

Fish Eye Online Services Nomination Form

The Fish Eye system provides fishers, receivers and processors with the ability to transact electronically with the Fisheries Division, Department of Primary Industries and Regional Development (Fisheries).

Individuals wishing to view catch balances, submit trip returns, change Master details or submit registered receiver/processor consignment forms will need to first register for Fish Eye Online Services using a Fish Eye online Registration Form (ET-1) and then be nominated for a particular online user role through the completion of this Nomination Form (ET-2). Nominations and Registrations are subject to any limitations considered appropriate by Fisheries.

During the registration process Fisheries will verify the identity of each applicant. A person needs to register only once.

Online roles for registered users include:

- **Master**
- **MFL Online Operator**
- **Receiver / Processor Online Operator**

These roles offer access to different services and activities on behalf of the Authorisation or Receiver Certificate/Processor Licence Holders. Some roles may not be available in certain MFLs, RRCs or PROLs.

Fish Eye Online User Roles - Managed Fishery Licence (MFLs)

Master (includes Abalone Nominated Operator / Nominated Diver and Marine Aquarium Fish Nominated Operator).

Masters can use Fish Eye to submit Trip Returns as required by your fishery (including any nominations and all other catch, disposal and consumption information). Depending on your fishery you may also make 'change requests' to amend any incorrect information submitted in previous Trip Returns. (Change requests will be subject to approval.) MFL Holders must nominate themselves as Master if they wish to submit Trip Returns electronically.

MFL Online Operator

MFL Holders who want to use the Fish Eye system **must** nominate at least one MFL Online Operator. For the Abalone and Marine Aquarium Fish fisheries, this role allows an MFL holder to view catch entitlements and catch history. For the Western Rock Lobster Fishery, an MFL Operator conducts important business transactions on behalf of the MFL. This includes nominating Masters, applying for Temporary Transfer of Entitlement, advertising temporary entitlement for purchase or sale on the Entitlement Exchange, and updating licensing contact details for the MFL. This role can also access all information available to the MFL User role.

Fish Eye Online User Roles - Registered Receiver Certificate (RRC)/Processor Licence (PROL)

Receiver / Processor Online Operator

RRC/PROL Holders who want to use the Fish Eye system must nominate at least one RRC/PROL Online Operator. Depending on your fishery, the Receiver/Processor Online Operator can use Fish Eye Online Services, the Abalone Fish Eye form or the Department Gateway to submit consignment records on behalf of the RRC/PROL. You may also be able to use Fish Eye Online Services to submit 'change requests' to amend any incorrect information submitted in previous consignment records. All change requests are subject to our approval.

Summary of services available for each role for the Western Rock Lobster Fishery:

Services:	Master (nominated role)	MFL Online Operator (nominated role)
Submit & request to amend Trip Returns	✓	✗
View Trip History	✓	✓ For all Masters
View Entitlement Reports	✓	✓
View Entitlement Balance	✓	✓
Temporary Transfer of Entitlement	✗	✓
Advertise on Entitlement Exchange	✗	✓
Nominate Masters	✗	✓
Renew my CFL	✓	✓

Services:	RRC/PROL Online Operator (nominated role):
Submit Consignment Records	✓
Request to amend Consignment Records	✓
View History	✓
Renew my CFL	✓
View Entitlement Exchange	✓

Instructions for completing the nomination form ET-2

Before completing the form, please read these instructions:

- Use **BLOCK LETTERS** and ensure your writing is clear and legible.
- This form must be completed by the Authorisation or Certificate Holder, it **cannot** be completed by an agent on their behalf.

Part A – Authorisation Holder Details

- Complete all details of the nominating authorisation/certificate holder.
- Check that you have entered the correct details, including the Licence/Certificate number. Errors will delay the nomination process.

Part B – Details of Person to be Nominated

- Complete all details of the person being nominated
- Indicate which role(s) that person is being nominated for. The role(s) selected will determine which services are available for that user:
MFL holders - Master and/or MFL Online Operator,
Registered Receiver Certificate/Processors holders - RRC/PROL Online Operator
- Please refer to **Fish Eye Online User roles** on the previous pages for role information.
- A nominated person can only access Fish Eye Online Services if they are a registered user which has to be done through submitting an ET-1 (Fish Eye Online Services Registration Form).
- **Note:** You may nominate a person to more than one role. MFL and receiver/processor holders who are a sole holder/operator and wish to access all services may choose to nominate themselves into all roles relevant to their licence/certificate.

Part C - Authority Given to Nominated Person

- Read this section carefully as it outlines the authority given to each role.
- If 'Master' has been selected as a role, please note you must also tick one of the two boxes in that section stating the authority of the Master to act under the MFL.

Part D – Execution of Nomination

- Sign the relevant section (Individuals, Corporation or Attorney) noting that this confirms your acceptance of the Fish Eye Terms and Conditions and declares that the information given on the form is true and correct.

Individuals - All persons recorded as registered holders of the authorisation must sign and date the application form. An Executor may only apply if already recorded as Executor on the relevant authorisation or certificate. A copy of the Grant of Probate must be lodged with the application form (unless previously provided).

Corporations – The Company must properly execute this form. A copy of the register of directors/officers, together with a copy of that part of the constitution governing the use of the seal (if any) must be provided with the form. Where the form is executed by a sole director and sole company secretary the relevant declaration under section 129 of the Corporation Law must be made.

Attorney – If the authorisation holder has appointed an Attorney, the Attorney signing may be requested to produce the relevant Power of Attorney instrument for viewing and a copy for recording.

Important note

Nominations will be subject to Terms and Conditions that can be found on the Fisheries website - <http://www.dpird.wa.gov.au> and must be expressly agreed to by the Authorisation Holders by signing the acceptance of Terms and Conditions in Part D of this document. All forms and Terms and Conditions may be subject to change. Users already nominated may also be asked to provide additional information.

Fish Resources Management Act 1994
Electronic Transactions Act 2011

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Part A: Authorisation Holder Details

MFL Licence number:	<input type="text"/>	Fishery:	<input type="text"/>
Registered Receiver Certificate or PROL number:	<input type="text"/>	* Processors only to complete	
Full Legal Name of Authorisation Holder / Company:	<input type="text"/>		
ABN/ACN (if applicable):	ABN: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ACN: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
Business address: (number, street, suburb, post code)	<input type="text"/>		
	Suburb:	Post Code:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	<input type="checkbox"/> Please tick if same as business address		
Postal address:	<input type="text"/>		
	Suburb:	Post Code:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Email address: (required)	<input type="text"/>		
Contact numbers: (please tick your preferred number)	Phone: _____	<input type="checkbox"/>	
	Mobile: _____	<input type="checkbox"/>	

Part B: Details of Person to be Nominated

First name(s):	<input type="text"/>	Date of Birth:	<input type="text"/>
Surname:	<input type="text"/>		
Role (please tick the role(s) this person is being nominated to):			
<input type="checkbox"/> Master	<input type="checkbox"/> Receiver/Processor Online Operator		
<input type="checkbox"/> MFL Online Operator			

Part C: Authority given to nominated person

Master

By nominating a person (who is not the holder of the authorisation) to the user role of Master under the Fish Eye Online Services the authorisation holder **authorises** the person nominated as master to:

- (a) Act under the authority of the MFL either
- (i) For the MFL Holder [e.g. as employee]; or _____
- (ii) on behalf of the MFL Holder [e.g. as 'lessee'] _____
- (b) Have access, including under the Freedom of Information Act 1992, in the name of the authorisation holder to the details of the authorisation including the extent of entitlement conferred from time to time;
- (c) Have access in the name of the authorisation holder to any confidential information (such as Trip Returns) that the authorisation holder is entitled to have access under s 250(4B) of the *Fish Resources Management Act 1994*,

NOTE: The applicant must tick either (i) or (ii)

until such time as the nominated person ceases to have access to Fish Eye Online Services in the nominated user role of Master.

MFL Online Operator

By nominating a person to the user role of Online Operator under the Fish Eye Online Services arrangements the authorisation holder **authorises** the person nominated as Online Operator to act as legal agent for and in the name of the authorisation holder in –

- (a) Having access, including under the Freedom of Information Act 1992, in the name of the authorisation holder to the details of the authorisation including the extent of entitlement conferred from time to time;
- (b) Having access in the name of the authorisation holder to any confidential information (such as Trip Returns) that the authorisation holder is entitled to have access under s 250(4B) of the *Fish Resources Management Act 1994*;
- (c) Applying for the renewal of the authorisation;
- (d) Applying for the temporary transfer of entitlement from the authorisation to another authorisation; and
- (e) Authorising persons to act under the authority of the MFL and nominating such person as master under the Fish Eye Online Services arrangements.

until such time as the nominated person ceases to have access to Fish Eye Online Services in the nominated user role of MFL Online Operator.

Receiver / Processor Online Operator

By nominating a person to the user role of Online Operator under the Fish Eye Online Services arrangements, the certificate/authorisation holder **authorises** the person nominated as Online Operator to act as legal agent for and in the name of the certificate/authorisation holder in –

- (a) Having access, including under the Freedom of Information Act 1992, in the name of the certificate/authorisation holder to the details of the authorisation;
- (b) Having access in the name of the certificate/authorisation holder to any confidential information that the certificate/authorisation holder is entitled to have access under s 250(4B) of the *Fish Resources Management Act 1994*; and
- (c) Submitting consignment records and requesting to amend consignment records.

until such time as the nominated person ceases to have access to Fish Eye Online Services in the nominated user role of Receiver/Processor Online Operator.

For office use only

Received by:	(Print name of officer)	Date received:	/ /
Processed by:	(Print name of officer)	Date processed:	/ /
Nomination validation email(s) sent by:	(Print name of officer)	Date sent	/ /