

1710.20 Scientific Collectors

Issued: January 1, 1994
Revised: February 28, 2012

PURPOSE

To provide the procedure for obtaining a scientific collectors permit.

APPLICATION

Executive Branch Departments and Sub-units, community colleges and state universities, educational institutions, zoos, nature centers, environmental consulting firms, and private citizens.

CONTACT AGENCY

Department of Natural Resources (DNR)
Fisheries Division

Telephone: 517-373-1280

Fax: 517-373-0381

SUMMARY

When animals such as fish, reptiles, amphibians, mollusks and crustaceans must be collected for research or education, and cannot reasonably be obtained or possessed under provisions of the sport or commercial fishing laws, the Director of DNR has the authority to issue permits for the taking.

Scientific collectors' permits may be issued in any of the following requested categories:

Category 1: 5-year Permit

Limited issuance to permanent state and federal agency employees and permanently established zoos. These permits are issued on a rotating 5-year basis. Such permits may be issued at any time during the standard 5-year rotation, but all shall have the same expiration date. They remain from issuance through expiration or until revoked sooner.

Category 2: Annual

Issued to any applicants not described as 5-year permittees within Category 1. Such permits may be issued at any time of the year, but expire as of December 31 of the year issued.

Category 3: Limited Period Permits

Issued for a specific length of time for special survey or research projects and/or school year possession.

APPLICABLE FORMS

PR-8114 Fisheries Permit Application

PR-8115 Report of Fish, Reptiles, Amphibians, Crustaceans or Mollusks taken under a Cultural or Scientific Collectors Permit

See the DNR [Cultural or Scientific Collector's Permit website](http://www.michigan.gov/scientificcollectorspermit) (<http://www.michigan.gov/scientificcollectorspermit>) (online application)

PROCEDURES

Agency/Applicant

- Establishes a need for the collection, culture or scientific study of any kind of fish, reptile, amphibian, mollusk or crustacean, when sufficient authority is not available through provisions of the sport fishing, commercial fishing or other laws.
- Submits a request to the Fisheries Division for application on form PR-8114 or through the online application procedure.

Fisheries Division

- Provides application form or access to the online interface to prospective permittees.

Agency/Applicant

- Returns completed application form, dated and signed, for review by the Fisheries Division's Scientific Collector's Permit program manager.
 - Supervisors, professors, teachers and/or leaders desiring to have helper/assistants permitted to work independently under the approved permit must, on his/her application for permit, document the full name(s) of each assistant/helper and their driver's license number(s) for listing on the permit.
 - To be considered for permit approval, students must obtain the signature of their sponsoring professor or teacher on the application form.

Divisional Scientific Collector's Permit Program Manager

- Qualifies prospective applicant(s) in relation to permit criteria.
- Issues permit within a reasonable period of time, but not more than 45 days, listing all permit restrictions or conditions.
 - In order to insure a named responsibility to the permit conditions, permits are issued only to individual applicants, and not to companies, corporations or other business entities.
- Encloses, with permit, catch report sheets.
- Provides information on field contacts (names, locations and phone numbers) to permittee. If work is in the Great Lakes, the name and phone number of the appropriate Great Lakes Fishers Station will also be forwarded.

- Informs large collectors, operating over a wide area of the state, if they are responsible for initiating contacts with the DNR regional office, as well as the districts involved, prior to exercising permit privileges.
- Instructs permittees to maintain collections at specified minimum requirements and advises on standard procedures for fish taken in excess of scientific needs.
 - Maintains a database and desktop application with information pertinent to each permit issued that is available for use throughout the Fisheries and Law Enforcement divisions.
- Maintains file folders containing original application form, copies of issued permit, annual catch records and other pertinent information for each permittee. Folders are categorized in alphabetical order by primary permittee or at the discretion of the program manager.

Agency/Permittee

- Notifies appropriate District Fisheries and/or Law Supervisors when and where they will be working, using the permit.
- May have to satisfy the district biologist with regard to sampling conditions, sampling locations, dates and types of gear utilized, as well as disposition of fish.
- Must contact the Fisheries Division, at the turn of each year, to request annual renewal of a permit and to submit their previous year's catch report, insuring the division against violations of conditions of state fisheries laws.

Fisheries Division

- Reviews annual submitted permit catch reports with appropriate central office and field staff to determine whether catches are reasonable and whether conditions of the permit are being secured.
- Considers, denies or approves renewal requests annually, after review of each permittee's previous year's catch report, in reference to conditions of the permit and state fisheries laws.
- All information contained in the application and approved permit will be kept electronically in the "Cultural and Scientific Collector's Permit System." A folder containing paper copies of the annual application, permit and collector's report, as well as any other information obtained on each permittee, will be maintained and kept at Fishers Division headquarters in Lansing. It is the permittee's responsibility to request a renewal of their permit from one year to the next, if desired. The division will generally retain an inactive permit folder for two years, after which it may be closed.
