



Department of  
**Primary Industries and  
Regional Development**

**KIMBERLEY CRAB MANAGED FISHERY  
VESSEL MONITORING SYSTEM  
APPROVED DIRECTIONS**

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Approved by the Executive Director, Operations and Compliance

as delegate for the Director General

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**SCHEDULE I – Setting up Nominations in easyMail**

**SCHEDULE II –Fishery Nomination Requirements and Procedures**

# 1. Definitions

In this document, unless the contrary intention appears –

**“an ALC fishing boat”** has the same meaning as in regulation 55C (1) of the Fish Resources Management Regulations 1995;

**“approved automatic location communicator” or “ALC”** has the same meaning as in regulation 55A of the Fish Resources Management Regulations 1995;

**“approved directions”** means this document as defined in regulation 55A of the Fish Resources Management Regulations 1995;

**“approved directions for use” or “directions for use”** as described in any managed fishery management plan or interim managed fishery management plan or exemption has the same meaning as “approved directions”;

**“approved person”** means a marine technician with a recognised qualification (TAFE certification/Australian Defence Force Academy/Overseas equivalent) or 5+ years trade experience in the servicing and installation of marine electronic equipment;

**“authorised agent”** means a person who has been registered by the Department of Primary Industries and Regional Development, Western Australia to fit the criteria of servicing, configuring and distributing a particular brand of ALC or Messaging Terminal (MT);

**“computer”** for the purpose of these approved directions means a personal computer and/or message terminal;

**“licence holder”** as defined under regulation 55A of the Fish Resources Management Regulations 1995, means the holder of a fishing boat licence;

**“master”** as defined in the Fish Resources Management Act 1994;

**“permit holder”** means a person who is the holder of an Interim Managed Fishery Permit or Managed Fishery Licence;

**“the Department”** means the Department of Primary Industries and Regional Development, Western Australia; and,

**“vessel monitoring system” or “vms”** means the Department of Primary Industries and Regional Development, Western Australia vessel monitoring system.

## 2. Introduction

The Department of Primary Industries and Regional Development Western Australia (the Department) operates a vessel monitoring system (VMS) to assist in the management and compliance of state fisheries. The VMS can be broken down into several components and these are the automatic location communicator (ALC), satellites, land earth station and vessel monitoring hardware and software.

An ALC installed on a boat transmits information (e.g. location, date, time, nominations etc.) via a satellite and land earth station which is then forwarded to the Department's VMS infrastructure. It is here where the information is stored and displayed in databases and specialised software for viewing by authorised departmental staff.

The Department uses the information collected via the VMS for any or all of the following purposes:

- to encourage and monitor compliance with state fisheries management arrangements and provide evidence of alleged breaches;
- to monitor the consumption of entitlement;
- to increase the range of feasible management options available;
- to improve the quality of location data available for research;
- to facilitate the collection of data for management purposes;
- to, upon request, occasionally provide information to sea search and rescue organisations in the event of an emergency; and
- to, upon request and subject to approval, occasionally use macro VMS data to assess impacts and provide feedback relating to marine planning projects such as marine parks and oil and gas proposals.

## 3. Approved Directions

For the purposes of regulation 55AA and 55B of the *Fish Resources Management Regulations 1995* (FRMR) this document outlines the approved directions for the installation, use, servicing and testing of an ALC.

## **4. ALC Requirements**

### **4.1. ALC Approvals**

The Department has adopted the standards as outlined by the Pacific Islands Forum Fisheries Agency (FFA) Type Approval. This standard has been adopted to assist in the regulation of ALC's available for use in the Department's vessel monitoring system.

The approval of specific ALC's is by Notice from the Chief Executive Officer (CEO) and published in the Government Gazette – refer to regulation 55AA of the FRMR.

The CEO may also, by notice in writing, cancel any previous approvals issued for any ALC regardless of the FFA Type Approval. The CEO may also cancel any previous approval granted to specific software versions if it does not meet the Department's requirements or jeopardises the integrity of the ALC in any way.

The list of approved ALC's does not imply that any or all of the ALC's in that list may be used in all fisheries. In some instances, specific ALC's must be used in certain fisheries. A list of approved ALC's is available on the Department's website [www.dpird.wa.gov.au](http://www.dpird.wa.gov.au).

### **4.2. ALC Agents and Installers**

The manufacturers of approved ALC's approve various agents that an ALC must be purchased from and configured by. Those persons operating under the authority of the manufacturers are deemed authorised agents. This approval process is to ensure the integrity of the VMS as a management and compliance tool. A list of authorised agents is available by contacting a Vessel Monitoring System Officer or can be found on the Department's website [www.dpird.wa.gov.au](http://www.dpird.wa.gov.au).

A fishing boat will not become an ALC Fishing Boat, and permitted to fish under any authority that mandates an ALC, unless that ALC has been configured to the Department's specific requirements, purchased from an authorised agent and installed by an approved person.

In some cases, an ALC may have been obtained from someone other than an authorised agent, i.e. it was purchased with a vessel, and it is of the same make and model of ALC permitted to be used in the fishery. In this case the ALC must be sent to an authorised agent, unless a Vessel Monitoring System Officer confirms that it has already been configured correctly and in accordance with the Department's specific requirements.

An approved person must complete the installation of an ALC strictly in accordance with these approved directions, in addition to manufacturer's specifications. An approved person is a marine technician who is qualified in accordance with the definition of an "approved person" in these approved directions. It is the responsibility of the licence holder to ensure the marine technician conducting an installation meets the criteria of an approved person prior to the installation of an ALC.

### **4.3. Computer**

A computer must support and have uploaded the software that enables the operation and/or messaging of the ALC. All ALC's must have a computer attached.

The software types and versions are included in the Notice of Approved ALC's that are published in the Government Gazette and are available on the State Law Publisher website.

### **4.4. Distress Capabilities**

Some type approved Cobham SATCOM ALC's are configured to support the distress messaging capability should the licence holder choose to utilise this function.

It is important to note that whilst some ALC's support this capability and there is an added safety benefit, VMS was not introduced into WA fisheries as a safety requirement. As such it is the licence holder's responsibility to ensure that the safety feature is set up correctly by speaking to their ALC installer and ALC authorised agent for more information and to organise an appropriate time to test the distress capability.

Please note: The Department's installation procedures do not require installation to full Global Maritime Distress and Safety System (GMDSS) standards. Whilst equipment installed in compliance with these directions may be used for some GMDSS functions or may satisfy GDMSS requirements, the Department accepts no responsibility for the use of installed equipment for GMDSS or any other safety purpose. If a GDMSS alert is transmitted, it is sent directly to the closest Maritime Rescue Coordination Centre (MRCC), for example the Australian Maritime Safety Authority. Please note that the Department is not an MRCC. For further information, please refer to your authorised agent.

## 5. Commissioning and Installation Procedures and Requirements

In this Section the following definitions apply:

“**airtime service provider**” is a supplier of satellite airtime;

“**seal**” means a seal supplied by the Department for the purpose of being secured to the ALC enclosure;

“**break-out box**” means the interconnection box that is connected to the ALC Antenna and the Message Terminal or Computer; and

“**hot-spare ALC**” means an approved automatic location communicator that has been commissioned with the Department for the purpose of temporarily replacing the primary approved ALC if that approved ALC breaks down.

### Commissioning Requirements

An ALC must be commissioned in accordance with these approved directions. Section 5.1 of these approved directions titled “Commissioning Procedure” are the approved directions for the commissioning of an ALC.

### Installation Requirements

An ALC must be installed in accordance with regulation 55B of the FRMR. Section 5.2 of these approved directions titled “Installation Procedure” are the approved directions for the installation of an ALC.



## **5.1. Commissioning Procedure**

### **5.1.1. Cobham SATCOM "Sailor" Approved ALC's**

Some items in this section are mandatory and there is no room for the use of discretion. These are indicated by the use of the word "must". Any problems in these areas must be referred to a departmental Vessel Monitoring System Officer for resolution.

It is the responsibility of the licence holder to also ensure that an approved person and authorised agent do in fact carry out procedures for commissioning in accordance with these approved directions.

The following procedure must be followed to ensure that the ALC is approved to be installed on the Fishing Boat:

1. Place an order for an ALC with an authorised agent;
2. Organise an approved person to perform the installation of the approved ALC;
3. The ALC must be registered with an Airtime Service Provider<sup>1</sup>;
4. All relevant Forms<sup>2</sup> must be completed and returned to the Vessel Monitoring System Officer to enable the ALC to be registered with the Department;
5. The ALC must be configured according to the specific requirements for that brand/model of ALC, in addition to any fishery specific requirements. An authorised agent must carry out this configuration (see Section 4.2);
6. A Vessel Monitoring System Officer will download the Data Network Identifier (DNID) into the ALC and monitor the ALC for a short period of time to ensure the ALC is operational prior to dispatch;
7. A copy of the ALC configuration script must be provided to a Vessel Monitoring System Officer from the authorised agent at the time of dispatch;
8. The ALC must be installed onto the ALC Fishing Boat in accordance with the Installation Procedure as outlined in these approved directions by an approved person;
9. Once the ALC has been installed onboard the boat, all forms and required messages must be sent (as outlined on the Installation Certificate) and confirmed received by a Vessel Monitoring System Officer;
10. The Installation Certificate must be completed, signed and returned to a Vessel Monitoring System Officer;

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<sup>1</sup> All Air Time Service Providers have different associated costs and service levels, so it is recommended that licence holders investigate all options to find the best deal prior to purchasing their ALC. If a company is not chosen prior to purchase, then usually the ALC is registered with a company that has an airtime deal with the distributor of the ALC. The ALC will be unable to transmit without being registered with an airtime service provider.

<sup>2</sup> The relevant forms and the Installation Certificate can be obtained by contacting a Vessel Monitoring System Officer or downloading them from the Department's website ([www.dpird.wa.gov.au](http://www.dpird.wa.gov.au)).

11. Once all information has been received by the Department and the ALC has been monitored for a period of time to ensure effective operation, the licence holder must then wait for a confirmation message to be sent to the ALC installed on the boat from the Vessel Monitoring System Officer. This confirmation indicates that the Vessel Monitoring System Officer was satisfied at that time that the ALC was effectively operating; and
12. The boat is now defined as an ALC Fishing Boat for the purpose of the FRMR and may then proceed to fish under the relevant fishery authorisation, permit or endorsement.

Other important items to note are:

1. It is the requirement of the licence holder to ensure that all required paperwork is completed and returned to the Department;
2. Regardless of whether the ALC is a newly purchased ALC or not, i.e. an existing ALC was already present on a newly acquired boat, the commissioning procedure must be followed to ensure that the ALC is approved to be installed on the boat;
3. The Department does not liaise with other State, Territory or Commonwealth Departments or Agencies when an ALC is commissioned for use in Western Australia. Should the boat hold any endorsement with another authority that requires them to be registered with that agencies vessel monitoring system, it is the responsibility of the boat owner or master to contact that other authority.
4. The Agencies DNID of each mobile are to be treated as confidential and must not be divulged to any party other than the Department of Primary Industries and Regional Development Western Australia.

### ***5.1.2. Software Access Restrictions and Configuration***

An authorised agent will be provided with a detailed configuration guide applicable to each make and model of ALC. The configuration of all ALC's must follow this configuration guide.

The ability to disable a DNID or data reporting, or modify any of the configuration that will interfere or prohibit the programmed data reporting from the ALC must not be available to any person or persons unless otherwise authorised by the VMS Manager.

The authorised agent must ensure that such lockout facilities are activated and that any potential for the fishing boat operator to bypass such lockout facilities is prohibited.

Any capability that allows the fishing boat operator to find out the programmed reporting time interval or the time of the transmission of data reports must be similarly locked out and not available to the vessel operator.

## **5.2. Installation Procedure – Cobham SATCOM “Sailor” ALC’s**

The following installation procedure should be observed when installing VMS equipment on board boats. It is recognised that the physical condition on each boat may vary considerably and as such some discretion must be exercised in some aspects of the ALC installation and these must be noted on the Installation Certificate. Some items are mandatory and there is no room for the use of discretion. These are indicated by the word “must”. Any installation problems in these areas must be referred to the Department for resolution.

There are specific manufacturer specifications related to the installation of an ALC. The installer must, in addition to the Department’s guidelines, ensure that they adhere to the manufacturers specifications.

Please note that: The Department’s installation procedures do not require installation to full Global Maritime Distress and Safety System (GMDSS) standards. While equipment installed in compliance with these standards may be used for some GMDSS functions or may satisfy GMDSS requirements, the Department accepts no responsibility for the use of the installed equipment for GMDSS or any other safety purpose.

A Fisheries and Marine Officer, Vessel Monitoring System Officer or independent auditor, to ensure compliance with the approved directions and manufacturer specifications, may audit the installation at any stage.

### **5.2.1. Computer**

The computer should be located such that it:

- is readily accessible to the ALC Fishing Boat master;
- is protected from the elements of water, wind and weather;
- is secure in the roughest of sea conditions; and
- does not interfere with the normal, safe operation of the fishing vessel.

### **5.2.2. Break-out box**

The ALC break-out box may be enclosed within a casing that, if required, may be sealed with the Department’s approved seals.

The casing must meet the following specifications:

- no wiring is to be able to be removed without having to open the sealed casing;
- there must be no switches that enables the ALC to be switched off;
- a switch for the purpose of the power saving sleep mode is permitted;
- only a circuit breaker is permitted, and must be enclosed in the casing; and,

- the casing must be tamperproof.

The break-out box, and surrounding casing, if applicable, must be located such that it:

- is protected from the elements of water, wind and weather;
- is secure in the roughest of sea conditions;
- is not prone to accidental bumping;
- does not interfere with the normal, safe operation of the fishing vessel; and,
- is secured to the ALC Fishing Boats superstructure so that it is not easily removed (e.g. inbuilt walls or benches).

### **5.2.3. Seals**

The seals, if applicable, will be supplied by the Department, and attached as soon as practically possible by a Vessel Monitoring System Officer, a Fisheries and Marine Officer, or a person who has been authorised by a Vessel Monitoring System or Fisheries and Marine Officer to attach the seals on their behalf.

The seals must be applied to the break-out box casing such that it is not possible to open the casing without breaking one or more of the seals. Seals shall be positioned to avoid accidental damage.

### **5.2.4. Antenna Location**

The antenna should be located as per the manufacturer's installation guidelines.

The antenna must be located such that it:

- has sky-wards access which is unobstructed by any part of the fishing vessel; and,
- does not suffer interference from the operation of other equipment on the fishing vessel.

### **5.2.5. Cabling**

The antenna and the transceiver must be connected by a cable where:

- it must not be possible to remove the transceiver and antenna from the vessel without disconnecting the joining cable.
- the ALC may be installed as to utilise the power saving sleep mode facility in the ALC. Sleep mode is subject to additional restrictions as outlined in Section 8.

The ALC must be connected to a power supply such that:

- the ALC is not subject to large fluctuations in voltage that may cause a reset condition or damage the transceiver;

- the ALC must be installed so that the ALC has a continuous, non-interruptible power supply at all times;
- there must be no switches that enable the ALC to be switched off;
- a switch for the purpose of the power saving sleep mode is permitted;
- only a circuit breaker is permitted, and must be enclosed in a casing; and,
- the ALC must be installed so that, should the main power supply to the ALC fail, the ALC has a back-up power supply to enable continual operation of the ALC.

To ensure the ALC has a continuous, non-interruptible power supply at all times it is recommended that:

- the transceiver be installed with a voltage conditioner to prevent fluctuations in power from damaging the device; and,
- should the fishing boat not have access to shore power during periods of inactivity, the installation of subsidiary equipment such as solar panels be installed to ensure that the main power supply and/or backup power supply are kept at a level of charge that ensures the ALC is operating effectively at all times.

## 6. Maintenance and Servicing Procedures

Inmarsat-C transceivers are highly reliable but it is also recognised that genuine equipment failures will be experienced from time to time. Authorised agents and approved persons are to deal with maintenance issues as per normal best practice for maintenance and servicing of this sort of equipment.

### 6.1. ALC

The Department recommends that an ALC and its installation, including back-up batteries, should receive regular, or at least annual, servicing, testing and maintenance to ensure that it continues to operate effectively.

The licence holder/master must notify the Department by contacting a Vessel Monitoring System Officer if any maintenance or servicing is to be carried out on the ALC. A submission in writing must be submitted by the licence holder detailing:

- The date and time that the maintenance and servicing of the ALC is to be undertaken;
- The name and contact details of the approved person /authorised agent undertaking the servicing or maintenance;
- The nature of the maintenance and servicing that is to be undertaken; and,
- Expected duration of the maintenance or service of the ALC.

An ALC Maintenance Form must be completed by the authorised agent or approved person following any maintenance carried out on either the ALC or the ALC installation. This form can be obtained from a Vessel Monitoring System Officer. It is the responsibility of the licence holder to ensure that all paperwork is completed and returned to the Department.

If maintenance is being carried out on the ALC Fishing Boat that requires the power from the ALC to be disconnected, then a request to power down must be completed for the duration of this maintenance. See Section 8.1 for details regarding powering down.

### 6.2. Seals

Where the Department's seal has been broken or damaged, the licence holder or master must report the damage immediately to a Vessel Monitoring System Officer. It must then be arranged for either a Vessel Monitoring System Officer, Fisheries and Marine Officer, or a person who has been authorised by a Vessel Monitoring System or Fisheries and Marine Officer on their behalf, to replace the damaged or broken security seal as soon as practically possible.

If it is necessary for a seal to be removed for the purpose of maintenance or servicing of the ALC then a Vessel Monitoring Officer or Fisheries and marine Officer may grant approval prior to the removal of that seal. It then must then be arranged for either a Vessel Monitoring System Officer, Fisheries and Marine Officer, or a person who has been authorised by a Vessel Monitoring System or Fisheries and

Marine Officer on their behalf, to replace the damaged or broken security seal as soon as practically possible.

## 7. Breakdown and Replacement Equipment Procedures

### 7.1. Breakdown Procedure - ALC

In the event that the master is informed by the CEO (or delegate), that the ALC on board the ALC fishing boat has ceased to operate effectively, Regulation 55C(3) of the FRMR explains the procedure and the obligations of the master of the ALC Fishing Boat.

The obligations under Regulation 55C(3) of the FRMR state that:

1. all fishing undertaken from the fishing boat stops immediately and all fishing gear is stowed until the CEO (or delegate) authorises fishing to continue; and
2. any directions given by the CEO (or delegate) such as direction that the ALC Fishing Boat returns to a port must be complied with.

If a master becomes aware that an ALC is not functioning effectively they must cease fishing immediately, contact the Department, and await any directions from the CEO or delegate.

On occasion, an ALC Fishing Boat may be authorised by the CEO to remain at sea with an ALC that is not operating effectively. However, this is determined on a case-by-case basis and may be subject to numerous conditions such as nominating manual position reports. The CEO or delegate will make this decision.

It is also the responsibility of the master of the ALC Fishing Boat to ensure that the ALC is operating effectively at all times, as stated in regulation 55C(2) of the FRMR.

For example, if the ALC Fishing Boat experiences any problems that may affect the functionality of the ALC, e.g. a power fail or power fluctuation, it is the responsibility of the master to ensure that the ALC continues to operate effectively.

If any problems are experienced that may prevent the ALC from operating effectively there are some checks that the master can do to assist them in determining if this is the case:

- Contact a Vessel Monitoring System Officer to determine if the ALC is operating effectively;
- If applicable, check any LED lights present on the ALC break-out box that indicates normal functionality;
- Check any indicators on the software program on the computer;
- Send a test message to the Department from the computer; and,
- Contact an approved person and/or authorised agent for advice.

Contacting a Vessel Monitoring System Officer as soon as possible to ascertain if there have been any issues with the functionality of the ALC or sending the ALC to an approved agent for analysis can assist in ensuring the effective operation of the ALC.



It is recommended that the master contact a Vessel Monitoring System Officer to obtain confirmation that the ALC continues to operate effectively.

## **7.2. Breakdown Procedure - ALC computer or data terminal**

If there is a breakdown of the computer component of the ALC and the master of the ALC Fishing Boat is unable to transmit mandatory nominations (as outlined in Section 10), the master may nominate by phone until the computer has been repaired.

Nominating by phone is not a permanent arrangement and the computer must be repaired when the ALC Fishing Boat returns to port or as soon as practically possible subject to the approval of a Vessel Monitoring System Officer, Compliance Manager or Fisheries and Marine Officer.

The master must call the Phone Nomination Number (see Section 9) and leave the following details:

- a) Name
- b) Contact number
- c) Boat name
- d) Licenced Fishing Boat number
- e) Fishery
- f) Nomination name
- g) Nomination details (e.g. location, date and time, licence number etc.)
- h) Record the date and time that the nomination was submitted e.g. in the ships log.

If required, a Vessel Monitoring Officer or Fisheries and Marine Officer may contact you for more information relating to your phone nomination. Therefore, the master must ensure they keep an accurate record of the details of the nomination.

## **7.3. Replacement Equipment**

A hot-spare ALC is permitted as a replacement if the approved ALC on board the ALC Fishing Boat ceases to operate effectively, subject to the following conditions:

1. All ALC's designated for use as a hot-spare must be commissioned<sup>3</sup> and maintained in accordance with these approved directions;
2. A Vessel Monitoring System Officer must be notified and approve the use of a hot-spare prior to the hot-spare being installed on the ALC Fishing Boat;
3. If an authorised agent or approved person is not available to replace the ALC with the hot-spare ALC, a Vessel Monitoring System Officer, Fisheries and Marine Officer or Compliance Manager may authorise a person to install the hot-spare ALC;
4. A test message must be sent from the hot-spare ALC and confirmed as received by the Vessel Monitoring System Officer;

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<sup>3</sup> A hot-spare ALC is exempt from the provisions of the commissioning procedure that refers to installation.

5. The hot-spare ALC, once installed on the ALC Fishing Boat, must be approved by a Vessel Monitoring System Officer to be operating effectively;
6. A hot-spare ALC must only be utilised until the original approved ALC has been repaired; and
7. Any other ALC, other than an ALC that has been specifically commissioned with the Department's Vessel Monitoring System as a hot-spare ALC, may not be used as a hot-spare ALC.

A hot-spare ALC must be confirmed to be operational prior to the boat departing port. However, if a hot-spare ALC is required to be installed outside of normal working hours the master of the ALC Fishing Boat may proceed to sea but if it is determined that the ALC is not operating effectively the master will be requested to return the ALC Fishing Boat to port. It is the risk of the master if they proceed to sea without confirming the ALC to be operational. As stated in regulation 55C(2) of the FRMR the master of the ALC Fishing Boat must ensure the ALC is operating effectively at all times, and failing to do so may incur a penalty.

## **8. ALC Power Down and Sleep Mode Procedures**

### ***8.1. Power down Procedure***

It may be necessary for an ALC to be powered down, for example during extended periods of inactivity or maintenance.

The following procedure must be followed when an ALC is to be powered down:

1. A written request<sup>4</sup> must be sent to a Vessel Monitoring System Officer prior to the ALC powering down except if subject to verbal approval (see point 5);
2. The written request requires the following information:
  - a) ALC Fishing Boat name;
  - b) Licenced Fishing Boat number;
  - c) Reason why the ALC needs to be powered down;
  - d) Date/Time that the ALC will be powering down;
  - e) Date/Time that the ALC will be powering up;
  - f) Location of the ALC Fishing Boat during the power down dates;
  - g) Full name and contact number of the person seeking approval;
  - h) Master's name and contact number; and
  - i) Boat owner's name and contact number.
3. Upon receiving the written request, a Vessel Monitoring System Officer may, in writing, grant approval to power down;

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<sup>4</sup> A power down approval form is available on the Department's website at [www.fish.wa.gov.au](http://www.fish.wa.gov.au) or by contacting a Vessel Monitoring System Officer. Alternatively, all the information can be sent via the ALC, emailed or faxed (see section 9 Vessel Monitoring System Contact Details).

4. The ALC may be powered down once the licence holder or master of the ALC Fishing Boat has received the written approval from the Vessel Monitoring System Officer;
5. In the event where an ALC is required to be powered down immediately then verbal approval must be sought from a Vessel Monitoring System Officer or Fisheries and Marine Officer prior to the ALC powering down. This verbal approval must then be followed up in writing with a written request; and,
6. Approval to power down will not be granted whilst the vessel is at sea except if directed by the CEO or delegate under the breakdown procedure.

#### ***8.1.1. Out of hours Power down Approval***

Power down approval can be obtained in advance. For example, if the ALC Fishing Boat is returning to port outside of normal office hours then approval may be sought in advance.

The ALC must be operating effectively until –

1. the ALC Fishing Boat is in the location specified in the approval to power down; and
2. the date and time specified in the approval.

#### ***8.1.2. ALC Power down Conditions***

1. The ALC Fishing Boat must remain stationary at the nominated location for the entire duration of the power down approval unless they have contacted a Vessel Monitoring System Officer and have been granted permission to move the ALC Fishing Boat;
2. The ALC is only permitted to power down until the approved date. If there is a requirement for the date to be extended for any reason, a Vessel Monitoring System Officer must be contacted and advised of the new date;
3. A power down approval may be terminated prior to the date the ALC must power on provided a Vessel Monitoring System Officer has been informed;
4. Once power is reinstated to the ALC the person must contact a Vessel Monitoring System Officer and inform them that power has been reinstated to the ALC and to ensure that the ALC is operating effectively;
5. Once a Vessel Monitoring Officer has been informed that power has been reinstated or the approval expires, whichever occurs first, the approval to power down is automatically terminated. The person must resubmit an approval to power down should the ALC be required to be switched off for a further period of time; and
6. A power down approval granted by the Department does not overrule any other obligations or requirements in relation to the operation of that particular ALC by other State, Territory or Commonwealth Agencies or Departments.

## **8.2. Sleep mode Procedure**

In some cases, the ALC may be configured during the installation process to utilise the power saving sleep mode.

Utilising sleep mode is subject to the following conditions;

1. Sleep mode is not permitted to be used whilst the boat is at sea;
2. Sleep mode can only be activated when the boat is in port, on its mooring or on land;
3. Sleep mode must be deactivated when the boat departs port.
4. If the ALC Fishing Boat is undergoing maintenance, repair, or is commencing an extended period of inactivity it is strongly recommended that power down approval is sought regardless.

## 9. Vessel Monitoring System Contacts

Vessel Monitoring System Officers are available Monday to Friday during normal office hours.

In specific circumstances out of hours' contact may be pre-arranged, for example, during the commissioning process of an ALC. In some instances, Regional Fisheries and Marine Officers may be contactable on weekends and out of normal office hours for assistance. It is recommended that masters acquaint themselves with the Fisheries and Marine Officers in their area.

**IMPORTANT NOTE:** Phone nominations (see number below) may be used in the event that a problem is encountered with the messaging function of an ALC on board an ALC Fishing Boat. See Section 7 for full details surrounding the ALC breakdown procedure.

Address	Marine Operations Centre 14 Capo D'Orlando Drive SOUTH FREMANTLE WA 6162
Telephone	(08) 9432 8000 (office hours)
Facsimile	(08) 9335 8615
Email	vms@dpird.wa.gov.au
Website	www.dpird.wa.gov.au

Phone Nominations (24 Hours)	(08) 9432 8008
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## 10. Nominations

Nominations to be submitted by the master via an ALC are dependent on the authorisation/s the ALC Fishing Boat is authorised to fish.

Schedules I and II of these approved directions outline the nominations and nomination procedures that, if required, must be sent from the ALC Fishing Boat.

## **SCHEDULE I – Setting up Nominations in easyMail**

### **1. Setting up Nominations**

This schedule describes briefly how to set up and send nominations in easyMail. To determine which version of easyMail is applicable to you, open the easyMail program, select HELP – ABOUT EASYMAIL and the version of easyMail will display.

For further assistance on how to setup nominations please contact a Vessel Monitoring Officer, Marine Technician or Approved Dealer.

#### **1.1. *Thrane and Thrane Inmarsat-C easyMail Version 1.13***

- All nominations can be saved into easyMail by typing in the appropriate message and selecting FILE – SAVE EDITOR – typing in the appropriate nomination title and clicking SAVE.

The nomination can then be retrieved by selecting FILE – OPEN – selecting the nomination that you have saved and clicking OPEN.

- All nominations can be set as quick keys (e.g. F1, F2 etc) in easyMail by typing in the appropriate message, selecting MESSAGES – DEFAULT MESSAGES – selecting an empty slot, typing in the appropriate nomination title, and then clicking SAVE AND CLOSE.

The nomination can then be retrieved by selecting EDITOR on the left hand side of screen and then using the keyboard pressing the “F” key that corresponds to the message.

#### **1.2. *Thrane and Thrane Inmarsat-C easyMail Version 1.15***

- All nominations can be saved into easyMail by typing in the appropriate message and selecting FILE – SAVE – typing in the appropriate nomination title and clicking SAVE.

The nomination can then be retrieved by selecting FILE – OPEN – selecting the nomination that you have saved and clicking OPEN.

- All nominations can be set as quick keys (e.g. F1, F2 etc) in easyMail by typing in the appropriate message and selecting MESSAGING – DEFAULT MESSAGES – selecting an empty slot, typing in the appropriate nomination title, and then clicking SAVE AND CLOSE.

The nomination can then be retrieved by selecting EDITOR on the left hand side of screen and then using the keyboard pressing the “F” key that corresponds to the message.

#### **1.3. *Thrane and Thrane Inmarsat-C easyMail Version 2.01 & 2.02***

- All nominations can be saved into easyMail by typing in the appropriate message and selecting FILE – SAVE – typing in the appropriate nomination title and clicking SAVE.

The nomination can then be retrieved by selecting FILE – OPEN – selecting the nomination that you have saved and clicking OPEN.

- All nominations can be set as quick keys (e.g. F1, F2 etc) in easyMail by typing in the appropriate message and selecting MESSAGING – DEFAULT MESSAGES – selecting an empty slot, typing in the appropriate nomination title, and then clicking SAVE AND CLOSE.

The nomination can then be retrieved by selecting EDITOR on the left hand side of screen and then using the keyboard pressing the “F” key that corresponds to the message.

*PLEASE NOTE; ALL EASYMAIL VERSIONS:* If you have selected the insert position or insert date/time and then saved the message, the date/time and position will NOT update automatically the next time the message is brought up. Therefore, ensure that you update the date/time/position or any other fields where the information in the ALC is utilised.

## **2. Sending a nomination – Thrane and Thrane Inmarsat-C easyMail**

All nominations must be submitted to the Department via the Department’s data network identifier (DNID) in the ALC, subject to the breakdown procedures outlined in Section 7 of the Approved Directions.

To enable you to send a nomination via the DNID:

1. Click on the EDITOR button found on the left hand side of the screen;
2. Type the nomination; or

If your nomination has been set up as a quick key (i.e. F1, F2 etc.) then press the quick key on your key board that corresponds to the nomination you need to send; or

Go to MESSAGES (v. 1.13) or MESSAGING (v. 1.15, 2.01 & 2.02) – DEFAULT MESSAGES – and select the message; or

If the nomination was saved under FILE then go to FILE – OPEN – navigate to where you saved the nomination and click OPEN.

3. At this point if it is a requirement for the nomination to contain the date and time and/or location do this now by inserting these items via clicking:

Version 1.13: EDIT – INSERT UTC DATE & TIME or INSERT POSITION

Versions 1.15, 2.01 or 2.02: EDIT – INSERT – UTC DATE & TIME or POSITION

4. Now go to the CONTACTS folder. You should find a contact named something similar to ‘fisheries DNID’. This should have been set up by the registered installer.

If this contact is absent, please get in touch with a Vessel Monitoring Officer for assistance.

5. Select the CONTACT so that it is highlighted and either double click or move it across into the “To:” box – click OK.
6. Press the SEND button.
7. The ‘Sending’ box should pop-up automatically with a number of options. As this message has been typed in the ‘Editor’ window, ensure that the ‘Text in Editor’ button is checked. Decide if you require a confirmation receipt by checking or unchecking the box. Note: a confirmation receipt will incur a small charge from your airtime service provider.
8. Click OK.

For further assistance on how to send a nomination please contact a Vessel Monitoring Officer, Marine Technician or Approved Dealer.



## SCHEDULE II – *KIMBERLEY CRAB Managed Fishery* Nomination Requirements and Procedures

### 1. Definitions

In this Schedule the following definitions apply:

“**primary boat**” and “**authorised boat**” has the same meaning as in the *Kimberley Crab Managed Fishery Management Plan 2018*.

### 2. Nomination Requirements

As outlined in the *Kimberley Crab Fishery Management Plan 2018* (the Plan), the master must not allow the ALC Fishing Boat to be used to fish in the *Kimberley Crab Managed Fishery* (the Fishery) unless the nominations stated in the Plan have been made in accordance with these approved directions.

All nominations must be submitted to the Department via the Department’s Data Network Identifier (DNID) in the ALC, subject to the breakdown procedures outlined in Section 7.2 of the approved directions.

Note that failure to make the required nominations is an offence under the Plan.

Schedule I of these approved directions provides some information on how to pre-set nominations for ease of submission.

#### **2.1. Nomination 1 – Intention to Fish**

##### **2.1.1. Description**

The master of a primary boat must ensure that a nomination of intention to fish is made prior to commencing a fishing trip as outlined in Clause 21 of the Plan.

##### **2.1.2. Nomination Information**

For the nomination of *Intention to Fish* the master needs to submit the following information outlined in the table below.

<b>Required Nomination Information</b>	<b>How</b>	<b>Prefix</b>	<b>Example</b>
Managed Fishery Licence number	Type manually	MFL:	MFL: KCL123
Fishery	Type manually	Fishery:	Fishery: Kimberley Crab Fishery
Name of Master	Type manually	Name of Master:	Name: Jack Sparrow
Contact Number of Master	Type manually	Contact Number of Master:	Contact Number: 0412345678

Place of Departure	Type manually	Place of Departure:	Place of Departure: Broome
Place of Landing	Type manually	Place of Landing:	Place of Landing: Broome

## **2.2. Nomination 2 – Nomination to land**

### **2.2.1. Description**

The master of a primary boat must ensure that a nomination to land is made prior to landing crab as outlined in Clause 22 of the Plan.

This nomination must be made by the master:

- Not less than 3 hours prior to landing crab

### **2.2.2. Nomination Information**

For the *Nomination to land* the master must submit the following information outlined in the table below.

<b>Required Information</b>	<b>Nomination</b>	<b>How</b>	<b>Prefix</b>	<b>Example</b>
Fishery		Type manually	Fishery:	Fishery: Kimberley Crab Fishery
Place of landing		Type manually	Place of Landing:	Place of Landing: Broome
Estimated time of landing		Type manually	Estimated time of landing:	Estimated time of landing: 12:30 WST

## **2.3. Nomination 3 – Taking a boat out of the waters of Western Australia**

### **2.3.1. Description**

The master of a primary boat must not allow an authorised boat to be taken out of the waters of Western Australia, unless a nomination to take that boat out of the waters of Western Australia as outlined in Clause 23 of the Plan, has been made and is in effect.

This nomination must be made by the master:

- Not less than 3 hours prior to the boat being taken out of the waters of Western Australia

### **2.3.2. Nomination Information**

For the nomination to *take a boat out of the waters of Western Australia* the master must submit the following information outlined in the table below.

<b>Required Nomination Information</b>	<b>How</b>	<b>Prefix</b>	<b>Example</b>
Fishery	Type manually	Fishery:	Fishery: Kimberley Crab Fishery
Place of landing	Type manually	Place of Landing:	Place of Landing: Darwin
Estimated Date and time boat will exit the waters of the Western Australia	Type manually	Estimated date and time boat will exit the waters of Western Australia:	Estimated date and time boat will exit the waters of Western Australia: 01/01/2019 14:30 WST

## **2.4. Requirement to report lost crab traps**

### **2.4.1. Description**

The master of an authorised boat must report any lost or irretrievable crab traps by the use of an approved ALC to the Department, within 24 hours of concluding a fishing trip or prior to the commencement of the next fishing trip as outlined in Clause 26 of the Plan.

### **2.4.2. Nomination Information**

When reporting lost crab traps, the master must submit the following information outlined in the table below.

<b>Required Nomination Information</b>	<b>How</b>	<b>Prefix</b>	<b>Example</b>
Lost Trap	Manually	Lost Trap:	Lost Trap
Quantity and Type of Lost Traps	Manually	Quantity and Type of Lost Traps:	Quantity and Type of Lost Traps: 2 rectangular traps
Location	In easyMail select EDIT-INSERT POSITION	Location:	Location: 18°14.4666, 122°13.4889

## **2.5 Requirement to report lost traps that are subsequently found**

### **2.5.1 Description**

The master of an authorised boat must report any lost traps that have been subsequently found, by use of an approved ALC to the Department as outlined in Clause 26 (3) of the Plan.

### **2.5.2 Nomination Information**

When reporting subsequently found crab traps, the master must submit the following information outlined in the table below:

<b>Required Information</b>	<b>Nomination</b>	<b>How</b>	<b>Prefix</b>	<b>Example</b>
Found Trap		Manually	Found Trap	Found Trap
Quantity and Type of Found Traps		Manually	Quantity and Type of Found Traps:	Quantity and Type of Found Traps: 2 rectangular traps
Location		In easyMail select EDIT-INSERT POSITION	Location:	Location: 18°14.4666, 122°13.4889