



Florida Fish and Wildlife Conservation Commission
 Division of Law Enforcement

VESSEL MONITORING SYSTEM DATA ACCESS AND DISSEMINATION

GENERAL ORDER	EFFECTIVE DATE	RESCINDS/AMENDS	APPLICABILITY
55	June 08, 2020	March 18, 2009	All Members

References

Magnuson-Stevens Fishery Conservation and Management Act (Public Law 94-265)

1 POLICY

- A** The Division is authorized by the National Oceanic and Atmospheric Administration Fisheries (NOAA Fisheries) to utilize the Vessel Monitoring System (VMS). The system's purpose is to aid in monitoring, control and surveillance of certain fishing vessels that are managed under U.S. federal fishery management programs, and other vessels that may participate in the VMS. Other purposes include planning of directed patrols, direct responses to suspicious or illegal vessel activity, search & rescue efforts, and to use VMS data for scientific research or management purposes.
- B** It is the policy of the Division to utilize the VMS in accordance with the Magnuson-Stevens Fishery Conservation and Management Act and the policies and procedures established by the NOAA Fisheries Office of Law Enforcement (OLE).
- C** It is the policy of the Division to regulate access to the VMS and to ensure that VMS data is disseminated only to authorized users.

2 RESPONSIBILITIES

A Operational Support Section

- (1) The Operational Support Section Offshore Patrol Vessel (OPV) Coordinator or designee is responsible for providing the NOAA Rules of Behavior – End User Responsibilities to Division members prior to VMS account activation.
- (2) The Operational Support Section OPV Coordinator or designee is responsible for ensuring that a sworn member has completed all required fields on the VMS account activation form and that supervisory approval has been included.
- (3) The Operational Support Section OPV Coordinator or designee is responsible for ensuring that a non-sworn member has signed the NOAA OLE Non-Disclosure Agreement and that the non-sworn member has completed all required fields on the VMS account activation form, including the supervisory approval and signed non-disclosure agreement.
- (4) The OPV Coordinator will submit all completed VMS account activation forms to the designated NOAA OLE contact.

B Members

- (1) Members authorized and trained to use the VMS must review and abide by the NOAA Rules of Behavior – End User Responsibilities.
- (2) Members must have signed supervisor approval on the VMS Account Activation Form in order to apply for account activation.
- (3) Non-sworn members must submit a signed NOAA Non-Disclosure Agreement along with the VMS Account Activation Form.
- (4) Members must follow the procedures for VMS data access and dissemination as provided by this General Order and by any additional documents provided during account activation of the system.
- (5) Members must notify the OPV Coordinator or designee if at any time they have a change in job duties or description that no longer require the member to have VMS account access.

3 PROCEDURES

- A** VMS is designated “protected critical infrastructure” meaning information that is not customarily in the public domain. VMS information is categorized as ‘For Official Use Only’ and ‘Law Enforcement Sensitive’ and requires special precautions to ensure the integrity of the data and protecting it from unauthorized access.
- B** The following requirements must be adhered to:
- (1) VMS data (specifically declarations, positional data and other VMS-required forms) must not be shared with the public or industry.
 - (2) VMS data must not be sent via personal e-mail accounts for any reason, or via government e-mail accounts for personal business.
 - (3) The practice of e-mailing a VMS vessel using their assigned VMS e-mail address must be held to the absolute minimum necessary to conduct the mission. No personal e-mail is authorized.
 - (4) VMS data (hard copy or government e-mail) may be shared with Division members for enforcement or search and rescue operations only for the performance of their official duties. No other form of electronic dissemination of VMS information is authorized.
 - (5) VMS hard copy data which is no longer required must be destroyed by shredding. VMS data in electronic form that is no longer required must be deleted and/or destroyed.
 - (6) Those members with VMS access are assigned an individual user name and password that must only be used by the individual to whom it is assigned. No sharing of user names and/or passwords is authorized.
 - (7) When logged into VMS, the display shall not be left unattended in spaces without controlled access.
 - (8) Any unauthorized disclosures of VMS information shall be reported immediately to the OPV Coordinator or designee for referral to the NOAA OLE.

4 FORMS

FORM NUMBER	FORM TITLE
	Vessel Monitoring System (VMS) Account Activation Form (Ver. 5, 2018) NOAA Office of Law Enforcement Non-Disclosure Agreement (2018)