

# 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](#)  
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 "Next."

LANDINGS REPORT (CR-121836) Cancel Close

**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 Hrs\*

**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, you will add catch information. If there is no catch associated with the trip, click “No Catch Associated with this Trip.” If you choose this option, you will then be able to submit your report (see step #10).

Clicking this will remove all catch data entered so far.

No Catch Associated with this Trip

7. Below, you will see the “Species Information” and “Catch Information” sections. For the “Species Information” section, you’ll select the species and quantity harvested, and for the “Catch Information” section you’ll select what you did with the herring.

+ Add Another Catch    ✖ Delete Selected Catch

Species Information	Catch Information
<p>Species *</p> <p>HERRING, ATLANTIC, SEA</p> <p>Grade *</p> <p>Ungraded</p> <p>Market Description *</p> <p>unsized - unsized</p> <p>Quantity *</p> <p>5000</p> <p>Quantity Unit *</p> <p>LB - Pounds</p>	<p>Disposition in Compliance Reports *</p> <p>Sold to Dealer</p> <p>Enter first few letters then select from drop down</p> <p>Dealer name</p> <p>ROB'S LOBSTER SHOPPE (205343)</p> <p>Catch Source</p> <p>Trip</p>

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 (sold to dealer or kept as bait, for example) to this trip, click “Add Another Catch”. If you would like to delete a catch, you can click on the catch you would like to delete and then click “Delete Selected Catch.”

+ Add Another Catch    ✖ Delete Selected Catch

Species Information	Catch Information
<p>Species *</p> <p>HERRING, ATLANTIC, SEA</p> <p>Grade *</p> <p>Ungraded</p> <p>Market Description *</p> <p>unsized - unsized</p> <p>Quantity *</p> <p>5000</p> <p>Quantity Unit *</p> <p>LB - Pounds</p>	<p>Disposition in Compliance Reports *</p> <p>Sold to Dealer</p> <p>Enter first few letters then select from drop down</p> <p>Dealer name</p> <p>ROB'S LOBSTER SHOPPE (205343)</p> <p>Catch Source</p> <p>Trip</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.

Species Information	Catch Information
<p>Species * HERRING, ATLANTIC, SEA</p> <p>Grade * Ungraded</p> <p>Market Description * unsized - unsized</p> <p>Quantity * 5000</p> <p>Quantity Unit * 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 (205343)</p> <p>Catch Source Trip</p>
<p>Species * HERRING, ATLANTIC, SEA</p> <p>Grade * Ungraded</p> <p>Market Description * unsized - unsized</p> <p>Quantity * 1000</p> <p>Quantity Unit * LB - Pounds</p>	<p>Disposition in Compliance Reports * Bait</p> <p>Catch Source Trip</p>

10. Once you're done entering your data, you'll select whether you want to "Submit this report only," "Submit this report and create another positive report," or "Submit this report and create another negative report." Make sure to click the "Submit" button.

- **Submit this report only**- submits the landings data you entered for the specific license and date chosen
- **Submit this report and create another positive report** - submits the landings data you entered for the specific license and date chosen and you'll receive a pop-up box giving you the option to submit another report for the same license or pick another license
- **Submit this report and create another negative report** - submits the landings data you entered for the specific license and date chosen and files negative reports for any other licenses you may have that require reporting

Species Information	Catch Information
Species * <input type="text" value="HERRING, ATLANTIC, SEA"/>	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 (205343)"/>
Quantity * <input type="text" value="5000"/>	Catch Source <input type="text" value="Trip"/>
Quantity Unit * <input type="text" value="LB - Pounds"/>	

Pick one: \*

Submit this report only

Submit this report and create another positive report

Submit this report and create another negative report

11. a. 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.

Pick one: \*

Submit this report only

Submit this report and create another positive report

Submit this report and create another negative report

LANDINGS REPORT (CR-112) Test Harvester

Report created successfully

b. If you choose to “**Submit this report and create another positive report,**” a new page will ask you if you would like to report on the same license. Select “Yes” or “No” depending on what license you are creating a positive report for.

Pick one: \*

- Submit this report only
- Submit this report and create another positive report**
- Submit this report and create another negative report



LANDINGS REPORT (CR-121843)

Do you want to report on the same license?

If you click “Yes,” it will bring you to the General Information section to create a landings report for the same license.

LANDINGS REPORT (CR-121843)

[Click HERE for reporting instructions](#)

**General Information**

Trip Start Date (Do not select a Future Date) \*

Unload Date (Do not select a Future Date) \*

Vessel Name \*

If you click “No,” it will bring you to the page where you can select the license and type of report to file.

LANDINGS REPORT (CR-121843)

**Landings Report**

Select the type of report to file \*

Positive Report

Negative Report

License Type \*

License number \*

c. If you select “**Submit this report and create another negative report,**” it will bring you to the page for filing a negative report. Select the start and end date for your negative report, and check the license you are creating a negative report for.

Pick one: \*

- Submit this report only
- Submit this report and create another positive report
- Submit this report and create another negative report**



**Landings Report**

Select the type of report to file \*

Positive Report

Negative Report

Negative Report Start Date \*

Negative Report End Date \*

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Check off the license you are creating a negative report for.

<input type="checkbox"/>	Menhaden Commercial (MENC) 8904 (2022-Active)
<input type="checkbox"/>	Sea Cucumber Drag (SCD) 8975 (2022-Active)
<input type="checkbox"/>	Sea Urchin Dragger (SUB) 9867 (2022-Active)
<input type="checkbox"/>	Sea Urchin Diver (SUH) 51816 (2022-Active)
<input type="checkbox"/>	Sea Urchin with Tender (SUWT) 25893 (2022-Active)