

1999 West Coast Costs, Earnings and Employment Survey

This document contains survey instructions, confidentiality information and the survey instrument.

Bookmarks have been added within this document to assist with navigation. If the bookmarks are not automatically displayed, click the “show/hide navigation pane” icon to display them.

Links have also been added from the instructions. To view a question directly from the instructions, click on the question number in the text when you see a “pointing finger” cursor. To view a section directly, click the “pointing finger” on the section name in the instructions or follow a bookmark.

If you have any problems using this document or any other website feature, contact Sara Douglass at (206) 526-4335 or via email at sara_douglass@psmfc.org.

If you have questions or comments about the survey, please contact Dave Colpo at (206) 526-4251 or toll free at (888) 421-4251 or via email at dave_colpo@psmfc.org.

Instructions for West Coast Catcher Vessel Questionnaire

This questionnaire is designed to collect information on individual vessels, even if this vessel is part of a larger company. While the first year of the surveys is focused on groundfish limited entry trawlers and processors, information on all aspects of your operation, not just trawling for groundfish, is requested. For example, if in addition to trawling for groundfish, you also fished for crab in 1997 or 1998, information about your crab harvest should be reported as it will provide a better understanding of your entire operation. The aim is to allow analysts to evaluate *all* activities of a vessel as if it were a stand-alone business. If this vessel is part of a larger company with multiple vessels, surveys have been sent to the other vessels. We request that you report *only those costs and revenues that are clearly associated with this vessel*.

If you own more than one vessel, you may get more than one survey. The survey number in the box at the bottom of the identification sheet should match the survey number on the bottom of page one of the main booklet for each vessel. ***Please be certain that the survey number on the identification sheet matches the survey number on the booklet you complete for each vessel.*** For example, if you own the vessels the Miss Sara and the Miss Lindy, you may receive an identification sheet and a survey booklet for each of these vessels. If the survey number on the identification sheet for the Miss Sara is #526, please be sure to complete booklet #526 with information for the Miss Sara.

This survey is divided into 5 separate components: a Vessel Identification, Ownership and Permit Information section; a Vessel Characteristics section; an Expenditures section; a Fishery Participation and Revenues section; and an 'Other' section. Each of these sections is described below.

For the most part, the questions are relatively straightforward, but a few questions might need more explanation. The following pages should help guide you through the survey. If for any reason the questions are not clear or if you have any questions, please contact me at the numbers listed at the end of these instructions. Knowing which questions need more clarification will help us in collecting this information in the future.

If, as you work through the survey, you need more space to answer a question, please use the space provided on the back of the survey booklet or a separate sheet of paper. Be sure to include the question number with the information that would not fit in the answer space provided.

Vessel Identification, Ownership and Permit Information Section

The first section is a single double-sided sheet of paper that identifies you and the vessel about which you are providing information. This section includes questions about the physical attributes of the vessel, the company that operated it in 1997 and 1998, permits held as well as contact information in case we have questions about your responses.

As noted in the cover letter, this identification sheet is separate from the booklet to protect your confidentiality. When you return the identification sheet and survey booklet to me, my office will keep the sheet and send the booklet to Oregon State University Survey Research Center for data processing. OSU staff will have no way of identifying you or your vessel.

In question 3 on page 1 there may be more than one value for an item listed. For instance, we may have 2 different values for this vessel's gross registered tons on record. This usually comes from having a conflicting information in the Coast Guard, National Marine Fisheries Service and state registration files. When this happens, we provide all values on record. Please circle the correct value if it is listed or provide the correct value if it is not listed.

Vessel Characteristics Section

This section starts on the first page of the survey booklet. It contains questions on some of the operating characteristics of the vessel as well as information about the value of the vessel in 1998. These questions should be self-explanatory.

Expenditures Section

The Expenditures section of the survey starts on page 2 of the booklet. Question 9 is a 2-page table on pages 2 and 3. This question asks for annual and monthly information on 8 different expenditure categories for 1997 and 1998. *It is important that this cost information be provided in the month that the cost was incurred, which may not necessarily be the month in which the cost was actually paid.* Providing a monthly breakdown of these costs allows analysts to more closely track the expenditures you incurred with the activity for that month as shown on your fishtickets. Finally, if you were not active in a month, please indicate this by circling the appropriate month.

Page 4 has 2 questions: one for annual capitalized expenses, question 10, and one for other annual expenses, question 11. We ask that you separate capital expenditures from other expenses in the same way that you do for accounting purposes so that the total expenses listed in the survey will be in accord with your own financial records. For both capital expenditures and other expenses, we request the total expenditures for the fiscal year.

Questions 9, 10 and 11 are written such that there should be no overlap in the information provided in your responses. You might wish to review these questions prior to completing them to better understand the information we are requesting.

Fishery Participation and Revenues Section

The Fishery Participation and Revenues section starts on page 5 of the booklet. This section asks for information about the fisheries in which you were active in 1997 and 1998. In addition, question 13 asks you to provide information about average crew size,

trip length and revenues from non-West Coast fisheries. West Coast fisheries include those fisheries off the coasts of Washington, Oregon and California. The final question in this section asks about any non-fishing income associated with this vessel.

Other Section

This section starts on page 6. Question 15 is a 4-part table that asks about the value of gear losses in 1997 and 1998. This question pertains to all fishing gear lost by this vessel, not just trawl related losses. As with the cost questions above, *please report gear losses in the month that the losses occurred, not the month in which you replaced the gear.*

Question 16 asks about fuel prices in 1998. This information will allow analysts to track trends in fuel prices over time. The Commission is currently collecting similar information. Since this effort did not start until this year, the information is needed for earlier years. The final question of this section pertains to crew shares and the formula used to calculate them.

Important Information about Question 9

After receiving a number of completed surveys and telephone calls regarding the survey, it is clear that many people are having trouble with providing monthly breakdowns of their expenses in question 9.

If you don't track your expenses monthly, do not worry about completing the monthly portion of question 9. Providing us with your annual expenses and indicating which months you were inactive still contributes important useful information.

I apologize for any problems or inconvenience this has created. As always, if you have any questions, concerns or suggestions, please don't hesitate to contact me at (206) 526-4251, toll-free at (888) 421-4251 or by e-mail at dave_colpo@psmfc.org.

Thank you,
Dave Colpo

Confidentiality Information

It is very important that you understand that this is a voluntary survey. Notwithstanding any other provision of the 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.

The OMB Control Number for this survey is #0648-0369 and expires April 30, 2002.

While this is a voluntary survey, this information is needed to help NMFS to respond to requirements of the Magnuson-Stevens Fishery Conservation and Management Act. In accordance with Section 402(b), the Regulatory Flexibility Act and NOAA Administrative Order 216-100, "Confidentiality of Fishery Statistics", any information submitted to NMFS by any person in response to this survey shall be considered confidential and shall not be disclosed except to: (1) federal employees and council employees who are responsible for fishery management plan development and monitoring; (2) state employees pursuant to an agreement with the Secretary of Commerce that prevents public disclosure of this information; or (3) when required by court order.

The public burden for this collection of information is estimated at 2 hours per survey. This includes time to for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing the survey. Send comments regarding this burden estimate or any other aspect of this data collection, including suggestion for reducing the burden, to:

Dave Colpo
Pacific States Marine Fisheries Commission
7600 Sand Point Way NE, Bldg. 4
Seattle, WA 98115-0070

In the Seattle area: (206) 526-4251 or Toll-free: (888) 421-4251
Fax: (206) 526-4074

WEST COAST CATCHER VESSEL IDENTIFICATION SHEET

Person completing the survey: _____ Date: _____
 Name: _____ Telephone Number: _____
 FAX: _____ e-mail address: _____

Vessel Identification, Ownership and Permit information

1. Please verify the information about the *primary owner* of this vessel.

Item	Information on record	Corrections/Additions
a. Name		
b. Address		
c. City/State/Zip		

If all of the above information is correct, please check () this box .

2. Please verify the information about the *primary contact* for operations of this vessel.

Item	Information on record	Corrections/Additions
a. Name		
b. Address		
c. City/State/Zip		

If all of the above information is correct, please check () this box .

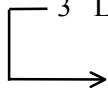
3. Please verify the following information about this vessel.

Item	Information on record	Corrections/Additions
a. USCG vessel ID		
b. State vessel ID		
c. Vessel name		
d. Home port		
e. Gross registered tons		
f. Length overall		
g. Beam		
h. Shaft horsepower		
i. Fuel capacity (gallons)		
j. Hull type		
k. Year built		
l. Number of berths		

If all of the above information is correct, please check () this box .

4. Does the entity that operates this vessel own or lease this vessel? (Circle one number)

- 1 NEITHER OWN NOR LEASE (Skip to question 5)
- 2 OWN (Skip to question 5)
- 3 LEASE



4a. For how many months did it lease this vessel in 1997 and 1998?
 _____ MONTHS IN 1997 _____ MONTHS IN 1998

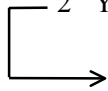
5. Does a processor to which this vessel delivered catch in 1997 or 1998 own this vessel or partly own this vessel? (Circle one number for each year)

	PROCESSOR <u>OWNS</u>	PROCESSOR PARTLY <u>OWNS</u>	PROCESSOR DOES NOT <u>OWN</u>
a. 1997	1	2	3
b. 1998	1	2	3

If you own all or part of this vessel please go on to question number 6. Otherwise, please skip to question 7.

6. To better protect the confidentiality of cost and revenue information about this vessel we need to collect information about other boats that you may own. Does the entity that owns this vessel, also own other fishing vessels? (Circle one number)

- 1 NO (Skip to question 7)
- 2 YES



6a. For the other vessels, please give the USCG and state vessel ID and the vessel name.

USCG VESSEL ID	STATE VESSEL ID	VESSEL NAME
a. _____	b. _____	c. _____
d. _____	e. _____	f. _____
g. _____	h. _____	i. _____

7. For each state and federal limited access permit/license the vessel holds, please provide a description of the license and, if transferable, your estimate of its market value at the beginning of 1998. If you don't know the market value, please tell us by circling "DON'T KNOW". For state permits, please indicate the issuing state.

DESCRIPTION	MARKET VALUE	
a. Groundfish limited entry permit	\$ _____	DON'T KNOW
b. State crab permit WA / OR / CA	\$ _____	DON'T KNOW
c. State shrimp permit WA / OR / CA	\$ _____	DON'T KNOW
Other (specify)		
d. _____	\$ _____	DON'T KNOW
e. _____	\$ _____	DON'T KNOW
f. _____	\$ _____	DON'T KNOW
g. _____	\$ _____	DON'T KNOW
h. _____	\$ _____	DON'T KNOW

(PLEASE GO ON TO SURVEY BOOKLET)

Vessel Characteristics

1. What is the maximum pounds of fish and live fish this vessel can safely deliver per trip?

a. _____ LBS. OF FISH b. _____ LBS. OF LIVE FISH

2. Please indicate whether or not the vessel has each of the following storage facilities:

(Circle one number for each)

	YES	NO
a. Freezer Hold.....	1	2
b. Live Fish/Crab Hold	1	2
c. Ice Hold.....	1	2
d. RSW	1	2

3. For each of the following activities, please give the average fuel consumption of the vessel per hour during 1998. If not applicable, please write "NA".

ACTIVITY	GALLONS PER HOUR
a. Trawling	
b. Crabbing	
c. Shrimping	
d. Steaming – fully loaded with fish	
e. Steaming – empty	

4. What was the starting date of this vessel’s 1998 fiscal year?

(___ / ___ / ___) (mm/dd/yy) STARTING DATE OF 1998 FISCAL YEAR

5. If the vessel’s fiscal year changed in 1997, 1998 or 1999, please check this box .

6. What was the most recent survey value (fair market value) of this vessel, rounded to the nearest 100 dollars, and survey date?

6a. US \$ _____ SURVEY VALUE 6b. (___ / ___ / ___) (mm/dd/yy) DATE OF SURVEY

7. Does the survey value shown above reflect the value of permits and moratorium qualifications associated with the vessel at the time of the survey? (Circle one number)

- 1 YES
- 2 NO

8. What was the insured value, rounded to the nearest 100 dollars, of this vessel and all on-board equipment in fiscal year 1998, excluding permits and licenses?

US \$ _____ 1998 INSURED VALUE

(PLEASE TURN THE PAGE)

Expenditures

9. For each of the expense categories below, first provide the total annual expenditures for fiscal year 1997 and then the amount attributable to each month. Then provide this information for 1998. Please record the information in the month that the cost was incurred. If you were ***not active*** during a month, please circle that month. If you do not maintain an expenditure category by month please provide those expenditures that are tracked monthly. Round all answers to the nearest 100 dollars.

FISCAL YEAR 1997 EXPENSE CATEGORY	TOTAL	JAN	FEB	MAR	APR
a. Fishery permit leasing and catch quota purchases					
b. Payments to skipper (including bonuses and payroll taxes but excluding benefits and insurance)					
c. Crew wages/crew shares (including bonuses and payroll taxes but excluding benefits and insurance)					
d. Fuel and lube					
e. Landing taxes paid					
f. Ice					
g. Food and provisions					
h. Bait					

FISCAL YEAR 1998 EXPENSE CATEGORY	TOTAL	JAN	FEB	MAR	APR
a. Fishery permit leasing and catch quota purchases					
b. Payments to skipper (including bonuses and payroll taxes but excluding benefits and insurance)					
c. Crew wages/crew shares (including bonuses and payroll taxes but excluding benefits and insurance)					
d. Fuel and lube					
e. Landing taxes paid					
f. Ice					
g. Food and provisions					
h. Bait					

(GO ON TO NEXT PAGE)

Question 9 - continued.

1997 continued							
MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

1998 continued							
MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC

(PLEASE TURN THE PAGE)

10. Please provide the total **capitalized expenditures** associated with each of the following categories for this vessel for fiscal years 1997 and 1998. Round all answers to the nearest 100 dollars.

CAPITALIZED EXPENDITURE	1997 (US\$)	1998 (US\$)
a. Purchases of fishery permits and licenses (capitalized)		
b. Fishing gear (nets, net electronics, doors, cables, etc.)		
c. Expenditures on vessel and on-board equipment (other than fishing gear)		
d. Other capital expenditures related to vessel operations		

11. In the table below, please provide the total expenses associated with the following categories for fiscal years 1997 and 1998. **Do not include expenditures that were expenses listed in question 9 (pages 2 and 3) or capitalized above in question 10.** Round all answers to the nearest 100 dollars.

EXPENSE CATEGORY	1997 FISCAL YEAR EXPENSES (US\$)	1998 FISCAL YEAR EXPENSES (US \$)
a. Lease expenses for this vessel and all on-board equipment		
b. Repair and maintenance expenses for vessel and equipment (including shipyard accrual and purchases of parts and equipment that were expensed in each fiscal year)		
c. Fishing gear leases, repairs and purchases fully expensed in each fiscal year (e.g., nets, net electronics, doors, cables, etc.)		
d. Insurance (vessel insurance, P&I, and other insurance associated with operation of the vessel)		
e. Recruitment, travel, benefits and other employee related costs (excluding food and provisions and other employee expenses included in question 9)		
f. General and Administrative (including professional services and management fees)		
g. CCF contributions		
h. Income taxes associated with this vessel		
i. Interest payments associated with this vessel		
j. Depreciation and amortization		
k. All other expenses associated with this vessel not included in questions 9 or 10 above		

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Fishery Participation and Revenues

12. During either 1997 or 1998, did this vessel participate in fisheries that were not West Coast fisheries?
(Circle one number)

1 NO (Skip to Question number 13)

2 YES

→ 12a. Please tell us the location of these non-West Coast fisheries and give the beginning and ending dates (mm/yy) in which you were active in these fisheries. Also provide revenue estimates (rounded to the nearest 100 dollars) and typical crew size (including skipper).

Fishery Name/Location	Start date (mm/yy)	End date (mm/yy)	Landings Revenue (US\$)	Typical crew
a.	/	/		
b.	/	/		
c.	/	/		
d.	/	/		

13. For each fishery in which this vessel participated in 1998, please provide the typical trip length in days and the typical crew size (including skipper).

1998	Typical Trip days	Typical Crew Size
a. Whiting shoreside		
b. Whiting at-sea		
c. DTS		
d. Slope Rockfish		
e. Shelf Rockfish		
f. Near shore flatfish		

1998	Typical Trip days	Typical Crew Size
g. Crab		
h. Shrimp		
Other (specify)		
i.		
j.		
k.		

14. Excluding revenues for which there is a West Coast fish ticket and revenues reported in question 12, please give the total amount of revenue received in fiscal years 1997 and 1998 (rounded to the nearest 100 dollars) for each of the following categories for this vessel:

Revenue Category	1997 (\$)	1998 (\$)
a. Income derived from leasing of permits or catch rights normally associated with this vessel (exc. fish tickets)		
b. All other income derived from other vessel operation (e.g. tendering, charters)		

(PLEASE TURN THE PAGE)

Other

15. Please give the total dollar amount of gear lost in 1997 by gear type and then the dollar amount lost in each month. Record lost gear value in the month of loss, not the month of replacement. Give this same information for 1998.

1997	Value of Gear Lost					
Gear Type	TOTAL	JAN	FEB	MAR	APR	MAY
a. Trawl						
b. Pot						
c. Net						
d. Line						
e. Other						

1997 continued		Value of Gear Lost				
JUN	JUL	AUG	SEP	OCT	NOV	DEC

Question 15 continued.

1998	Value of Gear Lost					
Gear Type	TOTAL	JAN	FEB	MAR	APR	MAY
a. Trawl						
b. Pot						
c. Net						
d. Line						
e. Other						

1998 continued		Value of Gear Lost				
JUN	JUL	AUG	SEP	OCT	NOV	DEC

(GO ON TO NEXT PAGE)

16. In the table below, please estimate your average monthly per gallon fuel prices in 1998 for this vessel.

1998	Estimated price per gallon of fuel					
	JAN	FEB	MAR	APR	MAY	JUN
Price/gallon of Fuel						

1998 continued	Estimated price per gallon of fuel					
	JUL	AUG	SEP	OCT	NOV	DEC
Price/gallon of Fuel						

16 a. Do these fuel prices include tax? (Circle one number)

- 1 NO
- 2 YES

17. Does this vessel use a crew share system to pay its crew? (Circle one number)

- 1 NO (Please turn the page)
- 2 YES



17a. In the West Coast groundfish fisheries, which of the following expenses were subtracted from your total revenues (gross stock) before calculating the crew share? (Circle one number for each)

	<u>DEDUCTED</u>	<u>NOT DEDUCTED</u>
--	-----------------	---------------------

- | | | |
|------------------------------|---|---|
| a. Fuel and Lube | 1 | 2 |
| b. Food | 1 | 2 |
| c. Fish landings taxes | 1 | 2 |
| d. Other (specify) _____ | 1 | 2 |
| e. Other (specify) _____ | 1 | 2 |

17b. In the West Coast groundfish fisheries, what percentage of the net share (gross stock minus the expenses indicated above in 17a) goes to:

- a. Boat share _____ %
- b. Crew share (including skipper) _____ %

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Thank you for your time and cooperation. Please feel free to provide comments about the survey below. To help us understand problems you may have had with the questions and to help us collect this information in the future more easily and efficiently, let us know which questions were particularly troublesome.

Alternatively, if you have questions about the survey and would like to talk to me directly please feel free to call me at (206) 526-4251 or toll-free at (888) 421-4251. I can also be reached via e-mail at dave_colpo@psmfc.org.

In the event that the return envelope has been lost or misplaced, the completed survey and comments can be returned to me at:

**Dave Colpo
7600 Sand Point Way NE. - Building 4
Seattle, WA 98115-0070**

(THANK YOU FOR YOUR COOPERATION)