



## FINFISH AQUACULTURE SITE INSPECTION CHECKLIST

### 1. OPERATIONAL DESCRIPTION AND INFORMATION

Company Name: \_\_\_\_\_ Site Location: \_\_\_\_\_

Site Name: \_\_\_\_\_ Aquaculture Licence #: \_\_\_\_\_

Inspection Date:(MM/DD/YY) \_\_\_\_\_ Time Started: \_\_\_\_\_

Inspected By: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_.

Site Manager on Inspection Date: \_\_\_\_\_

Comments: \_\_\_\_\_

GPS Co-ordinates for site (General): Lat: \_\_\_\_\_ Long: \_\_\_\_\_

Site Fallowed: Y  N , if yes, when was it fallowed (date) \_\_\_\_\_, date site will go back into production (if known) \_\_\_\_\_.

Licensed Species: \_\_\_\_\_ Species Present: \_\_\_\_\_

Age/Size of fish at time of inspection: \_\_\_\_\_

Projected Harvest Date: \_\_\_\_\_ Projected Age/Size at harvest: \_\_\_\_\_

Containment Array (Polar Circle or Net Cage) and number: PC  NC  #Cages: \_\_\_\_\_

Comments: \_\_\_\_\_

### 2. AQUACULTURE LICENCE (Section 6 of regulations and Section 1.2 of Licence Conditions)

Is the licence on-site? Y  N

Is it valid? Y  N

Was it produced upon demand? Y  N

If no, provide details: \_\_\_\_\_

**3. SEA LICE MONITORING (Section 6 of Licence Conditions)**

Is a sea lice monitoring program being carried out as per Section 6.2 and 6.3? Y  N

Comments: \_\_\_\_\_ Should we be doing this or should AMD?  
\_\_\_\_\_

**4. FISH HEALTH RECORDS (Section 7 of Licence Conditions)**

Are records of fish health being kept as per Section 7.1 of licence conditions? Y  N

Are records of therapeutant use being maintained as per Section 7.2? Y  N

Are the records available upon request? (not required to be on-site) Y  N

If no provide details: \_\_\_\_\_  
\_\_\_\_\_

**5. ESCAPE PREVENTION & REPORTING (Section 10 of Licence Conditions)**

Is there a written escape response plan on-site? s.10.2(a) Y  N

Is the plan posted in visible locations? s.10.2(a)(i) Y  N

Is the location and content of the plan known by all staff? s.10.2(a)(ii) Y  N

Does the plan include step-by-step procedures for preventing further escapes? s.10.2(a)(iii) Y  N

Does the plan include step-by-step procedures for undertaking a recapture fishery? s.10.2(a)(iii) Y  N

Does the plan include step-by-step procedures for reporting escapes? ? s.10.2(a)(iii) Y  N

If no provide details: \_\_\_\_\_  
\_\_\_\_\_

**6. INCIDENTAL CATCH (Section 11 of Licence Conditions)**

Is an incidental catch log being maintained in accordance with Appendix XI? s. 11.4 Y  N

List species of incidental catch identified at facility: \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_,

Are quarterly reports on incidental catch being submitted to the department? s. 11.5 Y  N

If no, provide details: \_\_\_\_\_

**7. PREDATOR CONTROL**

**(Section 12 of Licence Conditions)**

What methods are utilized to deter seals and sea lions at the facility? s. 12.2 \_\_\_\_\_

\_\_\_\_\_

Are acoustical deterrents used? s. 12.2 Y  N

Are shark guards utilized? Y  N

Are predator nets utilized? Y  N

Has a Predator Management Plan been submitted?(required by March 31, 2011) Y  N

Are firearms kept on-site? Y  N

If yes, name of who on-site has a valid PAL: s. 12.5(d)(i) \_\_\_\_\_

PAL#: \_\_\_\_\_

Firearms Specifications: Make: \_\_\_\_\_

Model: \_\_\_\_\_, Caliber: \_\_\_\_\_, SN \_\_\_\_\_

Ammunition Specifications:

Manufacture: \_\_\_\_\_, Bullet weight: \_\_\_\_\_ grains, Bullet Model: \_\_\_\_\_

If an agent is hired to kill marine mammals list names and contact information:

Agent 1: \_\_\_\_\_

Agent 2: \_\_\_\_\_

Are quarterly reports with respect to marine mammal kills and deaths being submitted which include the following information: s. 12.7 (not required until April 15, 2011) Y  N

- The name of the facility and the aquaculture licence number? s. 12.7(a) Y  N
- The photographs of upper tooth dentition with a date stamp? s. 12.7(b) Y  N
- The number of Harbour Seals killed? s. 12.7(c) Y  N
- The number of California Sea Lions killed? s. 12.7(d) Y  N
- The date each seal/sea lion was killed? s. 12.7(e) Y  N
- The date, species, number and cause of accidental Marine Mammal drowning deaths? s. 12.7(f) Y  N

Are marine mammal accidental drowning mortality's being reported to the ORR line Immediately? s. 12.3 Y  N

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**8. PROTECTION OF FISH HABITAT (Section 13 of Licence Conditions)**

AMD Habitat staff's portfolio for most of it... Suggestions??  
We could inspect fuel storage, equipment fluid leaks, blood water issues, spill kits on-site etc. or leave this for E. Canada as it is their mandate.....

**9. FISH MORTALITY (Section 14 of Licence Conditions)**

Has a Mortality Management Plan been submitted and implemented? s.14.2 Y  N   
\*not required until March 31, 2011

Is a copy of the plan on-site and available for inspection? Y  N   
\*not required to be kept on-site

If yes, does the plan include the following measures: s. 14.2 (a) thru (c)

- Collection, storage and disposal of normal operational levels of fish mortalities, including: s.14.2(a)
  - i. The regular collection of morts and transferral to mort storage totes? Y  N
  - ii. The transfer of stored morts to land-based facilities? Y  N
  - iii. The location of stored morts prior to transfer to land? Y  N
  - iv. The procedures to prevent leachates entering receiving waters Y  N
  - v. The methods to clean/disinfect mort storage and handling equip? Y  N
  - vi. Bio-security protocols or direction provided by fish health specialists? Y  N
- Procedures to manage incidental catch mortalities? s. 14.2(b) Y  N
- A mass fish mortality disposal plan, including: s. 14.2(c)(i) and (ii)
  - i. Actions req'd to handle additional biomass described in S. 14.1 Y  N
  - ii. Use of identified vessels that will collect and transport Morts to on-land facilities in the case of an elevated mort event? Y  N

If no, provide details \_\_\_\_\_  
\_\_\_\_\_

**10. BOAT OPERATIONS (Section 15 of Licence Conditions)**

If observed, are vessels operated in such a manner to prevent damage to containment structures and anchoring systems? s. 15.1 Y  N

Are signs posted at designated docking stations? s. 15.2 Y  N

Are signs posted designating restricted areas? s. 15.3 Y  N

If no, provide details: \_\_\_\_\_  
\_\_\_\_\_

**11. USE OF LIGHTS** (Section 17 of Licence Conditions)

Are lights are used on-site to promote growth ? Y  N

Comments: \_\_\_\_\_  
\_\_\_\_\_

**12. FISH HARVEST** (Section 18 of Licence Conditions)

Have harvest plans been submitted to the Department in accordance with s. 2.3 and Appendix I? Y  N   
\*not required until March 31, 2011

If no, provide details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**13. APPENDIX IX ESCAPE PREVENTION / CAGE AND NET INTEGRITY**

**B. Containment Structures and Cage Support Systems** Appendix IX

Are daily above-water visual inspections of cage support systems done? s.B4(c) Y  N

Are the daily visual inspections and repairs being recorded? s. B4(e) Y  N

Are the daily visual records kept on-site for a period of one year? s. B4(e) Y  N

If no provide details: \_\_\_\_\_  
\_\_\_\_\_

**CI. Net Cages** Appendix IX

Do the net cages have a permanently attached mesh top? Y  N

If no, is there a jump net extending at least one metre above water line? s. C7 Y  N

If no, provide details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**C. III. Inspections and record Keeping****Appendix IX**

Where does the facility have its nets inspected and serviced?

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Is each net cage marked permanently with an inventory control number? s. 19 Y  N 

Control Numbers on nets at time of inspection:

Net 1 \_\_\_\_\_, Net 2 \_\_\_\_\_, Net 3 \_\_\_\_\_, Net 4 \_\_\_\_\_,

Net 5 \_\_\_\_\_, Net 6 \_\_\_\_\_, Net 7 \_\_\_\_\_, Net 8 \_\_\_\_\_,

Net 9 \_\_\_\_\_, Net 10 \_\_\_\_\_, Net 11 \_\_\_\_\_, Net 12 \_\_\_\_\_,

Net cage dimension Classification (Located on written net cage records): A  B  C  D  E 

Comments: \_\_\_\_\_

**C. III. Inspections and record Keeping****Appendix IX**Has an underwater inspection of the nets been conducted prior to the introduction of fish? Y  N   
s. 18(a)Are the nets being inspected by divers at least every 60 days? s. 18(b) Y  N 

If no, provide details: \_\_\_\_\_

Are the nets being inspected as soon as practical after an operational activity or event that increases the risk of net failure, other than the required inspections listed in Sections 18(a) and (b) above, which includes:

- Extreme environmental conditions? s. 18(c) Y  N
- Net cage changes? s. 18(c) Y  N
- Fish delivery? s. 18(c) Y  N
- Recurring predator attacks? s. 18(c) Y  N
- Vandalism to net cages or equipment? s. 18(c) Y  N
- Towing of active containment structures? s. 18(c) Y  N
- After any event that occurs during harvesting, grading or any other activity which the licence holder or person acting on their behalf to suspect that the risk of net failure has increased? s. 18(d) Y  N

If no, provide details: \_\_\_\_\_

\_\_\_\_\_

Are written maintenance records for the nets being maintained? **s. 20** Y  N   
Do the records meet the requirements of Section 20(a) thru (g)?

- Inventory control number (a) Y  N
- Net dimensions (b) Y  N
- Mesh size (c) Y  N
- Record of most recent out-of-water servicing/inspection (d) Y  N
- Accumulated time in water since last servicing/inspection (e) Y  N
- Description and dates of each inspection under S. 18 (f) Y  N
- Description and dates of each repair, reasons for repair? (G) Y  N

If no, provide details: \_\_\_\_\_

\_\_\_\_\_

Are the records required to be kept under S. 18 and 20 that were recorded prior to the last out-of-water servicing and inspection under S. 17 retained for six months since that out-of-water servicing and inspection? **s. 21** Y  N

If no, provide details: \_\_\_\_\_

\_\_\_\_\_

Are written records maintained for each net cage that includes: **s. 22**

- The inventory control number as per S 19? Y  N
- The manufacturer’s name? Y  N
- The year produced? Y  N
- Dates and records of all out-of-water servicings/inspections since Oct 31, 2000 under Sec 17? Y  N
- If applicable, the date of retirement of the net cage? Y  N

If no, provide details: \_\_\_\_\_

\_\_\_\_\_

Are the records for each net cage under S. 22 retained for 1 year following Retirement of the net cage? **(S. 23)** Y  N

If no, provide details: \_\_\_\_\_

\_\_\_\_\_

Are net cage strength test results recorded on a form that also includes information about the net which includes: **s. 30**

- a. Owner of net and net identification number? Y  N
- b. Mesh manufacturer and manufacturer’s published mesh-breaking strength? Y  N
- c. Net fabricator and date of fabrication? Y  N
- d. Accumulated in-water service time? Y  N
- e. Size and gauge of mesh and dimensions of net cage? Y  N
- f. Date and location of testing, company and name of person doing test? Y  N
- g. Information on antifoulant treatment on net, if any? Y  N
- h. Whether the net was tested wet or dry? Y  N
- i. Approximate ambient temperature at test? (i) Y  N
- j. Breaking strength test results for each prescribed location, and pass/fail grades per requirements of Section 13 of appendix? Y  N
- k. General comments and notes on overall condition of net? Y  N
- l. Signature of tester? Y  N

If no, provide details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Was a verbal demand for records given on the date of the inspection? Y  N

If yes, provide details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will the verbal demand be followed up with a written demand? Y  N

If yes, attach a copy of the demand to this document when issued.

General Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If an occurrence is generated as a result of the inspection, record occurrence number on this document)

**Occurrence Number:** \_\_\_\_\_

**Fishery Officers / Guardians:**

Name: \_\_\_\_\_, Signature: \_\_\_\_\_

Name: \_\_\_\_\_, Signature: \_\_\_\_\_

Name: \_\_\_\_\_, Signature: \_\_\_\_\_

Name: \_\_\_\_\_, Signature: \_\_\_\_\_

Date/Time inspection completed: \_\_\_\_\_

**\*\*Refer to Biosecurity Protocol prior to proceeding to additional facilities.**

**MY LONGER TERM GOALS ARE TO HAVE US DEVELOP SOP's FOR THE FOLLOWING:**

- Escape response procedures**
- Marine Mammal incident response procedures**
- Harvest inspection procedures (include incidental catch information)**
- Transfer inspection procedures (include incidental catch)**
- Transfer vessel inspection procedures (include incidental catch)**
- Plant inspection procedures (include incidental catch)**

**AND TO DEVELOP INSPECTIONS DOCUMENTS FOR SHELLFISH AND FRESHWATER**

Conservation & Protection Aquaculture Division – Campbell River  
Document “Protected” when completed