How to Guide for Electronic Catch Reporting with eCatch

Generic Fishing Method

> This is a basic guide for fishing with the eCatch App. It's not specific for any method and doesn't cover all variations. If you have any questions call eCatch.

Start Trip

At the start of the fishing day you'll need to start a trip in the eCatch App. This Trip Start report needs to be transmitted successfully while you're still in wifi or cellular coverage. If you don't have coverage from where your fishing trip starts you should do this from home:

1. Open the eCatch App on your phone or tablet.
2. From the list of Fishing Trips, tap on New Trip.
3. Select the correct Permit, Vessel (No Vessel if land based) and Person In Charge.
4. Tap the Start Trip button. `Start Trip`
5. Enter your PIN if you have one, otherwise click Ok on the declaration.
6. Confirm that the Trip Start report has been successfully transmitted to FishServe - look for the green cloud icon with a white tick in the top right-hand corner of the screen.
7. You need to turn on your GPR device prior to starting your boats engine.

Fishing Events

When you begin actually fishing you need to create a new fishing event in the eCatch App. The App logs location and time / date information for each event.

1. Tap on the New Fishing Event button. `New Fishing Event`
2. Search for and choose the correct Fishing Method.
3. Enter the required information for that method. This will vary depending on the method. In the future the App will remember the settings that you last used for that method.
4. Follow the sequence of events for that method until you need to Add Catch.

For each fishing event you will need to record what you catch in the eCatch App.

5. If you have any Non-fish / Protected Species catch change to Yes here. You'll be prompted to add details after submitting the FIshing Event. You can also record this later on the Trip Details screen using the New Non-fish / Prot. Species Event button. `New Non-fish/Prot. Species Event`
6. Tap the Add Catch button. `Add Catch`
7. Pick the Species.
8. Enter estimated catch in kg.
9. If you have any disposals tap the Add Disposal button and pick the right disposal code. `Add Disposal`
10. Tap on the Stock Code field and pick the correct one. In future this will fill in automatically for each species.
11. Enter the estimated catch disposed of in kg.

Repeat steps 6 to 11 if you caught anything else you want to keep or dispose of.

Once you have entered the catch you need to submit each fishing event:

1. Check your entries for accuracy.
2. Tap the Submit button. Submit
3. Enter your PIN if you have one, otherwise click Ok on the declaration.

Disposal Events

Anything caught that is not going to be landed needs a disposal event created for it. Disposal events can be created either within the fishing event that the disposal is associated with (see above) or separately:

1. Go to the Trip Details screen. If you're not already on it, tap the left pointing arrow at the top-left of the screen.
2. Tap on the New Disposal Event button. New Disposal Event
3. Tap on the Add More button. Add More
4. Pick the appropriate disposal code. Commonly used codes are:
   ○ P: Placed in a holding container in the water
   ○ N: Fish removed from holding container in the water
   ○ Y: Fish is below a minimum legal size, width or weight
   ○ G: Fish above a maximum legal size or weight

Note that this is not a complete list of disposal codes. You should review the complete list in the App.

5. Enter the correct Species, Stock Code and Estimated Green Weight in kg.
6. Check your entries for accuracy.
7. Tap the Submit button. Submit
8. Enter your PIN if you have one, otherwise click Ok on the declaration.

Non-fish / Protected Species Event (NFPS)

If you have any Non-fish / Protected Species catch you need to record these in the App. You can create these events as part of the fishing event or separately:

1. Go to the Trip Details screen. If you're not already on it, tap the left pointing arrow at the top-left of the screen.
2. Tap the New Non-Fish/Prot. Species Event button. New Non-fish/Prot. Species Event
3. Select the appropriate Fishing Event to associate the NFPS with or choose NA (not applicable)
4. Search for or select the appropriate NFPS code.
5. Enter the required information for that NFPS code.
6. Tap the Add More button for any other NFPS. Add More

Once all NFPS have been added:

9. Check your entries for accuracy.
10. Tap the Submit button. Submit
11. Enter your PIN if you have one, otherwise click Ok on the declaration.

Landing

Everything you've caught needs to be Landed before you end the trip.

1. Back on the Trip Details screen, tap on the Add Landing button. [Add Landing]
2. Pick the appropriate landing code. Commonly used codes are:
   - L: Landed in NZ (to LFR)
   - QL: Placed in holding container on land
   - F: Section 111 recreational catch
   - R: Retained on board

Note that this is not a complete list of landing codes. You should review the complete list in the App.

3. Enter the required information for that landing code. This will vary depending on the landing code. In the future the App will remember the settings that you last used for that landing code.
4. Tap the Add Product button [Add Product]. Details of your catch will automatically fill in from the Fishing and/or Disposal events.
5. Tap on the Use Selected Species button [Use Selected Species].
6. For the Landing Items just created, enter the additional items as required
7. Add any other catch using the Add Product button then Add Unlisted Species button.
8. Check your entries for accuracy.
9. Tap the Submit button. [Submit]
10. Enter your PIN if you have one, otherwise click Ok on the declaration.

End Trip

At the end of the fishing day you'll need to end the trip in the eCatch App. This Trip End report needs to be transmitted successfully while you're still in wifi or cellular coverage.

1. At the end of the fishing trip tap the End Trip button [End Trip]. Again, this needs to be somewhere that has cell or wifi coverage.
2. Enter your PIN if you have one, otherwise click Ok on the declaration.
3. Confirm that the Trip End report has been successfully transmitted to FishServe - look for the green cloud icon with a white tick in the top right-hand corner of the screen. ✅
4. Turn off your GPR device.