning and end of validity of the transhipment authorisation using the date pickers.
- **Attachment:** please attach a scanned copy of the relevant transhipment authorisation. To do this, click the “Select file” button and in the pop-up file explorer, select the relevant file and click the “Select” button (terms may vary depending on your operating system, language and web browser). Note: please make sure that the transhipment authorization file you are uploading is of a reasonable size (not more than a couple Megabytes).

When you have finished completing this section, click the “Ok” button to add this transshipment authorisation to your vessel.

Repeat the process for each relevant transshipment authorisation.


Relevant Transshipment authorisation(s)

Provide the information on your Transshipment Authorisation issued by your flag State and information on any Transshipment Authorisation(s) issued by a Coastal State(s), if Transshipment(s) has occurred in the waters of a Coastal State.

Identifier	Issued by	Valid from	Valid to	Attachment	Action
FR-TRX23456	FRA - Ministre de l'écologie, du développement durable et de l'énergie - Orthongel	2015-01-01	2015-09-01		

Add relevant transshipment authorisation

Figure 31 the Relevant Transshipment Authorisation(s) section, filled with data

Note: you can delete a transshipment authorisation that you might have added by mistake by clicking the Delete icon “” in the “Action” column.

4.1.7.4 Transshipment Information

This section of the form should be filled when the vessel requesting entry into port took on board catches from donor vessel(s) or transhipped catches to a receiving vessel (Carrier vessel) at sea or in previous port(s).

Transshipment information

This section of the form should be filled when the vessel requesting entry into port took on board catches from donor vessel(s) or transhipped catches to a receiving vessel (Carrier vessel) at sea.

Date	Port/Sea	Location	Receive/Offload	Vessel name	Flag	Id number	Species	Product form	Catch area(s)	Quantity	Action
------	----------	----------	-----------------	-------------	------	-----------	---------	--------------	---------------	----------	--------

Add transhipped species/product

Figure 32 the Transshipment information section

To add some transshipment information, click on the “Add transshipment information” button.

Note: you must create a “Transshipment information” line for each transhipped product/species: for example, if the vessel transhipped 500 kg of whole albacore, 200 kg of headed & gutted albacore and 340 kg of filleted black marlin, then you will have to enter three “Transshipment information” lines

You will be presented with the “transshipment information” creation form.

Transshipment information

Date 2015-05-20
Record date of Transshipment.

Port/Sea ☒ At Port ☐ At Sea

Location Port Louis (MU)
Position - Latitude DD MM (N or S) / Longitude DDD MM (E or W) or name of the port. Example: Position - 05 45 S / 067 15 E

Receive/Offload ☒ Receive ☐ Offloading

Vessel name The Tuna Queen
Enter the name of the donor/receiving vessel. Eg: Futagami

Flag Faroe Islands
Select a country name from the list. Eg: Mozambique.

Id number IRCS: 45678
Record the RFMO number or the IRCS or the NRN or the IMO number of the donor /receiving vessel. Eg. 001635 (for IOTC number)

Species Albacore tuna, Yellowfin tuna, Bigeye tuna
Select a species in the list. Eg: Yellowfin tuna.

Product form Whole/rounded - Not processed
Select a product in the list. Eg: Head on, Gilled & Gutted, Tail on

Catch area(s) Indian Ocean High Sea
Select catch area(s) from the list. You can select several catch areas. Eg: South Africa; Indian Ocean High Sea.

Quantity 650
Record the weight, in kilograms, for each species transhipped from the donor vessel to the receiving vessel. Eg: 1500

Close Ok

Figure 33 The Relevant Transshipment Authorisation(s) form, filled with information

- **Date:** select the date of the transshipment using the date picker.
- **Port/Sea:** indicate whether the transshipment took place in port or at sea.
- **Location:**
 - if “**In port**”, select the port where the transshipment took place by starting to type its name, then click on the port name;

Location Port L

ve/Offload Kenitra (ex Port Lyautey) (MA)
Port Latta (AU)

ssel name Port Laudania (US)
Port Lavaca (US)
Port Lincoln (AU)
Port Logan (GB)

Flag Port Louis (MU)
Port Ludlow (US)
Select a country name from the list. Eg: Mozambique.

Figure 34 Transshipment in port: port selection

- if “**At sea**”, enter the latitude and longitude of the transshipment location. Format: Position - Latitude DD MM (N or S) / Longitude DDD MM (E or W)

Port/Sea ☐ At Port ☒ At Sea

Location 05.45S 067.15E
Position - Latitude DD MM (N or S) / Longitude DDD MM (E or W) or name of the port. Example: Position - 05 45 S / 067 15 E

Figure 35 Transshipment at sea: entering latitude and longitude

- **Receive/Offload:** check the correct box to indicate whether the vessel was donor or receiver of the transshipment.
- **Vessel name:** enter the name of the donor/receiving vessel,
- **Flag:** enter the flag State of the donor/receiving vessel,



- **ID number:** enter the RFMO identification number or the IRCS or the NRN or the IMO number of the donor/receiving vessel from which fish were received or transhipped to. Should the vessel not be registered with IOTC but be registered with another RFMO then record this number. Should the vessel not be registered by a RFMO, record the International Radio Call Sign (IRCS) or the National Registration Number (NRN) or the IMO number.
- **Species:** select the species that was/were transhipped (*Note: you must create a “Transshipment information” line for each transhipped product/species*).
- **Products:** select the product form of the species that was/were transhipped (*Note: you must create a “Transshipment information” line for each transhipped product/species*).
- **Catch area(s):** select the catch area(s) in which the transhipped species/products were captured.
- **Quantity:** indicate the weight in kilograms of the species/product transhipped.

When you have finished completing this section, click the “Ok” button to add this transshipment information to your AREP.

Repeat the process for each relevant transshipment information.

Transshipment information

This section of the form should be filled when the vessel requesting entry into port took on board catches from donor vessel(s) or transhipped catches to a receiving vessel (Carrier vessel) at sea.

Date	Port/Sea	Location	Receive/Offload	Vessel name	Flag	Id number	Species	Product form	Catch area(s)	Quantity	Action
2015-05-20	P	Port Louis (MU)	R	The Tuna Queen	Faroe Islands	IRCS: 45678	Albacore tuna, Yellowfin tuna, Bigeye tuna	Whole/rounded - Not processed	Indian Ocean High Sea	650	
2015-05-29	S	05.23S-066.24E	D	The Big Kahuna	Fiji	NRN: FJI123456789	Black marlin	Head off, Gilled & Gutted, Tail off	SWIOFC	300	

Add transhipped species/product

Figure 36 the Transshipment information section, filled with data

Note: you can delete a transshipment information line that you might have added by mistake by clicking the Delete icon “X” in the “Action” column.

4.1.7.5 Total catch on board and catch to be offloaded

In this section of the form you should indicate, for each product/species, the quantities on board as well as the quantities the vessel intends to land or tranship when in port.

Evaluation of catch to be offloaded

Record the quantity (kg) of catch by species declared to be offloaded and the catch offloaded. For offloading into a container use the field transshipment. Detail must include: Species, Product form, Catch area(s) and quantity to be offloaded (declared by the master) and quantity offloaded (As verified by the inspectors during the inspection).

Species	Product form	Catch area(s)	Quantity on board declared (Kg)	Quantity to be landed (Kg)	Quantity to be Transhipped (Kg)	Action
---------	--------------	---------------	---------------------------------	----------------------------	---------------------------------	--------

Add Evaluation of offloaded catch


Figure 37 the Evaluation of catches to be offloaded section


To add some offloading information, click on the “Add Evaluation of offloaded catch” button.


Note: you must create an “Evaluation of offloaded catch” line for each offloaded product/species: for example, if the vessel plans to offload some whole albacore (500kg to be landed, 200kg to be transhipped), some headed & gutted albacore (200kg to be landed) and some filleted black marlin (300kg to be landed, 100kg to be transhipped), then you will have to enter three “Evaluation of offloaded catch” lines


You will be presented with the “Evaluation of catches to be offloaded” creation form.


Evaluation of catch to be offloaded

Species 
Select a species from the list. Eg: Albacore.

Product form 
Select a product form in the list. Eg: Head on, Gilled & Gutted, Tail on.

Catch area(s) 
Select catch area(s) from the list. You can select several catch areas. Eg: Madagascar, Indian Ocean High Sea

Quantity on board declared (Kg) 
Record the weight, in kilograms, for each species on board when the vessel entered port. Eg: 3000

Quantity to be landed (Kg) 
Record the weight, in kilograms, for each species declared to be landed. Eg: 1000


Quantity to be Transhipped (Kg) 
Record the weight, in kilograms, for each species declared to be transhipped. Eg: 1100

Figure 38 The Evaluation of catches to be offloaded form, filled with information







- **Species:** select the species that will be landed and/or transhipped (*Note: you must create a “Evaluation of offloaded catch” line for each offloaded product/species*).
- **Product:** select product form of the species that will be landed and/or transhipped (*Note: you must create a “Evaluation of offloaded catch” line for each offloaded product/species*).
- **Catch area(s):** select the catch area(s) in which the offloaded species/products where captured.
- **Quantity on board declared:** indicate the weight in kilograms of the species/product on board.
- **Quantity to be landed:** indicate the weight in kilograms of the species/product that will be landed.
- **Quantity to be transhipped:** indicate the weight in kilograms of the species/product that will be transhipped.

When you have finished completing this section, click the “Ok” button to add this Evaluation of offloaded catch information to your AREP.

Repeat the process for each relevant Evaluation of offloaded catch information.

Evaluation of catch to be offloaded

Record the quantity (kg) of catch by species declared to be offloaded and the catch offloaded. For offloading into a container use the field transhipment. Detail must include: Species, Product form, Catch area(s) and quantity to be offloaded (declared by the master) and quantity offloaded (As verified by the inspectors during the inspection).

Species	Product form	Catch area(s)	Quantity on board declared (Kg)	Quantity to be landed (Kg)	Quantity to be Transhipped (Kg)	Action
Albacore	Whole/rounded - Not processed	IOTC	3500	2000	1500	 
Yellowfin tuna	Whole/rounded - Not processed	Indonesia,IOTC	1400	1300	0	 
Skipjack tuna	Whole/rounded - Not processed	Indonesia,IOTC	800	0	700	 

[Add Evaluation of offloaded catch](#)

Figure 39 the Evaluation of catches to be offloaded section, filled with data

Note: you can delete an Evaluation of offloaded catch information line that you might have added by mistake by clicking the Delete “X” icon in the “Action” column.

Once you have finished filling in the “Authorisations and Catches” sections of the AREP, click on the “Next step” button to proceed.

4.1.8 Preview

In this section, you will be able to:

- preview the content of your AREP;
- attach any additional document, as necessary;
- select additional contacts to which you want a copy of this AREP sent by email;
- validate and submit the AREP.

ADVANCED REQUEST FOR ENTRY IN PORT (AREP)

Olivier's Pride
France (EU)

IRCS : XXYY
IMO id : 1234567

Type of vessel : Longliners-Pole and Line vessels
Types of gear : Drifting longline, Pole and lines
Length : 55.0 - Beam : 13.0 - Draft : 6.0

Estimated date and time of arrival :

Port of call :

Arep received :

1

2

3

4

5

6

SEARCH

IDENTIFICATION

CONTACTS

AUTHORISATIONS & CATCHES

PREVIEW


SUBMISSION

Preview AREP form

In this step, you can preview, save and print the form AREP. You can attach any relevant document(s) to your request and add additional recipient(s), validate and submit the AREP to the port State.

Form preview

Verify the information in the below document preview :



Advanced Request for Entry in Port (AREP)

Vessel Information	
Intended port of call	Archipelagic Fishing Port Palabuhanratu-West Java
Port of call state	Indonesia
Estimated local date and time of arrival	04 June 15 - 10:00 UTC
Purposes	<ul style="list-style-type: none"> Landing Refueling Resupplying Transshipment
Port of last port call / Date of last port call	Banua, Bali, ID (QBOA) May 20, 2015
Name of vessel	Olivier's Pride
Type of vessel	Longliners-Pole and Line vessels
Vessel contact information	Master: Olivier Master [New Zealand] Phone: 006494370987 - Mobile: 0064020190789856 - Fax: 006494370987 Email: olivier.master@mail.com Owner: Olivier Owner [France (EU)] Phone: 0033479890076 - Mobile: 0033675123215 - Fax: 0033479890076 Email: olivier.owner@mail.com
Certificate of registry id	IMO id 1234567
External id	IOTC id
VMS scope	Yes - RFMO(s)
VMS type	Argos, Inmarsat
Vessel dimensions	

Attachments

You can attach any relevant document to your request (PDF, DOC, etc).

File to attach	Name of the file	Tag of the file	Action
Chisissez un fichier	Aucun fichier choisi	Letter from the Competent Authority of the port State	

Click on "Choose/Browse file" and select the document Give a name to the file Allocate a tag to the file, select a type of document in the list.

Attach a new document

Additional Recipients

Complete the following additional recipients table, to automatically send them, by email, a copy of this form. A copy of this form will automatically be emailed to the Vessel contacts and to the Port State contacts (not listed here).

Type of recipient	Name of the recipient	Email address of the recipient	Action
Customs Authority	Archipelagic Fishing Port Palabuhanratu-West Java	epsmdev@gmail.com	
Customs Authority	user	epsmdev@gmail.com	
Flag State	CROSS Etel - Centre national de Surveillance des Pêcher	cnsf-france@develc	

Select a type of recipient in the list Enter the name of the institution and Enter the email address of the recipient the name of the person Enter the email address of the recipient

Add a recipient

Validation

Sender of the Advance request to enter port

Olivier Master (Master)

☐ By clicking submit, we declare that:

- The above declaration is true and complete to the best of my knowledge and belief,
- I and my vessel have not engaged in or supported any form of IUU activity within the IOTC area,
- All fishing activities undertaken in the IOTC area were fully compliant with the relevant IOTC requirements and resolutions

This form will be automatically sent by email to the responsible party, in charge of port state measures. you can add further recipients using the "recipients" table on this page.

Submit

Figure 40 The AREP preview screen

4.1.8.1 Form preview

This section shows you an exact preview of the AREP PDF document that will be emailed to the relevant contacts. If you want, you can open the document in your PDF viewer.

Please make sure that the information in this document are correct before submitting the AREP.

4.1.8.2 Attachments

Here you can attach any digital file that you consider helpful or necessary in support to your AREP submission.

For each attachment you add, please indicate the title/description of the document and choose the type of document (e.g.: VMS track, Letter from the competent authorities, Crew List...).

Attachments

You can attach any relevant document to your request (PDF, DOC, etc).

File to attach	Name of the file	Tag of the file	Action
<input type="button" value="Choisissez un fichier"/> vessel certificate.pdf	Vessel Certificate	Vessel Certificate of National Registration	

Click on "Choose/Browse file" and select the document
 Give a name to the file
 Allocate a tag to the file, select a type of document in the list.

Figure 41 AREP preview screen: attachments

Please pay attention to the size of the documents you submit and avoid files more than a couple Megabytes.

Tip: What documents can be attached to an AREP?

When you complete a request to enter port, at the step 5 of the form AREP you can attach documentation requested to be submitted with an AREP.

It is in general recommended to attach to the AREP the documents listed below:

- Authorisation to fish or fishing license issued by the flag State;
- Fishing licenses issued by Coastal States;
- Transshipment authorisations;
- Previous Transshipment declarations;
- Certificate of Registration of the Vessel;
- Fishing logbook corresponding to your last fishing trip;
- Crew list;
- Well or hold plan.

4.1.8.3 Additional Recipients

By default, the AREP is automatically sent by email to:

- the Vessel Representative, who is the Vessel Contact that is defined as the “Sender of the advance request to enter port” (see 4.1.8.4 below);
- the Competent Authority of the Port State.

If you wish so, you can add additional recipients to which the AREP will be sent by email:

- by default, the Flag States contacts are listed here, but you can remove some or all of them if you think they are not relevant;
- to add other additional recipients, simply click on the “Add a recipient” button, select the type of recipient (e.g.: Customs, Flags State, Port Authority...), enter the name of the recipient then enter a valid email address for the recipient;
- to remove a recipient, click on the little blue “X” in the “Action” column.

Additional Recipients

Complete the following additional recipients table, to automatically send them, by email, a copy of this form. A copy of this form will automatically be emailed to the Vessel contacts and to the Port State contacts (not listed here).

Type of recipient	Name of the recipient	Email address of the recipient	Action
Customs Authority	Archipelagic Fishing Port Palabuhanratu-West Java	epsmddev@gmail.com	
Flag State	CROSS Etel – Centre national de Surveillance des Pêche:	cnsf-france@develc	

Select a type of recipient in the list

Enter the name of the institution and the name of the person

Enter the email address of the recipient

Enter the email address of the recipient

Add a recipient

Figure 42 AREP preview: additional recipients

Tip: Who can I add as Additional recipients of an AREP?

The IOTC Resolution 10/11 (Paragraph 4) requests Port States to integrate and coordinate at national level the implementation of Port State Measures with the broader system of Port State Controls and exchange information among relevant national agencies.

It is recommended to copy other national agencies that have jurisdiction in port to inform them that a request to enter port has been submitted to the fisheries competent authority..

- The national agencies you can add as recipients are: Customs Authority, Port Authority, Veterinary Authority, Immigration Authority, Maritime Authority, Fisheries Authority, Maritime Police, National Police, Ministry (National), Directorate (National), Department (National), National Coast Guard, Defence/Military Authority, Navy/Military Authority, Sanitary Authority.

4.1.8.4 Validation

The final step is to validate and submit the AREP:

- Select which of the Current Vessels Contacts is the “Sender of the advance request to enter port”, i.e. the Vessel Representative: this contact will receive a copy of the AREP and will also receive the RAI-AREP, if any, as well as the Notifications to Fishing Vessels (NFV) with the decision to grant or deny access to port. Ideally, that would be the person submitting the AREP and dealing with the whole process (you),
- Read the disclaimer below and confirm that you agree by checking the box,
- Click the “Submit” button to send the AREP.

Validation

Sender of the Advance request to enter port

Olivier Master (Master)

☒ By clicking submit, we declare that:

- The above declaration is true and complete to the best of my knowledge and belief,
 - I and my vessel have not engaged in or supported any form of iuu activity within the IOTC area,
 - All fishing activities undertaken in the IOTC area were fully compliant with the relevant IOTC requirements and resolutions
- This form will be automatically sent by email to the responsible party, in charge of port state measures. you can add further recipients using the "recipients" table on this page.

Submit

Figure 43 AREP preview: Validation

4.1.9 AREP submission

Once you click the “Submit” button, you arrive at the end of the AREP submission process:

ADVANCED REQUEST FOR ENTRY IN PORT (AREP)

Olivier's Pride France (EU)	IRCS : XXXY IMO id : 1234567	Type of vessel : Longliners-Pole and Line vessels Types of gear : Drifting longline, Pole and lines Length : 55.0 - Beam : 13.0 - Draft : 6.0
Estimated date and time of arrival : Thu 04 June 2015 - 10:00 UTC	Port of call : Archipelagic Fishing Port Palabuhanratu-West Java	Arep received : Sun 14 June 2015

1 2 3 4 5 6

SEARCH
IDENTIFICATION
CONTACTS
AUTHORISATIONS & CATCHES
PREVIEW
SUBMISSION

AREP submission

An advance request to enter port has been submitted via the IOTC e-PSM Application. You can find the details of the submission below. You can download the AREP form at this link:

Download the AREP

AREP Main Details

Intended Port of Call	Archipelagic Fishing Port Palabuhanratu-West Java
Vessel Name	Olivier's Pride
Purpose(s)	<ul style="list-style-type: none"> Landing Refueling Resupplying Transshipment
ETA	2015-06-04 10:00 UTC
Date Submitted	2015-06-14 09:21 UTC

Figure 44 AREP submission: summary

- You are presented with a short summary of your AREP submission and a link to download the final copy of the AREP,
- An email with the same information will promptly be sent to the various contacts, which also gives you a link to check your AREP/Vessel File status,

Advanced Request for Entry in Port (AREP)[olivier.master@mail.com]

1 message

14 juin 2015 11:21



AREP submission

Dear Olivier Master

An advance request to enter port has been submitted via the IOTC e-PSM Application. You can find the details of the submission below. You can download the AREP form at this link:

[Download the AREP](#)

AREP information

Intended Port of Call Archipelagic Fishing Port Palabuhanratu-West Java

Vessel Name Olivier's Pride

Purpose(s) Landing
Refueling
Resupplying
Transshipment

ETA Thu Jun 04 10:00:00 UTC 2015

You can check your current file status using the following link: [File Status](#)

Disclaimer: The IOTC e-PSM and its operators and users will be not liable for any inaccuracies and errors in the provided information. The e-PSM application will be not liable for any direct or indirect loss or damage arising under these terms and conditions or in connection with the information provided by our website and the notifications messages and we will not be liable for any loss of profit, contracts, business, goodwill, data, income, revenue or anticipated savings arising under terms and conditions or in connection with our website, whether direct or indirect, and whether arising in tort, contract, or otherwise. The accuracy of the information presented is not guaranteed and may be affected by changes in vessels itineraries, by missing data, by erroneous data entered by vessel's representatives, Port State User or any other e-PSM user.

EPSM Application - epsm.iotc.org

Figure 45 The AREP submission notification email

- The AREP will be notified to the relevant Port State Competent Authority and to the various Additional recipients you might have added.

VESSEL FILE STATUS

Olivier's Pride

France (EU)

Type of vessel : Longliners-Pole and Line vessels

Types of gear : Pole and lines, Drifting longline

Length : 55.0, Beam : 13.0, Draft : 6.0

IRCS : **XXYY**

IOTC id : **1234567**

IMO id : **1234567**

External id :

Certificate of registry id :

Port of registration : Port de Pointe des Galets, RE (REPDG)

Vessel owner : **Olivier Owner**

Vessel master : Olivier Master - New Zealand

EPSM File N°IDPAL_Olivier's Pride_FRA_201506165_5

Created on 2015-06-14 09:21:44.0 by **Olivier Master**

Vessel photographs

Photo	Description	Photographer Name	Photo upload time	Tag

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email
Master	Olivier Master	006494370987	0064020190789856	006494370987	olivier.master@mail.com
Owner	Olivier Owner	0033479890976	0033675123215	0033479890976	olivier.owner@mail.com

Forms

Form	Creation date	Update date
Advanced Request for Entry in Port (AREP)	2015-06-14 09:21:44.0	2015-06-14 09:21:44.0

Figure 46 The Vessel File status screen showing the vessel's details and contacts and the various forms that have been exchanged

You can now safely close the browser window and wait to be notified by email by the Port State Competent Authority:

- through a Request for Additional Information following an AREP (RAI-AREP), to which you will have to reply;
- through a Notification to a Fishing Vessel (NFV) granting or denying access to the port.

4.2 Receiving a RAI-AREP and replying

If the Competent Authority of the port in which your vessel intends to call requires additional information regarding the AREP that you submitted, it will send you a Request for Additional Information following an AREP (RAI-AREP).

The list of additional information that the PSCA might request includes:

- Fishing licence issued by a Coastal State;
- Flag State Authorisation to Fish (ATF);
- Transshipment declaration;
- Fishing logbook (covering a given period);
- Vessel Certificate of National Registration;
- IOTC Transshipment declaration;
- VMS track (covering a given period);
- Identification document of the Vessel Master;
- Any other information/document, as needed.

You will be notified by an email sent to the contact address you indicated when filling the AREP. This email contains:

Request for Additional Information following A Request to Enter Port (RAI-AREP) - Archipelagic Fishing Port Palabuhanratu-West Java[REDACTED]@mail.com]

1 message

14 juin 2015 11:43



Request for additional information for AREP (RAI-AREP) - Submission

A request for additional information following an advance request to enter port has been submitted via the IOTC e-PSM Application. You can find the details of the submission below. You can download the RAI-AREP form at this link

[Download the RAI-AREP](#)

RAI-AREP information

Intended port of call	Archipelagic Fishing Port Palabuhanratu-West Java
Name of vessel	Olivier's Pride
Requested documents	Transshipment Declaration Fishing logbook Vessel Certificate of National Registration Document of Identification of the vessel master

You can check your current file status using the following link: [File Status](#)

Disclaimer: The IOTC e-PSM and its operators and users will be not liable for any inaccuracies and errors in the provided information. The e-PSM application will be not liable for any direct or indirect loss or damage arising under these terms and conditions or in connection with the information provided by our website and the notifications messages and we will not be liable for any loss of profit, contracts, business, goodwill, data, income, revenue or anticipated savings arising under terms and conditions or in connection with our website, whether direct or indirect, and whether arising in tort, contract, or otherwise. The accuracy of the information presented is not guaranteed and may be affected by changes in vessels itineraries, by missing data, by erroneous data entered by vessel's representatives, Port State User or any other e-PSM user.

EPSM Application - epsm.iotc.org

Figure 47 A RAI-AREP notification email

- the list of documents/information requested by the PSCA;
- a link to download a PDF copy of the RAI-AREP with details on what additional information is required;



Request for Additional Information following A Request to Enter Port (RAI-AREP)

Information on fishing vessel requesting entry in port			
Arep received	14 June 2015 - 09:21 +0000	Port of call	Archipelagic Fishing Port Palabuhanratu-West Java
Port of call state	Indonesia		
Estimated date and time of arrival	04 June 15 - 10:00 UTC		
Name of vessel	Olivier's Pride		
Flag	France (EU)	IRCS	XXYY
IOTC id		Certificate of registry id	

Request for Additional Information following A Request to Enter Port (RAI-AREP)
<p>You are requested to provide the following documents as complementary information of the request to enter the port of Archipelagic Fishing Port Palabuhanratu-West Java:</p> <ul style="list-style-type: none"> ✓ Transshipment Declaration ✓ Fishing logbook From: Jan 5, 2015 To: Jun 1, 2015 ✓ Vessel Certificate of National Registration ✓ Document of Identification of the vessel master

Date: 14 June 2015 - 09:43 UTC

Sender: Name of port State officer : Hermann Fish

Figure 48 A RAI-AREP PDF document

- a link to access directly a web page in the e-PSM application where you can consult the status of your current vessel file, with access to all previously submitted forms or notifications, including the RAI-AREP.

VESSEL FILE STATUS

Olivier's Pride

France (EU)

Type of vessel : Longliners-Pole and Line vessels
Types of gear : Drifting longline, Pole and lines
Length : 55.0, Beam : 13.0, Draft : 6.0

IRCS : XXYY

IOTC id :

IMO id : 1234567

External id :

Certificate of registry id :

Port of registration : Port de Pointe des Galets, RE (REPDG)

Vessel owner : Olivier Owner

Vessel master : Olivier Master - New Zealand

EPSM File N°IDPAL_Olivier's Pride_FRA_201506165_5

Created on 2015-06-14 09:21:44.0 by Olivier Master

Vessel photographs

Photo	Description	Photographer Name	Photo upload time	Tag
	General view	grégoire	2015-06-13	Photograph of vessel - Port Side Stern

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email
Master	Olivier Master	006494370987	0064020190789856	006494370987	olivier.master@mail.com
Owner	Olivier Owner	0033479890976	0033675123215	0033479890976	olivier.owner@mail.com

Forms

Form	Creation date	Update date
Advanced Request for Entry in Port (AREP)	2015-06-14 09:21:44.0	2015-06-14 09:21:44.0
Request for Additional Information following A Request to Enter Port (RAI-AREP)	2015-06-14 09:43:15.0	2015-06-14 09:43:15.0

Figure 49 The Vessel File status page showing that there is a RAI-AREP awaiting response

On the Vessel File status page, a RAI-AREP awaiting response will be shown with an Attachments icon (📎). To see the list of requested documents and upload the relevant files, click on the Attachments icon (📎).

Note that on this page you can also download all the forms that have been submitted or sent under the current Vessel File: simply click on the Document icon (📄) to download the relevant PDF.

REQUEST FOR ADDITIONAL INFORMATION FOLLOWING A REQUEST TO ENTER PORT (RAI-AREP)

Olivier's Pride France (EU)	IRCS : XXXY IMO id : 1234567	Type of vessel : Longliners-Pole and Line vessels Types of gear : Pole and lines, Drifting longline Length : 55.0 - Beam : 13.0 - Draft : 6.0
Estimated date and time of arrival : jeu. 04 juin 2015 - 10:00 UTC	Port of call : Archipelagic Fishing Port Palabuhanratu-West Java	Arep received : dim. 14 juin 2015

Requested documents

Type of document	Requester comments	Response date	Response comments
Transhipment Declaration			📄
Fishing logbook	2015-01-05 > 2015-06-01		📄
Vessel Certificate of National Registration			📄
Document of Identification of the vessel master			📄

Figure 50 The RAI-AREP Requested document screen on the Vessel File status page

To upload the requested documents, click on the Upload icon (📎) in the “Action” column to open the Document Upload dialog:

Submit a request document ✕

File to upload

Choisir le fichier
trx-td.pdf

Response comments

Here is the requested transhipment declaration. Regards.

Close
Submit

Figure 51 The RAI-AREP Document Upload dialog

- Click the “Select file” button and in the pop-up file explorer, select the relevant file and click the “Select” button (terms may vary depending on your operating system, language and web browser). Note: please make sure that the file you are uploading is of a reasonable size (not more than a couple Megabytes).
- Enter any relevant comment or remark in the “Response comment” field, as needed.
- Click the “Submit” button.
- You will then be returned to the Vessel File status page where each Requested Document for which you uploaded a file will be marked with a Document icon (📄).

REQUEST FOR ADDITIONAL INFORMATION FOLLOWING A REQUEST TO ENTER PORT (RAI-AREP)

Olivier's Pride
France (EU)

IRCS : XXYY
IMO id : 1234567









Type of vessel : Longliners-Pole and Line vessels
Types of gear : Drifting longline, Pole and lines
Length : 55.0 - Beam : 13.0 - Draft : 6.0

Estimated date and time of arrival :
Thu 04 June 2015 - 10:00 UTC

Port of call :
Archipelagic Fishing Port Palabuhanratu-West Java


Arep received :
Sun 14 June 2015

Requested documents

Type of document	Requester comments	Response date	Response comments
Transshipment Declaration		2015-06-14 09:51:22.0	Transshipment declaration  
Fishing logbook	2015-01-05 > 2015-06-01	2015-06-14 09:52:22.0	logbook, as requested  
Vessel Certificate of National Registration		2015-06-14 09:52:33.0	 
Document of Identification of the vessel master		2015-06-14 09:53:37.0	Master's passport  

Notify update to parties

Figure 52 The RAI-AREP Requested document screen showing uploaded documents

- If you made a mistake and uploaded the wrong file, simply click on the Upload icon () again to replace the previous file with a new one.

Note that as soon as you click the “Submit” button, the file will be uploaded to the e-PSM application.

Once you have uploaded all the relevant documents, click the “Notify update to parties” button and an email will be sent to the relevant recipients to notify them that the RAI-AREP has been answered.

Reminder

Do not forget to click the “Notify update to parties” button: if you do, then the parties, and especially the Port State Competent Authority will not be notified that you have answered the RAI-AREP and your entry to port could be delayed or even denied.

After that, you can safely close your browser window and wait for the PSCA feedback:

- if the PSCA requires more details, you will receive a new RAI-AREP notification;
- if the PSCA has all the information required to take a decision regarding your AREP, you will receive a Notification to a Fishing Vessel (NFV).

4.3 Receiving a Notification to a Fishing Vessel

Once the PSCA has all the information required to take a decision regarding your AREP, you will receive a Notification to a Fishing Vessel (NFV), which can indicate:

- Port entry authorised: the vessel can enter port;
- Port entry authorised but use of port facilities denied until completion of a port inspection and clearance by the competent authority: once in port your vessel will undergo a Port Inspection and the PSCA will then produce a Port Inspection Report (see section 5 below);
- Port entry denied: the vessel cannot enter port.

Notification to Fishing Vessel (NFV) - Archipelagic Fishing Port Palabuhanratu-West Java[olivier.master@mail.com]

14 juin 2015 12:13



Notification to fishing vessel (NFV) - Submission

A notification to fishing vessel has been submitted via the IOTC e-PSM Application. You can find the details of the submission below. You can download the NFV form at this link:

[Download the NFV](#)

NFV information

Intended port of call	Archipelagic Fishing Port Palabuhanratu-West Java
Name of vessel	Olivier's Pride
Port state decision	Port entry authorised

Disclaimer: The IOTC e-PSM and its operators and users will be not liable for any inaccuracies and errors in the provided information. The e-PSM application will be not liable for any direct or indirect loss or damage arising under these terms and conditions or in connection with the information provided by our website and the notifications messages and we will not be liable for any loss of profit, contracts, business, goodwill, data, income, revenue or anticipated savings arising under terms and conditions or in connection with our website, whether direct or indirect, and whether arising in tort, contract, or otherwise. The accuracy of the information presented is not guaranteed and may be affected by changes in vessels itineraries, by missing data, by erroneous data entered by vessel's representatives, Port State User or any other e-PSM user.

EPSM Application - epsm.iotc.org

Figure 53 A Notification to a Fishing Vessel email

5 The Port Inspection process

Depending on the national procedures and policies, the PSCA can require that your vessel be inspected after arriving in port. This will happen following an NFV denying use of port facilities until completion of a port inspection and clearance by the competent authority but can also happen after an NFV authorising entry in port without conditions.

The Port inspection is carried-out by an inspection team composed of authorised officers from the competent authority.

During the inspection process, the inspectors will complete a Port Inspection Report (PIR). This will be entered in the e-PSM application and your Vessel File will be updated with a PIR form.

5.1 Receiving the PIR

You will receive a PIR notification by email. This email contains:

Port inspection report - Archipelagic Fishing Port Palabuhanratu-West Java - Olivier's Pride[olivier.master@mail.com]

14 juin 2015 12:57



Port inspection report (PIR) - Submission

A port inspection report has been submitted via the IOTC e-PSM Application. You can find the details of the submission below. You can download the PIR form at this link:

[Download the PIR](#)

PIR information

Name of vessel Olivier's Pride

Inspection report number PIR_Olivier's Pride_FRA_201506156_12

You can check your current file status using the following link: [File Status](#)

Disclaimer: The IOTC e-PSM and its operators and users will be not liable for any inaccuracies and errors in the provided information. The e-PSM application will be not liable for any direct or indirect loss or damage arising under these terms and conditions or in connection with the information provided by our website and the notifications messages and we will not be liable for any loss of profit, contracts, business, goodwill, data, income, revenue or anticipated savings arising under terms and conditions or in connection with our website, whether direct or indirect, and whether arising in tort, contract, or otherwise. The accuracy of the information presented is not guaranteed and may be affected by changes in vessels itineraries, by missing data, by erroneous data entered by vessel's representatives, Port State User or any other e-PSM user.

EPSM Application - epsm.iotc.org

Figure 54 A PIR notification email

- a link to download a PDF copy of the PIR;
- a link to access directly a web page in the e-PSM application where you can consult the status of your current vessel file, with access to all previously submitted forms or notifications, including the PIR.

VESSEL FILE STATUS

Olivier's Pride

France (EU)

Type of vessel : Longliners-Pole and Line vessels

Types of gear : Drifting longline, Pole and lines

Length : 55.0, Beam : 13.0, Draft : 6.0

IRCS : XXYY

IOTC id : 1234567

IMO id : 1234567

External id :

Certificate of registry id :

Port of registration : Port de Pointe des Galets, RE (REPDG)


Vessel owner : Olivier Owner

Vessel master : Olivier Master - New Zealand

EPSM File N°IDPAL_Olivier's Pride_FRA_201506165_5

Created on 2015-06-14 09:21:44.0 by Olivier Master

Vessel photographs

Photo	Description	Photographer Name	Photo upload time	Tag
	General view	grégoire	2015-06-13	Photograph of vessel - Port Side Stern

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email
Master	Olivier Master	006494370987	0064020190789856	006494370987	olivier.master@mail.com
Owner	Olivier Owner	0033479890976	0033675123215	0033479890976	olivier.owner@mail.com

Forms

Form	Creation date	Update date
Advanced Request for Entry in Port (AREP)	2015-06-14 09:21:44.0	2015-06-14 09:21:44.0
Request for Additional Information following A Request to Enter Port (RAI-AREP)	2015-06-14 09:43:15.0	2015-06-14 09:43:15.0
Request for Additional Information following A Request to Enter Port (RAI-AREP)	2015-06-14 10:02:06.0	2015-06-14 10:02:06.0
Notification to Fishing Vessel (NFV)	2015-06-14 10:13:06.0	2015-06-14 10:13:06.0
Port Inspection Report (PIR)	2015-06-14 10:57:32.0	2015-06-14 10:57:32.0

Figure 55 The Vessel File status page showing that there is a PIR

Once you have received the PIR, there is nothing for you to do unless the PSCA requires additional information through a RAI-PIR.

Note that the PIR DPF that you can download includes computed differences between catch quantities declared in the AREP and those verified by the inspector, for the "Evaluation of catch to be offloaded" and "Catch retained on board" sections of the AREP.

Evaluation of catch to be offloaded									
Species	Product form	Catch area(s)	Quantity on board declared (Kg)	Quantity to be landed (Kg)	Quantity to be Transhipped (Kg)	Quantity Landed verified (kg)	Quantity Transhipped verified (kg)	Delta landed	Delta transhipped
Albacore	Whole/rounded - Not processed		3,500	2,000	1,500	2,000	1,500	0	0
Yellowfin tuna	Whole/rounded - Not processed		1,400	1,300	0	1,000	300	-300	300
Skipjack tuna	Whole/rounded - Not processed		800	0	700	0	600	0	-100
the landed and transhipped quantities vary wildly from the values declared on the AREP									

Catch retained on Board						
Species	Product Form	Catch Area(s)	Quantity Declared	Quantity Retained	Delta Retained	Objection
Yellowfin tuna	Whole/rounded - Not processed	Indonesia,IOTC	0	100	100	some yellowfin kept on board

Figure 56 The PIR PDF document showing the differences between catch quantities declared in the AREP and those verified by the inspector

5.2 Receiving a RAI-PIR and replying

If the Competent Authority of the port State your vessel has been inspected by requires additional information following the Port Inspection, it may send you (Master or agent) a Request for Additional Information following a PIR (RAI-PIR).

The list of additional information that the PSCA might request includes:

- Flag State Authorisation to Fish (ATF);
- Flag State Authorisation to Tranship;
- Fishing logbook (covering a given period);
- Vessel Certificate of National Registration;
- IOTC Transhipment declaration;
- VMS track (covering a given period);
- Any other information/document, as needed.

You will be notified by an email sent to the contact address you indicated when filling the AREP. This email contains:

Request for Additional Information following a Port Inspection Report (RAI-PIR) - Archipelagic Fishing Port Palabuhanratu-West Java[olivier.master@mail.com]

14 juin 2015 13:09



Request for additional information for PIR (RAI-PIR) - Submission

A request for additional information following a port inspection has been submitted. You will find the detail of your request for additional information in the below section. You can download the PDF of the request using the following link "Download the RAI-PIR".

[Download the RAI-PIR](#)

RAI-PIR information

Intended port of call	Archipelagic Fishing Port Palabuhanratu-West Java
Name of vessel	Olivier's Pride
Requested documents	Flag State Authorisation to Tranship VMS track

You can check your current file status using the following link: [File Status](#)

Disclaimer: The IOTC e-PSM and its operators and users will be not liable for any inaccuracies and errors in the provided information. The e-PSM application will be not liable for any direct or indirect loss or damage arising under these terms and conditions or in connection with the information provided by our website and the notifications messages and we will not be liable for any loss of profit, contracts, business, goodwill, data, income, revenue or anticipated savings arising under terms and conditions or in connection with our website, whether direct or indirect, and whether arising in tort, contract, or otherwise. The accuracy of the information presented is not guaranteed and may be affected by changes in vessels itineraries, by missing data, by erroneous data entered by vessel's representatives, Port State User or any other e-PSM user.

EPSM Application - epsm.iotc.org

Figure 57 A RAI-PIR notification email

- the list of documents/information requested by the PSCA;
- a link to download a PDF copy of the RAI-PIR with details on what additional information is required;



Request for Additional Information following a Port Inspection Report (RAI-PIR)

Information on fishing vessel requesting entry in port			
Arep received	14 June 2015 - 09:21 UTC	Port of call	Archipelagic Fishing Port Palabuhanratu-West Java
Port of call state	Indonesia		
Estimated date and time of arrival	04 June 15 - 10:00 UTC		
Name of the vessel	Olivier's Pride		
Flag	France (EU)	IRCS	XXYY
IOTC identification number		Certificate of registry identification number (or national registration number)	

Request for additional information
<p>You are requested to provide the following documents as complementary information following the inspection of the vessel in the port of Archipelagic Fishing Port Palabuhanratu-West Java</p> <p>To confirm that the fish on board was taken in accordance with applicable requirements of the IOTC, the flag of the vessel must provide the following information/documents within 9 days from the date of this request. Failure to provide the information within the period of time, the vessel will be denied use of the port for landing, transshipping, packaging, processing, refuelling, resupplying, maintenance and drydocking in accordance with paragraph 9.1</p> <p>✓ Flag State Authorisation to Tranship</p> <p>✓ VMS track From: May 1, 2015 To: Jun 4, 2015</p>

Date: 14 June 2015 - 11:09 UTC

Name of officer: Hermann Fish

Figure 58 A RAI-PIR PDF document

- a link to access directly a web page in the e-PSM application where you can consult the status of your current vessel file, with access to all previously submitted forms or notifications, including the RAI-PIR.

VESSEL FILE STATUS

Olivier's Pride

France (EU)

Type of vessel : Longliners-Pole and Line vessels
 Types of gear : Drifting longline, Pole and lines
 Length : 55.0, Beam : 13.0, Draft : 6.0

IRCS : XXXY

IOTC id :

IMO id : 1234567

External id :

Certificate of registry id :

Port of registration : Port de Pointe des Galets, RE (REPDG)


Vessel owner : Olivier Owner

Vessel master : Olivier Master - New Zealand

EPSM File N°IDPAL_Olivier's Pride_FRA_201506165_5

Created on 2015-06-14 09:21:44.0 by Olivier Master

Vessel photographs

Photo	Description	Photographer Name	Photo upload time	Tag
	General view	grégoire	2015-06-13	Photograph of vessel - Port Side Stern

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email
Master	Olivier Master	006494370987	0064020190789856	006494370987	olivier.master@mail.com
Owner	Olivier Owner	0033479890976	0033675123215	0033479890976	olivier.owner@mail.com

Forms










Form	Creation date	Update date	
Advanced Request for Entry in Port (AREP)	2015-06-14 09:21:44.0	2015-06-14 09:21:44.0	
Request for Additional Information following A Request to Enter Port (RAI-AREP)	2015-06-14 09:43:15.0	2015-06-14 09:43:15.0	 
Request for Additional Information following A Request to Enter Port (RAI-AREP)	2015-06-14 10:02:06.0	2015-06-14 10:02:06.0	 
Notification to Fishing Vessel (NFV)	2015-06-14 10:13:06.0	2015-06-14 10:13:06.0	
Port Inspection Report (PIR)	2015-06-14 10:57:32.0	2015-06-14 10:57:32.0	
Request for Additional Information following a Port Inspection Report (RAI-PIR)	2015-06-14 11:09:08.0	2015-06-14 11:09:08.0	 

Figure 59 The Vessel File status page showing that there is a RAI-PIR awaiting response

On the Vessel File status page, a RAI-PIR awaiting response will be shown with an Attachments icon (📎). To see the list of request documents and upload the relevant files, click on the Attachments icon (📎).

Note that on this page you can also download all the forms that have been submitted or sent under the current Vessel File: simply click on the Document icon (📄) to download the relevant PDF.

RAIPR_OLIVIER_S-PRIDE_FRANCE-EU__20150614

Olivier's Pride

France (EU)

IRCS : XXXY

IMO id : 1234567

Type of vessel : Longliners-Pole and Line vessels
 Types of gear : Drifting longline, Pole and lines

Length : 55.0 - Beam : 13.0 - Draft : 6.0

Estimated date and time of arrival :
 jeu. 04 juin 2015 - 10:00 UTC

Port of call :
 Archipelagic Fishing Port Palabuhanratu-West Java

Arep received :
 dim. 14 juin 2015

Requested documents



Type of document	Requester comments	Response date	Response comments
Transshipment Declaration			
VMS track	2015-05-01 > 2015-06-04		

Figure 60 The RAI-PIR Requested document screen on the Vessel File status page

To upload the requested documents, click on the icon (📎) in the “Action” column to open the Document Upload dialog:

Figure 61 The RAI-PIR Document Upload dialog

- Click the “Select file” button and in the pop-up file explorer, select the relevant file and click the “Select” button (terms may vary depending on your operating system, language and web browser). Note: please make sure that the file you are uploading is of a reasonable size (not more than a couple Megabytes),
- Enter any relevant comment or remark in the “Response comment” field, as needed,
- Click the “Submit” button,
- You will then be returned to the Vessel File status page where each Requested Document for which you uploaded a file will be marked with a Documents icon (📎).

RAIPIR_OLIVIER_S-PRIDE_FRANCE-EU__20150614		
Olivier's Pride France (EU)	IRCS : XXXY IMO id : 1234567	Type of vessel : Longliners-Pole and Line vessels Types of gear : Pole and lines, Drifting longline Length : 55.0 - Beam : 13.0 - Draft : 6.0
Estimated date and time of arrival : jeu. 04 juin 2015 - 10:00 UTC	Port of call : Archipelagic Fishing Port Palabuhanratu-West Java	Arep received : dim. 14 juin 2015

Requested documents

Type of document	Requester comments	Response date	Response comments	
Transshipment Declaration		2015-06-14 11:13:03.0	Here is the TRX declaration	📎 ⓘ
VMS track	2015-05-01 > 2015-06-04	2015-06-14 11:13:28.0	The requested VMS track	📎 ⓘ

Notify update to parties

Figure 62 The RAI-PIR Requested document screen showing uploaded documents

- If you made a mistake and uploaded the wrong file, simply click on the Upload icon (📎) again to replace the previous file with a new one.

Note that as soon as you click the “Submit” button, the file will be uploaded to the e-PSM application.

Once you have uploaded all the relevant documents, click the “Notify update to parties” button and an email will be sent to the relevant recipients to notify them that the RAI-PIR has been answered.

Reminder

Do not forget to click the “Notify update to parties” button: if you do, then the parties, and especially the Port State Competent Authority will not be notified that you have answered the RAI-PIR.

After that, you can safely close your browser window and wait for the PSCA feedback:

- if the PSCA requires more details, you will receive a new RAI-PIR notification.

5.3 The offloading declaration (OLT)

As mentioned in the AREP process summary, when the port State decides to not conduct a complete Port inspection of the vessel, it can decide (or not) to inspect/monitor the offloading (transshipment and/or landing operations). Following the inspection/monitoring of the offloading, the port State will complete an Offloading Declaration (OLT).

When the OLT has been completed by the Inspector and submitted to the e-PSM application, you will receive a notification by email sent to the contact address you indicated when filling the AREP. This email contains:

Offloading Declaration (OLT) - Archipelagic Fishing Port Palabuhanratu-West Java[olivier.master@mail.com]

14 juin 2015 14:39



Offloading form (OLT) - Submission

The offloading form will be sent to the master of the vessel, the flag State of the vessel, the IOTC Secretariat and the recipients added in the section "Additional Recipients".

[Download the OLT](#)

OLT information

Intended port of call	Archipelagic Fishing Port Palabuhanratu-West Java
Name of vessel	Olivier's Pride
Is this landing operation monitored by an inspector	Yes
Inspection report number	OLT_Olivier's Pride_FRA_201506155_14

You can check your current file status using the following link: [File Status](#)

Disclaimer: The IOTC e-PSM and its operators and users will be not liable for any inaccuracies and errors in the provided information. The e-PSM application will be not liable for any direct or indirect loss or damage arising under these terms and conditions or in connection with the information provided by our website and the notifications messages and we will not be liable for any loss of profit, contracts, business, goodwill, data, income, revenue or anticipated savings arising under terms and conditions or in connection with our website, whether direct or indirect, and whether arising in tort, contract, or otherwise. The accuracy of the information presented is not guaranteed and may be affected by changes in vessels itineraries, by missing data, by erroneous data entered by vessel's representatives, Port State User or any other e-PSM user.

EPSM Application - epsm.iotc.org

Figure 63 An OLT notification email

- a link to download a PDF copy of the OLT;
- a link to access directly a web page in the e-PSM application where you can consult the status of your current vessel file, with access to all previously submitted forms or notifications, including the OLT.

VESSEL FILE STATUS

Olivier's Pride France (EU) Type of vessel : Longliners-Pole and Line vessels Types of gear : Pole and lines, Drifting longline Length : 55.0, Beam : 13.0, Draft : 6.0	IRCS : XXXY IOTC Id : IMO Id : 1234567 External Id : Certificate of registry Id :	Port of registration : Port Louis Vessel owner : Olivier Owner Vessel master : Olivier Master - New Zealand
---	---	---

EPSM File N°Arc2_Olivier's Pride_FRA_201506153_5

Created on 2015-06-02 15:46:54.0 by [Olivier Master](#)

Vessel photographs

Photo	Description	Photographer Name	Photo upload time	Tag

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email
Master	Olivier Master	006494370987	0064020190789856	006494370987	olivier@otolithe.com
Owner	Olivier Owner	0033479890976	0033675123215	0033479890976	olivier@oroux.com

Forms









Form	Creation date	Update date	
Advanced Request for Entry in Port (AREP)	2015-06-02 15:46:54.0	2015-06-02 15:46:54.0	
Request for Additional Information following A Request to Enter Port (RAI-AREP)	2015-06-02 17:30:29.0	2015-06-02 17:30:29.0	 
Notification to Fishing Vessel (NFV)	2015-06-02 17:53:52.0	2015-06-02 17:53:52.0	
Port Inspection Report (PIR)	2015-06-04 10:48:08.0	2015-06-04 10:48:08.0	
Request for Additional Information following a Port Inspection Report (RAI-PIR)	2015-06-04 11:06:10.0	2015-06-04 11:06:10.0	 
Offloading Declaration (OLT)	2015-06-04 11:42:27.0	2015-06-04 11:42:27.0	

Figure 64 The Vessel File status page showing that there is an OLT which has been produced

Note that on this page you can also download all the forms that have been submitted or sent under the current Vessel File: simply click on the “page” icon to download the relevant PDF.



Offloading Declaration (OLT)

Information on fishing vessel requesting entry in port					
Arep received	14 June 15 - 09:21 UTC	Archipelagic Fishing Port Palabuhanratu-West Java			
Port of call state	Indonesia				
Estimated date and time of arrival	04 June 15 - 10:00 UTC				
Name of vessel	Olivier's Pride				
Flag	France (EU)	IRCS	XXYY		
IOTC id		Certificate of registry id			

Information on the offloading	
Is this landing operation monitored by an inspector: Yes Inspecting authority : Java Fisheries Authority Id of principal inspector : AB 299839 Name of principal inspector : A. Roberts Email of principal inspector : aroberts@mail.com	Inspection report number : OLT_Olivier's Pride_FRA_201506155_14 Port of inspection : Archipelagic Fishing Port Palabuhanratu-West Java Commencement of monitoring : 04/06/2015 - 14:28 +0000 Completion of monitoring : 04/06/2015 - 18:28 +0000

Evaluation of offloaded catch									
Species	Product form	Catch area(s)	Quantity on board declared (Kg)	Quantity to be landed (Kg)	Quantity to be Transhipped (Kg)	Quantity Landed verified (kg)	Quantity Transhipped verified (kg)	Delta landed	Delta transhipped
Albacore	Whole/rounded - Not processed		3,500	2,000	1,500	2,000	1,500	0	0
Yellowfin tuna	Whole/rounded - Not processed		1,400	1,300	0	1,000	300	-300	300
Skipjack tuna	Whole/rounded - Not processed		800	0	700	0	600	0	-100

Figure 65 The OLT PDF document showing the differences between catch quantities declared in the AREP and those verified by the inspector

6 The Transhipment monitoring process

6.1 Transhipment as a receiver vessel (TRX-TDR)

If your vessel receives fish products transhipped from another vessel while in port, you (the master and/or the agent of the vessel) transmit the Transhipment Declaration to the PSCA, then a Transhipment Declaration as a Receiver Vessel (TRX-TDR) will be filled by the PSCA's Inspector in the e-PSM application, including the details about the transhipment operations (donor vessel, species/products transhipped etc.).

When the TRX-TDR has been completed by the Inspector and submitted to the e-PSM application, you will receive a notification by email sent to the contact address you indicated when filling the AREP. This email contains:

Transshipment Declaration (TRX-TD) - Archipelagic Fishing Port Palabuhanratu-West Java[olivier.master@mail.com]

14 juin 2015 14:57



Transshipment declaration (TRX/TD) - Submission

A transshipment declaration has been submitted via the IOTC e-PSM Application. You can find the details of the submission below. You can download the TRX/TD form at this link:

[Download the TRX/TD](#)

Declaration details

Intended port of call Archipelagic Fishing Port Palabuhanratu-West Java
Donor vessel KINGFISHER
Receiver vessel Olivier's Pride

You can check your current file status using the following link: [File Status](#)

Disclaimer: The IOTC e-PSM and its operators and users will be not liable for any inaccuracies and errors in the provided information. The e-PSM application will be not liable for any direct or indirect loss or damage arising under these terms and conditions or in connection with the information provided by our website and the notifications messages and we will not be liable for any loss of profit, contracts, business, goodwill, data, income, revenue or anticipated savings arising under terms and conditions or in connection with our website, whether direct or indirect, and whether arising in tort, contract, or otherwise. The accuracy of the information presented is not guaranteed and may be affected by changes in vessels itineraries, by missing data, by erroneous data entered by vessel's representatives, Port State User or any other e-PSM user.

EPSM Application - epsm.iotc.org

Figure 66 A TRX-TDR notification email

- a link to download a PDF copy of the TRX-TDR;



Transshipment Declaration (TRX-TD)

Donor vessel			
Name of the vessel	KINGFISHER		
Flag	Australia	IRCS	VZN7927
IOTC identification number	8585	Certificate Of Registry Identification Number	LFB4295
Receiver vessel			
Name of the vessel	Olivier's Pride		
Flag	France (EU)	IRCS	XXYY
IOTC identification number		Certificate Of Registry Identification Number	
Port of call state		Indonesia	
Flag state license number			
Donor vessel			
Receiving vessel			
Information on the trip of the donor vessel			
Date of departure of previous port visited : 01/06/2015 - 04:48 +0000 Departure place : Port Louis, MU (MUPLU)		Date of arrival at next port of call : 06/06/2015 - 14:48 +0000 Return place : Benoa, Bali, ID (IDBOA)	
Transshipment date : 04/06/2015			
Transshipment information			
Species	Product form	Weight (kg)	
Albacore	Whole/rounded - Not processed	500	
Yellowfin tuna	Whole/rounded - Not processed	500	

Figure 67 A TRX-TDR PDF document

- a link to access directly a web page in the e-PSM application where you can consult the status of your current vessel file, with access to all previously submitted forms or notifications, including the TRX-TDR.

VESSEL FILE STATUS

Olivier's Pride

France (EU)

Type of vessel : Longliners-Pole and Line vessels
 Types of gear : Pole and lines, Drifting longline
 Length : 55.0, Beam : 13.0, Draft : 6.0

IRCS : XXXY

IOTC id :

IMO id : 1234567

External id :

Certificate of registry id :

Port of registration : Port de Pointe des Galets, RE (REPDG)


Vessel owner : Olivier Owner

Vessel master : Olivier Master - New Zealand

EPSM File N°IDPAL_Olivier's Pride_FRA_201506165_5

Created on 2015-06-14 09:21:44.0 by Olivier Master

Vessel photographs

Photo	Description	Photographer Name	Photo upload time	Tag
	General view	grégoire	2015-06-13	Photograph of vessel - Port Side Stern

Vessel contacts

Type of contact	Name	Phone	Mobile	Fax	Email
Master	Olivier Master	006494370987	0064020190789856	006494370987	olivier.master@mail.com
Owner	Olivier Owner	0033479890976	0033675123215	0033479890976	olivier.owner@mail.com

Forms













Form	Creation date	Update date	
Advanced Request for Entry in Port (AREP)	2015-06-14 09:21:44.0	2015-06-14 09:21:44.0	
Request for Additional Information following A Request to Enter Port (RAI-AREP)	2015-06-14 09:43:15.0	2015-06-14 09:43:15.0	 
Request for Additional Information following A Request to Enter Port (RAI-AREP)	2015-06-14 10:02:06.0	2015-06-14 10:02:06.0	 
Notification to Fishing Vessel (NFV)	2015-06-14 10:13:06.0	2015-06-14 10:13:06.0	
Port Inspection Report (PIR)	2015-06-14 10:57:32.0	2015-06-14 10:57:32.0	
Request for Additional Information following a Port Inspection Report (RAI-PIR)	2015-06-14 11:09:08.0	2015-06-14 11:09:08.0	 
Offloading Declaration (OLT)	2015-06-14 12:39:53.0	2015-06-14 12:39:53.0	
Transshipment Declaration (TRX-TD)	2015-06-14 12:57:24.0	2015-06-14 12:57:24.0	

Figure 68 The Vessel File status page showing that there is a TRX-TDR which has been produced


Note that on this page you can also download all the forms that have been submitted or sent under the current Vessel File: simply click on the Document icon () to download the relevant PDF.

6.2 Transshipment as a donor vessel (TRX-TDD)

If your vessel transships fish products to another vessel while in port, you (the master and/or the agent of the vessel) transmit the Transshipment Declaration to the PSCA, then a Transshipment Declaration as a Donor Vessel (TRX-TDD) will be filled by the PSCA in the e-PSM application, including the details about the transshipment operations (donor vessel, species/products transhipped etc.).

When the TRX-TDD has been completed by the Inspector and submitted to the e-PSM application, you will receive a notification by email sent to the contact address you indicated when filling the AREP. This email contains:

- a link to download a PDF copy of the TRX-TDD;
- a link to access directly a web page in the e-PSM application where you can consult the status of your current vessel file, with access to all previously submitted forms or notifications, including the TRX-TDD.

Note that on this page you can also download all the forms that have been submitted or sent under the current Vessel File: simply click on the Document icon () to download the relevant PDF.

Appendix I

Frequently Asked Questions

To whom Port State Measures (PSM) apply to?

PSM apply to foreign vessels calling in designated ports in the IOTC area,

To whom Port State Measures (PSM) don't apply to?

PSM don't apply to:

- vessels of a neighbouring State that are engaged in artisanal fishing for subsistence, provided that the port State and the flag State cooperate to ensure that such vessels do not engage in IUU fishing or fishing related activities in support of such fishing; and
- container vessels that are not carrying fish or, if carrying fish, only fish that have been previously landed, provided that there are no clear grounds for suspecting that such vessels have engaged in fishing related activities in support of IUU fishing.

Can my vessel enter a designated port without submitting a request to enter port?

No, it is illegal. It is mandatory to provide an advance request of entry in port to the competent authority of the port State and according to the prior notification period it has established.

How can I attached document to my AREP and what are the documents I have to submit with the AREP?

When you complete a request to enter port, at the step 5 of the form AREP you can attached documentation. It is recommended to attach the documents listed below, it will fasten the processing of your request by the port State and avoid un-necessary delay in the response of the port State to grant you entry in port. The recommended documents are:

- Authorisation to fish or fishing license issued by your flag State;
- Fishing licenses issued by Coastal States;
- Transshipment authorisations;
- Previous Transshipment declarations;
- Certificate of Registration of the Vessel;
- Fishing logbook corresponding to your last fishing trip;
- Crew list;
- Wells or hold plan

However, contact the competent authority of the Port State to know exactly the type of documents they request to be provided.

My vessel has been granted entry into port, can my vessel be denied use of port services, landing or transshipment of catch?

Yes, if the ports State:

- finds that your vessel does not have a valid and applicable authorization to engage in fishing or fishing related activities required by its flag State;
- finds that your vessel does not have a valid and applicable authorization to engage in fishing or fishing related activities required by a coastal State in respect of areas under the national jurisdiction of that State;
- has clear evidence that the fish on board was taken in contravention of applicable requirements of a coastal State in respect of areas under the national jurisdiction of that State;

- has reasonable grounds to believe that your vessel was otherwise engaged in IUU fishing or fishing related activities in support of such fishing,

And/or if your flag State does not confirm within a reasonable period of time, on the request of the port State, that the fish on board was taken in accordance with applicable requirements of a relevant regional fisheries management organization.

What are the designated ports in the IOTC Area?

See designated ports - [Link](#)

You cannot call, land or tranship your catch in any other port in the IOTC Area.

Can my vessel be denied port entry for Force Majeure or Distress?

No, nothing in the IOTC PSM affects the entry of vessels to port in accordance with international law for reasons of force majeure or distress, or prevents a port State from permitting entry into port to a vessel exclusively for the purpose of rendering assistance to persons, ships or aircraft in danger or distress.

I cannot find my vessel in the e-PSM application when I want to submit a request to enter port?

Contact the competent authority of your flag country to register your vessel with IOTC.

I have some problems to submit a request to enter port?

Contact the IOTC Secretariat at epsm@iotc.org.

I have some problems to respond to a request for additional information?

Contact the IOTC Secretariat at epsm@iotc.org.

Which countries are Contracting Parties or Cooperating Non-Contracting Parties (CPCs) of the IOTC?

<http://www.iotc.org/about-iotc/structure-commission>

Where is the IOTC Area of competence?

<http://www.iotc.org/about-iotc/competence>

Note: The Commission, at its 4th Session in 1999 agreed to modify the western boundary of the IOTC area of competence from 30oE to 20oE, thus eliminating the gap between the areas covered by IOTC and ICCAT.

Appendix II

Detailed description of all fields used in the AREP process

Data field/Label	Field Description
Step 1	
Vessel search	
Vessel directory search	
Instruction	<p>Vessel registered with IOTC:</p> <ol style="list-style-type: none"> 1. Enter the name of the vessel, the IRCS of the vessel or the IOTC number of the vessel to identify your vessel. Example : Txori Aundi or IRCS S7SZ or IOTC number 000815 2. The result of your search shall appear in the vessel table, verify all the parameters displayed in the table (IOTC id, IRCS, type of vessel, types of gear) to make sure they all correspond to your vessel, then click on the name of your vessel, it will bring you to the step 2 "Identification" where you have to verify the information loaded and complete the missing information on your vessel. <p>Vessel not registered with IOTC: (e.g: vessel not yet registered with IOTC by its flag State CPC or vessel registered with another RFMO calling in port in the IOTC area of competence)</p> <ol style="list-style-type: none"> 3. If your search provides no result, Click on the button "Create vessel" it will bring you to the step 2 "Identification" where you have to enter the details on the vessel.
Step 2	
Vessel identification	
Name, type of vessel and fishing gear	
Name of the vessel	Enter the name of the vessel as written in your National Certificate of Registration or your National Authorisation to Fish (ATF). Example : Txori Aundi
Flag	Enter the name of your flag State where the vessel is registered. Select a country in the list. Example : Australia
Type of vessel	Enter the type of the vessel. Select the type of the vessel in the list. Example : Longliners
Types of gear	Enter the type of gear used on board the vessel. Select one or several gears in the list. Example : Drifting Longline
Identification numbers	
IOTC number	Enter the IOTC number allocated to your vessel, by which the vessel is registered / authorised by IOTC. Format: 6 digit numbers Example : 008614
International Radio Call Sign	Enter the International radio call sign (IRCS) of the vessel, assigned by your national licensing authority. Example: TTFC or MD66G or UDSF or CHDS
Maritime mobile service identity number	Enter the Maritime mobile service identity number (MMSI) of the vessel as issued by your flag State. Format: 9 digit numbers Example: 123456789
External identification number	Enter one external identification number as displayed on the superstructure or the hull of the vessel (Vessel name, International Radio Call Sign (IRCS), IMO number, National registration number (NRN), Port of registration, fishing licence number). External identification numbers may be displayed on the bow and/or stern and/or on both port and starboard sides of vessel superstructure or hull of the vessel. Example IRCS: JAAL Example NRN: CC3576 ; Example port of registration: PORT LOUIS Example IMO number: 1234567 Example fishing license: LU-56734 .
Certificate of registry identification number	Enter the national registration number (NRN) of the vessel as issued by your flag State. Format: numeric and/or alpha-numeric Example: FRA000854430
Vessel INMARSAT number	Enter the INMARSAT number of the vessel (Voice or fax services)
IMO identification number	Enter (if available) the International Maritime Organisation (IMO) number/ Lloyds Register identification number of the vessel. Format: 7 digit numbers Example: 1234567
Dimensions	
Length overall	Enter the length overall of the vessel. This is standard information required to enter most ports for berthing and the vessel must provide its length overall as stated on its registration document. Format: digit numbers, unit meter Example: 54,5

Beam	Enter the beam of the vessel. This is standard information required to enter most ports for berthing and the vessel must provide its beam as stated on its registration document. Format: digit numbers, unit: meter <div>Example: 12,6</div>
Draft	Enter the draft of your vessel. This is standard information required to enter most ports for berthing and the vessel must provide its draft as stated on its registration document. Format: digit numbers, unit: meter <div>Example: 6,5</div>

VMS

VMS on board the vessel	Record if the vessel has a VMS fitted on board the vessel. Tick the appropriate box. <u>Yes: National</u> - If the VMS is a national requirement, <u>Yes: RFMO(s)</u> if the VMS is a RFMO requirement, <u>No</u> if no VMS is fitted on board the vessel. <div>Example: Yes : National</div>
VMS Type	Record the type of VMS fitted on-board the vessel. Tick the appropriate box. If you have more than one VMS fitted on board, Tick several boxes. <div>Example: INMARSAT</div>

Step 3**Vessel contacts**

Type of contact	Select a type of contact from the list (Owner, Operator, Master, Fishing master, Beneficial owner, Agent). <div>Example: Owner</div>
Name of contact person	Enter the full name of the contact person. <div>Example: Olivier Nail</div>
Nationality	Select the nationality of the contact person from the list. <div>Example: Australia</div>
Telephone	Enter the telephone number. Use the international format as prescribed by the International Telecommunication Union (ITU) Recommendation E.123 (02/01). https://www.itu.int/rec/dologin_pub.asp?lang=e&id=T-REC-E.123-200102-!PDF-E&type=items
Mobile	Enter the mobile number. Use the international format as prescribed by the International Telecommunication Union (ITU) Recommendation E.123 (02/01). https://www.itu.int/rec/dologin_pub.asp?lang=e&id=T-REC-E.123-200102-!PDF-E&type=items
Fax	Enter the fax number. Use the international format as prescribed by the International Telecommunication Union (ITU) Recommendation E.123 (02/01). https://www.itu.int/rec/dologin_pub.asp?lang=e&id=T-REC-E.123-200102-!PDF-E&type=items
Email 1	Enter the principal email address of the contact person. Use the international format as prescribed by the International Telecommunication Union (ITU) Recommendation E.123 (02/01). https://www.itu.int/rec/dologin_pub.asp?lang=e&id=T-REC-E.123-200102-!PDF-E&type=items <div>Example: olivier.nail@gmail.com</div>
Email 2	Enter the 2 nd email address of the contact person (if any). <div>Example: olivier.nail@yahoo.com</div>
Email 3	Enter the 3 rd email address of the contact person (If any). <div>Example: olivier.nail@hotmail.com</div>
Address	Enter the address of the contact person. Format: Street number, Street Name, PO Box, Province, City, Country. <div>Example: 15, Montain Street, PO Box 102, Essex, Manchester, Spain</div>

Step 4**Authorisation and catches****Purpose and port of call**

Intended port of call	Enter/Select the intended port of call from the list. <div>Example: Mombasa</div>
Estimated local date and time of arrival	Record the expected local date and time that the vessel will arrive at the port limits. Select the date and time of arrival in port from the calendar. Format: Date / Time; YYYY MM DD / HH MM <div>Example: 2012 11 25 / 23 00</div>
Purpose(s) of port call	Record all the reasons for the vessel requesting port entry. Tick one or several reasons (Landing, Transshipping, Packaging, Processing of fish, Refuelling, Resupplying, Maintenance, Dry-docking) <div>Example: Landing; Resupplying</div>

Port of last port call	Enter the name of the last port visited by the vessel. <div>Example: Durban</div>
Date of last port call	Enter the date of the last port call. Select the date of the last port call from the calendar. Format YYYYMMDD <div>Example: 2012 07 23</div>
Observer on board	Record if there is an observer on board the vessel at the time of the request to enter port. Tick the box if an observer is present on board the vessel.
Relevant Fishing Authorization(s)	
Identifier	Enter in free text the numeric or alpha-numeric identification number of the fishing authorisation. <div>Example: (Japan) ATF number T1599 (Seychelles) SC2011 14</div>
Issued by	Enter the name of the relevant authority / agency / government department of the flag State or the coastal State issuing the fishing authorisation. Select the authority from the list. <div>Example: AUS - Australian Fisheries Management Authority</div>
Valid From	Record the date the fishing authorisation is <u>starting</u> . Select the date from the calendar.
Valid To	Record the date the fishing authorisation will <u>expire</u> ; select the date from the calendar.
Fishing area(s)	Record the fishing area(s) authorised as mentioned in the fishing authorisation. Select the fishing area(s) from the list. <u>Authorisation to fish (ATF)</u> give permission to the vessel to operate in area(s) beyond national jurisdiction and or high seas; select the fishing area(s) from the list. <div>Example: Indian Ocean High Sea.</div> <u>Coastal State Fishing License</u> give permission for the vessel to operate within the waters of a coastal State (EEZ / fishing zone); select the fishing area/country name from the list. <div>Example: Madagascar</div>
Species	Record the fish species authorised to catch as mentioned in the fishing authorisation. Select the species from the list. <div>Example: Tuna and tuna like species</div>
Gear(s)	Record the gear(s) the vessel is authorised to operate with, as mentioned in the fishing authorisation. Select the gear(s) from the list. <div>Example: Drifting longline</div>
Attachment	Click on the button " Choose file " to attach the fishing authorisation, then select the file on your computer.
Type	Tick if you are providing information on the flag State ATF or a Coastal State Fishing License.
Relevant transhipment authorization(s)	
Identifier	Enter in free text the numeric or alpha-numeric identification number of the transhipment authorisation. <div>Example: (Japan) ATF number T1599 (Seychelles) SC201114</div>
Issued by	Enter the name of the relevant authority / agency / government department of the flag State or the coastal State issuing the authorisation to tranship. Select the authority from the list. <div>Example: AUS - Australian Fisheries Management Authority</div>
Valid From	Record the date the authorisation to tranship is <u>starting</u> . Select the date from the calendar.
Valid To	Record the date the authorisation to tranship will <u>expire</u> . Select the date from the calendar.
Attachment	Click on the button Choose file to attach the transhipment authorisation, then select the file on your computer.
Transhipment information	
Date	Record the date of transhipment. Select the date from the calendar. Format: DD MM YYYY. <div>Example: 21 10 2012</div>
Port/Sea	Record if the transhipment in port or at sea. Tick the appropriate box.

Location of transshipment	Record the location of the transshipment operation: - Latitude/Longitude or, - name of the port. Format: Position - Latitude DD MM (N or S) / Longitude DDD MM (E or W) or name of the port. Example: Position; 05 45 S / 067 15 E Port Cape Town
Name of donor/receiving vessel	Record the name of the donor/receiving vessel. Example: Futagami
Flag State	Record the flag State of the donor/receiving vessel. Select a country name from the list. Example: Japan
ID number	Record the RFMO number or the IRCS or the NRN or the IMO number of the donor/receiving vessel from which fish were received. Should the vessel not be registered with IOTC but be registered with another RFMO then record this number. Should the vessel not be registered by a RFMO, record the International Radio Call Sign (IRCS) or the National Registration Number (NRN) or the IMO number. For example: IOTC No.: 001635 ICCAT No.: AT000JPN00091 IRCS: JAAL
Species	Record the species transhipped. Select a species in the list. Example: Yellowfin tuna
Product form	Record the condition or production state of the species as transhipped from the donor vessel. Select a product form in the list. For example: Head on, Gilled & Gutted, Tail on
Catch area(s)	Record the relevant geographical area(s) where the catch was taken by the donor vessel. Select catch area(s) from the list. You can select several catch areas from the list. Example: South Africa; Indian Ocean High Sea
Quantity (kg)	Record the weight, in kilograms, for each species transhipped from the donor vessel to the receiving vessel. For example: 1500
Total catch on board and catch to be offloaded	
Species	Record the species. Select a species from the list. Example: Yellowfin tuna
Product form	Record the condition or production state of the species. Select a product form in the list. For example: Head on, Gilled & Gutted, Tail on
Catch area(s)	Record relevant geographical area(s) where the catch was taken. Select catch area(s) from the list. You can select several catch areas from the list. Example: Madagascar; Indian Ocean High Sea
Quantity on board	Record the weight, in kilograms, for each species on board when the vessel will enter the port. For example: 1100
Quantity to be landed (kg)	Record the weight, in kilograms, for each species that will be landed while in port. It is the quantity to be landed declared by the master of the vessel. For example: 600
Quantity to be transhipped (kg)	Record the weight, in kilograms, for each species that will be transhipped while in port. (If any). It is the quantity to be transhipped declared by the master of the vessel. For example: 800
Step 5	
Validation	
Instruction	Tick the box, then click on the button "Submit" to send your advance request to enter port (AREP).