

SCIENTIFIC COLLECTING PERMITS

Valid: one year from date of issuance

Resident - Nonresident

Alabama Game, Fish and Wildlife Law; Article 12; beginning with 9-11-231

PRIVILEGE:

- An **INDIVIDUAL, EDUCATIONAL OR AGENCY SCP** authorizes permit holder to collect any wild invertebrate or vertebrate species or their eggs in this state for propagation or scientific purposes.
- A **FEDERAL / STATE PROTECTED SCP** authorizes permit holder to collect endangered / protected species (copy of USFWS permit must be submitted if required by federal law).

PERMITS TYPES:

- **INDIVIDUAL SCP:** for an individual collector.
- **EDUCATIONAL SCP:** for a professor/teacher and their current students.
- **AGENCY MEMBER SCP:** for an agency and their current members.
- **FEDERAL / STATE PROTECTED SCP:** Issued in addition to an Individual, Educational or Agency SCP.

STUDENTS / AGENCY MEMBERS:

- Each student / agency member must complete the Educational & Agency SCP Dependent Information Form and be approved to work under an Educational or Agency SCP. (See The SCP section online at <http://www.outdooralabama.com/wff-other-commercial-licenses-permits>)

COLLECTIONS:

- A SCP Collection Data Form must be completed and faxed for approval prior to any scheduled collection. (See The SCP section online at <http://www.outdooralabama.com/wff-other-commercial-licenses-permits>)
- Annual reports required. Must be submitted prior to renewal requests.

RESTRICTIONS:

- Must have a SCP to obtain a Federal / State Protected Species permit.
- Federal / State Protected permit must meet strict guidelines prior to issuance.
- No species collected are to be sold.

NOTE:

- Electronic system processes all applications and reports.
- For areas under Marine Resources jurisdiction, call (334) 861-2882.
- Applicant should allow 3 weeks for processing and issuance.

COST:

- Individual SCP \$50.00
- Educational SCP \$10.00
- Agency SCP \$100.00
- Federal / State Protected SCP N/C (requires an Individual, Educational or Agency SCP)

HOW TO PURCHASE YOUR LICENSE:

- Applications must be submitted online at: <https://heritage.dcnr.alabama.gov/>
- You will find online instructions to apply for SCP or to report collections.
- Mail the completed application to Dept. of Conservation, Wildlife & Freshwater Fisheries, Attn: License Sales:
 - PO Box 301456, Montgomery, AL 36130-1456
 - 64 N Union St., Ste. 567, Montgomery, AL 36104 (overnight/express)

Scientific Collecting Permits – Resident & Non-Resident

Code of Alabama

www.legislature.state.al.us**Section 9-11-231****PERMITS FOR COLLECTION OF WILD ANIMALS, BIRDS, ETC., FOR SCIENTIFIC PURPOSES, ETC.**

- (a) No person shall at any time collect any protected wild invertebrate or vertebrate species, or their eggs, in this state for propagation or scientific purposes except under the direction, supervision and regulation of the Commissioner of Conservation and Natural Resources, who, on the payment of the applicable fee, may issue propagation or scientific permits annually to properly accredited persons or institutions, as follows:
- (1) An Individual SCP for individuals\$50.00
 - (2) An Educational SCP for professors or teachers, which shall also allow their current students to operate thereunder.....\$10.00
 - (3) An Agency SCP involving more than one individual acting in the name of a firm, corporation, or agency\$100.00
- (b) Any person, firm, association or corporation being or having in possession at any time a protected wild invertebrate or vertebrate species, or their eggs, without a permit as required in this section shall be guilty of a misdemeanor and, upon conviction therefor, shall be punished by a fine of three times the amount of the applicable permit.
- (c) The permit requirements under this section shall not apply to the Opp Rattlesnake Rodeo.

Regulation 220-2-.92 PROTECTED NONGAME SPECIES

This regulation can be viewed and downloaded in the Scientific Collecting Permit section: <http://www.outdooralabama.com/wff-other-commercial-licenses-permits>.

Regulation 220-2-.98 INVERTEBRATE SPECIES REGULATION

This regulation can be viewed and downloaded in the Scientific Collecting Permit section: <http://www.outdooralabama.com/wff-other-commercial-licenses-permits>.

Regulation 220-2-.232 POSSESSION, SALE, PURCHASE, ETC., OF PROTECTED WILD BIRDS, ETC.

Any person, firm, association, or corporation who takes, catches, kills, or has in possession at any time, living or dead, any protected wild bird not a game bird, or who sells or offers for sale, buys, purchases, or offers to buy or purchase any such bird or exchange same for anything of value, or who shall sell or expose for sale or buy any part of the plumage, skin, or body of any bird protected by the laws of this state, or who shall take or willfully destroy the nests of any wild bird, or who shall have the nests or eggs of the birds in his or her possession, except as otherwise provided by law, shall be guilty of a misdemeanor and, upon conviction, shall be punished by a fine of not less than one hundred dollars (\$100) nor more than five hundred dollars (\$500) for each offense.

Regulation 220-2-.233 ENUMERATION OF BIRDS NOT PROTECTED.

English sparrows, crows and starlings are not protected by the game laws of this state and may be killed at any time.

Regulation 220-2-.234 HUNTING, ETC., OF PROTECTED BIRDS OR ANIMALS ON STATE OR FEDERAL GAME SANCTUARIES OR REFUGES.

It shall be unlawful for any person to hunt, take, catch or kill or to attempt to hunt, take, catch or kill any bird or animal protected by the game laws or regulations of this state on any land in the

State of Alabama which is designated as a state or federal game sanctuary or refuge. Any violation of this section shall constitute a misdemeanor, and any one convicted for the violation of any of the provisions of this section shall be punished by a fine of not less than \$250.00 nor more than \$500.00, the amount of which fine shall be fixed, determined and imposed by the judge of the court presiding at the trial of any case brought under the provisions of this section.

Regulation 220-2-.235 TAKING, ETC., OF PROTECTED BIRDS OR ANIMALS, RACCOONS OR OPOSSUMS AT NIGHT; NIGHTTIME HUNTING OF FOXES WITH DOGS.

It shall be unlawful, except as to trapping as otherwise provided by law, for a person to take, capture, or kill, or attempt to take, capture, or kill any bird or animal protected by the laws of this state between sunset and daylight of the following day, except that the Commissioner of Conservation and Natural Resources may by a duly promulgated regulation, allow the taking, catching, or killing of raccoons and opossums between sunset and daylight in any county or counties within the state. In any county where the taking, catching, or killing of raccoons and opossums is permitted during nighttime hours by regulations of the commissioner, the animals may only be legally taken with the use of a light and/or a shotgun using shot no larger than number eight, and the person or persons so hunting shall be accompanied by a dog or dogs and, if hunting on the lands of another, shall have the written permission of the landowner.

Any person violating this section shall be guilty of a Class B misdemeanor and, upon conviction thereof, shall be punished for the first offense by a fine of not less than two thousand dollars (\$2,000) nor more than three thousand dollars (\$3,000) and may be imprisoned in the county jail for a period not to exceed six months. In addition, the court shall revoke all hunting license privileges for a period of three years from the date of conviction.

No provision of this section shall be construed to prohibit the nighttime hunting of foxes with dogs.

220-2-.92 Protected Nongame Species

(1) It shall be unlawful to take, capture, kill, or attempt to take, capture or kill; possess, sell, trade for anything of monetary value, or offer to sell or trade for anything of monetary value, the following nongame wildlife species (or any parts or reproductive products of such species) without a scientific collection permit or written permit from the Commissioner, Department of Conservation and Natural Resources, which shall specifically state what the permittee may do with regard to said species:

(a) **FISHES**

<u>Common Name</u>	<u>Scientific Name</u>
• Cavefish, Alabama	<i>Speoplatyrhinus poulsoni</i>
• Cavefish, Southern	<i>Typhlichthys subterraneus</i>
• Chub, Shoal	<i>Macrhybopsis hyostoma</i>
• Chub, Spotfin	<i>Erimonax monachus</i>
• Darter, Bankhead	<i>Percina sipsi</i>
• Darter, Blotchside	<i>Persina burtoni</i>
• Darter, Bluebreast	<i>Etheostoma camurum</i>
• Darter, Boulder	<i>Etheostoma wapiti</i>
• Darter, Brighteye	<i>Etheostoma lynceum</i>
• Darter, Coldwater	<i>Etheostoma ditrema</i>
• Darter, Crystal	<i>Crystallaria asprella</i>
• Darter, Goldline	<i>Percina aurolineata</i>
• Darter, Halloween	<i>Percina crypta</i>
• Darter, Holiday	<i>Etheostoma brevirostrum</i>
• Darter, Lipstick	<i>Etheostoma chuckwachatte</i>
• Darter, Lollipop	<i>Etheostoma neopterum</i>
• Darter, Rush	<i>Etheostoma phytophilum</i>
• Darter, Scaly Sand	<i>Ammocrypta vivax</i>
• Darter, Slackwater	<i>Etheostoma boschungii</i>
• Darter, Slenderhead	<i>Percina phoxocephala</i>
• Darter, Snail	<i>Percina tanasi</i>
• Darter, Trispot	<i>Etheostoma trisella</i>
• Darter, Tuscumbia	<i>Etheostoma tuscumbia</i>
• Darter, Vermilion	<i>Etheostoma chermocki</i>
• Darter, Watercress	<i>Etheostoma nuchale</i>
• Logperch, Blotchside	<i>Percina burtoni</i>
• Madtom, Frecklebelly	<i>Noturus munitus</i>
• Madtom, Mountain	<i>Noturus eleutherus</i>
• Minnow, Suckermouth	<i>Phenacobius mirabilis</i>
• Sculpin, Pygmy	<i>Cottus paulus</i>
• Shad, Alabama	<i>Alosa alabamae</i>
• Shiner, Blackmouth	<i>Notropis melanostomus</i>
• Shiner, Blue	<i>Cyprinella caerulea</i>
• Shiner, Bluestripe	<i>Cyprinella callitaenia</i>
• Shiner, Broadstripe	<i>Pteronotropis euryzonus</i>
• Shiner, Cahaba	<i>Notropis cahabae</i>
• Shiner, Dusky	<i>Notropis cummingsae</i>

- Shiner, Ironcolor
- Shiner, Palezone
- Sunfish, Spring Pygmy
- Sturgeon, Alabama
- Sturgeon, Gulf
- Sturgeon, Lake

Notropis chalybaeus
Notropis albizonatus
Elassoma alabamae
Scaphirynchus suttkusi
Acipenser oxyrhynchus desotoi
Acipenser fulvescens

(b) **AMPHIBIANS**

Common Name

- Amphiuma, One-toed
- Frog, Gopher
- Frog, Mississippi Gopher
- Frog, River
- Hellbender, Eastern
- Salamander, Reticulated Flatwoods
- Salamander, Eastern Tiger
- Salamander, Green
- Salamander, Red Hills
- Salamander, Seal
- Salamander, Seepage
- Salamander, Small-mouthed
- Salamander, Southern Dusky
- Salamander, Southern Red-backed
- Salamander, Tennessee
Cave
- Treefrog, Pine Barrens
- Waterdog, Black Warrior

Scientific Name

Amphiuma pholeter
Lithobates capito
Lithobates sevosa
Lithobates hecksceri
Cryptobranchus Spp
Ambystoma cingulate
Amystoma tigrinum
Aneides aeneus
Phaeognathus hubrichti
Desmognathus monticola
Desmognathus aeneus
Ambystoma texanum
Desmognathus auriculatus
Plethodon serratus

Gyrinophilus palleucus
Hyla andersonii
Necturus alabamensis

(c) **REPTILES**

Common Name

- Lizard, Mimic Glass
- Shink, Coal
- Shink, Southeastern Five-Lined
- Snake, Pine
- Snake, Eastern Indigo
- Snake, Eastern Coachwhip
- Snake, Eastern King
- Snake, Eastern Coral
- Snake, Gulf Salt Marsh
- Snake, Prairie King

- Snake, Rainbow
- Snake, Speckled King
- Snake, Southern Hognose

Scientific Name

Ophisaurus mimicus
Eumeces anthracinus spp
Eumeces inexpectatus
Pituophis melanoleucus spp
Drymarchon couperi
Masticophis flagellum flagellum
Lampropeltis getula
Micrurus fulvius
Nerodia fasciata clarkii
Lampropeltis calligaster
calligaster
Farancia erytrogramma
Lampropeltis nigra
Heterodon simus

- Terrapin, Mississippi
Diamondback *Malaclemys spp*
- Tortoise, Gopher *Gopherus polyphemus*
- Turtle, Alabama Red-bellied *Pseudemys alabamensis*
- Turtle, Barbour's Map *Graptemys barbouri*
- Turtle, Escambia Bay Map *Graptemys ernsti*
- Turtle, Flattened Musk *Sternotherus depressus*

Informational Note: See Section 9-11-269, Code of Alabama 1975, relating to protection of the flattened musk turtle (*Sternotherus depressus*).

(d) **BIRDS**

All nongame birds are protected under the provisions of this regulation except crows, starlings, English sparrows, Eurasian collared doves, pigeons, and other non-native species

(e) **MAMMALS**

<u>Common Name</u>	<u>Scientific Name</u>
• Bat, Brazilian Free-tailed	<i>Tadarida brasiliensis</i>
• Bat, Eastern Small-footed Myotis	<i>Myotis leibii</i>
• Bat, Gray Myotis	<i>Myotis grisescens</i>
• Bat, Indiana	<i>Myotis sodalis</i>
• Bat, Little Brown	<i>Myotis lucifugus</i>
• Bat, Northern Long-eared	<i>Myotis septentrionalis myotis</i>
• Bat, Northern Yellow	<i>Lasiurus intermedius</i>
• Bat, Rafinesque's Big-eared	<i>Corynorhinus rafinesquii</i>
• Bat, Southeastern	<i>Myotis austroriparius</i>
• Bat, tricolored	<i>Perimyotis subflavus</i>
• Gopher, Southeastern Pocket	<i>Geomys pinetis</i>
• Manatee, West Indian	<i>Trichechus manatus</i>
• Mouse, Alabama Beach	<i>Peromyscus polionotus</i> <i>ammobates</i>
• Mouse, Meadow Jumping	<i>Zapus hudsonius</i>
• Mouse, Perdido Key Beach	<i>Peromyscus polionotus</i> <i>trissylepsis</i>
• Shrew, Pygmy	<i>Sorex hoyi</i>
• Shrew, Smoky	<i>Sorex fumeus</i>
• Cottontail, Appalachian	<i>Sylvilagus obscurus</i>
• Rabbit, Marsh	<i>Sylvilagus palustris</i>
• Skunk, Spotted	<i>Spilogale putorius</i>
• Weasel, Long-tailed	<i>Mustela frenata</i>

(f) Other State or Federally protected nongame species.

- (2) It shall be unlawful for any person to take, capture, kill or possess any bullfrog (*Lithobates catesbeianus*) or pig frog (*Lithobates grylio*) from the public waters of this state for commercial purposes. Furthermore it shall be unlawful for any person to take, capture, kill or possess more than twenty (20) bullfrogs and pig frogs in aggregate from the public waters of this state during any twenty four (24) hour period from 12 noon to the following 12 noon.

220-2-.98 Invertebrate Species Regulation

(1) It shall be unlawful to take, capture, kill, or attempt to take, capture or kill; possess, sell, trade for anything of monetary value, or offer to sell or trade for anything of monetary value, the following invertebrate species (or any parts or reproductive products of such species) without a scientific collection permit or written permit from the Commissioner, Department of Conservation and Natural Resources, which shall specifically state what the permittee may do with regard to said species:

<u>(a) Common Name</u>	<u>Scientific Name</u>
• Alabama cave shrimp	<i>Palaemonias alabamae</i>
• Alabama lamp pearly mussel	<i>Lampsilis virescens</i>
• Alabama moccasinshell	<i>Medionidus acutissimus</i>
• Alabama pearlshell	<i>Margaritifera marrianae</i>
• American burying beetle	<i>Nicrophorus americanus</i>
• Anthony's riversnail	<i>Athearnia anthonyi</i>
• Armored marstonia	<i>Pyrgulopsis pachyta</i>
• Black clubshell	<i>Pleurobema curtum</i>
• Chipola slabshell	<i>Elliptio chipolaensis</i>
• Choctaw bean	<i>Villosa choctawensis</i>
• Clubshell	<i>Pleurobema clava</i>
• Coosa moccasinshell	<i>Medionidus parvulus</i>
• Cracking pearly mussel	<i>Hemistena lata</i>
• Cumberland moccasinshell	<i>Medionidus conradicus</i>
• Cumberland monkeyface pearly mussel	<i>Quadrula intermedia</i>
• Cumberlandian combshell	<i>Epioblasma brevidens</i>
• Cylindrical lioplax	<i>Lioplax cyclostomaformis</i>
• Dark pigtoe	<i>Pleurobema furvum</i>
• Dromedary pearly mussel	<i>Dromus dromas</i>
• Fanshell	<i>Cyprogenia stegaria</i>
• Fine-lined pocketbook	<i>Lampsilis altilis</i>
• Fine-rayed pigtoe	<i>Fusconaia cuneolus</i>
• Flat pebblesnail	<i>Lepyrium showalteri</i>
• Inflated heelsplitter	<i>Potamilus inflatus</i>
• Judge Tait's mussel	<i>Pleurobema taitianum</i>
• Lacy elimia	<i>Elimia crenatella</i>
• Little-wing pearly mussel	<i>Pegias fabula</i>
• Marshall's mussel	<i>Pleurobema marshalli</i>
• Moss pyrg	<i>Pyrgulopsis scalariformis</i>
• Narrow pigtoe	<i>Fusconaia escambia</i>
• Orange-footed pearly mussel	<i>Plethobasus cooperianus</i>
• Orange-nacre mucket	<i>Lampsilis perovalis</i>
• Oval pigtoe	<i>Pleurobema pyriforme</i>
• Ovate clubshell	<i>Pleurobema perovatum</i>
• Oyster mussel	<i>Epioblasma capsaeformis</i>
• Painted rocksnail	<i>Leptoxis taeniata</i>
• Pale lilliput pearly mussel	<i>Toxolasma cylindrellus</i>
• Penitent mussel	<i>Epioblasma penita</i>
• Pink mucket pearly mussel	<i>Lampsilis abrupta</i>
• Plicate rocksnail	<i>Leptoxis plicata</i>

- Purple cat’s paw pearly mussel *Epioblasma obliquata obliquata*
- Pyramid pigtoe *Pleurobema rubrum*
- Rabbitsfoot *Quadrula cylindrica*
- Ring pink pearly mussel *Obovaria retusa*
- Rough hornsnail *Pleurocera foremani*
- Rough pigtoe *Pleurobema plenum*
- Round pigtoe *Pleurobema sintoxia*
- Round rocksnail *Leptoxis ampla*
- Sheepnose *Plethobasus cyphus*
- Shiny pigtoe *Fusconaia cor*
- Shiny-rayed pocketbook *Lampsilis subangulata*
- Silt elimia *Elimia haysiana*
- Slabside pearlymussel *Lexingtonia dolabelloides*
- Slender campeloma *Campeloma decampi*
- Slippershell mussel *Alasmidonta viridis*
- Southern acornshell *Epioblasma othcaloogensis*
- Southern clubshell *Pleurobema decisum*
- Southern kidneyshell *Ptychobranhus jonesi*
- Southern pigtoe *Pleurobema georgianum*
- Southern sandshell *Lampsilis australis*
- Spectaclecase *Cumberlandia monodonta*
- Spotted rocksnail *Leptoxis picta*
- Stirrup shell *Quadrula stapes*
- Triangular kidneyshell *Ptychobranhus greeni*
- Tubercled-blossom pearly mussel *Epioblasma torulosa torulosa*
- Tulotoma snail *Tulotoma magnifica*
- Turgid-blossom pearly mussel *Epioblasma turgidula*
- Upland combshell *Epioblasma metastriata*
- White wartyback pearly mussel *Plethobasus cicatricosus*
- Yellow-blossom pearly mussel *Epioblasma florentina florentina*

(b) Other State or Federally protected invertebrate species.

In addition any required federal permits for federally protected species must be obtained.



Department of Conservation and Natural Resources
WILDLIFE AND FRESHWATER FISHERIES DIVISION

SCIENTIFIC COLLECTING PERMITS

WHO NEEDS A SCIENTIFIC COLLECTING PERMIT (SCP)

Alabama state law requires any person scientifically collecting any wild invertebrate or vertebrate species or their eggs to have a valid SCP.

WHAT IS A SCIENTIFIC COLLECTING PERMIT (SCP)

SCP is required and issued only for bona fide scientific research or biological consulting that provides information for the management, protection, conservation and enhancement of wildlife and aquatic resources. It is to collect scientific data:

- on species for which no harvest season is provided,
- on species outside the provided harvest seasons and/or when such collections cannot be made during the regular hunting, fishing or trapping seasons, or
- by the use of equipment or by methods not permitted under a valid hunting, fishing or trapping license.

The Federal / State Protected SCP must be issued in addition to the Individual, Educational or Agency SCP. This allows for the collection of species listed on Alabama’s rare and endangered species. Regulations 220-2-.92 and 220-2-.98 can be found at <http://www.outdooralabama.com/wff-other-commercial-licenses-permits>. Permits from the Alabama Wildlife and Freshwater Fisheries Division (WFF) specifically setting out conditions under which such rare and endangered species may be collected.

TYPES and COST OF SCIENTIFIC COLLECTING PERMIT (SCP)

- **Individual SCP** For individuals \$50.00
- **Educational SCP** For Professors / Teachers \$10.00
 - allows their current students to operate under their Educational SCP.
 - each student must complete the Educational & Agency SCP Dependent Information Form (included in this packet).
 - students must have copy of the SCP in possession and valid, current student ID.
- **Agency SCP** For any Firm, Corporation or Association \$100.00
 - allows members of the agency to operate under their Agency SCP.
 - each member must complete the Educational & Agency SCP Dependent Information Form (included in this packet).
 - member must have copy of the SCP.
- **Federal / State Protected SCP** For anyone collecting state and/or federally \$0.00
 - protected species. Issued in addition to an Individual, Educational or Agency SCP.

HOW TO APPLY FOR AN USER ID TO ACCESS THE SYSTEM

Each applicant must initially set up a user ID:

- go to <https://heritage.dcnr.alabama.gov/>
- create a login which will be used for applications and reports by:
 - Clicking on ‘Create New User’.
 - Filling out New User Page (Required: User Name and Password (must be at least 8 characters long and contain at least one number and one symbol), confirm Password, Email, Security Question, Security Answer, First Name, Last Name, City and State).
 - Clicking ‘Create User’.
 - Sending email to DCNR.NHSDB@dcnr.alabama.gov requesting role assignment.

HOW TO MAKE APPLICATION FOR SCP, WHETHER NEW OR RENEWAL

Applicant should:

- click on ‘Scientific Collecting Permit’ using the menus across the upper portion of the screen.
- click on ‘create application’ using the drop down list from ‘Scientific Collecting Permit’.
- have all the information on your species, locations, collection methods, etc. prepared and accessible.
- enter the information as required such as personal info and business info.
- enter all collection information such as species, methods, locations individually.

NOTE: Incomplete or Incorrect Applications will be returned.

FEDERAL / STATE PROTECTED SCP APPLICATIONS

If you have applied for state/federal protected species, you:

- must secure a federal permit first. Provide a copy of the federal permit.
- must attach an up-to-date copy of your curriculum vitae (CV) with detailed information on your education, training and professional work experience.
- must attach a detailed proposal for each species you wish to collect. One proposal is permissible for multiple listed species found in a specific habitat/drainage. The proposal must include the following:
 - need or justification for collection,
 - specific location of collection sites,
 - sampling methodology,
 - number of animals to be collected,
 - number of animals to be removed/sacrificed,
 - detailed handling procedures,
 - procedures to prevent mortality,
 - period of collection, and
 - benefits of the projects.

To review the list of state/federal protected species, see Regulations 220-2-.92 and 220-2-.98 which can be found online at: <http://www.outdooralabama.com/wff-other-commercial-licenses-permits>.

HOW TO SUBMIT AN APPLICATION FOR SCP

After entering all the information into the online application, you should:

- click on 'Scientific Collecting Permit' using the menus across the upper portion of the screen.
- click on 'print application' using the drop down list from 'Scientific Collecting Permit'.
- mail in the printed application(s), fee(s), copy of applicant's driver's license, and any project information, curriculum vitae (CV), etc.

DCNR - Wildlife and Freshwater Fisheries Division, Attn: SCP Issuance
P.O. Box 301456, Montgomery, AL 36130-1456
64 N. Union Street, Suite 567, Montgomery, AL 36104 (overnight mail)

Special attachments required for Educational SCP:

Educational SCP applications must include an Educational & Agency SCP Dependent Information Form for each of the current students that will collect under the Professor's SCP. Valid student ID must be attached to the form.

WHEN WILL THE SCP BE APPROVED AND RECEIVED

The processing time (i.e., approval or disapproval) for permits may take up to 3 weeks once all of your paperwork (i.e., printed application, copy of DL, project proposal, and CV) is received in Montgomery. Overnight mail does not guarantee faster processing time. It is your responsibility to submit your application in a timely manner to ensure your permit is issued prior to your collection schedule. Processing time can not be 'RUSHED' to meet your collection schedule.

NOTIFICATION OF COLLECTION DATES

Notification of collections **MUST** be reported 48 hours prior to making any collections during normal business days and hours (excluding weekends and holidays). If collections are on a weekend, notifications must be received by the Wednesday prior to weekend. Complete a SCP Collection Data Form (included in this packet) and email to dcnr.wfflicense@dcnr.alabama.gov or fax to (334) 242-3032 prior to each collection.

COLLECTION VEHICLE IDENTIFICATION

All vehicles actively used in sampling must be plainly identified by a logo and/or signage so that an observer can easily identify the agency or organization. All boats/vessels utilized for collecting on public waters must have signage with a minimum of three-inch block letters with contrasting color to vessels hull, identifying the agency and/or organization. Agencies with a logo should also display their logo on the vessel.

FINAL COLLECTION REPORTS

Holders of SCP must submit a report online of all collections made, date of collections, locations where collections occurred, and disposition of material collected within ten (10) days after expiration date of permit. Collection information must be reported for all species on the Scientific Collection Permit Report. Collection data must be reported for all species collected; that is, species that were preserved, removed, or released after collection.

Reports must be up-to-date prior to renewal applications being approved.

HOW TO FILE A REPORT

After you have received your confirmation email from DCNR acknowledging your login account is designated as a Contributor, you can now enter your reports electronically.

To file a report submitting each species individually, you will:

- go to <https://heritage.dcnr.alabama.gov/>.
- click on 'Heritage Collection' using the menus across the upper portion of the screen.
- click on 'Enter by Form' using the drop down list from 'Heritage Collection' and enter each individual species, collection method and collection location.
- check the 'Is Data Private' box if you would like to keep this an individual species record from public viewing.
- entering the following:
 - Year or Month is required.
 - Select 'Genus, Species, and Subspecies' from drop down list or select 'New Species' if your organism is not on the list. Note: If only the 'Genus' is known, choose 'sp' from the drop down list. If you choose 'New Species', the 'Genus' is required.
 - Select 'Collection Method' from the drop down list or select 'New' if your method is not on the list.
 - A form of location is required. Choose which form(s) of locations you would like to complete by checking the box(es), then click 'Refresh Locations' at the bottom. Complete the location information, then click on 'Save Data'.

To file a report submitting multiple records at a time, you will:

- create a file in Excel, Access or another similar application following the guidelines for columns found in 'Field Descriptions'. Once this file is created, save the file as a .csv file. Note: please review the Report Field Descriptions, click on the 'General Information' using the menus across the upper portion of the screen and click on 'Field Descriptions' from the drop down list.
- go to <https://heritage.dcnr.alabama.gov/>.
- click on 'Heritage Collection' using the menus across the upper portion of the screen.
- click on 'Update Data File' from the drop down list from 'Heritage Collection'.
- check the 'Keep Private' box if you would like to keep these records from public viewing.
- use the browse button to locate the saved .csv file and clicking continue to complete the updating of file.
- click 'Continue'. Note: After submission, check 'Submission History' to see if the submitted data contained any errors. If it did contain errors, go to 'Error Report' to download the error file. See 'Correcting Errors' on how to download the error file and resubmit your corrected data file.

If you made no collection attempts during your permit period, you will submit a 'Non-Usage Permit Report'. Only applies to electronically issued permits. To do this, you will:

- go to <https://heritage.dcnr.alabama.gov/>.
- click on 'Non-Usage Permit' from the drop down list from 'Heritage Collection'.
- select the permit number from the list.
- click the 'report' button for that permit number.

GENERAL INFORMATION:

- Under no circumstances shall any SCP be used in lieu of a hunting, fishing or trapping license.
- Any meat suitable for human consumption not utilized for scientific purposes, shall be given to a publicly recognized charitable organization, or to a school, jail or other county or city facility. Permittees are required to obtain and forward to the Division of Wildlife and Freshwater Fisheries Montgomery Office a receipt for such meat within five (5) days of the date of disposition of such meat.
- Under no circumstances shall the pelt, carcass or any other part of any specimen taken under any SCP be utilized for commercial purposes.
- A holder of a valid SCP must have written permission from the landowner or be accompanied by the landowner or his/her agent before collecting any wildlife and aquatic species. (This includes State and/or Public Lands.) **Note:** Some Wildlife Management Areas are not state-owned, but under contract from private landowners. Collection on these properties require written permission from the actual landowner, not the WMA staff.
- Only under specific circumstances will the use of rotenone or other aquatic toxicants be permitted. If approved, a District Fisheries Biologist with the Division of Wildlife and Freshwater Fisheries must be present when the approved toxicant is used for the taking of fish by the permittee in public waters.

QUESTIONS

For questions regarding SCP Applications(334) 242-3465
Emaildcsr.wfflicense@dcsr.alabama.gov

For questions regarding Heritage System Logins & Reports(334) 353-7878
Emaildcsr.nhsdb@dcsr.alabama.gov

***Failure to comply with any aforementioned
Conditions or regulations will result in
loss of scientific collecting privileges.***



Department of Conservation and Natural Resources
WILDLIFE AND FRESHWATER FISHERIES DIVISION

SCIENTIFIC COLLECTING PERMITS

Educational & Agency SCP Dependent Information Form

LICENSE HOLDER: all information is required.
WILL BE RETURNED

PRINT OR TYPE ONLY INCOMPLETE FORMS

Name: _____

Date of Birth: _____ Driver's License State &: _____

Email: _____

Address: _____

City: _____ County: _____ State: _____ Zip: _____

Phone: Hm _____ Wk _____ Cl _____

Sex: Male
Female
Wt. _____
Ht. _____
Eyes: _____
Hair: _____
Race: _____

PROJECT INFORMATION:

Provide a summary below or attach a project plan: _____

Provide a complete list of species and locations for each species

Species to be collected:

Location(s) for collection:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

List all courses/training that would qualify this student/agency member for assistance in collecting for this project: _____

If needed, attach additional information in same format.

Attach copy of Valid Student ID Card or Agency Member's driver's license

For WFF Staff: Approved [] Not Approved [] Reviewed by: _____



Department of Conservation and Natural Resources
WILDLIFE AND FRESHWATER FISHERIES DIVISION

SCIENTIFIC COLLECTING PERMITS

SCP Collection Data Form
Submit separate form for each location

Collection Date(s): _____ SCP#: _____

Federal/State Protected Species SCP#: _____

SCP Name: _____

Email: _____

Phone: Wk _____ CI _____

SCP Location: _____

List of Student/Agency Member participating in this collection:

Species to be Collected:

Collection Method:

If needed, attach additional information in same format.

Notification of collections MUST be reported 48 hours prior to making any collections during normal business days and hours (excluding weekends and holidays). If collections are on a weekend, notifications must be received by the Wednesday prior to weekend.

Please EMAIL to dcnr.wfflicense@dcnr.alabama.gov
or FAX to (334) 242-3032

I agree that all the information listed above is in accordance with the approved project plan submitted and approved. Including any unapproved collection of species, locations, collection methods, etc. not in the submitted project plan or allowing an unapproved student/agency member to participate in collections will result in revocation of the SCP.

SCP Holder's Signature: _____ Date: _____

For Office Use Only: Received: _____ Sent for review: _____ Fisheries _____ Wildlife _____