



January 6, 2016

File: 68800-30/15/P

TO: ALL LICENCED BRITISH COLUMBIA FISH PROCESSORS

Re: 2015 Annual Reports for All B.C. Licensed Fish Processors

1. Annual Fisheries Production Schedule (AFPS) – due February 15, 2016
2. List of Custom Processing Clients (or Declaration) – due now

British Columbia offered 483 distinct seafood commodities in 2014 with a combined wholesale value of \$1.4 billion, with 52% generated from sales of salmon products.

We were able to generate this information by surveying B.C. seafood sellers. Most of the seafood value is generated by B.C. fish processors - like you - as well as licensed buyers and brokers.

Each year the Ministry of Agriculture conducts a census of the seafood industry. For fish processors the information is collected under authority of Section 20(1) of the Fisheries Act, using the AFPS. Your contribution to the census is a requirement of your provincial fish processing licence and ensures that we are collecting complete information on the British Columbia seafood industry.

1. 2015 ANNUAL FISHERIES PRODUCTION SCHEDULE (AFPS) - DUE FEBRUARY 15, 2016

Completing the AFPS:

- Operations reporting B.C. seafood sales, please:
 - report all seafood sold in 2015 as a product of B.C. to retail or exported;
 - include all seafood in inventory in its final form and value at prevailing prices; and
 - sign and return the completed report.
- Operations reporting no sales, please:
 - complete pages 1 & 2 of the AFPS form; and
 - sign and return the completed report.



Remember the report must be signed and returned - even if it is "NIL" - to satisfy your reporting requirements.

Detailed instructions for completing the schedule are available in the [guide for completing the Annual Fisheries Production Schedule 2015](#). If you wish to complete and submit the form **electronically**, it can be accessed from Ministry of Agriculture, [Reporting Requirements](#).

2. THE 2015 CUSTOM CLIENT LIST OR DECLARATION - DUE NOW

A request for a list of custom processing clients was sent to processors on December 15, 2015. If you have not already - please fax or email as soon as possible ONE of the following:

- 2015 Custom Client List - for facilities that provided custom processing/storage services to commercial B.C. seafood clients during 2015.

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- Provide: company name, contact person, a complete mailing address, and the phone number of every B.C. commercial fish or seafood client.

Reminder: The list should not include recreational harvest clients.

- 2015 Declaration – for facilities that did not provide custom processing/storage services to commercial B.C. seafood clients during 2015.
 - The form is available online at [Reporting Requirements](#).

Be assured that **data from individual forms and companies is protected** under the *Freedom of Information and Protection of Privacy Act*. The information provided is held in complete confidence and only published in aggregate form (combined data from three or more companies).

The Annual Fisheries Production Schedule data is used extensively to highlight the importance of the B.C. seafood sector and its products. One example is the British Columbia Seafood Industry Year in Review series; another is the B.C. seafood statistics website.

The Ministry of Agriculture publications - Year in Review series, as well as sector profiles from 2014 (and earlier) can be found under [industry and sector profiles](#).

Thank you in advance for your participation. We appreciate your timely cooperation with the reporting schedule and will be happy to assist you, should you have any questions or concerns.

Yours truly,



Anita Threlfall
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Attachments:

1. [Annual Fisheries Production Schedule 2015](#)
2. [Guide to completing the AFPS 2015](#)
3. [2015 Licensed B.C. Fish Processing Plant - Declaration form](#)