Submit a Pre-Landing Nomination using Catcher (Multiple Sessions)

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Conditions

The master of a West Coast Rock Lobster fishing boat must make a pre-landing nomination prior to entering an approved landing area or delivering rock lobsters to a carrier boat in Zone A.

Note: If a master elects to use Fish Eye to make nominations they must complete the full process of pre-fishing, pre-landing and post-landing on Fish Eye for a particular trip.

If the nomination process is commenced on CatchER you cannot switch to Fish Eye Online to complete the process for any one trip. If this stage is commenced on a mobile device, the pre-fishing and post-landing trip nominations must also be completed using the same mobile device.

However, if the master commences the nomination process on Fish Eye and fails to receive a receipt number for any nomination then the master must make all nominations required for the trip using IVR and submit all records using the CDR and Holding Over books where appropriate.

All information previously recorded in the Holding Over book is required to be recorded in CatchER. This is captured under each individual session fished. Under the Management Plan, sessions must end before midnight on each day fished.
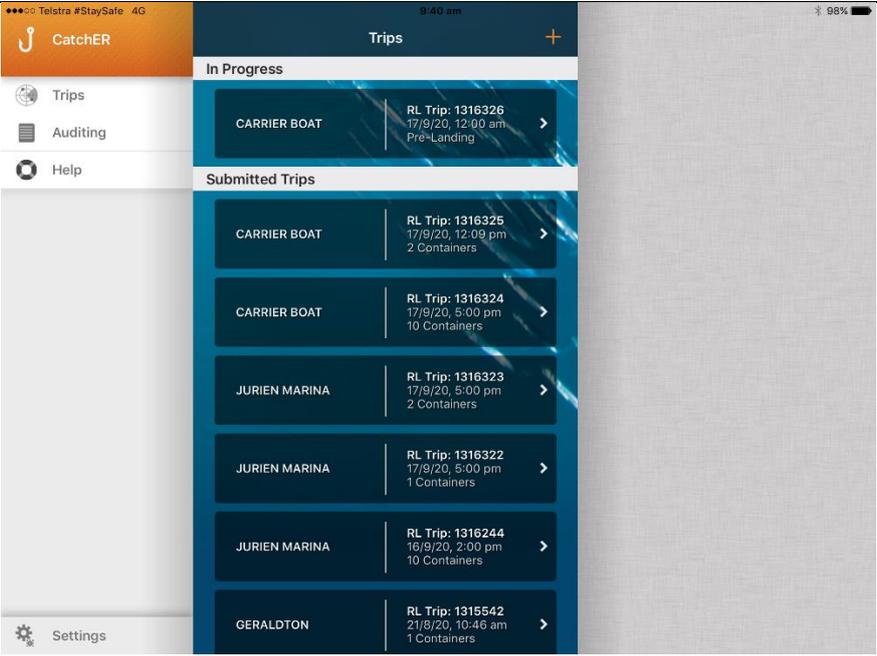
Applies to

MFL Holder	No
MFL Online Operator	No
Master	**Yes**
Receiver	No
Receiver Online Operator	No

Requirements

A pre-fishing nomination has been completed and successfully submitted using the same device with CatchER.

Instructions

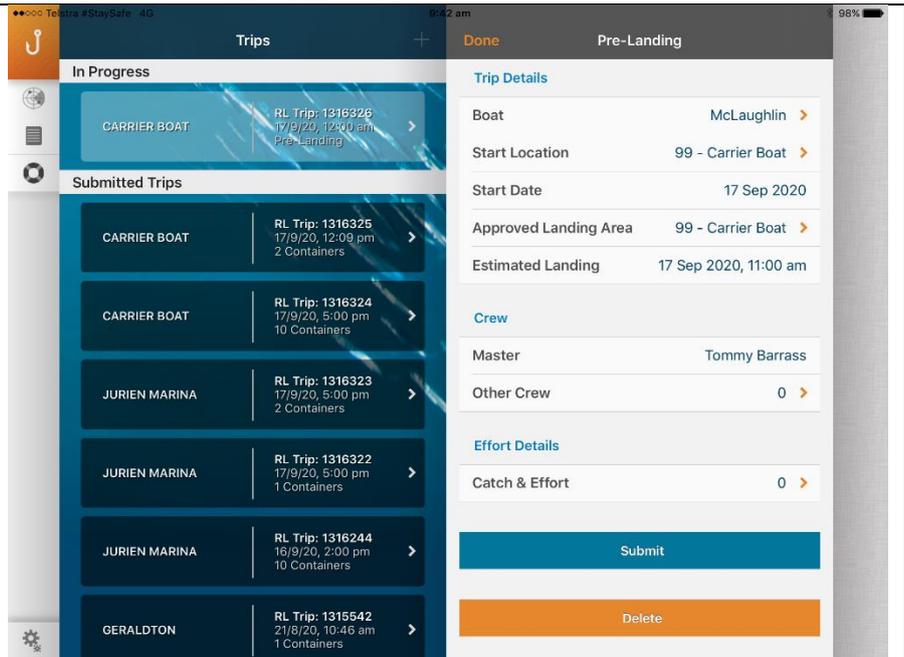|		
1. Select **CatchER** icon on mobile device. The **Trips** screen will display.		
2. Touch the current trip record to add the new pre-landing nomination. The **Pre Landing Trip** screen will display.		

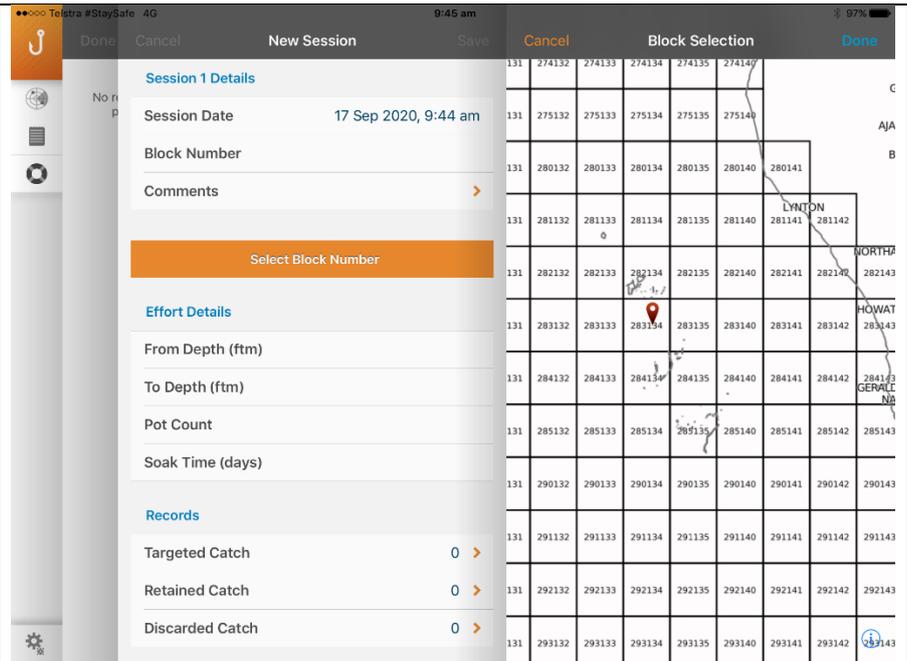|	
3. Update the following fields if required: **a) Boat** **b) Start Location** **c) Start Date** **d) Approved Landing Area** **e) Estimated Landing** **f) Master** **g) Other Crew** *NOTE: When fishing in Zone A use Carrier Boat as the Start Location/Approved Landing Area* 4. Touch the **Catch and Effort** field to update the details. *The New Session screen will display.*	
5. Touch the **Select Block Number** button. **NOTE:** *You may also type the block number into that field without using the* **Select Block Number** *function*.	
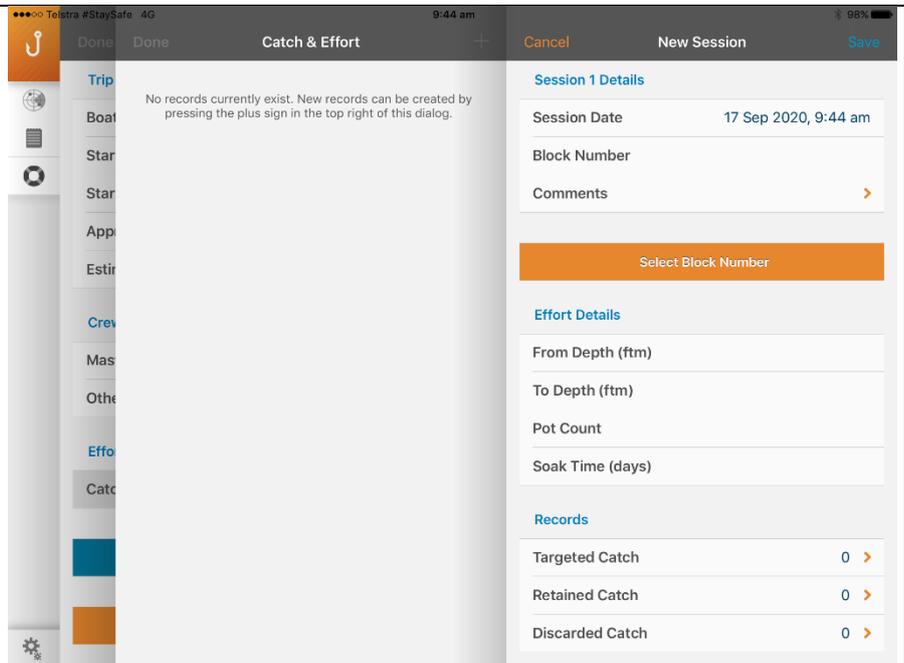
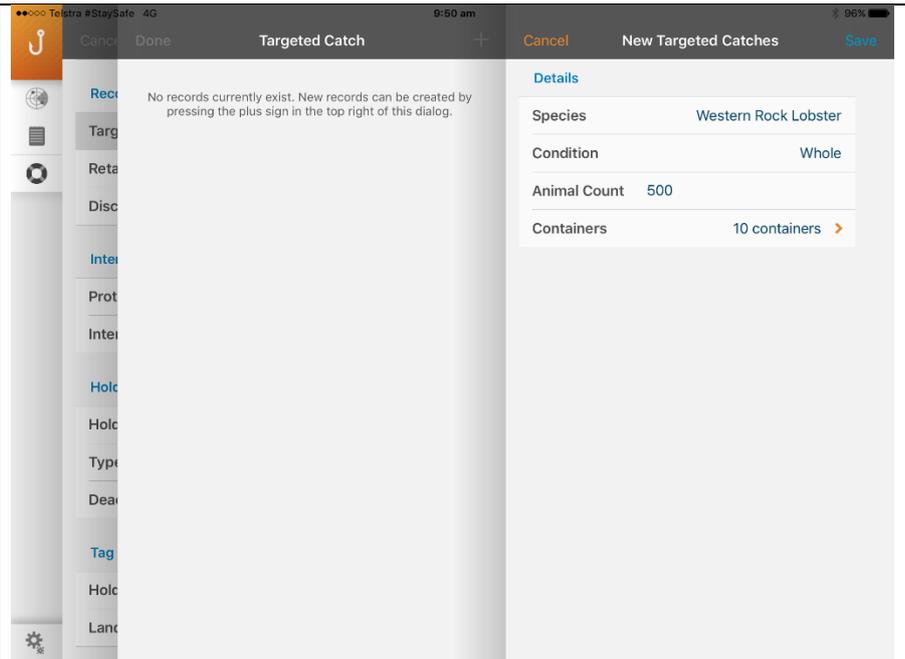|	
6. Touch the block number on the chart where the fishing has been conducted. 7. Touch the **Done** button to close the Area Selection screen. *The **New Session** screen will display complete with the block number.*
	*Verify block is in correct Fishing Zone.
8. Complete the **Effort Details** fields: a) **From Depth (fathoms)** b) **To Depth (fathoms)** c) **Pot Count** d) **Soak Time (days)** 9. Touch **Done** to close the Keyboard. 10. Touch the **Targeted Catches** field. *The New Targeted Catches screen will open with **Species** Western Rock Lobster and **Condition** Whole selected.*	
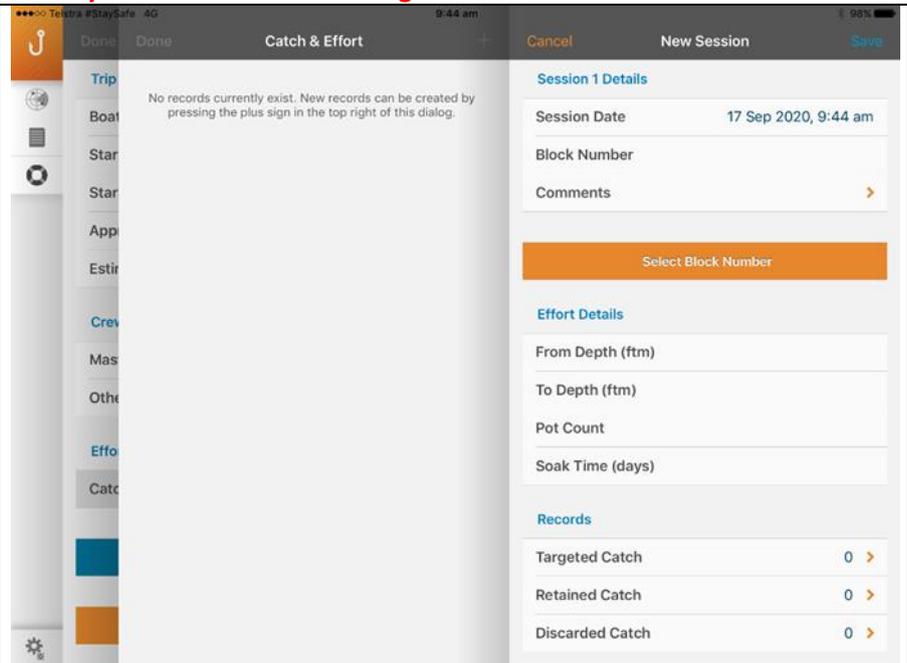
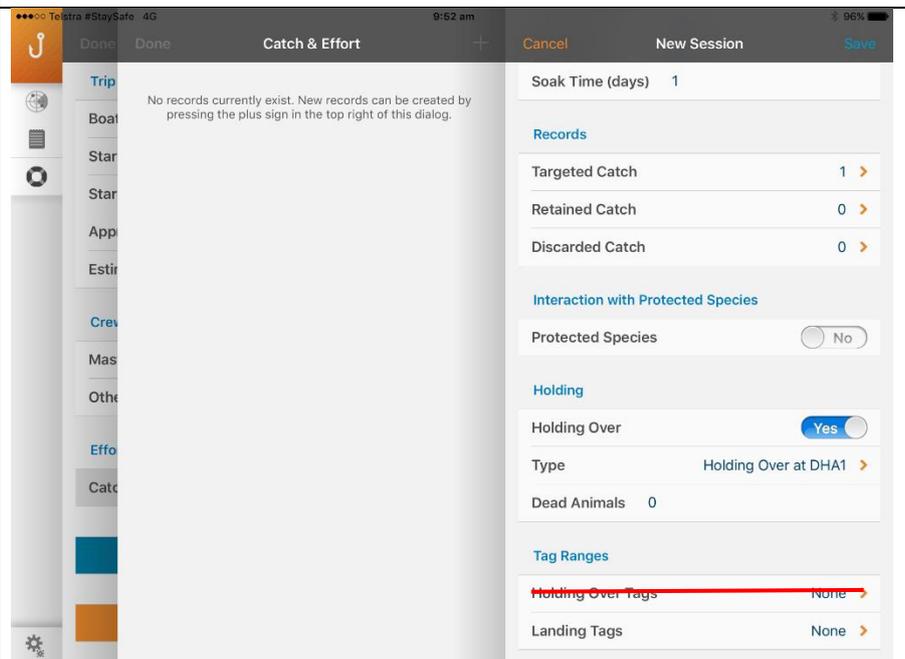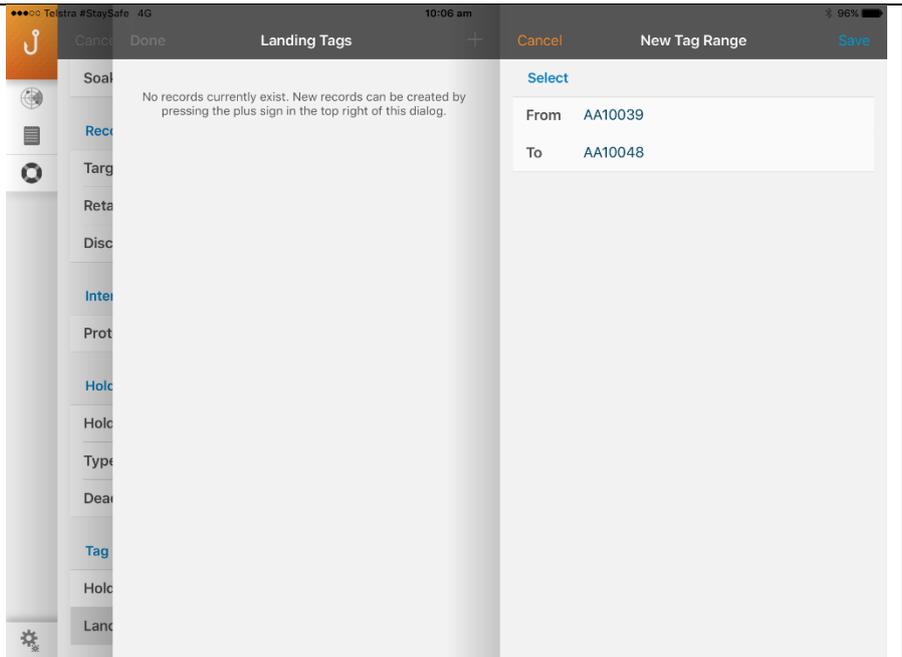|	
11. Complete the remaining fields: a) **Animal Count** (If using container count enter '0' for Animal Count) b) **Container Count** (select the relevant container if you have multiple containers pre-defined and enter the number of containers in the **Count** field. You can add multiple container types and counts.) 13. Touch the **Save** button when the details are completed and then **Done** on the next screen.	
14. Complete the remaining **Records** fields as applicable: a) **Retained Catch** (by-catch) b) **Discarded Catch** (High graded) 15. **Interaction with Protected Species** default is **Yes**. a) If there was no interaction the select **No**. b) If there was an interaction touch **Interaction Records** and complete the relevant fields. 16. If you have already set Holding Over details in the pre-fishing nomination this will be carried through, otherwise **Holding Over** defaults to **No**. Touch this to select **Yes** then touch **Type** and select either: a) **Holding over on boat** b) **Holding Over at DHA1**; or c) **Holding over at DHA2**	 *There is no need to enter the number of **Dead Animals** (as a result of holding over) at this stage as you will be prompted for this at the start of the next session.* ***Holding Tags must no longer be used. Please use Landing Tags when holding over. Landing Tag range can be manually adjusted in the Post-Landing Nomination before submitting.**

17. Touch **Landing Tags** and the system will pre-select the tag numbers based on the tag ranges you have pre-set. (*Check the tag numbers are correct and if not manually correct them, you can also correct them in the post-landing nomination*). 18. Touch the **Save** button at the top right corner of the screen and then touch **Done** on the next screen.	
	* Holding tags may no longer be used. Please use Landing Tags when holding over.
19. Touch **Save** once you have completed the Session 1 details. *If you have not recorded anything in **Discarded Catch** a warning message will display.* 20. Select **OK** and enter the **Discarded Catch** information or select **Continue**. If none enter '0'. *NOTE: The discarded catch details (undersize, oversize, setose, etc. provides valuable information for the proper management of the fishery and you are encouraged to provide this)*	
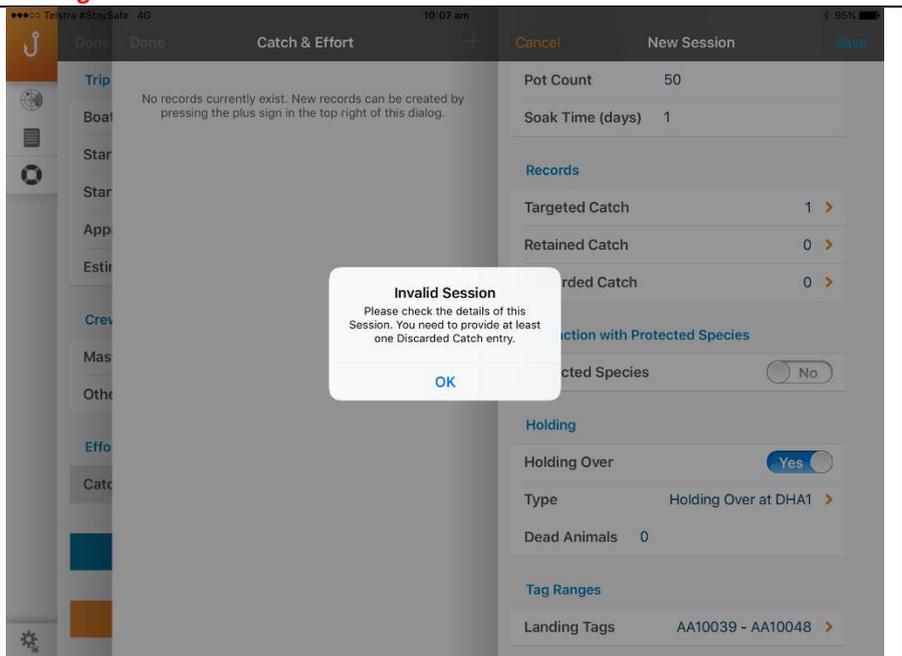
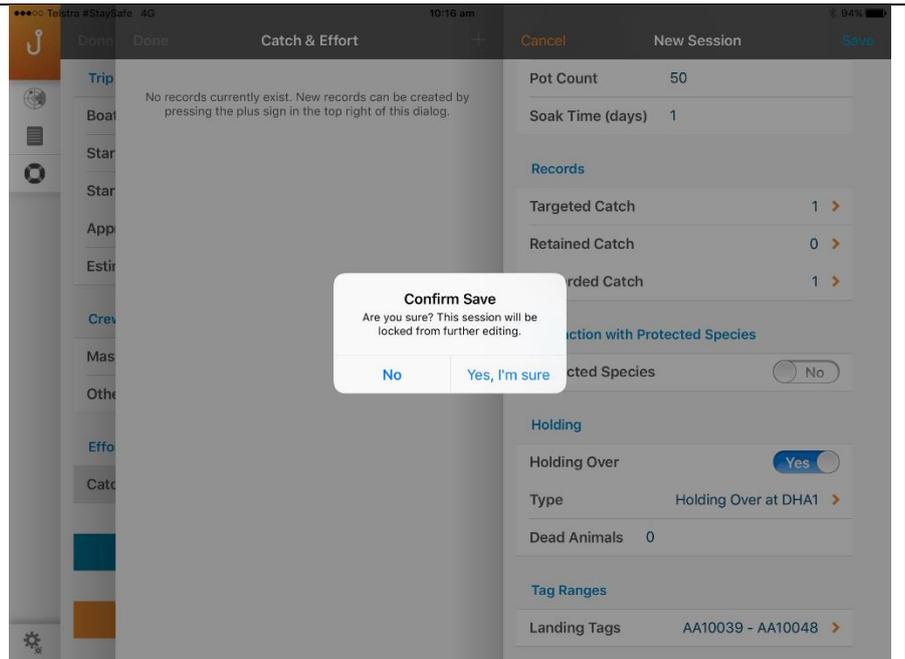|	
*A **Confirm Save** message will appear.* 21. If you have entered all the relevant information and the details are correct select **Yes, I'm sure.** Note that this session will be locked and the details cannot be changed.	
The App can now be closed until you are ready to record the next session. ***Do not*** *submit the first session details at this stage because once submitted you will not be able to add another session. Only submit once you have completed all sessions prior to landing and consigning your catch.* 22. Touch [+] to add a **Session**.	
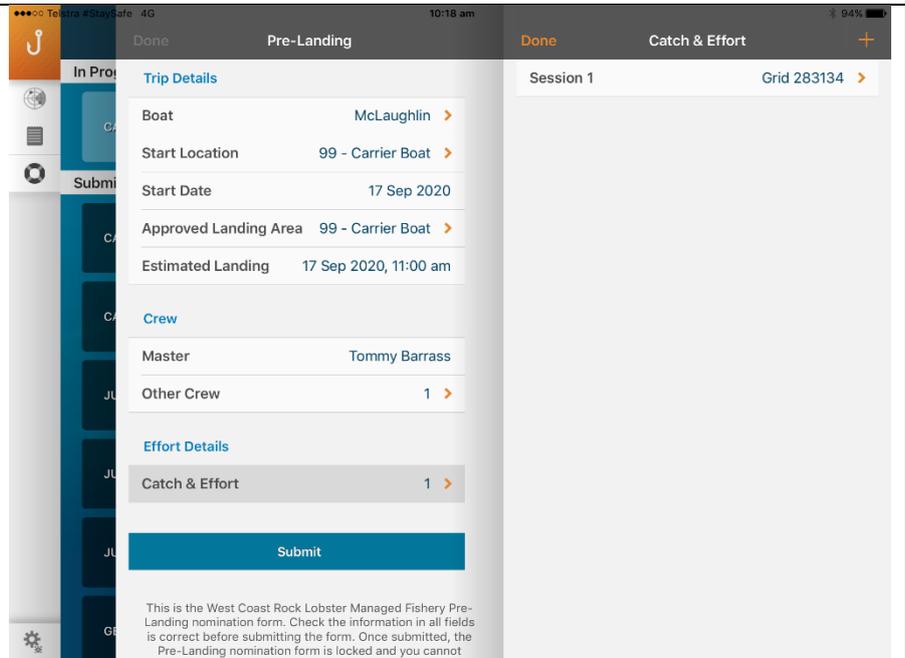
You will be prompted to enter the dead animal count for previous Session (as a result of Holding Over). 23. Enter the number of dead animals for session 1 and touch **Accept**. Record 0	
	* As containers cannot be opened record Dead Animals as 0.
24. Complete the **Session 2 Details** as per the Session 1 process. *In **Targeted Catches** you must enter the animal count AND the number of containers.* 25. When you have entered all the relevant details touch **Save**.	
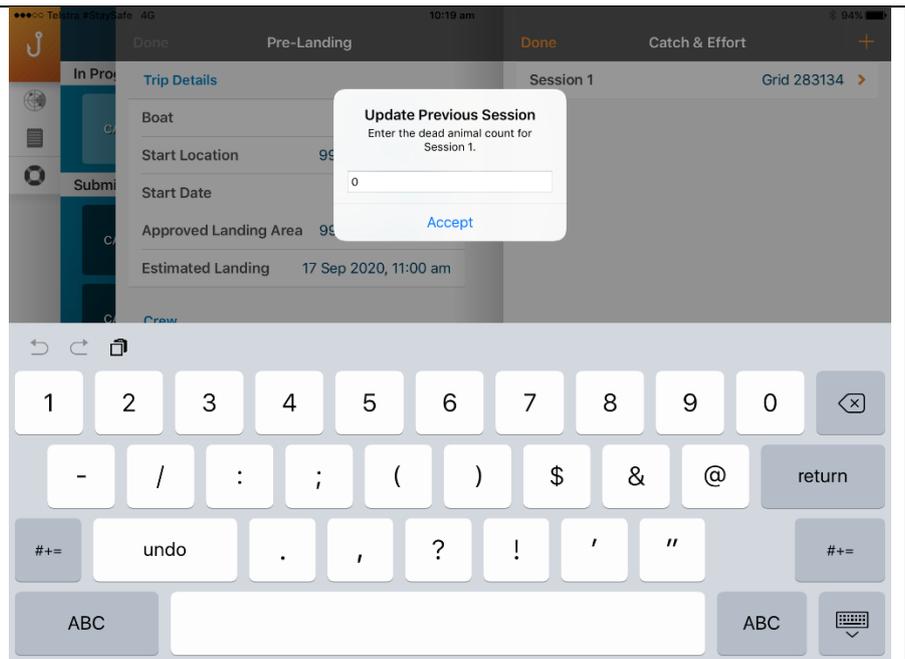
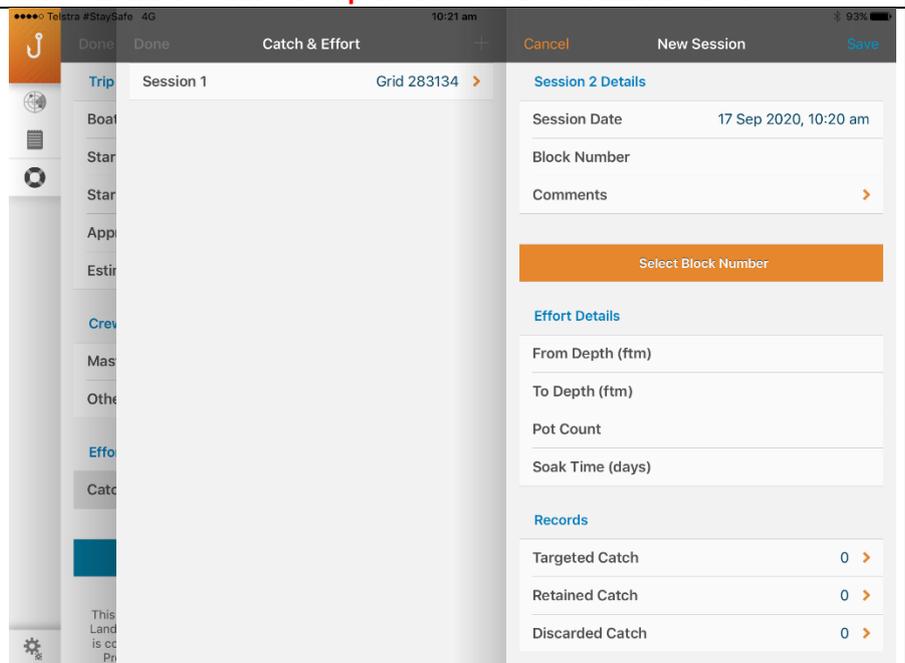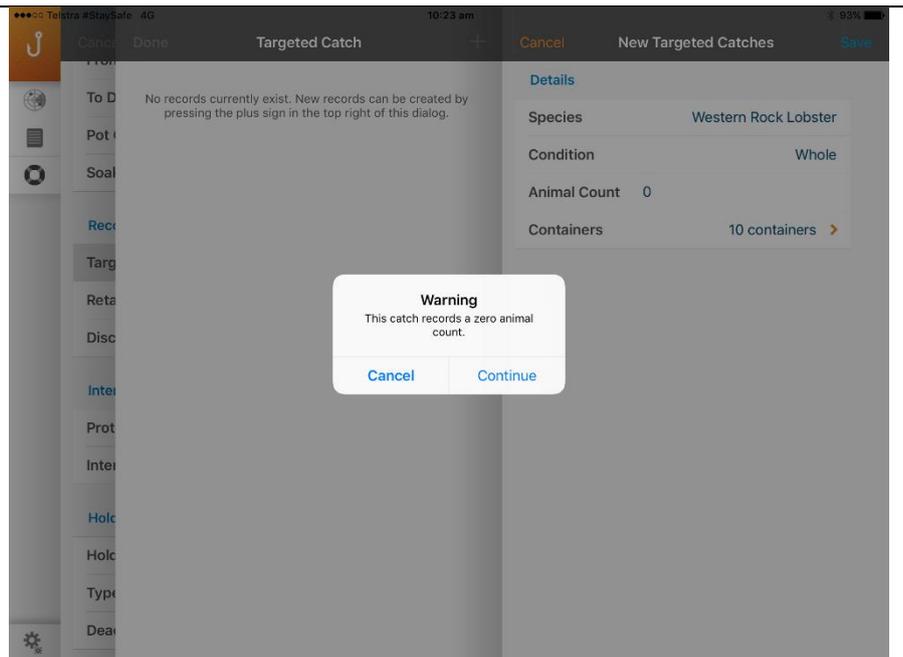|	
If you have entered the number of containers and not the Animal Count a warning will be displayed. 26. Press **Continue** if you do not enter the number of animals. 27. Select **Done** on the next screen when completed.	
29. The **Interaction with Protected Species** will be **Yes** by default to prompt you to enter details. If there has been no interaction then change this to **No**. 30. **Holding Over** will also be **Yes** by default. If you are not holding over again change this to **No**. 31. Once you have confirmed all the details have been entered correctly touch **Save**.	
DO NOT *enter Landing Tags in the Pre-Landing nomination form if you are going to reach the end of the tag range and need to enter a new tag range.*	*This complicates entering the multiple tag ranges in Post-Landing and you are better off waiting the to Post-Landing if you are going to need to add a new tag range in Settings. You can enter the landing tag range here and it will carry forward to Post-Landing if you are staying within the current tag range entered in the Settings Tag Details page.*
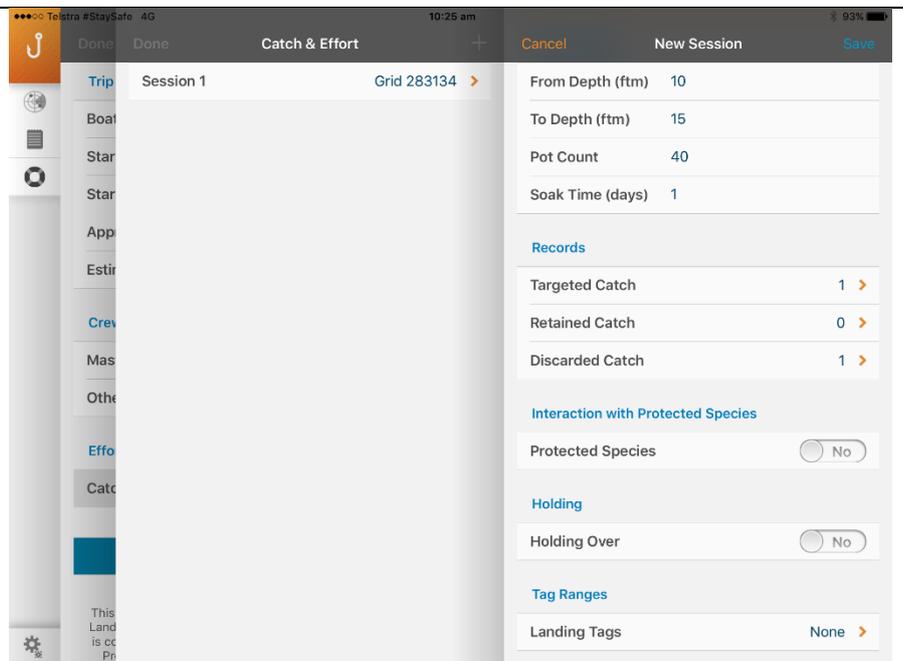
A message will pop up asking you to Confirm Save. 32. Click **Yes I'm sure** to confirm the information is correct.	
33. You will be able to add another session if necessary otherwise touch **Done**.	
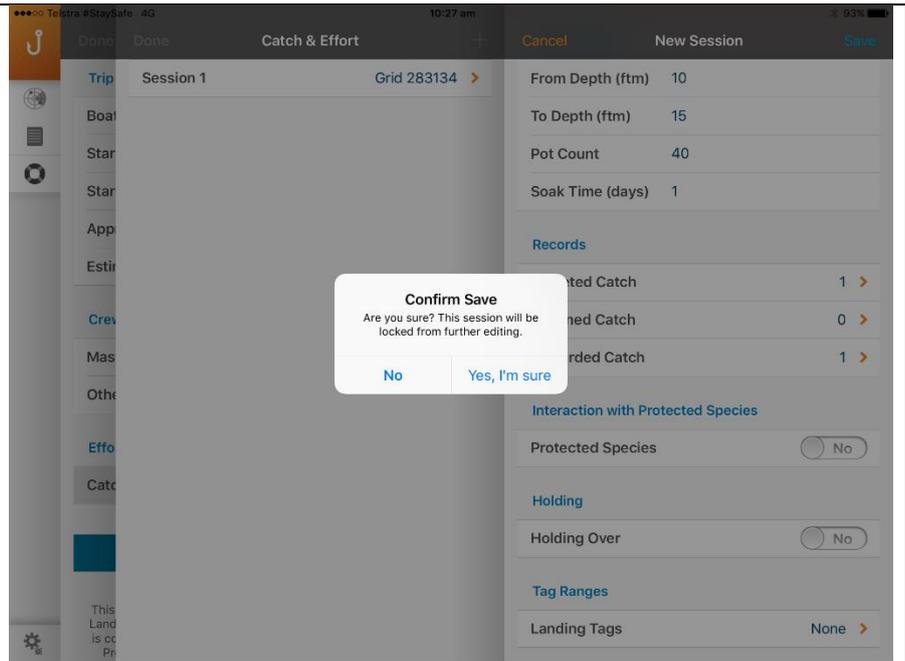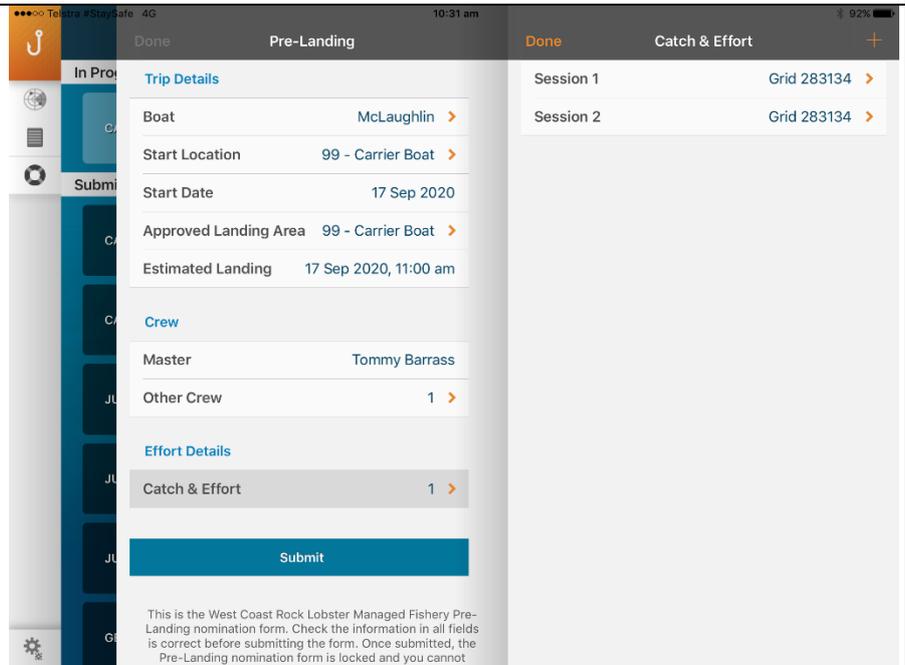
34. Touch **Submit**.

NOTE: In some rare circumstances if incorrect information has been entered the nomination will fail to submit but as you have confirmed Save the information is locked and cannot be changed. If this happens you will have to complete the full IVR process and CDR and Hold Over forms required for that trip.

You will have to delete and reinstall the CatchER App to be able to use it again.

The moral of the story is to be careful that you enter correct and valid information and check it before you save and lock the session.

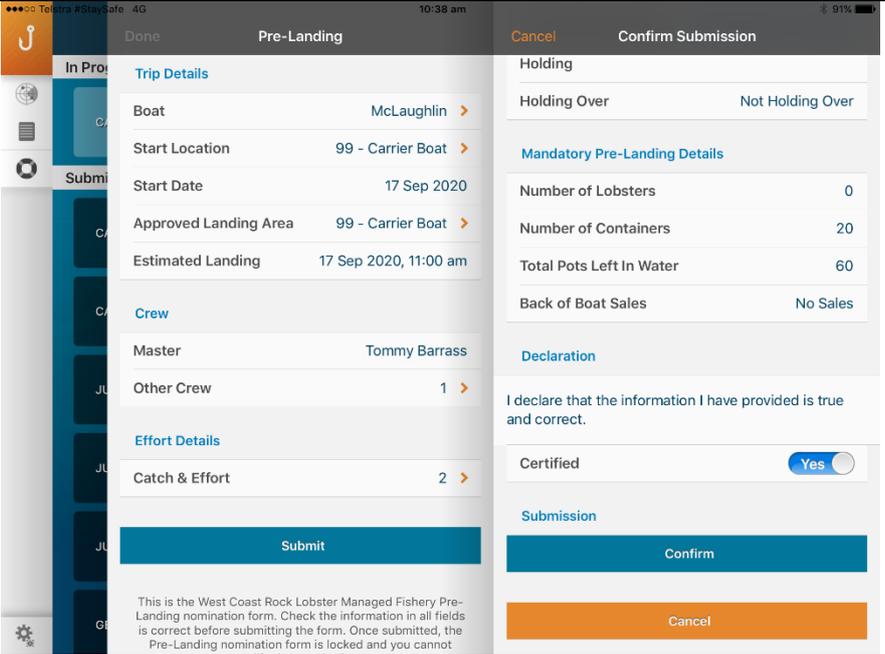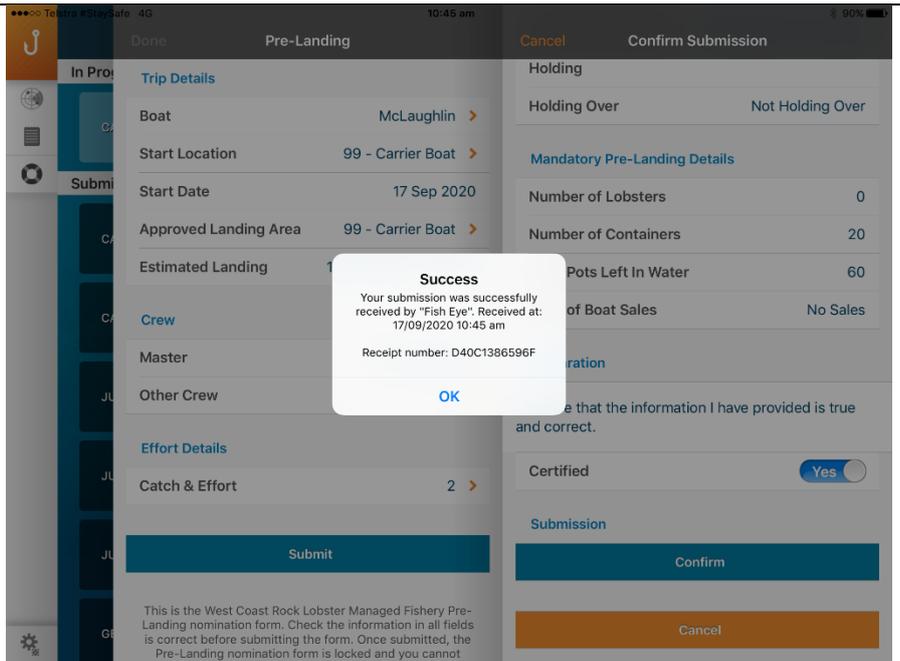|	
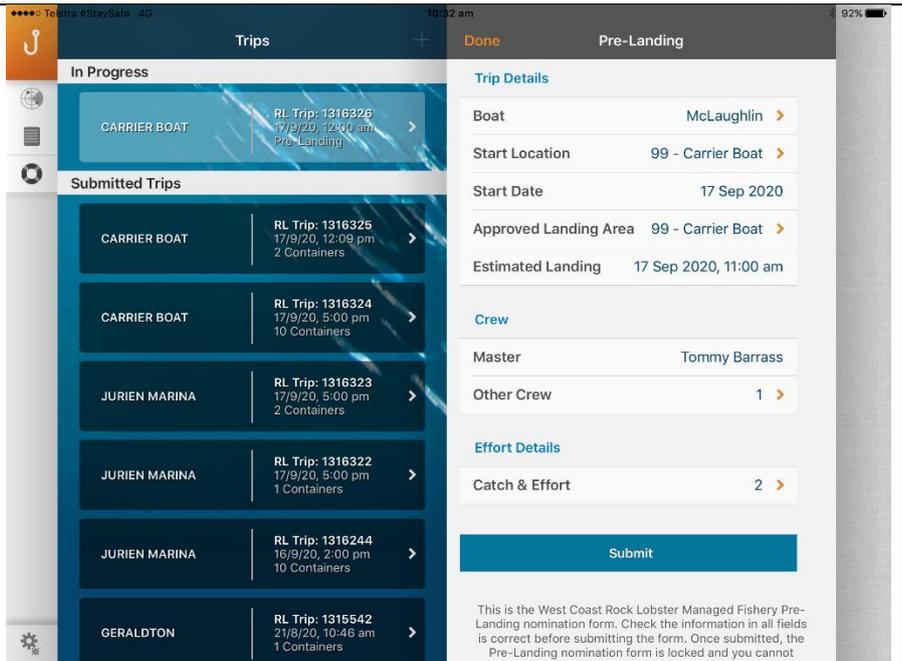
35. Touch the **Submit** button and this screen will display.
 	
This is the last chance to confirm the details are correct before submitting them.
 	
36. **Mandatory Details:**
a). **Back of boat sales**
 If you have Back of Boat sales:
    i) Switch the toggle to Yes.
    ii) Enter the **Number of Lobsters** for Back of boat sales.
 	
b). Enter **Total Pots left in Water – Number of Pots.**
 	
c). **Pre-Landing (Choose one)** enter either:
    i). **Number of Lobsters On Board**
    OR
    ii) **Number of containers**
 	
Confirm all details are correct click **Save**. *And the* ***Confirm Submission*** *screen displays.*
If any details are incorrect it is too late to change them. You will need to proceed with submission of the nomination and then submit a change request.
 	
See the 'Online Request Change to a Trip Nomination' guide.
 	
NOTE: In some circumstances the calculation will not be correct and the Catch will only pick up the details from the first session and you will need to manually enter the correct number of lobsters.
	●●○○○ Telstra #StaySafe 4G 10:36 am 91%
	
	Done Pre-Landing **Cancel Mandatory Details Save**
	
	In Prog
	
	Trip Details **Back of Boat Sales**
	Boat McLaughlin › Back of Boat Sales No
	Start Location 99 - Carrier Boat ›
	Start Date 17 Sep 2020 **Total Pots Left In Water**
	Approved Landing Area 99 - Carrier Boat › Number of Pots 60
	Estimated Landing 17 Sep 2020, 11:00 am
	   Pre-Landing (Choose One)
	Crew Number of Lobsters On Board 0
	Master Tommy Barrass Number of Containers 20
	Other Crew 1 ›
	   Use 0 (zero) to indicate the unused field
	Effort Details
	Catch & Effort 2 ›
	
	Submit
	
	This is the West Coast Rock Lobster Managed Fishery Pre-Landing nomination form. Check the information in all fields is correct before submitting the form. Once submitted, the Pre-Landing nomination form is locked and you cannot
	
	*NOTE:
	Indicate the **total number of pots** *you have in the water – include all pots that you pulled or did not pull on this trip, that have floats and lines attached.*
	You can only report either **'Number of Lobsters on Board'** *OR* **'Number of Containers'.**
	'Number of Lobsters On Board', *must include* **'Back of Boat Sales'** *lobsters where applicable.*

Touch **Save**	
37. Scroll through the **Confirm Submission** screen to check the details. 38. In the **Declaration** section select **Yes** to declare that the information provided is true and correct. 39. Touch **Confirm** *If you have reached this stage and find any of the details are incorrect it is too late to change it as the sessions are locked. Go ahead with the submission and as soon as possible log on to Fish Eye Online and submit a **Change Request** for that trip.*	
40. Enter your **PIN**.	
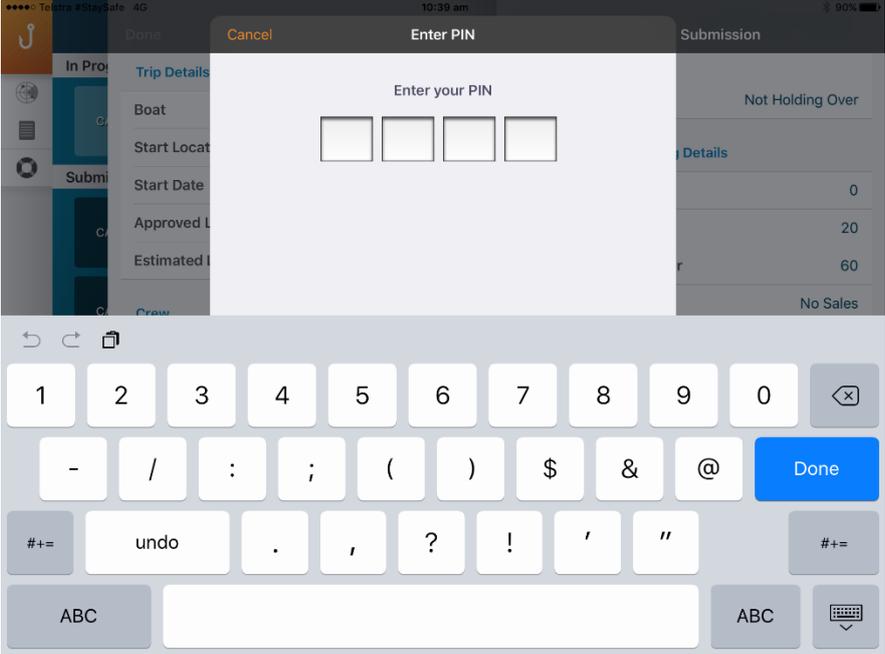
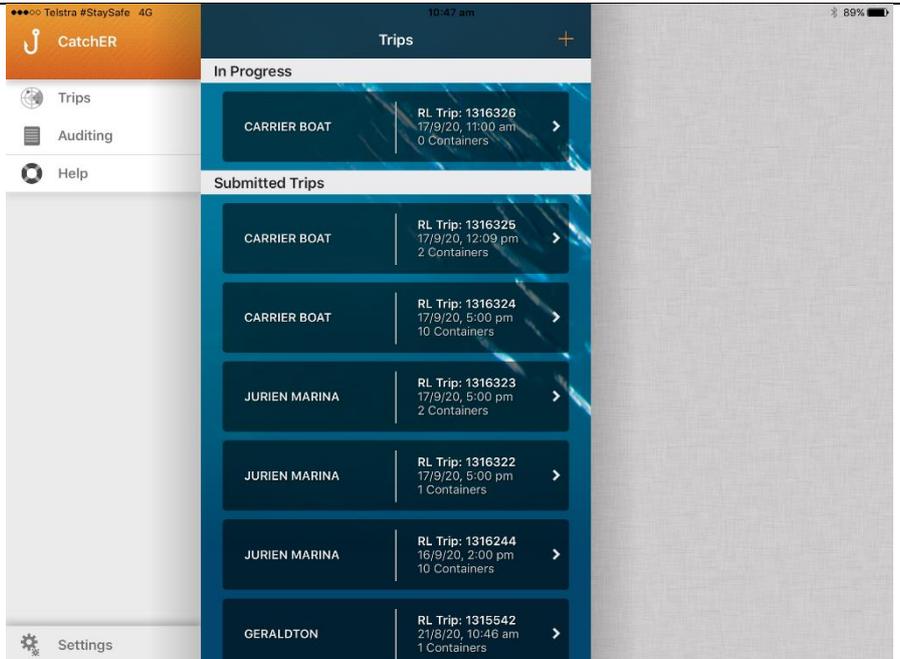|	
*You will receive a **Success** message with a **Receipt** **number** if the submission was successful.* *If the submission fails try several more times over a 10 minute period. Check that you have an internet connection. Contact the Fish Eye Helpline on 1300 550 763 for assistance if necessary.* *If you cannot get a successful submission you will have to do the full IVR, Holding over and CDR process for the trip.*	
This screen will display ready to go to the post-landing nomination. 41. Proceed to the instructions for [Submit Post-Landing Nomination (CatchER)](#)	
	End of instructions.

Fish Eye Helpline and Support

A dedicated Fish Eye and CatchER Helpline is in operation from 8.30am to 4.30pm, Monday to Friday. The Helpline will answer questions related to Fish Eye.

Email: Fisheye.Support@fish.wa.gov.au

Phone: 1300 550 763

Online Troubleshooting Guide for CatchER issues

An online troubleshooting guide is available on the Department of Fisheries website.

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