



**MINISTRY OF AGRICULTURE AND LANDS
FINFISH AQUACULTURE SITE INSPECTION CHECKLIST**

1. OPERATION DESCRIPTION

Incident Number: _____

Company Name: _____

Location: _____

Site Name: _____

Aquaculture Licence Number: _____

Inspection Date and Time: _____

Person(s) Interviewed: _____

Inspection Completed by: _____

GPS Coordinates:

# 1-Lat:		# 2-Lat:		# 3-Lat:		# 4-Lat:	
# 1-Long:		# 2-Long:		# 3-Long:		# 4-Long:	

(Note: As more than one set of coordinates may be required, an additional page one will need to be completed if the site has more than one block of pens within their tenure area.)

2.1 TERMS AND CONDITIONS

MANAGEMENT PLAN		OBSERVED ON SITE		
Species	Biomass - MT (Total Max. Production Per Cycle)	Species	Piece Count	Biomass - MT
Total				

Pending Amendments:

Are there any outstanding amendment applications for this site residing with the Licensing Unit? YES NO

If yes, when did the Licensing Unit receive the amendment for decision? _____

If yes, what are the proposed or requested changes? _____

Anchoring Systems:

(Note to Inspector: If necessary, please advise site manager of new term and condition (on all licences generated after May 1, 2004) attached to Aquaculture Licences around inspections by certified professionals for any new or altered installations. Provide copy of template form if appropriate.)

Has the site's infrastructure/anchoring system been newly installed or recently altered in any way? YES NO

YES NO

If yes, was the system inspected by a certified professional prior to utilization of newly installed infrastructure?

If yes, was notification sent to MAL's Licensing Unit within 30 days of inspection? YES NO

MPA for management plan (as per ADB): _____

* Biomass (MT) Stocked: _____ Biomass (MT) moved off site: _____

* Projected Harvest Date: _____

* Projected Size at Harvest: _____

* Projected Number at Harvest: _____

Comments: _____

*** Information collection only at this point.**

Containment Structures

OBSERVED ON SITE				
Structure	Size (metric)	Total Number (metric)	Number in Use	Surface Area (m2)
Total:				

- Is the infrastructure (configuration) located in an approved IUA? YES NO or NOT YET DEFINED
- Is the site in compliance with MPA requirements identified by ADB? YES NO or NOT YET DEFINED

2.2. AQUACULTURE LICENCE

Is the Aquaculture Licence current? **s. 13 of FA, s. 2 of Aquaculture Reg.**

(Note: It is not a requirement to have the licence on site.)

YES NO

Is the company in compliance with any attached special provisos?

YES NO N/A

If no provide details:

3. ESCAPE REPORTS

- Since the last inspection or during the last 12 months, the farm has detected **no** escapes or possible escapes? YES NO
- If response is no, was the escape reported to the Manager of Aquaculture? **s. 4(1)** YES NO
- Identify case file number or provide details of most recent escape event (date, species, number, cause, year stocked, average weight, rearing facility, record of each drug; case file number): **s. 4(2)**

4. INVENTORY AND INSPECTION RECORDS

4.(A) STOCK INVENTORY RECORDS

- Are stock inventory records kept for each containment structure at the facility? **s. 5(1)** YES NO
- Are these inventory records complete? **s.5(1)** YES NO

If no, cite the specific deficiency:

- Fish in – fish out
- Weekly mortalities recorded
- Causes of mortalities
- Numbers attributed to each cause
- Number attributed to Escapes
- Source, number and lot of finfish
- Other (specify)

- Are the above inventory records kept on site? **s. 5(2)** YES NO

4. B. DAILY ABOVE WATER INSPECTIONS

- Are daily above-water visual inspections of cage support systems done? **s.A5(c)** YES NO
- Are these daily visual inspections recorded in a written manner? **s.A5(e)** YES NO
- Are these daily records kept on site? **s.A5(e)** YES NO

4. C. UNDERWATER INSPECTIONS OF ACTIVE NET CAGES

- Are all required underwater inspections completed by divers or other approved comparable methods? (Note that approval for comparable methods must be pre-approved in writing by the manager) **s.A19(1)** YES NO

Detail method(s) of underwater inspections: Diver , or describe other method_____

- Are underwater inspections, by divers or other approved methods, conducted on new net cages prior to the initial introduction of new fish? **s.A19(2)(a)** YES NO

- Are active net cages inspected every 60 days by divers or other approved methods? **s. A19(2)(b)** YES NO
- Are active net cages inspected by divers, or approved methods, after any operational activity or event that increases the risk of escapes, such as extreme weather, net changes, fish delivery, predator attacks, vandalism, towing of active net pens and other activities? **s.A19(2)(c)** YES NO
- If during a harvest, grading or other routine activity an event occurs that causes the holder to suspect there may be an increase in the risk of net failure, are the net cages inspected by divers or other approved methods? **s.A19(2)(d)** YES NO

4. C. REQUIRED NET CAGE MAINTENANCE RECORDS

- Are net cage maintenance records kept for each cage? **s.A21** YES NO
- Do the records kept have all the required elements? **s.A21** YES NO

If no, cite deficiency **s.A21(a-g)**

- a – inventory control number per **s.A20**
- b – dimensions
- c – mesh size
- e – accumulated time in water since last servicing and inspection
- f – description and dates of each inspection under **s.A19(2)**
- g – description and dates of all repairs including reasons for repairs since last out of water servicing/inspection

- Are these records kept on site? YES NO

4. D. NET CAGE - OUT OF WATER SERVICE RECORDS

Note: There is no requirement or time frame for when containment nets have to be strength tested and serviced. Industry and inspectors, however, should keep in mind that at the request of an Inspector the holder must demonstrate that the net cage meets the minimum breaking strength, as noted in s.A16. In the case where nets may be suspect, the Inspector has discretion to require an on site testing or that the nets be removed for complete out of water servicing. s.12 (5).

Note: Where nets have not yet undergone an out of water testing (as in the case of new nets) the answers to the next three questions should be documented as N/A

- Where a containment net has had an out of water testing and servicing performed, is the most recent record of results for these tests on site? **s.A21(d)** YES NO N/A
- Is the record of testing completed for each net tested, in accordance with the protocol set out in "BC Net Cage Mesh Strength Testing Procedure" (BCNTP) **Version 1. s.15 and s.A18(e)** YES NO N/A
- Is the record noted above complete? **s.A18 (e)** If no, note the deficiency. YES NO N/A

(Inspector should refer to section 6 and 8 of BCNTP manual.)

- Was there a circumstance when Inspectors conducted net tests on site or required a net to be removed for a complete out of water servicing? **s.12(5)(b) and s.12(5)(c).** YES NO

IF YES, NOTE CASE FILE NUMBER: _____

5. BEST MANAGEMENT PRACTICES PLAN (BMP)

- Has the company developed a BMP? **s.A34(1)** YES NO
- Is the BMP on site? **s.A34(3)(a)** YES NO
- Does the BMP include a description of specific management practices and Standard Operating Procedures on all required elements? (noted below) **s.A34(2)(a)** YES NO

If no, cite deficiency:

- finfish delivery, handling, grading and harvesting
- net cage and bag cage changing
- boat operations and maintenance
- towing of active containment structures at, to or from the site
- management of predation of farm stock
- recovery of mortalities

- Does the BMP include a statement that the BMP has been reviewed and endorsed by the holder? **s.A34(2)(b)** YES NO
- Does the BMP include a statement that individuals responsible for implementing the plan understand and have received training in the plan? **s.A34(2)(c)** YES NO

Comments, if any: _____

6. ESCAPE RESPONSE

- Does the holder have a written escape response plan? **s.A35** YES NO
- Is the escape response plan posted in a visible location? **s.A36** YES NO
- Is the location and content of the plan known by all staff? **s.A36** YES NO
- Does the escape response plan include step-by-step procedures for **preventing further escapes**? **s.A37** YES NO
- Does the escape response plan include step-by-step procedures for **reporting** escapes? **s.A37** YES NO
- Does the escape response plan include necessary arrangements with federal, BC and local government authorities to obtain necessary approvals to recapture stock? **s.A40 (Note: Cite this response as "not applicable" if the company has not been able to secure necessary approvals from DFO for a ZZA licence.)** YES NO N/A

7. THERAPEUTANT USE AND RECORDS

NOTE: IT IS NOT A REQUIREMENT THAT ANY OF THE RECORDS NOTED IN THIS SECTION BE MAINTAINED ON SITE – AT THE REQUEST OF AN INSPECTOR, THESE RECORDS MUST BE PRODUCED WITHIN 48 HOURS s.12(3)(a)

- If applicable, were records produced within 48 hours? YES NO N/A
- Are drug administration records kept and are they complete? **s.8(1)** YES NO

If not complete, cite deficiency **s. 8(3)**

- aquaculture licence number and name of holder
- location of the facility
- species of fish cultured and held
- name of the veterinarian who prescribed drugs
- a log that: names the drugs;
specifies how drugs were administered;
specifies treatment schedule;
specifies date of last treatment; and
includes name and signature of person
responsible to administer treatment.

Note missing element(s) from log: _____

- For current or last treatment, record the following information **s.8(7)(g)**

Date of treatment: _____

Prescribed withdrawal period: _____

Name of the veterinarian who prescribed drug: _____

- If fish are or have been harvested, has the holder provided a detailed statement to the processor that includes the required drug administration information? **s.8(4)** (requires the holder to maintain a copy) YES NO
- Does this above statement s.8(4) contain the required information? **s.8(7)** YES NO

If no, note the area of deficiency:

- Aqua licence number
- Species
- Date of harvest
- Name of processor
- Quantity of fish
- Lot number
- Date of the most recent treatment with a drug or final day of the withdrawal period including, name of drug, treatment schedule, dates treatment commenced and finished, prescribed withdrawal period, vet name and person responsible for administering.

If not – state the precise nature of the deficiency _____

8. NET CAGE INSPECTIONS

- Are all net cages permanently marked with an inventory control number?
s. A20 YES NO

Perform Net Audit:

Record inventory control number from deployed net. _____

Can the operator provide complete and required records for this net?
If no – detail the deficiency. _____ YES NO

- Is the water line rope the primary point of attachment of the net cage to the cage support system (for cages without a permanently attached mesh top)?
s. A7 YES NO
- Does the jump net extend at least 1 metre above the water line (for cages without a permanently attached mesh top)? **s. A8** YES NO
- Is sufficient weight or pressure used to produce tension on net panels in order to maintain a taut net? **s. A9** YES NO
- Are net cages weighted at a sufficient number of points to ensure the tension or weight is distributed evenly? **s. A10** YES NO
- Is mesh size small enough to contain the smallest fish? **s.A11** YES NO
- Where nets are being stored on site – are they stored in a manner to minimize deterioration (ex., protected from UV)? **s.A12** YES NO N/A
- Are all tears found on active net cages repaired immediately? **s.A13** YES NO
- Are irregularities in the cage supporting system that might increase the risk of escape corrected or repaired immediately? **s.A5(d)** YES NO

If no – note the deficiency _____

9. BOAT DOCKING

- Is there a designated docking site for boats not involved in fish cultivation?
s. A26 YES NO
- Are these sites designed and located to prevent propeller damage to net cages? **s. A28** YES NO
- Are signs posted on the containment system to direct boats to this site? **s. A27** YES NO
- Are large vessels moored appropriately (i.e. not moored to cage a support system rails or stanchions)? **s. A29** YES NO N/A

10. FISH HANDLING

Note: This section should only be completed if the Inspector is on site and can observe an activity where the following precautions are applicable.

- Spotters are being used during fish handling activities or when a large vessel is operating nearby? **s. A31** YES NO N/A
- Appropriate use of catch nets when, harvesting, grading, sampling or moving live fish outside of net cages? **s. A32** YES NO N/A

11. PREDATOR CONTROL

- Is there a pattern of predator attacks resulting in mortalities occurring at this farm site? YES NO

If yes has the operator of the site implemented measures to prevent loss of stock and containment structure damage? **s. A33** YES NO

If applicable, what are these measures? _____

ADDITIONAL COMMENTS/OBSERVATIONS _____



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Inspection Date and Time: _____

Person(s) Interviewed: _____

Inspection Completed by: _____

General Comments: _____

• Expected date of peak biomass: _____

• Was environmental monitoring done within 30 days of reaching peak biomass? YES NO

Section 9 (1)

A. BEST MANAGEMENT PRACTICE PLAN

(Section 8 – WM Regulation)

- Is there a copy of the BMP available at the facility? YES NO
- Has the BMP been reviewed by the staff at the facility? YES NO
- Is the BMP understood by staff at the facility? YES NO
- Does the BMP included a fish kill contingency plan? YES NO
 - Does the plan identify fish kill thresholds? YES NO
 - Does the plan provide contact phone numbers? YES NO
 - Does the plan consider logistics up to total loss of fish? YES NO
- Does the BMP provide information to meet the following objectives:
 - Compliance with monitoring and reporting? YES NO
 - Continual reduction of number and quantity of wastes? YES NO
 - Continual improvement in feed conversion ratio? YES NO
 - Management of potentially harmful materials e.g. therapeutants YES NO
 - Prevention of spillage of feed? YES NO
 - Prevention of attraction/access of wildlife to feed? YES NO
 - Prevention of access by wildlife to containment structures? YES NO
 - Timely collection and disposal of mortalities? YES NO
- Does the BMP contain a list of potentially harmful materials? YES NO

B. MANAGEMENT PRACTICES

Waste Management Act, s. 3 (2) if not according to BMP

1. BLOODWATER DISPOSAL

- Are fish live hauled to a processing plant? YES NO

If yes, list species; _____

- If no, is blood water disposed at the processing plant? YES NO

If no, please explain treatment prior to discharge, and volume and location of discharge:

2. NET TREATMENT, CLEANING AND WASTE DISPOSAL

- Are treated nets utilized at the farm? YES NO

- Are nets cleaned at an approved net cleaning facility? YES NO

Provide company, location and frequency. _____

- There is **NO** cleaning of nets at all on the farm site YES NO

If no, state method and frequency of cleaning _____

3. DISINFECTANT USE AND DISPOSAL

- Are disinfectants used on site? YES NO

a) If yes, list types and purposes of use. _____

b) How and where are disinfectants stored during use? _____

- How are used disinfectants disposed? _____

- Are disinfectants treated prior to disposal? YES NO

If yes, explain. _____

4. MORT STORAGE AND DISPOSAL

- How are morts stored on site prior to disposal? _____

- What is the frequency of removal? _____

- **No** mort spillage observed? YES NO

If yes, explain location and volume. _____

- **No** morts are disposed on site? YES NO

If no, explain method and authority. _____

If yes, provide method and name of disposal company. _____

5. REFUSE STORAGE AND DISPOSAL

- How is refuse stored on site prior to disposal? _____

- **No** refuse disposed on site? YES NO

If no, explain location and method. _____

If yes, state the disposal location. _____

6. FUEL/PRODUCT USE, STORAGE AND CONTAINMENT

- Are diesel tanks protected with containment? YES NO
- Is the generator set protected with containment? YES NO
- Are all other fuels/products securely stored and protected from environment? YES NO

If no, explain insecure storage. _____

C. SEWAGE TREATMENT AND DISPOSAL (Section 7 – WM Regulation)

- Is there a washroom facility within the fish farm structure? YES NO
- Is sewage treated via septic tank with 48 hour retention or sewage treatment plant? YES NO

If no, explain treatment. _____

- Is sewage discharged via a 15 metre pipe below water? YES NO

If no, explain discharge. _____

- Are sewage inspection/maintenance/construction records maintained? YES NO
- Does the daily discharge rate exceed 2.5 cubic metres? YES NO

D. ENVIRONMENTAL MANAGEMENT

- Is adequate spill equipment on site? YES NO
- Is a spill contingency plan available on site? YES NO
- Is the Spill Reporting Number (1-800-663-3456) posted on site? YES NO
- Are methods utilized to minimize overfeeding? YES NO

If yes, explain methods. _____

E. WATER USE AND LICENCING

Water Act, s. 41 (1)(p)

- What is the source of fresh water? _____
- What purpose does this farm use water? _____
- If lake or stream water is utilized, is there a water licence? YES NO

If yes, provide licence number or date of application and file number. _____

F. WILDLIFE PREDATOR TRAPPING

Wildlife Act, s. 11(8)

- **No** wildlife (otters, mink) has been trapped over the last year? YES NO

If no, name the trapper and licence number. _____

List the type and number of species trapped. _____

- Are the species live trapped? YES NO

ADDITIONAL COMMENTS/OBSERVATIONS _____
