



Submit a Pre-Fishing Trip Nomination (Online)

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Conditions

The master of a West Coast Rock Lobster fishing boat must make a pre-fishing trip nomination prior to leaving the landing area to commence pulling pots.

Note: If a master elects to use Fish Eye to make nominations he 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.

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.

Applies to:

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

Requirements

The Master must have a current CFL and be nominated in the role of master by the MFL Online Operator or MFL Holder(s).

Instructions

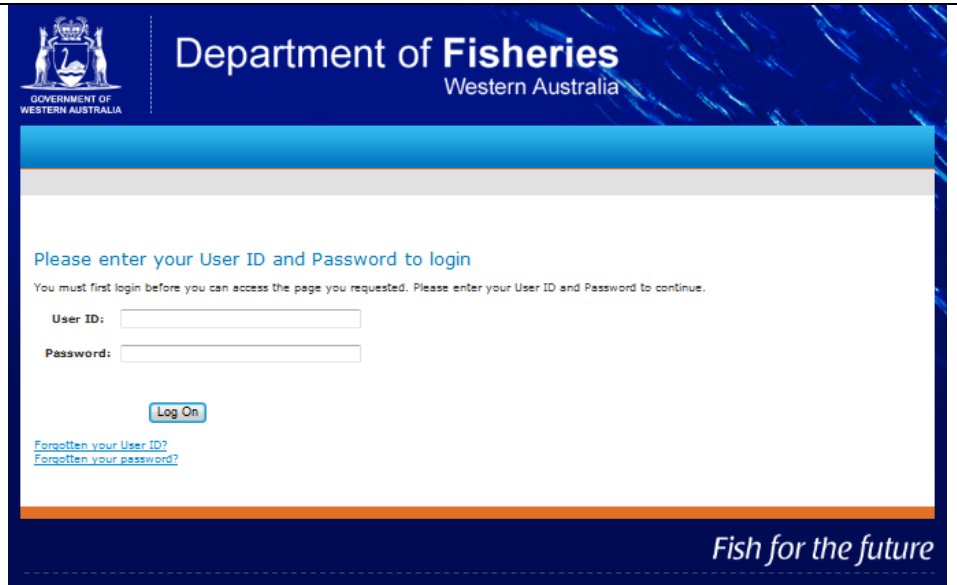
1. Open the **Fish Eye** website.

The **Log On** screen will display.

2. Complete the following fields:

- User ID**
- Password**
- Click the **Log On** button.

The Home screen will display.



The screenshot shows the login page for the Department of Fisheries Western Australia. At the top left is the Government of Western Australia logo. The main header reads "Department of Fisheries Western Australia". Below this is a blue banner with the text "Please enter your User ID and Password to login". A sub-header states: "You must first login before you can access the page you requested. Please enter your User ID and Password to continue." There are two input fields: "User ID:" and "Password:". Below the fields is a blue "Log On" button. At the bottom left, there are two links: "Forgotten your User ID?" and "Forgotten your password?". At the bottom right, the slogan "Fish for the future" is displayed.

If a blank screen displays, click the orange **Home** tab.



The screenshot shows the Home page of the Department of Fisheries Western Australia website. At the top left is the Government of Western Australia logo. The main header reads "Department of Fisheries Western Australia". Below the header is a navigation bar with two tabs: "Home" (highlighted in orange) and "Help". The main content area is currently blank.

3. **IMPORTANT:** If you are nominated as Master against more than 1 MFL **MAKE SURE** you select the relevant MFL from the **Licence** dropdown list in the top right corner of the screen. If there is only one MFL it will display by default.

4. Click on **Pre-Fishing** (blue chevron) under **Current Trip** and the **Pre-Fishing Nomination** form will display.

*Note that an automatically generated **Trip Number** will display as well as the **MFL Number**.*

Department of Fisheries
Western Australia

Home Help Licensing Reports

Licence [Dropdown]

WCLL - Authorisation Holder\Master\Online Operator Entitlement

Entitlement Part	Current Entitlement (Units)*	Entitlement Remaining (kg)**
Western Rock Lobster Zone A	1753	Balance is not available
Western Rock Lobster Zone B	1147	Balance is not available

*Current Entitlement is usual entitlement +/- temporary transfer
**Entitlement Remaining is Current Entitlement - Entitlement Taken (kg)
The balance above represents information held by the Department of Fisheries for return forms which have passed validation. It does not include details of any trip returns submitted but not yet validated. ([More information](#))

Last Trip

Trip Return Reference: [Text Box] Trip Date: [Text Box]
Return Method: [Text Box] Status: [Text Box]
Receipt No.: [Text Box] Receipt Date: [Text Box]

Current Trip

Pre-Fishing Pre-Landing Post-Landing

Master Return Trip History

Return Method	Return Reference	Form Completed Date	Boat Name	Master Net Weight (kg)	Return Status	Change Request
[Dropdown]	[Text Box]	[Text Box] - [Text Box]	[Text Box]	[Text Box]	[Dropdown]	[Text Box]

Page 1 of 1 Total Items: 0

5. Complete the fields in the following sections of the form:

PROPOSED TRIP:

- Start Date
- Start Location
- Nominated Approved Landing Area
- Fishing Zone
- Holding Over
- Declaration tick box

*If you are not leaving from a listed **Start Location** then choose the nearest location.*

6. Click the **Submit** button.

*The **Pre-Landing** blue chevron is highlighted. Clicking on it opens the pre-landing nomination form.*

Department of Fisheries
Western Australia

Home Help Licensing Reports

Home > Trip Return Form Licence [Dropdown]

West Coast Rock Lobster Trip Return

Trip Number 17217
MFL Number WCLL [Dropdown]

Pre-Fishing Nomination

MASTER

Commercial Fishing Licence [Text Box] First Name [Text Box] Surname [Text Box] Role [Text Box]
CFL [Text Box] Master

PROPOSED TRIP

Start Date [Text Box] Start Location [Dropdown] Nominated Approved Landing Area [Dropdown] Fishing Zone [Dropdown]
09 - Geraldton 09 - Geraldton B

Holding Over? [Dropdown]
Select...

I declare that the information I have provided is true and correct.

Submit

*Note: The Pre-Fishing nomination form will change slightly depending on what you select in the **Holding Over?** field. There are four options you can select from:

- Not Holding Over
- Holding Over on Boat
- Holding Over at DHA1
- Holding Over at DHA2

7. Complete the **Holding Over** details. If you select **Not Holding Over** then two additional boxes will appear to the right for **Estimated Landing Date & Time**.

8. Click in the **checkbox** to declare the information provided is true and correct.

9. Click the **Submit** button.

The **Pre-Landing** blue chevron is highlighted. Clicking on it opens the pre-landing nomination form.

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Home Help Licensing Reports

Home > Trip Return Form Licence [WCLL 5000]

West Coast Rock Lobster Trip Return

Trip Number 46471
MFL Number WCLL 5000

Pre-Fishing Nomination

MASTER

Commercial Fishing Licence First Name Surname Role
CFL [] [] [] Master

PROPOSED TRIP

Start Date Start Location Nominated Approved Landing Area Fishing Zone
[] [] [] []

Holding Over? Estimated Landing Date & Time
Not Holding Over [] []

I declare that the information I have provided is true and correct.

Submit

Fish for the future

7. If you select **Holding Over on Boat** a field for **Holding Over Block Number** will appear for you to enter the block number the lobsters are being held over in.

a) To the right of this will be a link called **Zone Map**. If you click on this link a new tab will open with a map of the coast and the block numbers displayed to assist you in selecting the correct block number.

8. Click in the **checkbox** to declare the information provided is true and correct.

9. Click the **Submit** button.

Department of Fisheries
Western Australia

Home Help Licensing Reports

Home > Trip Return Form Licence [WCLL 5000]

West Coast Rock Lobster Trip Return

Trip Number 46471
MFL Number WCLL 5000

Pre-Fishing Nomination

MASTER

Commercial Fishing Licence First Name Surname Role
CFL [] [] [] Master

PROPOSED TRIP

Start Date Start Location Nominated Approved Landing Area Fishing Zone
[] [] [] []

Holding Over? Holding Over Block Number
Holding Over on Boat [] [Zone Map](#)

I declare that the information I have provided is true and correct.

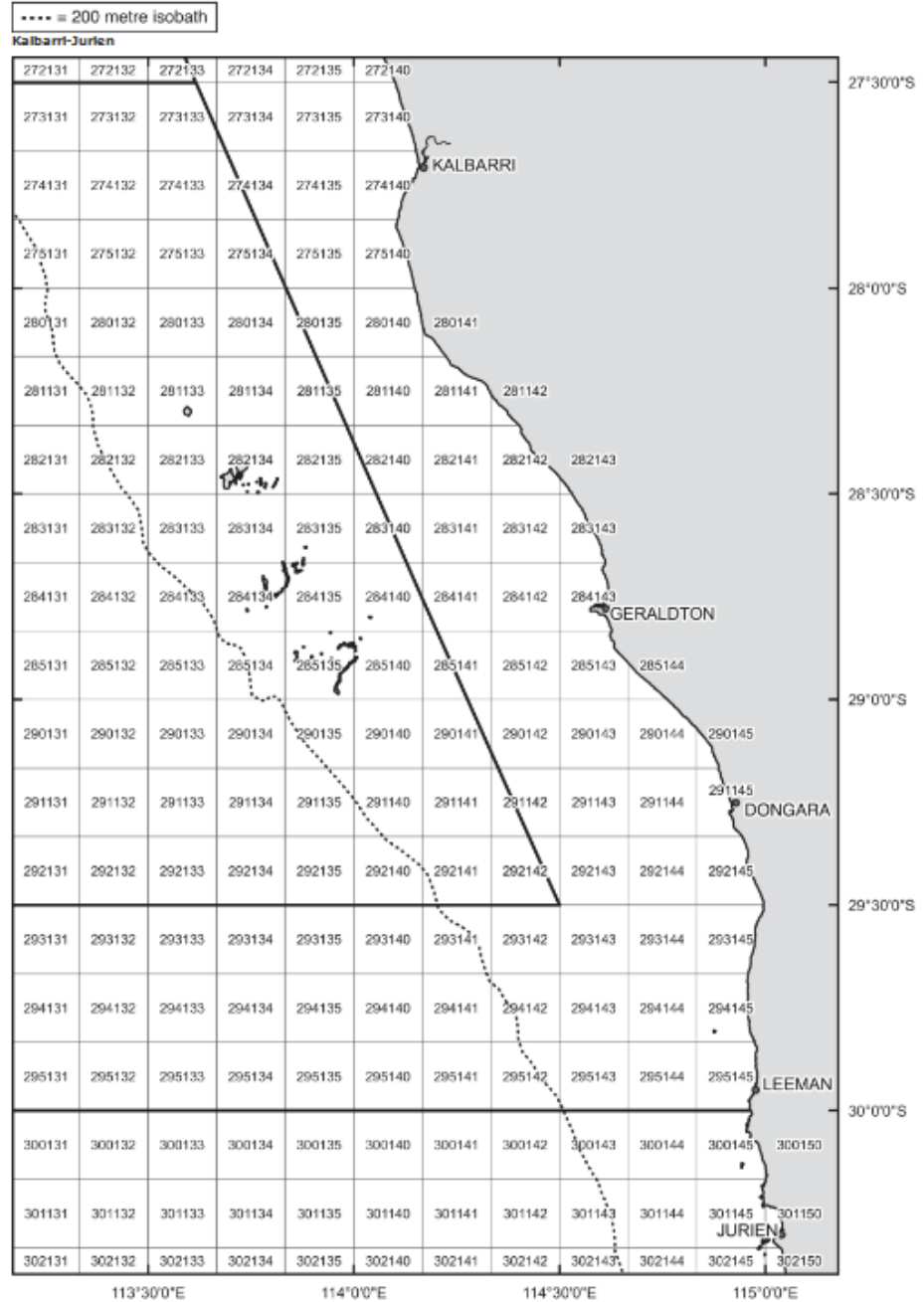
Submit

Fish for the future

This is a sample of the map that will appear if you click on the [Zone Map](#) link.

This map will assist you to identify the block number you are holding lobsters in.

Take note of the 6 digit number and enter it into the **Holding Over Block Number** field.



A **Receipt No.** is displayed on the orange chevron under the **Current Trip** section.

10. You must record the **Receipt No.** and this must be kept for a period of 5 years. Fish Eye will generate an email with the receipt no. and you may keep this as the record.

A nomination is **not valid** until the receipt no. has been received **and** recorded.

The master can cancel a pre-fishing nomination at any time **prior** to pulling pots. If you wish to cancel a Pre-Fishing nomination click on the orange chevron titled **Cancel Pre-Fishing**. You will have to make another Pre-Fishing nomination before you can go fishing.

To 'vary' a Pre-Fishing nomination you must click the **Cancel Pre-Fishing** chevron and immediately submit a new Pre-Fishing nomination. If you are unable to vary your nomination using Fish Eye Online please contact the Fish Eye Helpline.

Department of Fisheries
Western Australia

Home Help Licensing Reports

WCLL - Authorisation Holder\Master\Online Operator

Entitlement

Entitlement Part	Current Entitlement (Units)*	Entitlement Remaining (kg)**
Western Rock Lobster Zone A	1753	Balance is not available
Western Rock Lobster Zone B	1147	Balance is not available

* Current Entitlement is usual entitlement +/- temporary transfer
** Entitlement Remaining is Current Entitlement - Entitlement Taken (kg)
The balance above represents information held by the Department of Fisheries for return forms which have passed validation. It does not include details of any trip returns submitted but not yet validated. [More information](#)

Last Trip

Trip Return Reference: Trip Date:
Return Method: Status:
Receipt No.: Receipt Date:

Current Trip

Current Trip Reference Number: 72650

Cancel Pre-Fishing Pre-Landing Post-Landing

Master Return Trip History

Return Method	Return Reference	Form Completed Date	Boat Name	Master Net Weight (kg)	Return Status	Change Request
Online	72650	-		0	Pre-Fishing	-

From: FishEye U. Notifications

Sent: Monday, 5 August 2013 10:53 AM

To: William Fisher

Subject: Pre-Fishing Confirmation

We have received your Pre-Fishing Nomination with the following details:

MFL : 210001234

Return Reference: 155265

Receipt Number: E07B2C536FE2

Trip Start Date: 05-Aug-2013

Zone: C

To view this and all of your returns, please log into Fish Eye.

If you click on **Cancel Pre-Fishing** a message box will pop up asking you to confirm the cancellation.

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Western Australia

Home Help Licensing Reports

Licence

WCLL - Authorisation Holder \Master \Online Operator

Entitlement

Entitlement Part	Current Entitlement (Units)*	Entitlement Remaining (kg)**
Western Rock Lobster Zone A	1753	Balance is not available
Western Rock Lobster Zone B	1147	Balance is not available

*Current Entitlement is usual entitlement +/- temporary transfer
**Entitlement Remaining is Current Entitlement minus the amount of any trip returns submitted but not yet validated. This does not include details

Last Trip

Trip Return Reference:
Return Method:
Receipt No.:

Current Trip

Current Trip Reference Number: 72650

Cancel Pre-Fishing Pre-Landing Post-Landing

Receipt No.: 877012831000
Receipt Date: 5-Aug-2013

Master Return Trip History

Return Method	Return Reference	Form Completed Date †	Boat Name	Master Net Weight (kg)	Return Status	Change Request	
Online	72650			0	Pre-Fishing	-	

If you confirm the cancellation, the Home screen will display with the Pre-Fishing chevron highlighted. Under the **Master Return Trip History** will be a record with the relevant **Return Reference** number and showing as Cancelled in the **Return Status** column.

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Home Help Licensing Reports

Licence

WCLL - Authorisation Holder\Master\Online Operator

Entitlement

Entitlement Part	Current Entitlement (Units)*	Entitlement Remaining (kg)**
Western Rock Lobster Zone A	1753	Balance is not available
Western Rock Lobster Zone B	1147	Balance is not available

*Current Entitlement is usual entitlement +/- temporary transfer
**Entitlement Remaining is Current Entitlement - Entitlement Taken (kg)
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Last Trip

Trip Return Reference: Trip Date:
 Return Method: Status:
 Receipt No.: Receipt Date:

Current Trip

Pre-Fishing Pre-Landing Post-Landing

Master Return Trip History

Return Method	Return Reference	Form Completed Date	Boat Name	Master Net Weight (kg)	Return Status	Change Request	
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>			<input type="text"/>		<input type="text"/>
Online	17217				Cancelled	-	

10. To view a previously submitted form click on the form icon (circled in red here) in the **Master Return Trip History** section.

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Licence

WCLL - Authorisation Holder\Master\Online Operator

Entitlement

Entitlement Part	Current Entitlement (Units)*	Entitlement Remaining (kg)**
Western Rock Lobster Zone A	1753	Balance is not available
Western Rock Lobster Zone B	1147	Balance is not available

*Current Entitlement is usual entitlement +/- temporary transfer
**Entitlement Remaining is Current Entitlement - Entitlement Taken (kg)
The balance above represents information held by the Department of Fisheries for return forms which have passed validation. It does not include details of any trip returns submitted but not yet validated. ([More information](#))



Last Trip

Trip Return Reference: Trip Date:
 Return Method: Status:
 Receipt No.: Receipt Date:

Current Trip

Pre-Fishing Pre-Landing Post-Landing

Master Return Trip History

Return Method	Return Reference	Form Completed Date	Boat Name	Master Net Weight (kg)	Return Status	Change Request	
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>			<input type="text"/>		<input type="text"/>
Mobile	17989				Cancelled	-	
Online	17502				Cancelled	-	

11. To log out of Fish Eye click on your name in the top left corner of the screen and a menu option to Sign Out will appear. Click on this to log out.

The next time you log on the site will open at the point you logged out; in this case the Home page with highlighted Pre-Landing chevron. You can then proceed to make the Pre-Landing nomination.

Note: Fish Eye will automatically log out if there is no activity for 30 minutes. A message box with a countdown timer will appear and you will have to click on **OK** to stop the log off countdown.

WILLIAM FISHER

Change Password
Change your password

Sign Out
Logout of this site.

Department of Fisheries
Western Australia

GOVERNMENT OF WESTERN AUSTRALIA

Home Help Licensing Reports

Licence WCLL1234

WCLL1234 - Authorisation Holder\Master\Online Operator

Entitlement

Entitlement Part	Current Entitlement (Units)*	Entitlement Remaining (kg)**
Western Rock Lobster Zone A	1753	3106.91
Western Rock Lobster Zone B	1147	7456.68

* Current Entitlement is usual entitlement +/- temporary transfer
** Entitlement Remaining is Current Entitlement - Entitlement Taken (kg)
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Last Trip

Trip Return Reference: Trip Date:

Return Method: Status:

Receipt No.: Receipt Date:

Current Trip

Current Trip Reference Number: 75070

Cancel Pre-Fishing Pre-Landing Post-Landing

Master Return Trip History

Return Method	Return Reference	Form Completed Date	Boat Name	Master Net Weight (kg)	Return Status	Change Request
Online	75070				Pre-Fishing	-

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 Fish Eye issues

An online troubleshooting guide is available on the Department of Fisheries [website](#).

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