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| **WILDLIFE ACTS 1976 TO 2018 – SECTIONS 23 AND 34****APPLICATION FOR LICENCE FOR WHITE-CLAWED CRAYFISH *Austropotamobius pallipes*** **TO PERMIT SURVEY, CAPTURE, TEMPORARY CONFINEMENT OR TRANSLOCATION FOR EDUCATIONAL, SCIENTIFIC OF OTHER PURPOSES**  |
| **1. Name of applicant**: | See Note 1 (delete when completing form) |
| Company/Organisation (if applicable) |  |
| Address |  |
|  |  Eircode: |
|  |  |
| Email Address |  |
| Telephone No |  |
| **Type of licence sought**  | FULL or LIMITED See Note 1 (delete whichever does not apply) |
| **2. Location licence is to cover** | See Note 2 (delete when completing form) |
| **3. Period for which licence is required** | See Note 3 (delete when completing form) |
| **4. Indicate all that apply****Yes/No**See Note 4 | **Survey, capture and release** | **Trapping** | **Confinement** | **Translocation** |
|  |  |  |  |
| **5. Provide a brief description of the work to be done and methods to be used** | See Note 5 (delete when completing form) |
| 6. **Biosecurity. Outline biosecurity protocol.** | See Note 6 (delete when completing form) |
| **7. Provide details of most recent previous licence held.**  | See Note 7 (delete when completing form) | **Date licence return sent**  |
| **DD/MM/YYYY** |
| **8. Declaration.** See note 8I declare that the above particulars are true and correct, that I:1. have fully read and understand the conditions attached to this licence application
2. agree to comply with these and any other conditions which may be attached to the licence should it be issued.

Signature:………………………………………………………...Date:.……………………………………………………………. |
| **I have provided additional information in separate document(s)** | Yes ……………….. No(Delete as applicable)  |
| **Please return completed application form by email to:** wildlifelicence@housing.gov.ie **Or by post to Wildlife Licensing Unit at the address below**

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| Dept | **Department of Housing, Local Government and Heritage** **Wildlife Licensing Unit****National Parks and Wildlife Service** **90 King Street North****Smithfield****Dublin 7** **D07 N7CV** |

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**GUIDANCE NOTES FOR APPLICATION FOR WILDLIFE ACTS 1976 TO 2018 – SECTIONS 23 AND 34 LICENCE FOR WHITE-CLAWED CRAYFISH *Austropotamobius pallipes***

These guidance notes are to help you provide the necessary information so that your application can be processed as quickly as possible. Please provide the information requested and answer all the questions. If the space is insufficient, then please provide more detail on a new page or by in a separate document(s) attached to the same email as your application. Make sure it is clear that the documents are related to the application by including your name and contact details. **ALL QUESTIONS MUST BE ANSWERED, THE FORM SIGNED AND DATED**.

**Note 1:** Licences are individual and a signed application form is required from **each** applicant. You can apply for two grades of licence for White-clawed Crayfish

A **Full Licence**. Under a Full Licence means you are responsible for all activity under the licence AND reporting. This licence is required by anyone working alone and also by at least one member of a team in any licensed work. All crayfish work should involve a minimum of one Full Licence holder to ensure that reporting is delivered.

B **Limited Licence**. Under a Limited Licence means you are responsible for all activity under the licence with the exception of reporting. This type of licence would be suitable for those working as part of a team for a company or organisation under the coordination of a Full Licence Holder when there is a requirement for just one report.

**Note 2:** Please specify the location the licence is to cover. A licence can be applied to the whole state, catchment or a specific location. If it is a specific location e.g. bridge then the name of the river/watercourse/waterbody and appropriate grid references should be provided. For example:

* whole State. This will **ONLY** be provided for survey.
* Lough Owel SAC,
* or a specific location e.g. Between New Bridge and Old Bridge, on River Shannon (give grid references)

**Note 3:** Please indicate the period for which the licence is required e.g. whole year, March to April. Licences can be granted for a whole year or part of a year ending the 31st December after which a new licence is required. Annual licences will **ONLY** be given for Survey (see Note 4 below). Such a licence may be useful if you are engaged in regular surveys for crayfish e.g. to detect presence absence of crayfish prior to detailed survey or emergency works. All other activities will require a separate application. Please apply for a licence as soon as possible and **ideally 3 weeks** before they are required.

**Note 4:** indicate here by answering Yes or No the activity that the licence will cover following these definitions of the terms. If your proposal does not fall into these categories, please contact Dr Brian Nelson to discuss:

* **Survey** – covers visual search for crayfish at a site using e.g. nocturnal surveys, bathyscope and the use of hand nets, stone turning etc. Any animals caught must be released as soon as possible after necessary information has been gathered to the same waterbody from which they were taken and at the closest possible safe location to the site of capture.
* **Trapping** – covers the use of crayfish traps of any type and for any time period. Any animals caught must be released as soon as possible after necessary biological information has been gathered to the same waterbody or watercourse from which they were taken and at the closest possible safe location to the site of capture.
* **Confinement** – covers the keeping of caught crayfish normally for a maximum of 4 hours and release back to the same waterbody or watercourse from which they were taken and at the closest possible safe location to the site of capture. If the crayfish are to be kept longer than 4 hours, justification and explanation MUST be provided with a full description of the conditions under which they will be held.
* **Translocation** – covers the movement of caught crayfish to a new pre-identified donor site. This should be on the same watercourse or waterbody. Crayfish must NEVER be translocated from the point of capture to a donor site in a different catchment or subcatchment. It is illegal to release any non-native crayfish.

The licence will only cover what is stated on the licence. The default licence is for Survey. This licence will not cover trapping, confinement or translocation. However a licence cannot be provided for these without details provided on the methodology. So if it becomes clear that confinement or translocation are required following survey, you must apply for a new licence to cover these activities and provide the information needed to assess the application.

**Note 5:** Please give a brief description of the work to be done under this licence application including description of the protocols on:

* how animals will be held in confinement to ensure their welfare
* how traps will be used, checked and emptied
* translocation protocol including detail of receptor site and its preparation

If there is insufficient space, provide answer on a separate page or by attaching additional documents.

**Note 6:** Applicants are required to specify the biosecurity protocol that will be in place during the licence period. The information should demonstrate an understanding of biosecurity as it affects White-clawed Crayfish and other aquatic species in Ireland. There is an online course for Biosecurity run by the University of Leeds which you may find useful and which provides a certificate on completion.

https://openeducation.blackboard.com/mooc-catalog/courseDetails/view?course\_id=\_1189\_1.

**Note 7:** Provide the number, type and expiry date of your most recent crayfish licence (if any) and, in the case of Full Licences indicate whether a return has been provided. It is a condition of all Full Licences that a licence return is provided within a specified timeframe and failure to do this may result in refusal to grant a further licence. Negative returns are required as well as positive ones.

**Note 8:** This declaration should be signed and dated**.** By doing this you agree to the following conditions

* Licences permit action solely for the purposes specified on that licence.
* Licences do not permit actions prohibited under any other legislation, nor do they confer any right of entry upon land.
* Follow established biosecurity protocols
* It is the responsibility of the person named on this licence to use appropriate equipment (eg traps and nets) and to ensure that they are competent to use such equipment so as to avoid causing unnecessary suffering.
* Carry a copy of this licence whilst undertaking any activities under this licence.
* The common name of the species given in a licence is included by way of guidance only. In the event of any dispute or proceedings, it is the scientific name of a species only that will be taken into account
* To release any crayfish caught under this licence as soon as possible to the place of capture or in the case of translocation to a receptor site
* It is the responsibility of licence holders to identify crayfish to species.
* To inform NPWS immediately of any non-native crayfish that are found
* It is the responsibility of the licence holders to be aware of the signs of crayfish plague and to inform NPWS immediately of any suspected outbreak of crayfish plague

**Reporting**

It is a condition of all **FULL** Licence holders to comply with the following reporting conditions

* Each Licensed Person must maintain full records of all activity under this licence. This may include the activity of Limited Licence holders under your supervision.
* Provide photographs of a sample of crayfish to prove identification
* Provide records in a spreadsheet with the **minimum** fields; Species; Date of survey, River or lake name; survey location placename; survey location grid reference (minimum of 6 figure); recorder, determiner (if different); habitat; and number caught/seen.
* The placename should be a standard name e.g. that on an Ordnance survey map.

**Commercial confidentiality**

If you encounter difficulties releasing data due to client confidentiality restrictions then you are advised to remind your client that it is a condition of using this licence that survey information is reported. Furthermore, the licence may only be used if this condition is met and withholding information may lead to a licence breach.

**Please note that under Data Protection legislation Department staff may only discuss licence applications with the applicant, and not with any third party. See Privacy Statement at** [**www.npws.ie/licences**](http://www.npws.ie/licences) **.**