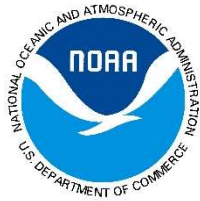


Field Procedures Manual: Access Point Angler Intercept Survey



by the
Atlantic Coastal Cooperative Statistics Program

2021



Department of
Environmental
Conservation



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1. INTRODUCTION TO APAIS

Program Background

National Oceanic and Atmospheric Administration (NOAA) Fisheries conducts a survey of marine recreational anglers to obtain information about their fishing effort, catch, and participation in marine recreational fishing, and about the demographic, social, and economic characteristics of those who participate in saltwater recreational fishing in United States waters. These data for marine recreational fisheries had been collected through the Marine Recreational Fisheries Statistics Survey (MRFSS) from 1979 until 2008 and has since been replaced by the Marine Recreational Information Program (MRIP). The MRIP was created in order to continue improving the collection, analysis, and use of fishing data.

Accurate, up-to-date catch, effort, and participation statistics are fundamental for assessing the influence of fishing on any stock of fish. Quantities taken, fishing effort, and seasonal and geographical distribution of catch and effort are required for the development of rational management policies and plans. Continuous monitoring of catch, effort, and participation is needed to better monitor recreational fishing trends, to evaluate the impacts of management regulations, and to project what impacts various management scenarios will have on a fishery. Recreational fisheries data are essential for NOAA Fisheries, Regional Fishery Management Councils, the Interstate Fisheries Commissions, state conservation agencies, recreational fishing industries, and others involved in the management and productivity of marine fisheries.

Access Point Angler Intercept Survey

The Access Point Angler Intercept Survey (APAIS) is conducted at public marine fishing access points (i.e., boat ramps, piers, beaches, jetties, bridges, marinas, etc.) to collect individual catch data, including species identification, total number of each species, length and weight measurements of individual fishes, as well as angler-specific information about the fishing trip and the anglers' fishing behavior. This field intercept survey is conducted by each of the 13 Atlantic states extending from Maine to Georgia.

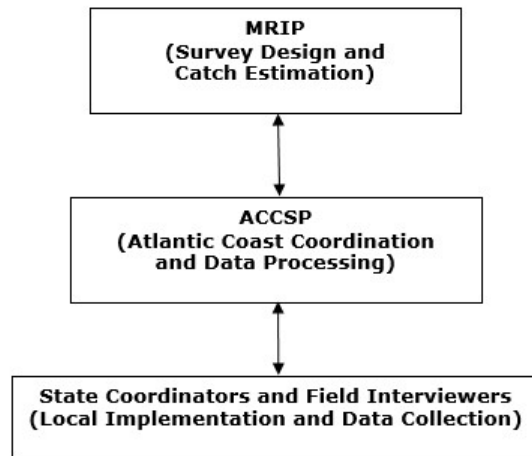
The APAIS project staff includes the following roles:

- Field Interviewers (FIs)
- State coordinators and state agency personnel
- The ACCSP's recreational data team
- NOAA Fisheries MRIP personnel

Field Interviewers (FIs) work directly with their state coordinator. Coordinators are involved in interviewer training, supervision, and quality control procedures, assignment scheduling and tracking sampling progress, and updating fishing site information. FIs should call their state coordinator when questions about procedures, fish identification, or interviewing at a site should arise.

The chart in **Figure 1.1** illustrates the data collection management structure for the project.

Figure 1.1: APAIS Data Collection Management Structure



Complementary Surveys

The MRIP consists of several independent, yet complementary surveys:

- The APAIS, an intercept survey designed to assess catch per unit effort in all fishing modes;
- The Fishing Effort Survey (FES), a mail based survey which estimates recreational shore and private boat fishing effort by utilizing the U.S. Postal Service’s (USPS) list of residential addresses and the list of mailing addresses provided by licensed or registered anglers, derived from the MRIP National Saltwater Angler Registry (NSAR).
- The For-Hire Telephone Survey (FHTS), which is designed to assess for-hire charter and headboat fishing effort;
- The Large Pelagic Survey (LPS), which collects information on pelagic fishes; and
- The Highly Migratory Species (HMS) census card program, which collects information about migratory species of fish.

Survey Definitions

The below definitions represent some of the most common vocabulary used within the APAIS. A more comprehensive list of survey vocabulary can be found in *Appendix E*.

Field Interviewer (FI)

The key to accurate data collection begins with the Field Interviewer (FI). FIs are responsible for accurate fish identification to the species level, accurately measuring and weighing an array of fish species, meticulously following survey procedures, accurately completing the survey questionnaire, and handling face-to-face interactions in the field.

FIs should never claim to be an employee of NOAA Fisheries. Instead, FIs should say that they are an employee of their respective state agency collecting data for a survey sponsored by NOAA Fisheries.

State Coordinator

All 13 Atlantic states have a coordinator responsible for all aspects of the administration of APAIS field data collections including supplemental interview training for new employees (beyond the ACCSP's initial training session), supervision of FIs, and quality control (QC) procedures. QC procedures include assignment scheduling, tracking sampling progress, and updating site description files on NOAA's Site Register (SR) from the notes of FIs in the field.

Waves

A Wave is a two-month sampling period:

- Wave 1 = January and February
- Wave 2 = March and April
- Wave 3 = May and June
- Wave 4 = July and August
- Wave 5 = September and October
- Wave 6 = November and December

Fishing Modes

The APAIS is structured around types or 'modes' of fishing. There are four major types of fishing: shore fishing (SH), which includes beach/bank (BB) and man-made (MM); private/rental boat fishing (PR); charter boat fishing (CH); and headboat fishing (HB). More exact definitions for fishing modes are:

Shore Fishing (SH)

Beach/Bank (BB)

- **Bank**
A bank is a stretch of rising land at the edge of a body of water not washed by high water, which could be rocks or an overhanging cliff.
- **Beach**
A beach is a stretch of pebbles or sand beside a body of water, often washed by high water.
- **Breachway**
A natural or man-made inlet that cuts through a barrier island or beach.

Man-Made (MM)

- **Bridge** – A structure spanning and providing passage over water.
- **Breakwater** – A barrier or offshore structure that protects a harbor or shore from the full impacts of Waves.
- **Causeway** – A causeway is an elevated or raised way across wet ground or water.
- **Dock** – A structure built out over water and supported by pillars/anchors, with long-term docking facilities for boats.
- **Jetty** – A kind of wall, usually made of rocks, built out into the water to restrain currents or protect a harbor.
- **Pier** – A structure built out over water and supported by pillars, without long-term docking facilities for boats.

Private / Rental Boat (PR)

- **Private Boat**
A boat belonging to an individual.
- **Rental Boat**
A boat that is rented or leased. No captain or crew is provided; the renter operates the boat.

Charter Boats (CH)

A boat operated by a licensed captain and crew where a group of recreational anglers has hired or “chartered” the vessel, paying a fee for the captain’s services for a specific date and time. The number of anglers in the group is usually less than seven. Charter vessels are subject to the requirements of the U.S. Coast Guard to carry six or fewer passengers for hire and that engages in charter fishing at any time during the calendar year. Charters, sometimes called guide boats, are usually closed parties, as opposed to the open party status of headboats. Thus, individual anglers cannot just show up on the day of the trip to join; however, the method of payment is less important than the group size. Charter boats can engage in a full range of fishing techniques, including trolling, bottom fishing, and drift fishing. Charter boats may make all-day or half-day trips. Charter boat catch is sampled on shore by APAIS staff.

Headboats (HB)

A boat operated by a licensed captain and crew where individuals or small groups of anglers pay a fee for fishing and holds a valid Certificate of Inspection (COI) issued by the U.S. Coast Guard to carry more than six passengers for hire. The anglers usually do not know everyone on the boat, and a minimum number of anglers are required prior to launch. In this case, any angler can reserve a space, or show up on the day of the trip to join. The vessel is operated by a licensed captain (guide or skipper) and crew, and almost always carries seven or more passengers. In some areas of the country, headboats are called ‘open party boats’ or ‘party boats’ for short.

Fishing Sites

Since this survey focuses on saltwater recreational fin-fishing, all sites are discrete geographical areas from which this activity takes place. One interviewer should be able to see the entire site from one vantage point in order to count anglers and cover the entire site on foot in a reasonable time. Some beach/bank sites can be larger than 100 yards, but **boundaries and fishing modes present on site should be clearly identified in the Site Register**. More than one mode of fishing can be present at a single fishing site. For instance, a docking area can have both charter and private boats present at one site. Additionally, if people occasionally fish from the dock itself, the Site Register will show shore fishing activity for that site.

2. APAIS PROCEDURES

Survey Tasks and Components

Site Register

The Site Register (SR) is a database of all access sites along the Atlantic and Gulf Coasts of the United States from which saltwater recreational fin-fishing may occur. The sampling frame for the APAIS is derived from this database. Information provided for each site in the SR includes site descriptors, site location, and recreational fishing activity information by fishing mode (fishing from shore, private or rental boat fishing, charter boat fishing, or headboat fishing). Sites with headboat fishing activity are listed in the SR, including headboat only sites, but do not have headboat mode-specific activity pressures included. The SR is not used as the sample frame for headboat sampling. The SR database is maintained at NOAA Fisheries and is accessed by private or public guest account on the website: <https://www.st.nmfs.noaa.gov/siteregister/html/siteRegister.jsp> (or by searching for 'MRIP Site Register' in any web browser).

This web portal allows for editing of all site information, retiring closed sites, and addition of new sites. Additionally, this site allows state coordinators to navigate to the online vessel directory tool.

Sample Frame

Sites are grouped together with similar pressure characteristics in close geographic locations in order to create sampling clusters of up to two sites per cluster. Only one cluster is sampled per assignment. The APAIS sampling frame is all possible combinations of the site cluster, the kind of day (weekday or weekend), and one of five defined time intervals.

Site Assignments

Site assignments are composed of a cluster of sites at a pre-determined date and time of sampling, and includes all site-based modes of eligible fishing (headboat mode is done separately). Site assignments are drawn using weighted random selection (site fishing pressures) within several logistical constraints (e.g., excluded dates and state sub-regions). All drawn assignments are to be completed on the selected date/time interval.

Assignment Schedules

Monthly site assignment draws are provided to the state coordinators for scheduling of FIs to complete. Each site assignment will specify an assigned county, site cluster of one or two sites, date, and specific time interval. Assignments will fall into one of five different time intervals:

Time Interval	Distinction
2:00AM – 8:00AM	Night
8:00AM – 2:00PM	Day
11:00AM – 5:00PM	Day
2:00PM – 8:00PM	Day
8:00PM – 2:00AM	Night

Interviewing is not to be conducted outside of the assigned time interval and the FI should arrive at the site at least 5 minutes before the beginning of their assignment. If arriving late to an assigned site, the ending time cannot be extended; it is extremely important to be punctual. Assignments **must** begin at the assigned site and at the assigned time to obtain interviews from available fishing modes.

Site assignments are non-replaceable; meaning, they cannot be rescheduled for any reason. Assignment cancellations should be minimized. The interviewer should pay close attention to the weather in his/her area and call his/her state coordinator prior to the assignment time if there is likelihood that the weather will be severe enough to warrant cancelling the assignment. Thunderstorms may be severe and restrict travel/access during the storm, but these are typically brief relative to the 6-hour interval so the FI should shelter appropriately, then continue to complete the assignment, rather than cancel an entire sampling assignment.

Travel time is an important consideration. Being even a minute late leads to decreased sampling time, introducing bias, and could lead to missed interviews. Traffic should be considered and compensated for, especially in busy summer months, by beginning travel early. In case of an emergency (e.g., car problems), the state coordinator should be notified as soon as possible in order for alternate staff to be sent to complete the assignment.

Site Assignment Tasks

Upon arriving at the site, interviewers should first check in with the person in charge (or the person previously contacted) if available. Both for permission and as a courtesy, the interviewer should introduce themselves and give a summary of the purpose of the survey. Clustered sites must be visited in the order in which they are assigned for the time intervals assigned. Interviewers should set up at the appropriate location to intercept all eligible anglers at that site. Interviewers should also be aware of the fishing modes that will be available based on pre-assignment review of the Site Register for assigned site(s) attributes and pressures.

In addition to conducting interviews with eligible anglers, the APAIS includes counting all anglers that exit the site (i.e., completed their fishing) during the sampling period at each site visited. At all times, regardless of the intensity of fishing activity, FIs are required to obtain as many interviews as possible while simultaneously counting all anglers who finished their fishing in that fishing mode for the day. Counted anglers include anglers who are 'missed' when an FI is busy conducting interviews with other anglers. (*See Chapter 4: Interviewing and Counting Anglers*)

Interviewers shall also perform an onsite review of Site Register information including, but not limited to, the location, directions, and site pressures. They should take notes on any changes to be made to the Site Register information. Changes are submitted to the state coordinator for entering in the Site Register. Interviewers should also note exactly which for-hire vessels are docked at each site and communicate this information with state coordinators to better updated vessel directory information.

If an interviewer working on another survey (e.g., Large Pelagic Survey (LPS)) is present during the site assignment, it needs to be documented in the 'Encountered Another Interviewer' section. In the case of an FI encountering an interviewer from the LPS, it is permissible to work side-by-side with the interviewer if can be done constructively; however, if successfully interviewing anglers becomes burdensome, APAIS interviewers take priority. LPS interviewers are aware of this and will move to a different site if necessary. FIs will check the box indicating 'Yes' if they did encounter another interviewer or leave the check box unchecked to indicate a 'No' if not encountering another interviewer. Please

provide a comment about the interaction, and include the survey that the other FI was working on. Any questions about on-site overlap procedures should be directed to the state coordinator.

Headboat Assignment

Angler intercepts in the Headboat mode are conducted **onboard** the boats, during the fishing trip, including enumeration, identification, and measuring discarded (live or dead) fish, and are assigned by boat-day rather than site-day. Assignments are drawn for the for-hire vessel itself, pulled from the directory of active, eligible boats. The sampling pool for each month and state consists of all possible (eligible) boat/day combinations, using a weighted systematic draw similar to the site-day process. HB assignments may be rescheduled. If a boat cannot be sampled on the date assigned in the sample draw, then a new date for sampling that boat should be scheduled within the same month and kind of day (weekend or weekday). It is important to note that the highest control numbers in both weekend and weekday can be marked as 'Reserve (9994)', meaning the lower control numbers should be completed first, even if this means moving the drawn vessel to an earlier date than it was scheduled.

Two interviewers should be assigned to HB assignments in order to maximize the amount of data collected (angler interviews and discarded fish information). The same interview is performed as during site assignments but includes observing, identifying, and measuring discarded fish in addition to harvested fish. Observation of discarded catch is focused on a fixed sub-group of anglers. Interviewers should ask anglers preliminary (any question that can be filled out prior to the conclusion of fishing activity) and angler-specific questions on the way to the fishing grounds, then monitor harvested and discarded catch during fishing activity, and finally fill in questions concerning fishing time and landed catch questions once fishing is complete and the boat is returning to the dock.

FHTS Pre-Validations

FHTS dockside pre-validations require that FIs visit the access sites of a subset of vessels which were selected for the FHTS in order to record whether the vessel is docked or away. These in/out of dock checks can be performed before, during, or after an assignment interval or upon scheduling by the state coordinator. However, it is important to note that interviewing takes precedence over FHTS dockside pre-validations. Also, FHTS validations and interviews can **never** be recorded from the same vessel on the same day. Site information and/or vessel information should be obtained, as needed, during these site visits, similar to those tasks completed during intercept assignments.

Vessel Directory Updates

The online vessel directory is continuously updated during the year for charter boats and headboats. APAIS interviewers submit information to their state coordinators on new vessels in the fleet and provide missing information for vessels currently in the directory if it can be obtained during routine intercept survey assignments. The online vessel directory is the source of up-to-date information for headboat assignments and supports the sampling frame for the weekly FHTS Telephone Survey and the FHTS dockside pre-validation checks.

Assignment Completion and Tracking

Upon receipt of the assignment schedule, state coordinators should utilize the site-based assignment draw, headboat assignment draw, and FHTS validation information via the ACCSP Assignment Tracking Application (ATA). Through this application, state coordinators should review assignment completion and numbers of interviews obtained. Interviewing will only be done via an APAIS tablet on the Dockside Interceptor Application (DIA). All APAIS assignments need to be submitted to the ACCSP via the DIA within 24 hours of assignment completion.

3. NOAA FISHERIES SITE REGISTER

The Site Register is an online database of all saltwater recreational fin-fishing locations in each state. This database is managed by NOAA Fisheries, but requires the APAIS project to provide input to keep the information accurate and up to date. For each site, the Site Register includes a site information sheet, a site map, and an estimate of the monthly weekday and weekend fishing pressure by fishing mode.

Once accessed, FIs for the APAIS will click on 'Guest Login' at the login page.

The screenshot shows the NOAA Office of Science & Technology website. At the top, there is a navigation bar with links: NOAA HOME, WEATHER, OCEANS, FISHERIES, CHARTING, SATELLITES, CLIMATE, RESEARCH, COASTS, CAREERS. Below this is the NOAA logo and the text "NOAA OFFICE OF SCIENCE & TECHNOLOGY NATIONAL MARINE FISHERIES SERVICE". The main content area features a banner for the "MARINE RECREATIONAL INFORMATION PROGRAM" with a fish graphic. Below the banner is the heading "MRIP Survey Directories". A yellow box contains a disclaimer: "This is a NOAA computer system. This computer system, including all related equipment, networks and network devices (specifically including Internet access), are provided only for authorized U.S. Government use. This system may be monitored for all lawful purposes, including to ensure that its use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability and operational security. Unauthorized use may subject you to criminal prosecution. Evidence of unauthorized use collected during monitoring may be used for administrative, criminal or adverse action. Use of this system constitutes consent to monitoring for these purposes." Below the disclaimer are two input fields: "Email Address:" and "Password:". There are two buttons: "Login" and "Guest Login". At the bottom, there is a link: "Forgot your password? [Click here.](#)"

Once on the NOAA MRIP site, FIs will see a screen that asks for site information on the left side and presents a map on the right side of the screen. For assistance, FIs can select the 'Help' button in the upper left-hand side of the screen. This will show a dropdown list in which 'User Guide' can be selected and downloaded. FIs should select the state in which the assignment was assigned along with the 'Site ID' that is assigned by their state coordinator. Just those two pieces of information are needed to see information for the work assignment.



In the example below we are looking for site 3339 in the state of Delaware. Once that information is entered FIs can hit 'Search' and the screen should change to look like this:

The screenshot displays the NOAA Office of Science & Technology website interface. At the top, there is a navigation menu with links for NOAA HOME, WEATHER, OCEANS, FISHERIES, CHARTING, SATELLITES, CLIMATE, RESEARCH, COASTS, and CAREERS. Below this is the NOAA logo and the text "NOAA OFFICE OF SCIENCE & TECHNOLOGY NATIONAL MARINE FISHERIES SERVICE".

The main content area is divided into two sections. On the left, under "Search Options", there are input fields for Site ID (3339), Site Name, and Zip Code, along with a dropdown for State (DELAWARE) and a County dropdown. There are "Search" and "Reset" buttons. Below this is a table titled "Sites (1 Total Sites)" with columns for Site ID, Site Name, Address, New?, Status, and a "View" button. The table contains one entry: Site ID 3339, Site Name LEWES DNREC BOA..., Address null LEWES, DE, Status Active, and a "View" button.

On the right, under "Maps (1 Total Sites)", there is a map of the Eastern United States. A red outline highlights the state of Delaware, and a red pin is placed on the Delaware coast, indicating the location of the site. The map also shows surrounding states like Pennsylvania, New Jersey, and Maryland, and major cities like Philadelphia, New York, and Washington.

'Lewes DNREC Boat Ramp' is displayed in the 'Site Name' section. Clicking on the 'View' box just right of this provides three additional sets of site details.

Once 'View' is selected, important site information for the site will be displayed in the 'Site' tab on the right side as shown below. Notice the Site ID, Site Name, Status (should be Active), state, county, address, and contact information. This should be helpful in regards to finding the location of the site. The Site Register includes information to help ensure FIs are at the correct location and the safety of the site upon arrival. Information, such as lighting at the site, whether an FI can interview at the site, and the number of parking spaces should be helpful during preparations to go out into the field.

The screenshot displays the NOAA Office of Science & Technology website interface. At the top, there is a navigation bar with links for NOAA HOME, WEATHER, OCEANS, FISHERIES, CHARTING, SATELLITES, CLIMATE, RESEARCH, COASTS, and CAREERS. Below this is the NOAA logo and the text "NOAA OFFICE OF SCIENCE & TECHNOLOGY NATIONAL MARINE FISHERIES SERVICE".

The main content area is divided into several sections:

- Search Options:** Includes input fields for Site ID (3339), Site Name, and Zip Code. It also has dropdown menus for State (DELAWARE) and County. Search and Reset buttons are present.
- Sites (1 Total Sites):** A table with columns for Site ID, Site Name, Address, New?, and Status. A "View" button is next to the entry for Site ID 3339.
- Site Information:** A detailed view of site 3339, including:
 - Site ID: 3339
 - Site Name: LEWES DNREC BOAT RAMP (PILOT TOWN ROAD AT END)
 - Site Status: Active
 - State: DELAWARE
 - County: SUSSEX
 - County Code: 005
 - Latitude: 38:47.366
 - Longitude: 75:10.001
 - New?: N
 - Address: LEWES, DELAWARE
 - Contact Name: OFFICE
 - Contact Phone: 3027399902
 - Tackle Shops: NO
 - Fish Cleaning Stations: NO
 - Retail Bait: NO
 - Boat Storage: NO
 - Boat Maintenance/Repair: NO
 - Fuel Dock: NO
 - Restaurant (Onsite/Immediate Vicinity): NO
 - Lodging (Onsite/Immediate Vicinity): NO
 - Major Tournaments: NO
 - Private Access?: NO
 - Shore Area: NA
 - Shore Mode: N/A
 - Headboat Only: NO
 - Lighting At Night: YES
 - Can We Interview?: YES
 - Is Site Safe For 2 Samplers At Night: YES
 - Is Fee Charged To The Public For Use Of Site: NO
 - Fishing Activity Affected by Tide: NO
 - # of Boat Slips: 0
 - # of Car Parking Spaces: 15
 - # of Trailer Parking Spaces: 100
 - # of Ramps: 6
 - # HB Using Site: 0
 - #CB Using Site: 0
- Maps (1 Total Sites):** A map showing the location of the site in Delaware, with "Map" and "Satellite" options.

Under the 'Pressure' tab, the fishing pressures, which are the site-specific average number of anglers expected to use that site in the selected fishing mode during given 6-hour time intervals on an average day, can be found. Pressures are listed as categorical values and must be representative of the **average** daily activity over the entire month. Separate pressure ratings are given for weekdays and weekend time intervals in each fishing mode for each month of the year. Pressures are used to determine sampling probabilities for each site and are updated each Wave. Pressure categories are:

Pressure Code	Average Number of Eligible Anglers
0	1-4
1	5-8
2	9-12
3	13-19
4	20-29
5	30-49
6	50-79
7	80 +
9	Anglers/fishing modes not present

Determining Site Pressure

The Site Register displays the site pressures for each fishing mode by month, day type, and time period for the selected site. **It is the FI's responsibility to report any discrepancies between the Site Register and the on-site observations to the state coordinator at the end of an FI's assignment**, along with the weekly summary of activity. Due to the Site Register being updated before every Wave, it is important that FIs make sure to use up-to-date Site Register information.

As an example, if an FI is visiting the Lewes DNREC Boat Ramp on a weekend day during the month of June between 2:00PM and 8:00PM and 20 people are observed fishing, FIs will want to ask around to determine if this a normal scene or if this was an out of the ordinary situation that would most likely not repeat itself (like a fishing tournament). It is important to keep in mind that, for the purposes of quantifying site pressure, these observed anglers must be exiting/ending their fishing trip within the assignment time. That is, angler fishing activity from shore (who are not finished) or parked trailers, which may imply fishing on boats, should not be used to determine site pressure. If an FI finds that it's a normal scenario, it should be reported to the state coordinator so they can update the pressure at that site.

Search Options

Site ID: 3339 OR Site Name: OR Zip Code: State: DELAWARE County:

Sites (1 Total Sites)

Site ID	Site Name	Address	New?	Status	View
3339	LEWES DNREC BOA...	null LEWES, DE		Active	View

Site Information

Site: Pressure Map

Site Name: LEWES DNREC BOAT RAMP (PILOT TOWN ROAD AT END)

What is your estimate of the number of eligible anglers expected during a 6-hour period of weekend/weekday activity for each month of this wave?

9=0 Anglers/None Present 2=9-12 Anglers 5=30-49 Anglers
 0=1-4 Anglers 3=13-19 Anglers 6=50-79 Anglers
 1=5-8 Anglers 4=20-29 Anglers 7=80+ Anglers

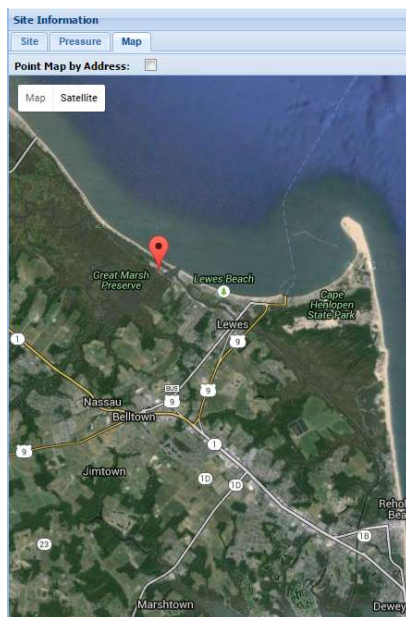
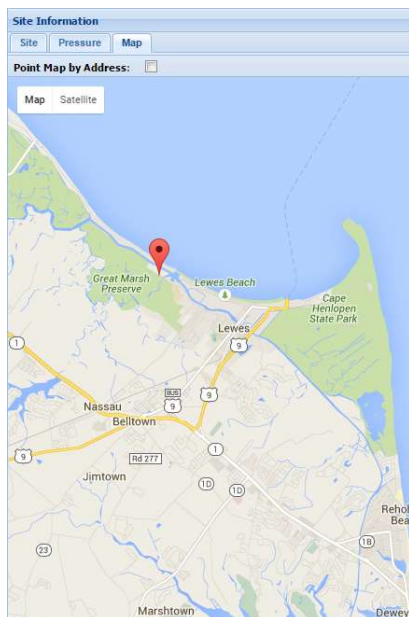
Month	Kind of Day	Time Period	Charter Boat	Private/Rental Boat	Shor
JUN	WEEKDAY	1400-2000	9	4	9
JUN	WEEKDAY	2000-0200	9	1	9
JUN	WEEKEND	0200-0800	9	1	9
JUN	WEEKEND	0800-1400	9	6	9
JUN	WEEKEND	1100-1700	9	6	9
JUN	WEEKEND	1400-2000	9	6	9
JUN	WEEKEND	2000-0200	9	1	9
JUL	WEEKDAY	0200-0800	9	1	9
JUL	WEEKDAY	0800-1400	9	5	9
JUL	WEEKDAY	1100-1700	9	5	9
JUL	WEEKDAY	1400-2000	9	5	9
JUL	WEEKDAY	2000-0200	9	1	9
JUL	WEEKEND	0200-0800	9	1	9
JUL	WEEKEND	0800-1400	9	7	9
JUL	WEEKEND	1100-1700	9	7	9
JUL	WEEKEND	1400-2000	9	7	9
JUL	WEEKEND	2000-0200	9	1	9
AUG	WEEKDAY	0200-0800	9	1	9

Maps (1 Total Sites)

Ungroup Sites

Map Satellite

Clicking on the 'Map' tab will show different ways to view sites. Sites can be viewed by google map or by google satellite. The important thing to note is the drop pin which represents the site location. Use the zoom option at the top left side of the map to see the precise location.



Zoom in to see detail such as street names. If using the satellite option the parking lot, buildings, and layout of the marina should be visible. This will be invaluable when going to new sites or when questions come up regarding locations.



Editing Site Information

States are responsible for updating site information and fishing pressure for each site in their state before each Wave. States must also ensure that every site is physically inspected at least once per year in order to update the Site Register, regardless of whether or not the site was assigned for interviewing. Each state is encouraged to provide field staff, the de facto source of site information, with a preferred method of reporting site details to state leads. Although the pressure estimation time period is done per Wave and the survey's data are used to produce estimates of catch rates by Wave, the sampling of assignments is done by individual month. Because of this, state coordinators must submit site information intended to be used for a given month by the 1st of the month prior to the sample month (e.g., before February 1st to be included in March site assignments). While visiting a site, field interviewers should evaluate whether all site information listed on the Site Register is accurate, and communicate any discrepancies to their state leads (e.g. lighting at night, satellite image differs from site layout, fish cleaning stations, etc.).

Sites are never removed from the Site Register. Instead, they are retired if they are closed permanently. Retired sites (e.g., having no fishing activity in any mode on any given month, etc.) are maintained within the Site Register but are ineligible for future draws of sampling sites. These are kept in case of the future reopening of the site and in order to maintain unique codes for sites. If, for example, a site manager prohibits interviewing, the site should not be retired but should instead have 'Can we interview?' marked as 'No.' Doing so will remove the site from being sampled for the APAIS and will better allow for NOAA Fisheries and state agencies to target outreach efforts towards this site location in the future. When new sites are created, FIs and state coordinators should provide the best estimate of fishing pressure. If possible, site personnel should be asked for this information, in an attempt to include monthly pressure estimates for the remainder of the year.

Sites with multiple modes of fishing should not be split into multiple sites for the sole purpose of separating fishing modes into geographic locations. However, if intercepting shore mode anglers and boat mode anglers from a single vantage point becomes impossible, the site can be split by mode. That is, if a site is too large, with multiple points of access so that anglers cannot be counted from a single vantage point, or all anglers cannot be intercepted without missing observations of activity at another access point, splitting the site may be necessary. If a site is split, the resulting sites must be submitted as two new sites and the previous site retired.

Most sites within the Site Register are considered public (Private Access? = No). Private ownership of a site (e.g., marina, launch, pier, park, etc.) does not mean that this is a private site. Typically, FIs do not have access to true private access sites; however, a site being privately owned should not affect the ability of interviewers to interview at a site. While true private access sites do not typically allow FIs on site, some do for state agency staff.

For questions concerning troubleshooting the Site Register, or general FAQs, there is a 'Help' option located at the top left of the Site Register website.

Pre-Assignment Use

It is imperative to review the Site Register several days prior to going out into the field and, if possible, right up until the assignment time. If there are issues with the information on the site or if the Site Register is not working, it may not be possible to find the assignment site. Prior to assignments, FIs should also be aware that there can be no cancellations (barring extreme circumstances) for site-based assignments. Therefore, FIs should let their supervisors know about possible scheduling conflicts as early as possible.

4. APAIS ASSIGNMENT

Pre-Arrival Tasks

As mentioned in the previous section, FIs should be sure of their directions to the assignment as well as the time they will need to conduct interviews/counts amongst anglers. FIs should contact their state coordinator if there are problems locating sites or in determining the associated pressures.

Supplies:

It is the responsibility of the FI to review the lists of required equipment/supplies prior to each assignment and to request additional equipment/supplies when necessary.

The following materials should also be available to complete assignments:

- APAIS tablet with Dockside Interceptor Application (DIA) installed
- Backup paper forms (emergency use only)
- Name badge or other identification
- Chatillon Scales (12.5 kg and 2.0 kg)
- Measuring board
- Tape measure
- Fish identification field guide
- Site Register information
- Coding Manual (on APAIS tablet)
- Vessel Good List for current Wave (on APAIS tablet)
- FHTS Dockside Pre-Validation forms (on APAIS tablet)
- 'To Whom' letters
- Privacy Act letters
- Back-up paper forms: Assignment Summary, Intercept, Extra Fish, and Discard
- Pen or pencil

Additionally, some helpful items may not be provided by each state but if interested, please check with the state coordinator. These include but are not limited to the following:

- Tablet stylus
- Plastic bags to protect scales when they are not in use
- Towel for wiping hands and tablet screen
- Plastic bucket
- Legal-size clipboard

Time Limits and Intervals

APAIS assignments consist of six hour time blocks where the FI is required to be actively working. Travel time from home to the first site and from the last site back to home is not included. On-site time is designated as the time between the designated start time in site-based assignments (arrival at site for HB assignments) and the stop time of the same assignment. This does not include transit time between sites in two-site clusters. The start time of the second site should reflect this by beginning with the FI's arrival time at the second site. That is, the combined on-site time in this situation will not add up to a full six hours. There will be several minutes and up to an hour of transit time which will not be included in the on-site time.

It is important to note that the boat absolutely must dock/land at the site before the end time for the assignment in order for the anglers to be interviewed. Interviewing is not to be conducted outside of the assigned interval. However, if for instance, a private/rental/charter boat returns to the dock just prior to the conclusion of the assignment interval (either 3- or 6-hours), the FI should write a note describing when the boat arrived and why the automated interview times may be outside of the assignment interval. If this occurs at the end of the first 3-hour period of a two site cluster, the interviews should be completed as quickly as possible without compromising data collection in order to minimize the impact to time on the second site. Additionally, if an FI is unavoidably late arriving at the first or second sites, the FI **must not** extend the assignment to make up for the late arrival. For example, if an FI arrives at an assigned site during an 8:00AM – 2:00PM assignment at 8:30AM due to a car accident, they still must complete their interviews through 2:00PM, not 2:30PM.

Depending on the size of the site cluster (one or two sites) the FI is required to split up their on-site time in the following manner:

- **SINGLE SITE CLUSTER** assignments only have one assigned site for the entire six hour interval. The FI will arrive at or slightly before the assigned time interval and remain on site for six hours, regardless of if there is activity or not
 - **Example:** Zac is assigned a single site cluster from 8:00AM to 2:00PM. Zac arrives at his first site at 7:55AM to survey the site and notify the manager that he will be conducting interviews at the site today. Zac begins interviewing any anglers who have completed their fishing at 8:00AM.

Cluster	Time 8:00AM - 2:00PM
Site 1	8:00AM to 2:00PM (SIX TOTAL HOURS ON SITE TIME)

- **TWO SITE CLUSTERS** require the FI to arrive at the first assigned site at the beginning of the assigned time interval. The FI will stay at the first assigned site for three hours then proceed immediately to the second assigned site. The FI will then spend the remaining time of the interval at the second site. This will most likely be less than three hours, but no interviewing or counting should occur outside of the assigned time interval.
 - **Example:** Judy is assigned a two site cluster assignment from 8:00AM to 2:00PM. Judy arrives at her first site at 7:55AM to survey the site and notify the manager that she will be conducting interviews at the site today. Judy begins interviewing any anglers who have completed their fishing at 8:00AM. She continues to interview any survey eligible anglers until 11:00AM. At 11:00AM, Judy immediately proceeds to her second assigned site which is 25

minutes away. Judy then arrives at her site at 11:25AM and remains at that second site until 2:00PM.

Cluster	Time 8:00AM – 2:00PM
Site 1	8:00AM to 11:00AM (THREE TOTAL HOURS)
Travel time 25 minutes to site 2	
Site 2	11:25AM to 2:00PM (TWO HOURS 35 MINUTES TOTAL ON SITE TIME)

There are two 'night' time intervals. Although these assignments are expected to be rather infrequent, they will require being on site through late evening and early morning hours. Both of the night intervals, 2:00AM – 8:00AM and 8:00PM – 2:00AM, should have two FIs assigned and working each assignment at sites that have been predetermined to be safe to sample at night. During the 8:00PM – 2:00AM assignment interval, FIs should continue to use the date of the assignment, even when the time extends past the original date and into the first two hours of the next day. If, for any reason at all, it is unsafe to sample at the assigned site in the night time intervals, FIs should contact their state coordinators as soon as possible. Again, these assignments occur rather infrequently and the safety of the FI in the field is of the utmost importance.

During an assignment, bathroom breaks are permitted; however, these must not occur regularly unless due to an emergency. Additionally, these breaks should be limited to as small of a window as is possible. Review the site prior to assignment and plan ahead if no restroom facility. If on assignment with only one FI and a break is taken, the full time away from site must be clearly identified. To do so, another entry for the correct site must be created and start/end times must reflect this gap in sampling time.

Sites may be closed upon arrival for the work day and should be handled as previously described with the FI returning to the first site, proceeding to the second site in a two site cluster, or simply documenting the total onsite time for a single site assignment.

Right Place, Right Time

FIs must be at the right site at the right time for the assignment to be useable. While it is highly encouraged that FIs show up to their assignment early, interviewing can only occur during the assignment time interval. Anglers encountered before or after the assignment time interval should not be recorded in any way. Before each assignment, FIs are required to connect their tablet to Wi-Fi and stay in contact with their state coordinator in order to be sure they have the most up-to-date assignments because state coordinators will occasionally need to shift assigned FIs, especially for headboat assignments. The Dockside Interceptor Application (DIA) cannot download or upload assignment information without being connected to Wi-Fi.

If a party finishes their fishing activity even a minute before the assignment stop time, they should be interviewed. However, if a party comes in later than this stop time, they cannot be interviewed. The assignment time interval is critical to creating meaningful statistical calculations and including any anglers observed outside of the interval will negatively affect catch and effort calculations.

Arrival at the Site

Onsite Manager

Upon arriving at the site, check in with the person in charge (or the person previously contacted) if applicable. Some sites won't have an on-site manager or supervisor, but privately-owned or closely supervised public operations will have a manager in-charge. Both for permission and as a courtesy, FIs should introduce themselves and summarize the purpose of the survey. After the first time or two at a site, these personnel should be familiar with the study and the FI's role. An FI's state-issued identification and copies of a letter from NOAA Fisheries, known as the 'To Whom' letter, should be provided to substantiate the legitimacy of the survey and encourage cooperation. Please note these actions should be completed **before** the scheduled assignment time. Sampling efforts must begin at the predetermined time.

The 'To Whom' letters are extremely important. They are a direct link from NOAA Fisheries to the anglers and should be distributed freely. They are printed on official NOAA Fisheries letterhead to reinforce the study's legitimacy. All business facilities, privately-owned, or monitored public facilities should be given copies for their files. Always have some copies available when on assignment. Many FIs have said this letter has proved extremely useful in the field not only with managers, but also with the general public. FIs should feel free to hand these out and use them in a manner that will help facilitate cooperation. Be careful not to bombard respondents with too much information, simply be prepared if an angler asks for additional information.

Assignment Details/Sites

Once at the site, FIs should double check with the DIA's 'Details' and 'Sites' sections to confirm they're at the right location during the right interval. Next, any information known prior to the start of the assignment should be filled in. These items describe the basic assignment details and do not require angler interviews to be completed.

Mode-Specific Procedures for Assignments

The on-site procedures differ slightly for each mode of fishing. The following subsections describe the typical procedures for each fishing mode. Headboat trips are conducted differently and are discussed later in the manual.

Regardless of the fishing mode, all anglers must meet the same eligibility requirements to qualify for an intercept. In short, an angler must be fishing in saltwater for recreation, in U.S. waters, and have finished his or her fishing activity within a single fishing mode. For charter and private/rental boats, the boat must return during the assigned six hour window. That is, FIs cannot interview anglers arriving in boats if the boat had returned prior to their assignment time beginning or after the site time ends.

Shore (SH)

While at a site where shore fishing exists, FIs should be stationed at a point of access to the site. This point of access tends to be the entry or exit location of the site, the location accessed most frequently by most anglers.

If a site has multiple access points, try to manage time and/or positioning so that all are covered. When at a beach or bank, FIs will typically have to cover a stretch of coastline with anglers scattered along the area. If there is a predominant exit point from the site (e.g., a central parking area), FIs should be positioned there. If no such point exists, stand in an area where the majority of anglers are within sight and can be approached easily. Close

observation of the fishing activity is required since FIs must be alert to anglers leaving the site.

FIs should **not be positioned next to a fish cleaning stand**, since only anglers with fish will stop at the stand. Standing there could bias the sample towards anglers with catch. If all anglers are actively engaged in fishing, FIs should canvass the area to inform them about the survey, gain their cooperation, and point out where they will be stationed to collect interviews.

By canvassing the site area, FIs will be able to determine the number and location of anglers on-site and a rough approximation of the duration of their trip. With this information, FIs should maximize intercept coverage by planning movements around the anglers. The preliminary canvass should also be used to inform the anglers about the study, and to gain consent to conduct the interview later.

Private and Rental Boats (PR)

Since there are key differences among the various boat landing/docking facilities, use best judgment to determine the best approach for a particular site. For private boat interviews, the anglers may be interviewed while waiting for a boat hoist or while cleaning the boat at the dock. Others may be interviewed in the parking lot while waiting for access to a ramp to remove the boat from the water. Use discretion in determining the best approach. However, never distract anyone who is in the process of retrieving their boat to a trailer. Any distraction could result in injury to the individual or damage to the boat.

Canoes and kayaks are two specific types of boats that recreational anglers will use. We want to approach these anglers just as we would those fishing from larger vessels, and administer the screening questionnaire to them to see if they are eligible for the survey. Guided tours of canoes, kayaks, rowboats, undocumented sailboats, etc. are also considered private/rental fishing trips (NOT for-hire). These guided tours differ from charter boats, which are defined as vessels with a captain/guide operating a boat with paying customers.

Ideally, all anglers on all boats will be interviewed. However, time constraints, extreme weather events, and crowded holiday traffic (particularly at large ramps or marinas), do not always allow for this. If it is not possible to interview every angler on every boat, randomly select a subset of boats and anglers to interview. As mentioned before, if there are many boats returning at once, be sure to balance counting and interviewing. While it is preferable to get multiple anglers from one vessel rather than one angler from each of several vessels, FIs should try to avoid entirely missing a given vessel whenever possible.

Charter Boats (CH)

Intercept procedures for charter boat anglers are essentially the same as those for private and rental boats (described above). We want to maintain good relations with charter boat captains whenever possible. FIs should first ask for permission to interview anglers from the charter boat's captain before explaining the study's purpose. The mate or a crew member is not sufficient, permission must come from the captain. If the captain has already departed from the site prior to intercepting the anglers and an FI cannot obtain their permission, FIs can still interview anglers.

Charters are typically boats with six or fewer paying anglers. A vessel is determined as a charter/headboat by its designation in the online vessel directory and Good List. If the status of a charter boat is in question due to too many anglers or a captain disagreeing with designation, the FI should fill out interviews for the passengers as a charter boat but be sure to provide notes for NOAA Fisheries. FIs should be sure not to confuse charter boat customers with other paying customers of boats identified as headboats or of private/rental boats where anglers are non-paying customers. Anglers who share fishing expenses, such

as fuel, bait, launch fees, etc., are not for-hire fishers. FIs should be aware of headboats operating out of sites where APAIS sampling occurs; headboats are different from charter vessels, and under no circumstances should headboat anglers be interviewed during site assignments.

Give the anglers and the crew time to tie the boat off and prepare to leave the vessel before beginning the interviews. The best way to obtain cooperation is to work with the anglers as they prepare to leave. It is effective to begin interviewing anglers as they pack up their gear and take pictures with their catch. Be sure to avoid getting in their way. These anglers paid a lot of money for the charter experience, and it's important to respect that.

When it is possible to interview the anglers, FIs should strive to complete individual interviews and catch records for each member of the charter group. However, this may be difficult for charter boats since multiple boats may dock at or around the same time and anglers may have little control over the handling of their fish, which are often stored together. There are specific rules about how to handle grouped catch discussed later in this manual. **Under no circumstances can interviews be conducted with charter captains or mates.** The captain and crew are not considered 'recreational anglers' even though they may have fished. Captains and mates may only be consulted to determine the actual water area fished.

It should be noted that not all charter boat captains are going to be friendly in the presence of interviewers. They are trying to run a business and in order to maintain happy patrons they may feel that interviewing their customers will hurt any chances of them returning. In a few instances it has been reported that charter boat captains have been hostile toward field interviewers. In these situations it is important to maintain a calm demeanor, thank them, and move onto another boat. Do not continue to interact with that captain or any anglers on that boat at that point. Once removed from the situation, FIs should call the state coordinator.

Interviewing and Counting Anglers

Angler Eligibility

To be eligible for an interview, FIs must first determine a few key factors for each angler.

Eligibility Requirements:

- Is the angler a **recreational** angler?
- Did the angler **target and/or catch any finfish**?
- Was the angler fishing in **saltwater**?
- Has the angler **completed his/her fishing trip**, defined as one waking day of fishing?
- Has the angler fished **inside of U.S. waters** for the majority of their trip?

Anglers younger than 5 years old should not be interviewed but should instead be listed as 'counted' ('initial refusal' if fishing from a boat) eligible anglers in the DIA counts (defined below). When interviewing minors between 5 and 10 years old, FIs should request adult permission. It may also be appropriate for minors between 5 and 10 to be interviewed by proxy with their accompanying adult. There are no age restrictions on interviewing anglers aged 11 and above.

Determination of a Recreational Angler

For this survey, a recreational fishing trip is one that is taken for fun or relaxation as opposed to one taken to provide income from the sale of fish. The trip's purpose at the beginning of the day defines the trip. There are a few instances where the exchange of money does not necessarily make an angler ineligible.

Anglers who sell their catch to cover the expense of their fishing trips are not necessarily fishing to provide income; these anglers are eligible. If a commercial angler has an unproductive fishing day, he or she may think about changing the trip's purpose from commercial to recreational but if the angler started the trip with the purpose of providing income from the sale of fish, he or she is not a recreational angler and should not be interviewed.

Targeting Finfish or Incidental Catch by Shell Fishers

Recreational anglers targeting crab, shrimp, lobster, clams, squid, oyster, and other invertebrates (any species not considered finfish) are eligible for the survey as long as they also targeted or caught finfish. For example, if someone is spear fishing for lobster and happens to spear a snapper/grouper they would be eligible. Additionally, if a recreational crabber catches oyster toadfish inside of their traps, that angler would be eligible.

Determination of Saltwater Fishing

In estuarine areas the definition of saltwater is often difficult. Inland saltwater bodies include sounds, passes, inlets, bays, estuaries, and other areas of salt or brackish water like bayous and canals. Some coastal water bodies are called lakes, but should still be considered saltwater. However, high-salinity, non-coastal lakes (like the Salton Sea in Southern California) are not valid marine recreational fishing areas. At sites where both freshwater and saltwater fishing occur, FIs must ask each angler whether he or she was freshwater or saltwater fishing. Anglers who say they were fishing in freshwater are not eligible for the survey and should not be interviewed.

Note: If FIs know that the angler was not fishing in saltwater, even if the angler says she/he did, do not proceed to interview the angler. Be aware of tidal freshwater areas – just because the river stretch has tidal fluctuations (above saltwater wedge/mixing zone but still tidally influenced), does not mean that it is an eligible fishing area. Upper estuarine or river tributaries must be at least brackish (salinity of 1-3 ppt) to be considered eligible fishing waters.

Determination of a Completed Trip

A fishing trip is defined as a day of fishing in one fishing mode (e.g., from shore, from a private/rental boat, from a charter boat) which ends during the assigned interval. Anglers are not eligible for this survey if they are planning to continue fishing from the same fishing mode later in the day, whether they plan on fishing from the intercept site or some other location. If an angler is intercepted after returning from a recreational fishing trip on a private boat and plans on fishing from a pier later in the day, the angler can be interviewed. If an angler has switched fishing modes, they would be considered to have completed their fishing trip. Separate modes of recreational fishing are considered to be two separate fishing trips. It is important to note that, in order for a trip to be considered finished, the angler must be ending their fishing activity at the assigned site location during the assignment timeframe (e.g., anglers stopping for fuel at a marina would not qualify since, while they may be finished fishing, they may be travelling to another location to trailer/dock their boat). Also, during PR or CH assignments, the angler's fishing trip doesn't necessarily have to have originated at the assignment site; however, it does have to end at this site.

A one-day trip refers to the angler's waking day, as opposed to a calendar day. A trip beginning in the evening, but ending past midnight, is considered one trip. When FIs intercept an angler who has been on a trip lasting several days, most likely a boat trip, each of the angler's waking days is considered a separate trip. Conduct the interview only about the most recent waking day of fishing. In other words, if the angler's waking day was more than 24 hours, only the most recent 24 hours should be considered.

Canvassing Introduction

At some sites, it is possible to build a rapport with the people fishing prior to conducting any interviews. Anglers who have had the opportunity to meet the FI and discuss the survey tend to be more cooperative when it comes time to ask for an interview at the end of a fishing trip. Assuring the respondent that the FI is not part of any enforcement effort and informing them about the survey's basic research nature is important for gaining the respondent's initial cooperation and trust in the study.

The canvassing introduction is also useful for determining the most productive time and place to conduct interviews. By determining the estimated times that individuals anticipate their fishing trips will be completed in advance, FIs can better prepare for when these individuals actually finish fishing and can administer the interview.

The process should be very informal and as unobtrusive as possible. The conversation might begin with: 'Any luck today?' or 'How's the fishing?' FIs should avoid any actions or statements that disrupt the angler's normal fishing habits.

While canvassing, FIs should mention the desire to identify, weigh, and measure the fish caught. Again, it is helpful to stress that FIs are not associated with any enforcement agency. This alone often provides an incentive for the interview in that many anglers like to know the size of the fish they caught. FIs may also begin to look at the fish being caught so that identification time is kept to a minimum during the interview.

Screening Introduction

The Screening Introduction (shown in **Figure 4.1**) serves two major purposes:

- To introduce the FI and the survey; and
- To determine if the angler is eligible for an interview.

The screening introduction is just a guide to introduce the survey and gain cooperation. When approaching an angler, the FI should introduce themselves and tell the angler that the study being conducted is sponsored by NOAA Fisheries. At no time should the FI claim to be an employee of NOAA Fisheries. If the angler is willing to cooperate, then ask the eligibility questions and complete the screener to verify angler eligibility. Remember that angler screening questions must be repeated for each new angler interviewed, regardless of whether interviewed anglers were fishing together or not.

The screening process is basically a checklist that the FI will go through to determine if the angler is eligible. FIs do not need to record or submit any responses. As the FI becomes more experienced with the survey, he/she should be able to recite the screener without a script.

Figure 4.1: Survey Introduction and Eligibility Determination

SURVEY INTRODUCTION and DETERMINATION OF ELIGIBILITY

To be eligible for an interview, an angler must:

- Be a saltwater recreational angler who intended to catch finfish;
- Have completed his/her fishing trip, defined as one waking day of fishing;
- Have fished in U.S. waters.

Hello, my name is _____ and I represent (state agency). We are interviewing marine recreational anglers for a study sponsored by the National Marine Fisheries Service of the U.S. Department of Commerce. I'd like to ask you a few questions about your fishing.

1. Was the primary purpose of your trip today for recreation; that is for fun and relaxation, or was it to provide income either from the sale of fish or from the sale of the fishing opportunity?

Recreation _____ ➔ Continue with question 2

To provide income _____ ➔ Thank the angler and end interview, angler not eligible
[Code as 'Not Recreational']

Item 1 - *This question determines whether the angler meets the recreational criteria. A response of 'to provide income' will end the screening because the respondent is not a recreational angler. A response of 'recreational' to Item 1 will lead to Item 2. In some states an angler may be 'commercial' or 'recreational' on any given day. FIs must ask about the **original intent** for the particular trip taken that day, regardless of the type of fishing license possessed.*

2. Were you saltwater fishing today? By saltwater fishing, I mean fishing in oceans, sounds, or bays, or in brackish portions of rivers.

Yes _____ ➔ Continue with question 3 (if in Maine, ask question 2a)

No _____ ➔ Thank the angler and end interview, angler not eligible
[Code as 'Not Salt Water']

Item 2 - *This question verifies that the angler is a saltwater angler. A response of 'no' to Item 2 will end the screening. A response of 'yes' will lead to Item 3 (unless the FI is in Maine, where the FI should proceed to Item 2a). Use knowledge of the area when screening for this question. For example, if an angler indicates that he/she was fishing in saltwater, but the FI knows that it has been raining heavily, making the fished area actually freshwater because the salt wedge has moved downstream, the FI should terminate the interview.*

2a. Was the majority of your fishing in Canadian or Non-U.S. waters?

Yes _____ ➔ Thank the angler and end interview, angler not eligible
[Code as 'Not U.S.']

No _____ ➔ Continue with question 3

Figure 4.1: Survey Introduction and Eligibility Determination (continued)

Item 2a - In northern areas of Maine, if an FI has reason to believe that an angler may have spent time fishing outside of United States waters, the FI should also ask if the angler fished in Canadian waters. If the majority of his/her effort was **not** in United States' waters, the angler is **not** eligible for an interview and the screening should be terminated. If the majority is determined to be in United States' waters, all of the angler's fishing time, catch, etc., should be included on the Intercept questionnaire—even time spent and fish caught in foreign waters.

3. Were you fishing for finfish today?

Yes → Continue with question 4
 No → Continue with question 3a

Item 3 - This question verifies that the person is targeting finfish. That is, the fishing trip was directed at fish with fins. Note that a person does not have to have caught any finfish to participate; as long as he/she was fishing for finfish they are eligible.

3a. Did you catch any finfish today?

Yes → Continue
 No → Thank the angler and end interview, angler not eligible

Item 3a - Shell fishermen (or any invertebrate target such as octopus, squid, etc.) may have caught finfish although it was not the primary target. These shell fishermen are eligible if one or more finfish were incidentally caught.

4. Have you completed your saltwater fishing today?

Yes → Angler is eligible, start main APAIS questionnaire
 No → Continue with question 5

Item 4 - Marine recreational anglers who intended to catch finfish are asked whether they have completed their fishing for the day. The FI should consider all parameters of the 'Determination of Completed Anglers' section. If the response is 'yes,' the angler is eligible for the survey and the FI should start the main APAIS Questionnaire at this point. If the response is 'no,' the FI will continue by asking Item 5.

5. Will you still be fishing from a (SPECIFY FISHING MODE)?

Same mode → Thank the angler and end interview, angler not eligible
 [Code as 'Not Done' if angler remains at site until end of assignment; code nothing if angler leaves but plans to resume fishing in the same fishing mode later]
 Different mode → Angler is eligible, start main APAIS questionnaire

Item 5 - Anglers who are coming back to the same site to fish are eligible **ONLY** if they plan to fish from a different mode when they return. They are not eligible if they are planning to fish from the same mode at the same site later in the day.

Counting Anglers

In addition to conducting interviews with eligible anglers, the APAIS requires that FIs count eligible anglers who are leaving the site (completed their fishing in the fishing mode of intercept) during the sampling period at each site visited, but who could not be intercepted or interviewed. This tally of 'Angler Trips Counted (Not Interviewed)', or 'Counted Anglers' includes only the anglers who are missed when the FI is busy conducting interviews with other anglers. Counted anglers should not overlap counts of anglers who refuse interviewing (initial refusal), are excluded due to language barriers, or refuse to answer a key question during the interview. Additionally, if an eligible angler responds to an inquiry that they have not fished during the day of the assignment, not finished fishing, fished in fresh water for a majority of their time, fished with the intention of making money (commercial), exclusively fished for non-fish species and did not incidentally catch finfish, or fished for a majority of their trip outside of U.S. waters, the person should not be included in the count.

The determination of whether to include departing boaters as eligible anglers or just exclude as non-angling boaters is a decision the interviewer must make on the best available information and observations he/she can make. Counts should be the last resort after all attempts to interview all departing anglers are exhausted, or the interviewer is too busy interviewing one angler to detain the subsequent parties for interviewing.

Initial Refusals

If an angler is eligible, but refuses to be interviewed, record this angler as an 'Initial Refusal' count. Any eligible angler who is not interviewed from a private boat or charter boat where at least one intercept was obtained must also be tallied as an initial refusal (e.g. if anglers from a boat party walks away while one angler is being interviewed, those party members are to be coded as refusals. FIs should always try to encourage anglers to complete the study by explaining the importance of each individual interview to overall data quality, however, it is not always possible to intercept all anglers.

While on site assignments, FIs must be mindful of headboat activity at the assigned site and FIs should never include headboat anglers as counted anglers or initial refusals on a site assignment. While conducting headboat assignments, all anglers who are not interviewed are tallied as Initial Refusals.

These counts of eligible anglers and initial refusals are **not** mode-specific within an APAIS assignment. All exiting anglers in Shore mode, Charter Boat mode, and Private/Rental Boat modes are included, following above procedures, in a single overall tally of 'Counted Anglers' per site. Similarly, all eligible anglers who refuse to be interviewed are included in a single overall tally of 'Initial Refusals' per site.

For more details on counting, other tallies, and for some specific examples, please see the *Interviewing and Counting* sheet included as Appendix C.

Privacy Act Statement

As soon as the angler's eligibility is established, FIs should read the provided shortened version of the Privacy Act statement. An abbreviated version of this statement appears as the first screen on the Dockside Interceptor Application (DIA) right before the FI starts asking the angler the intercept questions.

While this rather short statement must be read to all anglers interviewed, FIs will be given—and must carry—several copies of a longer Privacy Act Statement. These copies should be handed out to anglers who request more information. FIs are legally required to always have at least one copy of the Privacy Act available to anglers at all times. FIs should call

their supervisor for more copies, or make photocopies of the last one, but should never hand out the last copy. An example of the Privacy Act Statement is in **Figure 4.2**.

Figure 4.2: Privacy Act Statement

All surveys conducted by the Federal Government are regulated by the Privacy Act of 1974. This Act stipulates that each person interviewed must be informed of the following: (1) The auspices under which the survey is being conducted; (2) That participation is voluntary; and (3) How the information will be used. The Privacy Act also stipulates that this information must be available to each survey respondent in written form. While this information is outlined on the handout, most anglers are satisfied after hearing the abbreviated statement. The Privacy Act Statement reads as follows:

Information collected in the Atlantic Intercept Survey is authorized under the Fish and Wildlife Act of 1956, the Migratory Marine Fish Act of 1959, and the Fishery Conservation and Management Act of 1976. This information will be used in assessing the influence of fishing on any fish stock and in determining recreational fishing needs.

All information collected will be combined with information provided by other recreational anglers and used only for statistical purposes. Any information which would permit identification of the individual will be held in strictest confidence and will be used only by persons engaged in and for the purpose of the survey.

Participation in the survey is voluntary and there are no penalties for refusing to answer any questions. However, your cooperation in obtaining this much needed information is extremely important in order to ensure the completeness and accuracy of the statistical data.

The Angler Interview: General Instructions

The actual interview begins after eligibility has been established and the Privacy Act statement has been read. All interviews should be conducted using the APAIS tablet and DIA where every question is read to, and answered by, respondents. It is therefore very important to read the questions verbatim and in the exact order in which they appear. Each angler interviewed should read these questions in exactly the same way. Failing to do so may introduce bias to the questionnaire. This maximizes data quality and consistency across respondents.

The following is a list of protocols to adhere to when administering an intercept:

A. In general, ask the questions as written.

Reading the questions as they appear will help FIs become more skilled in conducting the interview. However, we recognize that there may be some instances in which using a more conversational tone could be helpful. FIs may restate a given question in a slightly different way if it helps the angler better understand what information is being requested.

B. Ask every question specified in the questionnaire according to instructions.

Never presume that the answer to an upcoming question has already been provided by a previous answer. The answer received in the context of one question may not be the same answer that would be received when the specific question is asked. The only questions that should not be asked are those that are skipped as part of a skip pattern.

C. Read the complete question and all response choices (when applicable).

The respondent may interrupt and answer before having heard the complete question. When this happens, read the question again, making sure the respondent hears it through to the end. Do not assume a premature response applies to the question as written.

D. Read the questions slowly enough to be understood but maintain a good pace.

As FIs become more familiar with the questionnaire, they may be tempted to read through the questions more quickly, perhaps in an effort to reduce the burden for respondents in terms of the time spent doing the interview. However, FIs must remember that some of the respondents have never heard the questions before. Therefore, FIs must read slowly enough to allow for everything that is asked to be understood. A pace of about one or two words per second is usually appropriate. Even if the respondent is in a hurry, the questions should not be read quicker, because this puts the integrity of the interview at risk. If the respondent is rushed, politely remind the respondent of the importance of this study.

E. Do not suggest answers to the respondent.

As FIs progress through the questionnaire, they will come across questions to which they might think they know the answers, based on prior information given. This situation can lead to a tendency to suggest answers to the respondent. Avoid this tendency and instead read the question as written.

F. Give the respondent plenty of time to choose each response.

Some respondents may believe that they are taking too long to answer the questions and may rush through the questionnaire. Do not rush the respondent, and be sure to allow the respondent to take as long as needed to give a response.

G. Follow instructions to the FI uniformly.

When administering the survey, FIs should follow the instructions and procedures exactly the same way for each interview.

Inquiring

One aspect of asking questions relates to inquiring. *Inquiring* is a technique used to ensure that the answers given by a respondent are as accurate and complete as possible. Effective inquiries serve two purposes:

- to encourage respondents to express themselves completely, and
- to help respondents focus on the specific requirements of the question.

To know when to use an inquiry, FIs must be thoroughly familiar with the questionnaire and know the objectives of each question; that is, FIs must know what is being measured and what constitutes an acceptable response. Otherwise, it will be difficult to judge the adequacy of a response. *All inquiries must stimulate thought and response without suggesting possible answers.* Only neutral or nondirective inquiries are used in the interview. Some examples of proper inquiries techniques follow.

Neutral questions or statements

These inquiries encourage a respondent to further explain or elaborate on a response and must be stated in a neutral or non-challenging tone. Some examples of neutral inquiries are the following:

- What do you mean?
- Please explain that. . . .
- Which would you say is closest?

Clarification

Clarification inquiries are to be used when judging the respondent's answer to be unclear, inconsistent, ambiguous, or contradictory. However, FIs must take care not to appear to challenge the respondent; instead, tactfully express concern over not completely understanding the nature of the response. Some examples are the following:

- 'I'm not quite sure I understand what you mean by that. Could you tell me a little more?'
- 'I'm sorry, but a few minutes ago I thought you said [CONTRADICTORY INFORMATION]. Could you clarify this for me?'

Encouragement

This technique involves conveying to the respondent that the FI understands what he or she has said and would like to hear more. This technique would include the use of phrases like 'I see . . . ,' 'That's interesting . . . ,' and so forth. Nonverbal inquiries of this nature include a nod of the head or an expectant expression.

Repetition

Repetition could be either repeating the question or repeating the response. The former is useful when it appears that the respondent may have misunderstood the question or deviates from the topic at hand. The latter technique of repeating the response may produce additional comments or explanation from the respondent, especially if FIs say it in the form of a question. For example, for the question concerning where the person was fishing: 'Would you say you were fishing from...<READ ANSWER CHOICES>.' If he or she doesn't understand, FIs might say, 'This question is asking where you spent the majority of your time fishing today. Please listen to these answer choices and pick the most appropriate.' Never suggest or attempt to conclude an answer. Even if it's obvious that the person was, for example, pier fishing, FIs must ask the question and read all the answer choices. FI should never assume a response.

Angler Responses

In addition to encouraging anglers to respond to survey questions, FIs should also inquire about high numbers of reported fish and/or unusual species. For instance, if an angler reports having caught and released 150 striped bass in 0.5 hours of fishing from a private boat, the FI should realize that this is unusual. In this particular instance, the FI should inquire to make sure the angler was referring to ONLY themselves (Type 2 cannot be split between anglers in a party), whether this was just a far-off estimate of catch, and also be aware of an angler's state and tone of response. The DIA's notes sections should be used whenever possible, especially to describe unusual responses. Examples might include, 'Angler repeated response but seemed sarcastic' or 'Angler response is verbatim and repeated but angler was intoxicated/argumentative.' **These notes are critical to explain odd situations** to prevent inaccurate estimates of recreational catch.

General Tips

When completing the intercept FIs should remember the following items:

Refused Questions – If the angler refuses a key item, FIs should check the 'Refused' box and the interview will automatically be changed to a 'Status 5' or Refused Key Question intercept. It is also important that, if this happens, a tally of 'Refused Key Question' be added to the site's tallies on the DIA. If a non-key item is refused, FIs can continue to the next question. An interview with a refused non-key item is considered a Status 2 interview.

Codes for Don't Know – Items on the DIA that the angler does not know the answer to have associated 'don't know' codes ('8', '98', '998', '9998', or '99998'). An interview with a 'don't know' answer to a key item is considered a Status 5 interview.

'Other (SPECIFY)' – Response codes for a few questions (e.g., fishing mode, fishing area, gear, are not exhaustive. If an angler gives a response not covered by the pre-coded responses, FIs should click on the 'other' code, and write out the angler's exact response in the space provided.

Notes (Comments) – The DIA has three levels of notes: (1) Assignment level – for major items (e.g., site closure, FI is late to assignment), (2) Site level - for site-specific details (e.g., weather, tidal influence, etc.), and (3) Group level – for details about a specific group of anglers (e.g., group had split catch, reason for an odd disposition, etc.). Comments should be kept as brief as possible in order to be useful by state coordinators and ACCSP staff.

Examples of Useful Notes

Assignment Comment:

- "10 minutes late due to traffic"
- "roads closed due to flooding, could not travel to assignment site"

Site Comment:

- "high number of counted anglers due to heavy rain all day"
- "tournament today, high activity"

Group Comment:

- "Mark (angler 1) has shared catch with Joe (angler 3), Charlie (angler 2) had no catch"
- "confirmed [rare species] ID with state lead"

The Angler Interview: Key Items

'Key items' are questions that must be answered in order for the intercept to be considered complete. If any of these questions are refused, the question must be marked as a 'Refused Key Question' in the DIA. If a key item is refused, the DIA will lock the intercept and state that a key item has been refused and that the interview should be ended. Key items include fishing mode, area in which the majority of fishing took place, distance from shore, state and county of residence, group catch questions, unavailable (Type 2) catch, fishing party information, Good List, and available (Type 3) catch.

In order to avoid incomplete intercepts, FIs should follow the conventions outlined in this manual. FIs should also note that they will want to **provide definitions, not answers** – if the angler asks for an opinion about an item, provide a definition for the item in question rather than supplying the actual response. If an angler is unsure about whether he/she was fishing from a headboat or a charter boat, FIs should utilize the ATA’s Good List vessels as well as context clues from vessel advertisements to determine whether the angler was on a charter or headboat.

The Angler Interview: Item-by-Item Instruction

The below section is meant to step FIs through the APAIS questionnaire by each individual question. Items denoted below with an asterisk indicate Key Items, which will be marked as ‘Refused Key Question’ if an angler refuses to answer. Please be aware that while the same procedures and general process will remain the same through sampling years, the individual screen shots may change based on application updates throughout the year. In the event of a screenshot located below not matching the current application version, please refer to the Dockside Interceptor Application (DIA) user manual. This can also be requested through the ACCSP and is available on the ATA.

DIA Features

The DIA has built-in logic to avoid questions that shouldn’t be asked and to require responses where needed. Several sections (e.g., Good List, state name, county name, species names/numbers) reference internal lists of variables which can be selected rather than manually filled in. Some questions also allow for ‘**pinning**’ responses for anglers within the same group. That, is, even though it is mandatory to ask each question for each angler, if the anglers might be likely to provide the same response or are required to have the same response (e.g., boat party, reef code, etc.), it is possible to pin (or keep) the response of one angler to be the response of all other anglers in that group, thus removing the need to navigate to each angler in that group for that same question. Additionally, the DIA poses **split screen sections** for questions which often have multiple different responses from anglers in a group but which can be asked simultaneously for everyone (e.g., state and county of residence, days fished, etc.). For these split screen questions, it’s possible to use the left-hand section to fill in responses for all anglers in the group but each value for each angler can and should be tailored to each individual anglers so long as there are unique responses for each.

Items Asked of the Angler

FIs must read the Privacy Act to the angler before these questions can be administered.

READ PRIVACY ACT

This study is being conducted in accordance with the privacy act of 1974. You are not required to answer any question that you consider to be an invasion of your privacy.

ITEM: *Fishing Mode – Use discretion in the wording of this question for shore (SH) anglers. Obviously, if an angler is leaving a pier from which no boat fishing was possible, it is inappropriate to ask whether that angler was fishing from a charter boat. For example, a pier angler could be asked: ‘Would you say you were fishing from a pier, a jetty, breakwater, etc.?’ Always include responses from at least two coding categories in the stem of the question. Do not make assumptions about the mode of fishing because sites will routinely have multiple modes present.

Would you say you were fishing from...

Pier	Dock
Jetty, Breakwater	Bridge, Causeway
Other Man-made Structure	Beach or Bank
Headboat	Charterboat
Private Boat	Rental Boat

All charter boat (CH) and private/rental boat (PR) anglers should be offered three boat alternatives: ‘Would you say you were fishing from a charter boat, a private boat, or a rental boat?’ If the angler has difficulty with the definition of a particular mode, provide definitions and let the angler decide.

ITEM: *Vessel Good List – Must be completed and will automatically show for any charter fishing mode interview.

Is this vessel on the Good List?

Yes

No

Vessel has no name AND no registration number
If checked, Interview = REFUSED.

- AWOL (XY12345)
- BEAST MODE (XY23456)
- CHA CHING (ZY09876)
- DEEP SEA (AB32546)
- EBB TIDE (AD98765)
- FISH FRENZY (EA92837)
- GALE FORCE (FF65879)

This section’s fillable, drop down selection refers to the Good List for a given state. To determine if a vessel is on the Good List, FIs must search for the vessel name **and/or** registration number in the drop down list. Characters entered in the search field will narrow the results presented in the list. If the vessel is on the Good List, the appropriate vessel should be selected from the list, and ‘Yes’ will be checked. If the vessel is not on the Good List, the full name and full vessel number should be written down **exactly** as it appears on the boat, and ‘No’ should be checked.

If the vessel does not have a name, use and record other identifying information (state registration number, captain’s name and homeport) within the DIA’s group comments section to try and determine if the vessel is on the Good List after the assignment. Although extremely rare, if a vessel has **no name and no registration number**, the interview should be terminated immediately, the ‘Vessel has no name AND no registration number’ box should be marked, and the interview will be considered Status 5 (Refused Key Question).

ITEM: *Type of Waterbody Fished – Anglers are asked what type of water body they did most of their fishing in. If the response is 'Ocean/gulf', the next question (area fished) will become available and should either be filled in as 'Three Miles or Less From Shore' or 'More Than Three Miles'. If the response to the type of waterbody is anything other than 'Ocean/gulf' the area of fishing question will not be presented.

For an angler fishing in shore mode, it may not be necessary to ask this question (i.e., an FI observed the angler fishing and knows the correct water body). For example, when at a site that only has shore mode access in the Chesapeake Bay, common sense tells FIs that the angler was fishing in the Chesapeake Estuary. Similarly, if an FI has ridden on a headboat they should be able to code the correct response without asking the question to the anglers or with the captain's help.

Was most of your Charterboat fishing effort today in the ...		
Ocean/gulf	Cape Code Bay	Hudson/Raritan Estuary
Sound	Narragansett Estuary	Delaware Estuary
River	Buzzard's Bay Estuary	Chesapeake Estuary
Bay	Long Island Estuary	Albemarle/Pamlico Estuary
Other (Specify)		

If the angler fished in more than one water body, that angler should be asked in which water body the majority of time fishing was spent.

Any intercept coded as, 'Other (Specify)' must have the specific water body written on the provided line.

ITEM: *Area Fished – Please keep in mind that anglers fishing along the shore and in the ocean/gulf *must* have fished within three miles of shore.

Anglers fishing in boat modes (PR, CH, HB) in the ocean/gulf bay must be asked this question. The captain of a charter boat may be able to give FIs a more definitive response if the anglers are unsure. If on a headboat, FIs should ask the captain how far offshore the boat had been.

This question is used to determine the effort and catch in state versus Federal jurisdictions. State jurisdiction occurs within the state territorial sea, while Federal jurisdiction occurs in open waters beyond the territorial sea. Most States' territorial seas extend three miles from shore.

Was that ...
Three Miles or Less From Shore
More Than Three Miles

Bays, Sounds, Rivers, and Inlets

For the type of waterbody fished, if the angler responds with an answer other than 'ocean/gulf', the FI will need to inquire to determine the correct response. The follow-up inquiry is: 'What (sound/river/bay/inlet) was that?' For the purposes of the APAIS, if the named sound, river, bay or inlet is not part of a listed estuary, the FI should code for sound, river, or bay. Inlets should be coded as 'Other' (unless it is part of one of the National Estuaries listed), with the word 'Inlet' (and the specific name, if applicable) written out in the adjacent space.

It is very important that any bays, rivers, sounds, or inlets that are *part of*, or *wholly inside*, any of the named estuaries be coded by the named estuary, NOT using the code for sound, river, or bay. If the angler responds that he fished in a sound, river, or bay that the FI is not familiar with, then FIs should specifically ask 'Is that (_____) sound, river, bay in any of these estuaries?' and name those that are reachable from the interview site. For example, if interviewing was taking place at a Maryland site, it would be appropriate to ask 'Is that (_____) sound, river, bay in the Chesapeake Estuary, or the Delaware Estuary?'. It would not be appropriate to offer 'Is that part of Hudson-Raritan Estuary?'.

Note on bays: The general definition of a bay is an area of water bordered by land on three sides. Bays generally have calmer waters than the surrounding sea, due to the surrounding land blocking some Waves and often reducing winds. Cape Cod Bay has a unique code. All other true bays should be coded 'Bay'. For the Mid-Atlantic States from VA up to NY, many of the bays are located between the mainland and a sandy barrier island, with a narrow inlet that allows passage to the ocean. In the New England states, bays tend to be rocky indentations in the coastline.

ITEM: Artificial Reef – This item is asked for all PR, CH, and HB (and SH where applicable) anglers. If the angler is fishing from shore, the 'No' check box should be marked without selecting a reef code from the dropdown list. Fishing an artificial reef is defined as the angler intentionally selecting a fishing location with man-made structure. If the angler asks for clarification regarding fishing distance from the artificial reef, the interviewer should respond 'Fishing close enough to the structure you felt it increased your chances of catching fish.' If the angler responds that they do not know if they fished on an artificial reef, the response should be filled in as 'No.'

Were you fishing near an Artificial Reef?

Artificial Reef ↺ ↻

Yes

Reef Code 98

125 Unknown

ITEM: Gear Type – This is asked of all anglers. If the angler has used more than one type of gear, he/she should be asked which he/she spent more time using.

What type of gear was primarily used?	
Hook and Line <input checked="" type="checkbox"/>	Trap
Dip Net, A-frame	Spear
Cast Net	Hand
Gill Net	Other (Specify)
Seine	Unknown
Trawl	Refused

Definitions for fishing gears are:

- **Hook and Line** – Traditional rod and reel or hand lines. Trolling, surf fishing, bottom fishing, chum fishing, and fishing with floats are all examples of uses of this gear.
- **Dip Net** – A small hand net consisting of a handle attached to a metal ring with mesh attached, often used to land large fish but also used to catch schools of smaller fish. An example of the use of this gear is to catch baitfish in tide pools.
- **Cast Net** – A large net, weighted around the edges, which is cast out and falls over the fish, thereby entrapping them. This gear is typically used to catch baitfish or shrimp.
- **Gill Net** – A flat net suspended vertically in the water with mesh that allows the fish's head to enter the net but which catches on the fish's gills as it attempts to withdraw.
- **Seine** – A large net with weights on one end and floats on the other used to enclose fish after dragging along the bottom near shore by hand.
- **Trawl** – A large cone-shaped net, which is dragged along the bottom from a boat.
- **Trap** – Usually a metal screen box, extended by a rope, which has bait inside and a small hole, which the fish can swim into but not return. Examples are fish pots and crab traps.
- **Spear** – A sharp, barbed pole that is projected or thrown into the fish. Examples are flounder gigs and SCUBA diving spears.
- **Hand** – Catching fish by hand without the aid of any implements. Examples are picking up fish trapped in tide pools or those chased onto the beach by predators.
- **Other** – If an angler is fishing with anything else than the gears listed here, check this box and record the gear that was used on the line. Examples of 'other' gear include bow and arrow.

ITEM: Target Species – Ask all anglers to name the kinds of fish they were fishing for. Use the fillable blank to enter the name of the species which will automatically suggest species depending on what was entered. FIs can also select from the DIA’s list of species favorites in the scrollable list to the right of the fillable blank section. If the angler says ‘anything,’ or ‘nothing in particular,’ the check box, ‘No Target’ should be selected. If the angler mentions only one species, it should be coded under ‘1st Target,’ with ‘2nd Target’ left blank and the ‘No Target’ box checked.

What species were you primarily fishing for today?

1st Target ATLANTIC MENHADEN (161732) No Target

BLACK SEA BASS (167687)

2nd Target ATLANTIC MENHADEN (161732) No Target

BLACK SEA BASS (167687)

BLUEFISH (160550)

Because fish identification should be as specific as possible, if the angler names a genus/family of fish, FIs should inquire to determine whether he/she preferred a particular species in that genus/family. For example: ‘Did you target any particular kind of drum?’ If the angler has no preference within the family of fish, and several species are possible within that family, enter the family code. If, however, the FI knows that the angler could only be going after one species within that family, enter that species code. For this item, knowledge of how local names translate to exact species is very important. If the angler uses a local name for a fish, enter the accepted common name and make a note of it in the group comments section. Any questions about local names should be directed to the state coordinator.

Only record reasonable responses to this item. If an angler responds that he/she was fishing for a species not found in the area, this response should not be coded. For example, it is not reasonable that anyone would fish for oceanic pelagic species like blue marlin from an inland pier.

Species names listed to the right of the fill in location represent species ‘Favorites’ defined within the ‘Species’ section of the Dockside Interceptor Application. These favorites are customizable per tablet.

ITEM: Time on Boat – All anglers fishing from a boat are asked how many hours they spent away from the dock, in the mode of intercept on the day of intercept. This question is meant to measure trip time. Do not include time spent in the boat while the boat is at the dock. Boat time for anglers interviewed on the same boat should be identical. If the time on boat is different for anglers in the same party, a comment explaining the situation should be provided and the state coordinator should be notified.

The DIA will ensure the hours on boat to be greater than or equal to the hours fished. Additionally, this question will not be presented if the angler is listed as having fished from shore mode.

To the nearest half-hour, how many hours have you spent on the boat, away from the dock, today?

Hours Spent On Boat 6.0

99.8 Don't Know

99.9 Refused

ITEM: Time Fishing – All anglers are asked how many hours they spent fishing with gear in the water in one of the fishing modes on that day. If the angler fished at more than one site in the same fishing mode of the intercept, he/she should be reminded to include all hours spent in that fishing mode at all sites. If the angler fished at any site (including the site of intercept or any other site during that same day) in a different fishing mode, then the intercepted angler **should not include** time spent fishing in the non-intercept mode.

Since a trip is defined as fishing in one fishing mode in one waking day, only waking day hours should be entered. This should never exceed 24.0 hours. If an angler has been fishing non-stop for more than 24 hours, ask them to report on only the most recent 24 hours of fishing activity. Since this question requires answers be rounded to the nearest half hour, it is only possible to enter decimals ending in '0' or '5.' If the angler refuses or doesn't know, the associated boxes should be selected which will automatically fill in these responses.

To the nearest half-hour, how many hours have you spent Charterboat fishing today?
That is, how many hours have you actually spent with your gear in the water?

DEFAULT

Hours Fishing 6

99.8 Don't Know

99.9 Refused

Select Default

1: ANGLER 1
6

2: ANGLER 2
5

3: ANGLER 3

ITEM: Days Fished in Past 12 Months – All anglers are asked how many days they have been saltwater recreational finfishing within the state of intercept, or from a boat launched in the state of intercept, **excluding the day of intercept**, in the past 12 months.

The wording of this item is very important. The angler should think back to the same date in the previous year. He/she should **not** include days spent freshwater fishing, commercially fishing, shell fishing, or days spent fishing in other states.

FIs may have to work with an angler to come up with a specific number. Anglers are likely to say something like 'every week' or 'once a month.' In these instances, translate the response to a number and verify that number with the angler.

Because the day of intercept is not included, the maximum number of days that can be entered is '364,' and the minimum acceptable entry is '000' (meaning that the day in which the FI is interviewing them is the only day in the last 12 months). If the angler refuses or doesn't know, the associated boxes should be selected which will automatically fill in these responses.

ITEM: Days Fished in Past Two Months – Anglers are asked how many days they have been saltwater recreational finfishing in the state of intercept, or from a boat launched in the state of intercept, **excluding the day of intercept**, in the past two months.

Not counting today, within the past 12 months, that is since November 21 of last year, how many days have you gone saltwater sport finfishing in this state or from a boat launched in this state? How many days in the past 2 months?

DEFAULT Select Default

12 Months	24	2 Months	12	1: ANGLER 1	
				24	12
998 Don't Know		98 Don't Know		2: ANGLER 2	
				36	3
999 Refused		99 Refused		3: ANGLER 3	

Since the question requires days, and the day of intercept should not be included, the maximum number of days that can be entered 60, depending on the month. The minimum number of days is '00' (meaning that the day in which the FI is interviewing them is the only day in the last 2 months). If the angler refuses or doesn't know, the associated boxes should be selected which will automatically fill in these responses.

The DIA will ensure that days fished in the past 12 months to be greater than or equal to the days fished in the past 2 months.

ITEM: *Boat Party Size – This is only asked when fishing mode is boat-based to determine how many anglers fished on the boat, *including* the angler being interviewed. If the angler fished alone on a boat, code as '001.'

How many people fished on your boat today?

Number of People 1

A 'fishing party' is defined as a group of anglers who fished on the same boat on the same day. Therefore, all anglers fishing from the same boat are considered members of the same 'fishing party' regardless of whether they traveled together to the site. The number of people on the boat must be identical for anglers in the same party so this response can be 'pinned' using the green pin button. If anglers of the same fishing party report a different number of people on the boat, it may be because they do not know the exact number. This may be true especially for headboat assignments where there are many distinct groups with a large number of overall anglers onboard. In this case, clarify the number on the boat by asking the mate or captain, if possible. Please keep in mind that the number of contributors recorded for available catch cannot exceed the number of anglers in a fishing party.

ITEM: *State of Residence/County of Residence – All anglers are asked their state and county of residence. This section has blanks for both the names and codes for the state and county which utilizes a list of all known counties within each state. FIs should first fill in state names followed by counties afterwards. While state of residence is a required key question, county of residence is a non-key item. If the angler does not know or refuses to

provide his/her county of residence, select the appropriate 'Don't Know' or 'Refused' option for county of residence.

This question is formatted to best support interviewing multiple anglers at one time with a vertically scrollable list of all anglers within the current group. Responses entered in the left-hand side of the screen automatically fill in all records to the right-hand side. Each record in the right-hand portion can then be changed individually per angler response.

What is your state and county of residence?	
DEFAULT	<input checked="" type="checkbox"/> Select Default
State California	1: ANGLER 1 California San Diego County
County San Diego County	2: ANGLER 2 California Santa Barbara County

If asked by angler, FIs should clarify that we would like to know the state and county of the angler's *legal* residence. If an angler is a resident of some country other than the United States, please use the name, 'Foreign Country' (with associated numeric code) which will also fill in the county code. Puerto Rico and the U.S. Virgin Islands are not considered foreign countries, and are included in the drop down list. Make sure to complete the county information for these as would be done with any other state.

ITEM: Phone Type – Anglers are asked whether they have a landline phone in their household. Eligible responses consist of 'Yes', 'No', 'Don't Know', or 'Refused'. This question is separate from that of the angler's name and phone number in that it is meant to determine specifically about the angler's landline number (not cell phone) in order to verify landline usage for the Fishing Effort Survey.

ITEM: ZIP Code – All anglers are asked for the ZIP Code of their residence. The ZIP Code given should be of the residence named by state and county in the previous question. Again, if asked, explain that we are looking for the angler's legal residence. If an angler is a resident of some country other than the United States, the section should have the code for foreign country automatically filled in ('99997') but if it doesn't, please select the 'Foreign Country' code. If the angler refuses or doesn't know, the associated boxes should be selected which will automatically fill in these responses.

What is the ZIP code of your residence?	
DEFAULT	<input checked="" type="checkbox"/> Select Default
90210	1: ANGLER 1 90210
99997 Foreign Country	2: ANGLER 2 90213
99998 Don't Know	3: ANGLER 3 90210
99999 Refused	

ITEM: Gender – This item should not be asked but instead observed by the FI.

ITEM: Age – This item is asked for all anglers. This should be asked as ‘How old were you on your last birthday?’

Gender (Observed) / Age (How old were you on your last birthday?)	
DEFAULT	<input checked="" type="checkbox"/> Select Default
Male	1: ANGLER 1 Male 22
<input checked="" type="checkbox"/> Female	2: ANGLER 2 Female 35
Age 35	3: ANGLER 3

ITEM: Name and Phone Number – All anglers are asked for their name and a telephone number for survey verification. Survey verification is an important quality control step and demonstrates that FIs are conducting the survey as required. Telephone area codes must be included.


If the angler is a minor (16 and under), do not ask for a phone number for verification. Instead, check the box marked, ‘Angler aged 16 years or younger’ and the name and phone number question will be automatically marked as refused due to age.

FIs should ask the angler whether they would prefer to be contacted at day or night. If there is a preference, FIs should either check ‘Day’ or ‘Night.’ Day/night boxes should only be checked if the angler clearly states a preference. If no preference is provided, neither of the check boxes should be marked.

In the event that my supervisor wishes to verify that I have been conducting interviews here today, may I please have your name and phone number?

Angler Name

Angler Phone (10 digits)

Day or Night
 Not Selected 

Name and/or phone not given

Angler aged 16 years or younger

ITEM: *Unavailable (Type 2) Catch – All anglers are asked to report on fish caught in the mode of intercept that are not available for inspection.

Type 2 Records
 Refused

Did you catch any fish that are not here for me to look at? For example, any that you may have thrown back or used for bait?

Catch Unavailable In Whole Form (including Fillets)

+

 No Type 2 Catches

Any fish that the FI is unable to positively identify AND count must be recorded as unavailable catch. FIs should strive to report an angler's unavailable catch to the species-level; however, since FIs usually cannot inspect or count unavailable catch, it is recognized that the species and numbers reported may not be exact. It is **not** appropriate to suggest species identification through the use of field guide pictures in order to clarify a fish species. This leads the angler to make a decision based on what he/she is shown. Using clarifying questions, FIs can attempt to narrow down the choices if the angler cannot come up with a name (or a specific-enough name); however, **all answers must be provided by the angler**. For instance, if an angler responds that they had caught 'drum', FIs should respond with a question similar to 'Did you catch any particular kind of drum?' Additionally, if the angler states a local name for a species, FIs should translate to the actual common name of the species. Questions about local names should be directed to the state coordinator.

It is possible to record some fish of the same species as 'unavailable catch' and other fish as 'available catch.' For instance, if an angler tells the FI that he has five Atlantic Cod in a cooler, but will only allow the FI to positively identify and count three, three Atlantic Cod should be recorded as available catch and the other two as unavailable catch. It is absolutely mandatory to fill in the species name/code, number of fish, and disposition.

Each angler must report on his/her own unavailable catch. If a group of anglers report that they caught a certain number of fish together, and that these fish have been filleted, FIs must determine how many fish each angler caught individually. If the catch cannot be separated by anglers, equally divide the unavailable catch with each contributor in the party.

If one species is disposed of in two or more manners, it is necessary to complete two or more unavailable (Type 2) catch records for the species. For example, if an angler caught a total of eight bluefish, five of which they threw back alive, and three of which they plan to eat, FIs should complete two unavailable (Type 2) catch records. The first unavailable (Type 2) catch record would be five bluefish with disposition 1, and the second would be three bluefish with disposition 3.

If it is not possible to obtain a species-level identification, record the appropriate code indicating the fish's Family or Genus if applicable. The Coding Manual and DIA also contain codes for unknown fishes, but these codes should only be used as a last resort. FI's should do their best to get a more accurate identification.

Since unavailable catch is a key item, there are no 'don't know' or 'refused' codes reserved for the number of fish. A valid number must be entered ('999' will be read as nine-hundred and ninety-nine fish).

Note: If an angler refuses to allow the FI to see or count his/her catch, but he/she reports the catch, list the catch as unavailable catch. This interview is still valid because the angler reported his/her catch.

The screenshot shows the 'Intercepts' mobile application interface. At the top, there is a green header with a back arrow and the text 'Intercepts'. Below the header, the screen displays 'Type 2 Records' and '1: ANGLER 1'. A green legend indicates 'Refused'. The main content area is titled 'Type 2 Unavailable Catch' and contains three dropdown menus: 'Quantity', 'Species', and 'Disposition'. At the bottom, there is a navigation bar with several icons: a green 'X' icon, a trash can icon, a save icon, and a save with arrow icon.

The question to ask concerning disposition is: 'What did you do or do you plan to do with the (species name)?' FIs may have to inquire until the ultimate disposition of the fish is determined.

Please limit the use of disposition 7, 'some other purpose.' It should only be used if the angler's response is unusual and does not fall under dispositions 1, 3, 4, 5, or 6.

Note: There is no code for 'given away.' If the fish have been given away, ask what the recipient intends to do with the fish and code accordingly. For example, if the fish were given away to a friend to eat, the correct disposition would be '3.'

All fish fillets should be considered unavailable catch. However, if enough of the carcass is left to allow for accurate species identification and an accurate count, the fish can be entered as available (Type 3) catch. FIs *should not assume* that all fillets would be eaten. Even with fillets, it is important to ask the question concerning disposition.

ITEM: *Grouped Catch – This is asked *only* of those anglers who caught fish available for inspection and whose fish have not been entered on another angler’s intercept. If the angler caught all of the available fish, code as ‘All Caught by Angler.’ If other anglers have contributed to the available catch, code as ‘Other Contributors.’ **All grouped catch should be recorded on the first interview from the party.** The catch data is very important and should be recorded as soon as possible when interviewing a fishing party.

Did you catch these yourself or did someone else catch some of them?

All Caught by Angler
 Other Contributors
 Refused

ITEM: *Separate Catch – This is asked *only* of those anglers who report that several anglers have contributed to their available catch. Some anglers may be able to partially separate their catch. For example, Moe and Larry catch five fish between them, and Larry says he caught the two smallest plus one more which he cannot point out. Record this as ‘No’, because the angler has to be able to separate **all** fish, not just some of them. All of the available catch would then be entered on this angler’s intercept as available catch.

If the angler can separate out his/her own available catch, code as ‘Yes’ but be aware that only the angler’s own available catch should then be entered as available catch.

Can you separate out your individual catch?

Yes
 No
 Refused

ITEM: *Number Contributors Who Caught Fish – This is asked only of the grouped catch angler in a group of anglers who cannot separate their individual fish from the total available fish caught by the fishing party.

How many anglers including yourself have their catch here? Please do not include anyone who did not catch fish. Only count those who have their catch here.

Number of Contributors

The angler is asked to indicate the number of anglers who contributed to the total available catch. Do not include anyone who did not catch any of the available fish. **The count of contributors should only include anglers who caught one or more of the fish**

recorded under available catch on the lead angler’s intercept. This count includes the angler who is currently being interviewed.

The following are the five possible ways to navigate through questions pertaining to available catch:

IF THE ANGLER SAYS:	CODE AS:
This angler has no available catch. S/he has not caught any fish that the FI can look at.	Catch?=No Others?=Not applicable Separate?=Not applicable Contributors=Not applicable
This angler has available catch. The angler has caught fish that the FI can look at and count, and the angler has caught them all.	Catch?=Yes Others?=All Caught by Angler Separate?=Not applicable Contributors=Not applicable
This angler has available catch. S/he is part of a group of <u>X</u> anglers who all caught fish. S/he cannot separate his/her share of the catch. All of the group’s available catch is listed on this angler’s intercept.	Catch?=Yes Others?=Other Contributors Separate?=No Contributors= X (e.g. 3 – Number of anglers who caught fish but cannot separate their catch)
This angler’s available catch is part of a group catch. His/her available catch has been reported on the intercept of an angler in the group who was already intercepted. For example, if the anglers catch was reported on the first angler in the group (Angler 1), select that angler from the dropdown list.	Catch?=Reference the angler ('Angler 1' in example) to indicate which angler has available catch Others?=Not applicable Separate?=Not applicable Contributors=Not applicable
This angler has available catch. S/he is part of a group. Each angler, though, can separate his/her share of the catch from that of the group.	Catch?=Yes Others?=Other Contributors Separate?=Yes Contributors=Not applicable

It is important to note that the group logic within the abovementioned questions must remain consistent through an entire boat party. For example, if the first angler interviewed from a boat has shared catch amongst only one other angler (contributors=2) with a boat party of four, only one other intercept should reference the lead angler as the catch leader. The remaining two anglers should have no catch and their responses should indicate that.

FIs may encounter situations in which the captain or mate(s) fished during the charter trip and/or their allocation was counted toward the daily quota. If the catch cannot be separated to the person who caught each fish (either specific individual anglers or crew-person) then the total catch should be recorded as a group catch but only the anglers can be counted as contributors. In other words, fish caught by the captain and/or crew are recorded, but the captain and crew are not counted as contributors to the catch. For example, a party of four anglers chartered a boat with a captain and mate for the day targeting striped bass. The

limit in the state they are fishing is two striped bass per person per day. At the end of the trip there was a total of 19 striped bass in the cooler of the boat (three fish for each of the four anglers, three for the mate and four for the captain). The anglers could not separate out their catch; thus, the party leader's grouped catch would include the 19 striped bass, but only four contributors.

If, in a scenario similar to the one above, the mixed fish are not examined (i.e., no available catch recorded on any angler interviews for the party) then each interviewed angler's reported catch should be recorded as unavailable catch. In this case, the fish of the captain and crew will not be included because they are not to be interviewed.

Grouped available catch is **not allowed in shore fishing modes** and the DIA will not allow FIs to do so. Anglers fishing from the shore should be able to separate out their individual catch. Every effort should be made to get each angler to identify their individual catch. If anglers are unable to separate out the catch, FIs should split available catch evenly between anglers who contributed to the total catch.

ITEM: *Available (Type 3) Catch – Each available catch record **MUST** have the following information added by selecting the '+ Species' icon:

- **Species name and code** from a fillable drop down selection;
- The **quantity (total number)** of that species counted by the FI; and
- The **disposition code** indicating what the angler plans to do with the majority of the fish of that species, with valid disposition responses.

The screenshot shows the 'Intercepts' application interface. At the top, there is a green header with the title 'Intercepts' and a menu icon. Below the header, there is a sub-header 'TYPE 3 RECORDS' and '1: ANGLER 1'. A 'Refused' status indicator is visible in the top right corner. The main content area contains a question: 'May I look at your fish? What do you plan to do with the MAJORITY of each species?' followed by a dropdown arrow. Below the question is a table with three columns: 'QUANTITY', 'SPECIES', and 'DISPOSITION'. At the bottom of the table, there is a green button with a white plus sign and the text '+ Species'.

Once the '+ Species' icon has been selected, users are presented with the following screen:

In the left-hand section of the screen, select the species, disposition, and quantity of fish. If there are measurements taken for this species, select the '+ Measurement' in the top right-hand section. To navigate between species records, pressing the 'swap species' (arrows) in the bottom left corner will allow you to select the intended species record from a pop-up list. After selecting '+ Measurement', users are presented with the following screen:

Within the right-hand screen, FIs should use the number pads to enter length and weight measurements. Select the 'save and continue' (floppy disk with a right arrow) icon to move to the next length/weight for the species or select the 'save' (floppy disk) to save and close

out of length weight measurements. Hitting the 'X' in the lower left corner will close the measurement screen, and remove any unsaved changes.

The 'backspace' (left arrow) icon next to the entered numeric values allows FIs to edit the length or weight. To select different rows of lengths/weights to edit, simply click on that row in the 'MEASUREMENTS' section. Red exclamation points '!' will appear next to measurements with a value of '0' to alert FIs of missing weights or lengths in the event they were missed. To delete a measurement, simply click on the row in the 'MEASUREMENTS' section and press the 'delete measurement' (trash can) icon; this prompts a pop-up confirming the intent to delete the specific measurement.

The species, disposition, and/or quantity can again be edited by selecting the associated drop-down menu.

Type 3 Species - ANGLER 1

DETAILS

Species
BLUEFISH (168559) ▼

Disposition
Eaten/plan to eat (3) ▼

Quantity
2 ▼

MEASUREMENTS

+ Measurement

1	Len: 310 mm	!	Wgt: 0 kg
---	-------------	---	-----------

↔ Species 🗑️ Species + Species ✓

Once finished, the check mark in the bottom right corner, or the arrow in the top left corner will navigate back to the summary of Available Catch (below).

this is to first count all the fish by placing them within a container. Then, as the fish are being put into the ice chest, the FI should randomly select 15 of these fish.

Example 1: An FI is weighing and measuring Type 3 catch at a very busy boat ramp: there are 39 fish of one species in a cooler and the catch is grouped with two anglers contributing to the catch. FIs weigh and measure no more than 30 of those fish (15 for each angler) and move on to collect subsequent interviews at the site. **Note:** if the site had not been very busy, it would have been okay for the FI to measure and weigh the remaining nine fish.

Example 2: An FI is weighing and measuring Type 3 catch: there are 27 scup, seven summer flounder, and two striped bass. The FI has weighed and measured 12 scup, (no summer flounder or striped bass) when the anglers indicate that they want to leave, and only have time to weigh and measure a couple more fish. It is okay and preferred for the FI to stop weighing and measuring the scup and, instead, to obtain weights and lengths on some of the summer flounder and striped bass.

If a fish has been filleted, but the fish rack is available, **do not obtain a length measurement from the rack.** The rack should only be used to aid in identification.

If either the length or weight is missing for all fish of a species, no length or weights need to be entered but the number of fish must be edited. **Values of '0' should be used to note a null length or weight.** It is possible to delete a row by selecting the 'trash can' delete icon with 'Measurement' next to it. Acceptable reasons for not obtaining weight or length measurements include, but are not limited to:

- Angler refused to let FIs weigh or measure his/her fish
- The fish was gutted
- The weight exceeded the capacity of the large scale

If length and/or weight information are missing for some fish of a species, FIs should fill in the available weights and lengths using individual available catch records. **FIs should then use a group-specific note to explain why some fish were not weighed and measured.**

Note: If an angler allows the FI to identify and count his/her catch, but refuses to allow them to weigh/measure the catch, the interview is still valid as long as the angler answered all key and non-key items.

Since only one disposition can be used for each available catch species, it is important that FIs ask what the angler plans to do with the majority of fish for each species. For example, if an angler has caught three fish of the same species, and he/she intends to eat the largest one and use the two smaller ones as bait, then FIs should code all records with disposition as 'Used/plan to use for bait (4).'

When there are equal numbers of fish that have two or more disposition codes, then use the weight/length to determine the correct disposition code. For example, if there are exactly two fish of one species, one of which will be sold and one of which will be eaten, code to the disposition of the *heavier/larger fish*.

Fish Identification

FIs should strive to identify all fish (unavailable, available, and discarded) to the species-level; however, available catch records must be identified to the species level. In the interest of professionalism, never ask the angler to identify his/her own available catch. For unavailable fish, including fish that have been filleted, ask the angler to identify his/her catch. FIs should be able to use local knowledge to assist the angler in identifying his/her catch. However, FIs **should not** use their fish identification guide book in order to assist the angler with identification. Do not force or suggest an angler to pick a species if they are not sure about the identification. Accepted common names are not necessarily those used by local anglers, and FIs should know how to translate local names into accepted common names. Questions about local names should be directed to the state coordinator.

As a last resort, if FIs are still unable to identify the exact species of fish, it must be coded as unavailable catch. Please keep in mind that a fish not identified to the species-level **cannot** be recorded as available or discarded catch. If available or discarded fish cannot be identified to the species-level, make notations in the Dockside Interceptor Application (DIA), including any distinguishing features about the fish and, if possible, take a picture of the fish.

Please keep in mind that the species code lists in the Coding Manual are not exhaustive. Occasionally an angler will have a species that does not appear on the list. When this situation occurs, select the species name, '**UNIDENTIFIED FISH (161030)**' and then provide a detailed description of the fish, how it was identified, distinguishing characteristics and explanation detailing how the species was confirmed within the group comments. If possible, take a picture of the fish so that the staff fisheries biologists can confirm its identity. If unable to take pictures of a fish, work with the state coordinator to determine procedures for providing that picture to the staff fisheries biologists. To help identify, please use **Figure 4.3** to note key characteristics of the fish's anatomy. Examples of this are spots on the caudal peduncle, location of fins, lack of fins, shapes of fins, size of eyes, etc.

Length Measurements

Fork length is recorded for all fish. **Fork length is the length of the fish from the tip of the snout to the fork of the tail** (Figure 4.3). Different species of fish have different types of tails and snouts (Figure 4.4).

Figure 4.3: Anatomy of a Fish

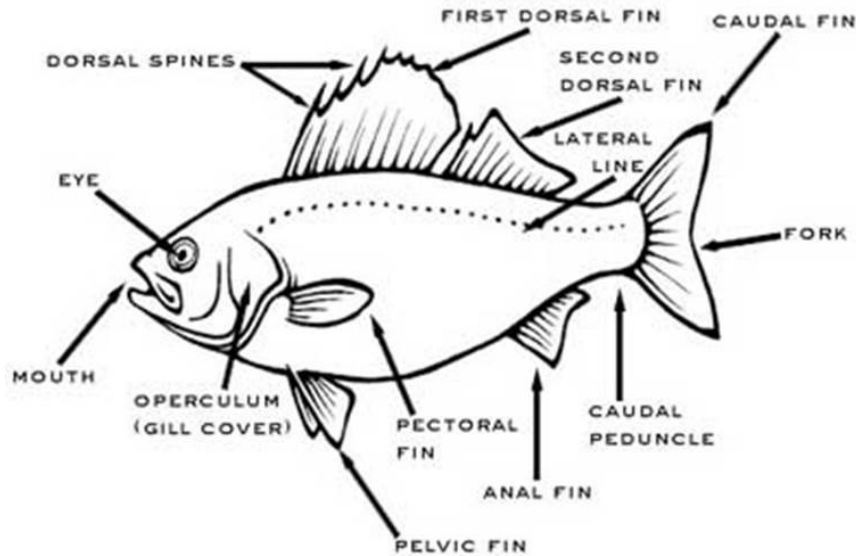


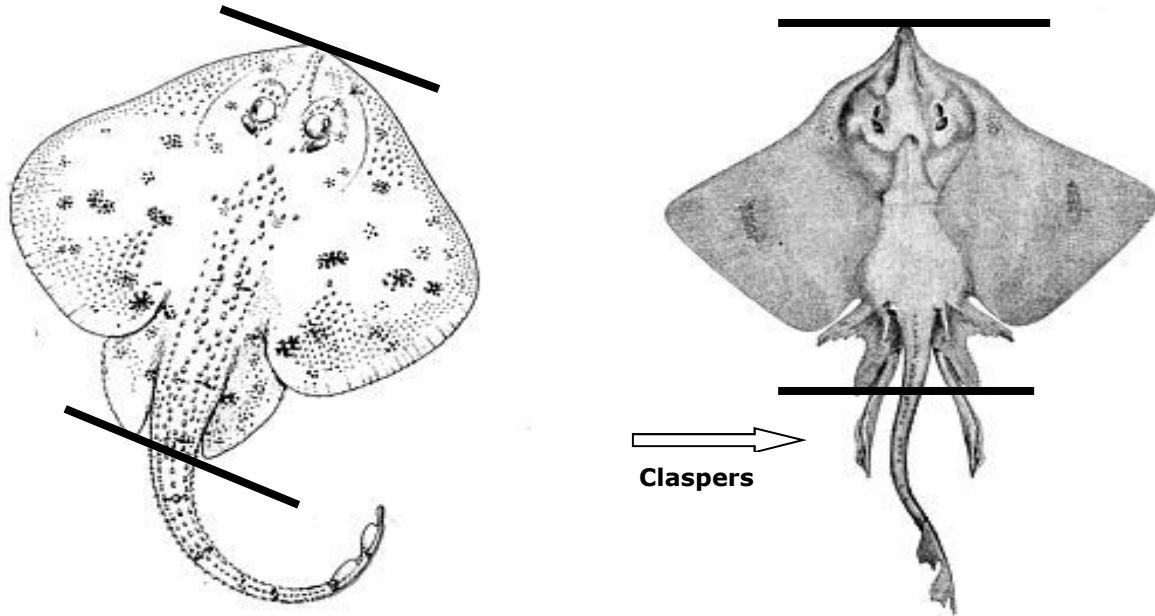
Figure 4.4: Measuring Various Fish

The correct procedures for measuring the various types of fish found on the Atlantic Coast are as follows:

Sharks are measure from the tip of the snout to the center of the tail fork.



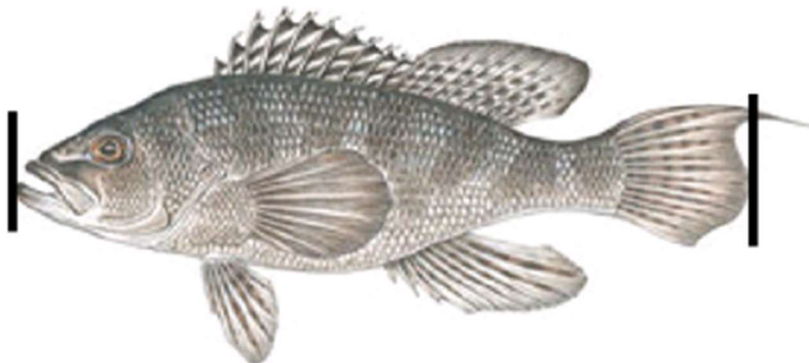
Skates and rays are measured from the tip of the snout to the distal end of the pelvic fins. Do not include claspers.



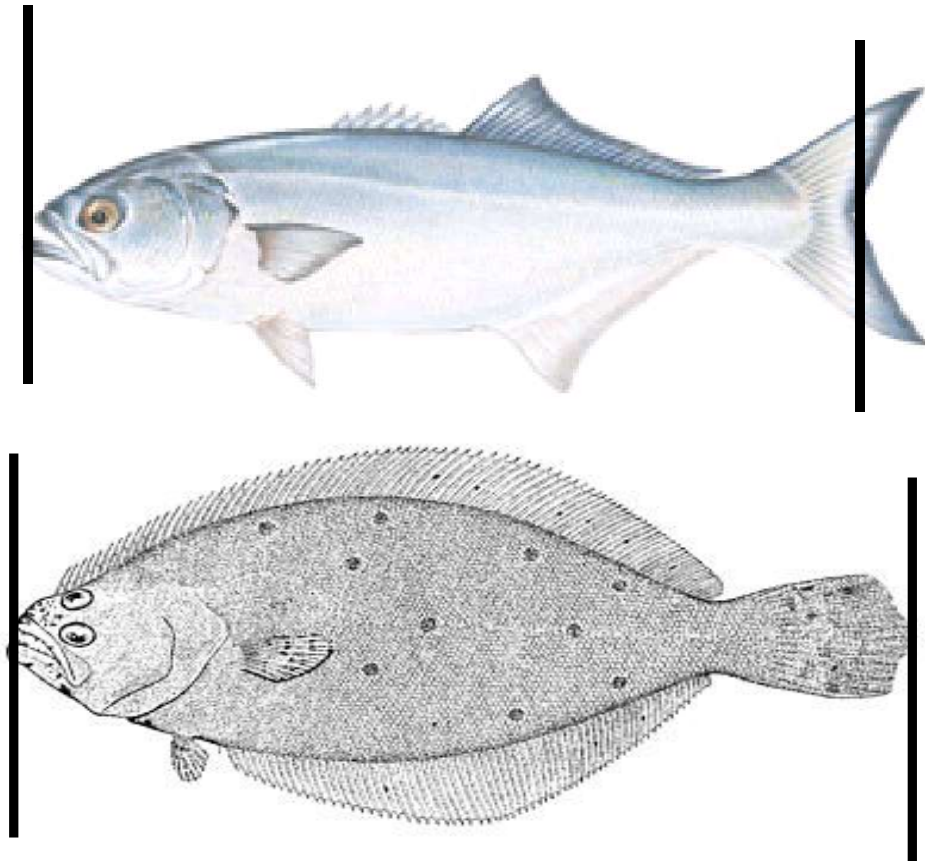
Swordfish and billfish are measured from the tip of the lower jaw to the center of the fork of the tail.



Black sea bass are measured from the tip of the snout to the centerline of the tail. Although this is neither the longest, nor the shortest length measurement, it is the most consistent.



All other species are measured from the anterior tip of the longest jaw to the tail. This procedure is the same whether the tail is forked (e.g., bluefish) or protrudes out (e.g., flounders). The resulting length is therefore a fork length. Refer to examples below.



Fish lengths must be taken using a measuring board and recorded to the nearest millimeter. If it is difficult to read and interpret the measurements on the board, contact the state coordinator immediately for clarification and a replacement measuring board. Never round lengths to the nearest centimeter or half centimeter. Rounding fish measurements will introduce a 'digit bias.'

FIs are also issued a tape measure to be used in addition to the measuring board. A fish that exceeds the length of the measuring board should be placed on the measuring board using the same procedure as explained above. The tape measure should be placed UNDER the board, being sure that the edge of the tape measure is flush with the end of the board. Measurements are read to the nearest millimeter on the tape measure. At no time should the tape measure be held above a fish; this will result in an inaccurate length measurement if the tape measure bends to the contour of the fish's body.

Weight Measurements

Each state will provide a minimum of two scales to FIs – large scale (maximum weight of 12.5 kg) and a small one (maximum weight of 2.0 kg). The larger scale should only be used for fish weighing more than the weight capacity of the smaller scale. Fish weights have to be recorded to the nearest five one-hundredth (0.05) of a kilogram when the smaller scale is used, and the nearest tenth (0.10) of a kilogram when the larger scale is used. In the

case of fish weighing less than 0.05kg, the length should be recorded but the weight should be left blank.

Weight measurements should be given priority over length measurements when time is limited. **However, weights should never be taken at sea on a headboat trip.**

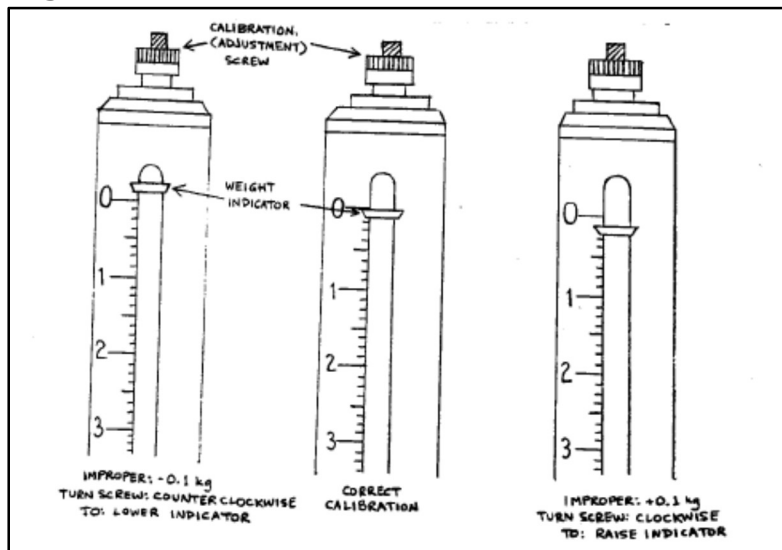
When weighing fish, always take readings from the metric side in kilograms—not in pounds. If an angler wants to know the weight of his/her fish, record the weight in kilograms in the DIA first. After FIs have completed the interview, they can then weigh fish for the angler in pounds.

Calibration and Use of Chatillon Scales

While scales should be calibrated at least once or twice a year using a set of certified standard weights, FIs should also prepare for every assignment by ensuring that the scales are zeroed properly. Most instances of improper zeroing result in rather small errors of between 0.1 to 0.2 kg. This amount may seem insignificant, but when catch estimates are expanded from raw data, these 'small' errors can cause a large, undesirable weight bias. For example, suppose an FI frequently encounters a small species of fish which rarely exceeds weights of 0.2 kg. If a scale is not set properly, and reads 0.1 kg light, the FI would be under-reporting the biomass of those fish by as much as one-half the actual value. Of course, the more out of adjustment the scale, the more significant the error becomes. It is important that FIs realize that even apparently minute maladjustments can cause bias.

Figure 4.5 shows how to properly zero Chatillon spring scales.

Figure 4.5: Zeroing Chatillon Scales



The following rules apply to using scale while in the field:

- Always carry both scales (2.0 kg and 12.5 kg) since FIs never know the size of the fish that will be encountered.
- The 2.0 kg scales have graduations of 0.05 kilograms. Readings should be taken to the nearest 0.05 kilograms (e.g., 0.20 kg, 0.25 kg, 1.35 kg, 1.40 kg, etc.).
- The 12.5 kg scales have graduations of 0.10 kilograms. Readings should be taken to the nearest 0.10 kilograms (e.g., 4.10 kg, 5.70 kg, 9.00 kg, etc.).

- Always make sure the scale reading is set at zero before weighing any fish. If the scale is not zeroed, do so by adjusting the calibration (zeroing) screw (see above image) at the top of the scale. If the scale cannot accurately zero, it may be defective.
- If at any time the Chatillon spring scale is not functioning properly, contact the state coordinator immediately.

Care of the Chatillon Scales

FIs are expected to take good care of the scales. These scales are expensive, and it is critical to the success of this survey that all FIs have accurate scales every time they are in the field. Please call the state coordinator if there are any questions concerning the required care techniques listed below:

- Keep scales protected in sealed, dry, clean zip-lock bags when not in use.
- Never store scales by hanging them from the weighing hook as this will stretch the spring.
- Avoid contact with saltwater if possible, and never leave scales in a puddle or bucket of water. If scales are exposed to saltwater, rinse with freshwater, and allow them to dry thoroughly before storing in the zip-lock bag.
- Always make sure scale reading is set at zero before weighing any fish. If a scale is not zeroed, do so by adjusting the calibration screw at the top of the scale. If FIs cannot adequately zero the scale, it may be defective.
- Scales should be sprayed with any all-purpose, anti-corrosive grease (e.g., WD40) for extra protection. This should be repeated every day the scales are used. It is a cheap investment that will prolong the life of the scales.

Dockside Interceptor Application (DIA) Assignments (Details/Sites)

The APAIS is conducted using a tablet-based application known as the Dockside Interceptor Application (DIA). A more complete user guide is available – please contact state coordinators for an electronic copy.

All site and headboat assignments for the coming 14 days are presented in the initial login screen. In order to update these assignments, FIs must be in Wi-Fi. Because of this, it is strongly recommended that FIs routinely check into Wi-Fi to make sure that the assignments presented in the DIA are as up-to-date as possible because assignments will be reassigned by state coordinators.

Your Assignments			
Wed 9/11/19			Interviewer: (6649)
Headboat	State: 10 County: 005 SITE(S): 0077		Control: 1023002
Tue 9/03/19 11AM - 5PM			Interviewer: (6649) 
Private Rental	State: 10 County: 005 SITE(S): 83		Control: 4547722
Mon 9/02/19 11AM - 5PM			Interviewer: (6649) 
Shore	State: 10 County: 005 SITE(S): 1		Control: 1637427
Sun 9/01/19 2PM - 8PM			Interviewer: (6649) 
Private Rental	State: 10 County: 005 SITE(S): 1220		Control: 4347674
Sun 9/01/19 11AM - 5PM			Interviewer: (6649)
Private Rental	State: 10 County: 005 SITE(S): 3339		Control: 4547665
Sun 9/01/19 11AM - 5PM			Interviewer: (6649)
Charterboat	State: 10 County: 005 SITE(S): 1599		Control: 3504462
			

FIs should only ever begin working on the current day's assignment. Once that day has been selected, the Details, Sites, Intercepts, and H.B. Discards (if headboat assignment) sections will be available. While the Intercepts section will house all partial and completed created APAIS intercepts from that assignment, the Details and Sites sections will automatically fill in based on the assignment details within the ATA.

Details



The Details section houses the assignment details which make this particular assignment unique. All of this information is automatically filled in directly from the ATA – it is important to verify that the assignment information on the tablet matches the ATA in order to make sure the correct assignment is being completed at the correct time, date, and location. Fields which are filled in automatically include:

- Date – enter the month and day in which the assignment was completed
- Assignment Interval – pre-determined by the assignment draw
- Interviewer(s) – a unique, four-digit identification number ascribed to every APAIS interviewer
- Site Group – identify which site group the assignment was drawn from

- State – identify two digit state code
- County – identify three digit county code
- Control Number – enter the seven-digit number
- Cluster ID – enter the seven-digit number

Fields which require some value be adjusted include:

- Assignment number – must be filled in for the assignment to be considered completed. This number references the number assignment for a given FI in a given day of sampling (calendar day). This will almost always be '1' with very few exceptions where APAIS FIs will conduct more than a single assignment during a day.
- Interviewer Name – validate that FIs completed the assignment.
- Encountered Another Interviewer? – identify whether or not the FI on assignment interviewed at the same time as another interviewer conducting a fishing survey other than the APAIS (e.g. Large Pelagic Survey (LPS)). Other APAIS interviewers do not qualify for this question. Only other unrelated interviewers should be noted (i.e., never someone working on the APAIS).
 - Site – identify the site in which the overlap with an interviewer conducting a fishing survey other than the APAIS occurred
- Weather Conditions – indicate if weather affected the assignment
- Affected by tide? – indicate if the assignment was tidally influenced preventing the completion of intercepts

DETAILS	SITES	INTERCEPTS	H.B. DISCARDS
Assignment Number 0	Date 9/1/2019	Assignment Interval 11AM - 5PM	Assignment Notes <div style="border: 1px solid #ccc; height: 100px;"></div>
Interviewer(s) 6649	Interviewer Name		
Site Group Private Rental	State 10	County 005	
Control Number 4547665	Cluster ID 1165048	<input type="checkbox"/> Encountered Another Interviewer?	
Weather Conditions	<input checked="" type="checkbox"/> Affected by tide?		
			

Site 25	25 MYRTLE BEACH STATE PARK PIER	Reason For Leaving End of sampling time
Start Now	Start Time	End Now
	8:00 AM	
		End Time
		11:00 AM
Counts		Tournament Weigh Station
Angler Trips Counted (Not Interviewed)	0	No
Initial Refusal	0	Notes
Language Barrier	0	
Not Done (Shore Mode)	0	
Not Recreational	0	
Not Salt Water	0	
Not Fin Fishing	0	

The Sites section also houses and allows for editing of counts of eligible and ineligible anglers. While housed in this location, angler counts can also be accessed/edited during an interview. It is very important for the survey that FIs avoid double counting anglers (See Appendix D). Each angler should be represented only once. For example, an angler fishing along the shore who is included in the 'Not Done' column should not be included as a 'Counted' angler.

Of these counts, the Angler Trips Counted (Not Interviewed) is particularly important. Counted angler trips are the number of individual, eligible anglers that were witnessed completing their fishing and leaving the site. Remember: do not include interviewed anglers in this count.

Other counts include:

'Initial Refusal (Status 3)' – this code should be used if an eligible angler refuses to be interviewed. Anglers who refuse to be interviewed will usually claim that they do not have time to participate; however, FIs should always attempt to determine eligibility. If an eligible angler refuses to be interviewed, record this angler as an 'Initial Refusal'. When obtaining interviews from anglers on a private, charter, or headboat (on HB assignment only), any members of the boat party who are not willing to be interviewed should be tallied as initial refusals. The skill of the FI should be used to coerce anglers to remain and be interviewed, however it may not be possible to interview every angler.

'Language Barrier (Status 4)' – this code should be used if the angler approached for an interview cannot respond to the interview in English and no other person is willing or able to translate. Such anglers include non-English speaking anglers and deaf anglers. Conducting the interview in a language other than English is **not allowed**. However, the use of a proxy interpreter for the angler is acceptable. If either of these methods is used, please note it on in the angler's group notes. If it is not possible to complete the interview with an eligible angler due to a language barrier, record this angler as a 'Language Barrier' count. There should not be a completed intercept for this angler. It should be assumed that anglers who

cannot be communicated with are eligible unless information exists that indicates that the angler is not eligible.

'Refused Key Question (Status 5)' – this code should be used if the angler refuses to answer a key item. As soon as a key question is refused, the DIA will automatically end the interview. At that point, thank the angler for their time. These 'Refused Key Item' intercepts will be submitted as incomplete, Status 5 intercepts to the ACCSP. Each 'Refused Key Item' intercept should be tallied in the counts section.

There are several types of ineligible anglers which should be accounted for during an assignment. These are individuals who were not eligible for the survey, or who were eligible but were not interviewed. Ineligible anglers fall into several categories:

'Not Done' – SHORE MODE ONLY – FIs should enter the number of anglers actively fishing at the site in shore fishing mode when leaving the site. Remaining anglers who have informed the FI that they will not be done fishing in shore fishing mode before the end of the assignment will be recorded as 'Not Done' at the end of the assigned interval. Anglers fishing from man-made structures that leave the FI's current site in order to continue fishing from another site should not be tallied in any location. This is due to the possibility of an angler being counted at two different sites during a single waking day of fishing in that mode, thus duplicating counts of eligible anglers. Trailers in the parking lot cannot be confirmed as recreational fin fishing and should never be counted.

The other 'ineligible' categories include those approached but found to be ineligible because of responses to questions in the screening introduction. Only include anglers who are not eligible for the survey (i.e., those who were commercial fishing or targeted shellfish). Do NOT include sunbathers, swimmers, boaters, etc.

'Not Recreational' – *Not Recreational*: Commercial anglers or anglers whose primary purpose of the trip is to provide income.

'Not Salt Water' – *Not Saltwater*: Recreational anglers fishing in freshwater.

'Not Fin Fishing' – *Not Fin Fishing*: Saltwater recreational anglers who did not target and catch any finfish. For example, individuals targeting crabs or other shellfish who did not spend time targeting finfish or incidentally catch finfish would be recorded here.

'Not U.S.' – *Not U.S. Waters*: Recreational anglers who were not fishing in United States water. This category has nothing to do with U.S. citizenship, only where the angler is fishing and mainly applies to anglers in Maine fishing in Canadian waters.

Start/Stop Time



The series of boxes that are labeled 'Start Time' and 'Stop Time' are the ON-SITE RECORD of the total time on each site. Sites must be visited in the order they were assigned. The first start time entered should match the beginning of the assigned time interval and the last stop time should match the end of the assigned interval. For HB assignments, record the start time as the beginning of sampling on site and the stop time as the end of interviewing at the site.

In addition to the fillable site specifics, there is also a section labelled 'Comments.' Use this site-specific comment box to communicate any additional information about the assignment.

The final section to be filled in is the 'Reason for Leaving.' This must be filled in for every site. If there is any reason that the assignment cannot be completed at the designated sites at the designated times, provide a reason code as to why and any additional information in the comment section. FIs should leave the site at the end of sampling time. Therefore, 'End

of sampling time ('11') should be used the vast majority of the time. Any other reason code should have an explanation listed in the comments section above. **It is never permissible for an FI to leave the site due to lack of activity at an assigned site.**

At the end of a sites time interval, important details (e.g., start time, stop time, and reason for leaving) will now be presented at the initial selection of sites. While it is possible to add sites, this should only be done when sites are closed, forcing the FI to return the other site in a two-site cluster or when breaks occur in sampling at a given site. At the end of an assignment, the Sites screen should have assignment details filled in similar to the below screen:

DETAILS	SITES	INTERCEPTS	H.B. DISCARDS
S1: 91 CEDAR CREEK MARINA	8:00 AM - 11:00 AM		
	End of sampling time		
S2: 66 CEDAR CREEK PUBLIC RAMPS SLAUGHTER BEACH	11:07 AM - 2:00 PM		
	End of sampling time		

Potential Problems

Hostile Respondents

In working with the public, FIs may encounter some hostility, either from the anglers being interviewed or from marina owners and charter captains. This behavior is rare; however, NOAA Fisheries offers some general guidelines for how to respond and how not to respond when encountering hostility. The following points should be remembered when dealing with hostility:

- Do not take a hostile attitude personally unless the comments are directed towards an FI personally. In this case, the FI should terminate the conversation and walk away. Additionally, any hostile interaction with a site operator should be reported to the state coordinator **immediately**. From here, the state coordinator must then report the hostility to ACCSP and NOAA Fisheries immediately.
- Misconduct, threatening conduct, ejection of an FI from a site, or refusal to allow interviewing needs to be dealt with as soon as possible following any negative interaction with FIs. This must be communicated to the state coordinator in order to resolve issues and to minimize the impact on future sampling at the site.
- Be aware that if an FI engages expecting hostility, then they may cause it.
- Be aware of body language and pay attention to that of others.
- Do not engage in heated discussions.
- Do not be accusatory or defensive.
- Never tolerate foul language and do not use it (say, 'have a nice day' and immediately walk away).

- If anyone threatens bodily harm, leave the premises immediately and provide documentation to the state coordinator; the information will be forwarded to NOAA Fisheries.
- Call the police if necessary or if believed to be in danger of any kind.

Above all, remember that FIs play no role in enforcement and have nothing to do with any limits, rules, or regulations. Hearing that can change the viewpoint of an angry respondent, and they will most likely realize that FIs are not the enemy.

Tablet and Application Issues

It's possible that tablets will experience issues in the field. Extreme hot and cold temperatures, low battery, or damage can occur and in these cases, it's important that FIs have a reasonable amount of backup paper forms to continue interviewing during their assignments. However, tablet malfunctions are the **ONLY** acceptable time for paper backup forms to be used in the field. Paper forms must never be used as a way of augmenting the number of anglers interviewed or catch measured. If preferred, items such as backup external batteries, car chargers, etc. can assist. In the case of a last-second schedule change, assignments should be manually created, sites added, and intercepts conducted on the tablet and then assignment specifics should be added after the assignment to match the ATA.

Under no conditions should FIs just select the more friendly or cooperative anglers or just those that are catching fish. The anglers chosen by FIs must be representative of the entire group.

Frequently Asked Questions/Comments

There are common questions that are asked of APAIS FIs. Listed below are some common questions that FIs may hear in the field regarding this study accompanied by responses. FIs should study the responses and become familiar with the study to accurately respond to questions from respondents.

1. Who is conducting the survey?

'This study is being conducted by the state of [INTERVIEWING STATE] and the ACCSP on behalf of the National Marine Fisheries Service.' It is important that FIs are clear that they work for their individual state and not for NOAA Fisheries.

2. What is the Atlantic Coastal Cooperative Statistics Program?

'The Atlantic Coastal Cooperative Statistics Program (ACCSP) is a cooperative state-federal program of the Atlantic United States and the District of Columbia.'

3. What is the study about?

'The survey gathers information from marine recreational anglers regarding their catch, participation, and effort in marine recreational fishing.'

4. What kinds of questions are you going to ask?

'You'll be asked questions about your fishing trip today and where you are from.'

5. Do I have to answer this/answer your questions?

‘Although you are not legally required to answer our questions, your input and opinions are very important to the success of this study. Your experiences are important to ensuring that the results of this study are accurate and to assist in the development of policies and procedures created by the National Marine Fisheries Service.’

6. Can I refuse to answer [question just asked by FI]?

‘You may refuse to answer any question at any time, but remember that your responses are kept confidential. The collected data are never linked to contact information (e.g., name and phone number); however, individual trip responses are public data.’

Note: If the angler refuses a *key question*, the FI should thank the angler for their time and terminate the interview.

7. I’m not interested!

‘Your participation would be greatly appreciated. It is very important that your unique experiences and perceptions are captured. The State fisheries office and National Marine Fisheries Service need your information to help develop policies and procedures regarding marine recreational fishing. Let’s get started and you can see what the questions are like.’

8. Why (or how) was I selected for this study?

‘You were selected from among the eligible anglers at this site. Your experiences are unique and important to the study.’ ‘This fishing site was selected and all anglers who meet certain criteria, and are finished fishing for the day, are eligible for participation.’

9. Why should I participate?

‘You represent thousands of other people that have similar experiences regarding marine recreational fishing along the east coast. The State fisheries agency and National Marine Fisheries Service needs your information and experiences to help develop policies and procedures regarding marine recreational fishing. Your help is voluntary; you do not have to answer any questions that you do not want to.’

10. I’m too busy now!

‘Please know that you are very important to this study. Your experiences represent those of many others and will help shape public policy. If you would like, we could start with a few questions now to see how far we get.’

11. How do I know this remains confidential?

‘I can assure you that all information that we obtain from you will be kept confidential to the extent allowed by the law. The answers you give will be combined with those from other anglers, and the results will be reported in percentages, averages, and other statistics that describe the group, not the individual. All project staff members and Field Interviewers have signed Statements of Nondisclosure and are prohibited by law from using the information. Any other use is a violation of Federal Law and is subject to heavy fines and imprisonment.’

12. How long will this survey take?

‘That will depend on your fishing activity today. Most interviews take a few minutes. Let’s get started and see how it goes’.

13. How do I know this study is legitimate? Where do I get more information?

'You may contact my supervisor at [state coordinator Phone Number/Email] to verify the legitimacy of the study or to obtain additional information.'

Note: If this question is asked by an angler, the FI should give them the 'To Whom' letter. Additionally, this letter can be distributed to anyone asking the FI about what they are doing (e.g., boat captains, site operators, general public, etc.).

14. I didn't catch anything today.

'That's perfectly fine. We are interested in learning about your fishing activities and experiences during your trip. That information is just as crucial.'

5. HEADBOAT ASSIGNMENT DETAILS

Scheduling and Rescheduling Headboat Assignments

Each headboat (HB) assignment specifies a vessel and a date. HB assignments should be completed on the scheduled day; however, there are many circumstances that may prevent FIs from being able to do so. Unlike site-based assignments, HB assignments may be rescheduled. The highest control numbers of each day type (weekend / weekday) in each month should be completed only if all other control numbers have already been completed – the lowest control numbers should be completed first. The priority for rescheduling HB assignments is to reschedule the same vessel, at the same site, on the same day type. This means that if the FI arrives on site and the scheduled vessel is not running, it may be appropriate to wait for another day wherein that vessel will go out. However, if this is not possible, FIs should contact their state coordinator in order to discuss the best possible process for that particular situation. In the case that the assigned vessel cannot be ridden, a vessel of similar size, located at the same site can be used instead. In this situation, the vessel must have been drawn in that month's list of HB assignments. Taking an alternative vessel should be the last resort.

Upon receiving HB assignments for the month, FIs should check to see if the boat takes reservations and call the contact number for the assigned boat to reserve a spot for the assigned date (talk to the state coordinator in order to receive this information). When making the reservation, inform the contact person about the survey. Also inquire about the number of reservations already made in order to maximize the probability the boat will make that trip, barring poor weather or other unforeseen circumstances. If the particular boat trip has already reached (or is expected to reach) maximum passenger capacity (as defined by the Coast Guard), attempt to reschedule with the same boat for the next appropriate trip (matching the assigned kind of day, weekday or weekend, assignment). Under no circumstances should the FI's presence cause the boat to exceed the boat's Coast Guard capacity. On larger headboats, two FIs may be conducting interviews on the same vessel at the same time. In doing so, FIs must coordinate in order to make sure that no anglers are shared between the two conducting independent interviews.

To do so, both FIs will simultaneously interview and count anglers; however, at the end of the assignment, only the lead FI (first name/number listed on assignment in ATA) should have counted anglers. Interviews will no longer need to be numbered so the angler/group numbers will not need to be adjusted prior to submitting information to the ACCSP. Additionally, FIs will login to the Dockside Interceptor Application (DIA) with their own unique username/password to conduct interviews.

If the boat does not take reservations, FIs should still call ahead to alert the captain to the study and what they will be doing while on board. Or, the FI can arrive early, find the captain, and request permission to sample the trip, explaining the purpose of the survey, prior to departure from the dock. The FI cannot simply board the headboat and then notify the captain after the trip is under way.

If the boat is taking more than one trip on the assigned day, randomly select one of the trips scheduled for the assigned day. For example, if the boat is taking two half-day trips, flip a coin to choose the first or second trip of the day. In general, avoid always riding headboats during the same time of day (e.g., always taking morning trips). This approach could bias the data collected by over-representing certain species that are more prevalent during certain times of the day.

FIs should always call ahead to confirm whether the headboat is departing as scheduled, especially if the weather is questionable. If, when arriving onsite, the scheduled vessel is cancelled, another boat at that **same site** may be boarded to replace the original vessel trip. However, if there are no other headboats available for sampling on the assigned date at that site, then the FI may attempt to sample another HB trip at the next nearest site. Be sure to contact the state coordinator if the scheduled trip does not sail on the scheduled day.

It is important to understand that any rescheduled vessel needs to be completed within the same month that its original complete date was scheduled for. Therefore, it is imperative that FIs try not to reschedule early HB assignments for later in the month. The chances a boat will not run due to the low number of paying customers is as unpredictable as the weather. HB assignments must be also be completed on the same day type. That is, a weekend assignment (Saturday, Sunday, or Holiday) should be rescheduled to a different weekend day and a weekday assignment (Monday – Friday) should be rescheduled to a different weekday.

Riding the Assigned Vessel

HB assignments require that FIs ride a specifically drawn, assigned for-hire boat. By utilizing a directory of vessels in the FI's state, it's possible to determine the location of departure for the assigned boat. Because we are in a continuous process of updating each state's online vessel directory, it is possible that a HB assignment may list '9999' in place of a standard site code. If the boat departs from a site listed on the Site Register, please note this site number, the name of the boat, and a comment to review or update the online vessel directory to reflect this new information. When unsure if the departure site is an existing site, please contact the state coordinator.

Headboat Assignment Time

On-site time is defined as the time spent between arriving at the departure site and leaving the departure site to return home. For example, if the FI arrives at 7:30AM for a departure at 8:00AM, the assignment's start time would be 7:30AM. FIs will also record the vessels 'Dock-to-Dock' time as the entire time the headboat spends at sea, away from the dock. FIs should make sure to be at the site in plenty of time to board the boat and introduce themselves to the captain and crew.

Sampling Anglers for the Intercept Interview

During HB assignments, when an FI has boarded a headboat, there is no limit to the number of completed interviews that may be obtained. However, the goal is to get as many good interviews as possible while maintaining the quality of interviews and the recording of discarded catch. It may not be possible to interview every angler on the boat, so FIs must select a reasonable subsample of anglers to monitor and interview. This number will depend on the length of the trip and the target species for the trip. It is very important to obtain information on discarded catch during a HB assignment. In fact, **it is more important to collect complete information from fewer anglers than to collect incomplete information from a greater number of anglers.** It is understandable that an FI's first HB assignment will have a lower number of completed intercepts. However, the more comfortable an FI becomes, the more intercepts can be completed. If at any point FIs do not feel comfortable doing HB assignments, it is important to relay that information to the state coordinator. A more experienced FI can go out on the boat with the FI to provide pointers. Headboats are not for everyone. If FIs find that they are unable to be stable on

the boat, get sick easily, or can't keep up with the fast pace of a headboat catch, then allow the state coordinator to concentrate the FI's skills in other assignment types.

Procedures on the headboat will be determined by many factors, including the number of eligible anglers, type of fish targeted, and distance traveled from shore. While on board, determine a reasonable number of interviews to conduct and choose a sub-sample of anglers to interview from the total number fishing on the boat. One way to do this is for FIs to station themselves in a suitable spot on the boat and monitor and interview each angler that can be seen from that spot. The number of anglers monitored for discarded (Type 9) catch can vary widely by activity on a given trip. FIs should use their best judgment to determine the number of anglers to interview on a HB assignment, and at times must be able to decide when to reduce the number of monitored anglers during a trip.

Under no conditions should FIs just select the more friendly or cooperative anglers or just those that are catching fish. The anglers chosen by FIs must be representative of the entire group.

If working on a headboat assignment, the Cluster ID will not be present and a space, automatically populated with the drawn assignment's vessel name/number. This can be edited and this new values will automatically fill in for all intercepts associated with the headboat assignment. Additionally, the county will be editable.

Next, record the total number of hours on the headboat (Headboat Dock-To-Dock (Hours)) from the time it left the dock until it returned to the dock, to the nearest 15 minutes. This will only be visible during headboat assignments.

DETAILS		SITES	INTERCEPTS	H.B. DISCARDS
Assignment Number 0	Date 9/11/2019			
Interviewer(s) 6649	Interviewer Name			
Site Group Headboat	State 10	County 005	Assignment Notes	
Control Number 1023002	<input type="checkbox"/> Encountered Another Interviewer?			
Vessel Name THELMA DALE IV	Dock-To-Dock (Hours) 0			

Data Collection

Data collection during an at-sea HB assignment consists of three stages:

1. Collecting basic information during the ride from the dock (the trip out);
2. Collecting discard (Type 9) catch information while anglers are fishing (while at sea); and
3. Collecting unavailable (Type 2), available (Type 3), and trip-specific information on the trip back to shore or, in some states, once back at the dock.

The collection of discarded (Type 9) catch is the priority for headboat assignments. Because an angler's entire trip must be monitored for discarded catch, there cannot also be unavailable catch with a disposition of 'threw back alive (1)' because that indicates that the angler was not monitored for their entire trip. In the case of an angler moving around the boat or in the case of there being too many discards to measure, anglers must be removed from monitoring. In this case, their previous Type 9 catch should be moved to Type 2 catch on their intercept and they should have their response to whether or not they were monitored changed to 'No' (uncheck the box).

The Trip Out: Collect Partial Interviews

Canvassing introductions should begin as soon as the boat leaves the dock, and continue until all anglers are aware of the survey. If necessary, select a sample of anglers to interview. FIs should begin the interview with questions including: target species, state/county of residence, zip code, gender, age, and name/phone number. FIs can go back to each angler and get the remaining information once fishing is completed. The DIA provides for the entry of descriptive phrases on each intercept's Privacy Act screen in order to help keep track of who is who. This descriptor will be maintained throughout the list of intercepts in order to help quickly switch between anglers. Descriptors include clothing such as 'Yankees cap', 'purple tennis shoes', etc. FIs should explain to the anglers that they will be observing and identifying the discarded catch of some anglers selected for the interview (while the anglers are fishing)—and identifying and measuring the harvested catch for all anglers selected for the interview (after they have finished fishing).

While at Sea: Recording Discarded (Type 9) Catch

For trips with only a few anglers, it may be possible to identify, count, and measure discards for all of the anglers who are interviewed. For trips with a high number of anglers, FIs may need to record discarded catch data for a subset of the anglers interviewed. Therefore, select a sub-sample of anglers who can be easily monitored for discard information.

Work quickly and efficiently on headboats to obtain fork lengths for live fish that will be discarded back over board so be prepared to handle uncooperative fish. Because most headboat trips use two FIs on the boat at a single time, it's important that both FIs operate independently to interview and record discard rather than working to interview the same anglers. **Paper forms should not be used for headboat assignments – the APAIS tablet should be used to collect all APAIS data onboard each headboat assignment.**

Never weigh discards or available catch while on the water; even the slightest roll and pitch of the vessel will result in inaccurate data. The captain and deckhands (mates) should not be interviewed, regardless of whether or not they fish during the trip.

Discarded catch must be identified at the species level; however, if a fish is caught and filleted before the FI can observe or used for bait, the fish would not be put in the discard section. Record that particular species under the appropriate angler's Available (Type 3) catch and record a disposition code of 3 (plan to eat) or 4 (used/plan to use for

bait). If discarded catch cannot be identified to the species level (i.e., juvenile Little/Winter Skate) the fish should be recorded with the appropriate disposition as Unavailable (Type 2) catch instead.

Discarded (Type 9) catch should only be recorded if one of the two instances happens:

- 1) The fish was thrown back into the water alive, or
- 2) The fish (in its entirety) was thrown back into the water dead.

All discard catch information for the selected discard anglers should be collected per angler while they are fishing. **However, it is important that FIs do not attempt to observe and measure discards for so many anglers that the quality of the data is compromised.** FIs may be monitoring an angler for discarded catch, but he/she may not have any. For this reason, it's very important to accurately complete the initial question, 'Is this one of the anglers you monitored for discard (Type 9) catch?' If this check box is checked, the angler will then be eligible to have Type 9 catch attributed to their interview.

Is this one of the anglers you monitored for discard (Type 9) catch?

Yes, this is one of the anglers monitored for discard (Type 9) catch

Regardless of whether an angler discarded any catch, FIs must accurately indicate whether or not they were monitored for discard.

The Trip Back: Measuring Catch and Completing the Interview

As long as the headboat captain is accepting of measuring catch onboard, interviewing should begin as soon as the anglers have completed their fishing and the boat begins the return to the dock. However, some smaller headboats will require that FIs wait until the boat returns to the dock before measuring available catch. In this case, standard measuring practices should commence as soon as the captain is ready to have the FI work with the anglers' catch after the boat has returned to the dock.

During this portion of data collection, complete items pertaining to the fishing mode, area, distance, artificial reef, gear, time on boat, time fishing, unavailable catch, and available catch. It may be more reasonable to ask the captain/crew about the area and distance from shore. These responses should be the same for all anglers on the vessel.

Recording Discarded Catch on a Headboat Trip

General Instructions

FIs will collect more detailed data about discarded catch information during HB assignments. The following section describes the DIA section used to record this information.

Unlike regular site-assignment interviews, where one interview is used for each angler, the discard section is designed so that discarded catch from several anglers can be recorded in rapid succession.

Item-by-Item Instructions

Once the 'Is this one of the anglers you monitored for discard (Type 9) catch?' check box has been checked, the angler's intercept can have discarded (Type 9) catch added. This can be done via each individual intercept or through the H.B. Discards section.

The screenshot shows the 'Intercepts' interface with a 'Type 9 Discards' section. The main area is for angler JENNA (blue sunglasses). It features a 'Species' dropdown menu with options: ATLANTIC CROAKER, BLACK SEA BASS, BLACKFIN TUNA, and BLUEFISH. Below this is a 'Disposition' field and a 'Length (MM)' field with the value 0. An 'Observed?' section contains two radio buttons: 'Yes' and 'No'. A green button with a white 'x' is positioned below the 'Observed?' section. To the right, a list of anglers is displayed: PETE (red shirt), ALEXI (eagles jersey), and JENNA (blue sunglasses). The JENNA entry is highlighted in green. At the bottom right, there is a 'Filter' button.

Discarded Catch Information

FIs are required to complete the following information for each discarded species.

Disposition

Two options are provided for the disposition of discarded catch: 'Thrown back alive (1)' and 'Thrown back dead/plan to throw away (6)'.

If FIs assign a disposition '6' to any of the fish, they MUST include a note in the comments section to state what happened to the fish and why it was given a disposition '6.' A general comment would be 'fish thrown back dead, stomach was sticking out and floated on surface.' No fish record should ever appear in both the discard (Type 9) and unavailable (Type 2)/available (Type 3) catch sections. To add discarded catch (Type 9) records, the angler must first be selected for having had discard recorded as the second question on their intercept questionnaire. Once ready to enter discarded catch measurements, the '+' button can be selected either on the intercepts or in the 'H.B. Discards' section of the DIA.

If entering Type 9 records from the intercepts section, Type 2, Type 3, and Type 9 sections are all made available to quickly adjust between at the bottom of the screen. To switch between the anglers, click on their name/description in the right-hand portion of the screen to enter as that angler. The 'Filter' option can also be used to display Type 9 catch for that specific angler highlighted in green.

Type 9 Discards							
✓	BLACK SEA BASS (167687)	D:1	Y	327	FRANK	FRANK	
✓	BLACK SEA BASS (167687)	D:1	Y	412	FRANK		
✓	ATLANTIC CROAKER (169283)	D:1	Y	219	TINA	TINA mohawk	
✓	ATLANTIC CROAKER (169283)	D:1	Y	214	TINA	DAVE red shirt	
✓	ATLANTIC CROAKER (169283)	D:1	N	0	DAVE		
✓	ATLANTIC CROAKER (169283)	D:6	Y	217	DAVE		
✓	BLACK SEA BASS (167687)	D:1	Y	355	DAVE		
					Filter		
9							
2							
+							
✓							

Species Name/Code

Select the name/6-digit code of the fish. **Discarded catch must be identified at the species level**. If not possible (i.e., used for bait, only fillets available, or truly unsure of identification), the fish should be included as unavailable catch. However, note any identifying characteristics of the fish, and contact the state coordinator after the HB trip for help in identifying the fish.

Length

Using the instructions for measuring fish previously described in this Procedures Manual, record the length of the fish in millimeters.

Interview Number

FIs must select the angler whose fish are recorded on each line of the discard section. This information will allow each fish to be linked back to an interview. Fish records that cannot be linked to an angler cannot be used.

Observed? Yes/No

Make every effort to observe and inspect every fish thrown back by 'discard anglers' (the anglers sub-sampled for observation). However, it is possible that some fish will be missed. The 'Observed' selection is meant to provide for those instances where the FI did not directly observe and inspect a discarded fish and so did not measure the fish before it was thrown back. In this case, the species name/code, disposition, angler number/name/description, and 'N' should be entered into the observed selection with no recorded as the length. FIs should try to observe at least 95 percent of fish listed in the discard section.

6. FOR-HIRE TELEPHONE SURVEY (FHTS) VALIDATION TASKS

For-hire Telephone Survey (FHTS)

The For-hire Telephone Survey (FHTS) is a directory-based telephone survey of for-hire fishing vessels. Using state directories of for-hire vessels, vessels are categorized as either charter or headboats and sampled weekly. Representatives from selected vessels are contacted by telephone to answer questions about their fishing effort in the previous week. The field interviewer's role is to provide independent observations of the selected vessel's activity. For more information on conduct of the FHTS, please refer to the FHTS Procedures Manual, available through the state coordinator or ACCSP.

Dockside Validations

Field staff are responsible for conducting dockside validations of the self-reported trip data collected from charter and headboat operators through the FHTS. The dockside observations are used to provide adjustments to the self-reported trip records to correct for erroneous reports (under- or over-reporting, or simply misreporting date of trip).

The FHTS dockside validation consists of visiting the access sites for a subset of vessels that were selected for the FHTS, and recording whether the vessel is docked or away. If the vessel is away from the dock, an attempt should be made to determine the vessel's activity. These visits should occur in conjunction with, or on route to, routine intercept assignments.

Charter and headboats docked at public access marinas, sites in assigned slips, or those assigned to a permanent location in a storage shed that are selected for the FHTS must be validated during the week that they are sampled. All sampled vessels that can be validated should be validated at least once during the sample week. Multiple validations per vessel per week are encouraged when they can be done in conjunction with scheduled intercept sampling (but only one validation per vessel per day). Sites should be visited at a time of day when it would be likely that the vessel would be away from the dock on a for-hire fishing trip (e.g., 8:00AM – 5:00PM).

If a preliminary check determines that a vessel is out, FIs must try to determine what activity the vessel is engaged in, such as actively charter fishing, fishing for his/her own leisure, checking out the engines, etc. In order to do this, speak to a reliable source such as a marina operator or booking agent. If the source wants to know why the FI needs this information, FIs should be courteous and explain that the survey attempts to locate and document areas with charter boat activity in order to improve effort estimates. If a boat captain asks why FIs are inquiring about fishing activities, explain that the survey makes sure that the information collected during the weekly for-hire fishery phone survey is being recorded accurately.

During a dockside validation site visit, FIs should check the permanently assigned boat slip to see if the vessel is in or out. The visual check will also work with vessels that are assigned to a permanent location in a storage shed.

FIs may not conduct intercept interviews with anglers from a boat on the same day in which the vessel is being validated. However, FIs may intercept anglers from a vessel which had been validated on a different day of that week. If interviews are obtained from a boat that is on the list of those selected for sampling, then a dockside validation record should **NOT** be included for that date. Validating charter boats while on assignment is acceptable as long as anglers from the validated boat are not intercepted and it does not interfere with collecting interviews. Intercepting anglers always takes priority over pre-validations.

Distributing Dockside Validation Assignments

At the beginning of each Wave, state coordinators will issue FIs a list of selected boats which could potentially be validated both through the ATA and, typically, in paper/electronic form as well. Using this list, FIs will be asked to validate as many vessels as possible during the appropriate week. FIs will review and report completed FHTS Dockside Validation forms or other types of logs to their state coordinator. Upon receiving these weekly submissions from FIs, state coordinators will be responsible for electronically submitting validation information on the ATA.

Unlike standard intercept assignments, which must be completed on a specific day, dockside validation assignments may be completed at any time during a specific week (defined as Monday through Sunday). Dockside validations should typically be completed while travelling to or from an intercept assignment.

In the case of a problem in the field (e.g., boat not located, problem locating trailered boat, etc.), FIs should contact their state coordinator.

Completing the FHTS Dockside Validation Form

FIs must complete the dockside validation form for each assignment. Each dockside validation is listed on a separate line on the form. Please use a separate form for each week's worth of assignments. An electronic version of this form is available on all tablets in the field. An example of a completed form is shown in **Figure 6.1**.

Figure 6.1: Example of a Completed Dockside Validation Form

Int ID	Sample Week	Date	Time	Vessel ID	Vessel Name	CH or HB?	State	County	Site	Status	Source
1234	24	6/12/17	09:45	926746	MISS DONNA	C	10	005	0003	5	1
1234	24	6/12/17	09:50	279059	ANGLER	H	10	005	0013	6	2
1234	24	6/12/17	10:13	265765	INDIAN	C	10	005	0013	1	1
Comments: * Gone for season - unknown where. • Dockmaster said vessel out for repairs.											

A completed validation form will include:

- **Intercept ID:** Unique 4-digit identification number. This number will be printed at the top of the form.
- **Sample Week:** The week in which the dockside validation(s) must occur. The sample week runs from Monday through Sunday.
- **Vessel Name:** The name of the vessel as it currently appears on the online vessel directory.

- **Vessel Number:** The vessel number is often a state registration number or Coast Guard number. It serves as a way for FIs to identify the vessel against the online vessel directory.
- **CH or HB:** The vessel will be coded as either a charter boat or headboat (party boat) on the online vessel directory.
- **State:** The state of operation as listed on the online vessel directory.
- **County:** The county of operation as listed on the online vessel directory
- **Site:** The intercept site at which the vessel operates, as recorded in the online vessel directory. Please update, if necessary. The following codes may be used for vessels not located at an existing intercept sites:
 - 7777 = private access site
 - 8888 = unknown public access site
 - 9999 = refused site information
- **Date:** The date on which the dockside validation occurred.
- **Time:** The time the validation was recorded (use 24-hour time).
- **Status:** The status of the vessel. The following are the acceptable status codes:
 - 1 = Vessel in
 - 2 = Vessel out—charter/headboat fishing
 - 3 = Unable to validate (e.g., trailered vessel, or otherwise can't locate after physically attempting)
 - 4 = Vessel out—non-charter/headboat activities
 - 5 = Vessel out—fishing status unknown
 - 6 = Vessel not in slip, not in water (dry dock)
 - 8 = Not applicable—provide a note in the comments section
- FIs should use Status '3' if unable to account for the vessel's whereabouts. This code should be used when unable to verify whether the vessel is in or out, or cannot be located at the site. Status '8' should only be used if no other status codes are applicable; if using this code, provide a comment explaining why this status code was chosen.
- **Source:** The source of the status code.
 - 1 = Direct observation by FI
 - 2 = Secondary information (such as marina operator, booking agent, etc.)

For-hire Vessel Directory Updates

The online for-hire vessel directory is continuously updated during the survey year. When FIs encounter any new information pertaining to for-hire vessels, this information should be noted and communicated to their supervisor or other designated point of contact.

Each vessel record includes unique identifiers for that vessel (vessel name, state registration, etc.) and any contact information for vessel representatives (names, addresses, and phone numbers). A principal 'representative' is designated for each vessel in

the directory. That principal representative may be the owner, one of the captains of the vessel, or some other person designated by the owner, who can report information about that vessel's fishing activity. Remember that all the information that is collected for this survey, including all the information on the online vessel directory, is confidential and should be treated as such.

Online Vessel Directory

NOAA Fisheries utilizes an online web tool for access to the online vessel directory for for-hire recreational boats. It is a component of the existing Site Register website (<https://www.st.nmfs.noaa.gov/siteregister/html/siteRegister.jsp>). The login account for those with editing privileges allows multiple users access to a single vessel database, updated in real time, just as the Site Register currently works. Once in the Site Register, the online vessel directory can be accessed by clicking the button labelled 'Switch to Vessel.' The primary uses of the directory are the FHTS, the weekly telephone survey of for-hire fishing effort, and the APAIS for the field tasks supporting the FHTS and for-hire effort estimates. These tasks include field pre-validation observations and the on-list question on the APAIS interview. The APAIS tablet's Dockside Interceptor Application (DIA) will automatically fill in vessels from the Good List based on the date in which the tablet and DIA was most recently connected to Wi-Fi. So, for instance, in order for the Wave 2 Good List to populate the DIA, the tablet will need to be connected to Wi-Fi sometime during March and April. If done beforehand (e.g., February), the Wave associated with that month will be used as the reference for the DIA's Good List reference. These tasks require the Good List, or sample frame, a subset of the directory produced each Wave, and the weekly FHTS sample draw list of surveyed boats, also produced each Wave for the included weeks. These products will be produced by NOAA Fisheries or the FHTS contractor and delivered to ACCSP who will in turn provide necessary information through the ATA for state use.

In addition to communicating changes in for-hire vessel information to their supervisor, APAIS FIs may encounter boats not listed in the directory. Information on new for-hire vessels must be communicated to supervisory staff so that they may be entered as new vessels in the vessel directory (after checking for boats that may have been misidentified). Minimum information needed to enter a new vessel record is the vessel name and registration number (Coast Guard or state), type of boat (Charter or Headboat), location (county required, site is preferable), contact name (captain, owner, or representative), and phone number. Vessels without a registration number (e.g., canoes, kayaks, rowboats) are not part of the FHTS design and should not be included in the directory.

7. AFTER ASSIGNMENT: ADMINISTRATIVE TASKS

APAIS Data Submission

FIs are strongly encouraged to edit their assignment information prior to attempting to submit to the ACCSP. Data submissions will be due to the ACCSP within 24 hours of assignment completion.


To submit assignment information, FIs must be on Wi-Fi. Specific assignments can be selected from the entire list of all remaining assignments by selecting the 'upload' button in the lower right-hand portion of the screen. Assignments should be uploaded one at a time.


A new screen which states that the Dockside Interceptor Application (DIA) is, 'Starting upload...' will be present and, if there were no errors/missed items, 'Upload Complete.' will display. It is possible that some type of data issue prevents the initial upload of an assignment from the tablet. In this case, an error message will appear on the screen indicating which intercept had the potential error. Once the error has been addressed, the assignment should upload without issues; however, if the assignment will still not upload after addressing potential subsequent errors, please contact the state coordinator.

Completed assignments which have been successfully uploaded to the ATA will be shown with the 'upload' icon on the home screen of the DIA.

Select Assignments To Upload

<input type="checkbox"/>	Site 1220 MASSEYS LANDING STATE RAMP Reason For Leaving is not answered
<input checked="" type="checkbox"/>	Mon 9/23/19 11AM - 5PM Private Rental Interviewer ID: 6649 4548217
<input type="checkbox"/>	Sun 9/22/19 11AM - 5PM Charterboat Interviewer ID: 6649 3504609 Site 1599 INDIAN RIV MARINA NORTH SHORE (PC) Reason For Leaving is not answered
<input type="checkbox"/>	Wed 9/11/19 Headboat Interviewer ID: 6649 1023002 Site 0077 FISHERMANS WHARF Reason For Leaving is not answered





<input checked="" type="checkbox"/>	Sun 9/1/19 11AM - 5PM Private Rental Interviewer ID: 6649 4547665
<hr/>	
Starting upload... Total Errors 1	
Assignment: Sun 9/1/19 11AM - 5PM Private Rental Interviewer ID: 6649 4547665 Intercept: 1: ANGLER 1 Shared catch contributors is larger than party size or equal to one	

Once information has been uploaded through the DIA to the ATA, it is immediately available for review in the Report section under the report titled, 'Raw Data Review.' State coordinators and all APAIS field staff are then able to review these raw data in real time.

ACCSP Assignment Tracking Application (ATA)

The ACCSP utilizes an online Assignment Tracking Application (ATA) for field interviewers and state coordinators to record and track field assignments. Interviewers will be able to access this site in order to view each assignment's details. Additionally, state coordinators will act as an additional level of quality control by verifying interview information before submitting assignment totals to the ACCSP.

This application is available to all field staff with login credentials and functions on most cell phones. The application includes a calendar of assignments that can be referenced for assignment details.

Please see the links below in order to access the ACCSP Homepage as well as the Assignment Tracking Application Page:

-ACCSP Webpage: <https://www.accsp.org/what-we-do/recreational-fisheries/>

-ATA: https://safis.accsp.org:8443/accsp_prod/f?p=127

ATA Raw Data Review

Within the ATA, there is a link to view the 'Raw Data Review.' After navigating to the 'Raw Data Review' page, State coordinators and APAIS field staff can review completed and uploaded assignments by using the search bar and 'Actions' buttons to filter assignments by date, interviewer, control number, etc. and by clicking on the control number hyperlink for an individual assignment in the 'Control7' column.

This 'Raw Data Review of Assignment / Intercept Details' page below presents the 'Schedule Assignment Summary' (drawn assignment information), 'Completed Assignment Details' (assignment information as completed), and 'Intercepts on Assignment' tables. All assignment data fields can be viewed on this page by clicking the 'Magnifying Glass' button in the 'Completed Assignment Details' table. State coordinators can also submit data change requests by selecting the 'Change Request' button and entering the desired edit in the 'CHANGE Request / EDIT Description' field in the pop-up box.

To view individual intercept information, click on the desired ID Code hyperlink in the 'Intercepts on Assignment' summary table. The 'Raw Data Review of Intercept / Type 2 /

Type 3 / Type 9 Details' page contains the 'Completed Intercept Summary', 'Type 2: Unavailable Catch', 'Type 3: Measured Catch', and 'Type 9: HB Observed Discard' tables. Similar to the 'Completed Assignment Details' table, clicking on the 'Magnifying Glass' button in the 'Completed Intercept Summary' table displays all data fields for the intercept and the 'Change Request' button allows state coordinators to submit data change requests for the intercept data. Below the 'Completed Intercept Summary' table individual catch records and corresponding biological data are displayed in the 'Type 2: Unavailable Catch', 'Type 3: Measured Catch', and 'Type 9: HB Observed Discard' tables.

State Policies

Each state will have its own policies regarding employment, disciplinary actions, and rules and regulations. Please see the state coordinator regarding each state's information. All field staff are provided with 2.0 kg and 12.5 kg Chatillon scales, appropriate field guides, fish measuring board, tape measure, and state ID. If for any reason an FI is no longer going to be working on the project, FIs should contact their state coordinator in order to arrange for the return of state equipment.

Wave Meetings and QC Site Visits

Employees working on the APAIS will be required to attend at least 2 Wave Meetings each year led by the state coordinator. These may be held in person or by phone as a group teleconference. Wave Meetings allow state coordinators to discuss any updates to the study and other information that may help FIs in the field. Each meeting is also an opportunity to talk with other FIs in order to share experiences and learn techniques that may assist in completing the assignments.

During Wave Meetings, FIs will be required to complete a Fish Identification Test and Procedures Test as part of ongoing certification. A passing grade of 90% will be required for both of these tests. The first should be completed by June 30th and the second by September 30th each year.

Periodically, state coordinators may come out into the field and conduct Quality Control (QC) site visits. The purpose of these visits will be to ensure project procedures are being followed, data are being collected appropriately, and to answer any questions. Similar to Wave Meetings, the first should be completed by June 30th and the second by September 30th each year. Additional QC visits may be performed as necessary at any point in the year.

Post-Validation Phone Calls

In order to assure correct interviewing procedures in the field, state coordinators will validate 10% of each FIs total intercepts with a maximum of 15 post-validation calls per FI per month. In order to accomplish this, state coordinators will use the name and phone number of anglers. Validation of the FIs' information consists of a twelve question, five minute phone call to the selected angler. These questions validate an FIs' interviewing schedule (accurate date and time) as well as each FI's conduct in the field (fish measuring/weighing, professional/courteous attitude, etc.).

Importance of Confidentiality

It is the FI's responsibility to treat any and all information about respondents, whether directly from a response given or simply through casual observations before, during, or after an assignment as **confidential**.

APAIS project staff has taken special precautions to protect the confidentiality of respondents.

- The confidentiality of all responses to the questions is protected under federal law by the Confidential Information Protection and Statistical Efficiency Act of 2002 (CIPSEA), a government-wide law that provides strong confidentiality protections to many federal agencies conducting statistical surveys. Under CIPSEA, all answers are used for statistical purposes only and cannot be used for any other purpose.
- Respondents should be reassured that any potentially identifying data, such as their phone number, are never made available to anyone outside of project staff. This means FIs should never write down information about a respondent anywhere other than on the Dockside Interceptor Application (DIA) where indicated. This includes not writing identifying information in emails to state coordinators or other project staff.
- Individual responses are only analyzed in combination with other responses collected throughout the study.

All APAIS staff, including all ACCSP and state staff members, must share the commitment to protecting the confidentiality of the respondents. Under CIPSEA, the penalties for knowingly and willfully disclosing confidential information are a Class E Felony which includes imprisonment for up to five years and fines up to \$250,000.

The best way to maintain confidentiality is to keep track of the APAIS tablet. These are for the FI's eyes only; it is not appropriate to share answers with anglers or to show them anyone's questionnaire but their own. When not in use, please keep the APAIS tablet locked out of sight. When returning home at the end of an assignment, take the APAIS tablet inside and store it somewhere secure. Only survey personnel should have access to assignment information. Even friends and family cannot be permitted access to this material.

In a worst case scenario, if the tablet is lost, stolen, or otherwise compromised, please let the state coordinator know immediately so that they can take the appropriate steps.

The APAIS requires each interviewer review and sign the standard data collection nondisclosure agreement at project training. By signing, FIs are entering into a contractual agreement to keep all data collected confidential. It also certifies that FIs will carry out all project procedures precisely as they are presented in this manual and at training. This is one of the mechanisms used to assure confidentiality associated with all data that are collected and processed for the APAIS.

APPENDIX A: ‘TO WHOM’ LETTER



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
NATIONAL MARINE FISHERIES SERVICE
Silver Spring, Maryland 20910

TO WHOM THIS CONCERNS:

The National Marine Fisheries Service, Department of Commerce, in Silver Spring, MD, is given responsibility under the Fisheries Conservation and Management Act of 1976 for managing the nation's marine resources. This responsibility requires that information be gathered from U.S. recreational anglers pertinent to their marine fishing activities.

Interviewers are being assigned to selected fishing locations along coastal areas of the country in order to talk with marine anglers, and to count and measure their catch. Information collected by interviewers will be analyzed and used to help improve the quality of fishing for all anglers.

You are encouraged to cooperate with the interviewer at your location; however, participation is voluntary. Questions regarding the surveyor activities of the interviewer may be addressed to:

Tom Sminkey, Ph.D.
Marine Recreational Information Program
U.S. Department of Commerce
National Oceanic and Atmospheric Administration
National Marine Fisheries Service
1315 East-West Highway, Room 12358
Silver Spring, Maryland 20910
(301) 427-8177

The Survey is described in detail and actual survey data are available at our web site:
<http://www.st.nmfs.noaa.gov/>. Click on Recreational Fisheries Statistics.

The public reporting burden for the Intercept Survey portion of the Marine Recreational Information Program (OMB No. 0648-0659, EXP. 03/31/2019) is estimated to average 4.5 minutes per interview, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments concerning this burden estimate, including suggestions for reducing this burden, to the office listed above and/or to the:

Office of Management and Budget
Paperwork Reduction Project (0648-0659)
Washington, D.C. 20503



APPENDIX B: INTERVAL OVERLAP PROCEDURES

Overlap Assignments occur when assignments are scheduled at the same site and time. These only occur during the following assignment time:

<u>B-Interval</u>	<u>P-Interval</u>	<u>C-Interval</u>
8:00AM-2:00PM	11:00AM-5:00PM	
	11:00AM-5:00PM	2:00PM-8:00PM

The P-Interval **ALWAYS** interviews for the entire interval.

B- and C-Interval FIs only count/assist with fish measurements while sharing a site with the P-Interval FI.

There are 4 possible scenarios outline below:

<u>B-Interval</u> 8:00AM – 2:00PM Single Site	<u>B-Interval</u> 8:00AM – 2:00PM Two Sites	<u>C-Interval</u> 2:00PM – 8:00PM Single Site	<u>C-Interval</u> 2:00PM – 8:00PM Two Sites
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Scenario 1:

B-Interval
 8:00AM – 2:00PM
 Site: 0017
 Scottie Pippen

P-Interval
 11:00AM – 5:00PM
 Site: 0017
 Michael Jordan

C-Interval

B-Interval – Single Site : Scottie

17 VILLAGE CREEK RAMP (HARRINGTON) ST SIMONS	8:00 AM - 11:00 AM End of sampling time	
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Scottie interviews for three hours at the site, from 8:00AM – 11:00AM, until Michael arrives. Once Michael (P-Interval) arrives, Scottie ends his assignment in the DIA but remains on site to assist Michael until 2:00PM.

P-Interval – Single Site : Michael

17 VILLAGE CREEK RAMP (HARRINGTON) ST SIMONS	11:00 AM - 5:00 PM End of sampling time	
---	--	---

Michael is the primary interviewer for 6 hours, from 11:00AM – 5:00PM, he logs the start and stop time accordingly in the DIA. Scottie is there to assist Michael from 11:00AM – 2:00PM. All interviews and counts that occur between 11:00AM – 5:00PM are logged on Michael’s assignment.



Scenario 2:

B-Interval
 8:00AM – 2:00PM
 Site: 0018, 0017
 Scottie Pippen

P-Interval
 11:00AM – 5:00PM
 Site: 0017
 Michael Jordan

C-Interval

B-Interval – Two Sites : Scottie

18 ST. SIMONS BOATING & FISHING CLUB	8:00 AM - 11:00 PM	
	End of sampling time	
17 VILLAGE CREEK RAMP (HARRINGTON) ST SIMONS	11:01 AM - 11:01 AM	
	End of sampling time	

Scottie interviews for three hours at site 0018, from 8:00AM – 11:00AM, and then travels to site 0017. At site 0017, Michael (P-Interval) is the primary interviewer, so Scottie starts and ends his assignment in the DIA but remains on site to assist Michael until 2:00PM.

P-Interval – One Site

17 VILLAGE CREEK RAMP (HARRINGTON) ST SIMONS	11:00 AM - 5:00 PM	
	End of sampling time	

Michael is the primary interviewer for 6 hours, from 11:00AM – 5:00PM, he logs the start and stop time accordingly in the DIA. Scottie is there to assist Michael from 11:00AM – 2:00PM. All interviews and counts that occur between 11:00AM – 5:00PM are logged on Michael’s assignment.

Scenario 3:

B-Interval

P-Interval
11:00AM – 5:00PM
Site: 0017
Michael Jordan

C-Interval
2:00PM – 8:00PM
Site: 0017
Scottie Phippen

P-Interval – Single Site : Michael

17 VILLAGE CREEK RAMP (HARRINGTON) ST SIMONS	11:00 AM - 5:00 PM	
	End of sampling time	

Michael is the primary interviewer for 6 hours, from 11:00AM – 5:00PM, he logs the start and stop time accordingly in the DIA. Scottie is there to assist Michael from 2:00PM – 5:00PM. All interviews and counts that occur between 11:00AM – 5:00PM are logged on Michael’s assignment.

C-Interval – Single Site : Scottie

17 VILLAGE CREEK RAMP (HARRINGTON) ST SIMONS	5:00 PM - 8:00 PM	
	End of sampling time	

Scottie assists Michael from 2:00PM – 5:00PM, until Michael’s assignment ends. At 5:00PM, Scottie starts his assignment in the DIA, and interviews for three hours at the site, from 5:00PM – 8:00PM.

Scenario 4:

B-Interval

P-Interval
11:00AM – 5:00PM
Site: 0017
Michael Jordan



C-Interval
 2:00PM – 8:00PM
 Site: 0017, 0018
 Scottie Pippen

P-Interval – Single Site : Michael

17 VILLAGE CREEK RAMP (HARRINGTON) ST SIMONS	11:00 AM - 5:00 PM	
	End of sampling time	

Michael is the primary interviewer for 6 hours, from 11:00AM – 5:00PM, he logs the start and stop time accordingly in the DIA. Scottie is there to assist Michael from 2:00PM – 5:00PM. All interviews and counts that occur between 11:00AM – 5:00PM are logged on Michael’s assignment.

C-Interval – Two Sites : Scottie

17 VILLAGE CREEK RAMP (HARRINGTON) ST SIMONS	2:00 PM - 2:00 PM	
	End of sampling time	
18 ST. SIMONS BOATING & FISHING CLUB	5:00 PM - 8:00 PM	
	End of sampling time	

Scottie arrives at site 0017 where Michael (P-Interval) is the primary interviewer, so Scottie starts and ends his assignment in the DIA, but remains on site to assist Michael until 5:00PM. Scottie then travels to his second site and interviews for three hours at site 0018, from 5:00PM – 8:00PM.

Overlapping Assignments Field Protocol:

Although minimal, there exists a possibility that the sample draw will produce assignments at a given site within the B-Interval (8:00AM–2:00PM) or C-Interval (2:00PM–8:00PM) as well as the P-Interval (11:00PM–5:00PM) timeframes. Having multiple assigned intervals means that there would be an overlap of field interviewers at the same site from 11:00AM to 2:00PM or 2:00PM to 5:00PM. The key to the overlap is to avoid double counting any anglers and to have interviewers work closely together in order to avoid any data loss or duplications. In order to avoid potential problems or confusion caused by the overlap, the following procedures apply:

B-Interval (8:00AM – 2:00PM), single-site cluster:

- 1) The B-Interval FI's site sampling is completed at 11:00AM when the P-Interval FI arrives to conduct the P-Interval assignment (11:00AM – 5:00PM) at the site. The B-Interval FI's start time will be 0800 and their stop time will be 1100. All totals recorded for the B-interval assignment are only for this first 3-hour period of the interval. There should NOT be a second line for the second three hours of the FI's interval.
 - (a) The B-Interval assignment is considered completed with the reason for leaving as 'End of sampling time (11)'.
- 2) The B-Interval FI should stay on site conducting counts and assisting with the measuring/counting of fish. The B-Interval FI should leave at the scheduled time (2:00PM) after transferring data to the P-Interval FI.

B-Interval (8:00AM – 2:00PM), two-site cluster:

- 1) The first site sampling (8:00AM – 11:00AM) is completed and all information is recorded for the assignment.
 - (a) The B-Interval assignment is considered completed with the reason for leaving as 'End of sampling time (11)'.
- 2) The B-Interval FI will:
 - (a) travel to the second site;
 - (b) confirm that the P-Interval FI is on site;
 - (c) code the second site of cluster for **ZERO** time (start time = stop time), **0** counts and **0** interviews;
 - (d) assist the P-Interval FI with counting missed anglers only; and
 - (e) transfer all information to the P-Interval FI at the end of the B-Interval (2:00PM) prior to departing the site.

C-Interval (2:00PM – 8:00PM), single-site cluster:

- 1) The C-Interval FI should arrive on the site at the start of the timer interval and only code the second three hours. That is, there should only be a single line, recording totals from the latter three hours on site.
- 2) The C-Interval FI will:
 - (a) Conduct counting in support of the P-Interval FI until 5:00PM.

- (b) Give the count information to the P-Interval FI when the P-Interval FI leaves the site.
- (c) Collect all data from the site from 5:00PM to 8:00PM as scheduled.

C-Interval (2:00PM – 8:00PM), 2-site cluster:

- 1) The first site of the C-Interval assignment is selected for the P-Interval assignment in the same site group. The C-Interval FI will:
 - (a) travel to the first site and conduct counting only, using the provided counting protocols;
 - (b) code the first site of the cluster for **ZERO** time (start time = stop time), **0** counts and **0** interviews;
 - (c) give the count information to the P-Interval FI when the P-Interval FI leaves the site; and
 - (d) travel to the second site at 5:00PM in order to collect all data at the second site as scheduled.

APPENDIX C: INTERVIEWING AND COUNTING ANGLER TRIPS

GENERAL GUIDELINES

- FIs should keep an accurate record of their start and stop times at each site
- Interviewing anglers should take precedence, but obtaining an accurate reflection of the activity on site during the FI's assigned time interval is the primary goal of the study.
- **'Counted' anglers ('Angler Trips Counted') must only include those who have completed their fishing activity for that day in a single fishing mode that the FI was unable to intercept.**
- Anglers who refuse to be interviewed in SH, PR, CH, and HB modes should be counted as an 'Initial Refusal'. This includes all anglers who refuse to allow the FI to conduct the survey by: verbally expressing refusal, walking away from the FI, and/or were members of a boat party who were not able to be interviewed.

EXAMPLES:

- Example 1: While busy interviewing an angler, you see three anglers from a private boat and one shore angler leaving the site. It is almost the end of the day, and the boat is being trailered; you use your best judgement and decide that these anglers have likely concluded fishing for the day. You tally them as four counted anglers.
- Example 2: While interviewing two anglers from a charter boat, despite your efforts to encourage all party members to stay, the remaining three anglers from the charter vessel walk away and leave the site. You tally them as three initial refusals.
- Example 3: While on a site assignment, you see anglers disembark from a registered headboat. You **do not include any** of these headboat anglers in the assignment tallies.

METHODS OF COUNTING

- Although verbal communication does not have to be made with an angler, FIs should use context clues and best judgement in order to determine recreational fishing eligibility.
- Angler tallies can be added by clicking the button to the right of 'Group X' and left of 'Angler X'.



- Once clicked, the following screen will appear:

Counts			
Angler Trips Counted (Not Interviewed)	0	-	+
Initial Refusal	0	-	+
Language Barrier	0	-	+
Not Done (Shore Mode)	0	-	+
Not Recreational	0	-	+
Not Salt Water	0	-	+
Not Fin Fishing	0	-	+
Not U.S.	0	-	+

APPENDIX D: AVOIDING DOUBLE COUNTS

- Anglers should only be included in one place in the counts section. For example; an angler tallied as an 'Initial Refusal' could not also be included as 'Counted'.
- Not Done = ONLY SHORE FISHING MODE – Anglers not finished fishing at the site when the FI's sampling time is over.
- Not Recreational = Not recreationally fishing, angler fishing to provide income
- Not Salt Water = Not fishing in salt or brackish water, angler is fishing in pure fresh water
- Not Fin Fishing = Not targeting finfish, angler began fishing with the intention of catching crabs, oyster, clams, or some other shellfish.
- Not U.S. = Not fishing in United States territorial waters. This has no relationship to citizenship. Anglers who do not speak English and are unable to be interviewed should be counted under the 'Language Barrier.'

Counts			
Angler Trips Counted (Not Interviewed)	0	-	+
Initial Refusal	0	-	+
Language Barrier	0	-	+
Not Done (Shore Mode)	0	-	+
Not Recreational	0	-	+
Not Salt Water	0	-	+
Not Fin Fishing	0	-	+
Not U.S.	0	-	+

REMEMBER: Interviews are the preferred outcome, but counts are important and are extremely useful in combination with completed intercepts.

Example 1: If a complete interview cannot be obtained from all member of a fishing party (PR/CH/HB modes), all anglers that the FI is unable to interview would be considered 'Initial Refusals' and should not be included as 'Counted'.

Example 2: If an interview is initiated with an angler and they refuse a key item, they would only be counted as a 'Refused Key Question' at the site and should not be included as a 'Counted'.

Example 3: If an angler is fishing commercially for shellfish, while both 'Not Recreational' and 'Not Fin Fishing' come to mind, they should be coded **only** as 'Not Recreational', focusing on the commercial aspect of their fishing.

APPENDIX E: GLOSSARY

- **APAIS**
Access Point Angler Intercept Survey
- **Assignment Tracking Application**
Online portal for field interviewers and state coordinators to record and track field assignments. Interviewers will be able to access this site in order to view each assignment's details.
- **Available (Type 3) Catch**
Type 3 catch is 'available catch'; identified to species and enumerated by trained interviewers.
- **BB**
Beach/Bank fishing mode
- **Bank**
A stretch of rising land at the edge of a body of water not washed by high water, which could be rocks or an overhanging cliff.
- **Beach**
A stretch of pebbles or sand beside a body of water, often washed by high water.
- **Breachway**
A natural or man-made inlet that cuts through a barrier island or beach.
- **Breakwater**
A barrier or offshore structure that protects a harbor or shore from the full impacts of waves.
- **Bridge**
A structure spanning and providing passage over water.
- **Cast Net**
A cast net is a large net, weighted around the edges, which is cast out and falls over the fish, thereby entrapping them. This gear is typically used to catch baitfish or shrimp.
- **Causeway**
An elevated or raised way across wet ground or water.
- **Charter Boat Fishing Mode (CH)**
A boat operated by a licensed captain and crew where the anglers are part of a pre-formed group that has paid a fee for the captain's services for a specific date and time. The number of anglers in the pre-formed group is usually less than seven, but could be up to twelve. Charter vessels are subject to the requirements of the U.S. Coast Guard to carry six or fewer passengers for hire and that engages in charter fishing at any time during the calendar year. Charters, sometimes called guide boats, are usually closed parties, as opposed to the open party status of headboats. For the purposes of the APAIS, charter boats are clearly labelled with a 'C' in the 'For Hire' column of the Good List. The FHTS design includes registered vessels carrying paying passengers. Unregistered vessels (see *Unregistered Vessel* on p.97) shall be interviewed as private/rental mode.
- **Coastal Household Telephone Survey (CHTS)**
Random-digit dialing survey used to estimate the total number of marine recreational fishing trips taken by residents of coastal areas. Data from the telephone household survey and the intercept survey are combined to provide an estimate of the total catch of marine recreational anglers. The CHTS ended in December of 2017.
- **Completed Trip**
A trip is considered completed if an angler has completed fishing in that fishing mode for the day.

- **Control Number**
A unique 7-digit number assigned to assignments that reflects the order in which the assignment was drawn; used to track the ultimate outcome of the assignment.
- **Dip Net**
A dip net is a small hand net consisting of a handle attached to a metal ring with mesh attached, often used to land large fish but also used to catch schools of smaller fish. This type of gear is usually used to catch bait fish in tide pools or to catch herring during spawning runs upstream.
- **Discarded (Type 9) Catch**
Fish which have been released by the angler (i.e., not kept). Discards can either be released alive or released dead.
- **Dock**
A structure built out over water and supported by pillars/anchors, with long-term docking facilities for boats.
- **EEZ**
Exclusive Economic Zone
- **Eligible Angler**
Interviewers must determine whether or not an angler is eligible to be interviewed using the screening introduction. To be eligible for an interview, an angler must meet all of the following criteria:
 - taken a recreational fishing trip (not commercial)
 - fished in saltwater;
 - began fishing with the intention of targeting finfish or caught a finfish;
 - completed his/her fishing trip; and
 - fished in U.S. waters
- **Field Interviewers (FIs)**
Field Interviewers are the field staff who conduct face-to-face interviews of anglers at fishing access sites, in addition to their other duties. In this statement of work, they will be referred to as 'field interviewers', 'interviewers', 'FIs', or 'samplers.'
- **Finfish vs. Shellfish**
Fishing trips directed at fish with fins are eligible for interviews. Fishers targeting non-fish species but who had spent time fishing for finfish during their trip or had incidentally caught finfish **are eligible** as well. Only fishing trips in which there was no targeted finfishing or incidental finfish catch would be counted as 'Not Fin'.
- **Fish Dump**
A monthly listing (electronic data file) of all fish records (i.e., raw data) from the intercept survey interviews, including species code, accepted common name, numbers of fish, weights and lengths of the fish, and disposition of the catch.
- **Fishing Access Site**
A fishing access site includes the name and location of the place where anglers are intercepted. Each intercept site is given a unique name and site code number. The fishing access site does not define the mode of fishing since anglers may use more than one mode at any given site. Fishing sites are discrete geographical areas from which saltwater recreational fin-fishing takes place. A boat fishing access site should include not more than approximately 100 yards of coastline area.
- **Fishing Effort Survey (FES)**
The Fishing Effort Survey (FES) is a mail based survey that estimates recreational shore and private boat fishing effort. The FES utilizes the U.S. Postal Service's (USPS) list of residential addresses served by the USPS and the list of mailing addresses provided by licensed or registered anglers, derived from the MRIP National Saltwater Angler Registry (NSAR). It replaces the Coastal Household Telephone Survey (CHTS).

- **Fishing Modes**
The APAIS is structured around types or 'modes' of fishing. There are four major types of fishing: shore fishing (SH) (includes beach/bank (BB) and man-made (MM)), private/rental boat fishing (PR), charter boat fishing (CH), and headboat fishing (HB).
- **Fishing Pressure**
Fishing pressure is the mode and site specific average number of anglers expected to use and finish fishing in that mode and site over a specific 6-hour time interval on an average day, expressed in the SR as a categorical value. The value must be representative of the average activity for that time interval over the entire month. Separate pressure ratings are given for weekdays and weekend days in each fishing mode for each month of the year. Fishing pressures are used to determine sampling probabilities for each site and are updated each Wave. Pressure categories are included in the Site Register 'pressure entry/view' window of each site.
- **Fishing Trip**
A fishing trip is defined as fishing during part or all of one waking day (as opposed to a calendar day) in one mode. An angler who fished from both a pier and a jetty on the same day made one fishing trip since the pier and jetty are both in the shore fishing mode. However, an angler who fished from a headboat in the morning and a pier in the afternoon is counted as having made two trips – a headboat trip and a shore trip. A trip beginning in the evening but ending past midnight would be considered one trip. In cases of trips lasting multiple days, each of the angler's waking days would be considered a separate trip. A fishing trip must have included actual fishing effort, i.e., the angler must have had gear in the water. Trips where anglers went in search of fish, but never actually employed any effort, for reasons such as sea-sickness or premature termination of the trip due to bad weather are not considered fishing trips.
- **For-hire Telephone Survey (FHTS)**
Survey designed to estimate recreational saltwater fishing catch and effort by anglers fishing in the charter boat and headboat for-hire modes.
- **Gill Net**
A gill net is a flat net suspended vertically in the water with mesh that allows the fish's head to enter the net but which catches on the fish's gills as it attempts to withdraw. This is not a legal recreational gear-type in many states.
- **Headboat Mode (HB)**
A boat operated by a licensed captain and crew where individuals or small groups of anglers pay a fee for fishing. The anglers usually do not know everyone on the boat, and a minimum number of anglers are required prior to launch. Pursuant to CFR Title 46, subchapter T, vessels carrying more than 6 passengers, at least one for-hire, and up to 150 passengers must be inspected and licensed by the US Coast Guard and display a Certificate of Inspection when operated as a for-hire passenger vessel. The vessel is operated by a licensed captain (guide or skipper) and crew, and almost always carries seven or more passengers. In some areas of the country, headboats are called 'open party boats' or 'party boats' for short. Headboats may make all-day or half-day trips.
- **Hook and Line**
Hook and line involves the use of traditional rod and reel or hand lines. Trolling, surf fishing, bottom fishing, chum fishing and fishing with floats are all examples of uses of this gear.
- **Hours Fished**
The time an angler actively fishes in a mode with fishing gear in the water, to the nearest half-hour. If an angler spends time fishing at other sites on the same day, that time is also included provided the fishing was done in the same mode. Not included is the travel time in a boat to or from the fishing grounds.

- **Inactive Site**
Sites that are temporarily closed to fishing (such as a launch ramp closed for repairs) are marked as 'inactive' by coding the pressure with a '9'. Interviewers must inform their designated contact when they learn that a previously inactive site has become active.
- **Intercept Assignment**
An Intercept Assignment (SH, PR, and CH modes) is defined as 6 hour effort to count and interview anglers at an assigned cluster of sites for and time interval on an assigned date. Headboat assignments are boat- and day-specific, must be completed at-sea (i.e., while riding the boat) and may be anywhere from 4 to 15 hours in length.
- **Jetty**
A kind of wall, usually made of rocks, built out into the water to restrain currents or protect a harbor.
- **Key Questions (Key Items)**
Key questions are questions that must be answered by the angler to qualify the interview as a 'good' interview. These include: fishing mode; water fished; three/ten mile limit for ocean fishing; state and county of residence; questions related to the fish caught and the anglers who contributed to the catch; and the total number of anglers on the boat, among others. There may be fishing mode-specific key questions.
- **Large Pelagic Survey (LPS)**
Another recreational fishing survey administered by NOAA Fisheries that collects catch and effort data directed at 'large pelagic species' (e.g., tunas, billfishes, swordfish, sharks, wahoo, dolphin, and amberjack) in Maine through Virginia during June through the end of October.
- **Length of Fish**
Length is measured to the nearest millimeter (mm). For fish with a forked tail, fork length is measured from the tip of the longest jaw or the snout, whichever is terminal with the mouth closed, to the center of the fork. For fish with a non-forked tail, total length is measured from the tip of the longest jaw or the snout, whichever is terminal with the mouth closed, to the tip of the caudal lobe or fin along the center line of the body. There are a few exceptions to this measurement, such as for billfish and sharks.
- **Local Fish Names**
While each fish species has an accepted common name, anglers often come up with different 'local' names to describe the same species of fish. A listing of these local names may be found in the Coding Manual.
- **Local Wave Meeting**
Regional Representatives meet with field staff to review and discuss field interviewing procedures and cost-effectiveness procedures and to provide continuing education and training; usually occurs shortly after national level Wave meetings.
- **MM**
Man-made shore fishing mode
- **MRIP**
Marine Recreational Information Program
- **Marine Fishing Areas**
Marine or salt waters include oceans and open water areas, as well as inland salt or brackish water bodies. Inland saltwater bodies include sounds, passes, inlets, bays, estuaries, brackish portions of rivers, and other areas of salt or brackish water like bayous and canals. Some coastal water bodies are called lakes but should still be considered saltwater, e.g., Lake Pontchartrain, Louisiana. Freshwater trip data are not collected through this survey, and anglers who fished in tidal freshwater areas are not eligible for this survey.

- **Marine Recreational Fishing**
The Intercept Survey collects data on fishing in marine (or salt) waters by recreational anglers who are fishing for finfish, not shellfish, and whose trips begin and end anywhere in the United States. The primary purpose of the fishing trip must have been for recreational purposes.
- **NOAA**
National Oceanic and Atmospheric Administration
- **Party boat**
Another term used for headboat (see *Headboat Mode (HB)* on p.94)
- **Pier**
A structure built out over water and supported by pillars, and without long-term docking facilities for boats.
- **Privacy Act of 1974**
All surveys conducted by the federal government are regulated by the Privacy Act of 1974. This Act stipulates that each person interviewed must be informed of the following: the auspices under which the survey is being conducted, whether participation is voluntary or mandatory, what will happen if they choose not to participate, and how the information will be used. For the Intercept Survey this means that responses to the questions are completely voluntary, there is no penalty for refusal to answer any or all of the questions, and all information collected remains completely confidential (i.e., interviewed anglers remain anonymous in the dataset and cannot be linked to their responses). The Act is paraphrased on all questionnaires and those statements must be read at the designated point in the screening introduction. Copies of the Privacy Act Statement must be in possession of the interviewer and may be read at any point during the interview to reassure a wary respondent.
- **Private Access Site**
A private access site is a site that the public normally does not have access to, such as a locked marina, private club, or gated community. This does not refer to whether or not interviewers are allowed to interview by the site’s manager and/or owner. Most sites within the Site Register are considered public. Private ownership of a site does not mean that this is a private site. Typically, FIs do not have access to true private access sites; however, a site being privately owner should not affect the ability of interviewer to interview at that site. While true private access sites do not typically allow FIs on site, some do for state agency staff.
- **Private / Rental Boat Mode (PR)**
Private/rental boat mode includes fishing on both private boats and rental boats. A private boat belongs to an individual; no fee is paid to that individual for the use of that boat. Individuals may contribute to the cost of the trip (e.g., friends chipping in for gas), but there is no commercial transaction. Rental boats are rented or leased from a commercial enterprise. No captain or crew is provided – the renter operates the boat. PR fishing mode also includes canoes and kayaks.
- **Public Access Site**
A public access site is a site that the public normally has access to, such as an unlocked marina or public beach, state or municipal park or boat ramp, even if the public can only gain access during the site’s normal business hours or by paying a fee (such as a launch fee or parking fee).
- **Site Code**
A four digit code assigned to identify each site on a particular state’s master Site Register. Sites are uniquely coded and they keep their same codes through time.
- **Spear**
A spear is a sharp, barbed pole that is projected or thrown into the fish. Examples are flounder gigs and SCUBA diving spears.

- **Tournaments**
Tournaments are fishing contests lasting seven or fewer days for which participants have to register. Prizes are given according to the rules of the contest--most, biggest, etc. Informal 'pools', such as those arranged on party/headboats, are not considered tournaments.
- **Trap**
A trap is usually a metal screen box, extended by a rope, which has bait inside and a small hole which the fish can swim into but not return. Examples are fish pots and crab traps.
- **Trawl**
A trawl net is a large cone-shaped net which is dragged along the bottom from a boat. This is not a legal recreational gear in many states.
- **Unavailable (Type 2) Catch**
Type 2 catch is 'unavailable catch' reported by anglers. There are cases in which this may or may not represent harvested fish: catch which was harvested but unavailable (e.g., fish that were caught and used for bait, released dead, or otherwise not observed by the interviewer) and catch which was released alive.
- **Unregistered Vessel**
A vessel that does not have either a Coast Guard documentation number OR a State Registration number. Typically includes vessels without motors such as canoes, kayaks, rowboats, and skiffs. These vessels shall be interviewed as private/rental boats.
- **Vessel Good List**
A list of for-hire vessels that represent a subset of the online vessel directory, the sample frame for the FHTS telephone survey for the Wave. This list is referenced for APAIS intercept Box E and must be replaced with the current Good List every Wave.
- **Wave**
A Wave is a two-month sampling period. Wave 1 = January and February,
Wave 2 = March and April, Wave 3 = May and June, Wave 4 = July and August, Wave 5 = September and October, and Wave 6 = November and December.
- **Week**
For the FHTS, sampling within Waves is conducted on a weekly basis. A week is defined as Monday through the following Sunday.

FOR EMERGENCY USE ONLY

1. FORM

2. ASSIGNMENT NO.

3. INTERVIEWER ID

4. DATE: MMDD

5. INTERCEPT NO.

6. INTERVIEW TIME (use 2400 clock) Time this interview was completed

7. STATE CODE

8. COUNTY CODE

9. SITE CODE

10. INTERVIEW STATUS (Key Item = *)

1 Questionnaire Complete

2 Refused Non-Key Item

5 Refused Key Item

READ PRIVACY ACT: This study is being conducted in accordance with the privacy act of 1974. You are not required to answer any question that you consider to be an invasion of your privacy.

11. Would you say you were fishing from ...

0 Pier 1 Dock

2 Jetty, Breakwater 3 Bridge, Causeway

4 Other Man-made Structure (Specify) _____ 5 Beach or Bank (Additional hours required in Q16)

6 Headboat 7 Charterboat

8 Private Boat 9 Rental Boat

12. Was most of your (specify mode) fishing effort today in the ... (Select only one)

1 Ocean/gulf

2 Sound (Other than listed) V Cape Cod Bay

3 River (Other than listed) A Narragansett Estuary

4 Bay (Other than listed) B Buzzard's Bay Estuary

5 Other (Specify) _____ C Long Island Estuary

D Hudson/Raritan Estuary

E Delaware Estuary

F Chesapeake Estuary

G Albemarle/Pamlico Estuary

13. Was that ...

1 Three Miles or Less From Shore

2 More Than Three Miles

8 Waterbody Does Not Apply

13a. Were you fishing an artificial reef today?

Yes If yes, enter Reef Code
If "Don't Know" = 998
 No If "Refused" = 999

Name: _____

14. What type of gear was primarily used? (Select one only)

01 Hook and Line 07 Trap

02 Dip Net, A-frame 08 Spear

03 Cast Net 09 Hand

04 Gill Net 10 Other (Specify) _____

05 Seine 98 Unknown

06 Trawl 99 Refused

15a. To the nearest half-hour, how many hours have you spent (specify mode) fishing today? That is, how many hours have you actually spent with your gear in the water?

No. of Hours If "Don't Know" = 99.8
If "Refused" = 99.9

15b. [if on boat] To the nearest half-hour, how many hours have you spent on the boat, away from the dock, today?

No. of Hours If "Don't Know" = 99.8
If "Refused" = 99.9

Not Applicable – SH mode

17. What species were you primarily fishing for today?

No Particular Species/Anything

1st Target

2nd Target

18. Not counting today, within the past 12 months, that is since (insert month) of last year, how many days have you gone saltwater sport finfishing in this state or from a boat launched in this state?

No. of days 998 Don't Know
999 Refused

19. Not counting today, within the past 2 months, how many days?

No. of days 98 Don't Know
99 Refused

20. What is your state and county of residence? If county unknown, ask: What city or town do you live in?

State Code; Name: _____
If foreign country code = 97

County Code; Name: _____
If foreign country code = 997

21. What is the ZIP code of your residence?

Foreign Country
99998 Don't Know
99999 Refused

23a. Gender (observed, do not ask)

Male

Female

23b. How old were you on your last birthday?

Age

Refused

FOR EMERGENCY USE ONLY

1. FORM

2. ASSIGNMENT NO.

3. INTERVIEWER ID

4. DATE: MM/DD

5. INTERCEPT NO.

6. INTERVIEW TIME (use 2400 clock) Time this interview was completed

7. STATE CODE

8. COUNTY CODE

9. SITE CODE

10. INTERVIEW STATUS (Key Item = *)

1 Questionnaire Complete
 2 Refused Non-Key Item
 5 Refused Key Item

READ PRIVACY ACT: This study is being conducted in accordance with the privacy act of 1974. You are not required to answer any question that you consider to be an invasion of your privacy.

*11. Would you say you were fishing from ...

SHORE

0 Pier 1 Dock
 2 Jetty, Breakwater 3 Bridge, Causeway
 4 Other Man-made Structure (Specify) 5 Beach or Bank (Additional hours required in Q16)

BOAT

6 Headboat 7 Charterboat
 8 Private Boat 9 Rental Boat

11a. Did you see any sea turtles while fishing today?

1 Yes, alive 3 No
 2 Yes, dead

*12. Was most of your (specify mode) fishing effort today in the ...

1 Atlantic Ocean Other (enter DMF waterbody code and code Q13 as "8").

*13. Was that ...

1 Three Miles or Less From Shore 8 Waterbody Does Not Apply
 2 More Than Three Miles

13a. Were you fishing near an Artificial Reef?

01 No 88 SH If yes, enter reef code 98=unknown

13b. What was the length of the boat used (in feet)? Boat length

14. What type of gear was primarily used? (Select one only)

01 Hook and Line 07 Trap
 02 Dip Net, A-frame 08 Spear
 03 Cast Net 09 Hand
 04 Gill Net 10 Other (Specify) _____
 05 Seine 98 Unknown
 06 Trawl 99 Refused

15a. To the nearest half-hour, how many hours have you spent (specify mode) fishing today? That is, how many hours have you actually spent with your gear in the water?

No. of Hours Codes:
 If, "Don't Know" = 99.8
 If, Refused = 99.9

15b. [If on boat] To the nearest half-hour, how many hours have you spent on the boat, away from the dock, today?

No. of Hours Codes:
 If, "Don't Know" = 99.8
 If, Refused = 99.9

Not Applicable – SH mode

17. What species were you primarily fishing for today?

No Particular Species/Anything

1st Target

2nd Target

18. Not counting today, within the past 12 months, that is since (insert month) of last year, how many days have you gone saltwater sport finfishing in this state or from a boat launched in this state?

No. of days 998 Don't Know
 999 Refused

19. Not counting today, within the past 2 months, how many days?

No. of days 98 Don't Know
 99 Refused

*20. What is your state and county of residence? If county unknown, ask: What city or town do you live in?

State Code; Name: _____

County Code; Name: _____

21. What is the ZIP code of your residence?

99997 Foreign Country
 99998 Don't Know
 99999 Refused

23a. Gender

Male
 Female

23b. How old were you on your last birthday?

Age
 Refused

FOR EMERGENCY USE ONLY

1. FORM

2. ASSIGNMENT NO.

3. INTERVIEWER ID

4. DATE: MM/DD

5. INTERCEPT NO.

6. INTERVIEW TIME (Time this interview was completed; use 2400 clock)

7. STATE CODE

8. COUNTY CODE

9. SITE CODE

*25. **UNAVAILABLE CATCH** Did you catch any fish that are not here for me to look at? For example, any that you may have thrown back or used for bait? **NOT GROUP CATCH** - Only catch from Angler being interviewed.

DISPOSITION CODES FOR Q25		
1 - Thrown back alive	4 - Used/plan to use for bait	6 - Thrown back dead/plan to throw away
3 - Eaten/plan to eat	5 - Sold/plan to sell	7 - Some other purpose

TYPE 2 RECORDS: (INDIVIDUAL CATCH UNAVAILABLE IN WHOLE FORM)

Species Name	Species Code	# of Fish	Disp.
1.			
2.			
3.			
4.			
5.			

*31. **AVAILABLE CATCH** – COMPLETE TYPE THREE RECORD BY ASKING: May I look at your fish? What do you plan to do with the MAJORITY of the (species)?

DISPOSITION CODES FOR Q31		
3 - Eaten/plan to eat	5 - Sold/plan to sell	7 - Some other purpose
4 - Used/plan to use for bait	6 - Plan to throw away	

Species Name	Species Code	# of Fish	Length (mm)	Weight (kg)	Disp.
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					
24.					
25.					

FOR EMERGENCY USE ONLY

1. FORM

2. ASSIGNMENT NO.

3. INTERVIEWER ID

4. DATE: MM/DD

5. STATE CODE

6. COUNTY CODE

7. SITE CODE

8. VESSEL NAME _____

DISPOSITION CODES FOR DISCARDED CATCH
 1 - Thrown back alive
 6 - Thrown back dead/plan to throw away (comment required)

NOTE: Fish recorded on the Discard Form should not be recorded as Type 2 Catch on the Intercept form.

COMMENTS

1.	SPECIES NAME	SPECIES CODE	LENGTH (mm)	DISP.	INT #	OBS.?	
						Y	N
1.						<input type="checkbox"/>	<input type="checkbox"/>
2.						<input type="checkbox"/>	<input type="checkbox"/>
3.						<input type="checkbox"/>	<input type="checkbox"/>
4.						<input type="checkbox"/>	<input type="checkbox"/>
5.						<input type="checkbox"/>	<input type="checkbox"/>
6.						<input type="checkbox"/>	<input type="checkbox"/>
7.						<input type="checkbox"/>	<input type="checkbox"/>
8.						<input type="checkbox"/>	<input type="checkbox"/>
9.						<input type="checkbox"/>	<input type="checkbox"/>
10.						<input type="checkbox"/>	<input type="checkbox"/>
11.						<input type="checkbox"/>	<input type="checkbox"/>
12.						<input type="checkbox"/>	<input type="checkbox"/>
13.						<input type="checkbox"/>	<input type="checkbox"/>
14.						<input type="checkbox"/>	<input type="checkbox"/>
15.						<input type="checkbox"/>	<input type="checkbox"/>
16.						<input type="checkbox"/>	<input type="checkbox"/>
17.						<input type="checkbox"/>	<input type="checkbox"/>
18.						<input type="checkbox"/>	<input type="checkbox"/>
19.						<input type="checkbox"/>	<input type="checkbox"/>
20.						<input type="checkbox"/>	<input type="checkbox"/>
21.						<input type="checkbox"/>	<input type="checkbox"/>
22.						<input type="checkbox"/>	<input type="checkbox"/>
23.						<input type="checkbox"/>	<input type="checkbox"/>
24.						<input type="checkbox"/>	<input type="checkbox"/>
25.						<input type="checkbox"/>	<input type="checkbox"/>
26.						<input type="checkbox"/>	<input type="checkbox"/>
27.						<input type="checkbox"/>	<input type="checkbox"/>
28.						<input type="checkbox"/>	<input type="checkbox"/>
29.						<input type="checkbox"/>	<input type="checkbox"/>
30.						<input type="checkbox"/>	<input type="checkbox"/>
31.						<input type="checkbox"/>	<input type="checkbox"/>
32.						<input type="checkbox"/>	<input type="checkbox"/>
33.						<input type="checkbox"/>	<input type="checkbox"/>
34.						<input type="checkbox"/>	<input type="checkbox"/>
35.						<input type="checkbox"/>	<input type="checkbox"/>
36.						<input type="checkbox"/>	<input type="checkbox"/>
37.						<input type="checkbox"/>	<input type="checkbox"/>
38.						<input type="checkbox"/>	<input type="checkbox"/>
39.						<input type="checkbox"/>	<input type="checkbox"/>
40.						<input type="checkbox"/>	<input type="checkbox"/>

Discard Summary Form

Please use as many discard forms as necessary to complete the assignment.
Record summary information for all discard data on the back of the last form.

Please record the total number of catch for each disposition in the box below.

DISPOSITION	# OF CATCH
1	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
6	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
TOTAL	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

For each angler monitored (for discard catch), please list the intercept number and the total number of fish caught by that angler in the boxes below.

	Inter- cept #	Total # Fish Caught
1.	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>
4.	<input type="text"/>	<input type="text"/>
5.	<input type="text"/>	<input type="text"/>
6.	<input type="text"/>	<input type="text"/>
7.	<input type="text"/>	<input type="text"/>
8.	<input type="text"/>	<input type="text"/>
9.	<input type="text"/>	<input type="text"/>
10.	<input type="text"/>	<input type="text"/>
11.	<input type="text"/>	<input type="text"/>
12.	<input type="text"/>	<input type="text"/>
13.	<input type="text"/>	<input type="text"/>
14.	<input type="text"/>	<input type="text"/>
15.	<input type="text"/>	<input type="text"/>
16.	<input type="text"/>	<input type="text"/>
17.	<input type="text"/>	<input type="text"/>
18.	<input type="text"/>	<input type="text"/>
19.	<input type="text"/>	<input type="text"/>
20.	<input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>	<input type="text"/>

APPENDIX G: STATE DUE DATES

		DUE DATES					
Process	Location	Wave 1 (Jan/Feb)	Wave 2 (Mar/Apr)	Wave 3 (May/June)	Wave 4 (Jul/Aug)	Wave 5 (Sep/Oct)	Wave 6 (Nov/Dec)
Vessel Directory updates	NOAA Online Vessel Directory	12/14	2/14	4/14	6/14	8/14	10/14
Site Assignment draw confirmation (posted 15th each month)	ATA: Site Assignment	12/19; 1/19	2/19; 3/19	4/19; 5/19	6/19; 7/19	8/19; 9/19	10/19; 11/19
Headboat pressures	ATA: Headboat Pressures	12/20	2/20	4/20	6/20	8/20	10/20
Headboat Assignment draw confirmation (posted 19th of month before each wave)	ATA: Headboat Assignments	12/21	2/21	4/21	6/21	8/21	10/21
Pre-Validations	ATA: FHS Preval	2/14; 3/14	4/14; 5/14	6/14; 7/14	8/14; 9/14	10/14; 11/14	12/14; 1/14
Post-Validations	ATA: PostVal Selection	End of each week; no later than 14 th of each month					
Responses to data edits	ATA: State Data Edits	2/12; 3/12	4/12; 5/12	6/12; 7/12	8/12; 9/12	10/12; 11/12	12/12; 1/12
FishDump comments (posted 8th each month)	ATA: FishDump						
Site Assignment allocation (staffing, holidays, add-ons, etc.)	Email ACCSP/NOAA	Annually by Jan 31; Before 1 st of month prior to sampling (e.g. Feb 28 th for Apr draw)					
Site Registry changes / site pressure updates	NOAA Site Register	Ongoing (To be included in the draw, changes need to be finalized by the 1st of each month, prior to the month of sampling)					
QC Visit Interviewers	<i>At site locations</i>	One per interviewer by end Wave 3 (Jun 30), two by end Wave 4 (Aug 31); Minimum two QC visits per interviewer per year; Complete one within 15 days of hire					
Wave Meeting records (attendance lists, summary of meeting)	<i>State-specific</i>	Two per state by end Wave 3 (Jun 30), two by end Wave 4 (Aug 31)					
Electronic data sent to ACCSP	Tablet to ATA	Within 24 hours of assignment completion					