



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

Website: [Legal protection of wildlife and wild places \(gov.je\)](#)

## Wildlife (Jersey) Law 2021

### Application Form for a project licence to carry out activities affecting protected species (PL05)

- Before completing this form, please read the guidance notes in Section O.
- 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 legal protection of wildlife and licensing can be accessed using the following link: [Legal protection of wildlife and wild places \(gov.je\)](#)

#### Section A – Applicant details

#### In what capacity are you applying for a Licence?

The licence may be held by a person or by an organisation, however, the organisation must provide the contact details of the Appointed Person who will be their primary point of contact (see guidance notes in Section O).

- Applicant in person  
 Organisation

Please enter details of the person or organisation (including Appointed Person) who will become the licence holder.

Full name inc title	
Organisation name (if applicable)	
Position (if applicable)	
Correspondence address inc post code	
Contact number	

Email address	
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A person or persons with specific knowledge of the proposed activities and the species affected must be appointed as Lead Agent(s) to undertake/oversee the licensed activities. This may either be the Applicant, Appointed Person on behalf of the organisation or the person(s) nominated in Section B.

Note that each person appointed as a Lead Agent may also need to provide evidence of skills and experience in the activities to be licensed (see guidance notes in Section O).

Please complete the following to confirm who will act as Lead Agent on the licence.

Party to be nominated as Lead Agent	Tick as appropriate
Applicant (individual)	
Appointed Person (organisation)	
Additional Lead Agent(s) (complete Section B)	

### Section B – Lead Agent details

	Person 1	Person 2	Person 3
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 (eg. CIEEM, IEMA etc.)			

Has each Lead Agent been involved in the preparation of this licence application?

Yes  No

## Section C – Communication Preferences

Please indicate who should be contacted to discuss this application:

Applicant  Lead Agent 1

Please indicate to whom the outcome documentation for this application should be sent:

Applicant  Lead Agent 1

## Section D – Skills and experience to support your application

**A Competency and Reference Form** (either CRF1 or CRF2) should be completed by each person who is appointed as Lead Agent and should be submitted with this application.

You should contact Land Resource Management at the address shown above to determine which form is required in advance of completing this application (see guidance notes in Section O).

A copy of the CRF1 / CRF2 forms 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 additional Accredited Agents be required to act under this licence (see guidance notes in Section O)?

Yes  No

Will any Accredited Agents be authorised to act under this licence (see guidance notes in Section O)?

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			

### Section F – Previous applications

Have there been any previous applications made by the persons or organisation named in this form in connection with the proposed licensed activity?

Yes  No

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

### Section G – Licence Purpose

A licence may only be granted under the Law provided that it meets one or more of the following purposes (see guidance notes in Section O). If your application is another purpose you cannot use this form and should contact the Licensing Authority by emailing [wildlifelicensing@gov.ie](mailto:wildlifelicensing@gov.ie) for further advice on your licence application.

Please confirm the purpose(s) of the application:

<input type="checkbox"/>	Preserving public health or public safety, or similar imperative reasons including those of a social or economic nature and beneficial consequences of primary importance to the environment
<input type="checkbox"/>	Preventing the spread of disease
<input type="checkbox"/>	Preventing serious damage to livestock, foodstuffs for livestock, crops, vegetables, fruit, growing timber or any other form of property, or fisheries

	Photography
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## Section H – Application Details

Use this section to provide summary details of the proposed licensed activity. Please also attach to this form any relevant documentation such as a project proposal, justification or method statement, in support of the application.

Note that the licensing authority may seek further details of the proposals in order to satisfy the requirements of Articles 36 and 37 of the Wildlife (Jersey) Law 2021 concerning the grant of licences.

Please provide a brief description of the activity you are applying to carry out, including the main aims and objectives for the activity. If the application relates to a live or previously approved planning application, provide the planning reference.

Please provide a justification for the activity including an explanation as to why alternative measures that do not require a licence are not possible.

You will also need to provide justification that the action taken will not negatively affect the conservation status of the species concerned. Please provide a summary here:

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Please summarise below the licensable actions that you wish to perform (further details can be supplied on a separate sheet if necessary):

	Licensable Action 1	Licensable Action 2	Licensable Action 3
Species			
Activity			
Method or field technique (e.g., use of traps)			
Start date			
End date			

### Section I – Site Details

Please provide the following details for any sites that will be used throughout the project. (complete on a separate sheet if necessary)

	Site 1	Site 2	Site 3
Site/location name			
Address inc post code			

Is the applicant the owner/occupier of the land?

Yes  No  If no, please answer the following question

Have you received the owner's permission to apply?

Yes  No

It is the applicant's responsibility to obtain the owner's permissions to act under licence on their property. You may be asked to provide documentation which confirms that you have permission.

## Section J – Designated Sites

For further information on designated sites please see the guidance notes in Section O.

Areas of Special Protection

Will any part of the proposed activity fall in or within 50m of an Area of Special Protection designated under the Wildlife (Jersey) Law 2021?

Yes  No  If yes, please give site details below

Sites of Special Interest

Will any part of the proposed activity fall in or within 50m of a Site of Special ecological Interest designated under the Planning and Building (Jersey) Law 2002?

Yes  No  If yes, please complete the table below

Please indicate whether the activity will fall on and/or within 50m of a designated site:	Designated Site name
On <input type="checkbox"/>	
Within 50m <input type="checkbox"/>	

On <input type="checkbox"/>	
Within 50m <input type="checkbox"/>	
On <input type="checkbox"/>	
Within 50m <input type="checkbox"/>	

Has consent been obtained for the proposed activities to be undertaken within the Designated Sites noted above?

Yes  No

If 'no' please provide an explanation (e.g., if consent is not needed, or if an application has been requested but not yet obtained)

### Section K – Supplementary Information

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

### Section L – Previous convictions

Have you or any person listed in the 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 M – Checklist

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

	Completed application form PL05
	Competency and Reference form (see Section D and refer to guidance notes in Section O)
	Supporting documentation (see Section H)

### Section N – Charge Screening

This section and the project details submitted under section H will be used to assess whether you need to pay for your licence.

The fees chargeable for the issue of a project licence are £52 for each hour or part of an hour taken to administer the grant of the licence. The fee for modification of a licence once issued is £50. (see also guidance in Section O).

Licences may be exempt from fees where the activities are undertaken by a registered charity as defined in the Charities (Jersey) Law 2014.

Is the applicant a charitable body?

Yes  No

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

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

## Section N – 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 publishing anonymised 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:	

**Lead Agent 1 (if applicable)**

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

**Lead Agent 2 (if applicable)**

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

**Lead Agent 3 (if applicable)**

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

**Accredited Agent 1 (if applicable)**

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

**Accredited Agent 2 (if applicable)**

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

**Accredited Agent 3 (if applicable)**

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

**Section O - Guidance Notes**

**Licence overview**

This project licence permits activities affecting protected species for one of the purposes given in Article 37 (1) of the Wildlife (Jersey) Law 2021, and which do not fall into any other licence category within the current wildlife scheme. A full list of all licence categories can be viewed at [Licensing for protected species under the Wildlife \(Jersey\) Law 2021 \(gov.je\)](https://www.gov.je/wildlifelicensing)

We would recommend that you consult with Land Resource Management at [wildlifelicensing@gov.je](mailto:wildlifelicensing@gov.je) prior to submitting your licence application, in order to confirm which category your proposed activity falls into, and to ascertain what details might be required as part of the application.

Depending upon the activities to be licensed and the species affected, evidence of skills and experience may need to be provided by individuals appointed to act as Lead Agents under the Licence.

The licence will only be granted provided that it can be demonstrated that there is no satisfactory course of action other than that for which the licence is required, and that the proposed action will not be detrimental to the survival of the population concerned.

Further documentation giving details of the objectives for the project, including why the work is necessary and any alternative methods considered, should be attached and submitted with the application form.

## **Application definitions**

### **Applicant**

The Applicant is the named individual (or on behalf of an organisation) who is applying for the licence and who would become the licence holder if the licence is granted.

### **Appointed Person**

The Appointed Person is an employee of the licence holder where the latter is an organisation, who is nominated to act as a single point of contact with regard to this licence.

### **Lead Agent**

The Lead Agent is a person with relevant skills, knowledge and experience who is appointed by the Applicant to undertake and oversee the licence activities. The Lead Agent may also be the Applicant or the Appointed Person.

### **Accredited Agent**

The Accredited Agent is an individual who is authorised to act under this licence without supervision and 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.

Assistants may be employed to act under this licence provided that they are supervised by the Lead Agent or Accredited Agent(s) at all times.

### **Designated Sites**

Areas of Special Protection are areas of land that are designated under the Wildlife (Jersey) Law 2021 to provide legal protection for certain wild animals, birds or plants from disturbance or harm during critical phases of their life cycle. Restrictions on access to and on activities within an Area of Special Protection at certain times may apply.

See [Areas of Special Protection \(ASP\) \(gov.je\)](https://www.gov.je/areas-of-special-protection) for further information.

Natural Sites of Special Interest (SSIs) are places that are designated under the [Planning and Building \(Jersey\) Law 2002 \(jerseylaw.je\)](https://www.jerseylaw.je/planning-and-building-law-2002) because of their special zoological, ecological, botanical or geological interest. It is an offence to disturb any wild creature within a Site of Special Interest.

See [Natural sites of special interest \(SSIs\) \(gov.je\)](https://www.gov.je/natural-sites-of-special-interest) for further information.

## **Licence review and payment**

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

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

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.

<p><b>For office use only</b></p>
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<p>App. Ref:</p>
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<p>Date received:</p>
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