

TELEPHONE SURVEY OF FOR-HIRE
ANGLER EFFORT

PROCEDURES MANUAL

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1.0 Interviewers

1.1 Qualifications

The telephone survey of for-hire fishing effort is to be conducted on a weekly basis throughout the year. Interviewers must have strong communications skills and be able to interact with people in a friendly and professional manner. Experience in telephone interviewing is desirable to effectively deal with a variety of situations while conducting the interview. In addition, telephone interviewers must also be trained to conduct MRFSS intercept survey interviews of for-hire anglers according to the procedures outlined in the MRFSS Procedures Manual. Interviewers will be expected to be able to conduct both types of interviews in an accurate and professional manner. Each interviewer will conduct telephone interviews of for-hire operators of vessels that are principally ported at locations within the same area where he/she conducts intercept survey interviews of for-hire anglers.

1.2 Training

An extensive training session must be held for all personnel who have not previously worked on the survey. This training must cover general telephone interviewing procedures as well as procedures specific to the for-hire effort survey. Subjects addressed in the telephone survey training sessions must include, but not necessarily be limited to:

- Recording call attempts and completions,
- Screening respondents for eligibility,
- Setting appointments and making call backs,
- Overcoming respondent resistance and discouraging refusals,
- Recording and coding responses,
- Proper probing to clarify ambiguous or confusing responses,
- Reading the questionnaire verbatim in a manner that respondents can easily understand,
- Obtaining complete verbatim responses,
- Importance of systematic random sampling of for-hires for weekly interviews,
- Assuring confidentiality of responses,
- Awareness of weekly sampling quotas,
- Call backs to verify unusually high numbers of reported trips, and
- Call backs to validate 10% of the interviews.

Training sessions must include a general overview of the background, purpose and design of the telephone survey of for-hire angler fishing effort. In addition, they must cover the background, purpose and design of the MRFSS telephone survey of coastal residential households. Questions and discussion should be encouraged to ensure that all interviewers understand the importance and overall purpose of the study. This overview must be followed by an item-by-item explanation of the data collection instruments for the telephone survey of angler fishing effort on for-hires and a review of all materials used in conduct of the interviews.

Each training session must contain periods of role playing designed to provide practice and to develop good interviewing techniques. All trainees must conduct practice interviews with an experienced supervisor to allow first-hand criticism of their interviewing technique.

All interviewers, including those employed during the prior month, must receive a briefing before the start of each month. This briefing will refresh techniques established in the previous month, review the basic details of the study, explain any changes or exclusions in questionnaires that are applicable to the next month and point out any changes in forms. Questions should be strongly encouraged during these final briefings.

1.3 Supervision

Project supervisors and/or assistant supervisors must oversee the operation of the telephone household survey. These individuals must be experienced in telephone interviewing and be knowledgeable about the MRFSS and the for-hire

boat surveys. They must also have effective skills in managing and motivating personnel.

Supervisors should periodically monitor interviews in progress (see Section 5.1). Additional training or other remedial action must be taken when appropriate to ensure that only competent interviewers are conducting the interviews. Interview monitoring allows supervisors to offer suggestions to interviewers to help improve their interviewing technique.

Supervisors or designated assistants with considerable telephone interviewing experience must review all completed forms of interviewing results on a weekly basis. They must check to see that coding forms are completed fully and accurately. Any apparent mistakes or inconsistencies must be checked with interviewers and, if necessary, the respondent should be recontacted to clarify an answer. Respondents who report an unusually high number of trips should be re-contacted for follow-up verification interviews (see Section 5.1)

2.0 Sample Selection

For the telephone survey, sampling of vessels will be stratified by state (LA, MS, AL) or substate (FL panhandle, FL peninsula, FL Keys, Southeast FL, Northeast FL) areas, systematic by county of port and vessel length category, and random within composite state/county/vessel length categories. Weekly samples will be drawn independently for Louisiana, Mississippi, Alabama, Northwest Florida (FL Panhandle), west central Florida (FL Peninsula), Southwest Florida (FL Keys), Southeast FL, and Northeast FL. In preparation for each sample draw, the stratum's vessels will be sorted in geographic order by county of port and by descending vessel length within each county. After randomly sorting vessels within each port county/vessel length category, the list should be sampled by selecting a random start point on the list and then taking every n th vessel on the list.

2.1 Vessel Directory

A directory of for-hire boat vessels has been developed for the purpose of testing alternative survey methods for for-hire boats. Each vessel is listed by name and/or registration number. Names, addresses and phone numbers for up to three operators of the vessel are included in each vessel record. For some vessels, the name of the owner is included as one of the operators of the vessel. Attempts have been made to identify a principal "representative" for each vessel. That principal representative may be the owner, one of the captains of the vessel or some other person designated by the owner. When a given vessel is selected for telephone sampling, the telephone interviewer should first attempt to contact the principal representative. If that individual is not available, then the interviewer should attempt to contact one or more other known owners or operators of the vessel during the week in question.

2.1.1 Development and Maintenance

Preliminary identification of the charter fleet data was provided by state licensing information from Louisiana, Mississippi, Alabama, and Florida resource agencies. Further information was compiled from the state vessel registration lists, Coast Guard registration lists, for-hire directories, for-hire boat/fishing guides associations membership lists, advertisements in newspapers and tourist guides, business cards and advertisements at bait and tackle shops, site visits, Yellow Pages, Internet advertisements, and marinas. Data verification was attempted by phone conversations with captains and owners. Typical hours of operation were week nights, weekend days and evenings, and a few weekdays. Information from other sources were input as those sources were located and available. The use of mail was also used in an attempt to contact the captains that were not able to be reached by telephone. The mailings included any available information to be verified, fields to provide additional information needed which we did not have, and an addressed, stamped envelope for cost-free returning of the data sheet.

The best sources of information for compiling the directory were saltwater fishing license files, state vessel registration files, for-hire boat membership directories, for-hire boat associations' officers and members, marinas and booking agents (only during off-peak hours), and other knowledgeable captains. Advertisements, NMFS port agents, yellow pages, Internet, newspapers, tourist magazines, flyers, and other methods were of limited practical value because they didn't include information concerning the for-hire boat activities. However, once a name of a vessel and captain was obtained, the best source of phone numbers (since some of the state license files do not include phone

numbers, only names and addresses) was the Internet (multiple phone directories).

2.1.2 Record Format

Telephone data are to be stored in a specified format such that multiple records for each vessel and vessel operator can be linked by unique survey-specific identifiers. The vessel identifier will be specific to a particular combination of vessel name and vessel number (State or U. S. Coast Guard registration number). The variable descriptions and formats are provided in Appendix A.

2.2 Weekly Sampling of Vessels

The number of vessels to be sampled each week in each state/area should be drawn at random from the prepared list of vessels. This approach ensures that all listed vessels are eligible to be sampled each week by the survey.

To be considered eligible for sampling for a particular two-month period, a vessel record must include the following:

1. at least one vessel representative's telephone number,
2. the name of the vessel or a registration number (State or U.S. Coast Guard number) for the vessel,
3. evidence that the vessel is not currently participating in the NMFS Beaufort Lab Head boat Survey,
4. and evidence that the vessel is currently active in the fishery.

If the number dialed has been disconnected and a new number assigned, the new number should be dialed as a replacement. For complete sampling of the weekly angler effort on some vessels, it will be necessary to contact and interview more than one vessel operator. Duplicate vessel operator telephone numbers must be screened out of the generated set of random vessels for each week unless the re-selected number represents a different operator or it is the number of an operator who pilots more than one vessel. With sampling across weeks and a 10-40% rate of sampling, it is very likely that vessel operators will be contacted more than once during the course of the survey. Special tracking procedures must be used to monitor the frequencies with which the telephone sampling contacts particular vessel representatives. In an effort to minimize the burden on captains, optional forms are sent them for recording your fishing activity for the week. They can use these forms to record the pertinent information and provide the recorded information to the interviewer when they are contacted about their activity. The forms is provided for their convenience, but they are not required to be completed.

2.3 Dialing Period

All dialings should be completed within a four-day period (Monday-Thursday) during the week following a specified week of fishing (Monday-Sunday). Respondents should be asked to report angler and vessel fishing activity for the prior week that ended on a Sunday. This approach results in a recall period of 7-10 days for all respondents.

Telephone calls must be made during that time of day that maximizes the potential to contact for-hire or guide boat operators. At least five attempts must be made on each vessel's telephone number(s). These attempts must be stratified by weekday and day/evening and varied throughout the calling period. At least four additional attempts must be made to reach each representative once a phone contact with a co-resident has been made. When each number is dialed, the telephone should be allowed to ring five times before the interviewer classifies it as a "no answer." Interviewers should continue to attempt to contact vessel representatives until they have either conducted an interview or determined that the boat is no longer operating. Although repeated attempts to contact an individual vessel representative may occasionally result in a final outcome of "no answer", "busy" or "answering machine", the percentage of such results should not exceed 10 percent of the total calls attempted in any state/area.

The time delineating day and night is 5 p.m. No calls should be attempted after 9:00 PM. Once a vessel representative is contacted, future calls to that individual should be made on an appointment basis. Household members should be questioned as to the best time to call back in order to interview the eligible respondent(s).

3.0 Telephone Data Collection

3.1 Screening Procedures

3.1.1 Respondent Eligibility

Only current owners, operators or otherwise designated representatives of listed vessels are eligible to be interviewed as part of the telephone survey. If the person answering the phone indicates that the designated representative of the selected vessel is unavailable, then the interviewer should ask for an appropriate time to call back and then make another contact attempt at that time. Respondents who are no longer operating the vessel for which they are listed are ineligible to provide information on that vessel.

Even though a Spanish speaking interviewer must be available for dialings to areas with large Hispanic populations, there may be occasions that the contacted vessel operator speaks another foreign language. If the interviewer is unable to talk with anyone else in the household that can communicate in English, then the vessel becomes ineligible for the survey because of the language barrier.

3.1.2 Screening Introduction

The telephone survey screening must generally match the respondent with the vessel drawn for sampling to screen for eligible vessel operators. If the person sought does not answer the phone, it may be difficult to determine potential eligibility. Asking an initial question like "Does name of vessel representative operate a for-hire or guide boat?" will accomplish this goal. This data can potentially be useful in determining whether a listed, but non-contacted, vessel operator is an ineligible or a non-respondent.

Other screening questions included in the interview must address the following items.

1. Charter or head vs commercial - Charter or head vessel trips are "for-hire" trips where the vessel has been hired by recreational anglers whose primary purpose of fishing is for fun or relaxation, as opposed to providing income from the sale of fish. If part or all of the catch was sold, the monetary returns may have constituted an insignificant part of the angler's income; if so, the angler is considered recreational. Commercial trip data are not kept.
2. Charter vs head - Charter vessel trips are "for-hire" trips where the vessel has been hired by a group of recreational anglers who pay as a group. Head boat trips are "for hire" trips where individual recreational anglers pay individually, or "by the head", for transportation and the privilege to fish.
3. Private vs for-hire - Private vessel trips are recreational fishing trips for which no fee was paid for a captain or crew. The vessel may be rented by the anglers but the trip is still private if they operate the vessel on their own for their own recreational fishing.
4. Saltwater vs freshwater - Saltwater includes oceans and open water areas, as well as inland salt or brackish water bodies affected by the tides. Inland saltwater bodies include sounds, passes, inlets, bays, estuaries, tidal portions of rivers, and other areas of salt or brackish water like bayous and canals. Some coastal water bodies are called lakes but should still be considered saltwater, i.e., Lake Pontchartrain, Louisiana.
5. Finfish vs shellfish - Only fishing trips directed at fish with fins are eligible for a full interview. Information on trips made in pursuit of crabs, shrimp, lobster, clams, oysters, mussels, scallops, and other invertebrates is not to be collected.

6. In-state fishing vs out-of-state fishing - Fishing trips made out-of-state are to be distinguished from trips made in the state or substate area where the survey is being conducted. For survey purposes, the three Florida regions are equivalent to separate states. Therefore, it is very important to determine the county from which any Florida trip was taken. Boat trips that left from the surveyed state for fishing in waters off another state are considered in-state trips.
7. Fishing in the past week - Only fishing trips made in the last week (Monday through Sunday) are eligible for the survey. Data on trips previous to the one-week period are not kept.

3.1.3 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. whether participation is voluntary or mandatory,
3. what will happen if they choose not to participate,
4. and how the information will be used.

Under the Privacy Act, the person interviewed remains anonymous, the responses to the questions are completely voluntary, and there is no penalty for refusal to answer any or all of the questions. All of the information collected remains completely confidential. The Act is paraphrased on each questionnaire and must be read at the designated point in the screening introduction. A copy of the Privacy Act Statement must be in possession of the interviewer and may be read at any point during the interview to reassure a wary respondent.

3.2 For-hire Boat Telephone Survey Instrument

3.2.1 General Instructions

A copy of the Questionnaire is included in Attachment A. Some general instructions for conducting the interview are:

1. Wording - The questions to be put to 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", drastically influence item response. The interviewer should always read each item on the Telephone Survey Questionnaire exactly as it is written. Instructions to interviewers that are not to be read during the interview are written in **bold letters** on the Questionnaire.
2. Provide Definitions, Not Answers - If the vessel representative asks for the interviewer's opinion about an item, the interviewer should provide a definition for the item in question, rather than supply an opinion or the actual response. For example, if the vessel

representative is unsure about whether the vessel was operated as a Head boat or a charter boat, the interviewer should explain the difference and let the vessel representative decide.

3. Codes for Not Applicable Questions - As a general rule, items on the questionnaire that are not applicable to a particular angler (i.e., items falling out in skip patterns) are coded with "8"s, as indicated on the questionnaire.
4. Codes for Refused Questions - As a general rule, items on the questionnaire that are refused are coded with "9"s.
5. Codes for Don't Know - As a general rule, items on the Questionnaire that the angler does not know the answer to are coded with "9"s and a last digit of "8".
6. Right Justify and Add Leading Zeros - If a data entry does not require use of all boxes provided, the interviewer should right justify the entry and add leading zeros.
7. "Other (SPECIFY)" - The response codes for some data items are not exhaustive and include codes designated "Other (SPECIFY)". If the vessel representative gives a response not covered by the precoded responses, the interviewer should enter the "other" code and write out the vessel representatives exact response next to the coding boxes.
8. Notes/Footnotes - Unusual responses require explanation through the use of footnotes on the coding form. For example, more than 14 trips by a single vessel during a week would not be common and would require a note. In such cases the interviewer should place an asterisk (*) by the item and provide a footnote explaining the situation near the bottom of the coding form.
9. Terminate - Some responses are followed by the instruction to "TERMINATE." When the respondent answers with a response which has the "TERMINATE" instruction following it, the interviewer must thank the respondent pleasantly and say goodbye.
10. Maps - Maps for the State being dialed must be available to help interviewers determine the county in which cities are located and to help locate areas of fishing. Saltwater cut-off points for rivers are particularly useful to help determine if the respondent was fishing in fresh or saltwater.

3.2.2 Item-by-Item Instructions

The following instructions in Sections 3.3.2.1 through 3.3.2.4 refer to the for-hire boat telephone survey questionnaire in Appendix B.

3.3.2.1 Screening Questions

After successfully contacting the vessel representative sought for interview, it will be necessary to ask a series of screening questions to determine whether the individual contacted is still an

appropriate representative who can accurately report on all of the vessel's activity, whether there is another person who must be contacted, and whether the vessel is still being operated. The following explanations indicate why each screening question is being asked.

- Item 1. Valid vessel representative? Does the person contacted consider himself, or herself, to be qualified to report on at least some of the designated vessel's activity? If no, then the interviewer must ask additional questions to determine whether the vessel is no longer operating or whether it is now operated by somebody else. If the boat is now operated by somebody else due to a change in owner(s) and/or operator(s), then the interviewer should probe to obtain a name and/or telephone number of the new vessel representative. If the contact person cannot provide information on a new owner and/or operator, then thank the respondent for his/her time and terminate the interview. If the boat is no longer operating, then the interviewer should note that the vessel is now "ineligible", thank the respondent, and terminate the interview.
- Item 2. Sole vessel representative? Once the contacted person has been identified as a valid vessel representative, the interviewer should ask to determine whether the respondent is capable of reporting on all of the subject vessel's activity during the prior week. If the respondent can only report on some of the vessel's activity, then the interviewer must probe to determine the names and telephone numbers of other vessel representatives who could report on the remainder of the vessel's activity during the prior week. If other vessel representatives are identified and their information is required, then the interviewer should attempt to contact them for interviews after the current interview is completed.

After using the screening questions to verify that the respondent is an appropriate representative and to determine whether other representatives must be contacted, then the interviewer should proceed to interview the current respondent.

3.2.2.2 Statement of Survey Purpose

Before proceeding with the base questionnaire, the interviewer must briefly state the purpose of the data collection and explain how the respondent's name and phone number were selected for the interview. Interviewers should be prepared to answer spontaneous questions that the respondent may have concerning the survey purpose or the intended use of their reported data by the National Marine Fisheries Service. This brief statement of the Survey's purpose must always be read to the respondent because it is required under the Paperwork Reduction Act by the U. S. Office of Management and Budget (OMB).

3.2.2.3 Statement of Confidentiality

The interviewer must also state that the data will remain confidential in accordance with the Privacy Act of 1974. The interviewer must also explain that the respondent's responses to questions are entirely voluntary. Respondents are not obligated in any way to have to answer any questions that they consider to be an invasion of their privacy. This statement of the voluntary nature of the survey and the confidentiality of the data must always be read to the respondent because it is required by law and by OMB.

3.2.2.4 Interview Questions

Once the statements of purpose and confidentiality have been read, the interviewer should proceed immediately with the basic interview questions.

- Item 1. Dock-to-dock trips? This question asks the vessel representative to report the number of times that the vessel left its usual docking or launch site during the prior week. This answer should account for all trips taken by the vessel, including non-fishing trips (trips for fuel, pleasure boating trips, whale-watching trips, etc.), commercial fishing trips, and recreational fishing trips in both fresh and salt water. The interviewer should probe, if necessary, to ensure that the respondent is counting all trips and not just marine recreational fishing trips.

- Item 2. Marine recreational fishing trips? This question asks the respondent to report the number of recreational saltwater fishing trips. Only saltwater trips that targeted or caught finfish should be counted. Trips targeting shellfish species should not be counted. This count should include both “for-hire” and “private” recreational fishing trips (see Section 3.1.2). “For-hire trips” take passengers for a fee and “private trips” do not.

Day and Date of Trip? For each marine recreational fishing trip reported for the vessel, the interviewer must determine the day (Monday, Tuesday, etc.) and the date (Year/Month/Day). This is best determined by starting with the most recent day (Sunday) and working back through the week one day at a time to ask about each trip one trip at a time.

Trip of Day? If the respondent reports more than one trip on a given day, then the interviewer should ask separately about each trip and identify each as the first (1), second (2) or third (3) trip of the day.

- Item 3. Mode of Trip? For each trip the interviewer must ask whether it should be classified as a “charter”, “head” or “private” trip. We assume that most of the trips will be classified as charter trips, hence we first ask “Was this a charter trip?” If the respondent answers “no” then the interviewer should probe to determine the correct mode for the trip. If the respondent seems confused when asked whether the trip was a charter trip, the interviewer should provide the survey definitions of “charter”, “head” and “private” trips and probe for the correct mode.

- Item 4. People who Fished? For each trip, the interviewer must ask for a count of the number of recreational anglers who fished. The captain and crew of the vessel should not be included in this count if the vessel trip was a “for-hire” trip. This should only be a count of the passengers who fished for the primary purpose of recreation. If the respondent reports a count of more than six for a “charter” trip or less than seven for a “Head boat” trip, the interviewer should check to confirm that the reported mode of the trip is consistent with the survey definition for that mode.

This data is crucial for estimation of fishing effort in terms of the number of angler fishing trips, rather than the number of vessel fishing trips. The survey is specifically designed to estimate effort in terms of angler trips so that such effort estimates can be combined with MRFSS intercept survey estimates of catch per angler trip to obtain estimates of total catch.

- Item 5. State of Trip? For each trip, the interviewer must ascertain that the trip was taken from an access site located within the State of the survey. Operators of trailered boats that use different launch sites may occasionally take their boat across state boundaries to fish in neighboring states. If this is the case, the interviewer must identify the state from which the vessel was launched.

- Item 6. County or Parish of Trip? For each vessel trip, the interviewer must ask the respondent to indicate the county, or parish, from which the trip was made. This information is needed to determine the geographic distribution of fishing effort within each state.

- Item 7. Trip Site Origin? For each vessel trip, the interviewer should ask the respondent to indicate what site the trip was originated. This information is needed to determine the distribution of fishing effort between private and public access sites. Most of the MRFSS intercept survey interviewing is restricted to public access sites. It is important to determine what proportion of the total fishing activity is being missed by the sampling for the intercept survey.

- Item 8. Primary Fishing Area? For each trip, the interviewer should ask the respondent to indicate the water body type in which most of the fishing occurred? The most important objective here is to distinguish between “ocean” and “inland” saltwater fishing. Ocean, gulf or open bay fishing is considered to be “ocean” fishing. Sound, river or enclosed bay fishing is considered to be “inland” fishing. It is important to distinguish here between an “open” bay and an “enclosed” bay. Examples of open bays are Apalachee Bay, Waccasassa Bay,

and Deadman Bay. Examples of enclosed bays are Tampa Bay, Pensacola Bay, Choctawatchee Bay, Apalachicola Bay, Mobile Bay, St. Louis Bay, and Barataria Bay.

- Item 9a. Distance from Shore? For each trip during which fishing primarily occurred in the ocean, gulf or an open bay, the interviewer should ask the respondent to indicate the approximate distance from shore where most of the fishing occurred. In Louisiana, Mississippi and Alabama the interviewer should ask the respondent to distinguish between the areas greater than 3 miles from shore and less than 3 miles from shore. In Florida the interviewer should ask the respondent to distinguish between the areas greater than 10 miles from shore and less than 10 miles from shore and 3 miles from shore and less than 3 miles from shore in the Keys.
- Item 10. Start Time? For each trip, the interviewer should ask for the approximate time that the vessel left the dock or launch site. This information is important for corroborating pre-contact respondent validation visits. If a pre-contact field visit conducted between 12:00 noon to 1:00 PM found the vessel in its slip and a trip was reported for the same day that returned at 11:00 AM, we could determine that pre-contact visit was unable to validate that trip.
- Item 11. Return Time? For each trip, the interviewer should ask for the approximate time that the vessel returned to the dock or launch site. This information is important for corroborating pre-contact respondent validation visits. If a pre-contact field visit conducted between 12:00 noon to 1:00 PM found the vessel in its slip and a trip was reported for the same day that returned at 11:00 AM, we could determine that pre-contact visit was unable to validate that trip.
- Item 12. Fishing Hours? For each trip, the interviewer should ask the respondent to estimate to the nearest half-hour how much time was actively spent fishing with gear in the water. The fishing hours for a given trip cannot exceed 24 hours. If the trip was a multi-day trip, then record as such, split the total hours evenly among the number of days spent fishing, correct the counts given for dock-to-dock trips and marine recreational fishing trips, and create multiple trip records with appropriate days/dates and matching values for other trip-specific variables.
- Item 13. Target Species? For each recreational for-hire trip, the interviewer should ask the respondent to provide one or two primary target fish species for the day if applicable.

Repeat Items 2-12 until all fishing trips with paying passengers in the past week were profiled.

- Item 14. Other boat trips? This question asks the respondent to report the day and date of other boat trips. This count should include "private" recreational fishing trips (see Section 3.1.2) and other trips such as diving trips, sightseeing trips, trips to the gas dock, etc.
- Item 15. Day and Date of Trip? For each other mode trip reported for the vessel, the interviewer must determine the day (Monday, Tuesday, etc.) and the date (Year/Month/Day). This is best determined by starting with the most recent day (Sunday) and working back through the week one day at a time to ask about each trip one trip at a time.

Each current operator of a vessel must be interviewed separately about vessel fishing trips and number of angler who fished on each trip in the last week. There are exceptions to this rule. If the initial respondent indicates that he/she was the sole operator of the vessel for the prior week, then it may not be necessary to contact other potential operators of that vessel that week. Interviewers must have a calendar available to help respondents with dates, particularly with weekend dates.

If the vessel operator cannot recall all the trips within the week, the interviewer must note the date they stopped counting. The angler must then be asked to estimate the number of trips in each mode of fishing during the period between their last reported trip date and the beginning of the week. A trip record is created for each trip even if complete details are not remembered.

4.0 For-hire Boat Telephone Survey Data Entry and Edits

4.1 Interviewer Edits

Upon completion of interviewing for the day, interviewers must review their completed coding forms for completeness and accuracy. Supervisors and/or designated assistants must review all forms daily. Any apparent mistakes or inconsistencies must be checked with interviewers and, if necessary, the respondent should be contacted to clarify an answer.

All responses should be checked to be sure that they fall within the range of allowable responses. Variable ranges are defined in the variable descriptions provided on the questionnaire (Appendix B) and in Appendix C.

In addition to range checks, variable values should be checked for reasonableness. For example, a reported count of 25 marine recreational fishing trips for a given vessel in a given week or a reported count of 30 persons fishing on a given vessel trip should be double-checked because they appear to unreasonably high counts.

Cross-variable checks should also be conducted to be sure that the value recorded for one variable is compatible with the values recorded for other variables. For example, if the primary fishing area is recorded as "river" then the distance from shore must always be "not applicable". If the number of dock-to-dock trips reported is "8", then the number of marine recreational fishing trips cannot exceed that same number.

4.2 Record Format

Telephone data are to be stored in a specified format such that multiple records for each vessel and vessel operator can be linked by unique survey-specific identifiers. The vessel identifier will be specific to a particular combination of vessel name and vessel number (State or U. S. Coast Guard registration number). The variable descriptions and formats are provided in Appendix C.

4.3 Data Entry and Edits

Data entry procedures must be designed to achieve a data entry accuracy rate of at least 99.5 percent of all keystrokes. Dual data entry or other error checking data entry techniques should be employed.

Error checking must be accomplished through the use of lookup tables during data entry and/or editing routines on the data set after data entry is completed for a wave. All checks described in Section 4.1 must be incorporated into machine edits. Every data element must be checked for data entry errors, reasonableness in falling within an acceptable range, and logic in relation to other data elements. Duplicate identification numbers must also be identified and corrected.

5.0 Quality Control

5.1 Interviewer Validation

All of the interviews completed by each new interviewer on the first day of work must be tracked to ensure that the interviewer is following procedures correctly and has good interviewing technique. Throughout the remainder of the survey, 10% of each interviewer's work must be validated by interview monitoring or by re-contacting the respondent. Supervisors, or other interviewers, may conduct follow-up calls to validate information recorded by each interviewer from his, or her, weekly sample of interviews. Interviews monitored in progress by supervisors may be counted toward the 10% validation requirement.

Interview monitoring must be carried out by supervisors. The supervisor would listen to an interview in progress and record the respondent's answers on a second questionnaire. At no time will the supervisor interrupt the interview while in progress. Following the interview, the two questionnaires would be compared and any discrepancies

resolved. Significant inconsistencies would necessitate additional intensive checking and validation of work completed by that interviewer. Supervisors should also give suggestions to help improve interviewing techniques.

Re-contacts of respondents should attempt to verify that: (1) the interview took place, and (2) responses were coded correctly. At a minimum, information on total dock-to-dock trips and total marine recreational fishing vessel trips, as well as the number of anglers who fished, date, state, mode, area and distance from shore of each trip recorded on the interview form must be confirmed during the re-contact to validate the coding of original responses. The questionnaire to be used for the post-interview validation calls is in Appendix D.

5.2 Respondent Validation

Respondent validation is necessary in order to document any under or over reporting of fishing effort. The primary port of each vessel drawn for telephone interviewing of a vessel representative must be visited at least once on a weekday and once on a weekend during the week (Monday through Sunday) prior to contact by phone. A field sampler must visit the access site from which the vessel usually operates during the time of day when the vessel is most likely to take passengers for for-hire fishing.

5.2.1 Cluster Assignments

Ports from the site register have been clustered by geographic location to better facilitate pre-validation. Sites which are within one hours drive and without physical barriers such as rivers, levees, etc. have been clustered together.

During a sample week one cluster per sampler will be targeted for pre-validation efforts. Clusters will be alternated each week until all clusters assigned to a sampler have been pre-validated, at which time the rotation of clusters will begin again. Samplers will be required to visit all sites with the target cluster during the sample week. Vessel which operate out the ports in the target cluster will be pre-validated a minimum of twice during the sample week; pre-validation during every day of the week is the ideal.

If a particular sample week, no vessels are chosen for the target cluster, the sampler may choose the next cluster in the rotation order and pre-validate the vessel in that cluster. If this scenario happens the sampler should notify the field operations supervisor of the change in target cluster.

5.2.2 Pre-validation Procedures

At the beginning of the sample week determine which of the assigned vessels work out of the assigned cluster. The sampler does not have to pre-validate vessels which are not located in the assigned pre-validation cluster. The vessel port information is on the data sheet you receive for the sample week. If this information is missing or vague, Question 8 on the phone interview will probe for this information. Also determine hours of peak fishing activity for the assigned cluster.

During site visits check permanently assigned boat slips to see if the vessel is in or out. The visual check will also work with vessels that are assigned to permanent location in a storage shed. The sampler next needs to determine if vessels not assigned a permanent boat slip or storage shed are utilizing a site. The sampler must try to determine if trailered for-hire boat have been launched from a location in the assigned cluster. If a reliable source is available, ask them what for-hire boats have been launched that day and if possible get them to identify the boat trailer and vehicle; document the trailer and vehicle information so that they can be easily spotted for future pre-validation efforts.

If the preliminary check determines that a vessel is out, the sampler must then try to determine what activity the vessel is engaged in such as actively for-hire fishing, pleasure fishing, just running his engines, etc.. In order to do this, the sampler may speak to a reliable source such as a marina operator or booking agent. If the source wants to know why you need this information, be courteous and explain that we are trying to locate and document areas with for-hire boat activity in order to improve our effort estimates. If a reliable source is not available, the surveyor may stay at the dock until the time the vessel normally returns from a for-hire and visually try to determine what activity the vessel has been engaged in; however, the surveyor must visit all the sites within the cluster. Therefore, the surveyor needs to

allocate his/her time to ensure that information is obtained on all vessels for a particular cluster.

If a boat captain asks why the sampler is inquiring about fishing activities the sampler should be courteous and explain that we are required to obtain data to help us determine if fishing activities are being under or over reported (both cases have been documented). The sampler should also explain that he is also trying to update our site register in order to improve our dock side sampling efforts.

While at a site the sampler should attempt to tally and identify all vessels engaged in recreational fishing activities. The sampler should also try to identify for-hire boat vessels which have not been targeted during the sample week but who are utilizing the site. This information will help with pre-validation when that particular vessel is targeted in the future.

For sites with reliable sources, such as marina operators or booking agents, the sampler may make one validation phone call per week. During the phone call, the surveyor will need to document which for-hire vessels are out of port and try to determine what activity they are engaging in. Vessels may also be pre-validated during dock-side intercept sampling if the vessel has been pre-validated previously during the week or will be pre-validated subsequently during the week.

Sampling effort at a site should be through enough to document for-hire fishing activities at a particular site, but should not preclude a sampler from visiting all sites located in the assigned cluster in one day.

5.2.3 Record Format

Pre-validation data are to be stored in a specified format such that multiple records for each vessel and vessel operator can be linked by unique survey-specific identifiers. The vessel identifier will be specific to a particular combination of vessel name and vessel number (State or U. S. Coast Guard registration number). The variable descriptions and formats are provided in Appendix E.

5.3 Non-respondent Survey

In an effort to ensure that the non-respondents have the same fishing characteristics as the respondents, a non-respondent survey was conducted in waves 2 - 4 in 1999. The purpose of the survey was to determine if there were statistical differences between captains who responded to the telephone survey and captains who were not able to be contacted. The assumption is that both groups are similar and this survey will provide definitive data for this assumption. A copy of the non-respondent survey questionnaire is in Appendix F.

5.4 Administrative Data Reports

A number of data reports will be needed by NMFS on a regular basis to effectively monitor the conduct of the telephone survey. Included are such items as completion of quotas and dialing results by state/area and boat type strata. Dialing results include, but are not necessarily limited to:

- Line busy,
- No answer,
- Answering service,
- Answering machine,
- Not in service/disconnected number/dead line,
- Connected to wrong number,
- Vessel operator previously called on different number,
- Initial refusal,
- Communication problem (deaf, foreign language),
- Could not answer effort question,
- Refused to answer effort question,
- No fishing in last 2 months,
- Number first-time contacts who turned out to be ineligible.
- Number of vessel operators who refused to provide trip information,

Number of vessel operators not available to be interviewed, and
Number of ineligible (e.g. no longer operating vessel)

Monthly submission of these performance data is necessary to maintain data collection quality through identification of problem areas and adjustment of procedures as necessary.

Also of critical importance to quality control is regular reporting from supervisors on interview validation results. Results of all supervisory activities described in Sections 1.3 and 5.1 must be fully documented. These include observations of in-progress interviews by interviewers, follow-up counseling after in-progress monitoring that identifies problem areas and improves interview technique, and counseling on problem areas following callback verification.

5.5 Outlier Analyses

Unusually large reported numbers of trips, given these sample sizes, can result in unrealistic expanded estimates of trips, and then catch. In these cases, it is appropriate to conduct analyses to verify outliers in the data set.

6.0 Outreach Program

The success of the survey will depend greatly on the full cooperation of the for-hire boat industry. In an effort to inform and obtain input regarding the data collection activities, the GSMFC, states and NMFS conducted outreach meetings in Louisiana, Mississippi, Alabama, and Florida. The purpose of the meetings were to ask for input from the captains on how to achieve getting the best data possible. The captains' experience and intimate knowledge of the for-hire boat fisheries in the Gulf of Mexico allowed the survey team to fine tune the survey designs to provide better data in a cost effective way that will cause the least amount of burden on the operators. Follow up meetings have been conducted in Louisiana, Mississippi and Alabama to give the industry feedback on survey results.

FOR-HIRE MANUAL APPENDIX A - Directory

Variable Descriptions

ST	State Code (FIPS Code) '01'=Alabama '12'=Florida '22'=Louisiana '28'=Mississippi
FL_REG	Florida Subregion Code '1'=Panhandle (Escambia Co. through Dixie Co.) '2'=Gulf Peninsula (Levy Co. through Collier Co.) '3'=Keys (Monroe Co.) '4'=Southeast Florida (Dade Co. through Indian River Co.) '5'=Northeast Florida (Brevard Co. through Nassau Co.)
VSL_ID	Vessel ID Number for the Survey Florida: '1200001'-'1299999' Alabama: '0100001'-'0199999' Louisiana: '2200001'-'2299999' Mississippi: '2800001'-'2899999'
VSL_NUM	Vessel registration number (CG, state registration #, etc.)
VSL_NAME	Name of vessel
ACTIVE	If the vessel is currently participating in the charter boat fishery 'A'=Active 'I'=Inactive 'X'=Ineligible
FOR_HIRE	Type of for-hire vessel 'G'=Guide boat 'C'=Charter boat 'H'=Head boat which not part of NMFS Head Boat Survey 'X'=Head boat which is part of NMFS Head Boat Survey 'U'=Unknown
PANEL	Panel number which the vessel has been selected for the logbook panel survey Range: 0-6
PNL_TYP	Type of panel 'N'=Not involved 'C'=Catch 'E'=Effort
REP_FON1	Primary phone number of the vessel representative (person most likely to know about the fishing activity of the vessel)
REP_ADD	Address of the vessel representative
REP_ST	State of residence of the vessel representative
REP_ZIP	Zip code of the vessel representative

REP_LST	Last name of the vessel representative
REP_1ST	First name of the vessel representative
BUSICNTY	County where the charter boat is docked (NMFS FIPS codes)
COOP_STT	Degree of cooperation of the vessel representative 'Y'=Willing to participate in survey 'N'=Unwilling to participate in survey
BST_TIME	Best time to contact the vessel representative to conduct the survey
BUSINESS	Name of charter boat business
BUSI_ADD	Physical address for where the charter boat is docked
BUSI_CTY	City where the charter boat is docked
BUSI_ST	State where the charter boat is docked
BUSI_ZIP	Zip code for the charter boat location
COMMENTS	Any comments that might be useful in interpreting the information in the data base
CPT1FON1	First captain's 1 st (primary) phone number
CPT1FON2	First captain's 2 nd phone number
CPT1FON3	First captain's 3 rd phone number
CPT1_1ST	First captain's first name
CPT1_ADD	First captain's address
CPT1_CTY	First captain's city
CPT1_LST	First captain's last name
CPT1_ST	First captain's state of residence
CPT1_ZIP	First captain's zip code
CPT2FON1	Second captain's 1 st (primary) phone number
CPT2FON2	Second captain's 2 nd phone number
CPT2FON3	Second captain's 3 rd phone number
CPT2_1ST	Second captain's first name
CPT2_ADD	Second captain's address
CPT2_CTY	Second captain's city
CPT2_LST	Second captain's last name

CPT2_ST	Second captain's state of residence
CPT2_ZIP	Second captain's zip code
CPT3FON1	Third captain's 1 st (primary) phone number
CPT3FON2	Third captain's 2 nd phone number
CPT3FON3	Third captain's 3 rd phone number
CPT3_1ST	Third captain's first name
CPT3_ADD	Third captain's address
CPT3_CTY	Third captain's city
CPT3_LST	Third captain's last name
CPT3_ST	Third captain's state of residence
CPT3_ZIP	Third captain's zip code
OWNR_1ST	Vessel owner's first name
OWNR_LST	Vessel owner's last name
ENP_PRMT	Fishing in Everglades National Park? '1'=Yes (in the Park) '2'=No (not in the Park)
LIC_CAP	Licensed capacity of the vessel For MS/AL/FL: 'A'=1-4 people 'B'=5-10 people 'C'=>10 people For LA: 'D'=1-6 people 'E'=>6 people
PORT	Port of operations for the vessel
SOURCES	Sources of information used to compile information
VERIFIED	If the information for the vessel is verified 'Y'=Data is verified 'N'=Data is not verified
CG_LIC_T	Coast Guard license type '1'=OUPV I (6-pack) '2'=OUPV NC (6-pack) '3'=Mate I (inconsequential) '4'=Mate NC (inconsequential) '5'=Master I (larger vessel ≥25 tons) '6'=Master NC (larger vessel ≥25 tons)

LIC_NUM	Florida for-hire license number
REP_CTY	City of the vessel representative
REP_FON2	2 nd phone number of the vessel representative
REP_FON3	3 rd phone number of the vessel representative
VSL_LEN	Length (in feet) of vessel
R_WAVE_N	Wave which the vessel will begin actively participating in the for-hire fishery
R_WAV_MN	Month which the vessel will begin actively participating in the for-hire fishery
VER_COMM	Comments regarding who (captain, owner, other) verified the information
HIN	Hull identification number
REGION	Sampler regions for Florida 'NWFL'=Northwest Florida 'Big Bend'=Big Bend area 'Tampa Bay'=Tampa Bay area 'SWFL'=Southwest Florida 'Monroe'=Monroe county
GEO_CNTY	For the sample draws to stratify among the 3 regions in Florida
DATE_NEW	Date which a new vessel was added to the data base
DATE_MOD	Date which information regarding an existing vessel was updated
P_ACCESS:	Primary Type of Access used by Vessel for the Wave '1' = Private Dock '2' = Trailered, Launch Ramp '3' = Private Access Marina '4' = Public Access Marina
INTSITE	Location of fishing trip (MRFSS 4-digit site codes)

Variable Formats

Variable Name	Char/Num	Field Length	Variable Description
ST	Char	2	Charter boat vessel state
FL_REG	Char	1	Florida subregion code
VSL_ID	Char	7	Vessel ID (randomly assigned ID. Assigned by GSMFC)
VSL_NUM	Char	9	Vessel registration number (CG, state registration #, etc.)
VSL_NAME	Char	35	Name of vessel
ACTIVE	Char	1	If the vessel is currently participating in the charter boat fishery
FOR_HIRE	Char	1	Type of for-hire vessel
PANEL	Char	1	Panel number which the vessel has been selected for (0-6)
PNL_TYP	Char	1	Type of panel
REP_FON1	Char	20	Primary phone number of the vessel representative
REP_ADD	Char	35	Address of the vessel representative
REP_ST	Char	2	State of residence of the vessel representative
REP_ZIP	Char	10	Zip code of the vessel representative
REP_LST	Char	25	Last name of the vessel representative
REP_1ST	Char	25	First name of the vessel representative
BUSICNTY	Char	23	County where the charter boat is docked (NMFS FIPS codes)
COOP_STT	Char	1	Degree of cooperation of the vessel representative
BST_TIME	Char	20	Best time to contact the vessel representative
BUSINESS	Char	35	Name of charter boat business
BUSI_ADD	Char	35	Physical address for where the charter boat is docked
BUSI_CTY	Char	23	City where the charter boat is docked
BUSI_ST	Char	2	State where the charter boat is docked
BUSI_ZIP	Char	10	Zip code for the charter boat location
COMMENTS	Char	50	Comments useful in interpreting data base
CPT1FON1	Char	20	First captain's 1 st (primary) phone number
CPT1FON2	Char	20	First captain's 2 nd phone number
CPT1FON3	Char	20	First captain's 3 rd phone number
CPT1_1ST	Char	25	First captain's first name
CPT1_ADD	Char	35	First captain's address
CPT1_CTY	Char	23	First captain's city
CPT1_LST	Char	25	First captain's last name
CPT1_ST	Char	4	First captain's state of residence
CPT1_ZIP	Char	10	First captain's zip code
CPT2FON1	Char	20	Second captain's 1 st (primary) phone number
CPT2FON2	Char	20	Second captain's 2 nd phone number
CPT2FON3	Char	20	Second captain's 3 rd phone number
CPT2_1ST	Char	25	Second captain's first name
CPT2_ADD	Char	35	Second captain's address
CPT2_CTY	Char	23	Second captain's city
CPT2_LST	Char	25	Second captain's last name
CPT2_ST	Char	4	Second captain's state of residence
CPT2_ZIP	Char	10	Second captain's zip code
CPT3FON1	Char	20	Third captain's 1 st (primary) phone number
CPT3FON2	Char	20	Third captain's 2 nd phone number
CPT3FON3	Char	20	Third captain's 3 rd phone number
CPT3_1ST	Char	25	Third captain's first name
CPT3_ADD	Char	35	Third captain's address
CPT3_CTY	Char	23	Third captain's city
CPT3_LST	Char	25	Third captain's last name
CPT3_ST	Char	4	Third captain's state of residence

CPT3_ZIP	Char	10	Third captain's zip code
OWNR_1ST	Char	25	Vessel owner's first name
OWNR_LST	Char	25	Vessel owner's last name
ENP_PRMT	Char	1	If the vessel is licensed to fish in the Everglades National Park
LIC_CAP	Char	8	Licensed capacity of the vessel
PORT	Char	23	Port of operations for the vessel
SOURCES	Char	50	Sources of information used to compile information
VERIFIED	Char	1	If the information for the vessel is verified
CG_LIC_T	Char	1	Coast Guard license type
LIC_NUM	Char	8	Florida for-hire license number
REP_CTY	Char	23	City of the vessel representative
REP_FON2	Char	20	2 nd phone number of the vessel representative
REP_FON3	Char	20	3 rd phone number of the vessel representative
VSL_LEN	Char	8	Length (in feet) of vessel
R_WAVE_N	Char	1	Wave the vessel will begin actively participating in the fishery
R_WAV_MN	Char	2	Month the vessel will begin actively participating in the fishery
VER_COMM	Char	50	Comments regarding who verified the information
HIN	Char	25	Hull identification number
REGION	Char	9	Sampler regions for Florida
GEO_CNTY	Char	12	For the sample draws to stratify among the 3 regions in Florida
DATE_NEW	Char	6	Date which a new vessel was added to the data base
DATE_MOD	Char	6	Date which vessel information was updated
P_ACCESS	Char	1	Type of access used by vessel for the wave
INTSITE	Char	4	MRFSS Site Code

FOR-HIRE MANUAL APPENDIX B

TELEPHONE SURVEY QUESTIONNAIRE

Prior to call record vessel name, vessel number, contact name, phone number, best time, vessel state, vessel county and interviewer number. Key questions are preceded by an asterisk. All key questions must be answered to obtain a "complete" interview.

Hello my name is name of interviewer. I'm calling for a survey being conducted for the National Marine Fisheries Service of the U. S. Department of Commerce. Am I speaking to name of contact? **If "no", ask:** Can I please speak with name of contact? **If person sought is not available, ask for convenient time to call back to talk to that person, thank respondent and terminate interview.**

SCREENING QUESTIONS: Are you still the captain, owner or designated representative of the name of vessel?

If "yes", ask: Do I need to contact anyone else to obtain information on the activity of the name of vessel during the last week (Monday through Sunday) or do you have all that information on hand?

If "yes", ask for name(s) and telephone number(s) of other persons, note that other persons will have to be contacted for this vessel's effort data and then continue.

If "no", continue.

If "no", ask: Is the name of the vessel currently being operated by someone else?

If "yes", then ask: Do you know the name and telephone number of someone who operated the name of vessel during the last week (Monday through Sunday)?

If "yes", take name and telephone number, thank respondent and terminate interview.

If "no", thank respondent and terminate interview.

If "no", note that vessel is inactive, thank respondent and terminate interview.

We're surveying for-hire boat owners and operators to collect data needed to estimate total marine recreational fishing trips by individual anglers. The name of vessel has been selected at random from a directory of for-hire boats to be included in this week's survey of trips.

I would like to ask you a few questions about trips made last week by the name of vessel. This data will remain confidential. This survey is being conducted in accordance with the Privacy Act of 1974, therefore you are not obligated to answer any question if you find it to be an intrusion of your privacy. **(Continue with interview.)**

*Q1. During the last week how many saltwater fishing trips targeting finfish did the name of vessel take with paying passengers? **Record number of recreational saltwater fishing trips with paying passengers. If "0" then skip to question 13.**

We will begin with the most recent fishing trip with paying passengers and work backwards to last Monday.

*Q2. Did your boat take any fishing trips with paying passengers that ended on day of week (starting with Sunday)? **If "yes", obtain the total number of trips that day. Repeat this and the following questions for each day of the week. If more than one trip is made in one day, profile each trip separately for that day. (Record day of trip.)**

1=Monday

2=Tuesday

3=Wednesday

4=Thursday

5=Friday

6=Saturday

7=Sunday

*Q3. Was this a trip with paying passengers who chartered the boat as a group or did passengers pay as individuals to fish on the boat? **(Record fishing mode of trip.)**

6=charter (passengers chartered boat as a group)

7=head (passengers paid as individuals)

Definitions:

Charter trip: A trip with paying passengers who hired the vessel as a group.

Headboat trip: A trip with paying passengers who paid to fish as individuals.

- *Q4. Excluding captain and crew, how many people fished?
1-99
- *Q5. Was this trip taken from a state access site? **If "no", ask:** From what state was the trip taken? (**Record state of trip.**)
01=Alabama
12=Florida
22=Louisiana
28=Mississippi
48=Texas
- Q6. From what county (or parish) was this trip taken? (**Record parish or county of trip.**)
See FIPS codes in Intercept Survey Training Manual.
- Q7. From what particular site did this trip originate? (**Record MRFSS 4-digit site code.**)
7777=private access site
8888=unknown public access site
9999=refused site information
- Q8. Was most of your fishing effort on that trip in the ocean, the gulf, a river, a sound or a bay? **If "bay" ask:**
Was that an open or enclosed bay? (**Record area.**)
1=ocean, gulf or open bay
2=sound
3=river
4=enclosed bay
5=other
- Q9. **If Q9 is "ocean", "gulf" or "open bay" and state is not "Florida", ask:**
Was most of your fishing less than or greater than three miles from shore? (**Record distance from shore.**)
1=less than 3 miles
2=greater than 3 miles
8=not applicable (Q10 is not "1")
If Q9 is "ocean", "gulf" or "open bay" and state is "West Florida", ask:
Was most of your fishing less than or greater than ten miles from shore? (**Record distance from shore.**)
3=less than 10 miles
4=greater than 10 miles
8=not applicable (Q10 is not "1")

- Q10. At what time (to the nearest half-hour) did your boat leave the dock for that trip? **(Record departure time as military time.)**
0030 - 2400
- Q11. At what time (to the nearest half-hour) did your boat return from that trip? **(Record return time as military time.)**
0030 - 2400
- Q12. To the nearest half-hour, how much time was spent actively fishing with gear in the water? **(Record vessel fishing hours. If vessel fishing hours exceed 24 hours record "yes" for multi-day trip and split into individual day trips on consecutive days with equal fishing hours.)**
0.5 - 24.0
- Q13. What 2 species of fish were you targeting on this for-hire fishing trip?
Select common name from drop down list (Loads ITIS code)

(Repeat Questions 2-12 until all fishing trips with paying passengers in the past week have been profiled.)

- *Q14. During the last week (Monday through Sunday), did your boat take any additional dock-to-dock trips? This would include any commercial or private fishing trips, as well as any non-fishing trips. **Record total number of vessel trips (number of fishing trips with paying passengers + other dock-to-dock trips). If "0" then skip to Follow-Up questions.**
- Q15. On what days did these additional boat trips occur? **Record only the day of each additional trip (mode=9) and proceed to Follow-up questions.**

FOLLOW-UP

Did you receive notification from us that you would be contacted for this interview?

If "no", ask for correct mailing address and briefly explain that notification will be sent prior to any later contacts and continue.

If "yes", ask: Did you choose to use the optional form to record data for the name of vessel fishing trips? (Record form use.)

In case the name of vessel is ever selected again for this survey, at what time of day would you prefer to be called? **(Record preferred time as military time.)**

Thank respondent and conclude interview.

* denotes key questions

FOR-HIRE MANUAL APPENDIX C - Phone Data

Variable Descriptions

INT_ID	Interviewer ID Code Range: 0001-9999
VSL_ID	Vessel ID Number for the Survey Alabama: '0100001'-'0199999' Florida: '1200001'-'1299999' Louisiana: '2200001'-'2299999' Mississippi: '2800001'-'2899999'
SMP_WEEK	Sampling Week Range: '1'-'52/53'
YEAR	Sampling Year '97'=1997 '98'=1998
WAVE	MRFSS Sampling Wave '1'=Jan/Feb '2'=Mar/Apr '3'=May/Jun '4'=Jul/Aug '5'=Sep/Oct '6'=Nov/Dec
SUB_REG	Subregion Code '7'=Gulf of Mexico '6'=South Atlantic
ST	State Code (FIPS Code) '01'=Alabama '12'=Florida '22'=Louisiana '28'=Mississippi
FL_REG	Florida Subregion Code '1'=Panhandle (Escambia Co. through Dixie Co.) '2'=Gulf Peninsula (Levy Co. through Collier Co.) '3'=Keys (Monroe Co.) '4'=Southeast Florida (Dade Co. through Indian River Co.) '5'=Northeast Florida (Brevard Co. through Nassau Co.) '8'=Not applicable (Louisiana, Mississippi, Alabama)
NUM_REPS	Number of Vessel Representatives Contacted Range: 0-9
REP_NUM	Interviewed Vessel Representative Number for the Week (in order of interviews) Range: '1'-'9'

REP_ID	Vessel Representative ID '1'= Representative '2'= First Captain '3'= Second Captain '4'= Third Captain '5'= Owner '6'= New Representative
INT_DATE	Date of Vessel Representative Interview Range: '970908' - '980907'
INT_TIME	Time of Vessel Representative Interview Range: '0900'-'2100'
STATUS	Status of Vessel Representative Interview '1'=Complete interview '2'=Incomplete, but all key questions answered '3'=Refusal '4'=Language barrier '5'=Mid-Interview refusal '6'=Ineligible '7'=Unable to contact '8'=Inactive
BT_TRIPS	Number of Dock-to-Dock Vessel Trips Range: 0-30
RF_TRIPS	Number of Vessel Trips for Marine Recreational Fishing (finfish) Range: 0-30
NOTIFIED	Receipt of Notification '0'=Unknown '1'=Yes '2'=No
FORM_USE	Optional Form Use '0'=Unknown '1'=Yes '2'=No
TRIP_NUM	Number of Trip Reported by Vessel Representative Range: 1-30
TRIP_DAY	Day of Week on which Trip Occurred '1'=Monday '2'=Tuesday '3'=Wednesday '4'=Thursday '5'=Friday '6'=Saturday '7'=Sunday
TRIPDATE	Date of the Trip (Yr/Mo/Day) Range: '970901' - '980831'

MODE_F	Mode of Trip '6'=Charter '7'=Head '9'=Other (includes Private fishing, diving, gas dock, etc.)
PEOPLE	Number of People who Fished on Trip Range: 1-30
TRIP_ST	State of Access Site for Trip '01'=Alabama '12'=Florida '22'=Louisiana '28'=Mississippi
TRIPCNTY	County (or Parish) of Trip Use FIPS County Codes in MRFSS Intercept Survey Training Manual
INTSITE	Site where Trip Originated (MRFSS 4-digit site codes) '7777' = private access site '8888' = unknown public access site '9999' = refused site information
PRIM1	Primary Target Species
PRIM2	Secondary Target Species
AREA	Primary Fishing Area '1'=Ocean, gulf or open bay '2'=Sound '3'=River '4'=Enclosed bay '5'=Other
DIST	Distance from Shore '1'=Less than 3 miles '2'=Greater than 3 miles '3'=Less than 10 miles '4'=Greater than 10 miles '8'=Not Applicable (Q10 is not "1")
AREA_X	Collapsed Primary Fishing Area '1'=Ocean less than 3 miles '2'=Ocean greater than 3 miles '3'=Ocean less than 10 miles '4'=Ocean greater than 10 miles '5'=Inland
ST_TIME	Time trip departed dock for Fishing Range: '0030-2400'
TIME	Time of Return from Trip Range: '0030-2400'
HRSF	Hours Fished on Trip Range: 0.5-24.0

MULTIDAY	Multi-Day Trip? '1'=Yes '2'=No
VERIFIED	Was Interview Validated? '1'=Yes '2'=No
ERRORS	Did Validation Reveal any Errors? '1'=Yes '2'=No '8'=Not Applicable (VERIFIED='2')
VAL_ID	Validation Interviewer's Initials Range: 'AA' to 'ZZ'
VAL_DATE	Date of Follow-Up Validation Interview (Yr/Mo/Day) Range: '970908' - '980907'
ATTEMPTS	Number of attempts made to contact vessel representative Range: '0 - 20'
RESULT	Result of the last phone attempt '01'= Line Busy '02'= No Answer '03'=Answering Machine or Service '04'=Wrong number - new number available '05'=Not available '06'=Not in service/wrong number '07'=Refusal '08'=Communication problem '09'=Ineligible '10'=Successful Contact '11'=Fax/Computer

Variable Formats

Variable Name	Char/Field		Variable Description
	Num	Length	
INT_ID	Char	4	Interviewer ID (same as for MRFSS Intercept Survey)
VSL_ID	Char	7	Vessel ID (randomly assigned survey-specific ID)
SMP_WEEK	Char	2	Sampling Week
YEAR	Char	2	Sampling Year
WAVE	Char	1	MRFSS Sampling Wave
SUB_REG	Char	1	Subregion Code
ST	Char	2	State Code (FIPS Code)
FL_REG	Char	1	Florida Subregion Code
NUM_REPS	Num	1	Number of Vessel Representatives Contacted
REP_NUM	Num	1	Interviewed Vessel Representative Number
REP_ID	Char	2	ID of Vessel Representative Interviewed (survey-specific ID)
INT_DATE	Char	6	Date of Vessel Representative Interview (Yr/Mo/Day)
INT_TIME	Char	4	Time of Vessel Representative Interview (military time)
STATUS	Char	1	Status Code for Vessel Representative Interview
BT_TRIPS	Num	2	Number of Dock-to-Dock Vessel Trips
RF_TRIPS	Num	2	Number of Vessel Trips for Marine Recreational Fishing
NOTIFIED	Char	1	Receipt of Notification
FORM_USE	Char	1	Optional Form Use
TRIP_NUM	Num	2	Number of Trip Reported by Vessel Representative
TRIP_DAY	Char	1	Day of the Week on which Trip occurred
TRIPDATE	Char	6	Date of the Trip (Yr/Mo/Day)
MODE_F	Char	1	Mode of Trip
PEOPLE	Num	2	Number of People who Fished on Trip
TRIP_ST	Char	2	State of Trip
TRIPCNTY	Char	3	County (or Parish) of Trip
INTSITE	Char	4	Site where Trip Originated
PRIM1	Char	7	Primary Target Species
PRIM2	Char	7	Secondary Target Species
AREA	Char	1	Primary Fishing Area
DIST	Char	1	Distance from Shore
AREA_X	Char	1	Collapsed Primary Fishing Area
PARK	Char	1	Fishing in Everglades National Park?
ST_TIME	Char	4	Time Trip left Dock
TIME	Char	4	Time of Return from Trip
HRSF	Num	4	Hours Fished on Trip
MULTIDAY	Char	1	Multi-Day Trip?
VERIFIED	Char	1	Was Interview Validated?
ERRORS	Char	1	Did Validation Reveal any Errors?
VAL_ID	Char	2	Validation Interviewer's Initials
VAL_DATE	Char	6	Date of Follow-Up Validation Interview (Yr/Mo/Day)
ATTEMPTS	Num	2	Number of attempts made to contact vessel representative
RESULT	Char	2	Result of the last phone attempt

FOR-HIRE MANUAL APPENDIX D

TELEPHONE SURVEY VERIFICATION QUESTIONNAIRE

Hello my name is name of interviewer. I'm calling for a survey being conducted by the National Marine Fisheries Service of the U. S. Department of Commerce. Am I speaking to name of contact? **If "no", ask:** Can I please speak with name of contact? **If person sought is not available, ask for convenient time to call back to talk to that person, thank respondent and terminate interview.**

SCREENING QUESTIONS: I am calling to verify that you were contacted on interview date concerning the fishing activity of the name of vessel for the week of sample week dates (Monday-Sunday). Were you contacted?

If "YES", continue.

If "NO", thank respondent and terminate interview.

I would like to verify that the information you provided was documented correctly by our surveyor. We are required to conduct follow-up verification of 10 % of all telephone interviews conducted. Your interview was selected at random for this validation call. This data will remain confidential. This survey is being conducted in accordance with the Privacy Act of 1974, therefore you are not obligated to answer any question if you find it to be an intrusion of your privacy. **(Continue with interview.)**

Note - "X" refers to the answers given the phone surveyor in the previous interview. If the answers you receive differ from what is documented in the previous interview, record the correct response and document the correction.

- *Q1. During the week of sample week dates (Monday - Sunday), did the name of vessel take X (BT TRIPS) dock-to-dock trips? This would include any non-fishing trips. **If "0" then thank respondent and terminate interview.**
- *Q2. Were X (RF TRIPS) of those trips recreational saltwater fishing trips targeting finfish with paying passengers? **If "0" then thank respondent and terminate interview.**
- *Q3. Did your boat take X (number of trips that day) recreational saltwater fishing trips that ended on day of week (working from Sunday - Monday, starting with the first reported trip)? **If "yes", repeat this and the following questions for each day of the week. If more than one trip is made in one day, profile each trip separately for that day.**
- *Q4. Was this a X (mode) trip?
If "yes", continue.
If "no", ask: What type of trip was it (charter head or private)?
6=charter
7=head
9=other
- Definitions:**
Charter trip: A trip with paying passengers who hired the vessel as a group.
Head boat trip: A trip with paying passengers who paid to fish as individuals.
Private trip: A trip with no paying passengers.
- *Q5. **If Q4 is "charter" or "head", ask:** Were X (PEOPLE) people fishing excluding captain and crew?
- *Q6. Was this trip taken from a X (state) access site? **If "no", ask:** From what state was the trip taken? **(Record state of trip.)**
01=Alabama
12=Florida
22=Louisiana
28=Mississippi
48=Texas

*Q7. Was most of your fishing effort on that trip in the X (Area)?

1=ocean, gulf or open bay

2=sound

3=river

4=enclosed bay

5=other

*Q7a. **If Q7 is "ocean", "gulf" or "open bay" and state is not "Florida", ask:**

Was most of your fishing X (distance) from shore?

1=less than 3 miles

2=greater than 3 miles

8=not applicable (Q10 is not "1")

If Q7 is "ocean", "gulf" or "open bay" and state is "Florida", ask:

Was most of your fishing X (distance) from shore?

3=less than 10 miles

4=greater than 10 miles

8=not applicable (Q10 is not "1")

*Q8. Did your boat take X (number of trips that day) additional dock-to-dock trips on day of week (working from Sunday - Monday, starting with the first reported trip)? **If "yes", repeat this and the following questions for each day of the week.**

**Repeat Questions 3-8 until all trips in the past week have been profiled.
When interview completed thank respondent and conclude interview.**

FOR-HIRE MANUAL APPENDIX E - Prevalidation

Variable Descriptions

INT_ID	Interviewer ID Code Range: 0001-9999
VSL_ID	Vessel ID Number for the Survey Alabama: '0100001'-'0199999' Florida: '1200001'-'1299999' Louisiana: '2200001'-'2299999' Mississippi: '2800001'-'2899999'
SMP_WEEK	Sampling Week Range: '01'-'52/53'
YEAR	Sampling Year '97'=1997 '98'=1998
ST	State Code (FIPS Code) '01'=Alabama '12'=Florida '22'=Louisiana '28'=Mississippi
COUNTY	County (or Parish) of Trip Use FIPS County Codes in MRFSS Intercept Survey Training Manual
PRE_DATE	Date of Vessel Pre-Validation Survey Range: '970908' - '980907'
PRE_TIME	Time on Site for Vessel Pre-Validation Survey Range: '0900'-'2100'
PRE_STAT	Designation of the vessel validation status '1'=Vessel In '2'=Vessel Out - Charter fishing '3'=Unable to Validate '4'=Vessel Out - Non-charter activities '5'=Vessel Out - Fishing Status Unknown '8'=Not applicable
INTSITE	Location of fishing trip (MRFSS 4-digit site codes) '7777' = private access site '8888' = unknown public access site '9999' = refused site information
SOURCE	Source of the pre-validation (direct observation vs. secondary info) '1'=Direct Observation by Sampler '2'=Secondary Information (marina operator, booking agent, etc.)

Variable Formats

<u>Variable Name</u>	<u>Type</u>	<u>Length</u>	<u>Desc.</u>
INT_ID	Char	4	Interviewer ID (same as for MRFSS Intercept Survey)
VSL_ID	Char	7	Vessel ID (randomly assigned survey-specific ID)
YEAR	Char	2	Sampling Year
SMP_WEEK	Char	2	Sampling Week
ST	Char	2	State Code (FIPS Code)
COUNTY	Char	3	County (or Parish) of Trip
PRE_DATE	Char	6	Date of Vessel Validation (Yr/Mo/Day)
PRE_TIME	Char	4	Time of Vessel Validation (military time)
PRE_STAT	Char	1	Status Code for Vessel Validation
INTSITE	Char	4	MRFSS Site Code
SOURCE	Char	1	Source of Information

FOR-HIRE MANUAL APPENDIX F

TELEPHONE SURVEY NON-RESPONDENT QUESTIONNAIRE

Hello my name is name of interviewer. I'm calling for a survey being conducted by the National Marine Fisheries Service of the U. S. Department of Commerce. Am I speaking to name of contact? **If "no", ask:** Can I please speak with name of contact? **If person sought is not available, ask for convenient time to call back to talk to that person, thank respondent and terminate interview.**

I attempted to contact you during the week of prior sample week dates concerning the Gulf Coast For-hire Boat Survey and was unsuccessful. I would like to ask you three, quick questions about your activity during the week of prior sample week dates. This data will remain confidential. This survey is being conducted in accordance with the Privacy Act of 1974, therefore you are not obligated to answer any question if you find it to be an intrusion of your privacy. **(Continue with interview.)**

Q1. During the week of sample week dates (Monday - Sunday), did the name of vessel take any recreational saltwater charter fishing trips?

- '1'= Yes
- '2'= No
- '3'= Refusal
- '8'= Don't know/remember

If yes, record the number of recreational saltwater charter fishing trips

Q2. Approximately how many trips did your boat take during the week of sample week dates (Monday - Sunday)?

- '1'=1-2
- '2'=3-4
- '3'=5-6
- '4'=7-8
- '5'=9-10
- '6'=greater than 10

Q3. Approximately how many anglers did you take per trip during the week of sample week dates (Monday - Sunday)?

- '1'=1-2
- '2'=3-6
- '3'=7-10
- '4'=11-15
- '5'=16-20
- '6'=greater than 20

Q4. What would be the best time to contact you concerning your fishing activities?

When interview completed thank respondent and conclude interview.