



Fisheries and Oceans
Canada

Pêches et Océans
Canada

Fisheries and Oceans Canada (DFO) Instructions ELOG - Logbook – Freshwater and anadromous species

National (Central and Arctic, Maritimes, Gulf and Newfoundland Regions)

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Table of Contents

ELOG Key	2
DFO Client Support.....	2
ELOG Application Supplier Client Support	2
Software or Hardware Issues	2
Closure of Sections Within the ELOG	3
Fisher Identification Number (FIN), Licence Number and Vessel Registration Number (VRN).....	3
Simultaneous Fishery	4
Substitute Vessel	4
GPS Position and Coordinates	4
Comments	4
Maps.....	4
General Logbook Instructions, by Section (Central and Arctic, Maritimes, Gulf and Newfoundland Regions)	5
General Information	5
Fishing Trip Section	5
Crew Information Section.....	6
Species at Risk Section.....	6
Personal Consumption/Use Section	6
Fishing Effort Section – Effort.....	7
Fishing Effort Section – Targeted Species.....	8
Fishing Effort Section – Fishing Gear Used	8
Fishing Effort Section – Effort Detail	8
Fishing Effort Section – Catches	10
Fishing Effort Section – Catch Detail	11
Transfer Section	11
Transfer Section - Detail	12

This document is provided to users of the Electronic Logbook (ELOG). It provides details of the information requested by Fisheries and Oceans Canada (DFO) in electronic logbooks. The information contained in this document has no legal value and is made available for the sole purpose of helping users to complete the ELOG correctly.

ELOG Key

In your software, be sure to enter the ELOG Key exactly as it is written on the DFO web site. An incorrect ELOG key will prevent you from successfully transmitting your logbooks to DFO.

DFO Client Support Agents can assist with ELOG related issues and can be reached at 1-877-535-7307 from Monday to Friday from 08:00 to 21:00 (Atlantic Time) excluding holidays. Additional up to date information on the ELOG Key is available at www.dfo-mpo.gc.ca/elogs.

DFO Client Support

If you have submitted your ELOG to DFO and find that you have made a mistake, please contact DFO Client Support at 1-877-535-7307 to request corrections to the information submitted. Telephone support is available Monday to Friday from 08:00 to 21:00 (Atlantic Time), except on statutory holidays.

Please refer to your licence conditions for additional instructions to be followed in situations where a fish harvester cannot properly transmit their ELOG data.

ELOG Application Supplier Client Support

The ELOG Application Supplier should be contacted for assistance with any of the following type of issues:

- I don't know where to put the ELOG Key into my application.
- I am having trouble copy/pasting my ELOG key into my ELOG application.
- How do I use my ELOG application?
- My application is not working/I don't understand my application.
- I can't install or log-in to my ELOG application.
- I can't open/close a trip.
- The GPS on my device is not working (get in touch with the ELOG Application Supplier, for instructions on how to manually enter coordinates).
- Any troubleshooting needs, such as any error messages that appear in the application.

ELOG Application Supplier information will be listed on DFO's website at: www.dfo-mpo.gc.ca/qualified/index.htm.

Software or Hardware Issues

In situations where the software or equipment used to complete the ELOG is non-functional, such as lost, stolen, defective or stolen telephones, tablets or computers, please refer to your licence conditions for details on the information to be provided in such situations, the procedures to be followed and the deadlines to be met.

Closure of Sections Within the ELOG

The application allows for the individual closure of various sections of the logbook. The closure of the sections implies that you have verified that the information entered is consistent with what you want to declare. The closure of a section means that you will no longer be able to modify the information in that section from your software. Your licence conditions may require that you close a section of your logbook at a specific time that is different from the complete closure of your electronic logbook.

If the information in a closed section prevents you from continuing to complete your logbook, you will need to contact your application supplier to make the necessary corrections.

If the information in a closed section is incorrect and does not prevent you from completing your logbook, please submit your logbook to DFO as is and contact DFO to request that corrections be made to your submitted logbook. Please note that corrections made by DFO will not be reflected in your application. If you would like the correction to be made in your application as well, you will need to contact your application supplier. However, the application supplier will need to obtain approval from DFO before making modifications to your information.

Fisher Identification Number (FIN), Licence Number and Vessel Registration Number (VRN)

In your software, be sure to enter your Fisher Identification Number (FIN), your Vessel Registration Number (VRN) or your Vessel Identification Number (VIN) (the VIN applies to Gulf region fish harvesters only) and your licence number exactly as they appear on your fishing licence or licence conditions. Missing or inaccurate data can cause issues with your information once received by DFO.

The instructions below detail the information required for submission into the application based on the context of your specific fishery:

- If you are fishing under a licence held by an Indigenous Community or Organization:
 - Indicate the FIN of the Indigenous Community or Organization;
 - Indicate the licence number used to carry out the fishing activity, i.e. the licence number of the Indigenous Community or Organization for which you are acting as the designated operator;
 - Indicate the VRN of the fishing vessel used to carry out your fishing activities;
 - Your name, as the designated operator on the licence, must be entered into the “Operator’s name” field of your ELOG.
- If you are fishing under a licence held by a company:
 - Indicate the FIN of the company;
 - Indicate the licence number of the company;
 - Indicate the VRN of the fishing vessel used to carry out your fishing activities;
 - Your name must be entered into the “Operator’s name” field of your ELOG.
- If you are acting as a substitute operator:
 - Indicate the FIN of the licence holder you are replacing;

- Indicate the licence number of the licence holder you are replacing or for whom you are acting as operator;
- Your name, as the current operator and licence operator, must be entered in the "Operator's name" field of the ELOG.
- If you are fishing under a partnership agreement (buddy-up):
 - Be sure to indicate the following in the fields provided;
 - The VRN of the fishing vessel used to carry out your fishing activities;
 - The FIN attached to the fishing vessel used to carry out your fishing activities;
 - The licence number attached to the fishing vessel used to carry out your fishing activities;
 - Indicate the name of both operators, separated by a semicolon (;), in the "Operator's name" field of the ELOG.

Simultaneous Fishery

For Quebec, Maritimes and Newfoundland fish harvesters, if you are fishing under two licences simultaneously during the same fishing trip, you must complete two separate ELOGs, ensuring that you complete all mandatory fields in each of the sections of both of the ELOGs.

For Gulf fish harvesters, in the case of an Indigenous Community or Organization fishing multiple licences simultaneously, all required elements of the "Fishing Effort" section must be completed for each licence under which the effort is being conducted. If fishing under more than one licence number on the same vessel, during the same trip, the Fishing Effort section of the ELOG must be filled in at least once for each licence.

Substitute Vessel

If you are using a Substitute Vessel, you must enter the VRN or VIN of the vessel you are currently using to complete the fishing activity and landing.

GPS Position and Coordinates

Your software may have a function that automatically reads your position from your GPS. If your actual position does not match the position requested in the ELOG, enter the requested geographical coordinates manually.

Comments

Enter any additional information that you may consider important in this field.

Maps

If there are regional fishing area maps associated with ELOGS they will be found here <http://www.dfo-mpo.gc.ca/fisheries-peches/sdc-cps/nir-nei/elog-maps-cartes-jbe-eng.html>. This does not represent a full list of fishing area maps. This catalogue will be updated as new or amended maps become available. If the fishing area described in your licence conditions is not included below please contact your local DFO office. For all other questions, please contact DFO at the following email: fishing-peche@dfo-mpo.gc.ca.

General Logbook Instructions, by Section (Central and Arctic, Maritimes, Gulf and Newfoundland Regions)

The fields listed in the following tables may not necessarily be applicable to all ELOG subforms. When completing fields that are available in your ELOG, please follow the instructions below.

General Information

DFO administrative region	Indicate your DFO Administrative region.
Licence holder's Fisher Identification Number (FIN)	<p>Indicate the Fisher Identification Number (FIN) of the licence holder as it appears on the fishing licence or conditions of licence.</p> <p>Please refer to the Fisher Identification Number (FIN), Licence Number and Vessel Registration Number (VRN) section on page 3 and 4 for more details on accurate use of substitute operator, partnership agreement and fishing under a licence held by an Indigenous Community or Organization.</p>
Vessel Registration Number (VRN) or Vessel Identification Number (VIN for Gulf)	<p>Central and Arctic: Indicate the Vessel Registration Number (VRN) or Vessel Identification Number (VIN) of the fishing vessel used to carry out your fishing activities. The VIN applies to Gulf region fish harvesters only.</p> <p>Please refer to the Fisher Identification Number (FIN), Licence Number and Vessel Registration Number (VRN) section on page 3 and 4 for more details on accurate use of substitute operator, partnership agreement and fishing under a licence held by an Indigenous Community or Organization.</p>

Fishing Trip Section

Unique identifier of the electronic logbook (Logbook UID)	This information is generated automatically by the software.
Captain's name	<p>Central and Arctic: Indicate the name of the captain (Last name and first name)</p> <p>Others: Not applicable</p>
Hunter's/fisher's name	Indicate the name of the person who hunted or fished
Year of the fishing season	Indicate the year of the fishing season.
Date/time of the creation of the trip	Indicate the date/time of the creation of the trip.
Weight of content of one container	Central and Arctic: Indicate the average weight of fish in one container.

	Others: Not applicable
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Crew Information Section

Crew member's name	Central and Arctic: Name of the crew member (Last name and first name) Others: Not applicable
Crew member's Licence number	Central and Arctic: Indicate the fishing licence number of the crew member Others: Not applicable

Species at Risk Section

The information related to Species at Risk (SAR) must be completed for each interaction with a SAR or each group of individuals of the same SAR. When reporting an interaction with a species at risk, you must report the number of individuals and, optionally, the estimated total weight of the species at risk.

Date/time	Indicate the date and time of the interaction with the species at risk.
Latitude	Indicate the latitude where the interaction with the species at risk occurred.
Longitude	Indicate the longitude where the interaction with the species at risk occurred.
Species	Identify the species at risk involved.
Number of specimens	Indicate the number of specimens involved.
Total weight estimated	Indicate the total estimated weight of species at risk involved.
Condition of specimens	Indicate the condition (dead, alive, etc.) of the specimens involved, after the interaction.

Personal Consumption/Use Section

All catches that were kept on-board the vessel and that will not be sold to a registered buyer must be declared as personal consumption/use.

Species	Central and Arctic, Maritimes and Gulf: Indicate the species declared as personal consumption/use. Others: Not applicable
Product form	Central and Arctic, Maritimes and Gulf: Type of processing (E.g., Round, Gutted, etc.). Weight declared is evaluated following this processing. Others: Not applicable

Number of specimen kept	Central and Arctic, Maritimes, and Gulf: Indicate the number of specimens that were kept for personal consumption. Others: Not applicable
Kept weight	Central and Arctic, Maritimes and Gulf: Indicate the estimated kept weight in whole form of the species kept as personal consumption/use. After you have landed, if the retained weight differs from the weight previously entered, you must contact Fisheries and Oceans Canada at 1-877-535-7307 from Monday to Friday between 07:00 and 20:00 (Eastern Time Zone) to request a correction to your data. Others: Not applicable
Foreseen usage	Central and Arctic, Maritimes and Gulf: Indicate the foreseen usage of the product kept for personal consumption. Others: Not applicable
Number of containers (kept fish only)	Central and Arctic: Number of containers (E.g., bags, boxes, tubs, barrels) used to store kept catches Others: Not applicable
Type of containers	Central and Arctic: Type of containers used to store catches (E.g., bags, boxes, tubs, barrels) Others: Not applicable

Fishing Effort Section – Effort

Start date/time of the fishing effort	Indicate the date and time at the beginning of the fishing effort.
End date/time of the fishing effort	Indicate the date and time at the end of the fishing effort.
Fishery Management Area	Central and Arctic: Indicate the fishery management area where fishing occurred. Others: Not applicable
Waterbody	Central and Arctic: Indicate the name of the waterbody where the fishing occurred. Others: Not applicable
River system	Maritimes and Newfoundland: Indicate the river system in which the fishing site is located Others: Not applicable

Statistical section	Maritimes: Indicate the statistical section (Identification of the coastal segment - Atlantic Regions - Fisheries statistical section) Others: Not applicable
Fishing site	Central and Arctic, Maritimes and Newfoundland: Indicate the location of the fishing site (specific name or geographical indications) Others: Not applicable
Licence number	Indicate the licence number used to fish during this fishing effort. Please refer to the General Information section for more details in the context of substitute operator, partnership agreement and fishing under a licence held by an Indigenous Community or Organization.
Interaction with a species at risk during this fishing effort?	Indicate (yes or no) if an interaction with a species at risk occurred during this fishing effort.
Was fishing gear lost, found or recovered during this fishing effort?	Indicate Yes if you lost, completely or partially, one or more of your fishing gears during this fishing effort. Indicate Yes if, during this fishing effort, you found one or more of your fishing gears previously lost. These fishing gears may have been fully recovered, partially recovered or not recovered. Otherwise, indicate No.
Interaction with a marine mammal during this fishing effort?	Was there an interaction with a marine mammal during this fishing effort (Y/N)?

Fishing Effort Section – Targeted Species

Species	Indicate the species you are attempting to catch under valid licence conditions during this fishing effort.
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Fishing Effort Section – Fishing Gear Used

Fishing Gear	Indicate the type of fishing gear used during this fishing effort.
Length of the gear	Central and Arctic and Maritimes: Indicate the length of the gear. Others: Not applicable
Mesh size	Central and Arctic: Indicate the size of mesh. Size is measured on a stretched mesh from one knot to the other diametrically opposed. For trawls, indicate the size of the codend meshes. Others: Not applicable

Fishing Effort Section – Effort Detail

Fishing site	Gulf: Indicate the location of fishing site (specific name or geographical indications)
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	Others: Not applicable
Dip stand number	Maritimes: Indicate the dip stand identification number.
	Others: Not applicable
Start date/time of the fishing operation	Indicate the date/time at the beginning of the tow (or tows). If harpoon fishing, indicate the date/time at the beginning of the search for the targeted fish or mammal.
End date/time of the fishing operation	Central and Arctic: Indicate the date/time at the end of the tow (of tows). Harpoon fishing: Date/time at the end of the search for the targeted fish or mammal.
	Others: Not applicable
Latitude	Indicate the fishing latitude based on the information requested in the licence conditions
Longitude	Indicate the fishing longitude based on the information requested in the licence conditions.
Tidal water?	Maritimes: Indicate whether the fishing site is in tidal waters (Y/N)?
	Others: Not applicable
Number of gears hauled	Maritimes, Gulf and Newfoundland: Indicate the number of gears hauled (same gear hauled multiple times during a trip should be recorded multiple times).
	Others: Not applicable
Number of skates	Central and Arctic and Maritimes: Indicate the number of sections attached together (number of nets or sections of longlines)
	Others: Not applicable
Total length of the gear	Central and Arctic: Indicate the total length of the gear. Gillnets and longlines: total length of all skates attached together.
	Others: Not applicable
Number of hooks	Gulf: Indicate the number of hooks as follows: <ul style="list-style-type: none"> • Longlines: total number of hooks on the longline (all skates included). • Rod and reel and lines: number of hooks put in the water.
	Others: Not applicable
Soaked duration of the gear	Central and Arctic, Maritimes and Newfoundland: Indicate the time that the gear was in position to catch fish and does not include the time taken to set or haul back.
	Others: Not applicable

Fishing effort duration	Central and Arctic, Maritimes and Gulf: Indicate the duration of the fishing effort for this portion of the effort (hauling, period of time, etc.) Others: Not applicable
Average gear depth	Central and Arctic: Indicate the average gear depth. Others: Not applicable
Do you have any catches to report?	Central and Arctic Do you have any catches to report for this tow/period of time (Y/N)? Others: Not applicable
Anoxic conditions? (Y/N)	Gulf: Were anoxic conditions observed while fishing at the fishing site? (Y/N) Others: Not applicable

Fishing Effort Section – Catches

Please refer to your licence conditions for more information on what information must be reported on your ELOG. Catches of species at risk must only be reported in the Species at Risk section of your ELOG.

Species	Indicate the species caught.
Other species	Describe the species caught if the type of species is not listed.
Product form	Indicate the type of processing (E.g., Round, Gutted, etc.). Catch weight is evaluated following this processing.
Number of containers (kept fish only)	Central and Arctic: Indicate the number of containers (E.g., bags, boxes, tubs, barrels) used to store kept catches. Others: Not applicable
Type of containers	Central and Arctic: Indicate the type of containers used to store catches (E.g., bags, boxes, tubs, barrels) Others: Not applicable
Number of specimens caught	Central and Arctic: Indicate the number of specimens caught. Others: Not applicable
Weight of specimens caught	Central and Arctic: Indicate the estimated weight of the specimens caught (kept + discarded) Others: Not applicable
Number of Silver Eels caught	Gulf and Newfoundland: Indicate the number of silver eels caught that were preparing for their spawning migration. Others: Not applicable

Number of specimens kept	Maritimes, Gulf and Newfoundland: Indicate the number of specimens kept for landing. Others: Not applicable
Kept weight	Maritimes, Gulf and Newfoundland: Indicate the weight kept (estimated). Others: Not applicable
Number of specimens discarded	Indicate the estimated number of individuals that were discarded at sea.
Discarded weight	Maritime, Gulf and Newfoundland: Indicate the total estimated weight of this species that were discarded at sea. Others: Not applicable
Number of individuals discarded alive	Newfoundland: Indicate the number of individuals that were alive at the time of release (discard). Others: Not applicable
Number of containers of the catch	Central and Arctic: Indicate the number of containers (E.g., bags, boxes, tubs, barrels) used to store catches (kept + discarded). Others: Not applicable
Number of containers (discards only)	Central and Arctic: Indicate the number of containers (E.g., bags, boxes, tubs, barrels) used to store the discarded specimens. Others: Not applicable
Number of specimens discarded having a length below the lawful limit	Gulf: Indicate the number of specimens discarded having a length below the legal size limit. Others: Not applicable

Fishing Effort Section – Catch Detail

Specimen number	Maritimes: Indicate the number of the fish (E.g. 1,2,3, etc.) Others: Not applicable
Length of the specimen	Maritimes: Indicate the total length of the specimen Others: Not applicable
Sex	Maritimes: Indicate the sex of specimen. Others: Not applicable

Transfer Section

Date of transfer	Maritimes: Indicate the date/time of the transfer. Others: Not applicable
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Destination	Central and Arctic, Maritimes and Newfoundland: Indicate the destination at the end of the transfer (e.g. Buyer, Address, Wharf, Port, Holding Pounds, etc.) (C&A must indicate the FPMC)
	Others: Not applicable

Transfer Section - Detail

Species	Maritimes: Identify the species being transferred.
	Others: Not applicable
Product form	Maritimes: Type of processing (Weight transferred is evaluated following this processing) (E.g., Round, Gutted, etc.).
	Others: Not applicable
Number of specimens transferred	Central and Arctic: Indicate the number of specimens transferred.
	Others: Not applicable
Type of containers transferred	Central and Arctic: Indicate the type of containers transferred (E.g., bags, boxes, tubs, barrels)
	Others: Not applicable
Number of containers transferred	Central and Arctic: Indicate the number of containers (E.g., bags, boxes, tubs, barrels) transferred. Please enter
	Others: Not applicable