APPLICATION FOR A SCOTTISH EXECUTIVE LICENCE TO POSSESS AN ANNEX IV(A) PROTECTED SPECIES

- Please complete this application form using dark ink and BLOCK CAPITALS.
- All questions must be answered. The completed application should then be sent to the Scottish Executive at the address given below.
- If you experience any problems completing this application, please contact Landscape & Habitats Division for advice.

Scottish Executive
Species Licensing Team
Landscapes & Habitats Division
1J South
Victoria Quay
Edinburgh
EH6 6QQ

Tel: 0131 244 7381
Fax: 0131 244 4071

The Conservation (Natural Habitats, &c.) Regulations 1994 fully protect Annex IV(a) specimens, taken from the wild, from possession, control, transport, sale, exchange, offer of sale or offer of exchange after the 1 May 2007.

Please note: DO NOT use this form if your application is in relation to science, research, education or conservation of wild animals or wild birds. Please contact Scottish Natural Heritage (SNH) for the appropriate form.

A new licensing derogation has been introduced into Section 44 and Section 45 of The Conservation (Natural Habitats, &c.) Regulations 1994 that transposes Article 16(1)(e) of the Habitats Directive, which permits a derogation for, under strictly supervised conditions, on a selective basis and to a limited extent, the taking or keeping of Annex IV(a) species in limited numbers. However, a licence may be granted by the appropriate authority only where it is satisfied that the grant of the licence would be compatible with the restrictions in Article 16(1)(e) of the Habitats Directive. Such a licence shall specify the species of animal or plant of which the licensee may take possession or control, the maximum number of specimens which the person authorised by the licence may take or possess or control, or which particular specimens that person may take possession or control, and the conditions to which the action authorised by the licence may be taken, in particular:

(i) the methods, means or arrangements by which specimens may be taken or be in the possession or control of the person authorised by the licence,
(ii) when or over what period the action authorised by the licence may be taken; and
(iii) where it authorises any person to take specimens, the area from which they may be taken.
GUIDANCE NOTES

SECTION 1

APPLICANT’S DETAILS

The person completing the application form is considered the Applicant and all of section 1 must be completed as fully as possible.

This information will provide us with the required contact details should we need to discuss specific aspects of the case with the Applicant.
SECTION 1
APPLICANT’S DETAILS

(a) Title e.g. Mr, Mrs, Miss, Ms or Other

(b) Initials

(c) Surname

(d) Business Title/Company Name (if applicable)

(e) Address

Postcode

(f) Telephone number (including dialling code)

(g) Mobile number

(h) E-mail Address
GUIDANCE NOTES
SECTION 2
SPECIMEN DETAILS

Part (a):
A brief description of the specimen stating the species and its condition i.e. stuffed, dehydrated or bones,
e.g. Stuffed Otter or Wildcat Skeleton.

Part (b):
How did you obtain the specimen, i.e. road kill, gift, purchased, etc?

Part (c):
Where was the specimen taken from i.e. country of origin? (If known)

Part (d):
The date the specimen was obtained by the applicant.
e.g. 30 March 1998.

Part (e):
The date, particularly the year, that the specimen was taken from the wild? (If known)

Note: If your answers to questions (c) and (e) are not known this will not adversely affect your application to obtain a licence.
SECTION 2

SPECIMEN DETAILS

(a) Specimen Description

(b) How was the specimen obtained?

(c) Where was the specimen taken from? (If known)

(d) Date Obtained

(e) Date taken from wild (if known)
GUIDANCE NOTES

SECTION 3
DATA PROTECTION

Please read this section thoroughly as it details your rights as an individual under the Data Protection Act 1998 and explains how the information that you have provided on this application form will be stored and used.

SECTION 4
DECLARATION

Please ensure that you check the confirmation box and print your name in this section and date it. By doing this you have agreed that the information that you have provided on this application form is, to the best of your knowledge, completely accurate and that you agree to be bound by the conditions of any licence issued in response to this application.
SECTION 3
DATA PROTECTION

The data controller is the Scottish Executive, Information Management Unit, Saughton House, Broomhouse Drive, Edinburgh, EH11 3XD. Tel 0131 244 8174. Fax 0131 244 8102.

Your information will be stored and processed in accordance with the Data Protection Act 1998. This Act gives you, as an individual, the right to know what data we hold on you, how we use it, with whom we share it and for it to be accurate.

It will be used in the processing of your application.

We will respect personal privacy, whilst complying with access to information requests to the extent required to enable the Scottish Executive to comply with its statutory obligations under the Environmental Information Regulations 2004, and the Freedom of Information Act 2000.

If any of the information we are holding regarding you is believed to be incorrect or obsolete, please contact us in writing, providing supporting evidence (where appropriate). All correspondence should be addressed to: Landscapes & Habitats Division, Area 1J South, Victoria Quay, Leith, Edinburgh, EH6 6QQ. Tel 0131 244 4904; Fax 0131 244 4071.

SECTION 4
DECLARATION

Please check the box below to confirm that you have read and understood the guidance provided in this application form and agree that the information you have provided on the application is correct to the best of your knowledge and belief.

☐

Name in BLOCK CAPITALS.

Date

- The Scottish Executive or the Secretary of State can modify or revoke at any time any licence that may be issued but this will not be done unless there are good reasons for doing so. Any licence that is issued is likely to be revoked immediately if it is discovered that false information had been provided which resulted in the issue of a licence.

- Under The Conservation (Natural Habitats, &c) Regulations 1994, any person who in order to obtain a licence knowingly or recklessly makes a statement or representation, or furnishes a document or information which is false in a material particular, shall be guilty of such an offence and may be liable to imprisonment for a term not exceeding three months or to a fine not exceeding level 5 on the standard scale (currently £5000), or to both.
SECTION 6
DATA INTERPOLATION

The data obtained from various sources was found to be insufficient for analysis. Therefore, data interpolation was performed to fill in the missing values. This was done using a polynomial fitting method. The interpolated data was then used for further analysis.