

January 12, 2009

68800-32/08

**TO ALL B.C. LICENSED FISH PROCESSORS:**

**Re: 2008 AFPS - Employment Survey – due February 16, 2009**

The Annual Fisheries Production Schedule – Employment Survey is conducted every three years to accurately document the seafood processing sector's regional economic contributions to B.C.'s economy. Enclosed for your completion, is an Employment Survey form for each of the fish processing facilities licensed during the 2008 calendar year.

The information is collected under authority of Section 20(1) of the Fisheries Act and provides the Ministry Environment and the Ministry of Agriculture and Lands with a detailed picture of employment in the B.C. seafood processing industry. The resultant summary reports are also a key source of information for others analyzing this important sector. Attached for your information are the summary statistics generated from the 2005 survey.

As the sector continues to evolve with new species and product types, amalgamations and reorganizations, it is important that we again conduct this survey to ensure our employment data is current and accurate. Your participation is vital.

***Instructions for Completing the 2008 Survey***

➤ **SECTION 1:**

Please provide the number of employees (in each category) on the last working day of each month or at the end of a specific processing activity (e.g. roe herring) that concluded mid-month.

If an employee was involved in more than one category in the same month please estimate the portion of the person's time for each category (e.g. Processing 0.5 / Maintenance 0.5).

➤ **SECTION 2:**

Note: Any information you can provide will allow us to better understand employment for the various species and processing activities throughout the year and to conduct a more detailed analysis of the seafood-processing sector.

Please provide an estimate of the share (%) of total employment attributed to:

- a) processing for self; and
- b) custom processing.

Then, of those jobs in each of the categories a) & b) provide an estimate (%) of the breakdown of jobs attributed to each species.

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➤ **SECTION 3:**

Please provide the total wages and salaries paid to these employees for the 2008 calendar year.

The completed form may be sent separately or enclosed with your completed 2008 Annual Fisheries Production Schedule in the self-addressed postage-paid envelope provided. The form is due in our office **no later than February 16, 2009.**

**Data from individual forms and companies will be protected** within the provisions of the *Freedom of Information and Protection of Privacy Act*. The information contained on the form is held in complete confidence and is only published in aggregate form (data from three or more companies combined).

Thank you in advance for your participation. If you have any questions please feel free to contact me.

Yours truly,



Carmen Matthews  
Senior Seafood Statistics Officer  
Oceans and Marine Fisheries Branch  
Carmen.matthews@gov.bc.ca

All statistical reporting forms, letters to industry and the AFPS guide may be accessed at:  
<http://www.env.gov.bc.ca/omfd/fishstats/forms>

There are both excel and PDF versions of the forms available for viewing, printing &/or downloading.

Publications and reports may be viewed at: <http://www.env.gov.bc.ca/omfd/reports>