

FILE A POSITIVE LANDINGS REPORT- HERRING

1. Click on "Report Landings" to file a positive report.

Maine DMR LEEDS
Harvester: 318138

- [Renew License](#)
Renew an existing license
YOU MUST COMPLETE LANDINGS REPORTS BEFORE RENEWING.
- [Apply License](#)
Obtain a license that you have never held before
- [Upgrade License](#)
Upgrade an active license
- [Reprint License](#)
Reprint an active license
- [Order Tags](#)
Order tags for a license
- [Make a Miscellaneous Payment](#)
Pay an outstanding fee
- [Report Landings](#) (indicated by an orange arrow)
Report catch or landings information
- [View Reporting Compliance Status](#)
View what reports you submitted to DMR
CLICK ABOVE TO SEE WHICH LANDING REPORT IS MISSING.
- [Manage Landings Favorite](#)
Enter favorites and preferences to speed the entering of landings information
- [View Landings Reports](#)
View a report that you entered in LEEDS
- [Upload a Document](#)
Upload a document for DMR to review
- [Update My Contact Info](#)
Update your contact information (name, address)
- [Change password](#)
Update your LEEDS password

2. Select "Positive Report."

Enter report

[Click HERE for reporting instructions](#)

Landings Report

Select the type of report to file *

Positive Report
 Negative report

License Type * License number *

Issue date _____ Status _____ Start date _____ Expiration date _____

3. Next, select the Commercial Pelagic and Anadromous Crew or Single License and License number that you want to report on by using the drop-down arrows. Once the license type and number have been selected, click "Submit."

LANDINGS REPORT

Select the type of report to file *



Positive Report
 Negative Report

License Type * License number *

Issue date Status Start date Expiration date

4. The first section of the report is “General Information.” Here you will select the trip date and vessel. You can select the date by using the calendar icon or by using the drop-down arrows to select month, day, and year.

GENERAL INFORMATION

Trip Start Date*  Unload Date*  Vessel Name*

May 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

Today

Number of Sets*

Depth* Depth Unit*

FISHING & SEA TIME

Number of Crew (including Captain)*

Fishing time* Fishing time units*

Sea Time* Sea Time Units*

FISHING & LANDING AREA

Latitude

Lat Degrees* Lat Minutes* Lat Second*

Longitude

5. The second section of the report is “Effort Information” and you will enter everything from gear to area fished. You can only enter latitude and longitude in LEEDS. Loran/TDs cannot be entered here.

EFFORT INFORMATION

GEAR INFORMATION

Gear*

Quantity of gear*

Number of Sets*

Depth* Depth Unit*

FISHING & SEA TIME

Number of Crew (including Captain)*

Fishing time* Fishing time units*

Sea Time* Sea Time Units*

FISHING & LANDING AREA

Latitude

Lat Degrees* Lat Minutes* Lat Second*

Longitude

Long Degrees* Long Minutes* Long Second*

State Landed*

Port Landed*

Gear: likely a purse seine, could be a stop seine or weir
of Sets: # of times you set your seine
Fishing time: length of time seine was in the water for *each* set
Sea time: total time at sea for the day

For Decimal Degrees, enter like this:
 Lat Deg: 44.56215; Lat Min: 0; Lat Sec: 0
 Long Deg: 66.45252; Long Min: 0; Long Sec: 0

For Decimal Minutes, enter like this:
 Lat Deg: 44; Lat Min: 25.5231; Lat Sec: 0
 Long Deg: 66; Long Min: 45.5282; Long Sec: 0

6. Once you are done with the effort information, click “Add Catch Information” and another window will drop down.

Number of Sets*

Depth* Depth Unit*

Sea Time* Sea Time Units*

Longitude

Long Degrees* Long Minutes* Long Second*

State Landed*

Port Landed*

For the port, enter the first few letters of the port name, then select result from the drop down list displayed.

Species & Catch Information for this trip

SPECIES INFORMATION	CATCH INFORMATION
No items	

7. For the “Species Information” section, you will select Herring, Atlantic for the species and indicate the quantity harvested. The grade and market description auto-populate to ungraded, unsized. For the “Catch Information” section, you will select what you did with the fish harvested. In this example, the harvester is selling the herring to a dealer.

Species & Catch Information for this trip

Species Information	Catch Information
Species* <input type="text" value="HERRING, ATLANTIC"/>	Disposition in Compliance Reports* <input type="text" value="Sold to Dealer"/>
Grade* <input type="text" value="Ungraded"/>	<input type="text" value="Enter first few letters then select from drop down"/>
Market Description* <input type="text" value="unsized - unsized"/>	Dealer name <input type="text" value="ROB'S LOBSTER SHOPPE"/>
Quantity* <input type="text" value="5000"/>	Catch Source* <input checked="" type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement
Units* <input type="text" value="LB - Pounds"/>	
<input type="button" value="Submit this report only"/> <input type="button" value="Submit & file next"/>	
<input type="button" value="Submit & file negative for other licenses"/>	

You will need to select “Sold to Dealer” for a disposition and then begin typing in the dealer’s name if you have not already saved them in your Favorites.

8. If you need to add another disposition for your catch to this trip, click “Add Catch Information” again.

Species & Catch Information for this trip

Species Information	Catch Information
<p>Species* HERRING, ATLANTIC</p> <p>Grade* Ungraded</p> <p>Market Description* unsized - unsized</p> <p>Quantity* 5000</p> <p>Units* LB - Pounds</p>	<p>Disposition in Compliance Reports* Sold to Dealer</p> <p>Enter first few letters then select from drop down</p> <p>Dealer name ROB'S LOBSTER SHOPPE</p> <p>Catch Source* <input checked="" type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement</p>

9. Another box will pop-up below the species information you just entered, and you can add more data to your trip. For this example, the harvester sold 5,000 pounds to a dealer and kept 1,000 pounds for bait.

<p>Species* HERRING, ATLANTIC</p> <p>Grade* Ungraded</p> <p>Market Description* unsized - unsized</p> <p>Quantity* 5000</p> <p>Units* LB - Pounds</p>	<p>Disposition in Compliance Reports* Sold to Dealer</p> <p>Enter first few letters then select from drop down</p> <p>Dealer name ROB'S LOBSTER SHOPPE</p> <p>Catch Source* <input checked="" type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement</p>
<p>Species* HERRING, ATLANTIC</p> <p>Grade* Ungraded</p> <p>Market Description* unsized - unsized</p> <p>Quantity* 1000</p> <p>Units* LB - Pounds</p>	<p>Disposition in Compliance Reports* Bait</p> <p>Catch Source* <input checked="" type="radio"/> Trip <input type="radio"/> Aquaculture <input type="radio"/> Carred <input type="radio"/> Seized by Enforcement</p>

10. Once you are done entering your data, you will select whether you want to “Submit this report only,” “Submit & file next,” or “Submit & file negative for other licenses.”

Market Description *
unsized - unsized

Quantity *
5000

Units *
LB - Pounds

Species *
HERRING, ATLANTIC

Grade *
Ungraded

Market Description *
unsized - unsized

Quantity *
1000

Units *
LB - Pounds

Submit this report only

Submit & file next

Submit & file negative for other licenses

Dealer Name
ROB'S LOBSTER SHOPPE

Catch Source *
 Trip Aquaculture
 Carred Seized by Enforcement

Disposition in Compliance Reports *
Bait

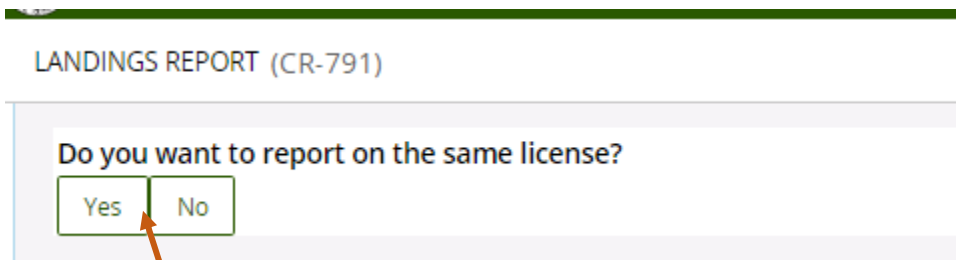
Catch Source *
 Trip Aquaculture
 Carred Seized by Enforcement

Cancel Back

11. If you choose to “Submit this report only,” you will receive a notification telling you the report was filed successfully. Click “Close” to return to the home screen.



If you choose to “Submit & File Next,” you will receive the following screen and can click “Yes” if you want to submit another report for your Commercial Pelagic License, or “No” if you want to report on another license. If you click “Yes” you will return to #4 above and if you select “No” you will return to #3 above.



If you choose to “Submit & file negative for other licenses,” you will receive the following screen where you will select the date range of the negative report, as well as check the boxes for the license type(s) you wish to submit a negative report for.

LANDINGS REPORT (CR-792)

[Click HERE for reporting instructions](#)

Landings Report

Negative report start date * Negative report end date *

Apr 7 2020 Apr 7 2020

Commercial Pelagic and Anadromous Crew (CPC) 1234 (2020-Active)

Lobster/Crab Class 1 (LC1) 1345 (2020-Active)

Scallop Dragger (SD) 8089 (2020-Active)

You will then click on “Submit this report only” or “Submit & file next” at the bottom of the page to submit your negative report.

Submit this report only Submit & file next Cancel