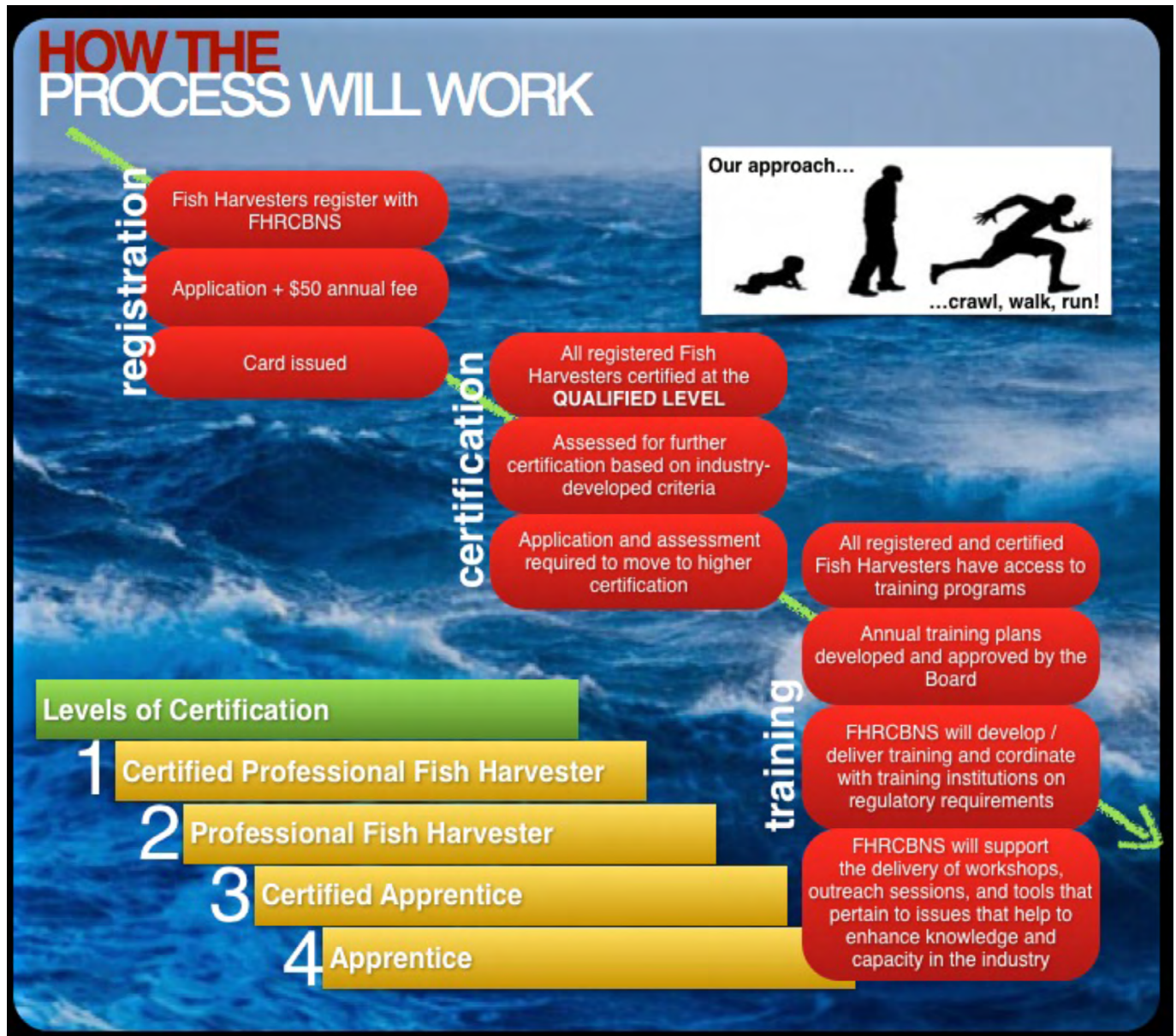


Fish Harvesters Registration and Certification Board of Nova Scotia

Registration, Certification and Training Road Map



Fish Harvesters Registration and Certification Board of Nova Scotia

Registration, Certification and Training Road Map

For Current PFR Holders – First Initial Year

Step 1

- Application and Record of Training Obtained forms sent to all current PFR holders (DFO to assist)
- Letter included to explain the new process and option to register with the Board

Step 2

- Fish Harvester to complete forms and enclose the necessary payment of \$50 (in the form of a cheque, money order or credit card – visa/mastercard) and mail it back to the Registrar

Step 3

- Registrar will: (1) Review application form, verify the declaration of consent is signed (2) Input necessary data into the database

Step 4

- Registrar will also (1) Review Record of Training Obtained form (2) Input necessary data into database re: previous training received, prior experience.

Step 5

- Registrar will verify current status of fish harvester with DFO.

Step 6

- Registrar will certify fish harvester at the necessary level

Step 7

- Registrar will process payment

Step 8

- Registration and Certification card issued. Confirms registration and certification level. Card valid for one year.

Step 9

- Fish Harvester can then contact the training coordinator to arrange for training, determine what is available

Fish Harvesters Registration and Certification Board of Nova Scotia

Registration, Certification and Training Road Map

For New Entrants

Step 1

- New Entrant to contact Registrar for an Application form and Record of Training Obtained form

Step 2

- New Entrant to complete necessary forms and enclose payment of \$50 (in the form of a cheque, money order or credit card – visa/mastercard) and mail it back to the Registrar

Step 3

- Registrar will: (1) Review application form, verify the declaration of consent is signed (2) Input necessary data into the database .

Step 4

- Registrar will also (1) Review Record of Training Obtained form (2) Input necessary data into database re: previous training received, prior experience.

Step 5

- If applicable Registrar will verify current status of fish harvester with DFO.

Step 6

- Registrar will certify fish harvester at the necessary level

Step 7

- Registrar will process payment

Step 8

- Registration and Certification card issued. Confirms registration and certification level.
Card valid for one year

Step 9

- Fish Harvester can then contact the training coordinator to arrange for training, determine what is available

Fish Harvesters Registration and Certification Board of Nova Scotia
Registration, Certification and Training Road Map

For Renewal – Year Two and Beyond

Step 1

- Renewal form will be sent to those registered with the board (exploring option for online renewal as well)

Step 2

- Fish Harvester to complete renewal form and enclose payment of \$50 (in the form of a cheque, money order or credit card - visa/mastercard) and mail it back to the Registrar (online options being explored)

Step 3

- Registrar will: (1) Review renewal form, (2) Input/Update necessary data into the database

Step 4

- Registrar will process payment

Step 5

- Registration and Certification card issued. Confirms registration and certification level. Card valid for one year. Mailed to Fish Harvester

Step 6

- Fish Harvester can then contact the training coordinator to arrange for training, determine what is available