



Fisheries and Oceans
Canada

Pêches et Océans
Canada

Fisheries and Oceans Canada (DFO) Instructions

ELOG – Logbook – Crabs

National (All DFO Regions)

Version 235-1.0

September 13, 2022

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 (All regions)	5
General Information	5
Fishing Trip Section	5
Hail out Section	6
Fishing Effort Section – Targeted Species.....	6
Fishing Effort Section – Effort.....	6
Fishing Effort Section – Fishing Gear Used	7
Fishing Effort Section – Effort Detail	7
Fishing Effort Section – Catches	9
Bait Used Section.....	11
Species at Risk Section.....	11
Personal Consumption/Use Section	11
Hail in Section.....	12
Landing Section	12
Specific Logbook Instructions, by Region and Section.....	13
PACIFIC	13
Gear Information Section	13
Fishing Effort Section – Fishing Gear Used	13

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 (All regions)

General Information

DFO administrative region	Indicate your DFO Administrative region.
Sub-form	Select the logbook you need to complete.
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>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

Trip number	This information is generally generated automatically by the software.
Operator's Name	When there is more than one operator, list each name on the same line and separate each one using semicolons.
Date/time of start of the fishing trip	Indicate the date and time at the beginning of the fishing trip.
Unique identifier of the electronic logbook (Logbook UID)	This information is generated automatically by the software.
Number of crew members	<p>Quebec and Gulf: Indicate the number of crew members including the captain but excluding the observers at sea.</p> <p>Others: Not applicable</p>
Port of departure	<p>Quebec and Gulf: Indicate the name of the port of departure.</p> <p>Others: Not applicable</p>
Partnership indicator	Quebec: When fishing under a partnership agreement, select "Buddy-up", otherwise, select "None".

	Others: Not applicable
Observer on board?	Quebec and Gulf: Indicate (yes or no) whether an at-sea observer was present on the vessel during this fishing trip.
	Others: Not applicable

Hail out Section

Hail out company	Quebec and Gulf: Identify the company that issued the hail out confirmation number.
	Others: Not applicable
Hail out confirmation number	Quebec and Gulf: Indicate the hail out confirmation number.
	Others: Not applicable

Fishing Effort Section – Targeted Species

Species	Indicate the species you are attempting to catch under valid licence conditions during this fishing effort.
---------	---

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
Licence number	Indicate the licence number used to fish during this fishing effort. 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.
Fishery Management Area	Indicate the fishery management area where fishing occurred.
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. If this section does not apply, indicate No.

Interaction with a marine mammal during this fishing effort?	Indicate (yes or no) if an interaction with a marine mammal occurred during this fishing effort.
--	--

Fishing Effort Section – Fishing Gear Used

Fishing gear	Indicate the type of fishing gear used during this fishing effort.
Size of Traps	Quebec, Gulf and Maritimes: Indicate the size of traps used during this fishing effort. Others: Not applicable
Mesh Size	Newfoundland: Indicate the size of mesh in your traps. Others: Not applicable

Fishing Effort Section – Effort Detail

When reporting your catch, you must report the species and quantities separately for each group of traps hauled during the fishing effort.

For fish harvesters in Pacific region, a new effort detail entry must be made for each day, where sub-area, soak time and depth range fished are the same.

For fish harvesters in Quebec region, you must separately declare the species and the quantity for each group of traps having the same soaking duration.

For fish harvesters in Maritimes region, groups of traps that use the same bait, are within the same depth range and within 5 miles of each other may be combined.

Gears' group number	The gears' group number is a sequential number assigned to the gear set with the same soaked duration.
Date/time of fishing	Maritimes and Pacific: Indicate the date/time of the fishing effort. Others: Not applicable
Latitude	Maritimes and Pacific: Indicate the latitude of the fishing effort. Please refer to your licence conditions for additional instructions to be followed when reporting the latitude. For Pacific fish harvesters, this position represents traps with equal soak times being fished at equal depth ranges. For Maritimes fish harvesters, this position represents the middle location for the strings or group of strings. Dockside monitoring needs latitude and longitude not TD's. Values should be in degrees and minutes (decimal minutes are not required).

	Others: Not applicable
Longitude	<p>Maritimes and Pacific: Indicate the longitude of the fishing effort. Please refer to your licence conditions for additional instructions to be followed when reporting the longitude.</p> <p>For Pacific fish harvesters, this position represents traps with equal soak times being fished at equal depth ranges.</p> <p>For Maritimes fish harvesters, this position represents the middle location for the strings or group of strings. Dockside monitoring needs latitude and longitude not TD's. Values should be in degrees and minutes (decimal minutes are not required).</p> <p>Others: Not applicable</p>
NAFO Area	<p>Maritimes: Indicate the NAFO area where the fishing effort took place.</p> <p>Others: Not applicable</p>
Start date/time of the fishing operation	<p>Quebec and Gulf: For each group of traps, indicate the date and time that the first trap was hauled out of the water.</p> <p>Others: Not applicable</p>
Latitude at the beginning of the fishing operation	<p>Quebec, Gulf and Newfoundland: For each group of traps, indicate the latitude where the first trap was hauled out of the water.</p> <p>Others: Not applicable</p>
Longitude at the beginning of the fishing operation	<p>Quebec, Gulf and Newfoundland: For each group of traps, indicate the longitude where the first trap was hauled out of the water.</p> <p>Others: Not applicable</p>
NAFO area at the start of the tow(s) or set(s)	<p>Quebec, Gulf and Newfoundland: For each group of traps, indicate the NAFO area where the first trap was hauled out of the water.</p> <p>Others: Not applicable</p>
Grid (start)	<p>Quebec and Gulf: For each group of traps, indicate the grid where the first trap was hauled out of the water.</p> <p>Others: Not applicable</p>
End date/time of the fishing operation	<p>Quebec and Gulf: For each group of traps, indicate the date and time that the last trap was hauled out of the water.</p> <p>Others: Not applicable</p>

Latitude at the end of the fishing operation	Quebec and Newfoundland: For each group of traps, indicate the latitude where the last trap was hauled out of the water. Others: Not applicable
Longitude at the end of the fishing operation	Quebec and Newfoundland: For each group of traps, indicate the longitude where the last trap was hauled out of the water. Others: Not applicable
NAFO area at the end of the tow(s) or set(s)	Newfoundland: For each group of traps, indicate the NAFO area where the last trap was hauled out of the water. Others: Not applicable
Statistical area	Pacific: Indicate the Pacific region statistical area. Others: Not applicable
Latitude of the farthest fishing gear	Quebec: For each group of traps, indicate the latitude that corresponds to the position of the farthest hauled trap from the first trap hauled. Others: Not applicable
Longitude of the farthest fishing gear	Quebec: For each group of traps, indicate the longitude that corresponds to the position of the farthest hauled trap from the first trap hauled. Others: Not applicable
Number of gear hauled	Indicate the number of traps hauled in this group of traps.
Soaked duration	Indicate the soaked duration of the group of traps in days.
Average gear depth	Quebec, Gulf, Maritimes and Newfoundland: For each group of traps, indicate the average trap depth. Others: Not applicable
Minimum depth of the gear	Pacific: For each group of traps, indicate the minimum depth of the gear. Others: Not applicable
Maximum depth of the gear	Pacific: For each group of traps, indicate the maximum depth of the gear. Others: Not applicable
Bait protected?	Newfoundland: Indicate (yes or no) if bait protectors were used. 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.

Fish harvesters from the Pacific administrative region: Declare the quantity kept and/or the quantity discarded (rejected at sea). When declaring quantities, report on both the weight and number of specimen. If applicable, declare any bycatches of crabs and/or octopus. If no catch of the targeted species has been made, report a quantity of zero of that target species. If no catches of any species have been made, report a catch of zero of the targeted species.

Fish harvesters from the Quebec administrative region: Report the quantities of each species caught, whether they have been discarded at sea or retained on board the vessel for landing. If no catch of the targeted species has been made, report a quantity of zero of that target species. If no catches of any species have been made, report a catch of zero of the targeted species.

Fish harvesters from the Gulf, Maritimes or Newfoundland administrative regions: Declare only the quantity kept and/or discarded of the targeted species. An exception to this applies to Gulf fish harvesters who are targeting Rock Crab and catch Green Crab. In this case, report the kept weight in the ELOG. If no catch of the targeted species has been made, report a quantity of zero of that target species.

Species	Indicate the species caught.
Kept weight	Depending on the species captured, indicate the total estimated weight of the individuals kept on-board the vessel to be sold or kept as personal consumption/use. This weight must not include the weight of the individuals discarded at sea and must always be evaluated according to the whole form.
Number of specimens kept	Pacific: Depending on the species captured, indicate the total estimated number of individuals kept onboard to be sold or kept as personal consumption/use. This number must not include the number of individuals discarded at sea. Others: Not applicable
Number of specimens discarded	Pacific, Quebec and Maritimes: Depending on the species captured, indicate the total estimated number of individuals that were discarded at sea. Others: Not applicable
Discarded weight	Pacific, Gulf and Newfoundland: Depending on the species captured, indicate the total estimated weight of the individuals of this species that were discarded at sea. This weight must not include the weight of the individuals kept on-board and must always be evaluated according to the whole form. Others: Not applicable

Product form	Indicate the form of the product. Only the product form “Round” may be selected.
--------------	--

Bait Used Section

Bait type	Pacific, Quebec and Gulf: Indicate the type of bait used. Others: Not applicable
Quantity of bait used (weight)	Quebec: Indicate the weight of bait used. Others: Not applicable
Bait condition	Quebec: Indicate the condition of the bait used (frozen or fresh). 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. This section is for Pacific, Quebec, Maritimes and Newfoundland only.

Species	Quebec, Maritimes, Newfoundland & Pacific: Indicate the species declared as personal consumption/use.
---------	---

	Others: Not applicable
Product form	Quebec, Maritimes, Newfoundland & Pacific: Only the product form “Round” may be selected.
	Others: Not applicable
Kept weight	Quebec, Maritimes, Newfoundland & Pacific: 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	Quebec, Maritimes, Newfoundland & Pacific: Indicate the expected use of this fish kept for personal usage.
	Others: Not applicable

Hail in Section

Hail in company	Quebec, Gulf and Maritimes: Identify the company that issued the hail in confirmation number.
	Others: Not applicable
Hail in confirmation number	Quebec, Gulf and Maritimes: Indicate the hail in confirmation number.
	Others: Not applicable

Landing Section

Date/time of arrival	Quebec, Gulf and Maritimes : Indicate the date and time of arrival at the wharf.
	Others: Not applicable
Date/time of the start of the landing	Pacific, Quebec, Gulf and Newfoundland : Indicate the date and time of the beginning of the landing.
	Others: Not applicable
Port of Landing	Indicate the name of the landing port.

Specific Logbook Instructions, by Region and Section

PACIFIC

Gear Information Section

This section is to be completed by Pacific fish harvesters once a year or when the gears used change.

Fishing Gear	Indicate the type of fishing gear.
Number of Gears	Indicate the number of gears having these characteristics.
Frame Material	Indicate the frame material of the gear.
Bottom Diameter of the Gear	Indicate the bottom diameter of the gear.
Width of the Gear	Indicate the width of the gear.
Height of the Gear	Indicate the height of the gear.
Mesh Material	Indicate the mesh material of the gear.
Diameter of Escapes	Indicate the escape ring diameter of the gear.

Fishing Effort Section – Fishing Gear Used

This section is only to be completed by Pacific fish harvesters that have indicated “Pot” in the Fishing Gear field of the section Fishing Effort – Fishing Gear Used

Type of bait fastener	Indicate the bait fastener used.
Fishing method	Indicate the fishing method used.