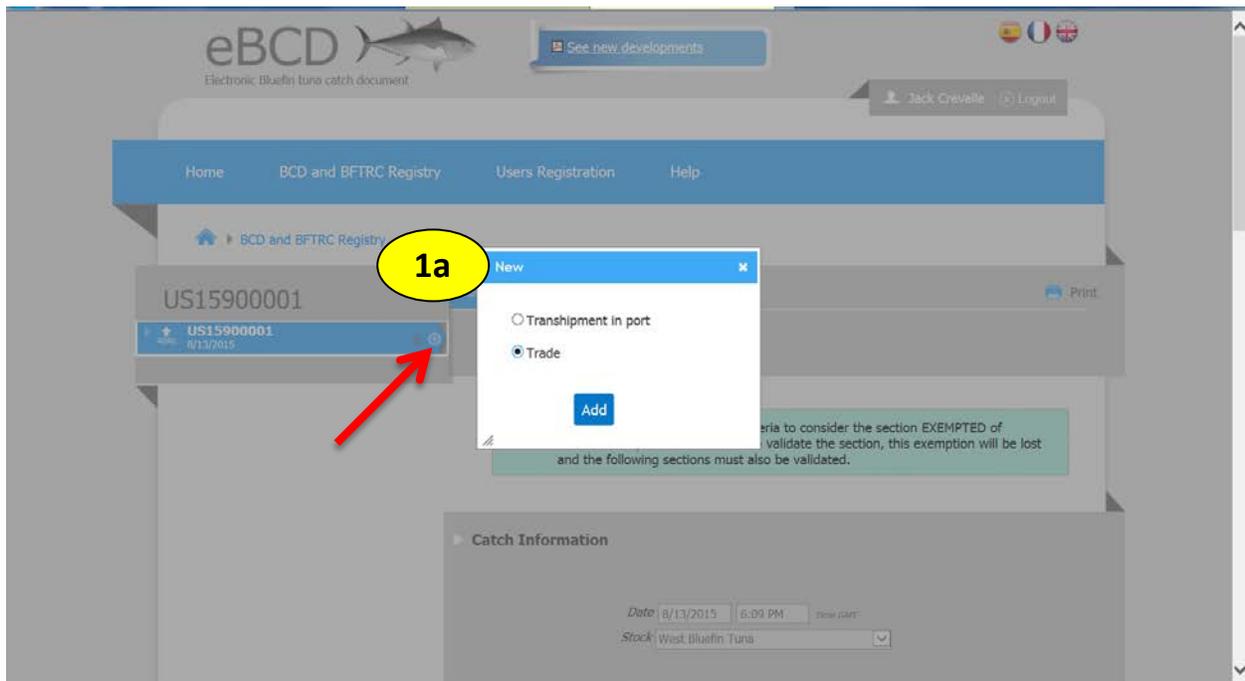
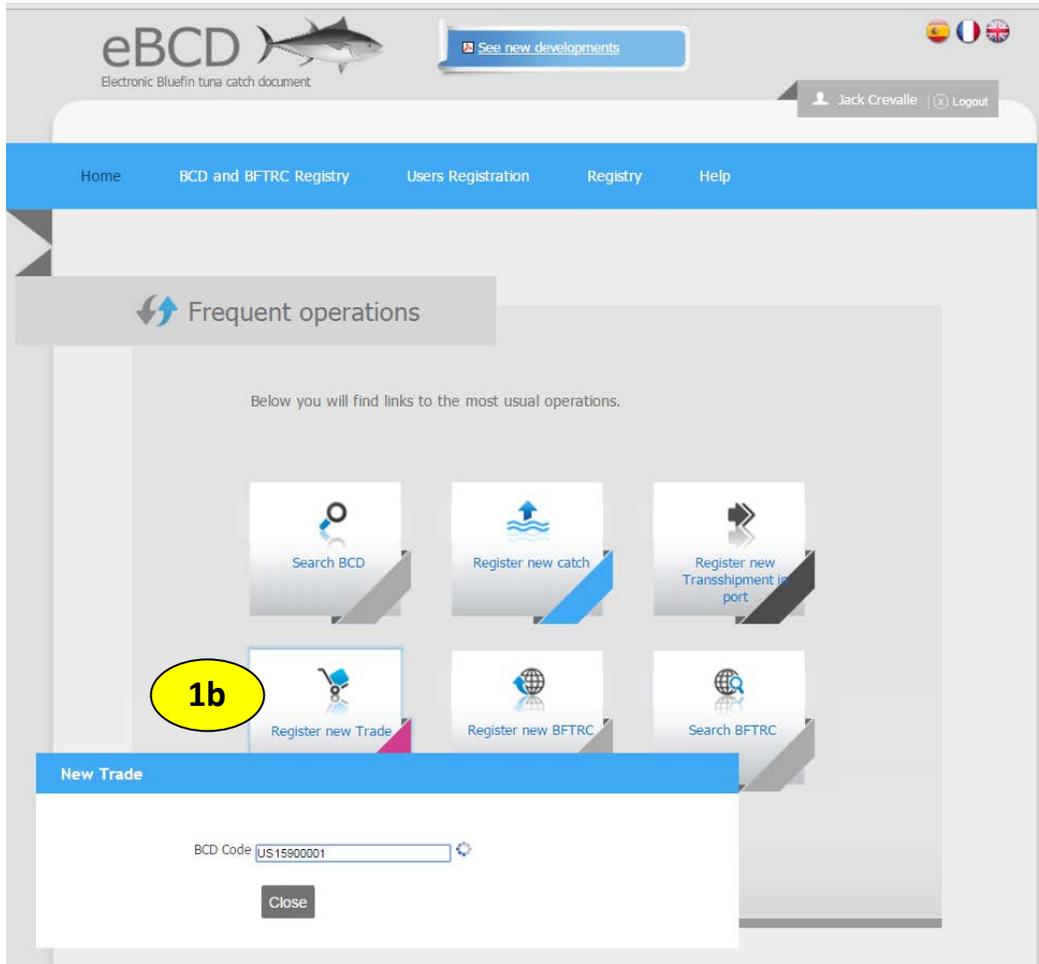


7. Add Trade Information to an eBCD for Export

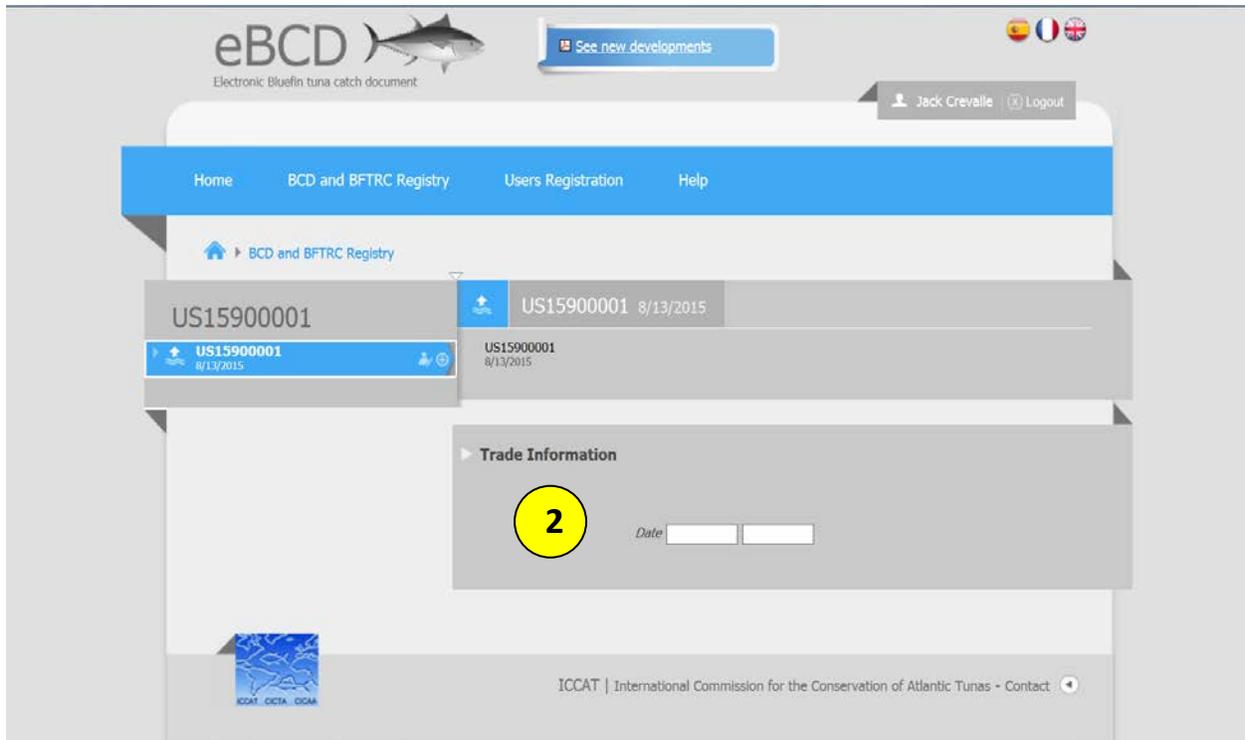


1a. Once you complete and save the catch information in an eBCD, you can add trade information to export bluefin tuna by clicking the + symbol next to the eBCD code. Then select Trade and click Add.

NOTE: You are free to make edits to the catch section of the eBCD prior to creating the next section, in this case the trade section. Once you initiate the trade section, you will need assistance from Customer Service for any edits.



1b. You can also add trade information from the home page by selecting “Register new Trade.” Then enter the “BCD Code.”



2. On the next screen, enter the date of trade under Trade Information. Once the date is entered, you will see the below screen.

▶ **Trade Information**

2 Date 8/13/2015 12:31 PM

▶ **Product description**

3 Product type

Product presentation

Weight , Kg

+ Add

Total Weight FR , F ,

▶ **Exporter/Seller**

Point of Exportation/Departure

4 Company ABC FISH COMPANY

Address 123 AMBERJACK LANE, BOSTON MA

State of Destination

Signature Jack Crevalle

Notes

▶ **Transportation description (Relevant documentation)**

+ Attachments: 0

▶ **Importer/Buyer**

5 Company ...

Address

Point of Import/Destination (City,Country,State)

6 Save

3. Under Product description:

- Select the product type from the drop down menu: “F – Fresh” or “FR – Frozen”
- Select product presentation from the drop down menu:
 - RD – Rounded weight
 - DR – Dressed weight
 - GG – Gilled & gutted
 - FL – Fillet
 - OT – Other
- Enter weight.
- Click + Add.

- Once you click Add, the product information will be displayed in a table (see below). The Total Weight will be automatically populated.
- If you will trade more than one bluefin tuna, you can enter information for other product following the same steps.

Product description

3

Product type

Product presentation

Weight , Kg

Product type	Product presentation	Weight		
F - Fresh	DR - Dressed weight	100 Kg		

Total Weight FR , F 100 ,

- Under Exporter/Seller, note that the company information associated with your user account will be automatically populated (see below).
 - Enter Point of Exportation/Departure.
 - Enter State of Destination.
 - Optional notes can be added manually.

Exporter/Seller

4

Point of Exportation/Departure

Company

Address

State of Destination

Signature

Notes

- There are two options for completing the Importer/Buyer section:
 - If the buyer of the fish will not be determined until the fish is already in the free trade zone of the state of destination (in this example, Japan), you can leave the Importer/Buyer section blank.
 - If you know the buyer, you can enter the company information (see below). This will allow the buyer to access this eBCD as soon as you save.
 - When you type the first three letters of the company name, a list of potential companies will drop down and you can select the correct company. The address will be automatically populated.

– If the company you are looking for is not listed, you will not be able to enter this information. In that case, the importing country will have to assist the importing company in obtaining the BCD in the system. If you find out who will buy the fish after this document is created and would like to add the Importer prior to its arrival at its destination, for instance in the free trade zone of Japan, you can pull up this document again later and add the Importer or you can request through Customer Service that the Importer be added at the time that decision is made. If you sell fish to another company domestically, this company will need a printed copy of the eBCD with the trade key in order to access the document. You will find the trade key under the “Government Validation” section. In the example of the printed eBCD in step 7 below, you can see the trade key on the right (TtBZNK21L7z1pLi8).

The screenshot shows a form titled "Importer/Buyer". It contains three input fields: "Company" with the value "EAST JAPAN TRADING CO.,LTD", "Address" with the value "FUKUSHIMA-KEN", and "Point of Import/Destination (City,Country,State)" with the value "Tokyo, Japan". A yellow circle with the number "5" is placed over the Company field. Below the form is a "Save" button, with a yellow circle containing the number "6" next to it.

6. Click Save. You will see the below message:

The screenshot shows a confirmation dialog box with a green checkmark and the text "Information properly saved" and "The commercial trade has been properly saved". Below the text is an "Ok" button. The background shows the same "Importer/Buyer" form as in the previous screenshot.

- Once you hit OK, you will see the trade section as a part of the eBCD (in pink below).



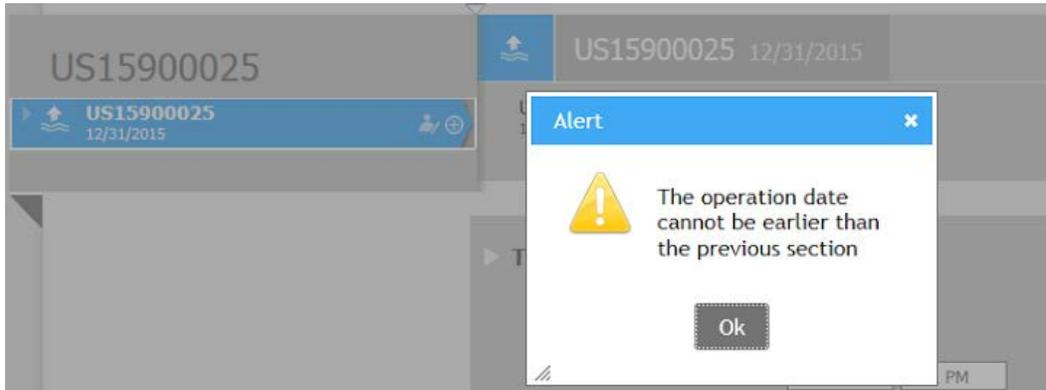
7. You can print your eBCD from this screen for your records. It will appear as below:

1. ICCAT BLUEFIN TUNA CATCH DOCUMENT (BCD)				N°:	US15900001-TD01	1 / 1
2. CATCH INFORMATION						
VESSEL / TRAP INFORMATION						
NAME OF THE CATCHING VESSEL / TRAP		Flag/CPC	NATIONAL REGISTRATION No.	INDIVIDUAL QUOTA	CATCH	
LADY ANN		U.S.A.	11112345	0 Kg	250 Kg	
CATCH DESCRIPTION						
DATE(dd/mmm/yy)		13/Aug/15	AREA	West Atlantic	GEAR	Harpoon
No. of FISH	2	TOTALWEIGHT(kg)	250	AVG. WEIGHT (kg)	125	
ICCAT RECORD No. of Joint Fishing Operation						
TAGS Numbers (if applicable)			2			
GOVERNMENT VALIDATION						
NAME OF AUTHORITY					Exempt validation in the context of Rec 11-20	
TITLE					(This is an electronic BCD Document)	
SIGNATURE						
DATE(dd/mmm/yy)						
8. TRADE INFORMATION						
PRODUCT DESCRIPTION (indicate net weight in kg. for each type of product)						
F	RD(kg): 0	GG(kg): 0	DR(kg): 100	FL(kg): 0	OT(kg): 0	TOTALWEIGHT(kg) 100
FR	RD(kg): 0	GG(kg): 0	DR(kg): 0	FL(kg): 0	OT(kg): 0	TOTALWEIGHT(kg) 0
EXPORTER / SELLER						
POINT OF EXPORTATION/DEPARTURE		COMPANY		ADDRESS		
Boston		ABC FISH COMPANY		123 AMBERJACK LANE, BOSTON MA		
STATE of DESTINATION		Japan				
SIGNATURE		Jack Crevalle				
DATE(dd/mmm/yy)		13/Aug/15				
TRANSPORTATION DESCRIPTION		(Relevant documentation to be attached)				
GOVERNMENT VALIDATION						
NAME OF AUTHORITY					Exempt validation in the context of Rec 11-20	
TITLE					(This is an electronic BCD Document)	
SIGNATURE					TtBZnk21L7z1pLi8	
DATE(dd/mmm/yy)						
IMPORTER / BUYER						
COMPANY		EAST JAPAN TRADING CO.,LTD		PT. of IMPORT/DESTINATION		Tokyo, Japan
ADDRESS		FUKUSHIMA-KEN				
DATE(dd/mmm/yy)		SIGNATURE				
ANNEX(ES)		<input type="radio"/> Yes <input type="radio"/> No (circle one)				

Troubleshooting Potential Errors in the Trade Section

a) Entering a trade date earlier than the catch date

When entering the date under Trade Information (as in step 2, page 29), the date of trade cannot be earlier than the catch date entered for the eBCD. If you enter a trade date that is earlier than the catch date, you will receive the below error message.



b) Entering the wrong weight under product description

A user might make a mistake entering the weight or presentation of the product, for example by entering the weight in pounds rather than kilograms. In this example, the user incorrectly entered a weight of 600 Kg for fillet (as in step 3, page 30) when the product is actually 300 Kg of loins.

If you enter the wrong information, you can correct your entry by clicking on the edit icon in the table, which looks like a person holding a pen (see below).

The screenshot shows a 'Product description' form with the following fields: 'Product type' (dropdown), 'Product presentation' (dropdown), and 'Weight' (input fields with a unit dropdown set to 'Kg'). Below these fields is an 'Add' button. A table below the form contains one row with the following data:

Product type	Product presentation	Weight		
F - Fresh	FL - Fillet	600 Kg		

Below the table is a 'Total Weight' section with input fields for 'FR' and 'F', showing '600' in the 'F' field. A red arrow points to the edit icon in the table row.

The entry will open in the fields above the table.

The screenshot shows the 'Product description' form with the 'Product type' dropdown menu open, displaying 'F - Fresh'. A red arrow points to the edit icon in the table from the previous screenshot. The 'Weight' field now shows '600' in the first input and '0' in the second. The 'Total Weight' section shows '0' in the 'FR' and 'F' fields.

You can change the weight and presentation to the correct information and then click + Add.

► **Product description**

Product type

Product presentation

Weight , Kg

Total Weight FR , F ,

The corrected entry will be added back to the table.

► **Product description**

Product type

Product presentation

Weight , Kg

Product type	Product presentation	Weight		
F - Fresh	LO - Loins	300 Kg		

Total Weight FR , F ,