



Submit Registered Receiver's Consignment Form (Online)

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Conditions

A consignment form must be submitted within 48 hours of the receiver taking possession of a consignment of rock lobster. Copies of all electronic records must be retained for 5 years.

Applies to:

MFL Holder	No
MFL Online Operator	No
Master	No
Receiver	No
Receiver Online Operator	Yes

Requirements

You must be currently registered and nominated as a Receiver Online Operator.

Instructions

1. Open the **Fish Eye** website.

The **Log On** screen displays.

2. Complete the following fields:

- a) **User ID**
- b) **Password**
- c) Click the **Log On** button.

The opening screen will display.

The **Receiver Consignment History** will display.

3. Click on the **New Consignment** button and a new return form will display.

Return Method	Return Reference	PROL	Form Completed Date	MFL	Receiver Net Weight (kg)	No. of Containers	Return Status	Change Request	
Online	149061		31-Jan-2003	1288	246	40.2	Not Fit For Purpose	-	
Paper	151151A		15-Jan-2013	1079	149.5	32.7	Committed	Pending	
ExternalSystem	166676A		15-Jan-2013	1373	146	33.6	Committed	Pending	
Online	149051		15-Jan-2013	1288	69.3	13.8	Committed	-	
Paper	151451		15-Jan-2013	1141	78.3	15.4	Committed	-	

4) Complete all the details requested.

5. Click in the checkbox to declare the information is true and correct.

6. Click on the **Submit** button.

The screenshot shows the 'West Coast Rock Lobster Registered Receiver Consignment Form' on the Department of Fisheries Western Australia website. The form includes fields for 'Consignment/CDR Number', 'Registered Receiver Number RLR', 'Registered Receiver Name', 'Location/PROL', 'MFL', 'WCLL', 'All Containers secured and tags affixed?' (Yes/No), 'Number Containers', 'Weighed Date/Time' (16-Jul-13 11:25 AM), 'Species' (Western Rock Lobster), 'Gross Weight (kg)', 'Total Weight Containers (kg)', 'Determined by Grading', and 'Net Weight (kg)'. A 'Submit' button is at the bottom right.

After processing the **Return Status** will show as:

- **Committed** if it was successfully submitted; or
- **Not fit for Purpose** or **Invalid** if there was an error or missing information.

The screenshot shows the 'Receiver Consignment History' table on the Department of Fisheries Western Australia website. The table has columns for Return Method, Return Reference, PROL, Form Completed Date, MFL, Receiver Net Weight (kg), No. of Containers, Return Status, and Change Request. The table contains six rows of data.

Return Method	Return Reference	PROL	Form Completed Date	MFL	Receiver Net Weight (kg)	No. of Containers	Return Status	Change Request
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End of Instructions

Fish Eye Helpline and Support

A dedicated Fish Eye and CatchER Helpline is in operation from 8.30am to 4.30pm, Monday to Friday. The Helpline will answer questions related to Fish Eye.

Email: Fisheye.Support@fish.wa.gov.au

Phone: 1300 550 763

Online Troubleshooting Guide for Fish Eye issues

An online troubleshooting guide is available on the Department of Fisheries [website](#).

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