

Fish Health Record Book for Put and Take Operators



Marine Institute
Foras na Mara

Play Your Part!

Protect Ireland's Fish Health Status

For further information or to request an additional Fish Health Record Book for Put and Take Operators, please contact
Fish Health Unit
Marine Institute
Rinville
Oranmore.
Co. Galway
Ireland

Tel: +353 (0) 91 387200
Email: fhu@marine.ie
Website: www.fishhealth.ie

A fishing float with a red stem and a green and white body is floating on a body of water. Concentric ripples emanate from the float, creating a circular pattern on the water's surface. The background is a gradient of blue and green, suggesting a natural aquatic environment.

As a business or club authorised under the Fish Health Legislation, you are obliged to keep accurate records.

The legislation mentioned within this document is available to view and download from our website www.fishhealth.ie

PUT AND TAKE OPERATOR DETAILS:

Put and Take Business/Club Name		Login Details for Applying to Move Fish On-line	
Put and Take Business / Club Name:	FHA/	Username:	Password:
CONTACT DETAILS			
Designated site contact:	Position:	Email Address:	Phone:
Business Address:		Correspondence Address:	
SITE DETAILS			
Site Location/Catchment/ Site Address:		If this is a screened lake, please include the water-body in which it is located:	
Species kept on site:		Wild Species Present (if any):	
Signature:		Date:	
Position:		This Record Book covers the period between ___ / ___ / ___ to ___ / ___ / ___	

Please inform the Fish Health Unit if any of these details change. Contact details are provided on the inside cover of this Record Book.

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Fish Health Record Book for Put & Take Operators

This Record Book is issued by the Marine Institute to assist you in complying with the requirements of the Fish Health Authorisation which you have been granted under SI 261 of 2008 (European Communities Health of Aquaculture Animals and Products Regulations 2008). These reporting requirements are also detailed in your Fish Health Management Plan (FHMP) which a member of the Fish Health Unit or local Fish Health Inspector will have assisted you in compiling. If you wish to update your FHMP please contact FHU@marine.ie or call the Fish Health Unit office on 091-387200.

The following Records should be maintained and are included in this Record Book as follows:

- Mortality Records
- Movements Onto Site
- Movements Off site (where applicable)
- Risk Based Surveillance
- Equipment Disinfection
- Foot Bath / Handspray / Disinfection Point
- Transporters
- Visitors

The following GUIDANCE NOTES should assist you in completing each record correctly.

1. MORTALITY/SUSPICION OF A DISEASE OUTBREAK

Where mortality levels are unexplained and are significantly above what is considered to be normal for your fishery, the mortality must be documented in your Mortality Records and must be notified to the Fish Health Unit at the Marine Institute for further investigation. Similarly, where the presence of a listed disease is suspected or has been confirmed, this suspicion or confirmation must be notified to the Marine Institute. A list of the notifiable diseases can be found at www.fishhealth.ie.

Notifications may be made by contacting the Fish Health Unit as follows:

- By phoning 091-387200
- By emailing notification@marine.ie
- By faxing 091-387201

2. MOVEMENTS OF LIVE FISH

Movement Records should be maintained in this Record book for review by a Fish Health Inspector during routine scheduled site inspections as follows:

- **Movements Onto Site** - All live fish entering your site must be documented in the MOVEMENTS ONTO SITE records located on pages 5 to 10 of this book. See below for details on when you should apply to the Marine Institute for permission to stock your fishery. The Movement Approval notice and /or the Health Certification that arrives with the consignment should also be kept on file.
- **Movements Off site (where applicable)**. You must complete the MOVEMENTS OFF-SITE records located on pages 11 to 12 of this book for all movements off site. See below for details on how to apply to the Marine Institute for permission to move fish.

Remember requests to move fish on/off site should be sent to the Fish

Health Unit at the Marine Institute when you are:

- **Importing Fish***: An Application to import Finfish to be submitted at least 3 days prior to import.
- **Moving Fish off your site****:
 - Within Ireland: Application to be submitted at least 3 days prior to movement and must be accompanied by a pre movement veterinary health report.
 - Exporting Fish: Application to be submitted at least 5 days prior to export.

Please note:

* If you are **Moving Fish Onto site from a source within the Republic of Ireland**, you are not required to make a movement request to the Marine Institute. The obligation is on the operator of the site where the fish are coming from to apply to the Marine Institute for permission to move.

** It is recommended that you contact the Marine Institute in advance of submitting an application for a planned movement offsite, in the event that any additional approvals are required before the movement can take place.

How to apply to the Fish Health Unit to move fish:

- An online movement application system is available on our www.fishhealth.ie website. For your convenience, you should note your Login details in the space provided in the 'Operator Details' section to the front of this Record Book. If you have not received a Username and Password you should contact the FHU office by email FHU@marine.ie or phone 091-387200.
- The Fish Health Unit will still accept movement applications that have been posted, faxed or emailed to notification@marine.ie however the use of the online system is strongly encouraged.

3. RISK BASED HEALTH SURVEILLANCE RECORDS:

By virtue of being a club or business that is authorised under the Fish Health Legislation, you will receive regular inspections from a Fish Health Inspector, as part of the national Risk Based Health Surveillance scheme. This log located on pages 13 to 14 will be completed by the Fish Health Inspector on the day of the visit. Additionally, details of any samples taken by Inspectors who visit your site will also be recorded under this section.

4. BIOSECURITY MEASURES

4.1 Inspection/Vigilance post arrival

All stocks received on site should be inspected on arrival and any mortality in the consignment should be detailed in the comments area of the MOVEMENTS ONTO SITE record of this Book. Ongoing vigilance should be exercised and abnormal mortalities thereafter should be recorded and reported as outlined above in **Section 1 Mortality / Suspicion of a Disease Outbreak**.

4.2 Transportation

When live fish are transported by the company or club members own vehicles, records must be kept in the TRANSPORTERS LOG. Where another transporter brings fish to or from the site, the VISITORS LOG BOOK should be completed. The person(s) present receiving the fish should satisfy themselves prior to accepting delivery that the transporter has carried out the necessary cleaning and disinfection procedures by checking their records. The objective is to ensure that the health status of the fish being transported as well as those en-route and at the site of destination are not compromised in any way.

4.3 Disinfection and cleaning

4.3.1 Equipment Disinfection Records: Disinfection of operational equipment and forms of transport which have been used outside the site should be detailed in the EQUIPMENT DISINFECTION LOG which is located between pages 15 and 22

4.3.2 Foot Bath/Hand Spray/Disinfection Point Records: The maintenance of footbaths, hands sprays and disinfection points for fishing rods, keep nets etc. should be detailed in the FOOT BATH/HANDSPRAY/DISINFECTION POINT RECORD which is located between pages 23 and 30

4.4 Visitors Log: Anyone who visits the site (for example official Inspectors, transporters, club members, other recreational anglers etc) should be recorded in the VISITORS LOG to verify that disinfection practices have been observed and to ensure traceability in relation to sites visited within the previous 48 hour period Part-time workers who help during busy periods should also sign the VISITORS LOG when arriving on site.

It is likely that the Visitors Log section of this Record Book will be used frequently, therefore for convenience, the Visitors Log starts on the reverse side of this Book.

MORTALITY RECORDS

In the case of unexplained increased mortality (which cannot be explained by environmental conditions, predation, transportation, handling etc), or if the presence of a disease is suspected or has been confirmed, the Fish Health Unit at the Marine Institute should be notified immediately by Phone: 091-387200, Email: notification@marine.ie or Fax: 091-387201.

Date Dead Fish removed	No. of fish removed	Total no. of fish in pond /lake from which dead fish were removed	Observations/Comments

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MOVEMENTS ON TO SITE

A log of all fish movements onto site should to be maintained in the table below for review by a Fish Health Inspector during site inspections.

Date Received	Species	Quantity	Average Weight	Site of Origin	Transporter Used	¹ Marine Institute Approval Number	Observations/Comments

¹ Automatically issued to you on submission of on-line Import Application only. In the case of fish sourced within Ireland, the Company operating the site of origin receives this from the Marine Institute and will be quoted on the movement approval notice, a copy of which should be received by you along with the delivery of fish

MOVEMENTS OFF-SITE

In the event of movements of live fish off site either to a destination within Ireland or for export, a log of all movements off site should be maintained in the table below for review by a Fish Health Inspector during routine health surveillance inspections.

Date	Species	Quantity	Average Weight	Destination Company & Destination Site	Transporter used	² Marine Institute Approval Number	Observations/Comments

²Automatically issued to you on submission of on-line movement application to the Marine Institute to move fish off-site to a destination within Ireland or for export.

RISK BASED HEALTH SURVEILLANCE

The following should be completed by the visiting Fish Health Inspector to record your participation in the national risk based health surveillance scheme.

Date of Inspection	Name of Inspector	Signature	Type of inspection, i.e. record check only or record check plus sample collection	Details of any samples taken during the inspection

EQUIPMENT DISINFECTION LOG

The following information should be recorded for disinfection of operational equipment and forms of transport which have been used outside the site.

Date	Equipment Details	Name & concentration of disinfectant [NOTE: If the equipment is not clean / has organic matter present, it should be thoroughly cleaned prior to disinfection. See leaflet "Disinfection of Angling Equipment" from Inland Fisheries Ireland]	Name of person responsible

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FOOT BATH/HANDSPRAY/DISINFECTION POINT RECORD

The following information should be recorded for maintenance of footbaths, hand sprays and disinfection points for fishing rods, keep nets etc..

Date	Type: (Footbath/handspray /disinfection point)	Location	Date Replenished	Name & concentration of disinfectant	Name of person responsible

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TRANSPORTERS LOG

The following information should be recorded for all trips where company owned transport or club members transport is used to move fish on/off site

Date	Vehicle registration and details of tanks used	Details of facilities visited	% Mortality during transport (where applicable)	Has the Transport equipment (vehicle, tanks, diffusers etc) been appropriately cleaned and disinfected prior to use? Y/N (Please provide details in the EQUIPMENT DISINFECTION LOG)	Where relevant, provide details of any water exchanges during transport	Name of person responsible

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