Procedures Manual: Access Point Angler Intercept Survey

January 2017

Table of Contents

CHAPTER 1. INTERCEPT SURVEY

Introduction

The Access-Point Angler Intercept Survey (APAIS) is conducted at public marine fishing access points (boat ramps, piers, beaches, jetties, bridges, marinas, etc.) to collect individual catch data, including species identification, total number of each species, and length and weight measurements of individual fishes, as well as some angler-specific information about the fishing trip and the anglers fishing behavior. This manual provides all the information needed to conduct the survey and do the best job possible. You are expected to know and understand this document's contents. If you are unclear about a procedural question, use this manual as a reference guide.

Any questions or problems you have which are not covered in this manual should be directed to your state supervisor or other designated point of contact. We expect the interviewers to share our high level of commitment to scientific excellence. We must never forget that we are involved in the collection of scientific data, and it is up to each of us to recognize the responsibilities inherent in providing the most accurate, valid information possible.

Background

NOAA Fisheries, (formerly known as the National Marine Fisheries Service or NMFS) is required to conduct a survey of marine recreational anglers, to gather information about their: (1) catch, participation, and effort in marine recreational fishing, and (2) selected demographic characteristics.

Catch, effort, and participation statistics are fundamental for assessing the influence of fishing on any stock of fish. The quantities taken, the fishing effort, and the seasonal and geographical distribution of the catch and effort are required for the development of rational management policies and plans. Continuous monitoring of catch, effort, and participation is needed to monitor trends, to evaluate the impacts of management regulations, and to project what impacts various management scenarios will have on a fishery.

Accurate, up-to-date catch, effort, and socio-economic statistics collected over the range of a given fishery can be combined with information collected by associated biological studies to provide conservation agencies with the information necessary to manage the fishery for optimum yield. Recreational fisheries data are essential for NOAA Fisheries, the 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.

The Marine Recreational Fisheries Statistics Survey or “MRFSS”, a nationwide program,

was developed in the late 1970s to provide a database of marine recreational fishing activity. Originally designed to track trends, the survey has been asked to provide more detailed information for stock assessment and management as required by the Sustainable Fisheries Act and more recently the Magnuson-Stevens Reauthorization Act.
The MRFSS was analyzed by the National Research Council (NRC) in an April 2006 report entitled "Review of Marine Recreational Fishing Survey Methods". The panel of independent scientists concluded that there are a number of potential biases requiring immediate attention. The Report identified deficiencies in the sampling methodologies and included a lengthy list of recommended changes they felt applied not only to the MRFSS, but also to many of the state-level surveys. NRC recommended NOAA Fisheries and the states rethink the way they conduct recreational fishing surveys to improve their transparency, effectiveness, and applicability to today's fishery management practices.

The MRFSS survey has been replaced by a new initiative known as the Marine Recreational Information Program (MRIP). The goals of the new initiative are to increase coverage and efficiency while decreasing the potential for statistical bias within the survey design. The program consists of several independent, yet complementary surveys. The principal components are:

- ✓ An access-point intercept survey, which is designed to assess catch per unit effort in all fishing modes. Your work will be instrumental in supporting this part of the project!
- ✓ The Coastal Household Telephone Survey (CHTS), which is designed to assess shore and private boat fishing effort by coastal county residents; and
- ✓ The For-Hire Survey (FHS), which is designed to assess charter and head boat fishing effort.

Data from the component surveys are combined to estimate total fishing effort, participation, and catch by species.

The CHTS is used to estimate the total number of marine recreational fishing trips taken by residents of coastal areas. Data from the CHTS and the intercept survey are combined to provide an estimate of the total catch of marine recreational anglers by species. Although the principal purpose of the Intercept survey is to obtain catch data, several questions in the survey provide vital information for the expansion and precise estimation of effort produced by the CHTS.

The FHS 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 head boats, and sampled weekly. Representatives from selected vessels are contacted by telephone to answer questions about their fishing effort in the previous week. The sample frame, or current list of active and eligible vessels, is used to expand the effort estimate obtained from the telephone survey.

CHAPTER 2. INTERCEPT SURVEY DEFINITIONS

The Interviewer

The key to accurate data collection begins with you, the interviewer. The interviewer plays a vital role in this project, and therefore high-quality interviewing is essential. A good interviewer identifies fish accurately at the species level, approaches strangers easily, meticulously follows procedures, completes forms with accuracy and precision, and diplomatically handles sensitive situations. The intercept interview involves both a face-to-face interview and a creel census (identification and measurement of the catch), where a unique set of skills is required for each.

As an Intercept Survey interviewer, you are required to:

- ✓ Complete site assignments following specified protocol and have all equipment available and in proper working order (e.g., properly calibrated scales).
- ✓ Conduct interviews in a professional manner, complete all forms accurately, and submit all forms on-time.
- ✓ Wear appropriate attire and present yourself in a professional manner.
- ✓ Submit site description information to be used in the site sampling process.
- ✓ Provide timely information on the completion and productivity of each assignment.
- ✓ Always keep in mind that the focus of this survey is the **assignment**, and not the angler or catch; in other words, the anglers or their catch (or lack of) must not dictate who gets interviewed.

Interviewers must always keep in mind that their performance impacts the reputation of the survey, and also reflects on their respective state agency and NOAA Fisheries. Please remember that at no time should you claim that you are an employee of NOAA Fisheries. Interviewers should say they are state agency employees collecting data for a survey sponsored by NOAA Fisheries.

The Project Staff

Each interviewer will work with other state samplers and answer directly to their state supervisor. Supervisors are involved in interviewer training, supervision, and quality control procedures; assignment scheduling, and tracking sampling progress; and updating the site description files using the site information provided by the interviewers. In addition, you should call staff if you have questions about procedures, fish identification, or an interviewing site.

Upon successful completion of initial interviewer training, project staff is required to conduct additional testing and training of interviewers in the field. Each new interviewer must be observed in the field for the first few assignments and at least once during each successive six-month period following his/her initial field observation. In addition, supplemental training and field observations of new interviewers are required until project staff feels confident that the interviews are being conducted completely, consistently, accurately, and in accordance with the standard procedures in this manual. Project staff will focus on the interviewer's ability to follow proper procedures locating themselves at a particular site and moving from site to site within a cluster, deal effectively with people, properly conduct interviews, accurately code interview forms, and correctly identify, weigh, and measure fish.

In addition to field visits state supervisors will conduct at least one face to face meeting each year. Interviewers are expected to attend all meetings. During these meetings, staff will discuss new procedural issues (if any) and reviews existing ones. Staff will administer two tests during these meetings. The first is a fish test to monitor each interviewer’s identification skills, and the second is a procedural test to ensure each interviewer has read the manual and understands procedures.

Interviewers work with state supervisors on issues concerning procedures, coding forms, and administrative issues. You should also contact your state supervisor if you have questions or problems with your equipment, or if you are running low on interviewing supplies.

All completed interviews from each interviewer will be reviewed for accuracy, completeness, legibility, and consistency of coding by supervisors. The interviewer will receive feedback on his/her performance in this area.

Wave

Data collection is structured around two-month periods called "waves." January and February represent Wave 1, March and April represent Wave 2, etc.

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 Mode

While there are many types of fishing, three major mode groups are considered: shore fishing (SH) which includes beach/bank fishing (BB) and man-made fishing; private and rental boat fishing (PR); and charter boat fishing (CH). Note that the Intercept Survey uses different codes to refer to the mode of fishing and to the mode of an interviewing assignment. Interviewing assignment codes are discussed below.

More exact definitions for **fishing** modes are:

Shore Fishing (SH)

Beach/Bank (BB)

Breachway: A natural or man-made inlet that cuts through a barrier island or beach. It connects the coastal lagoon to the ocean.

Beach: A stretch of pebbles or sand beside a body of water, often washed by high water.

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.

Man-Made

Pier: A platform extending from a shore over water and supported by pillars, without long-term docking facilities for boats.

Dock: A structure built out over water and supported by pillars/anchors, with long-term docking facilities for boats.

Jetty: A structure of stone or concrete which extends from shore into the water to restrain currents or protect a harbor.

Breakwater: A barrier or offshore structure that protects a harbor or shore from the full impact of waves.

Bridge: A structure spanning, and providing passage over, water.

Causeway: A raised roadway that spans across water or marshland.

Other: Any other non-boat fishing (e.g., a boat ramp.)

Private and Rental Boats (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.

- A canoe and/or a kayak are two different types of boats that are often seen out in the field. Keep in mind that it does not matter what type of boat the angler is fishing from; what matters more is if the vessel is a private boat or a rented one.

Charter Boats (CH)

Charter Boat: 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 30 or more. The key is that these trips are private, and individual anglers do not just show up to join the trip. Charters are usually closed parties, as opposed to the open party status of head boats. These are sometimes called guide boats, and may be small boats fishing inside waters with two to three clients. 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.

Head Boats (HB)

Head Boat: 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. 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, head boats are called "open party boats" or "party boats" for short. Head boats may make all-day or half-day trips. **<u>You will not be conducting HB interviews as part of the Intercept Survey.</u>**

Fishing Sites

Since this survey focuses on saltwater recreational fin-fishing, all sites are discrete geographical areas from which this activity takes place. A very large site with multiple access points may be separated into 2 or more sites if all anglers exiting the multiple points cannot be visually counted from a single vantage point, or all anglers cannot be intercepted without missing observations of activity at another access point of the site. For example, a large park with several boat ramps but sufficient area and routes in between such that not all boats exiting the ramps can be seen from one point, nor would they all exit via a single access point for intercepting. Of particular concern in 2016 will be the ability to intercept or count shore mode anglers and boat mode anglers from a single such vantage point as NOAA Fisheries implements fully Mixed Mode sampling assignments. If that is not possible and it's determined the site should be split by mode (SH site separate from Boat site), the existing site number will be retained for the part of the site with the most fishing activity. Then submit a new site for approval that includes geographic boundary information for the portion being split from the existing site while also indicating other significant changes in site characteristics. The remaining portion of the site will likely have the predominant pressure and can retain its original site number. Make sure to adjust those site characteristics impacted by splitting the site into multiple smaller sites.

A fishing site can have more than one mode of fishing. A docking area with both charter boats and private boats is one site with both charter fishing and private/rental fishing. If people occasionally fish from the dock itself, the site register will also show shore fishing activity for that site.

Site Register

The Site Register (SR) is a database of all saltwater recreational fin-fishing locations in each state maintained by NOAA Fisheries. Information about valid sampling sites should be managed through the online reporting tool developed by NOAA Fisheries. The web address for the site register tool is https://www.st.nmfs.noaa.gov/siteregister/html/siteRegister.jsp. State supervisors will train selected samplers on the use of the site register tool and are responsible for making ensuring the accuracy of all changes made by state personnel. State supervisors can request login access for state samplers from NOAA Fisheries.

Sites are grouped together to create sampling clusters of up to two sites per cluster. Only one cluster is sampled per assignment. Information provided for each site in the SR includes a two-digit state code, a three-digit county code, and a four-digit site code unique to each site. These codes are followed by a description of the site and its location. Each site description includes the name of the nearest town, directions from a starting point (such as a recognizable landmark or intersection), and, if available, the name and phone number of a primary contact person who supervises the site. Sites are listed in numerical order by county, but are not in any geographical order. Each interviewer will be given a SR for his/her state at the beginning of each wave.

Determining Site Pressures

The Site Register includes an estimate of the monthly weekday and weekend fishing pressure at each site for each mode within one of five six-hour time categories. The fishing pressure is the average number of eligible anglers expected to fish over a specific six-hour period on an average day, expressed as a categorical value. The value must be representative of the average daily activity over a given month for each time interval and kind of day (weekend or weekday). Fishing 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	Mode not present

It is important that interviewers use up-to-date Site Registers, as these registers are updated prior to every wave.

If the site has any type of shore fishing, one of the following indicators is listed with the description for that site.

MM: Man-Made shore only.
BB: Beach/Bank only.
SH: Both Man-Made shore and Beach/Bank.

Site Description Form

The Site Description Form (SDF) is used to update site information, including fishing pressure for the current wave. The guidelines provided for completing this form are keyed to the form's section numbers. When completing any form, please fill in all sections of the form and write clearly.

We leave this blank for the states to input descriptions and images based on their own custom forms. Please provide the appropriate explanation for sampler training purposes.

Adding to, or Deactivating Sites from, the Site Register

When a new site is encountered, the interviewer should complete a SDF with the best estimate of fishing pressure for all months indicated. If possible, the interviewer should talk to site personnel and attempt to include monthly pressure estimates for the remainder of the year. (Note that since the form has space for only two months, if you include pressure estimates for the entire year you should do so using the "comments" section.) The site number should be left blank, and the interviewer should provide an explanation as to why the site should be added. The interviewer should also indicate that a new site was visited by checking the "NEW SITE" box.

If during an assignment the interviewer visits a site that turns out to be inactive (e.g., an establishment has gone out of business), he/she should fill out a SDF and clearly mark it as an "INACTIVE SITE" at the top of the form. The interviewer should provide an explanation as to why the site should be deactivated. Do not 9-out the pressures since historical information must be left intact. An example illustrating this procedure is shown in Figure 2.4.

NOTE: Sites marked as "INACTIVE" will not be assigned to interviewers.

Please note that sites are NEVER removed from the Site Register. Inactive sites are retained in the Site Register (with historical pressures left intact) but are coded to indicate the site has been deactivated. This allows for re-activation of the site in the future and to keep site codes unique to a geographic site. Interviewers are encouraged to inform their project staff if they learn that a previously inactive site has become active.

Hostile Sites

The term "**hostile site**" indicates any site where site management does not permit interviewers to interview anglers. Hostile sites are not assigned.

If an interviewer visits a site and finds that interviewers are no longer allowed to interview there, the site should be considered "HOSTILE." The interviewer should provide a detailed explanation as to why he/she feels the site is hostile. In addition, the interviewer should notify project staff immediately to inform him/her that the site is now hostile.

Dealing with Hostility

As a field interviewer working with the public, you may encounter some hostility, either from the anglers you're interviewing or from the general public. To that end, NOAA Fisheries is offering some general guidelines as to what to do (and what not to do) when you encounter hostility.

Here are some points to remember when dealing with hostility:

- A hostile attitude sometimes is just the result of somebody having a bad day.
- Remember that moods are catchy – if you show up expecting hostility then you just might get it.
- Be aware of your body language, and pay attention to that of others.
- Approach with a smile, and use a simple, friendly ice-breaking comment, such as "How was fishing today?" or "How was the weather out there?"
- If you encounter hostility, try not to take it personally.
- If anyone tries to make it personal, be able to deflect it. For example, if someone lumps you into the category of "you people" you might shrug and say you're just doing your job of interviewing anglers.
- Don't let yourself get dragged into any heated discussions.
- Just listen. Some people just want to vent, and they will eventually "cool down".
- Sympathize without being in agreement. For example, you might say something to the effect of "I can see how that might make you frustrated".
- Don't be accusatory or defensive.
- Be able to modify your response to fit the situation. It is OK to say something like "I can see that you're really angry right now and I'm sorry you're having a bad day, so I'll come back another time; hope your day gets better".
- Never tolerate foul language (say "have a nice day" and immediately walk away).
- Resist the urge to use foul language when faced with a confrontational situation. This just makes the situation worse.
- If anyone threatens bodily harm, leave the premises immediately and provide documentation.
- Always be on your best behavior – you never know who you're interviewing, or who's watching you from a distance.

CHAPTER 3. ASSIGNMENT DISTRIBUTION

The Assignment

A shore (SH), private/rental (PR), or charter boat (CH) "assignment" consists of a time interval (2am-8am, 8am-2pm, 2pm-8pm, 8pm-2am, 11am-5pm), a cluster of fishing sites, the order in which those sites are to be visited, and the date on which the cluster is to be visited.

Each assignment is still assigned a code that refers to the site-group mode of that assignment. Remember that these codes are different from the code used for a fishing mode on the main interview page. SH assignments = 1, PR assignments = 3, and CH assignments = 5. Beginning in 2016 all assignments will include all eligible modes for angler intercepting and completion counts (SH, PR, CH).

Refer to pages 4 and 26 for more information about mode of assignment.

The goal is for each state to complete all of the assignments provided by NOAA. NOAA Fisheries communicates these assignment goals to project staff at the beginning of each wave, and the expectation is that all goals will be met.

How Assignments are Generated and Distributed

A computer program is used to randomly generate the required number of assignments and the days on which they fall.

Interviewers are asked to provide any time-off requests for the following month 10 days before the end of the month. For example: Time-off requests for February are due on January 21st. It is your responsibility as an interviewer to inform your project staff immediately if you have to make any unexpected changes to your availability.

Note: If you work on a charter or a head boat as a captain or a mate, you must inform project staff. Interviewers who work as captains or mates are not allowed under any circumstances to obtain interviews from any charter or head boats in their region. This is a conflict of interest. You will not be issued any charter or head boat assignments in the county where you do this work, so as to avoid any conflict of interest. You will be issued assignments in SH and PR modes only.

Once the assignments have been generated and interviewer availability has been received, state supervisors begins the process of issuing assignments to interviewers. Approximately one week prior to the start of each month, each interviewer will be sent his/her assignment schedule for the month.

Responsibilities for Assignment Confirmation and Completion

Upon receipt of the assignment schedule, review each assignment carefully to ensure that you are able to complete all assignments on the assigned days. Interviewers must call project staff immediately to discuss any scheduling conflicts. Unless notified otherwise, state supervisors will assume that all interviewers will be conducting their assignments as distributed.

NOAA Fisheries recognizes that there may be times when an interviewer is unable to perform an assignment on the assigned day. **However, NOAA expects this to happen infrequently.** On certain days, it may appear that the weather is not conducive to fishing. **Keep in mind that many people fish in less-than-ideal weather, and interviewers are expected to attempt an assignment on the day it is assigned unless the weather is considered severe (such as a hurricane, extremely high seas, etc.).** Please talk to project staff if you have any questions about the types of weather conditions this includes. Assignments must be completed on the day and time interval they are scheduled. **<u>Rescheduling assignments is not permitted</u>.** An assignment that cannot be conducted due to extreme weather ("weathered-out") is considered a completed assignment with zero intercepts. Please complete the ASF form as you would an assignment with no intercepts.

In very rare situations, other factors may prevent an interviewer from completing an assignment on the assigned day. In this case, interviewers should contact state supervisors as soon as possible, but no later than two days <u>prior</u> to the assigned day, so that the assignment may be issued to another interviewer. Assignments must be completed on the day and time interval they are scheduled. **<u>Rescheduling assignments is not permitted</u>.**

After assignments have been completed, the supervisor must mail the completed paperwork to Gulf States Marine Fisheries Commission (GSMFC) by the following Monday. Please keep in mind that even an assignment with no intercept interviews obtained is considered to be "completed." It is equally important that the paperwork for these assignments is mailed to GSMFC on-time. All data for a given month must be received by GSMFC no later than the fifth of the following month. This is required to give GSMFC time to process and review all collected data before delivering it to NOAA Fisheries.

It is equally important that interviewers submit their tally reports on a weekly basis to their state supervisor. Incomplete weekly-tallies may result in a failure to meet the required goals. For this reason, even an assignment in which zero intercepts were obtained must be reported (and sent in, along with any SDFs).

Please keep in mind that this information is reported to NOAA Fisheries every week and is used to monitor performance.

CHAPTER 4. DATA COLLECTION PROCEDURES FOR ALL MODES

Assignment Goals

For each assignment, the primary goal is to obtain good interviews and accurate counts of anglers in the assigned mode. Key questions that must be completed are marked with an asterisk (*) on the Intercept Form. These include:

- ✓ Fishing mode;
- ✓ Water fished;
- ✓ Distance from shore fished;
- ✓ State and county of residence;
- ✓ All questions related to the fish caught and the anglers who contributed to the catch; and
- ✓ The total number of anglers on the boat

Advance Work

Each assignment specifies a site-group (SH, CH, PR), county, starting site, the cluster ID, the order in which sites are to be visited, time interval, and date. This should be done with the understanding that an assignment lasts six hours, and that anglers must be interviewed at the completion of their fishing trips. You should plan on being at the first site at the time the assignment begins. For example: If your assignment is scheduled 0800-1400 you should be on site at 0800.

You **must** start at your first site and interviews can only be obtained in the assigned mode.

Arrival at the Site

Upon arriving at the site, first check in with the person in-charge. Many sites will have no such person, but privately-owned or closely supervised public operations will have a manager in-charge. Both for permission and as a courtesy, you should introduce yourself and summarize the purpose of the survey. Copies of a letter from NOAA Fisheries, shown in Figure 4.1, should be provided to substantiate the legitimacy of the survey and encourage cooperation.

NOTE: The importance of these letters cannot be stressed enough. They are a direct link from NOAA Fisheries to the anglers and should be distributed freely. All business facilities, privately-owned, or monitored public facilities should be given copies for their files. You should always have some copies available when on assignment.

Figure 4.1: To Whom Letter

Page E.3

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 Fisheries Statistics (ST1), and then click on Recreational Fisheries.

The public reporting burden for the Intercept Survey portion of the Marine Recreational Information Program (OMB No. 0648-0052) 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 (0648-0052)
Washington, D.C. 20503

Equipment Checklist

Prior to beginning your assignment, you should use the following equipment checklist to make sure that you have all the necessary equipment and paperwork. If you are in need of any of the following, please contact project staff, and more will be sent to you.

- ✓ 1 ASF
- ✓ At least 100 Intercept forms
- ✓ 3 To Whom Letters
- ✓ 3 Privacy Act Letters
- ✓ 1 Site Register
- ✓ 3 Site Description forms
- ✓ Good Vessel List
- ✓ Appropriate fish id guides
- ✓ Scales—two sizes
- ✓ Measuring Board and Tape Measure
- ✓ Writing utensil
- ✓ Name Badge
- ✓ Time piece (watch, cell phone)
- ✓ Coding Manual
- ✓ Procedures Manual
- ✓ GPS unit, if applicable

Visiting Your Assigned Site

You must visit your assigned sites on the assigned day during the assigned time interval. Intervals are coded on the Assignment Summary Form and schedule as follows.

Interval 1=0200-0800
Interval 2=0800-1400
Interval 3=1400-2000
Interval 4=2000-0200
Interval 5=1100-1700

<u>You must **always** visit your sites **IN THE ORDER IN WHICH THEY ARE ASSIGNED**</u>. There are only two exceptions to this rule:

1. **You are unable to locate your assigned site**. There may be occasions when you will be unable to locate the assigned site, and unable to reach project staff for assistance in locating the site. When this happens, move to the second assigned site and make note of this in the “comments” section of the Assignment Summary Form (ASF). You must contact project staff afterwards to attempt to locate the site and include better descriptive information in the Site Register.

2. **The assigned site is closed.** Some sites close at certain hours (e.g. dusk), times of the year (e.g. Thanksgiving through April), or for repairs. When this happens, move to your next assigned site and record the appropriate code for leaving the

previous site on your ASF. You are not required to return to this site during the time it is closed on this or any later assignments until the site reopens.

You should NOT leave your *assigned site* if you encounter another interviewer at your assigned site. Unless an error was made during scheduling, you will be the only MRIP interviewer assigned to that site on that day. There is a possible exception in the rare event of **overlapping assignments**. (see heading below) If you encounter other survey staff you may continue to work the site. You should coordinate sampling with the other survey interviewer in order to prevent duplicating effort. Be sure that all questions unique to each survey are answered accordingly and that proper procedures are followed for interviewing and taking fish measurements. Please record the site number of the encounter on the ASF. **If you do not visit one of your assigned sites, please make sure to record the appropriate reason code on your ASF.**

Please keep in mind that you need to number the intercept forms consecutively, starting with "01" for the first interview on an assignment, regardless of where this interview was completed. E.g.: if you interview three people at your first site, they will be numbered as intercepts 01, 02, and 03. If you then go to your second site and interview two more anglers, those intercepts must be numbered 04 and 05. If you go to your third site and interview four additional anglers there, those intercepts would be numbered 06, 07, 08 and 09. Remember to record the proper site number for all intercepts!

Cluster Sampling

The APAIS differs from the old MRFSS in that in the APAIS assignment sites are pre-selected (i.e. clustered); the MRFSS allows the interviewer to select alternate sites. Sites are clustered based on time interval, pressure, and geographic proximity. Sites more than one hour drive-time from one another cannot be clustered together. Clusters may have one or two sites. You should plan on being at the first site at the time the assignment begins. For example: If your assignment is scheduled 0800-1400 you should be on site at 0800. **<u>You must visit your sites in the order they are assigned</u>.** Note that if you arrive late at the first site, you cannot stay late to "make up" for it.

Two Site Clusters

You must spend three hours on-site at your first site. After you finish your three hours at the first site you travel to your second site and stay until the end of the six-hour time interval.

Single Site Clusters

You will stay at one site for the entire six-hour time interval. For example: Your assignment is scheduled for interval 1 (0200-0800). You must arrive at site 1 at 0200 and leave at 0800.

Site Closings

There will be times when a site is closed for various reasons. If you visit a site that is closed you should record the time spent at the site on the ASF along with the appropriate reason code for leaving. If the cluster is a single site cluster the assignment should be considered completed. If the cluster is a two site cluster proceed to the next site or, if the second site is the closed site, return to the previous site and complete your sampling time interval at that site.

Conducting Counts

Some of your time will be spent counting the number of people fishing instead of conducting interviews. At sites with low activity it's expected that samplers should be able to collect interviews and counts at the same time. At sites with moderate-to-high activity you may need to alternate between counting and conducting interviews. During busy times (i.e., mass exodus of anglers) the focus should be on collecting counts. If samplers are unable to collect counts and interviews at the same time you should focus on collecting counts. When activity slows samplers should go back to collecting both counts and interviews. When conducting counts you will be asked to specify only the number of completed angler trips in all modes. If someone indicates that they were in fact fishing this is included in your counted trips. If you do not have the opportunity to ask (for ex: you're conducting an interview, but you saw someone leaving the site carrying a fishing pole) then you must use your best judgement on whether they were fishing to include them in your count of completed angler trips. If someone informs you they were not fishing on the day of the assignment you do not include them in your counts.

Overlapping Assignments

Overlapping assignments are rare, and have several different scenarios. Occasionally assignments are drawn for the same site, mode, and 3-hour time block on the same day. To understand this, recall how the intervals are divided, with Interval 5 including parts of 2 and 3:

<table>
<tr><td rowspan="2">Interval 1:
0200 – 0800
Night</td><td colspan="2">Interval 2: Morning
0800 - 1400</td><td colspan="2">Interval 3: Afternoon
1400-2000</td><td rowspan="2">Interval 4:
2000 – 0200
Night</td></tr>
<tr><td>0800-1100
1st site</td><td>1100-1400
2nd site</td><td>1400-1700
1st site</td><td>1700-2000
2nd site</td></tr>
<tr><td></td><td></td><td colspan="2">Interval 5:Peak Time
1100 – 1700</td><td></td><td></td></tr>
<tr><td></td><td></td><td>1100-1400</td><td>1400-1700</td><td></td><td></td></tr>
</table>

Scenario 1

An Interval 2 assignment includes two sites with overlap at the second site. Conduct the Interval 2 assignment as usual, recording times from 0800 to 1100 at the first site. However, at site 2, write a start and stop time of 1101 (zero time on site). And write the reason for leaving site as 11. The assignment is complete.

Interval 2: Site 1	Interval 2: Site 2
	Interval 5: Same Site

At this point you may do one of the following:

- End your MRIP field work for the day

- Move to the second site to assist the sampler doing the Interval 5 assignment. **Code all forms with the new sampler's ID number.**
- If approved by sampling supervisor move to the second site and work the entire Interval 5 assignment. Remember to code the Interval 5 assignment with a "2" for the assignment number if you have been the sole sampler completing both assignments!

Scenario 2

Interval 2: One Site	
	Interval 5: Same Site

Interval 2 assignment is a single site, but overlaps with an Interval 5 at the same site in the afternoon. Conduct the Interval 2 assignment as usual from 0800 to 1100, and mark the ASF as such, recording only the interviews from this 3-hour time period. Reason for leaving site is 11 even though you technically are not leaving the site. At this point the Interval 2 assignment is complete.

At this point you may do one of the following:

- End your MRIP field work for the day
- Assist a second sampler doing the Interval 5 assignment. **Code all forms with the new sampler's ID number.**
- If approved by sampling supervisor you may remain on-site and work the entire Interval 5 assignment. (Your day will be 9 hours total on site) Remember to code all of these forms with a "2" for the assignment number if you have been the sole sampler completing both assignments!

Scenario 3

Interval 3: Site 1	Interval 3: Site 2
Interval 5: Same Site	

Interval 3 assignment has two sites, and an interval 5 assignment overlaps at the first site. In this case, DO NOT conduct interviews at the first site for the Interval 3 assignment. The Interval 5 assignment is the priority and will collect all of the interview and angler counts for the the time period of 1400-1700. Write the start and stop time both as 1400 for the Interval 3 assignment, angler counts and interviews for that site will be zeros, and the reason for leaving site is 11.

Arrive at the second site at 1700 and conduct interviews. Code the second site on the ASF with a start and stop time of 1700-2000, and do counts and interviews as usual.

You may be scheduled to do one of the following:

- Arrive at the first site at 1400 and assist the Interval 5 sampler before leaving to conduct the Interval 3 assignment at the second site. If you assist the Interval 5 sampler code all forms with the Interval 5 interviewer's ID code. Do not list yourself as the secondary sampler.
- If approved by a sampling supervisor conduct the Interval 5 assignment yourself from 1400-1700 before leaving to conduct the Interval 3 assignment at the second site. Remember to code the Interval 3 forms with a "2" for the

assignment number! NOTE: All the interviews and counts at the first site only go on the Interval 5 assignment's ASF.

Scenario 4

Interval 3: One Site

Interval 5: Same Site

Interval 3 assignment is at a single site, and the first three hours overlap with the last 3 hours of an Interval 5 assignment. Do not conduct interviews for the first three hours of the interval 3 assignment and code the ASF start time as 1700. Then conduct counts and interviews as normal from 1700-2000. Write on the ASF that it was an overlapped assignment.

You may be scheduled to do one of the following:

- Arrive at the site at 1400 to assist the Interval 5 interviewer, before beginning the Interval 3 assignment at 1700. **For the Interval 5 assignment code all forms with the Interval 5's sampler ID number.** Do not list yourself as the secondary sampler. Remember all counts and interviews for the first three hours on site are for the Interval 5 assignment only.
- Arrive at the site at 1700 to conduct the Interval 3 assignment only.
- If approved by a sampling supervisor arrive at the site at 1400 and conduct both Interval 3 and 5 assignments on your own. On the Interval 3 ASF, code the start time as if you arrived at 1700. And code all Interval 3 forms with assignment number "2"

Mode-Specific Procedures for SH, CH, and PR Assignments

In 2016 the NMFS is implementing fully Mixed Mode sampling assignments. These assignments will be selected from exclusive strata in the sample frame, but all eligible modes of anglers will be interviewed or counted according to the on-site procedures. The exclusive sampling strata for 2016 include SH, CH, PR sites, and possibly, OF (offshore) if deemed necessary to more representatively include boats fishing in federal waters. Although each site will be assigned to one of these sampling strata, multiple fishing modes of anglers may use the site on any day/period and all eligible anglers should be interviewed. The stratification of sampling is a means to control and distribute the limited sample allocation affordable to provide representative sampling across all modes of the marine recreational fishery of the region.

Mixed mode assignments are used to increase angler intercept success and efficiency in all modes, particularly Charter Boat productivity. The assignment mode will be Mixed Mode and the summary counts on the ASF will include all angler interviews and counts of anglers exiting the site without being interviewed (refusals, language barrier, key question refusals, counts of missed anglers). Angler interviews obtained on these assignments will have the specific mode (SH, CH, PR) coded on the appropriate question, and all interviewing procedures specific to the mode should be followed (e.g. on-list question coded for CH mode interviews, incomplete trip interviewing in BB shore mode). Angler intercepts are to be obtained from all anglers returning to the site on both private/rental boats and charter boats, and any anglers completing shore fishing activities during the sample interval. If all anglers cannot be intercepted the field interviewer is not to pick and choose which mode to intercept; the next available angler or boat should be intercepted. A representative mix of SH, CH, and PR intercepts should be the goal if the site is too busy to intercept all boat trips and anglers.

If upon arrival the interviewer determines the site layout does not allow equal access to departing boat anglers and shore anglers from a single ‘access point’ on the site, that should be noted on the ASF, the field coordinator should be called either during or immediately after the assignment is completed, and the site should be considered for separation into two sites, one with SH fishing and one with Boat mode fishing, to allow for complete and accurate sampling when selected. The NMFS should be made aware of any problematic sampling assignments that seem to produce mode-biased sample of interviews so adjustments to the data can be made prior to catch and effort estimation.

Partially Completed Trips

You are not allowed to conduct interviews with persons who have only partially completed their fishing trip except per the guidelines for Beach/bank (BB) mode. All persons interviewed must be done fishing for the day. The on-site procedures differ slightly for each mode of fishing. The following subsections describe the typical procedures for each mode.

Shore Mode, Beach/bank (BB)

When **beach** or **bank** fishing activity exists at a site, you 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 facility), position yourself there. If no such point exists, stand in an area where the majority of anglers are within sight and easily accessible. Close observation of the fishing activity is required since you must be alert to anglers leaving the site.

If no suitable observation spot can be found, your effort should be concentrated on the stretches where the most anglers are present.

It is permissible to obtain “incomplete trip” interviews only in BB mode at each BB site drawn. During the first half of your on-site time you should focus on angler interviews and counts for anglers who completed their trips. During the second half of your on-site time, anglers who are not done fishing may be interviewed. These protocols apply to any site with BB pressure.

Shore Mode, Man-made:

If you are assigned to a site that includes fishing at a **pier, jetty, or bridge**, you should be stationed at a point of access (entry-exit) to the site. The station should be such that all anglers leaving the site can be easily seen and approached. Your position should not be next to a fish cleaning stand, since only anglers with fish will stop at the stand; this will bias the sample towards anglers with catch.

Specific to Private and Rental Boats (PR)

Since there are key differences between the various boat landing/docking facilities, the best approach for a particular site must be determined by the interviewer. 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. You will have to use discretion in determining the best approach.

Keep in mind that canoes and kayaks are two specific types of boats that recreational anglers will fish from. We want to approach these people also and administer the screening questionnaire to them to see if they are eligible for the survey.

As with any mode, you should never position yourself next to a fish cleaning stand. As mentioned earlier, only anglers who caught fish will stop at the stand, and the sample will be biased towards anglers with catch. Anglers without catch should be given the same priority as those with catch.

NOTE: If you are unable to interview all anglers on all boats, it is better to interview one angler from each boat than every angler on one boat!

Specific to Charter Boats (CH)

You should never go out on a charter boat. Intercept procedures for charter boats resemble those for private and rental boats (described above). You 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 anglers often have little control over the handling of their fish, which are often stored together. Similar to PR mode if you are unable to interview all anglers on all charter boats, it is better to interview one angler from each boat than every angler on one boat! **Under no circumstances can interviews be obtained from charter captains or mates**. They 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 and assist with fish identification for released catch. **<u>Any fish caught by the captain or mate should be included in your counts as Type 3 fish where applicable, but do not include the captain or mate as contributors</u>.** Be sure to fill in the on-list question 11a with the vessel ID number.

Anglers Fishing More Than One Mode Per Day

Occasionally an angler will complete a trip in one mode and then begin fishing in another mode during the same day. (i.e. Someone is done PR fishing for the day, then continues fishing in SH mode at the same site) The angler will only be eligible to be interviewed for trips that are completed during the sampling interval. The only exception would be if a trip is BB mode and can be interviewed as an incomplete trip. Each mode is a separate interview, so it is very important that the angler can identify the released and harvested catch associated with the mode of the interview.

Tournaments

For the purposes of this survey, a tournament is defined as a fishing contest lasting seven or fewer days for which participants have to register. Prizes are given according to the rules of the contest. Informal "pools," such as those arranged on head boats, are not considered tournaments.

Tournaments are INCLUDED in this survey. You should document on the ASF that the site was a tournament “Weigh Station”. Occasionally anglers will use a site that is a tournament weigh-in site after starting and completing their day from a different site. Anglers should NOT be interviewed if they are not completing their fishing trip at the tournament site you are sampling.

CHAPTER 5. INTRODUCING THE INTERCEPT SURVEY

Eligibility Requirements

To be eligible for an interview, an angler must:

- ✓ Be a saltwater recreational angler who intended to catch finfish, or a shellfisher who has incidentally caught finfish;
- ✓ Have completed his/her fishing trip (except at beach/bank sites), defined as one waking day of fishing in one mode; and
- ✓ Have fished in U.S. waters.

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. 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 fisher has an unproductive fishing day, he or she may think about changing the trip's purpose from commercial to recreational—but if the fisher 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.

Determination of Saltwater

Only known saltwater fishing sites are included in the Site Register, and all assignments are generated based on these registers. As a result, most of the anglers encountered will be saltwater anglers. **In estuarine areas, however, 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 are not valid marine recreational fishing areas.** At sites where both freshwater and saltwater fishing occur, you must ask each angler whether he or she was freshwater or saltwater fishing. Anglers who say they were freshwater fishing are not eligible for the survey and should not be interviewed. Note that we do not include freshwater anglers who may have incidentally caught a saltwater fish.

PLEASE NOTE: If you know the angler was NOT fishing in saltwater, even if the angler says she/he did, terminate the interview (ineligible) and move on.

Targeting Finfish or Incidental Catch by Shellfishers

The angler's actual catch has no effect on eligibility. If an angler has thrown fish back, or did not catch anything at all, he or she is still eligible for an interview as long as there was an *intent* to catch finfish. There is a screening questionnaire (see below) that should be administered to each angler to determine if he or she can participate in the survey. Respondents pursuing crabs, shrimp, lobster, clams, squid, oysters, and other invertebrates are not eligible for the survey.

Determination of a Completed Trip

You will only be interviewing anglers who have completed their fishing trips except for BB mode anglers. A trip is considered complete if an angler has finished fishing in that mode for the day. If an angler is moving from one site to another site in the assigned mode (e.g., from a dock to a bridge), that angler has not completed the trip and is not eligible for an interview. If an angler is moving from the assigned mode to another mode (e.g., from a dock to a boat) at either the same site or different sites, that angler has completed a trip and is eligible to be interviewed about the trip he or she has just completed. If an intercepted angler has completed two trips, having fished in two different modes, then ask questions pertaining only to the <u>trip in the assigned mode</u>. Never collect interviews on alternate mode trips. Harvested fish must be able to be separated according to which trip they are from.

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 you 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 you 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 you are not part of any enforcement effort and informing him or her about the survey's basic research nature is important for gaining the respondent’s initial cooperation and trust in the study.

Screening Introduction

The Screening Introduction (shown in Figure 5.1 on the following page) serves two major purposes:

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

While you will be given several copies of the Screening Introduction, you should not need it on a routine basis if you fully understand the study background and eligibility requirements. When you approach an angler, introduce yourself and tell him or her that the study you are conducting is sponsored by NOAA Fisheries. At no time should you claim to be an employee of NOAA Fisheries. If the angler is willing to cooperate, then you would ask the eligibility questions.

Figure 5.1: Survey Introduction and Eligibility Determination

SURVEY INTRODUCTION & DETERMINATION OF ELIGIBILITY

To be eligible for an interview, an angler must:

- ✓ Be a <u>saltwater recreational angler who intended to catch finfish</u>, or a shellfisher who has incidentally caught finfish;
- ✓ Have <u>completed his/her fishing trip</u>, defined as one waking day of fishing in one mode;
- ✓ Have fished in <u>U.S. waters</u> [If not, code as "Not US" on ASF].

Hello, my name is _________ and I represent ***<u>insert state agency name</u>***. 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.

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
To provide income	⟶	End interview, angler not eligible [Code as "Not Rec" on ASF]

Item 1 This question determines whether the angler meets the recreational criteria. A "to provide income" response will end the screening because the respondent is not a recreational angler. A "recreational" response to Item 1 will lead to Item 2. You must ask about the trip just completed, regardless of the type of fishing license possessed.

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

Yes	⟶	Continue
No	⟶	End interview, angler not eligible [Code as "Not Salt" on ASF]

Item 2 This question verifies that the angler is a saltwater angler. A "no" response to Item 2 will end the screening. A "yes" response will lead to Item 3. An angler is fishing in saltwater if he/she thinks he/she is fishing in saltwater. Anglers who say they are freshwater fishing are not eligible for the survey and should not be interviewed.

Were you fishing for finfish today?

Yes	⟶	Continue with question 4
No	⟶	End interview, angler not eligible [Code as “Not Fin” on ASF]

Item 3 This question verifies that the person is targeting finfish. That is, his/her fishing trip was directed at fish with fins. A "yes" response to Item 3 will lead to Item 4. Note that an angler does not have to have *caught* any finfish, as long as he/she was *fishing for finfish*. A "no" response to Item 3 will lead to Item 3a.

Have you completed your saltwater fishing today?

Yes	⟶	Angler is eligible, start main Intercept Survey questionnaire
No	⟶	Continue

Item 4 All marine recreational anglers who intended to catch finfish are asked whether they have completed their fishing for the day. If the response is "yes," the angler is eligible for the survey and you should start the main Intercept Questionnaire at this point. If the response is "no," you will continue by asking Item 5.

Will you still be fishing from a <u>(SPECIFY MODE)</u>?

Same mode	⟶	End interview, angler not eligible
Different mode	⟶	Angler is eligible, start main Intercept Survey 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.

Similarly, anglers who are going somewhere else to fish are eligible ONLY if they plan to fish from a different mode at their next site. They are not eligible if they are planning to fish from the same mode at a different site later in the day.

Privacy Act Statement

As soon as the angler's eligibility is established, you must read the Privacy Act statement. An abbreviated version of this statement appears on the Intercept Form just above Item 11. While this rather short statement will be read to all anglers, you will be given — and must carry — several copies of a longer Privacy Act Statement. These copies should be handed out to anglers who want more information. You are legally required to always have at least one copy of the Privacy Act available to anglers at all times. (Please call state supervisor if you need more copies, or make photocopies of the one that is in this manual−never hand out your last copy. An example of the Privacy Act Statement is in Figure 5.2.

Figure 5.2: Privacy Act Statement

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:

Page B.3

PRIVACY ACT STATEMENT

Information collected by the Marine Recreational Information Program 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 future 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.

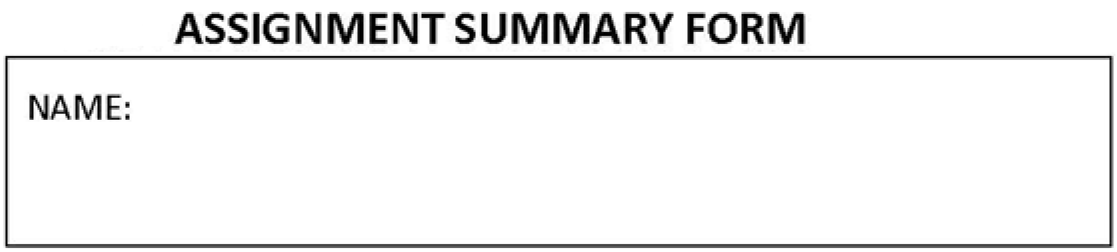
Participation in this survey is voluntary and there are no penalties for refusing to answer any question. However, your cooperation in obtaining this much needed information is extremely important in order to insure the completeness and accuracy of the statistical results.

CHAPTER 6. ASSIGNMENT SUMMARY FORM

Assignment Summary Form

An Assignment Summary Form (ASF) must be completed for *every assignment* whether or not interviews are obtained. An example of an ASF form is included in *Appendix A*. The ASF includes the following:

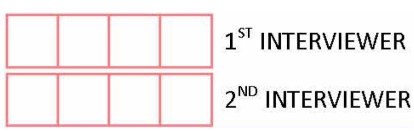
NAME – Print and sign your name in the rectangular box provided at the top of the page.



ASSIGNMENT SUMMARY FORM

NAME:

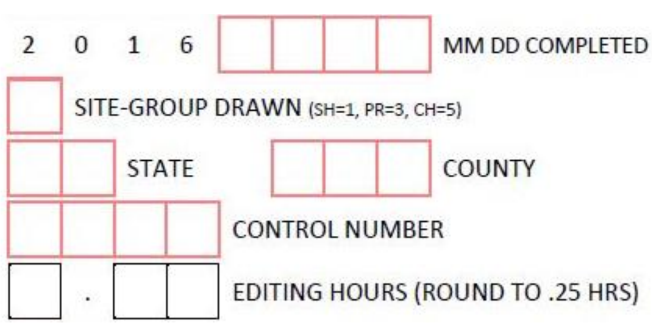
INTERVIEWER ID NUMBER – Enter your four-digit identification code number. If two interviewers are working the assignment (e.g. nighttime assignments) be sure to include both interviewer numbers. If only one sampler completes the assignment please leave 2nd Interviewer boxes blank. In the event that two samplers are utilized for an assignment it preferred that one sampler focus on angler interviews while the other sampler focus on counting.



1ST INTERVIEWER

2ND INTERVIEWER

YR/MO/DD COMPLETED – The current year will be hard-coded on the form. You should enter a two-digit number for the month, followed by a two-digit number for the day of the month when you <u>completed the assignment</u>. **Do not use any forms with a date other than the current year** – forms may look similar, but changes may have been made. <u>All forms from previous years should be discarded.</u>



2 0 1 6 MM DD COMPLETED

SITE-GROUP DRAWN (SH=1, PR=3, CH=5)

STATE COUNTY

CONTROL NUMBER

. EDITING HOURS (ROUND TO .25 HRS)

Site-Group Drawn – Enter the appropriate one-digit number for the **ASSIGNED** mode. Use "1" for SH mode "3" for PR mode, and "5" for CH mode). <u>All modes are eligible.</u> Essentially this just lets you know in what mode you will most likely get interviews.

STATE – Enter the two-digit state code for the state where the assignment was completed.

COUNTY – Enter the three-digit county code for the county where the assignment was completed.

CONTROL NUMBER – Enter the appropriate four-digit control number for the assignment. This number is provided on the list of assignments that you receive from your state supervisor.

EDITING HOURS – Enter the total editing hours for the assignment. If you have no editing time to claim, please fill in the boxes with zeros. Make sure that this is a true reflection of how much time was spent editing the paperwork for that particular assignment. Only include time spent editing outside of the assignment. For example, if you spent two hours on site and obtained three interviews, you are expected to edit those forms while at the site. Similarly, if you were on site for two hours but obtained 23 interviews, it would be reasonable to expect you to need time outside of the assignment to edit.

☐ . ☐☐ EDITING HOURS (ROUND TO .25 HRS)

ASSIGNMENT TIME INTERVAL – Enter the time interval for the scheduled assignment. You cannot reschedule assignments for different time intervals. In 2014 a '5' interval was added corresponding to the 11am to 5pm peak assignment interval.

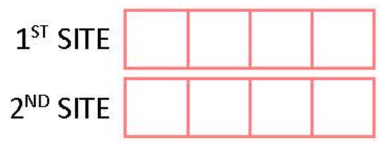
☐ ASSIGNMENT INTERVAL: 1=0200-0800, 2=0800-1400,
3=1400-2000, 4=2000-0200, 5=1100-1700

ENCOUNTERED ANOTHER INTERVIEWER – Indicate whether you encountered another interviewer (from another survey). If you encounter another interviewer please list the site number.

☐ ENCOUNTERED ANOTHER INTERVIEWER: 1=YES, 2=NO

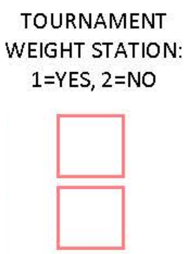
☐☐☐☐ Site Number if YES

SUMMARY SECTION – Please list the site numbers (four-digit number) associated with sites visited on the assignment. Sites must be visited in the order they are assigned and the summary section should be completed in this order. If you do not visit your sites in order, we cannot use any of the data that was collected. An additional line is provided for the second site, if applicable.

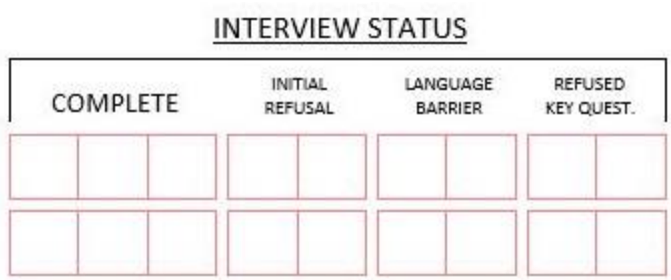


If all your summary responses are zeros, then you must fill out the entire summary section with zeros. Please do not leave anything blank.

"Weigh Station" – Please indicate whether the site visited was a tournament weigh station (1=yes, 2=no).



"Interview Status" – This section represents the number of interviews obtained, by mode and site, for the assignment. All leading zeros should be recorded. No boxes should be left empty.



The "Other Status Interviews" section represents the number of status 3 (initial refusal), 4 (language barrier), and 5 (refused key item) anglers encountered.

"*Initial refusal"* - This code should be used if an eligible angler refuses to be interviewed at the outset. Anglers who refuse to be interviewed will usually claim that they do not have time to participate. However, you should always attempt to determine eligibility. If an angler is eligible, but refuses to be interviewed, record this record on the ASF under "Interview Status". Do not also tally as a completed angler trip. No intercept form is required for that angler. Please keep in mind that under no circumstances should you include pleasure boaters, sunbathers, etc., as Status 3.

"Language barrier" - 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 allowed, as is using an interpreter for the interview. If either of these methods is used, please note it on the form next to the name and phone number. If you are not able to complete the interview with an eligible angler due to a language barrier, record this angler in your Status 4 count on the ASF under "Interview Status". Do not also tally as a completed angler trip. No intercept form is required for this angler.

As with initial refusals from anglers, you should assume that anglers who you cannot communicate with are eligible unless you have information that indicates that the angler is not eligible. Please note that foreign pleasure boaters, sunbathers, etc., should not be counted in the Status 4 count.

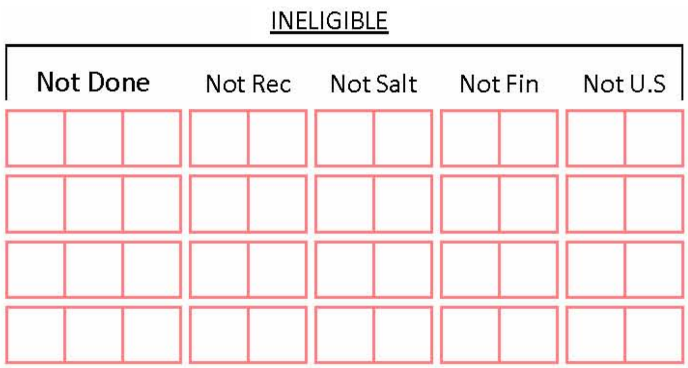
"Refused key item" - This code should be used if the angler refuses to answer a key item. If a key item is refused, code that item with "9", thank the angler, and terminate the interview. You should submit all Status 5 Intercept Forms to your supervisor, but do not give them an intercept number (Item 5). Status 5 interviews should not be mailed to GSMFC. Each Status 5 intercept should be recorded on the ASF under "Interview Status".

INELIGIBLE ANGLERS – Anglers that are not eligible for participation in the survey are separated into several categories. These anglers should be counted and recorded in the summary section of the ASF.

- ✓ **"Not Done"** – For anglers not done when the sampling time ends. It always applies to shore anglers fishing from a manmade (MM) structure. Beach/Bank anglers ARE also included if they have not been interviewed by the end of the sampling time.

The other "ineligible" categories include those approached but found to be ineligible because of responses to questions in the screening introduction. Please make sure you understand what should, and should not, be included in these categories. Only include anglers who are "probably eligible" for the survey (i.e. those who were fishing, or caught a finfish). Do NOT include sunbathers, swimmers, boaters, etc.

- ✓ **"Not Rec"** = *Not Recreational:* Commercial anglers/anglers whose primary purpose of the trip is to provide income.
- ✓ **"Not Salt"** = *Not Saltwater:* Recreational anglers fishing in freshwater.
- ✓ **"Not Fin"** = *Not Finfishing:* Saltwater recreational anglers who did not target, or catch, finfish. For example, individuals targeting lobsters or other shellfish, who did not catch any finfish during their trip, would be recorded here.
- ✓ **"Not US"** = *Not US Waters:* Saltwater recreational anglers who did fish primarly in US waters



INELIGIBLE

Not Done | Not Rec | Not Salt | Not Fin | Not U.S

REASON FOR LEAVING SITE CODES – If you leave your site to visit another site or because your sampling time interval ended please select the appropriate reason for leaving code. If you can't find the site, you must still include the site in this section.

REASON FOR LEAVING SITE

REASON FOR LEAVING SITE CODES:
06 - Couldn't find site
08 - Asked to leave
11 - End of sampling time
12 - Site closed after hours (time in comments)
13 - Site closed other (specify in comments)
14 - Site unsafe during sampling period
15 – No activity, darkness

ON-SITE RECORD – This section of the form records the "start" and "stop" times for visits to each site during the course of the assignment. You should always identify each site by entering the appropriate code number in the boxes under the "site" heading. List the sites in the chronological order that you visited them.

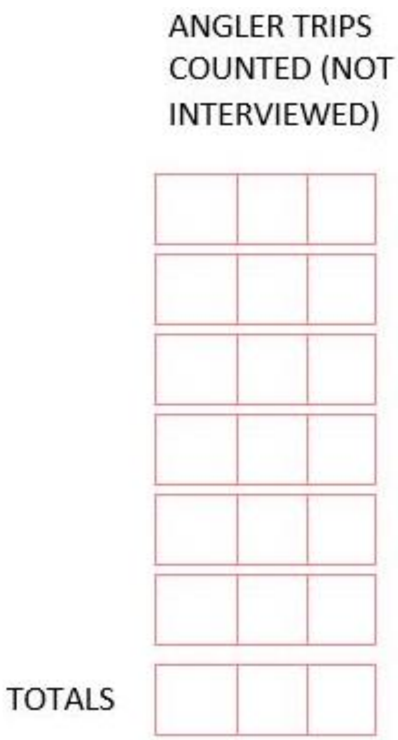
START TIME | STOP TIME | SITE

"Angler Trips" - When activity is low it's expected that anglers can collect interviews and counts at the same time. Samplers should focus on counting when both cannot be accomplished at the same time. Please refer to page 23 for definition of confirmed trips.

If someone replies that he/she was in fact saltwater recreational fishing this is a confirmed trip. If there was not an opportunity to ask the departing person (for example, during conduct of an interview, someone leaving the site carrying a fishing pole was spotted) then that should also be counted as a confirmed trip. If someone informs you they were not fishing on the day of the assignment you do not include them in your counts. Please tally appropriately in the "Counts" section.

- For boat modes, if all the anglers from a boat trip are not interviewed, the remaining anglers not interviewed that are not refusals, language barrier, or status 5 interviews should be included in the confirmed angler trip count.

- For each site visited make sure all confirmed boxes are filled out including leading zeros.


ANGLER TRIPS COUNTED (NOT INTERVIEWED)

TOTALS

"Counts" – Space is provided on the ASF for tallying initial refusal and language barrier interviews, as well as confirmed angler trips at each site. You are required to tally these anglers as well as record the number in the summary sections. Each angler should be represented by a tally mark. Four vertical tally marks crossed with a diagonal mark represents five anglers (see Appendix A for completed forms).

TALLY BOX

SITE	Initial Refusal	Language Barrier	Confirmed Anglers
1ST			
2ND			

COMMENTS – Please use the comments section to communicate additional information about the assignment. Anything unusual or extraordinary should be documented here such as any unusual catches, information you received from industry about fishing conditions or angler sentiment, program brochures given to industry, etc.

Example forms are below.

2016 ASSIGNMENT SUMMARY FORM

NAME: Joe Snook

Do not include intercepted anglers in completed trip count!

1	ASSIGNMENT NUMBER
3 8 6 2	1ST INTERVIEWER
	2ND INTERVIEWER
2 0 1 6 0 3 1 5	MM DD COMPLETED
1	SITE-GROUP DRAWN (SH=1, PR=3, CH=5)
1 2	STATE
0 7 5	COUNTY
1 0 0 1	CONTROL NUMBER
0 . 5 0	EDITING HOURS (ROUND TO .25 HRS)
2	ASSIGNMENT INTERVAL: 1=0200-0800, 2=0800-1400, 3=1400-2000, 4=2000-0200, 5=1100-1700
2	ENCOUNTERED ANOTHER INTERVIEWER: 1=YES, 2=NO
	Site Number if YES

START TIME	STOP TIME	SITE	ANGLER TRIPS COUNTED (NOT INTERVIEWED)
0800	1100	0473	004
1117	1400	0526	000
		TOTALS	004

COMMENTS:

TALLY BOX

SITE	Initial Refusal	Language Barrier	Confirmed Anglers
1ST			////
2ND			

	SITE	TOURNAMENT WEIGHT STATION: 1=YES, 2=NO	INTERVIEW STATUS: COMPLETE	INITIAL REFUSAL	LANGUAGE BARRIER	REFUSED KEY QUEST.	INELIGIBLE: Not Done	Not Rec	Not Salt	Not Fin	Not U.S	REASON FOR LEAVING SITE
1ST SITE	0473	2	011	00	00	00	000	00	00	00	00	11
2ND SITE	0526	2	008	00	00	00	000	00	00	00	00	11
TOTALS			019	00	00	00	000	00	00	00	00	

REASON FOR LEAVING SITE CODES:
- 06 - Couldn't find site
- 08 - Asked to leave
- 11 - End of sampling time
- 12 - Site closed after hours (time in comments)
- 13 - Site closed other (specify in comments)
- 14 - Site unsafe during sampling period
- 15 – No activity, darkness

2016 ASSIGNMENT SUMMARY FORM

NAME: Mary R, Canadum

Do not include intercepted anglers in completed trip count!

1	ASSIGNMENT NUMBER
4 2 0 2	1ST INTERVIEWER
	2ND INTERVIEWER
2 0 1 6 0 3 1 6	MM DD COMPLETED
3	SITE-GROUP DRAWN (SH=1, PR=3, CH=5)
0 1	STATE
0 0 3	COUNTY
1 1 1 0	CONTROL NUMBER
0 . 7 5	EDITING HOURS (ROUND TO .25 HRS)
3	ASSIGNMENT INTERVAL: 1=0200-0800, 2=0800-1400, 3=1400-2000, 4=2000-0200, 5=1100-1700
2	ENCOUNTERED ANOTHER INTERVIEWER: 1=YES, 2=NO
	Site Number if YES

START TIME	STOP TIME	SITE	ANGLER TRIPS COUNTED (NOT INTERVIEWED)
1400	2000	0010	018
		TOTALS	018

COMMENTS:

3 boats returned, each with 6 confirmed anglers - no ints obtained from them. site very busy

TALLY BOX

SITE	Initial Refusal	Language Barrier	Confirmed Anglers
1ST			~~HHH~~ ~~HHH~~ ~~HHH~~ 111
2ND			

	SITE	TOURNAMENT WEIGHT STATION: 1=YES, 2=NO	INTERVIEW STATUS: COMPLETE	INITIAL REFUSAL	LANGUAGE BARRIER	REFUSED KEY QUEST.	INELIGIBLE: Not Done	Not Rec	Not Salt	Not Fin	Not U.S	REASON FOR LEAVING SITE
1ST SITE	0010	2	055	00	00	00	000	00	00	00	00	11
2ND SITE												
TOTALS			055	00	00	00	000	00	00	00	00	

REASON FOR LEAVING SITE CODES:
- 06 - Couldn't find site
- 08 - Asked to leave
- 11 - End of sampling time
- 12 - Site closed after hours (time in comments)
- 13 - Site closed other (specify in comments)
- 14 - Site unsafe during sampling period
- 15 – No activity, darkness

2016 ASSIGNMENT SUMMARY FORM

NAME: Linda Jones

Do not include intercepted anglers in completed trip count!

1	ASSIGNMENT NUMBER
3 9 8 8	1ST INTERVIEWER
	2ND INTERVIEWER
2 0 1 6 / 0 3 1 8	MM DD COMPLETED
3	SITE-GROUP DRAWN (SH=1, PR=3, CH=5)
1 2	STATE
0 0 5	COUNTY
2 0 1 0	CONTROL NUMBER
0 . 2 5	EDITING HOURS (ROUND TO .25 HRS)
3	ASSIGNMENT INTERVAL: 1=0200-0800, 2=0800-1400, 3=1400-2000, 4=2000-0200, 5=1100-1700
2	ENCOUNTERED ANOTHER INTERVIEWER: 1=YES, 2=NO
	Site Number if YES

START TIME	STOP TIME	SITE	ANGLER TRIPS COUNTED (NOT INTERVIEWED)
1 4 0 0	1 7 0 0	1 0 0 4	0 0 0
1 7 1 0	1 7 1 1	2 2 2 4	0 0 0
1 7 2 5	1 8 0 0	1 0 0 4	0 0 0
		TOTALS	

COMMENTS:

Site 2224 closed

1004 unsafe after dark

TALLY BOX

SITE	Initial Refusal	Language Barrier	Confirmed Anglers
1ST			
2ND			

	SITE	TOURNAMENT WEIGHT STATION: 1=YES, 2=NO	INTERVIEW STATUS: COMPLETE	INITIAL REFUSAL	LANGUAGE BARRIER	REFUSED KEY QUEST.	INELIGIBLE: Not Done	Not Rec	Not Salt	Not Fin	Not U.S	REASON FOR LEAVING SITE
1ST SITE	1 0 0 4	2	0 1 4	0 1	0 0	0 0	0 0 0	0 0	0 0	0 0	0 0	1 1
2ND SITE	2 2 2 4	2	0 0 0	0 0	0 0	0 0	0 0 0	0 0	0 0	0 0	0 0	1 2
TOTALS			0 1 4	0 1	0 0	0 0	0 0 0	0 0	0 0	0 0	0 0	

REASON FOR LEAVING SITE CODES:
- 06 - Couldn't find site
- 08 - Asked to leave
- 11 - End of sampling time
- 12 - Site closed after hours (time in comments)
- 13 - Site closed other (specify in comments)
- 14 - Site unsafe during sampling period
- 15 – No activity, darkness

CHAPTER 7. THE FINFISH INTERCEPT INTERVIEW

General Instructions

The actual interview begins after eligibility has been established and the Privacy Act statement has been read. Copies of the 2015 Intercept Forms for all regions are located in *Appendix A*. General instructions include:

- ✓ ***Wording***—All questions to be asked of the angler are written out in full for a purpose. Methodological studies have shown that even slight changes in wording, for example, "should" versus "could," have the potential to drastically influence item response. You should always read each item on the Intercept Form *exactly* as it is written.
- ✓ ***Provide Definitions, Not Answers***—If the angler asks for your opinion about an item, provide a definition for the item in question rather than supplying the actual response. For example, if the angler is unsure about whether he/she was fishing from a Ocean/gulf/open bay or a sound (Item 12), you should explain the difference and let the angler decide.
- ✓ ***Codes for Not Applicable Questions***—As a general rule, items that are not applicable to a particular angler are coded as such using the proper check box on the Intercept Form.
- ✓ ***Codes for Refused Questions***—Items on the Intercept Form that the angler refuses to answer are coded using the appropriate check box. If the angler refuses a key item (an item with an asterisk on the Intercept Form), you should note that and terminate the interview. If the angler refuses a <u>non-key</u> item (an item without an asterisk on the Intercept Form), check the appropriate box or provide a comment and continue with the next question. An interview with a refused non-key item is considered a Status 2 interview.
- ✓ ***Status 5 Intercepts***—All Intercept Forms with a refusal to a key item are Status 5 interviews. These interviews are not considered good interviews, and should not be included on your Assignment Summary Form (ASF) as a completed interview. These forms should not be submitted to GSMFC. Please count them as Status 5 on your ASF. Do not assign an intercept number (Item 5) to any Status 5 interviews.
- ✓ ***Right Justify and Add Leading Zeros***—If an answer does not require the use of all boxes provided, you are required to right justify the entry and add leading zeros. For example, if a fish measures 262 mm, the entry, given four coding boxes, should be "0262."
- ✓ ***"Other (SPECIFY)"***—For Items 12, and 14, the response codes are not exhaustive. Separate codes have been designated for "Other (SPECIFY)." If an angler gives a response not covered by the pre-coded responses, you should enter the "other" code, and write out the angler's exact response in the space provided.
- ✓ ***Notes/Footnotes***—For some items, notes are required under certain conditions. Examples include: (1) If weight and/or length measurements are missing for Item 31; (2) If a state and/or county code is not in the coding manual and is needed for Item 20; or (3) If a species code is not in the coding manual and is needed for

Items 17, 25 or 31. In such cases, place an asterisk (*) by the item and provide a footnote on the Intercept Form explaining the situation.

- ✓ ***Best Use of Time***—There will be times during the day when you will seemingly have little to do. This time can be used to fill in the identifying information on forms that will be used later at that site. This time can also be spent reviewing, editing, and "cleaning up" completed Intercept Forms.
- ✓ ***Be Professional***—We expect interviewers to be professional. This includes wearing proper attire when interviewing (e.g., no bathing suits, undershirts, or bare feet). In addition, you are not allowed to fish or drink alcohol during assignments. Eating, smoking, and chewing gum are prohibited while conducting interviews. Remember to maintain objectivity, be polite, say please and thank you, and smile. This little effort will go a long way with an angler.

Key Items

Several data items are critical to the data expansion routines and are termed key items. If a response to any of the key items is missing, the interview is not valid. **Key items have an asterisk (*) next to the Item number on the Intercept Form.** Key items include mode and area of fishing; distance from shore; state and county of residence; group catch questions (Q.26-29); catch disposition; number of catch by species; and fishing party information (Q.30 & Box D).

Item-by-Item Instruction

Items Completed by the Interviewer

Items two through 10 are questions that you will complete based on information about your assignment and each particular interview—they are not questions that you will ask an angler.

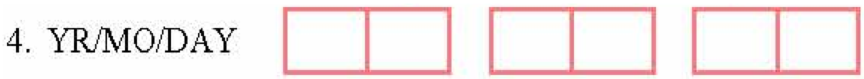
Item 2-Assignment No.— Unless otherwise instructed by your state supervisor samplers should only be completing one assignment per day. In most all cases fill in this box with a 1.

2. ASSIGNMENT NO. ☐ Write 1 or 2

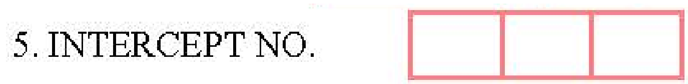
Item 3-Interviewer ID—You will be given a unique four-digit identification number. This number must be used on all submitted forms. In the event that two samplers are utilized on an assignment please record the sampler identification number of the sampler focusing on collecting angler interviews.

3. INTERVIEWER ID. ☐☐☐☐

Item 4-Year/Month/Day—Record the date of the intercept. Two digits should be used for the month and for the date. Please make sure you record the MONTH before the DATE.


4. YR/MO/DAY

Item 5-Intercept No.--Throughout an assignment, consecutively number all good Intercept Forms completed on that assignment. All Status 1 and Status 2 Intercept Forms are considered good, while Status 3, 4, and 5 Intercept Forms are not. Do not number any Intercept Forms that are not considered good. For time intervals that span two different dates please use the date from the assignment summary form on all interviews.

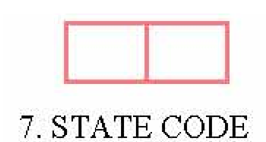

5. INTERCEPT NO.

At the end of the assignment, the last number used should be the same as the number of good Intercept Forms submitted. Any Status 5 Intercept Forms should be tallied on the ASF. Status 5 interviews should be submitted to the supervisor but should NOT be mailed to GSMFC.

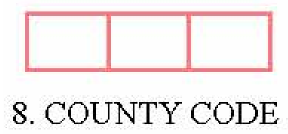
Item 6-Interview Time—Using military time, record the time the angler was **completely done fishing**. Military time runs on a 24-hour clock starting at 0001 hours (one minute past midnight) and ending at 2400 hours (midnight). For example, 4:45 p.m. should be coded "1645" hours. **<u>Please note that each Intercept Form must have a unique interview time.</u>** If you interview more than one angler at the same time, assign interview times <u>one minute apart</u>. (Example: You finish interviewing a group of three anglers at 1645; the first angler should be assigned an interview time of 1645, the second angler a time of 1646, and the third angler a time of 1647.) **Do not pre-fill out interviewer intercept times.**


6. INTERVIEW TIME (use 2400 clock)

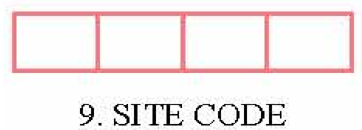
Item 7-State Code—Enter the two-digit numerical code for the state of the intercept. State codes can be found in the Intercept Coding Manual. Please note that Puerto Rico, the U.S. Virgin Islands, Guam, and American Samoa have their own two-digit state codes (they are not considered "foreign countries").


7. STATE CODE

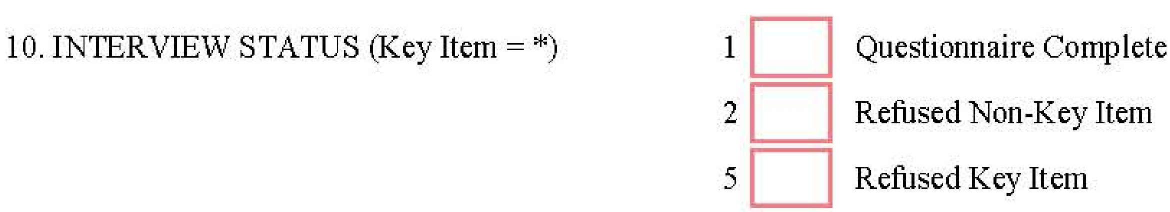
Item 8-County Code—Enter the three-digit numerical code for the county of intercept. County codes can be located in your Site Register, or in your Coding Manual. Please note that Puerto Rico and the U.S. Virgin Islands have their own three-digit county codes.



Item 9-Site Code—Enter the four digit numerical code for the site where the interview was conducted. Site codes and names are unique, and are found in the Site Register.



Item 10-Interview Status—This item must be completed at the end of the interview. It serves as an indicator of interview "completeness." Only interviews of Status 1 or 2 are good interviews, with valid answers to all key items. Interviews of Status 3, 4, and 5 are not considered good interviews.



"Questionnaire complete = 1"—This code should be used if the angler responds to *all items* asked in the interview. In other words, the angler does not refuse to answer any question.

"Refused non-key items = 2"—This code should be used if the angler refuses, or is unable to answer, one or more non-key items−but answers all key items. If an angler refuses a non-key item, code that item as "refused" and continue with the next question. If an angler is unable to answer a non-key item, code that item as "don't know" and continue with the next question. Refusal of a name or phone number, or the angler is a minor are the most common reasons to code an interview as Status 2.

"Refused key item =5" – This code should be used if the angler refuses, or is unable to answer one or more key items. If an angler refuses or doesn't know the answer to a key item code that item as "refused" or "don't know" and terminate the interview.

Items Asked of the Angler

Questions 11 through 31 are questions that you will ask each angler. Boxes A, B, C, and D, contain either instructions to the interviewer or items to be recorded by the interviewer−they are not questions asked of the angler. As indicated on the form, before these questions can be administered, you must read the Privacy Act to the angler.

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 11-Fishing From Which Mode?***—You must 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 spent the majority of your time fishing from a pier, a jetty, or what?" Always include responses from at least two coding categories in the stem of the question. Do not make assumptions about the mode of fishing. There might be piers used by charter/head boats, and it is possible for someone to fish from a dock used primarily by charter/head boats. Because of mixed-mode sampling, be sure that the angler is done fishing in the mode you are interviewing (except the incomplete BB mode). If they have finished fishing in a second mode during the sampling interval, that is considered the second trip of the day, and they could be interviewed a second time. Remember that the catch has to be attributed to the correct mode fished.

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

	1	☐	Pier, Dock	
	2	☐	Jetty, Breakwater, Breachway	
SH	3	☐	Bridge, Causeway	
	4	☐	Other Man-made Structure (Specify)__________________	
	5	☐	Beach or Bank	
PC	6	☐	Headboat	REFER TO Q. 11a
	7	☐	Charterboat	
PR	8	☐	Private or Rental Boat	

All head boats included in the South East Headboat Survey Program must be excluded from charter sampling. Your state supervisor will be able to provide you a list of these vessels. Any additional charter vessel can be approached to obtain interviews during a charter (CH) assignment including all of the vessels listed in the For-Hire Telephone Directory. All of these interviews should be coded as '7' Charterboat.

On occasion, the angler will be unable to give a short answer to Item 11. That is, there might be extenuating circumstances that require a more detailed response. The following examples show how these "detailed" responses should be handled.

IF THE ANGLER SAYS:	CODE:
Bulkhead	2 – Jetty; Breakwater; Breachway
This used to be a bridge but it is now used as a fishing pier.	0 – Pier
I hired and fished from a guide boat.	7 – Charter boat
I boated to a pier/dock/jetty/breakwater/ breachway/bridge/causeway; and got out of the boat and fished from the pier/dock/jetty/…/ causeway	0, 1, 2, 3 or 4 – Man-made structure
I boated to an oil/gas platform; got out of the boat and fished from the oil/gas platform.	4 – Other man-made structure and write in oil/gas platform
I boated to a beach/bank; got out of the boat and fished from the beach/bank.	5 – Beach or bank
I boated to a barge; got out of the boat and paid to fish	6 – Head boat

Item 11a-Is vessel on Good List? – If sampling in Charter Mode (CH) you must confirm if the vessel anglers fished from is on the For-Hire Telephone survey good list for that wave. Samplers will be provided a list each wave by their state supervisors. If YES, also include the 7 digit vessel id for confirmation purposes.

If the vessel does not have a name, use and record other identifying information (vessel ID, captain's name and homeport) to determine if the vessel is on the list. If you cannot provide a yes or no response due to a lack of information, the interview must be coded as a Status 5.

Vessel ID

***11a. Is vessel on Good List** 1 ☐ YES 2 ☐ NO ☐☐☐☐☐☐☐

Item 12-Type of Water Fished?—Anglers are asked what type of "water body" they did most of their fishing in. If you know for certain that an angler has given an incorrect response (based on your knowledge of the water bodies in the area, and consultation of the maps in the Coding Manual), record the correct response in Item 12 (not the incorrect response given by the angler).

If the angler responds with an answer other than "ocean/gulf," you will need to probe to determine the correct response. The follow-up probe is: "What (sound/river/bay/inlet) was that?"

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

1	☐	Ocean/gulf/open bay
2	☐	A sound *(Other than those specified)*
3	☐	River *(Other than those specified)*
4	☐	Bay *(Other than those specified)*
5	☐	Other *(Specify)*_______________________________
G	☐	Abermarle/Pamilco Estuary
H	☐	Biscayne Estuary
I	☐	Whitewater Estuary
J	☐	Sarasota Estuary
K	☐	Tampa Estuary
L	☐	Mobile Estuary
M	☐	Atchafalaya Estuary

Code q.13='8'

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.

Bays, Sounds, Rivers, and Inlets:

For item 12 (Type of Water Fished), if the angler responds with an answer other than "ocean/gulf", the interviewer will need to probe to determine the correct response. The follow-up probe is: "What (sound/river/bay/inlet) was that?"

***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.

BOX A If a "1" is coded at Item 12, continue with Item 13. If anything other than a "1" is coded at Item 12, code Item 13 with an "8" and continue with Item 14.

Item 13—Please keep in mind that anglers fishing in the shore (SH) mode **AND** fishing in the ocean/gulf (response to Question 12="1") *must* have fished within three miles of shore (or 10 miles or less from shore and landing in West Florida) −therefore there is no need to ask Item 13. Otherwise determine where they spent majority of their time fishing using the following categories:

***13. Was that** *West Florida Only*

1	☐	3 Miles or less from shore	3	☐	10 Miles or less from shore		
2	☐	More than 3 Miles	4	☐	More than 10 miles	8 ☐	Not Applicable

Anglers fishing in the boat modes (PR or CH) in the ocean/gulf bay must be asked Item 13.

Item 13 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.

Item 14-Gear?—This question 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. Definitions for fishing gears are:

14. What type of gear was primarily used?

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

<u>Hook and Line</u>—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.

<u>Dip Net</u>—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.

<u>Cast Net</u>—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.

<u>Gill Net</u>—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.

<u>Seine</u>—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 a bow and arrow.

Item 15-Time Fishing?—All anglers are asked how many hours they spent fishing with gear in the water in the mode of intercept on that day. If the angler fished at more than one site in the same mode as that of the intercept, he/she should be reminded to include all hours spent fishing in the mode at all sites. If the angler fished at a site in a different mode group, he/she should *not* include time spent fishing in the non-intercept mode.

15. 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

Since a trip is defined as fishing in one mode in one waking day, only waking day hours should be entered. This should never exceed 24.0 hours. You should note that a box with a pre-coded decimal has been provided and that the question requires "to the nearest **half** hour." Only "0" or "5" should appear in the last box. As indicated, please enter "99.9" for hours fished if the angler is unable to answer the question or refuses.

Item 15b-Time on Boat?—This question is currently only asked in Puerto Rico. 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.

Please note that the angler should include the time spent with the gear in the water. **Therefore, 15b should be greater than or equal to 15a.**

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

☐☐ . ☐

☐ Not applicable – SH Mode

Please code Item 15b as "Not Applicable" if the angler is fishing from the shore mode. Code as "99.9" if the angler is unable to answer the question or refuses.

Item 16 – Additional Hours? This question is specific to interviews collected in Shore Mode for Beach Bank (BB) ONLY. If not BB mode please skip this question. If BB angler has completed fishing at the time of interviewing please enter BB hours = 00.0. When interviewing BB anglers that have not completed BB fishing for the day use this question to record the number of additional hours BB anglers plan to fish after interviewing them.

16. How many additional hours do you expect to fish from shore today? That is, how many <u>more</u> hours will you actually have your gear in the water?

☐☐ . ☐ Additional BB Hours

Item 17-Target Species?—Ask all anglers to name the kinds of fish they were fishing for. You should enter the species name(s) on the line(s) provided above the coding boxes and look up the code(s) after the interview is completed.

17. Were you fishing for any particular kinds of fish today? *If Yes,* what kinds?

☐ No Particular Species/Anything

1st Target ______________________________

2nd Target ______________________________

If the angler says “no,” “anything,” or “nothing in particular,” check the box marked “No Particular Species/Anything” and leave the coding boxes blank. If the angler mentions only one species, it should be coded under “1st Target,” with “2nd Target” left blank. If the angler names two or more species, code only the first two mentioned.

Because we would like the most specific fish identification possible, if the angler names a family of fish, you should probe to determine whether he/she preferred a particular species in that family. For example: If the angler responds “drum”, your response should be “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, you know 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 on the intercept form. A list of local names and the corresponding accepted common names is found in the Coding Manual.

You should 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.

Item 18-Days in Past 12 Months?—All anglers are asked how many days they have been saltwater sport finfishing in the state of intercept, or from a boat launched in the state of intercept, **excluding the day of intercept**, in the past 12 months.

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

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, shellfishing, days spent fishing in other states, or days spent working as a for-hire captain or mate.

You 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, you should 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 for this item is "364," and the minimum acceptable entry is "000" (meaning that the day you are interviewing them is the only day in the last 12 months that they have been saltwater finfishing). Check boxes are provided for 'Don't Know' and 'Refused' angler responses.

Item 19-Days in Past Two Months?—Anglers are also asked how many days they have been saltwater sport 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.

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

☐☐ No. of Days

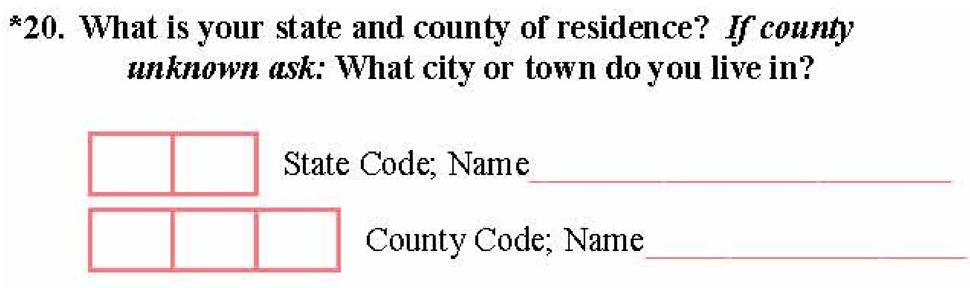
98 ☐ Don't Know

99 ☐ Refused

Since the question requires days, and the day of intercept should not be included, the maximum number of days that can be entered for item 19 is “61.” The minimum number of days is “00” (meaning that the day you are interviewing them is the only day in the last two months that they have been saltwater finfishing). Check boxes are provided for ‘Don’t Know’ and ‘Refused’ angler responses.

It is important that you check the answer to Item 19 against the answer to Item 18. The number of days in Item 19 cannot be greater than the number of days in Item 18. (Item 18 includes the two months from Item 19.)

**** Item 20-Residence?***—All anglers are asked their state and county of residence. If the angler does not know his/her county of residence, enter the city name and circle “city” on the Intercept Form. In that case, the coding boxes for county would be left blank. State supervisors or GSMFC staff will use alternate sources to locate the correct county code. **Please keep in mind that the intercept will become a Status 5 if staff is unable to locate the correct county code.**


*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

If asked by angler, you should clarify that we would like to know the state and county of the angler’s *legal* residence. After completing the interview, use the Coding Manual to fill in the correct state and county codes.

If an angler is a resident of some country other than the United States, please write the country name on the line provided, leave the state code blank, and fill in “998” for the county code. All foreign countries are assigned a county code of “998.” Please note that Puerto Rico and the U.S. Virgin Islands are not considered foreign countries, and are included in your Coding Manual. Please make sure you complete the county information for these as you would with any other state.

Item 21-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 Item 20. 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, check the box labeled “99997.” Samplers should also skip to question 25 at this point for all anglers that reside in foreign countries.

21. What is the zip code of your residence?

☐☐☐☐☐ Zip Code

99997 ☐ Foreign Country (Skip to Q.25)

99998 ☐ Don't Know

99999 ☐ Refused

Item 22-Type of Residence?—All anglers are asked what type of residence they live in. Single family homes and apartments are considered "private residences." Dorms, barracks, nursing homes, and rooming houses are considered "institutional housing units."

22. Do you live in a private residence, or in some type of housing such as a dorm, barracks, nursing home or rooming house?

1 ☐ Private Residence   8 ☐ Don't know

2 ☐ Institutional Housing   9 ☐ Refused

Item 23-Residential Mail?—This is asked of all anglers except those residing in a foreign country. The intent of this question is to determine how anglers receive their residential mail. It is important for the sampler to read all categories and mark all the responses that apply to each angler. If an angler is from a foreign country, leave item 23 blank.

23. At which of the following types of addresses does your household currently receive residential mail? Mark all that apply.

YES	NO	
☐	☐	Street address with a house or building number
☐	☐	Address with a rural route number
☐	☐	U.S. Post Office box (P.O. Box)
☐	☐	Commerical mail box business (such as Mailboxes etc or Mailboxes Are Us)

☐ Other (Specify) ______________________________

☐ Don't Know ☐ Refused

Item 24-Name and Phone Provided?—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 our interviewers are conducting the survey as required. Names and phone numbers should be written in the space provided. You should make sure that an area code is included.

If the angler is a minor, do not ask for a phone number for verification. Instead, check name and/or phone number not given and the questionnaire becomes a Status 2. Make sure that you check question 10 as "2-Refused non-key item."

It is not necessary to obtain the angler's home telephone number. Any number at which he/she can be reached is acceptable. Please note that failure to obtain the angler's name and a phone number will make the interview a Status 2 even if all other questions have been completed.

Each interviewer is required to obtain names and phone numbers for as many intercepted anglers as possible.

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

ANGLER'S NAME ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ ☐ Name and Phone Number Not Given

☐ D OR ☐ N

PHONE # (☐☐☐) - ☐☐☐ - ☐☐☐☐

**** Item 25-Unavailable Catch (Type 2 Records)?***—All anglers are asked to report on fish caught in the mode of intercept that are not available for inspection. Unavailable fish should be entered at Item 25 on the Intercept Form.

***25. UNAVAILABLE CATCH. Did you land any fish that are not here for me to look at? For example, any that you may have thrown back or used for bait? IF YES, COMPLETE TYPE 2 RECORD FOR THIS INDIVIDUAL ANGLER, NOT GROUP CATCH. NOTE: FILLETS ARE UNAVAILABLE.**

DISPOSITION CODES FOR Q. 25

1 Thrown back alive/legal	3 Eaten/plan to eat	5 Sold/plan to sell	7 Other purpose
2 Thrown back alive/not legal/legality refused	4 Used for bait/plan to use for bait	6 Thrown back dead/plan to throw away	

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

	SPECIES CODE	# OF FISH	DISP.
1.			
2.			
3.			
4.			
5.			

PLEASE NOTE: Any fish that YOU are unable to positively identify AND count MUST be recorded as "unavailable catch" (under Item 25). You must count and identify **each** fish in order for it to be recorded as "available catch" (Item 31). NOAA and GSMFC maintain this rule because we are confident in your ability to identify fish to the species-level and to accurately count how many there are of each species. **However, we are not confident in all anglers' ability to accurately identify fish to the species-level. Even one misidentified fish will result in the recording of inaccurate information, which is one reason why we need to record all information reported by anglers as "unavailable catch."**

It is possible to record some fish of the same species as "unavailable catch" and other fish as "available catch." If an angler tells you that he has five spotted seatrout in a cooler, and you are only allowed to positively identify and count three of them, you should record the three spotted seatrout as "available catch" and the other two as "unavailable catch." You cannot be sure that the other fish were spotted seatrout or that there were two of them, if you were unable to see them. Please call your state supervisor if you have any questions about this. It is very important that you understand the proper procedures regarding "unavailable" and "available catch."

A separate line must be filled in for each unique species-disposition combination. Each line of information is called a "Type 2" record. Each "Type 2" record must contain a species name, a six-digit species code, the number of fish, and a disposition code.

Species name and code, number of fish, and disposition are key items. Never leave any of these items blank! It is also important that you write out the full species name (be sure to use the accepted common name). **Abbreviations are not acceptable.**

You should strive to report an angler's Type 2 catch to the species-level. Since you cannot inspect or count unavailable catch, it is recognized that the species and numbers reported may not be exact. It is appropriate to show the anglers pictures from the field guide in order to clarify a fish species. If it is not possible to obtain a species-level identification, please record to the appropriate code, as close to the species-level as possible. If necessary, one of the “unidentified fish” codes may be used as a last resort.

NOTE: If an angler refuses to allow you to see or count his/her catch, but he/she reports the catch, list the catch in Type 2. This interview is still considered good because the angler reported his/her catch.

The question to ask concerning disposition is: “What did you do or do you plan to do with the (species name)?” You may have to probe until the ultimate disposition of the fish is determined. For example, disposition code "3" should be used if the angler gives the fish to his friend, who is planning to eat it.

The disposition codes can be found below Item 25 on the Intercept Form. They include: (1) Thrown back alive/legal; (2) Thrown back alive/not legal/legality ref.; (3) Eaten - plan to eat; (4) Used for bait - plan to use for bait; (5) Sold - plan to sell; (6) Thrown back dead - plan to throw away; and (7) Plan to use for some other purpose.

Please limit your use of disposition seven, “some other purpose.” It should only be used if the angler’s response is unusual and does not fall under dispositions one through six. (<u>If you use disposition seven, NOAA Fisheries requires that the purpose be documented−so write the angler’s response on the form in available white space.</u>)

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 be used for bait, the correct disposition would be "4.”

Please remember that disposition eight, “don’t know/didn’t ask” and disposition nine “refused” cannot be used for unavailable fish. The use of these two codes will result in a Status 5 interview.

All filleted fish should be considered “unavailable catch” and entered under Item 25. 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 catch” under Item 31. Please note “Identified from rack” next to the species for any fish you identify from the carcass.

Anglers may think that fillets are available catch and not report them in response to the question at Item 25. If you should look at an angler’s catch and discover that all of the fish have been filleted, the fillets must be entered as “Type 2” records, and there would be no “Type 3” records. Please note that you *should not assume* that all fillets would be eaten. Even with fillets, it is important to ask the question concerning disposition.

Each angler must report on his/her own unavailable catch. If a group of anglers report that they together caught a certain number of fish, and that these fish have been filleted, you should strive to determine how many fish each angler caught. If the angler has been on an overnight fishing trip, record unavailable catch only for the most recent day of fishing; an angler’s recollection of unavailable catch is unreliable beyond the most recent day of fishing.

Remember that “Type 2” catch is for individual anglers only. The catch of other anglers in the party is never included in an angler’s individual catch. It is important to remember that captains’ and mates’ released catch must not be included here because they are not considered recreational anglers and therefore their released catch cannot be recorded in this survey. If captain or mate harvest is included in fillets then distribute the landings among all contributing anglers and report those landings on the intercepts for each angler interviewed.

If one species is disposed of in two or more manners and the sampler is unable to view these fish, it will be necessary to complete two or more “Type 2” records for the species. For example, if an angler caught a total of eight bluefish, five of which he/she threw back alive, and three of which he/she plans to eat, you should complete two “Type 2” records. The first “Type 2” record would be five bluefish with disposition 1, and the second “Type 2” record would be three bluefish with disposition 3.

The Intercept Coding Manual also contains codes to be used when the species of a fish is unknown. While these cannot be used when inspecting available fish, they may be needed for fish unavailable for inspection (Item 25).

NOTE: Use these codes ONLY as a last resort. Do everything you can to get a more accurate identification.

Three coding boxes are provided for “Number of Fish" under Item 25. As stated above, this is the number of fish of the listed species-disposition combination caught by an individual angler. Since Item 25 is a key item, there are no “don't know” or “refused” codes reserved for “Number of fish.” A number must be entered! (“998” will be read as nine-hundred and ninety-eight fish instead of a disposition code!)

Five lines have been provided on the Intercept Form for "Type 2" records. If more than five are needed, you should use the Extra Fish Form. Both the additional and the original form must be clearly marked with “page 1 of 2” and “page 2 of 2.” You must fill out Items 2 through 10 on the second page and these items must match Items 2 through 10 on the first page.

Item 26-Were Fish Caught To Look At?—All anglers are asked whether they caught any fish in the mode of intercept that the interviewer can examine and count. If the angler caught some fish that are available for inspection and can be counted, and the fish were harvested, you should code Item 26 as “Yes” and continue with Item 27. This angler must have some data recorded as available catch (Item 31.).

Interviewer Note: Even if an angler allows you to identify, count, and/or weigh and measure a fish, but the fish will be released, Question 26 should be coded as “2” and no catch should be recorded under Item 31 (which refers only to harvested catch).

***26. Did you catch any fish while you were fishing that I might be able to look at?**

1 ☐ **Yes**

2 ☐ **No** Code q. 27, 28, 29 as "8's,", Not applicable

3 ☐ **Yes, <u>BUT</u> fish are on another angler's form** - *Fill in interview # where fish are listed **

☐☐☐ Code q. 27, 28, 29 as "8's,", Not applicable

If the angler did not catch any fish available for inspection, or he/she did not allow you to identify or count the catch, code Item 26 as "No," code Items 27 through 29 as "8" ("Not Applicable"), and continue with Item 30. This angler should not have data recorded as available catch (Item 31), but should have an entry at Item 30.

If the angler caught fish that are available for inspection, but they have already been entered on another angler's form because they could not be separated, you should code Item 26 as "3 - Fish on another angler's form." You should then enter the interview number where the fish are located in the boxes provided. Code Items 27 through 29 as "8" and continue with Item 30. This angler should have no data recorded as available catch (Item 31), but should have an entry at Item 30.

You should note that Item 26 includes the words "to look at." Fish that have been filleted are not considered available "to look at." If it turns out that the angler's fish have all been filleted, you will have to go back and change the angler's response to Item 26. Filleted fish are entered as unavailable catch (Item 25), **not** as available catch (Item 31).

**** Item 27-Catch Mixed?***—This question is asked *only* of those anglers who caught fish available for inspection and whose fish have not been entered on another angler's form. If Item 27 is not applicable, it should be coded as "8."

If the angler caught all of the available fish, code Item 27 as "1 - All Caught by Angler," code Items 28 and 29 as "8" representing "not applicable," and continue with Item 30.

If other anglers have contributed to the available catch, code Item 27 as "2 - Other Contributors" and continue with Item 28.

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

1 ☐ **All caught by Angler** - Code q. 28, 29, as "8's," Not applicable

2 ☐ **Other Contributors** 8 ☐ **Not applicable**

**** Item 28-Separate Catch?***—This question is asked *only* of those anglers who report that several anglers have contributed to their available catch at Item 27. If Item 28 is not applicable, it should be coded as "8." 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 on the form as "2 - NO" cannot separate, because the angler has to be able to separate ***all*** fish, not just some of them.

All catch must be separated for anglers fishing in SH mode. Grouped catches are strictly prohibited for SH mode. If anglers cannot separate their individual catch the sampler should evenly divide the catch among all contributing anglers and evenly distribute the catch across interview pages. Please make sure to account for all species harvested.

If the angler can separate out his/her own available catch, code Item 28 as "1 - Yes," code Item 29 as "88" and continue with Item 30. **Only the angler's own available catch should then be entered as available catch (Item 31).**

If the angler cannot separate out his/her own available catch, code Item 28 with "2 – No" and continue with Item 29. **All of the available catch would then be entered on this angler's form as available catch (Item 31).**

***28. Can you separate out your individual catch?**

1 ☐ **Yes** - Code q. 29 as "88"

2 ☐ **No** 8 ☐ **Not applicable**

**** Item 29-Number Who Caught Fish?***—This question is asked only of those anglers who cannot separate their available fish from the available fish caught by others in their fishing party ("No" at Item 28.) If Item 29 is not applicable, it should be coded as "88."

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

☐☐ **No. of Contributors** 88 ☐ **Not applicable**

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. That person should be interviewed separately if he/she spent any time fishing. **The count of contributors should only include anglers who caught one or more of the fish recorded under Item 31 on that angler's form. Captains and mates in CH modes are never included as contributors, because they are not recreational anglers. However,**

their catch should be included in the anglers' catch. As stated above, all of the available catch would then be entered on this angler's form at Item 31.

The following are the five possible ways to code Items 26 through 29:

IF THE ANGLER SAYS:	CODE:
This angler has no available catch. S/he has not caught any fish that the interviewer can look at.	Q26=2
	Q27=8 – Not applicable
	Q28=8 – Not applicable
	Q29=88 – Not applicable
This angler has available catch. The angler has caught fish that the interviewer can look at and count, and the angler has caught them all.	Q26=1
	Q27=1
	Q28=8 – Not applicable
	Q29=88 –Not applicable
This angler has available catch. S/he is part of a group of five 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 form.	Q26=1
	Q27=2
	Q28=2
	Q29=05 – Number of anglers who caught fish – cannot separate
This angler's available catch is part of a group catch. His/her available catch has been reported on the form 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 who was intercepted that day (meaning intercept number "01"), then complete item 26 as shown.	Q26=3 – Record the intercept number ("01" in this example) in the space provided to indicate which form his/her catch is located on
	Q27=8 – Not applicable
	Q28=8 – Not applicable
	Q29=88 – 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.	Q26=1
	Q27=2
	Q28=1
	Q29=88 – Not applicable

Several examples of different catch scenarios have been provided below.

Example 1: Angler without Available Catch; this angler did not catch any fish.

*26. Did you catch any fish while you were fishing that I might be able to look at?

1 [ ] Yes

2 [X] No Code q. 27, 28, 29 as "8's,", Not applicable

3 [ ] Yes, BUT fish are on another angler's form - *Fill in interview # where fish are listed* *

[ ][ ] Code q. 27, 28, 29 as "8's,", Not applicable

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

1 [ ] All caught by Angler - Code q. 28, 29, as "8's," Not applicable

2 [ ] Other Contributors 8 [X] Not applicable

*28. Can you separate out your individual catch?

1 [ ] Yes - Code q. 29 as "88"

2 [ ] No 8 [X] Not applicable

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

[ ][ ] No. of Contributors 88 [X] Not applicable

*30. How many people fished on your boat today?

[0][0][4] No. of People

888 [ ] Shore Mode

*BOX D. If response to q. 30 is 1 angler or "88" Shore Mode, check not applicable and skip to q. 31. Otherwise, is this the first angler from this boat that I have interviewed?

1 [X] Yes 8 [ ] Not applicable

2 [ ] No - Record interview # of 1st angler in the fishing party

[ ][ ]

Example 2: Angler with Available Catch; this angler caught all the fish in his cooler by himself.

*26. Did you catch any fish while you were fishing that I might be able to look at?

1 [X] Yes

2 [ ] No Code q. 27, 28, 29 as "8's,", Not applicable

3 [ ] Yes, BUT fish are on another angler's form - *Fill in interview # where fish are listed* *

[ ][ ] Code q. 27, 28, 29 as "8's,", Not applicable

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

1 [X] All caught by Angler - Code q. 28, 29, as "8's," Not applicable

2 [ ] Other Contributors 8 [ ] Not applicable

*28. Can you separate out your individual catch?

1 [ ] Yes - Code q. 29 as "88"

2 [ ] No 8 [X] Not applicable

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

[ ][ ] No. of Contributors 88 [X] Not applicable

*30. How many people fished on your boat today?

[0][0][5] No. of People

888 [ ] Shore Mode

*BOX D. If response to q. 30 is 1 angler or "88" Shore Mode, check not applicable and skip to q. 31. Otherwise, is this the first angler from this boat that I have interviewed?

1 [X] Yes 8 [ ] Not applicable

2 [ ] No - Record interview # of 1st angler in the fishing party

[ ][ ]

Example 3: Angler with Available Catch but catch is grouped. This angler has a cooler of fish, and those that are in it belong to him and another angler. They cannot separate which one of them caught which fish.

*26. Did you catch any fish while you were fishing that I might be able to look at?

1 [X] Yes

2 [ ] No Code q. 27, 28, 29 as "8's,", Not applicable

3 [ ] Yes, BUT fish are on another angler's form - *Fill in interview # where fish are listed* *

[ ][ ] Code q. 27, 28, 29 as "8's,", Not applicable

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

1 [ ] All caught by Angler - Code q. 28, 29, as "8's," Not applicable

2 [X] Other Contributors 8 [ ] Not applicable

*28. Can you separate out your individual catch?

1 [ ] Yes - Code q. 29 as "88"

2 [X] No 8 [ ] Not applicable

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

[0][2] No. of Contributors 88 [ ] Not applicable

*30. How many people fished on your boat today?

[0][0][2] No. of People

888 [ ] Shore Mode

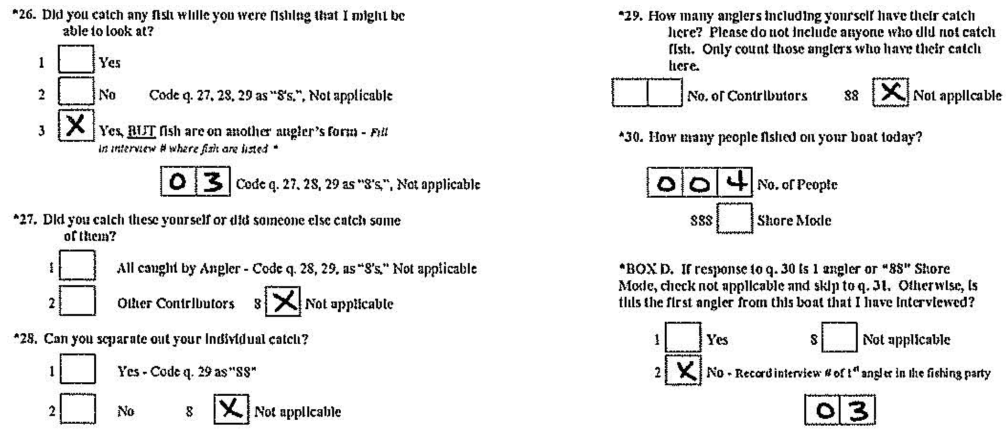
*BOX D. If response to q. 30 is 1 angler or "88" Shore Mode, check not applicable and skip to q. 31. Otherwise, is this the first angler from this boat that I have interviewed?

1 [X] Yes 8 [ ] Not applicable

2 [ ] No - Record interview # of 1st angler in the fishing party

[ ][ ]

Example 4: Angler with Available Catch but catch on another angler's form. This angler caught fish, and they are in the same cooler as the fish from Example 3. He cannot separate out his own catch.


*26. Did you catch any fish while you were fishing that I might be able to look at?

1 [ ] Yes

2 [ ] No   Code q. 27, 28, 29 as "8's,", Not applicable

3 [X] Yes, BUT fish are on another angler's form - *Fill in interview # where fish are listed* *

[0][3] Code q. 27, 28, 29 as "8's,", Not applicable

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

1 [ ] All caught by Angler - Code q. 28, 29, as "8's," Not applicable

2 [ ] Other Contributors   8 [X] Not applicable

*28. Can you separate out your individual catch?

1 [ ] Yes - Code q. 29 as "88"

2 [ ] No   8 [X] Not applicable

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

[ ][ ] No. of Contributors   88 [X] Not applicable

*30. How many people fished on your boat today?

[0][0][4] No. of People

888 [ ] Shore Mode

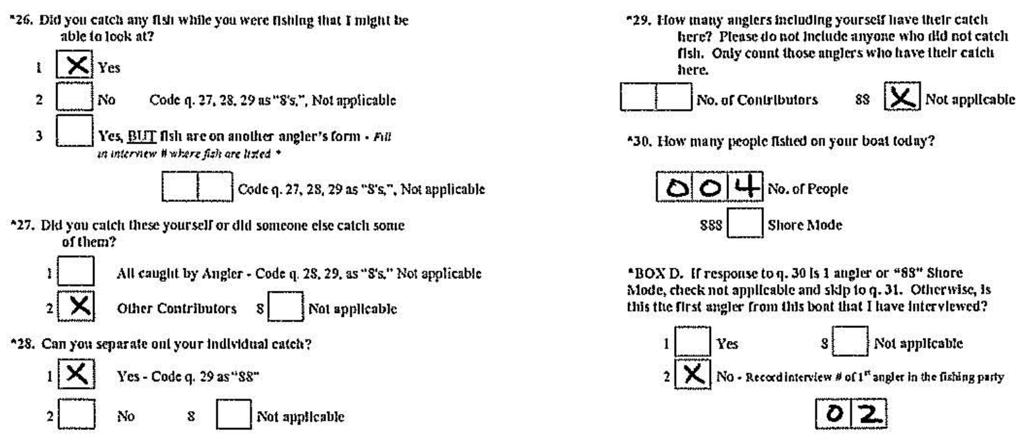
*BOX D. If response to q. 30 is 1 angler or "88" Shore Mode, check not applicable and skip to q. 31. Otherwise, is this the first angler from this boat that I have interviewed?

1 [ ] Yes   8 [ ] Not applicable

2 [X] No - Record interview # of 1st angler in the fishing party

[0][3]

Example 5: Angler with available catch that is NOT grouped. This angler caught fish, they are in a cooler with everyone else's, but he knows exactly which fish he caught.


*26. Did you catch any fish while you were fishing that I might be able to look at?

1 [X] Yes

2 [ ] No   Code q. 27, 28, 29 as "8's,", Not applicable

3 [ ] Yes, BUT fish are on another angler's form - *Fill in interview # where fish are listed* *

[ ][ ] Code q. 27, 28, 29 as "8's,", Not applicable

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

1 [ ] All caught by Angler - Code q. 28, 29, as "8's," Not applicable

2 [X] Other Contributors   8 [ ] Not applicable

*28. Can you separate out your individual catch?

1 [X] Yes - Code q. 29 as "88"

2 [ ] No   8 [ ] Not applicable

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

[ ][ ] No. of Contributors   88 [X] Not applicable

*30. How many people fished on your boat today?

[0][0][4] No. of People

888 [ ] Shore Mode

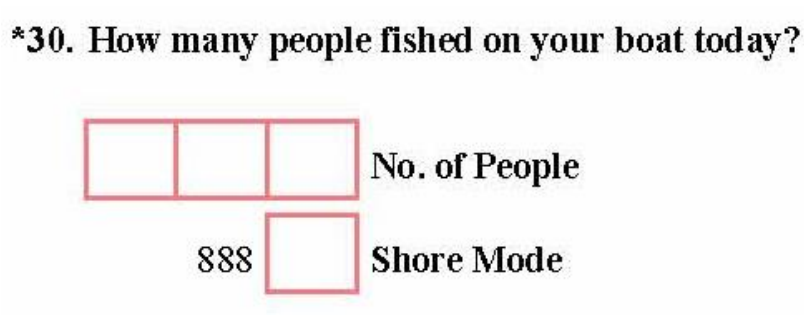
*BOX D. If response to q. 30 is 1 angler or "88" Shore Mode, check not applicable and skip to q. 31. Otherwise, is this the first angler from this boat that I have interviewed?

1 [ ] Yes   8 [ ] Not applicable

2 [X] No - Record interview # of 1st angler in the fishing party

[0][2]

**** Item 30-Party Size?***—This question is asked 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." If the angler was fishing from the shore, code as "Shore Mode."


*30. How many people fished on your boat today?

[ ][ ][ ] No. of People

888 [ ] Shore Mode

For this survey, 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. In addition, all anglers fishing from the same charter/head boat should be considered members of the same fishing party. Please note that the number of people on the boat must be identical for anglers in the same party. 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. In this case, clarify the number on the boat by asking the mate or captain, if possible. Never assume that everyone on the boat actually fished.

Please keep in mind that the number of contributors recorded in Item 29 cannot exceed the number of anglers in a "fishing party."

**** Box D-First Person from Boat?***—This question applies to those anglers who fished from a boat <u>and</u> who responded that the number of people on the boat (Item 30) was greater than one. Box D must be coded as "8 – Not Applicable" if the response to Item 30 is "001," or if the angler was fishing in shore mode (Item 11).

If the angler indicated in Item 30 that he/she fished together with other anglers on the same boat, then ask yourself: "Is this the first person on the boat that I have interviewed?" If the response is "yes," code Box D as "1 - Yes." If he/she is not the first interviewed, code as "2 - No" and record the interview number of the first angler in the party in the boxes provided.

Note: Item 30 and Box D are "key items". Box D contains a question not to be asked of the angler. Rather, it is to be filled in by you after the interview is completed.

***BOX D. If response to q. 30 is 1 angler or "88" Shore Mode, check not applicable and skip to q. 31. Otherwise, is this the first angler from this boat that I have interviewed?**

1 ☐ **Yes** 8 ☐ **Not applicable**

2 ☐ **No** - Record interview # of 1st angler in the fishing party

☐☐☐

**** Item 31-Available Catch (Type 3 Records)?***—The angler's harvested, available catch should be entered at Item 31 on the Intercept Form. Each line of information recorded is called a "Type 3" record. Each "Type 3" record **MUST** have the following information:

- ✓ Species name (common name, as indicated in your Coding Manual)
- ✓ The corresponding six-digit species code (also from your Coding Manual)
- ✓ The total number of that species (all counted by you) and
- ✓ The disposition code (indicating what the angler plans to do with the **majority** of the fish of that species), valid responses would be those three through nine

***31. AVAILABLE CATCH. COMPLETE TYPE 3 RECORD BY ASKING: May I look at your fish? What do you plan to do with the MAJORITY of the (species)?**

<u>DISPOSITION CODES FOR Q. 31</u>

3	Eaten/plan to eat	5	Sold/plan to sell	7	Some other purpose
4	Used for bait/plan to use for bait	6	Thrown back dead/plan to throw away	9	Refused

	SPECIES CODE	# OF FISH	LENGTH (mm)	WEIGHT (kg)	DIS
1.				.	
2.				.	
3.				.	
4.				.	
5.				.	
6.				.	
7.				.	
8.				.	
9.				.	
10.				.	
11.				.	
12.				.	
13.				.	
14.				.	
15.				.	

Without this information, the intercept is considered a Status 5 interview, and cannot be used. If the angler is in somewhat of a hurry and won't allow you to weigh and measure the fish, weights take priority over lengths.

REMEMBER: You must positively identify and count **<u>ALL</u>** fish that you record under the "available catch" section (Item 31). If you are only able to identify and count some of the fish, those that are identified and counted should be recorded under the "available catch" section (Item 31), and those that are not should be recorded under the "unavailable catch" section (Item 25).

NOTE: **Using disposition 1 in the Type 3 catch is *not* allowed**, even if you saw the fish and were able to obtain a length and weight before the fish was thrown back. If the ultimate disposition of the fish is "1-thrown back alive," and therefore not actually harvested, it belongs in the Type 2 or "unavailable catch" section (Item 25). Code Item 26 as "No," code Items 27 through 29 as "8" ("Not Applicable") and continue with Item 30.

Please group all type 3 records together by species.

When more than one fish of a species is available, you do not need to repeat the species name, the species code, or the total number of fish on all lines. **This only holds true, however, for the species name, the species code, and total number. If the weights and lengths are the same, they must be written out. As with unavailable catch, it is important that you write out the full species name (be sure to use the accepted common name). Abbreviations are not acceptable.**

If 15 or fewer fish of one species are available, weigh and measure all of them. If more than 15 fish of one species are available, you should **randomly** select 15 fish to be weighed and measured (see *Chapter 9, Sub-Sampling Procedures*). No more than 15 fish of one species should be weighed and measured per angler. **If the catch is grouped, and there are more than 15 fish of one species, you should attempt to weigh and measure up to 15 fish per species per angler.**

EXAMPLE 1: If 17 bluefish are in a cooler, and the catch is grouped with two anglers contributing to the catch, you weigh and measure all 17 bluefish.

EXAMPLE 2: If 7 sand seatrout are in a cooler, and the catch belongs to one angler, you weigh and measure all 7 sand seatrout.

EXAMPLE 3: If 32 bluefish are in a cooler, and the catch is grouped with two anglers contributing to the catch, you weigh and measure no more than 30 of those fish (2 anglers x 15 fish each = 30 fish).

EXAMPLE 4: You are weighing and measuring Type 3 catch for two anglers: there are 37 Atlantic croaker, seven Gulf flounder, and two red drum. You have weighed and measured 12 Atlantic croaker, (no Gulf flounder or red drum) when the anglers indicate that they want to leave, and you only have time to weigh and measure a couple more fish. It is okay and preferred for you to stop weighing and measuring the Atlantic croaker and get weights and lengths on some (if not all) of the Gulf flounder and red drum.

Three coding boxes have been provided for "# of Fish" in Item 31. As stated in the discussion of Item 25, no codes have been reserved for "don't know" and "refused." A "999" will be read as nine-hundred and ninety-nine fish. Numbers above three digits, that is, above "999," should be written out in the available space.

NOTE: If a fish has been filleted, but the fish rack is available, do not obtain a length measurement. Doing so creates a bias in the length measurement because if the fish were intact, the length would be different due to the girth of the fish. When the fish is filleted, the fish is flatter−causing a bias in the length measurement.

If length or weight is missing for all fish of a species, fill in the boxes for the missing data with **"9." Missing data should be footnoted with an explanation.** Acceptable reasons for not obtaining weight or length measurements include:

- ✓ Angler refused to let you weigh or measure his/her fish.

- ✓ You were unable to obtain a weight because the fish was gutted.
- ✓ You were unable to obtain a weight because the weight exceeded the capacity of your large scale.

If length and/or weight information are missing for some fish of a species (i.e., the angler refused to have the appropriate number weighed and measured), you should fill in the available weights and lengths using separate "Type 3" records. **You should then use a footnote to explain why some fish were not weighed and measured.**

If length and weight information is available for some fish of a species, do not complete extra lines with "9" as lengths and weights. For example, if you count and identify five black sea bass and obtained weights and lengths for only three of the five fish, complete three Type 3 lines. The first row should have black sea bass, 167687, 005, len1, wgt1, and disposition. The next two rows should leave the common name, species code, and number of fish blank. Record the length, weight, and disposition on each line. Do not add two extra lines with "9" for weights and lengths. If length and weight information are missing on all fish of a species, you should only fill out one "Type 3" record for the species. That record would have "9" in the length and weight boxes. Again, a reason for the missing data should be written on the form. You should never skip a record line on a coding form. The next fish should be entered on the next line.

Example 1

*31. AVAILABLE CATCH. COMPLETE TYPE 3 RECORD BY ASKING: May I look at your fish? What do you plan to do with the MAJORITY of the (species)?

DISPOSITION CODES FOR Q. 31

3 Eaten/plan to eat	5 Sold/plan to sell	7 Some other purpose
4 Used for bait/plan to use for bait	6 Thrown back dead/plan to throw away	9 Refused

	SPECIES CODE	# OF FISH	LENGTH (mm)	WEIGHT (kg)	DIS
1. red drum	169290	006	9999	999.99	3
2.				.	
3.				.	
4.				.	
5.				.	
6.				.	
7.				.	
8.				.	
9.				.	
10.				.	
11.				.	
12.				.	
13.				.	
14.				.	
15.				.	

anglers in a hurry, didn't allow for measurements, just visual count.

Example 2

*31. AVAILABLE CATCH. COMPLETE TYPE 3 RECORD BY ASKING: May I look at your fish? What do you plan to do with the MAJORITY of the (species)?

DISPOSITION CODES FOR Q. 31

3	Eaten/plan to eat	5	Sold/plan to sell	7	Some other purpose
4	Used for bait/plan to use for bait	6	Thrown back dead/plan to throw away	9	Refused

	SPECIES CODE		# OF FISH	LENGTH (mm)	WEIGHT (kg)	DIS
1. Spotted seatrout	169239	*	005	0323	000.31	3
2.				0410	000.68	3
3.				0337	000.34	3
4.					.	
5.					.	
6.					.	
7.					.	
8.					.	
9.					.	
10.					.	
11.					.	
12.					.	
13.					.	
14.					.	
15.					.	

* other two fish were already filleted

NOTE: If an angler allows you to identify and count his/her catch, but refuses to allow you to weigh/measure the catch, the interview is still good as long as the angler answered all key items. If all key and non-key items were obtained, it is still considered a Status 1 interview.

The disposition codes for the Type 3 records are listed under Item 25 (with the exception of disposition codes 1 and 2, which can only be used for Type 2 fish). The question to be asked is: "What do you plan to do with the majority of the (species name)?" **Since only one disposition can be used for each species under Item 31, it is important that you 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 sell the largest one and eat the two smaller ones, then you should code all records with disposition as “3 - Eaten/Plan to eat.” This is because more fish will be eaten than sold.

When there are equal numbers of fish that have two or more disposition codes, then use the weight 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 fish*.

Fifteen Type 3 records can be entered on each Intercept Form. If more than 15 are needed, use the Extra Fish Form, fill out Items 2 through 10 using the same information from the first form include that form after the original form. In some instances, several pages may be needed. As with Type 2 records, please mark each page as “page 1 of 2,” etc.

CHAPTER 8. CONDUCTING THE CREEL CENSUS

Fish Identification

You must strive to identify all available fish (Type 3) 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. You will be expected to use your local knowledge to assist the angler in identifying his/her catch. Use your appropriate fish id guides to assist the angler with this identification, but remember not to use leading questions. Do not force 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 you should know how to translate local names into accepted common names. Please refer to your Intercept Coding Manual for a complete species list, listed alphabetically. The Intercept Coding Manual also contains a list of local names and how they often translate into accepted common names. It also has additional descriptive information on species that are often difficult or confusing to identify. Do not neglect this as a valuable tool in achieving correct identifications.

As a last resort, if you are still unable to identify the fish, it must be coded as a Type 2 record (under Item 25). Please keep in mind that a fish not identified to the species-level CANNOT be recorded under Item 31 (which is for Type 3 records only). If you cannot identify a Type 3 fish to the species-level, make notations on the Intercept Form, including any distinguishing features about the fish—and, if possible, take a picture of the fish. When your interviewing day is completed, or if there is a break in the day when no one is available to interview, contact your state supervisor. Explain to what level you were able to identify the fish and provide any distinguishing features.

Please keep in mind that the species code lists in your Intercept Coding Manual are not exhaustive. You may occasionally identify a species that does not appear on the list. When this situation occurs, write out the scientific and accepted common name of the species and leave the coding boxes blank. Write a detailed description of the fish, how you were able to identify it, distinguishing characteristics etc. You must explain how the species was confirmed. If possible, take a picture of the fish so that the staff marine biologists can confirm its identity. If you are unable to clearly identify a fish, use Figure 8.1 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. Note water depth and location caught if possible.

Length Measurements

Fork length is recorded for all fish. **<u>Fork length is the length of the fish from the tip of the snout to the fork of the tail</u>** (Figure 8.2). Note that this figure also illustrates the different types of tails and snouts.

Figure 8.1: Anatomy of a Fish

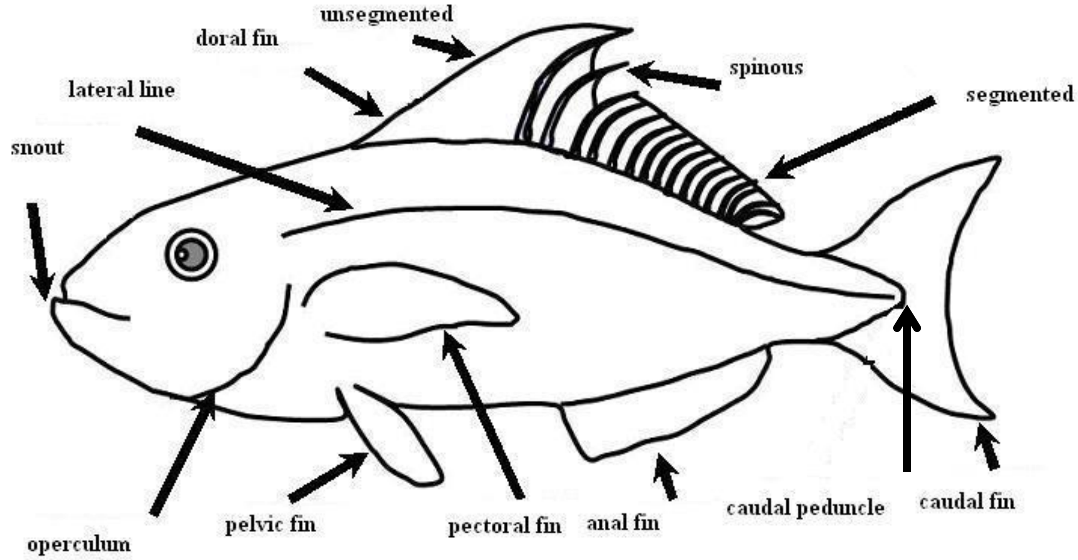
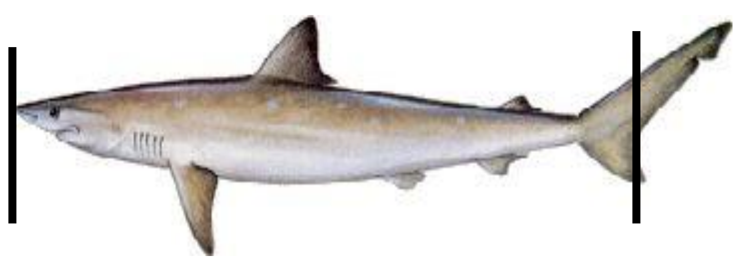
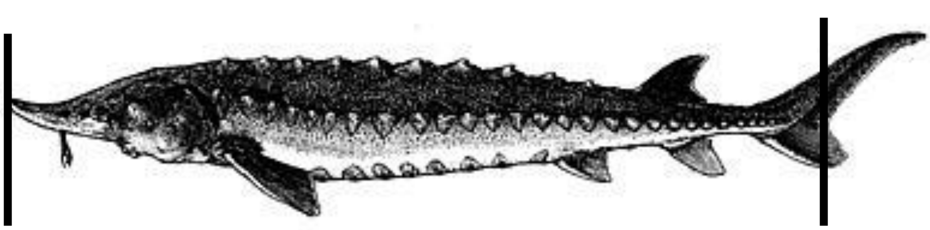


Figure 8.2: Measuring Various Fish

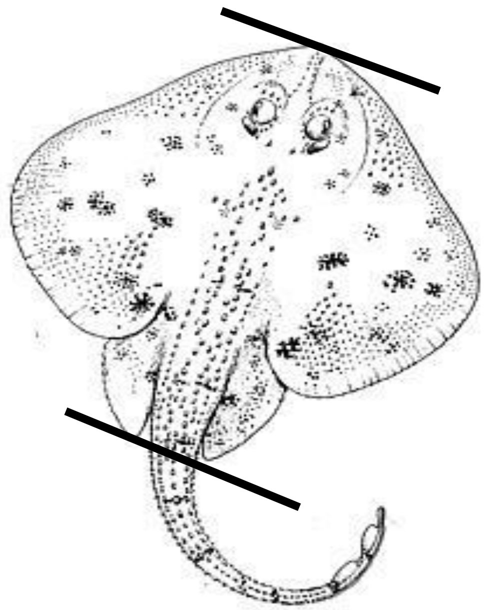
The correct procedures for measuring the various types of fish found on the Atlantic and Gulf Coast are as follows:

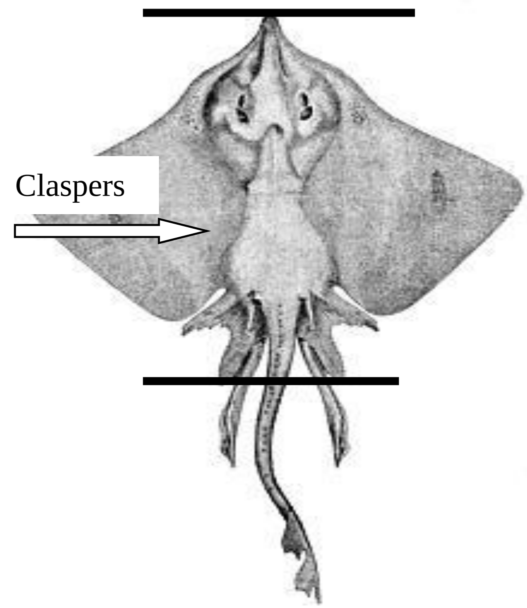
<u>Sharks and sturgeons</u> are measured from the tip of the snout to the center of the fork of the tail.





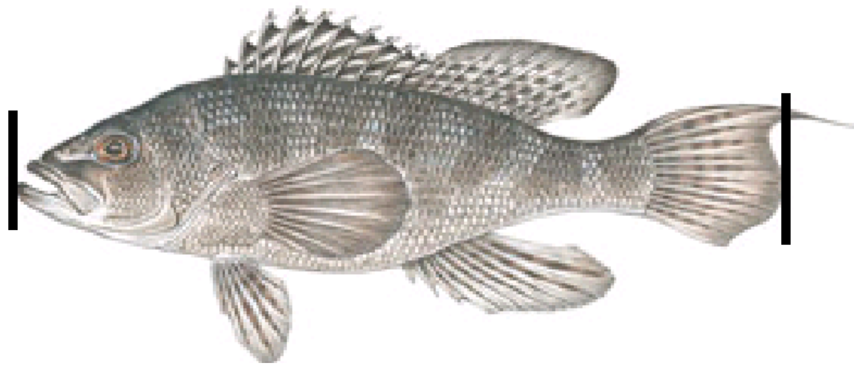
Skates and rays are measured from the tip of the snout to the distal end of the pelvic fins. Do not include claspers.



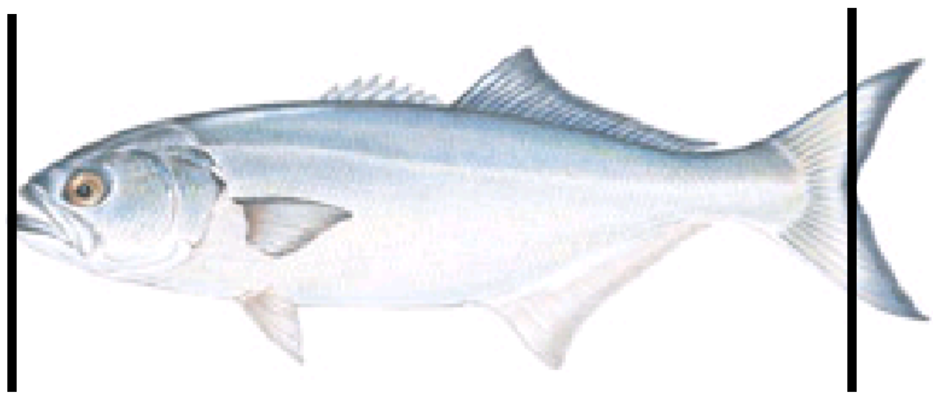


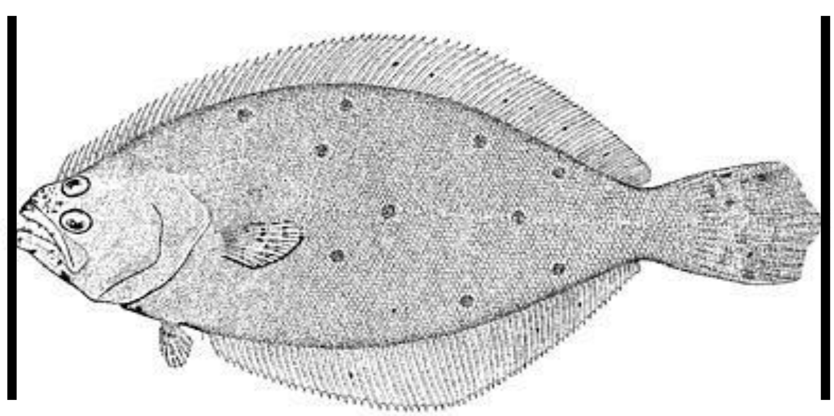
Swordfish and billfish are measured from the tip of the lower jaw to the center of the fork of the tail.

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.



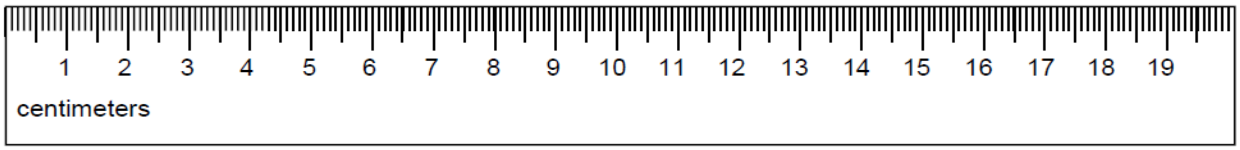
All other species are measured from the anterior tip of the longest jaw to the tail. This procedure is the same whether the tail is forked (e.g. bluefish) or protrudes out (e.g. flounders). The resulting length is therefore a fork length. Refer to examples below.





Length Measurements

Fish lengths must be taken using a measuring board and recorded to the nearest millimeter. The measuring board provided to you is labeled in centimeters. To determine millimeters, multiply the centimeter reading by 10, and add the number of smaller markings past the centimeter marking. Contact project staff immediately if you have any trouble reading or interpreting the measurements on your board.



For example, a fish that measures to the first line past "23" is "231" millimeters. Since four coding boxes are provided for the length measurement, the length of this fish should be coded as "0231." **Never round lengths to the nearest centimeter or half centimeter.** Rounding fish measurements will introduce a "digit bias." An example of proper use of a measuring board is provided in Figure 8.3.

You will also be 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 portion of the fish that extends past the board, being sure that the edge of the tape measure is flush with the end of the board. Read the length to the nearest millimeter on the tape measure. Add that measurement to 1,000 millimeters (the total length of your measuring board) to obtain the total length of the fish. At no time should you hold the tape measure above a fish; this will result in an inaccurate length measurement if the tape measure bends to the contour of the fish's body.

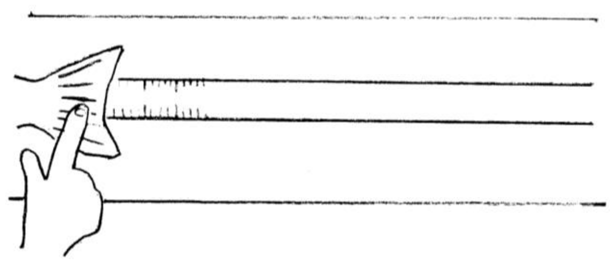
Figure 8.3: Length Measurements

Proper Use of the Meter Measuring Board

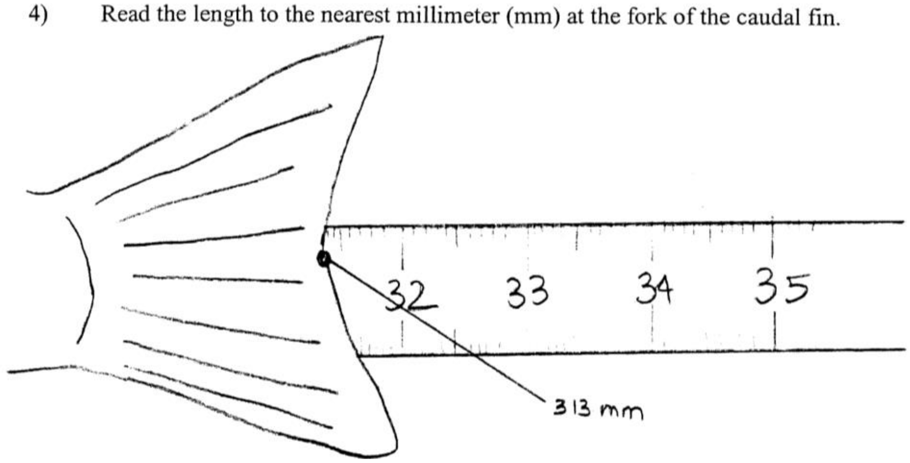
1) Place the measuring board on a hard level surface. You will need both hands free.

2) Place the fish with the anterior most portion of the head (the nose) flush against the upright edge on the left end of the board. The specimen should be positioned over the metric scale.

3) Keeping the nose of the fish against the edge, press the caudal fin (tail) with the forefinger of the right hand down to the surface of the board.



4) Read the length to the nearest millimeter (mm) at the fork of the caudal fin.



Weight Measurements

We provide two scales to you—a large scale (12.5 kg) and a small one (2 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. Five boxes have been provided for the coding of weight: three to the left of the decimal, and two to the right of the decimal. For example, a fish weighing

4.4 kilograms on the larger scale should be coded as "004.40," and a fish weighing 0.15 kilograms on the smaller, more precise scale should be coded as "000.15."

Weight measurements should be given priority over length measurements when time is limited.

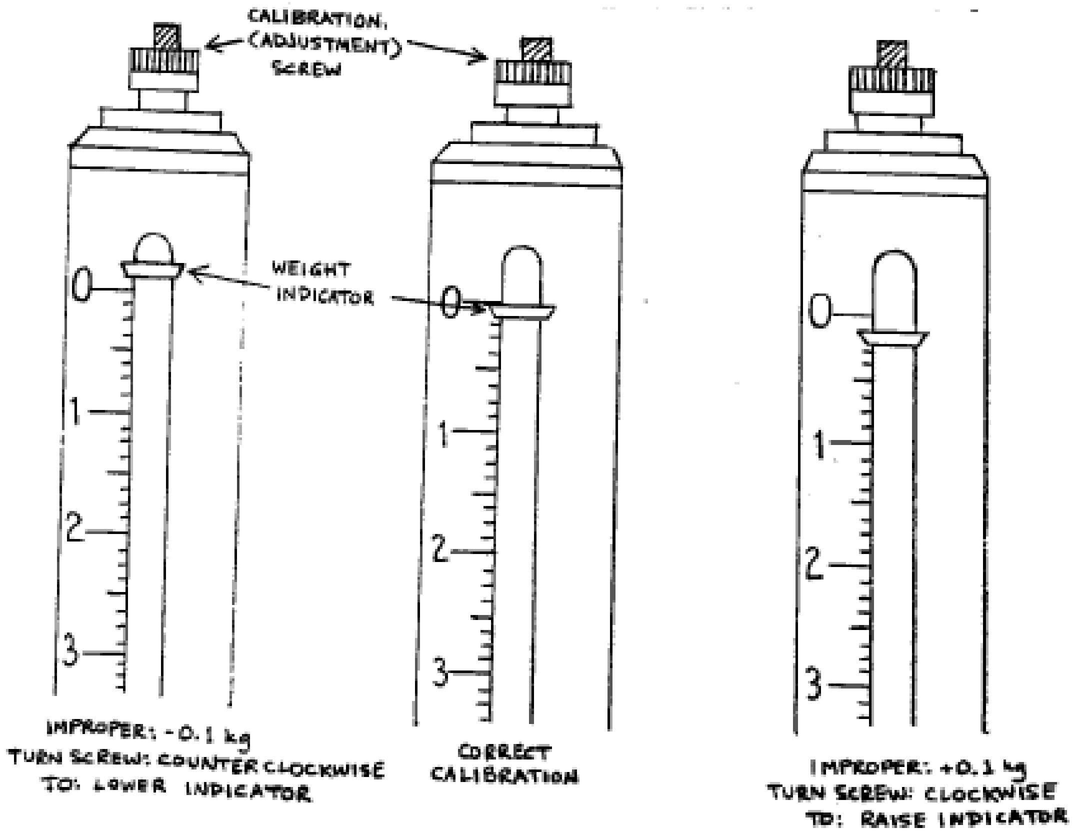
When weighing fish, always take your readings from the metric side, and not in pounds. Anglers will often want to know how much their fish weigh in pounds. If the angler asks, record the weights of your fish in kilograms on your data sheet first. After you have completed the interview, you can then weigh 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, you should also prepare for every assignment by ensuring that your 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 you frequently encounter 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, then you 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 you realize that even apparently minute maladjustments can cause bias. Figure 8.4 shows how to properly calibrate Chatillon spring scales.

Note: The definition of calibrating a scale is to weigh an object of a known weight to be sure that the scale is taking an accurate measurement of the object. When "zeroing" a scale, twist the screw on the top to level it out so that "0" is indicated on the scale before weighing an object.

Figure 8.4 Calibration of Chatillon Scales



Over time, springs inside the scales may stretch and measure inaccurately. If you feel your scale(s) is weighing improperly, find an object of known weight (preferably a standard weight, but a meat or deli package with the actual weight marked on it and minimal packaging would also work), and test it on the instrument to see if it conforms to the expected weight. If it does not, then do not use that scale and contact your state supervisor for a new, verified unit as soon as possible.

If you do not have an object of a known weight, or if you have any concerns about your scales, please call your state supervisor immediately!

You are required to return your scales to the main office at least once per year to allow staff to calibrate them using highly accurate calibration equipment. We will be happy to issue new scales to you while we check the quality of yours.

The following rules apply when you are in the field:

- ✓ Always carry both scales (2 kg and 12.5 kg) with you since you never know the size of the fish you will encounter.
- ✓ The 2 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 screw at the top of the scale. If you cannot accurately zero your scale, it may be defective.

In the past, occasions have occurred when interviewers inadvertently measured in pounds rather than in kilograms. To avoid this, we have painted over the pound-side of the scale with red nail polish or paint. This will be checked at QC visits and during local wave meetings.

If at any time you have reason to believe that your spring scale is not functioning properly, contact your state supervisor immediately.

Always keep in mind: accuracy is the key to our scientific integrity!

Care of the Chatillon Scales

You are expected to take good care of your scales. These scales are expensive, and it is critical to the success of this survey that all interviewers have accurate scales every time they are in the field. Please call your state supervisor if you have any questions about the required care items listed below:

- ✓ Keep your scales protected in sealed, dry, clean zip-lock bags when not in use.
- ✓ Never store your 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 your scales do come in contact with saltwater, rinse with freshwater, and allow them to dry thoroughly before storing in the zip-lock bag.
- ✓ Always make sure the scale reading is set at zero before weighing any fish. If a scale is not zeroed, do so by adjusting the calibration screw at top of scale. If you cannot adequately zero your scale, it may be defective.
- ✓ When you receive your scales, spray them with any all-purpose, anti-corrosive grease (e.g., WD40) for extra protection. This should be repeated every day you use your scales. It's a cheap investment that will prolong the life of your scales.

Sub-Sampling Procedure

On occasions when an angler has more than 15 fish of the same species available for inspection, a sub-sample of 15 fish must be selected for weight and length measurements. Ideally, the interviewer would line up the fish from largest

to smallest, divide the total number by 15, and select every nth fish for length and weight measurement. For example, if there are 30 fish of one species, the interviewer should line them up by size and select every 2nd fish.
If, due to time and space limitations, it is impossible to line up the fish, the interviewer should blindly reach into the container and **randomly** select the 15 fish to be weighed and measured. At no time should the interviewer visually select 15 fish of "average" size to weigh and measure -- this is not random selection! **NEVER** weigh only the largest fish; this creates a size bias.

CHAPTER 9. ADMINISTRATIVE FORMS

Non-Disclosure Form

For each new hire, we require a great deal of paperwork and forms to be filled out. One of the most important documents in the new hire packet is the NOAA Administrative Order regarding the protection of confidential fishery statistics, along with the signature page acknowledging your receipt and understanding of the policies. This is appropriately named “Appendix M NOAA Administrative Order 216-100.”

The purpose of this order is to prescribe policies and procedures for protecting the confidentiality of data submitted to and collected by NOAA Fisheries as authorized or required by law. It informs authorized users of their obligations for maintaining the confidentiality of data received by NOAA Fisheries; provides for operational safeguards to maintain the security of data; and states the penalties provided by law for disclosure of confidential data.

Authorized users are field personnel who collect survey data from anglers and captains.

As an authorized user, you are expected to maintain all documents containing all survey data in a secure place at all times. You are not allowed to disclose any portion of this data with anyone that is not authorized to see it. You are not allowed to show the completed forms to anyone except state staff, appropriate GSMFC staff, or the NOAA Fisheries Headquarters office. You are not allowed to disclose **any** of the information you collect in any manner, whether it be verbally or in written form. If you violate this agreement you are signing, then we maintain the policy of immediate termination for violation of the non-disclosure agreement. In addition, NOAA maintains the right to pursue the matter legally with you as an individual, as well as with your state agency. There is also no statute of limitations on this agreement. This means that you will never be permitted to discuss any information with anyone other than NOAA or your state staff even after your employment with the company has ended. If this agreement is violated, NOAA could still prosecute for violation of the non-disclosure agreement.

Certain questions may arise when you are approached by anglers, or other members of the community. We have listed a few of the most frequently asked questions; if you have any other questions, please don’t hesitate to call project staff for clarification.

1) What Questions *Should* I Answer?

As a trained field interviewer, you should be able to answer basic questions about the survey with confidence. These questions include: “Who are you?” “Why are you interviewing me?” “How will my answers be used?” The “To Whom” letter and brochure are also important resources to distribute to anglers or members of the public who have questions about the survey. When in doubt, it is *always* better to say that you do not know the answer and that you will get back to the person, than to share potentially false or incomplete information.

2) What Questions Should I *NOT* Answer?

You should *not* answer questions about survey methodology, statistics, or estimates. You are not trained to respond to questions about how the sample draw works, how we assign and use pressures at different sites, how the estimates are created, etc. These questions should only be addressed by someone from NOAA. We want to make sure that you are not put in a position of answering detailed questions that you have not been trained to address. Even if you answer such questions with the intent of being helpful, the information may be taken out of context and used to discredit the survey and NOAA. For example, if an angler asks you, "So how many fish do you think are really out there, from all the information that you collect, you could probably figure out what regulations should really be." Your answer should be, "I was not trained to analyze the data, just to collect it. If you refer to information on the NOAA website, it might be able to answer your questions." You should also provide the angler with the state brochure and web card. Under no circumstances should it appear that you are avoiding their questions, but that you are directing them to a more appropriate source.

Anglers will sometimes ask about the success of other anglers fishing in the area, or in what areas the fish are biting. In these cases, it is best to provide a vague response, such as "here and there" or "it's been mixed" or "I've talked with so many people today I really don't remember".

Anglers may also ask about the fishing success of particular head boats or charter boats, or which boats give more "bang for the buck", or even which boat you recommend since you may have interviewed anglers from several different boats. An appropriate response to these types of questions would be to say that there are many different fishing message boards and other websites where they could obtain that information. If the person persists in their questioning, you should tell them that that information is confidential. Remember, your job is to collect the data, not to provide reviews (positive OR negative) about particular businesses.

3) What Should I Do If Someone Asks Me A Question I Should Not Answer?

If anyone has specific questions about the survey, you should explain that you are not the best person to respond. Ask the angler if he/she would like someone to get back to him/her with an answer. It is very important that you respond in a helpful and positive manner; this does NOT mean that you have to answer the question. NOAA wants the public to learn about and understand the survey—and they have the resources to address complicated questions. Do not avoid such questions in any way, but rather, make it clear that we want the public to have the best information possible. Assure the angler that someone else will get back to him or her very soon.

Take down the person's name and number and give it to your state supervisor —who in turn will pass on the information. The information will then be shared with NOAA Fisheries, and they will make sure that someone contacts the person to answer his/her questions.

For example: If an angler is asking multiple questions about the survey and the role it plays in regulations, you should reiterate that you just collect the data, then ask him or her to write down contact information for you and you will contact PROJECT STAFF immediately and pass along his/her concerns. The contact information will be forwarded to NOAA Fisheries.

4) What Information Should I Never Share?
You should NEVER disclose information about specific catch or catch locations that you observe as a field interviewer. Doing so ***violates the non-disclosure agreement that you sign as a condition of employment***. There can be very serious legal repercussions for you and your state if any confidential information is shared with anyone outside the company. In addition, interviewers who release confidential information to anyone in any forum (in-person, on a website, etc.) will be terminated. An example of this is if someone came up to you and said, "Hey I heard you were out fishing on Bob's Head boat the other day, how did they do?" Your response should be: "I am sorry sir, but all of the information that I collect for the survey is completely confidential."

5) Where Do These Guidelines Apply?
These guidelines pertain to questions you may be asked out in the field, on message boards, or *anywhere* else. Interviewers who choose to participate in online message boards need to be especially mindful of NOT providing any information that could (even unintentionally) negatively affect your state, NOAA, or the survey. Therefore, if you choose to participate in online message boards, you are required to do so as a "private citizen," rather than as a field interviewer. Therefore, you should not identify yourself as a field interviewer. Any time that interviewers represent NOAA Fisheries, your state, and the survey, we expect that their manner and language will be professional.

6) How Should I Handle Public Meetings?
If you choose to attend public meetings where fisheries issues are discussed, you should do so only as a member of the public, and should never attempt to represent the survey. If you are recognized as an Intercept Survey interviewer and questions about the survey are directed at you, explain that you are there only as a member of the public and not there to discuss or represent the survey, and refer the person to NOAA Fisheries.   You should also report these questions to the state supervisor, and we will have NOAA Fisheries get back to those people interested in the survey.

Returning State Equipment

All field staff are provided with a 2 kg, 12.5 kg scale, appropriate field guides, fish measuring board, tape measure, hat, and badge when they are hired. If for any reason you are no longer going to be working on the project, you are required to contact the state supervisor and arrange for the return of state equipment.

CHAPTER 10. INTERVIEWING MATERIALS AND SUPPLIES

You will receive a copy of this manual, which will be updated as needed. Upon successful completion of training, you will also receive the following materials:

- ✓ Assignment Summary Form
- ✓ Intercept forms
- ✓ To Whom Letter
- ✓ Privacy Act Letter
- ✓ Site Register
- ✓ Site Description forms
- ✓ Good and Bad Vessel Lists
- ✓ Field Guides
- ✓ Scales (two sizes)
- ✓ Measuring Board
- ✓ Tape Measure
- ✓ Name Badge
- ✓ State hat
- ✓ Coding Manual
- ✓ GPS unit, if applicable

NOTE: It is your responsibility to review these lists of required equipment/supplies, and to request additional equipment/supplies when necessary.

Bi-Monthly Interviewing Materials and Supplies

Prior to each wave of interviewing, you will receive the following:

- ✓ **Site Assignment List**—A listing of all your assignments for each month of the wave.
- ✓ **Site Register**—A list of all known salt water fishing sites in the state. This register is updated every wave. DO NOT use old copies of the Site Register!
- ✓ **Vessel Directory Good List**—A list of the for-hire vessels (charter and head boats) in your state for use in answering Q.11a on the Atlantic Intercept form.
- ✓ **All paperwork required to complete the issued assignments**—Please keep in mind that you may need to request additional paperwork!
- ✓ **FedEx supplies**—You will need to use the provided FedEx supplies to submit assignments completed.

Materials You Need To Return to GSMFC With Each Completed Assignment

- ✓ Assignment Summary Form
- ✓ 1 intercept for each interview, and
- ✓ No staples

Quick editing comments:

- ✓ Make sure that all times on intercept forms are different (i.e. don't pre-fill times).
- ✓ Watch skip patterns!!
- ✓ All questions are to be filled in.
- ✓ Enter leading zeros.
- ✓ COMMENTS! COMMENTS! COMMENTS!
- ✓ Fat fish? Tell us!
- ✓ Weird fish? Tell us!
- ✓ Angry captain? Tell us!
- ✓ Skinny fish? Tell us!
- ✓ Huge numbers of fish? Tell us!

It is acceptable to submit more than one assignment in each envelope as long as each assignment has been put in the proper order.

Please call project staff if you have any questions about the materials you are required to submit with each completed assignment.

When Do I Need to Send In Completed Assignments?

You are required to send in your paperwork no less than weekly. GSMFC keeps track of receipt for each assignment.

CHAPTER 11. QUICK TIPS

Quick Tips

Included is a list of basic general guidelines that you should refer to on at least a monthly basis. These are here for your benefit and if you have any questions, please call project staff for further information.

- ✓ Submit all paperwork weekly.
- ✓ FedEx next day air any assignments that are completed within the last three days of the month.
- ✓ Thoroughly edit all your paperwork.
- ✓ Always be properly dressed for each assignment (closed-toed shoes, name badge, shirt tucked in, and no inappropriate logo shirts).
- ✓ Use your Procedures and Coding manuals; they are there to help you.
- ✓ Return all calls and emails from project staff as soon as possible.
- ✓ Take care of your scales (don't hang by spring hook, keep clean, rinse with freshwater, WD-40).
- ✓ Submit weekly tally sheets reports. This is critical in tracking our progress.
- ✓ Don't wait until last minute to call for extra supplies. Contact your state supervisor for more supplies.
- ✓ Watch skip patterns (Questions 12-13, 26-30) on the intercept form (read the instructions that appear after each question).

- ✓ Make sure all intercept forms have a different time. They should be in sequential order with the times reflecting when the interview ended. Do not pre-fill the forms.
- ✓ Enter leading zeros for all lengths and weights of fish.
- ✓ **Write clearly and legibly. Keep responses inside the red boxes.** Make lots of notes on your papers outside of the red scan boxes!
- ✓ Fillets go into Type 2 Catch unless identified from racks and then there should be a note.
- ✓ Record 9s for a fish weight/length ONLY if you are unable to obtain an actual length or weight (rather than recording 0s or slash lines through the boxes.) If you are able to obtain lengths and weights for three out of six fish, then you do not need to add an extra line for the 4^{th}, 5^{th} and 6^{th} fish.