



SCIENTIFIC RESEARCH PROPOSAL PERMIT APPLICATION

Fisheries Division Saint Lucia

Please contact the Division of Fisheries (DOF) to discuss your proposal prior to submitting this form to ensure that your project will pass initial screening criteria. The person who is leading the research effort should be submitting this form.

Our goal is to provide a high level of efficiency for research activities on fisheries and marine sector in Saint Lucia, as such we advise that upon submission of your proposal, you should contact the Division of Fisheries to verify that we have received your proposal.

Please understand however, that depending on the complexity of the proposal and any required environmental review may take up to fifteen (15) to twenty (20) working days to process a research permit.

Thank you for assistance in ensuring the permit process proceeds smoothly.

I. PROPONENT INFORMATION:

Date:	Project Title:
University/Organization:	On Site Contact Information:
Authorized Representative (Person signing permit):	Cell Phone:
Classification (eg Research Scientist, Assistant, Student):	
Address:	
Phone:	
Fax:	
E-mail:	<i>DOF Use: Assigned Permit #:</i> _____

Select one of the following:

New Proposal ☐

Renewal of a previously issued permit; Permit number: _____

Modification of a previously issued permit; Permit number: _____

II. **PROJECT APPLICANT:** {attach curriculum vitae of the authorized representative; this should include previous research experience}.

III. **PROJECT PERSONNEL AND SCHEDULE:** {attached additional sheets if needed}

Research team: (include principal investigators, research assistants, and other staff):

Proposed research date(s):

Research schedule: (dates, length of time, time of day, activities, etc.)

IV. **PROJECT DESCRIPTION:** (be concise- include project goals and rationale; describe methodology, any proposed removal or disturbance of marine flora/fauna, images and description of equipment used [*i.e. installations & the dimensions*], sample of questionnaire or interview/survey tools used to collect data; data analysis methods and reporting, outputs/outcomes)- **attach additional pages if needed:**

V. **PROJECT/RESEARCH CATEGORY**

TYPE: Climate Change <input type="checkbox"/> Marine Species <input type="checkbox"/> Socio-economic <input type="checkbox"/> Traditional knowledge <input type="checkbox"/> Stakeholder perception & Attitude <input type="checkbox"/> Genetic material/screening <input type="checkbox"/>	Other permits Required? (eg. CITES) Yes No
	USE: Commercial <input type="checkbox"/>

Other <input type="checkbox"/> Specify: _____	Non- commercial <input type="checkbox"/>
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VI. RESEARCH METHODS:

Does your project involve:

A. The removal of organisms or materials from the marine environment including marine reserves and marine management areas? (select one)			
Yes	No		
B. The transfer of animals, plants and/or microorganisms?			
Yes	No		
C. Do you plan to handle or collect specimens?			
Yes	No	If Yes, provide scientific description of the specimens to be handled or collected (include taxonomic group or name, or type of material; sample size/ quantity, frequency and location (attach additional pages if needed)).	

D. Study or manipulation of non- native species?			
Yes	No		
E. Erecting or installation of structures (e.g., markers, buoys, fishing gear) or deploying long- term equipment (e.g. dataloggers, antennas, etc.)			
Yes	No	If Yes include description and photos of equipment.	
F. Qualitative assessments using questionnaires and key informant interviews?			
Yes	No	If Yes, please list key stakeholder groups: _____	

VII. BENEFIT TO MARINE RESOURCE MANAGEMENT

Please describe how your research project will help the Division of Fisheries/ Saint Lucia to better understand resource management questions and overall resource benefits:- **(attach additional pages if needed)**.

VIII. RESEARCH RESULTS AND REPORTING

<p>A. Expected dates of submission of preliminary report, which would include the expected dates of submission of the data and research results:</p> <p>_____</p> <p>dd/mm/yyyy</p>
<p>B. Anticipated dates of submission of final report:</p> <p>_____</p> <p>dd/mm/yyyy</p>
<p>C. Proposed means to provide the Fisheries Division with assessment data, samples and research results:_____</p> <p>_____</p>
<p>D. How will the results/data be reported? (eg. Unpublished donor report or project summary, general interest article, peer-reviewed scientific publication, public presentation, dissertation)</p> <p>_____</p> <p>_____</p> <p>_____</p>

It is your responsibility to provide the Fisheries Division with all the information needed to review, evaluate and make a decision on the submitted proposal and an application.

When a proposal passes all screening criteria, the authorized officer shall notify the applicant that the agency is prepared to accept the application with a research agreement/contract outlining the terms and conditions of the research permit.

The applicant should review the research agreement carefully; after which a signed copy must be submitted to the Fisheries Division within five (5) working days.

Please note that as stated in Section 23 of the Fisheries Act Cap 7.15,

- (1) *The Minister may, on submission of a fisheries research plan, approved by the Chief Fisheries Officer, grant permission for any vessel or person to undertake research into fisheries in the fishery waters and in doing so may exempt such vessel or person from any of the provisions of this Act.*
- (2) *The Minister may attach such conditions as he or she deems fit to any permission granted under section (1).*
- (3) *Any person who undertakes fisheries research in the fishery waters-*

- a. Without permission under subsection (1); or*
 - b. In contravention of any condition or conditions attached to the permission under subsection (2), commits an offence and is liable on summary conviction to a fine not exceeding \$5,000.*
- (4) Any permission or exemption granted under this section shall be in writing.*

A signed and stamped copy of the research agreement by the Chief Fisheries Officer will be forwarded to the applicant before any research activity can commence in country.