

NOTICE OF OFFICE OF MANAGEMENT AND BUDGET ACTION

Date 01/06/2014

Department of Commerce
National Oceanic and Atmospheric Administration

FOR CERTIFYING OFFICIAL: Simon Szykman
FOR CLEARANCE OFFICER: Jennifer Jessup

In accordance with the Paperwork Reduction Act, OMB has taken action on your request received 01/03/2014

ACTION REQUESTED: No material or nonsubstantive change to a currently approved collection

TYPE OF REVIEW REQUESTED: Regular

ICR REFERENCE NUMBER: 201312-0648-014

AGENCY ICR TRACKING NUMBER:

TITLE: Southeast Region Permit Family of Forms

LIST OF INFORMATION COLLECTIONS: See next page

OMB ACTION: Approved without change

OMB CONTROL NUMBER: 0648-0205

The agency is required to display the OMB Control Number and inform respondents of its legal significance in accordance with 5 CFR 1320.5(b).

EXPIRATION DATE: 11/30/2014

DISCONTINUE DATE:

BURDEN:	RESPONSES	HOURS	COSTS
Previous	12,877	5,999	490,634
New	12,877	5,999	490,634
Difference			
Change due to New Statute	0	0	0
Change due to Agency Discretion	0	0	0
Change due to Agency Adjustment	0	0	0
Change due to PRA Violation	0	0	0

TERMS OF CLEARANCE: Terms of the previous clearance remain in effect.

OMB Authorizing Official: Dominic J. Mancini
Acting Deputy Administrator,
Office Of Information And Regulatory Affairs

List of ICs			
IC Title	Form No.	Form Name	CFR Citation
Dealer permits	NA	Federal Permit Application for an Annual Dealer Permit	50 CFR 622.4
Vessels fishing in the Exclusive Economic Zone, including Golden Tilefish endorsement on EEZ app	NA, NA, NA	Federal Permit Application for Vessels Fishing in the EEZ, Federal Fisheries Permits for fishing in the EEA, online version, Federal Fisheries Application for Vessels Fishing for Wreckfish off the S. Atlantic Coast	50 CFR 622.4
Annual landings report for Gulf of Mexico Shrimp	NA	Gulf Of Mexico Shrimp Landings Report	50 CFR 622.4
Live rock permitting and reporting	NA, NA, NA, NA	Federal Permit Application for the Harvest of Aquacultured Live Rock, Aquaculture Site Evaluation Report, Aquacultured Live Rock Deposit Harvest Report, Notice of intent of harvest of aquacultured live rock	50 CFR 622.4
Rock Shrimp VMS annual maintenance, manufacturer fees and and position transmission costs			50 CFR 622.4
Dolphin/wahoo operator cards	NA	Federal Permit Application for Southeast Region Vessel Operator Card for Dolphin/Wahoo or Rock Shrimp	50 CFR 622.4
Fishing in Colombian Treaty Waters Vessel Permit Application	NA	Federal Permit/Certificate Application to Fish in Colombian Treaty Waters	50 CFR 622.4
Vessel permit transfers and notarizations using applicable permit application form			50 CFR 622.4
Golden crab permittees zone transit notification			50 CFR 622.17
Traps (golden crab, reef fish, snapper/grouper, spiny lobster) - notifications of authorization for retrieval or of lost/stolen traps			50 CFR 622.4

**JUSTIFICATION OF CHANGE
SOUTHEAST REGION PERMIT FAMILY OF FORMS
OMB CONTROL NO. 0648-0205**

The National Marine Fisheries Service (NMFS) proposes to modify OMB Control Number 0648-0205 to give the option to Southeast Region permit holders to submit applications for permit renewal online. NMFS is currently developing an on-line version of the Federal Permit Application for Vessels Fishing in the Exclusive Economic Zone (EEZ) (EEZ Application). The EEZ application is a customized web interface that will eventually allow applicants to apply for new permits, renew existing permits, and transfer permits online. Use of the online system will be voluntary. Until now, the paper application was the only method for applicants to obtain permits. At this initial phase of the online system, applicants will only be able to renew existing permits online; however, both the online application and the paper application will be accepted to renew a permit. If an applicant wants to apply for a new permit or transfer a permit, a paper application must be completed and submitted to the Southeast Regional Office (SERO) Permits office for processing.

Use of the online system will be advantageous to both the applicant applying for permits and the NMFS SERO Permits office.

The advantages of the online system for the applicant are as follows:

- Reduction of the chance of an applicant selecting wrong permit to be renewed because all the permits eligible for renewal will be listed online;
- Allowing applicants to change mailing address online, which will allow permits to be mailed to the correct location and save costs associated with returned mail for insufficient addresses;
- Saving postage costs of mailing application and supporting documentation;
- Allowing applicants to use debit cards or credit cards for permit payments through pay.gov (the card information will not be retained in the system);
- Issuing an application identification number which serves as a reference number to allow applicants to see permit status online;
- Attaching all supporting documents necessary for processing permit requests online;
- Allowing the applicant to focus on the areas of application specific to his/her permit request.

The advantages of the on-line system for SERO Permits Office are as follows:

- Making applications legible, thereby increasing production rate;
- Allowing processors greater efficiency in processing the correct permits selected by the applicant without expending time calling applicant with questions;
- Reducing costs associated with postage for mailing deficient letters;
- Saving man-power hours for issuing revoked permits due to insufficient funds;
- Saving man-power hours for processing checks and money orders received for permit payment;
- Allowing more data accuracy for permit renewal because data will be pre-set in the online system.

Currently, NMFS estimates the burden time to complete and mail the paper EEZ application requires 20 minutes per response. Using the new online system, NMFS estimates the burden time to complete the online form would require an estimated 15 minutes per response. The response time would be affected by the applicant's knowledge of technology, familiarity with the English language, familiarity with the format of the EEZ application, and types of documents used as supporting documentation for permit issuance. Providing permit holders the option to submit an application for permit renewal online (and eventually for new and transferred permits) could significantly decrease the burden hours to the public for completing the form. Currently, there are approximately 6,000 vessels with valid permits. Accordingly, NMFS might receive at most, 6,000 online renewal applications. However, because use of the system is voluntary, NMFS does not anticipate all permit holders will utilize the online system. Therefore, it is not possible to estimate the number of permit holders that will use the online system and calculate the corresponding reduction in burden hours.

Once the online system is implemented, it could significantly reduce the costs to the public because applicants would be able to submit an application and supporting documents electronically, as opposed to paying postage. NMFS received approximately 6,000 permit renewal applications last year. At average postal cost of \$1.50 per parcel, this system could save the public at most \$9,000 in postage. Currently, there are few direct savings to the Federal government because regulations still require NMFS to mail, via postal delivery, applications to permit holders eligible for permit renewal.

NMFS anticipates significant indirect benefits to the public and to the Agency. The system's dynamic interface will reduce the number of application deficiencies, thereby reducing the need for applicants to resolve incomplete applications, and preventing them from applying for permits they are ineligible to receive. The agency will benefit from this design by having to respond to less incomplete or ineligible applications, and reducing the data entry/processing time required reviewing and processing each application. These indirect savings are the most significant benefit of the system.

At this time NMFS retains the current burden and cost estimates for OMB Control Number 0648-0205 at 12,877 respondents, 12,877 responses, 5,999 hours, and \$490,634.

PAPERWORK REDUCTION ACT CHANGE WORKSHEET

Agency/Subagency	OMB Control Number _____ - _____	
<i>Enter only items that change</i>		
	Current record	New record
Agency form number (s)		
Annual reporting and recordkeeping hour burden		
Number of respondents		
Total annual responses		
Percent of these responses collected electronically	%	%
Total annual hours		
Difference		
Explanation of difference		
Program change		
Adjustment		
Annual reporting and recordkeeping cost burden (in thousands of dollars)		
Total annualized Capital/Startup costs		
Total annual costs (O&M)		
Total annualized cost requested		
Difference		
Explanation of difference		
Program change		
Adjustment		
Other changes**		
Signature of Senior Official or designee:	Date:	For OIRA Use _____ _____

** This form cannot be used to extend an expiration date.

The main page of the PIMS on-line system



Southeast Regional Office

Permit Application Login

Vessel Number	<input type="text"/>
User Name	<input type="text"/>
User ID	<input type="text"/>
Password	<input type="password"/>
Email	<input type="text"/>
	<input type="button" value="Submit"/> <input type="button" value="Reset"/>

Vessel information screen



Southeast Regional Office

2% Complete

Vessel Information

Please review and update as necessary information about the permitted vessel

USCG Certificate of Documentation Number	<input type="text" value="1029566"/>	<input checked="" type="checkbox"/> Print the USCG documentation number on my permit
State Registration (as applicable)	<input type="text"/>	
Vessel Name *	<input type="text" value="SOUTHERN LADY"/>	
Hull Identification or IMO Number *	<input type="text" value="0"/>	
Halling Port City *	<input type="text" value="PORT ST JOE"/>	
Port County or Parish *	<input type="text" value="GULF"/>	
Halling Port State *	<input type="text" value="FL"/>	
Year Built *	<input type="text" value="1995"/>	
Length (feet) *	<input type="text" value="52.0"/>	
Total Horsepower *	<input type="text" value="1260.0"/>	
Crew Size - Including the Captain *	<input type="text" value="0"/>	
Hold or Fish Box Capacity (Pounds of Harvest) *	<input type="text" value="500.0"/>	<input checked="" type="checkbox"/>
Hull Material *	<input type="text" value="FIBERGLASS"/>	
Fuel Data *	<input type="text" value="DIESEL"/>	
Fuel Capacity - Total Gallons *	<input type="text" value="600.0"/>	
Product Storage (check all that apply) *	<input type="checkbox"/> Freezer <input type="checkbox"/> Live Well <input checked="" type="checkbox"/> On ice <input type="checkbox"/> Unknown <input type="checkbox"/> Other	
This vessel is used MOSTLY for *	<input type="text" value="CHARTER (CH)"/>	
USCG Documented Vessels Only		
Gross Tons *	<input type="text" value="43.0"/>	
Net Tons *	<input type="text" value="34.0"/>	
Charter/Headboat Vessels Only		
Passenger Capacity Data *	<input type="text" value="Uninspected Vessel - 6-Pack"/>	

Permits renewal page



Southeast Regional Office

10% Complete

Permits and Endorsements

Limited Access/Moratorium

INSTRUCTIONS: Check the box of the limited access permits you want to RENEW if eligible

Eligible / Limited Access	Eligible	Expiration Date	Renewable Date
<input checked="" type="checkbox"/> RCG (GULF CHARTERHEADBOAT FOR REEF FISH)	Renewable	11/00/2013	10/01/2013
<input checked="" type="checkbox"/> CHG (GULF CHARTERHEADBOAT FOR PELAGICS)	Renewable	11/00/2013	10/01/2013

[If your permits are not listed, or you are unable to select then click here for help](#)

At least one fishery is required!

[<<< Prev](#) [Next >>>](#) [Logout](#)

* Required [Help](#)

Permit holder page



Southeast Regional Office

20% Complete

Vessel Owner(s) and Lessee(s) Information

Owner as shown on the USCG Certificate of Documentation

[If the owners listed on the USCG documentation or State Registration papers are different than the permit then click here for help](#)

Is this entity a U.S. Corporation, a U.S. partnership, or other business entity established under the laws of the United States or any State of the United States? YES NO

Mailing Recipient (All mail about this permit will go to this person)

Business Name SOUTHERN LADY CHARTERS LLC

Mailing Address

Last Name

Address 1 * 614 GARRISON AVE [Standardize](#)

First Name

Address 2

Middle Name

City/State/County * PORT ST JOE FL GULF

Suffix

ZIP/Country * 32456-1608 USA

Date of Birth 11/04/2010

Physical Address [Same As Mailing](#)

Phone Number (primary) (850) 227-1200

Address 1 * 614 GARRISON AVE [Standardize](#)

Email Address 1

Address 2

Email Address 2

City/State/County * PORT ST JOE FL GULF

ZIP/Country * 32456-1608 USA

[<<< Prev](#) [Next >>>](#) [Home](#) [Logout](#)

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Southeast Regional Office

45% Complete

Officer(s) and Shareholder(s) Information

Complete this section for each officer or partner associated with the business that owns or leases the vessel. You must provide the information for all officers shown on your most recent annual report. If your business is structured as a corporation, you are required to identify all shareholders in the corporation that own at least 1% of the shares. Also provide the percentage of all corporate shares held by each shareholder. Please mark the box indicating there are minor shareholders if you have shareholders that individually hold less than 1% of the business shares. The total of all entries must be 100 percent.

Complete this section for each officer, owner, shareholder, or partner associated with the business; or beneficiary of a Trust; that owns or leases the vessel. You must provide the information for all officers shown on your most recent annual report, beneficiaries listed on a Trust; or all shareholders of a corporation that own at least 1% of the shares. Please mark the box indicating there are minor shareholders if you have shareholders that individually hold less than 1% of the business shares. The total of all entries must be 100 percent.

Business Name: SOUTHERN LADY CHARTERS LLC

All individuals associated with the vessel owner or lessee must be included in this application. List all officers, directors, shareholders, and registered agents of the business. Provide their name, Social Security Number, address, phone number, date of birth, and position held in business.

Officer/Shareholder for Business(es) that Own or Lease the Vessel

Position held

- President/CEO
 Vice President
 Secretary
 Treasurer
 Director
 Manager
 Shareholder
 Owner
 Partner
 Agent
 Trustee
 Unknown
 Other

Percent (%) of corporation held:

Is this person a United States citizen or permanent resident alien? Yes No

Officer/Shareholder

Business Name SOUTHERN LADY CHARTERS LLC
 Last Name TANKERSLEY
 First Name JANIS
 Middle Name MARIE
 Suffix
 Date of Birth 12/10/1958
 Phone (primary) (850) 227-1200
 Email Address 1
 Email Address 2

Mailing Address

Address 1 * 814 GARRISON AVE
 Address 2
 City/State/County * PORT ST JOE FL GULF
 ZIP/Country * 32456-1608 USA

Physical Address

Address 1 * 814 GARRISON AVE
 Address 2
 City/State/County * PORT ST JOE FL GULF
 ZIP/Country * 32456-1608 USA

Officer/Shareholder for Business(es) that Own or Lease the Vessel

Position held

- President/CEO
 Vice President
 Secretary
 Treasurer
 Director
 Manager
 Shareholder
 Owner
 Partner
 Agent
 Trustee
 Unknown
 Other

Percent (%) of corporation held:

Is this person a United States citizen or permanent resident alien? Yes No

Officer/Shareholder

Business Name SOUTHERN LADY CHARTERS LLC
 Last Name TANKERSLEY
 First Name JACOB
 Middle Name LESLIE
 Suffix
 Date of Birth 03/27/1983
 Phone (primary) (850) 227-5880
 Email Address 1
 Email Address 2

Mailing Address

Address 1 * 814 GARRISON AVE
 Address 2
 City/State/County * PORT ST JOE FL GULF
 ZIP/Country * 32456-1608 USA

Physical Address

Address 1 * 814 GARRISON AVE
 Address 2
 City/State/County * PORT ST JOE FL GULF
 ZIP/Country * 32456-1608 USA

Requirements needed to issue permits



55% Complete

Application Requirements

Documents Required to Complete Application

*Document's required for this application can be faxed, uploaded or mailed.

Document Type	Conditions	Fax	Mail	Upload	N/A
<input checked="" type="checkbox"/> PAYMENT	Required	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="checkbox"/> STATE REGISTRATION	A copy of the vessel's unexpired state registration is required if the vessel does not have an unexpired USCG Certificate of Documentation.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="checkbox"/> US COAST GUARD DOCUMENTATION	A copy of the vessels unexpired USCG Certificate of Documentation is required if the vessel is documented.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input checked="" type="checkbox"/> USCG CERTIFICATE OF INSPECTION	A USCG Certificate of Inspection is required to renew or transfer a Gulf of Mexico Charter/Headboat permit to an inspected vessel with a passenger capacity of more than 6 persons.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Documents on file with SERO that will be used with this application

Document Type	Document Required	Conditions
No documents on file		

Logbooks Required to be Compliant to Complete Application

Vessel Number	Logbook Status	SEFSC Comments
No logbook data available		

Application Payment

Permit Count	Total
Number of vessel permit requests: 2	Amount Due: \$35.00

<<< Prev Next >>> Logout

* Required ? Help

summary



75% Complete

Application Summary

Vessel

Vessel Name	USCG Documentation	State Registration	Permit Holder
SOUTHERN LADY	1029566		SOUTHERN LADY CHARTERS LLC

Permits Selected for Renewal

Limited Access
GULF CHARTER/HEADBOAT FOR REEF FISH
GULF CHARTER/HEADBOAT FOR PELAGICS

Required Documents

Document Type	Conditions
PAYMENT	Required
US COAST GUARD DOCUMENTATION	A copy of the vessels unexpired USCG Certificate of Documentation is required if the vessel is documented.
USCG CERTIFICATE OF INSPECTION	A USCG Certificate of Inspection is required to renew or transfer a Gulf of Mexico Charter/Headboat permit to an inspected vessel with a passenger capacity of more than 6 persons.

<<< Home <<< Prev Submit Logout

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