

Special Activity Permit Application Procedures

The applicant shall truthfully and completely fill out the application form for the permit. This permit applies to all scientific, educational, or propagation projects that involve the use of regulated gear, are to be performed in an regulated area, or are to collect regulated species as authorized under Chapter 187A.6 Hawai'i Revised Statutes. **The permit is not to be used for, nor does it authorize, the sale of collected organisms.**

Permits will be awarded to the Principle Investigator, Project Coordinator, Teacher or Investigator in charge of the research/project. Permits will not be awarded to the institution. All assistants, students and or employees involved in the project must be listed on the permit.

Any activity involving an organism protected under Federal law must have prior written approval from the appropriate Federal agency to engage in the requested activities. The Federal approval must accompany this application or the Division of Aquatic Resources (DAR) will not process the application. The Division reserves the right to limit the number, type or amount of organisms allowed to be collected under a permit.

For permit renewals, DAR will not process a new permit unless the applicant has complied with all of the previous permit requirements.

This application must be submitted to the Division of Aquatic Resources at least 45 days prior to the projected fieldwork starting date. If DAR accepts the application for processing, we will send to the applicant **two** invalid copies of the permit.

The applicant and all assistants must complete all of the following steps:

- A. The applicant must list all assistants on this permit;
- B. The applicant and all assistants must read, understand, and agree to abide by all the permit conditions by **signing both copies**; and
- C. The applicant must convey **both original signed** copies to DAR.

Upon completion of the above,

- 1. DAR will prepare the permit for the Chairperson's signature; and**
2. If approved, DAR will send one copy to the now valid permittee and keep one copy for its records.

The permittee may request changes to the permit. Any such request to make changes to the permit must be made in writing and received by the DAR at least two weeks prior to the change. All personnel changes will require each individual to sign an "Attachment" stating that they have read, understood, and agree to abide by all general and special permit conditions. No change may be implemented without written approval from the Department/DAR.

The permittee may request to:

1. Add assistants to the permit by having each assistant sign an "Attachment" and send the document to DAR;
2. Add another permittee or be replaced by another permittee in the manner stated above; and
3. Change the activities allowed under this permit.

State of Hawai'i
Department of Land and Natural Resources
DIVISION OF AQUATIC RESOURCES
1151 Punchbowl St., Rm. 330
Honolulu, Hawai'i 96813
(808) 587-0100 voice
(808) 587-0115 fax

For office use only

Permit no.: _____

Date Issued: _____

Expiration date: _____

SPECIAL ACTIVITY PERMIT APPLICATION

Please fill out this application form and submit, with any relevant information, to the Division of Aquatic Resources at the address listed above. **This application must be submitted (via mail or fax) no later than 45 days prior to the projected fieldwork start date.**

Name: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Purpose of request:

Scientific

Propagation

Education

Other

1. Check the actions to be authorized:

Take (harvest)

Posses

Transport (Inter-island Out-of-state)

Catch

Kill

Disturb/Transplant

Observe

Other: _____

2. Describe the activity:

D. Purpose of the activity (please provide complete details/project proposals for evaluation of the request to justify why you should receive this exemption):

B. Organisms (List of species):

<u>Common</u> <u>Name</u>	<u>Scientific</u> <u>Name</u>	<u>No. & Size of</u> <u>Specimens</u>	<u>Collection</u> <u>Location</u>
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C. What specific methods or gear would be used (e.g. hand, small mesh net, hand nets, etc.)?

D. Will the organisms be kept alive in Hawaii during the period the permit is valid?
 yes no

Specific site/location: _____

Is it an open or closed system? open closed

Is there an outfall? yes no

Is there an NPDES permit for this site? yes no

Will these organisms be housed with other organisms? yes no

If so, what are the other organisms?

Are any of the above listed organisms non-indigenous to Hawai'i?

E. What will be done with the specimens after the project has ended?

F. Please indicate the specific island(s) where the activity is to be performed?

Kauai Niihau Oahu Molokai Maui Lanai Kahoolawe

Hawaii NWHI location: _____

3. Who will be doing the collecting? Please indicate all persons to be covered by this permit with their institutional affiliation (i.e. "University of Hawai'i"), role in the project (such as "collector" or "photographer"), and qualification to be exempted for fishing regulations (such as "zoology major" or "professional scientist").

<u>Name</u>	<u>Affiliation</u>	<u>Role</u>	<u>Qualifications</u>
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Applicant
Name: _____ Phone: _____

Fax: _____ Date Submitted: _____

Email: _____

General Permit Conditions:

This permit does not make the Board of Land and Natural Resources or the State of Hawaii liable in any way for any claim of personal injury or property damage to the permittee or assistants that may occur during the activities authorized by this permit; moreover, the permittee and all assistants agree to hold the State harmless against any and all claims of personal injury or death to any permittee or assistant, or for any property or other damages caused by any permittee or assistant.

This permit conveys a privilege to engage in only those activities under the jurisdiction of the Division of Aquatic Resources. The permittee is responsible for complying with all other applicable County, State, and Federal requirements. The permit does not convey any privilege of access over or through private property.

The permittee and each assistant are individually responsible and accountable for their actions while conducting activities authorized under this permit; additionally, the permittee is ultimately responsible and accountable for the actions of the permittee's assistants.

This permit is not transferable or assignable. Any person whose name does not appear on this permit and is conducting any activity described herein is subject to prosecution for violation of State laws.

The permittee may request changes to the permit. Any such request to make changes to the permit must be made in writing and received by the DAR at least 45 days prior to the change. All personnel changes will require each individual to sign an "Attachment" stating that they have read, understood, and agree to abide by all general and special permit conditions. No change may be implemented without written approval from the Department/DAR.

The permittee may request to:

1. Add assistants to the permit by having each assistant sign an "Attachment" and send the document to DAR;
2. Add another permittee or be replaced by another permittee in the manner stated above; and
3. Change the activities allowed under this permit.

The permittee or assistant must carry a copy of this permit while conducting any activity authorized under this permit.

The permit is not to be used for nor does it authorize the sale of collected organisms.

The permittee must also fill out and submit an Activity Report form describing the activities completed as authorized under this permit. The permittee must submit the Activity Report to the Division of Aquatic Resources within one month of the permit's expiration date.

The permittee agrees to provide the Division of Aquatic Resources access to and copies of all data obtained under activities authorized under this permit as the Division may require. The permittee agrees to provide the Division of Aquatic Resources access to organisms obtained and held under this permit for on-site inspection.

A violation of any term or condition of this permit or any action that is a violation of State law not covered by this permit may result in revocation of this permit and other penalties as provided by law. In addition, the Division may consider any such violation as grounds for denying any future permit application.

The permittee will notify the Division of Aquatic Resources prior to the release and/or transfer of any organisms collected under the permit. The permittee will not release any organisms collected under this permit nor any organisms raised in a propagation facility under the authority of this permit, without the Division of Aquatic Resources' written