



Email: [wildlifelicensing@gov.je](mailto:wildlifelicensing@gov.je)

Website: [Legal protection of wildlife and wild places \(gov.je\)](http://www.gov.je/legal-protection-of-wildlife-and-wild-places)

## Wildlife (Jersey) Law 2021

### Application Form for an annual licence to survey protected wild bats for scientific or educational purposes (AL04)

- Before completing this form, please read the guidance notes in Section K.
- The department will aim to determine the outcome of your application within 15 working days of receipt of all required information.
- Further information regarding the protection of wildlife and licensing can be accessed using the following link: [Legal protection of wildlife and wild places \(gov.je\)](http://www.gov.je/legal-protection-of-wildlife-and-wild-places)

#### Section A – Applicant details

Full name inc title	
Organisation name (if applicable)	
Position (if applicable)	
Correspondence address inc post code	
Contact number	
Email address	
Professional membership details if applicable (e.g. CIEEM, IEMA etc)	

#### Section B – Application Type

Please complete the table below to show what Annex(es) you are applying for and any Annexes that you already hold (see guidance notes in Section K)

<b>Annex</b>	<b>Applied for (tick all relevant)</b>	<b>Currently held (insert licence reference)</b>
Annex 1 Disturbance only		
Annex 2 Endoscope use		
Annex 3 Handling non-hibernation		
Annex 4 Hand netting		
Annex 5 Harp trapping		
Annex 6 Mist netting		
Annex 7 Acoustic Lures		

### **Section C – Previous applications**

Have you made any previous applications under the Wildlife (Jersey) Law 2021 for activities relevant to the proposed licensed activity?

Yes  No

If 'yes', please give details (eg date of application, outcome of application and reference number)

### **Section D - Skills and experience to support your application**

**A Competency and Reference Form (CRF)** should be completed and submitted with this application.

Please complete the table below according to the type of licence that you are applying for (see guidance notes in Section K).

Type of licence application	CRF form required	Attached (please tick)
New Annex 1 licence only	CRF2	
New Annex 1 plus 2 and/or 3	CRF 1	
Annex 4 or above	CRF1	
Upgrade from Annex 1 to Annex 2	CRF3	

A copy of the relevant CRF form can be accessed using the following link or by sending an email to [wildlifelicensing@gov.je](mailto:wildlifelicensing@gov.je).

[Licensing for protected species under the Wildlife \(Jersey\) Law 2021 \(gov.je\)](#)

### Section E – Accredited Agents

Will any Accredited Agents be authorised to act under Annexes 1, 2 or 3 (see guidance notes in Section K)?

Yes  No

**Please note** that an Accredited Agent should only be authorised where the Applicant or Lead Agent can personally assure that the individual is appropriately experienced, skilled and competent to undertake the licence activities. Evidence to this effect may be sought by the Licensing Authority.

Please complete the details below for each Accredited Agent.

	Person 1	Person 2	Person 3
Full name inc title			
Correspondence address inc post code			
Contact number			

Email address			
Annex to be authorised (1, 2 and/or 3 only)			

### Section F – Supplementary Information

Please provide any additional information you may have to support your application. (continue on a separate sheet as necessary)

### Section G – Charge Screening

This section will be used to assess whether you need to pay for your licence.

The cost of this annual licence to survey protected wild bats for scientific or educational purposes is:

- Annex 1 and/or 2: £50 for licence issue or annual renewal
- Annexes 1 and 2 and 3 and/or 4: £100 for licence issue or annual renewal
- Annexes 1 and 2 and 3 plus 5 or above: £150 for licence issue or annual renewal
- modification of licence: £50

There are defined circumstances in which licences may be exempt from fees (see Section K).

a. Will the licensed activities be undertaken wholly as a volunteer?

Yes  No

If 'yes' please provide details

b. Will the licensed activities be undertaken wholly on behalf of a registered charity within the meaning of the Charities (Jersey) Law 2014?

Yes  No

If 'yes' please give the name of the registered charity

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If the answer is 'yes' to both 'a' and 'b' above, you may be exempt from the licence fee.

You will be informed of any licence fees payable for this licence once your application has been reviewed by the Licensing Authority.

### Section H – Previous convictions

Have you or anyone listed in this application ever been convicted of a wildlife related or animal welfare related offence?

Yes  No

If yes, please give details below (including dates).

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### Section I – Checklist

Please tick the relevant boxes to confirm inclusion of the following documents

	Completed application form AL04
	Competency and Reference form CRF (see section D)

### Section J – Declaration

#### Important information:

Before signing this form please read the following declaration information carefully. It explains how personal data will be used and provides a brief description of an individual's rights under Jersey's Data Protection Law. For further information on how Infrastructure and Environment handles personal data please visit <http://www.gov.je/howweuseyourinfo>

**Declaration of all parties named in this application:**

I declare that this application is made with my authority. I am aware that it's an offence to submit false or misleading information with an application.

I am aware and agree to the information supplied in this form, together with any other accompanying information, to be used to process my application for a licence to carry out activities affecting protected species in accordance with the Wildlife (Jersey) Law 2021.

I am aware and agree that the information supplied in this form, together with any other accompanying information:

- May be disclosed to third parties with specialist knowledge of the species or activities proposed, where advice is needed in order to process this application.
- May be used for the purposes of providing published statistical data and reports relating to the Wildlife Law (Jersey) 2021, to meet the island's international environmental obligations and local Strategic Policies such as the Jersey Biodiversity Strategy.

I understand that you will not use my personal information for any other purpose, without my permission, unless you are legally required to do so.

I understand that as a public authority, you are subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law you may be required to disclose information you hold, including the contents of this form and any other information I provide to you, unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2018.

I understand that under Jersey's Data Protection Law I have the right to withdraw my consent to the further processing of my information. However, I understand that this may cause delays in administering my licence or cause me to be in breach of other legal requirements. (Should you wish to exercise this right please contact us on tel. 441600).

**Applicant**

Name:		Signature:	
Position: (if applicable)		Date:	

**Accredited Agent 1 (if applicable)**

Name:		Signature:	
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Position: (if applicable)		Date:	
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**Accredited Agent 2 (if applicable)**

Name:		Signature:	
Position: (if applicable)		Date:	

**Accredited Agent 3 (if applicable)**

Name:		Signature:	
Position: (if applicable)		Date:	

**Section K – Guidance Notes**

**Licence overview**

This annual licence permits survey activities affecting protected wild bats using actions and methods that are specified in one or more Annexes to the licence, as outlined in ‘What this Licence Permits’ below.

This licence may only be used for scientific and educational purposes, including to carry out ecological surveys for commercial and non-commercial purposes. Note that Annexes 5 and 7 may not be used for purposes other than in relation to development proposals, nor for ringing or tagging or otherwise marking bats, unless with the prior written consent of the Licensing Authority.

Mitigation activities to enable development to take place, or actions for commercial purposes such as photography, are not permitted under this licence and will require an application for project licence PL01 to carry out work for the purposes of enabling development.

For research projects looking to answer a research question and with specified aims and objectives a project licence (PL02) should be applied for.

This licence will only be granted to persons who have demonstrated that they have the appropriate skills, knowledge and experience of the activities to be licensed, by submitting the relevant Competency and Reference Form (see Section D).

## What this Licence Permits

This licence permits the activities that are described in the Annex(s) to the licence as detailed in the table below. Note that:

- an applicant must hold Annex 1 in order to apply for any other Annex;
- an applicant must hold Annexes 1, 2 and 3 in order to apply for Annexes 4, 5 and/or 6;
- in order to hold Annex 7, an applicant must already hold Annex 5 or 6.
- an application may be made to hold more than one Annex (including Annex 1) in the same application.

Annex number	Permitted Activities	Pre-Requisite Annex
1	Disturb for survey with cold torch	
2	Disturb using endoscope	1
3	Handling (excluding hibernating species)	1, 2
4	Hand netting	1, 2, 3
5	Harp trapping (3 nights per site)	1, 2, 3
6	Mist netting (3 nights per site)	1, 2, 3
7	Use of Acoustic lures (3 nights per site)	1, 2, 3 plus 5 or 6

## Reporting and Renewal

This annual licence runs from 1<sup>st</sup> April to 31<sup>st</sup> March and is renewable annually on 1<sup>st</sup> April following submission of a satisfactory report on the work carried out under the licence along with any other relevant experience gained and training undertaken by the Licence Holder. It is expected that knowledge and skills will be kept up to date by all Agents acting under the licence through ongoing fieldwork and continued professional development.

The reporting period is 1<sup>st</sup> January to 1<sup>st</sup> December and reporting must be completed by January 31<sup>st</sup> for the previous year.

## Application definitions

### Applicant

The Applicant is the named individual who is applying for the licence and who would become the licence holder if the licence is granted.

## **Accredited Agent**

The Accredited Agent is an individual who is authorised by the Applicant to act under this licence without supervision. An Accredited Agent should only be authorised where the Applicant can personally assure that the individual is appropriately experienced, skilled and competent to undertake the licence activities. Note that Accredited Agents are not permitted to use hand nets, harp traps, mist nets or acoustic lures in any other capacity other than an Assistant.

## **Assistant**

The Assistant is a person assisting with the licensed activities but who is not permitted to work unsupervised at any time.

## **Licence Fees**

The full schedule of fees chargeable for licences under the Wildlife (Jersey) Law 2021, and the circumstances in which licences may be exempt from fees, are contained within the [Wildlife \(Licence Fees\) \(Jersey\) Order 2023 \(jerseylaw.je\)](#)

[Where a licence is granted for scientific or educational purposes, an exemption from fees applies where research activities are undertaken by professionals or volunteers to increase the understanding of the ecology of a species or to maintain or improve the conservation status of a species or its habitat.](#)

[Such exemption applies where the licence holder is acting wholly as a volunteer and does not apply to activities that are primarily for commercial purposes.](#)

[An exemption from fees also applies to activities undertaken by a registered charity as defined by the Charities \(Jersey\) Law 2014, for non-commercial purposes.](#)

## **Licence review and payment**

Following submission, your application will be reviewed by the Licensing Authority and you will be notified of the decision made via the address given in Section A above.

Where the decision to grant a licence has been taken by the Licensing Authority and licence fees are not applicable, the licence will be issued to the address given in Section A above.

Where the decision to grant a licence has been taken by the Licensing Authority and licence fees are applicable, further instructions for making payment will be provided via the contact details given in Section A. The licence will be issued following successful payment of the licence fee.

If your licence application is unsuccessful, you will not be charged.

Under Article 36(7) of the Law you may request the Minister to reconsider any decision made in relation to the grant of, or refusal to grant a licence, or in relation to any condition specified in a licence. Such request should be submitted in writing to the Minister at the address given above.

**For office use only**

App. Ref.

Date received