

National Marine Fisheries Service Constituency Services Branch (Permit Office) Shrimp Advisory Panel Presentation

March 21, 2019

Questions for the Permit Office

Question 1 from April 5, 2018 Meeting

AP members discussed some issues with getting permits this past year. Dr. Crabtree provided the statistics that of all permits sent in on time, only one with all supporting documentation was not renewed on time. All other permits were not sent in the required 30 days prior to expiration or were deficient in some portion of the permit renewal requirements paperwork or checks). The AP asked if this process could be done electronically and was notified that this approach is underway, but not likely to be implemented in the near future.



Southeast Fisheries Permit System

Online System

- Launched in 2015, the system has the ability to renew permits that don't involve changes to the vessel owner, permit holder, or both. This would constitute a transfer and not a renewal.
- From 2015 to early 2018, only Charter/Headboat permits could renew online.
- In May 2018, started adding additional permit types to the system.

Southeast Fisheries Permit System

Online System - continued

- Added the ability to renew Gulf of Mexico Shrimp (Moratorium) (SPGM) & Gulf Royal Red Shrimp Endorsements (GRRS) in June, 2018.
- Currently, 30 of 33 vessel permits can be renewed using the online system. (Golden Crab, both Historical Captain permits are the only permits not currently available to renew online).

Southeast Region Online Permit System

The screenshot displays the NOAA Fisheries Southeast Regional Office website. The header includes navigation links for NOAA HOME, WEATHER, OCEANS, FISHERIES, CHARTING, SATELLITES, CLIMATE, RESEARCH, COASTS, and CAREERS, along with a search bar for NMFS Site and a GO! button. The main content area is titled "Welcome to the Southeast Fisheries Permit System" and features a "Submit Your Permit Renewal Application Online Today!" section. This section lists four key benefits: getting permits sooner, faster processing, fewer deficiencies, and the ability to upload supporting documents and pay online. A "Terms of Use" box is also present. On the right side, there are two main sections: "Redeem your Invitation Code to setup your online renewal account" with an "Enter Invitation Code" button, and "Account Login" with fields for email address and password, a "Login" button, and a "Reset Password" link. The footer contains links for Permit Applications, SEFSC Logbook Office, Vessel Application Status, and FOIA Page, along with a NOAA logo.

NOAA HOME WEATHER OCEANS FISHERIES CHARTING SATELLITES CLIMATE RESEARCH COASTS CAREERS Search NMFS Site ... GO!

NOAA FISHERIES | Southeast Regional Office
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

Welcome to the Southeast Fisheries Permit System

Submit Your Permit Renewal Application Online Today!

- **Get Your Permits Sooner** - All applications are processed in the order in which they are received. Therefore, once you submit your online application, we have received it and you are in line
- **Fast** - the online application process takes less than 15 minutes to complete
- **Fewer deficiencies** - completing the application online insures fewer deficiencies that could delay your permit getting renewed
- **Upload supporting documents** - you can upload any applicable supporting documents right from your computer
- **Easy to pay** - you can pay for your permit renewal via credit card or ACH

Please note that this online system allows for permit *renewal* only. If you want to obtain new or transferred permits please submit a paper application. Also, please note that online applicants may only make changes address information. Applicants should submit a paper application to make any other changes to the vessel owner(s), vessel lessee(s), and/or officers/shareholders of a business that owns or leases the vessel.

Apply to Renew your Permits Online

To renew your permits online, you must first redeem your personalized Invitation Code and create an account Username and Password. The invitation code is case sensitive and has the following format: ABCDwxyz1234. If you receive an invalid Invitation Code message, ensure the format of your code is correct.

After you have redeemed your invitation code and established an account, please use your Username and Password to log into the online renewal system.

Terms of Use

This U.S. Government system is to be used by authorized users only. Information from this system resides on computer systems funded by the Government. The data and documents on this system include Federal records that contain sensitive information protected by various Federal statutes, including the Privacy Act, 5 U.S.C. § 552a. All access or use of this system constitutes user understanding and acceptance of these terms and constitutes unconditional consent to review and action by all authorized Government and law enforcement personnel. Unauthorized user attempts or acts to (1) access, upload, change, or delete information on this system, (2) modify this system, (3) deny access to this system, (4) accrue resources for unauthorized use or (5) otherwise misuse this system are strictly prohibited. Such attempts or acts are subject to action that may result in criminal, civil, or administrative penalties.

Applicants using this online system agree to submit their non-refundable application fee online, via third party vendor Pay.gov. Notification of missing documents, document uploads, and notification of tracking information for mailed permits will be sent to the email address associated with their account.

Account Login

My e-mail address is:

Password:

☐ Accept Terms of Use

[Reset Password](#)

[Redeem your Invitation Code to setup your online renewal account.](#)

[Permit Applications](#) [SEFSC Logbook Office](#) [Vessel Application Status](#) [FOIA Page](#)

[Permit Information](#) [Current Permit Holders](#) [Dealer Application Status](#) [IEQ Program](#)

- Eligibility & instructions included in Renewal Letter
- Takes 10 minutes to complete
 - System pre-populates vessel, permit, and entity information
 - Compliance data and required documents to complete application are identified.
 - Can upload supporting documents via the online system.
 - Can pay online using credit card or bank account.
- Get your permits sooner
 - Due to the fact we receive your application sooner.
 - No application related deficiencies.
- Application deficiencies emailed to user once/week
- Future:
 - Request new or transfer vessel and dealer permits, and operator cards

<https://portal.southeast.fisheries.noaa.gov/seroapplication/>

Renewal Letter - New User



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
NATIONAL MARINE FISHERIES SERVICE
Southeast Regional Office
263 13th Avenue South
St. Petersburg, Florida 33701-5505
<http://sero.nmfs.noaa.gov>

December 31, 2018

Vessel Number:

Renewal Notice and Online Renewal Invitation

Dear Permit Holder:

This serves as a reminder that the following permits issued to your vessel will soon expire:

Fishery	Permit Code	Expiration Date
ATLANTIC DOLPHIN/WAHOO COMMERCIAL	ADW	02/28/2019
GULF REEF FISH	RR-169	02/28/2019
KING MACKEREL	KM-214	02/28/2019

To renew these permits you must submit a complete application, with appropriate fees and supporting documentation.

Submit Your Permit Renewal Application Online Today!

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- **Fast** - the online application process takes less than 15 minutes to complete
- **Fewer deficiencies** - completing the application online insures fewer deficiencies that could delay your permit getting renewed
- **Upload supporting documents** - you can upload any applicable supporting documents right from your computer
- **Easy to pay** - you can pay for your permit renewal via credit card or ACH

Please note that this online system allows for permit **renewal** only. If you want to obtain new or transferred permits please submit a paper application. Also, please note that online applicants may only make changes to vessel owner (and lessee) address information. Applicants should submit a paper application to make other changes to the vessel owner(s), vessel lessee(s), and/or officers/shareholders of a business that owns or leases the vessel.

Let's get started. Create your online account.

To renew your permits online, you must first redeem your personalized Invitation Code and create an online account. To do this, complete the following steps:

1. Navigate to the online system home page at <https://portal.southeast.fisheries.noaa.gov/seroapplication/>
2. Click the **Enter Invitation Code** button in the upper right corner of the home page.
3. Enter the following personalized invitation code in the **Enter Invitation Code Here** box

ABATrg

← Invitation Code

Renewal Letter - Existing User



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December 31, 2018

Vessel Number:

Renewal Notice and Online Renewal Invitation

Dear Permit Holder:

This serves as a reminder that the following permits issued to your vessel will soon expire:

Fishery	Permit Code	Expiration Date
ATLANTIC DOLPHIN/WAHOO CHARTER/ HEADBOAT	CDW	02/28/2019
S. ATLANTIC CHARTER/HEADBOAT FOR PELAGIC FISH	CHS	02/28/2019
S. ATLANTIC CHARTER/HEADBOAT FOR SNAPPER-GROUPER	SC	02/28/2019

To renew these permits you must submit a complete application, with appropriate fees and supporting documentation.

Submit Your Permit Renewal Application Online Today!

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Great news! You already have an online account

To renew your permits online, you must log into the Southeast Fisheries Permit System at <https://portal.southeast.fisheries.noaa.gov/seroapplication/>

Your account username is:

@bellsouth.net

[Forgot Password](#)

← Email used for online account.



NOAA FISHERIES

Demo online system



Why you should renew online

Online applications vs. paper applications

Application Errors

- Number of online applications sent back to applicant due to missing/incorrect application information: 0%
- Number of paper applications sent back to applicant due to missing/incorrect application information: 12% (overall 56% of applications have deficiencies.)

Processing Rate

- Average days to process online application: 6
- Average days to process paper application: 9

Question 3 from April 5, 2018 Meeting

AP members also asked if they could renew their permits all at once, and NMFS staff will look into trying to streamline the process for multiple boat owners. NMFS staff will look into seeing if the primary recipient of the permit application is the same (i.e. mailing address), then perhaps all permits can be renewed at the same time.

Current Permit Holder Policy

- Can't renew your permit more than 60 days prior to your expiration date. The 60 day period allows the Southeast Fisheries Science Center in Miami, FL to complete logbook data entry as close as possible to the expiration date.
- All permit related information is associated to the permit holder. This includes expiration dates, primary mailing recipient, renewal letter mailout, deficiency letters mailout, name on permits, etc.
- Expiration date for permits (without a lease) held by a company/corporation is set based on the Date of Incorporation (DOI).

Current Permit Holder Policy - continued

- Officers/shareholders of the business/corporation are not the permit holder.
- Permit processing system is hard coded to select the corporation as the primary mailing recipient when vessel ownership is a corporation/business.
- Would require an entire systematic change to the permitting system to allow for non-permit holders to be selected as the primary mailing recipient when the vessel is owned by a corporation/business.

Question 3 from April 5, 2018 Meeting

The AP also discussed that some permits are not able to be renewed because of issues with the electronic logbook units (ELBs). NMFS will look into allowing boat owners (at the boat owner's expense) to upgrade units to prevent issues. Currently, the antenna for the units is a major problem. NMFS is looking at new units with more durability (including better antennas), as the current 3G units will no longer be compatible and will need to be upgraded; it is unclear who will have to pay for the upgraded units.

Electronic Logbook Units

- Electronic Logbook Units (ELBs) are not managed by the Permit Office. This would be a question for the Galveston, TX lab.
- www.galvestonlab.sefsc.noaa.gov/ELB/FAQ/elbresponsibilities.html for cELB details.

Contact Information

- Permit Office - Main Line: 727-824-5326
- Hours of Operation: M-F 8:00 am to 4:30 pm
 - Closed holidays
 - Phone shutdown daily 12:00 - 1:00 pm
- Southeast Fisheries Permit System web address:
portal.southeast.fisheries.noaa.gov/seroapplication/