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ANNUAL SHORESIDE PROCESSOR ECONOMIC DATA REPORT (EDR) CALENDAR YEAR XXXX

This form can be downloaded from
<http://alaskafisheries.noaa.gov>



PUBLIC REPORTING BURDEN STATEMENT

Public reporting burden for this collection of information is estimated to average 3 hours per response, including time for reviewing the instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden to Assistant Regional Administrator, Sustainable Fisheries Division, NOAA National Marine Fisheries Service, P.O. Box 21668, Juneau, AK 99802-1668.

ADDITIONAL INFORMATION

Before completing this form, please note the following: 1) Notwithstanding any other provision of law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number; 2) This information is mandatory and is required to manage commercial fishing efforts for groundfish under 50 CFR part 679 and under section 402(a) of the Magnuson-Stevens Act (16 U.S.C. 1801, *et seq.*) as amended in XXXX; 3) Responses to this information request are confidential under section 402(b) of the Magnuson-Stevens Act. They are also confidential under NOAA Administrative Order 216-100, which sets forth procedures to protect confidentiality of fishery statistics.

Annual Shoreside Processor EDR
Calendar Year January 1 – December 31, XXXX

Introduction

This report collects information on shoreside processor and stationary floating processor operations that process groundfish from Central and Western GOA groundfish trawl fisheries. Pursuant to applicable regulations, data and identifiers reported may be used for program enforcement and determination of qualification for Federal Processor Permit renewal. Consequently, identifiers and data may be disclosed to NOAA Enforcement, NOAA General Counsel, the Antitrust Division of the Department of Justice, the Federal Trade Commission, and NOAA Restricted Access Management Program.

Each owner or leaseholder of a shoreside processor or stationary floating processor with a Federal Processor Permit (FPP) that receives delivery of groundfish from vessels fishing with trawl gear in the Gulf of Alaska (GOA) must submit an Annual Shoreside Processor EDR form for that calendar year.

A completed EDR must be submitted for each calendar year on or before June 1 of the following year. An EDR must be timely and all information fields must be accurately completed according to instructions in this form.

All required reports must be submitted to the NMFS Data Collection Agent, Pacific States Marine Fisheries Commission electronically or by mail at the address provided below.

EDR Validation

To make sure that each company is consistently and accurately completing the EDR, an audit may be performed by a qualified accountant for the purpose of validating the data reported in this form. This step will ensure that the data can be relied upon to produce accurate and reliable information for the Alaska groundfish trawl fisheries.

If selected for validation, auditors will verify the data report by comparing specific elements of the report with your accounting records. To make this process as efficient and non-intrusive as possible, we suggest that you:

1. Keep a copy of the completed EDR or certification pages you submit. Copy and attach extra sheets as needed.
2. Keep a file that has all of the supporting information used in the preparation of the EDR.
3. Make sure that the EDR agrees to the company's highest level of financial information. For this purpose, the highest level of financial information is defined in order as:
 - a. Audited financial statements
 - b. Reviewed financial statements
 - c. Compiled financial statements
 - d. Tax returns.

Annual Shoreside Processor EDR
Calendar Year January 1 – December 31, XXXX

If YOUR label address is incorrect or missing, please correct the error on the label or print your permanent name and address here.

Vessel Name
Company Name
Street address or P.O. Box Number
City, State, and Zip Code

NOTE:

Definition of "Leaseholder": For the purpose of defining the persons responsible for submitting the EDR, a Leaseholder is a person, other than the owner of the processor for which the EDR is required, who was identified as the leaseholder, in a written lease, of the processor, OR paid expenses of the processor, OR claimed expenses of the processor as a business expense on schedule C of his/her Federal Income Tax Return, or on a State Income Tax Return.

The due date for EDR Submissions is June 1, XXXY

EDR submitters are encouraged to complete the form online at <https://survey.psmfc.org>.

If you have not received instructions for accessing the online EDR form by mail, please contact Pacific States Marine Fisheries Commission at 1-877-741-8913 or by email at EDR@psmfc.org

If not submitting the EDR form online, mail or FAX the completed EDR form by June 1, XXXY to:

Pacific States Marine Fisheries Commission NMFS Economic Data Reports 205 SE Spokane, Suite 100 Portland, OR 97202 FAX No. 503-595-3450

For more information, or if you have questions, please call toll free 1-877-741-8913

Instructions for completing this EDR Form

- Provide all information requested in each section.
- Record only whole numbers. Round up dollar figures to the next whole dollar.
- Record a zero (0) or not applicable (N/A) where appropriate, and do not skip any questions or leave any data entry cells blank.

All information reported must be current and complete as of the date of submission, including post-season adjustments and settlements.

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Annual Shoreside Processor EDR
 Calendar Year January 1 – December 31, XXXX
CERTIFICATION PAGE – 1 of 2

This is a **required form**. Provide all information requested below.

Shoreside Processor Information	
Shoreside Processor Name	
Federal Processor Permit Number	ADF&G Processor Code
Physical Location of Land-based Plant (street address, city, state, zip code)	
Borough Assessed Value of Plant and Equipment (\$)Year Assessed:	Current Estimated Value of Plant and Equipment (\$)

Stationary Floating Processor (SPF) Information	
Stationary Floating Processor Name	
Federal Processor Permit Number	ADF&G Processor Code
USCG Documentation Number	
Current Estimated Market Value of SFP and Equipment (\$)	Current Estimated Replacement Value of SFP and Equipment (\$)

Owner Information	
Name of company, partnership, or sole proprietorship	
Business Telephone Number	Business FAX Number
Business E-mail address, if available	

NOTE: Any owner or leaseholder may appoint a designated representative to respond to questions in the EDR. The designated representative is the primary contact person for the DCA on issues relating to data required in the EDR.

Person Completing this Report (check one)	
<input type="checkbox"/> Owner (If your name and address are the same name and address provided in the Owner Information block above, the information does not need to be repeated here)	
<input type="checkbox"/> Leaseholder (If your name and address are the same name and address provided in the Leaseholder Information block above, the information does not need to be repeated here)	
<input type="checkbox"/> Designated Representative (complete information below)	
Name	Title
Business Number Telephone	Business FAX Number
Business E-mail address (if available)	

Annual Shoreside Processor EDR
Calendar Year January 1 – December 31, XXXX

Select one of the following statements and provide any requested information. Check one box below.

<input type="checkbox"/> 1. You are the Shoreside Processor or Stationary Floating Processor owner or leaseholder, and you processed trawl groundfish caught in the Central or Western GOA in the above described plant during the XXXX calendar year. <p align="center">⇒ Complete and submit Entire EDR for the XXXX calendar year.</p>
<input type="checkbox"/> 2. You are the Shoreside Processor or Stationary Floating Processor owner or leaseholder, and no one processed trawl groundfish caught in the Central or Western GOA in the above described plant during the XXXX calendar year. <p align="center">⇒ Complete and submit the EDR Certification Pages only.</p>
<input type="checkbox"/> You are the Shoreside Processor or Stationary Floating Processor owner, you leased or sold the above described facility to another party, and did not process trawl groundfish caught in the Central or Western GOA during the XXXX calendar year (provide the name, address, and telephone number of the person to whom you leased or sold the plant during the XXXX calendar year below). <p align="center">OR</p> <p>You are the Shoreside Processor or Stationary Floating Processor owner and the facility was rendered permanently inoperable due to accident, and processed no trawl groundfish caught in the Central or Western GOA during the XXXX calendar year.</p> <p align="center">⇒ Complete and submit the EDR Certification Pages only.</p>

Buyer or Leaseholder Information (if applicable)	
Buyer/Leaseholder Name	
Business address	
Telephone No (include area code)	Date of Sale or Lease (day/month/year)

Certification Statement

Read the following statement, and sign and date the box below:

I certify under penalty of perjury that I have reviewed all the information in this report and that it is true and complete to the best of my knowledge.	
Signature	Date signed
Printed Name of Processor Owner (or Designated Representative)	

Annual Shoreside Processor EDR
 Calendar Year January 1 – December 31, XXXX

Table 1: Groundfish Processing Labor Cost

In the table below, record the following information about labor costs associated with groundfish processing.

Average Number of Groundfish Processing Positions, by month: estimate the average number of groundfish processing positions on your processing line(s), by month. Do not count any salaried employees (these will be requested in a separate question).

Total Man-Hours, by month and housing status: Record the sum of all hours worked by groundfish processing workers, by month. Report total hours for workers that were provided employee housing separately from total hours for employees that provided their own housing.

Total Labor Payment, by month and housing status: Record the total gross wages paid to groundfish processing, by month. Report total payments to workers that were provided employee housing separately from total hours for employees that provided their own housing. Do not count any payments to salaried employees.

Month	Groundfish Processing Labor				
	Processing Positions	Processing Labor Man-Hours		Processing Labor Payment	
		Housed	Not Housed	Housed	Not Housed
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					

Annual Shoreside Processor EDR
Calendar Year January 1 – December 31, XXXX

Table 2: General Non-processing Labor Expenses, Annual

In the table below, record the total previous calendar year expenditure on wages and salaries for foremen, managers, administrative, personnel, and other non-processing labor.

For all non-processing personnel employed during the year, report the following:

Number of Employees: Report the number persons employed in non-processing positions at the processing facility during the previous calendar year. Include foremen, managers, administrative, and other personnel not primarily employed as processing line laborers.

Salaries and wages: Total calendar year gross wages for non-processing employees as described above. Do not include non-wage benefits, payroll taxes, training costs, or other costs of employment.

Number Of Non-Processing Employees	Total Wages And Salaries
	\$

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Table 3: Kodiak Processor Utility Consumption and Cost, by Month

In the table below, record the following information about utility consumption and costs associated with operation of this processing plant, by month. Leave this section blank if the processing plant is not located in Kodiak. If not applicable, enter “NA” in the first row of the table.

Water Purchased from Community Provider, Gallons and Cost, by Month: Record the total quantity of water purchased from local providers in Kodiak, and purchase cost, by month.

Electricity Purchased from Community Provider, Kilowatt Hours and Cost, by Month: Record the total quantity of water purchased from local providers in Kodiak, and purchase cost, by month.

Month	Water		Electricity	
	Gallons	Cost	KW Hours	Cost
January	gal	\$	kwh	\$
February	gal	\$	kwh	\$
March	gal	\$	kwh	\$
April	gal	\$	kwh	\$
May	gal	\$	kwh	\$
June	gal	\$	kwh	\$
July	gal	\$	kwh	\$
August	gal	\$	kwh	\$
September	gal	\$	kwh	\$
October	gal	\$	kwh	\$
November	gal	\$	kwh	\$
December	gal		kwh	\$

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