



**PERMIT APPLICATION  
NAVAJO NATION  
DEPARTMENT OF FISH & WILDLIFE**



**APPLICATION FOR:**

- |                          |                          |                             |                          |
|--------------------------|--------------------------|-----------------------------|--------------------------|
| SCIENTIFIC COLLECTION    | <input type="checkbox"/> | DEPREDATION                 | <input type="checkbox"/> |
| BIRD BANDING             | <input type="checkbox"/> | RELIGIOUS/CEREMONIAL        | <input type="checkbox"/> |
| BIOLOGICAL INVESTIGATION | <input type="checkbox"/> | OTHER (specify in next box) | <input type="checkbox"/> |

APPLICANT (Name; Address; Business, Agency or Institution )

Provide Brief Description of Activity for which Permit is Requested:

APPLICANT INFORMATION		INFORMATION ON BUSINESS, AGENCY, OR INSTITUTION (if applicable)	
Male <input type="checkbox"/>	Female <input type="checkbox"/>	Height:	Weight:
Date of Birth:		Hair Color:	Eye Color:
Office Phone No.:		Social Security or Census No:	
Occupation (Title):		Name, Title, Phone No. of President, Principal Officer, Director, etc.:	
Location of Proposed Activity (be specific & see Attachment 3 below):		Do you hold current, valid FEDERAL (USF&WS) PERMIT(S) / LICENSE(S) for proposed activity? YES <input type="checkbox"/> NO <input type="checkbox"/> NOT NECESSARY <input type="checkbox"/> If YES – List Permit Number(s) and Type(s) here & see Attachment 5 below.	
Maximum Time Limit for Proposed Activity:			

**ATTACHMENTS: ADDITIONAL SPECIFIC INFORMATION MUST BE ATTACHED IF IT APPLIES TO YOUR PERMIT, AND SHALL INCLUDE:**

- For Bird Banding and all Collection permit types, a description of methods and list of maximum number of each species to be collected or banded; or
- For Biological Investigation, a proposed study plan including target species and survey method; and
- Copy of map outlining proposed study area (optional); and
- Resumes of all persons that will be participating in the proposed activities on the Navajo Nation; and
- Copies of all applicable current Federal Fish & Wildlife Permits / Licenses.

**CERTIFICATION**

I certify the statements made herein are true, and that upon issuance of a permit I will follow all regulations, procedures and directives prescribed by the Navajo Nation Department of Fish & Wildlife. I agree to submit to the NNDF&W within **30 days** after expiration of permit: **(1) banding or collecting information; AND/OR (2) for biological investigation, a **report** of all findings in full or abstract form; AND (3) all RECORDS of Listed Species (Navajo Endangered Species List) including, at least observer, location and date. **I agree that NO news releases or public announcements pertaining to activities and findings under this permit shall be made without authorization by the Director of NNDF&W; I further agree to submit to the NNDF&W, for approval, a final draft of all manuscripts prior to submission for publication.** For Collecting permits, the NNDF&W may require voucher specimens be provided for its collection.**

**SIGNATURE OF APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Rev. 16 Nov.2001

NAVAJO NATION  
PERMITTING PROCEDURES AND QUALIFICATIONS  
FOR BIOLOGICAL INVESTIGATIONS  
P.O. Box 1480 Window Rock, AZ 86515  
Contact: Jeffrey Cole (928) 871-7068

**A. Application Procedures**

Applicant must submit:

1. A letter explaining the purpose of the Biological Investigation or Scientific Collection. Include project association with the appropriate institution or agency (e.g. university, consulting firm, state agency).
2. A complete application for a Scientific Collecting/Biological Investigation Permit with the following attachments:
  - A) For Biological Investigations, a study plan including methods, duration and location(s). Indicate location(s) on a USGS Topographic or a reasonable facsimile. Blanket permits may be issued to consultants working on multiple projects, annually. If you are requesting a blanket permit you need not include maps. Study methods can be a reference to established survey methodology, e.g. "NESL Species accounts" (Navajo Natural Heritage Program, 2001). Collections solely for the purpose of identification of plant species is encouraged, for those conducting Biological Investigations but must appear as a stipulation of the permit.
  - B) For Scientific Collecting Permits, submit a study plan, including collection procedures, locations, target species, number of specimens and location where specimens will be deposited. Collection of federally listed species also requires a federal permit. Duplicate plant voucher specimens are required to be deposited at the Navajo Nation Herbarium (Department of Fish and Wildlife)[Voucher specimens are required].
3. Applicant's resume with qualifications relevant to the proposed study. A verification of association with a federal or state natural resource management agency may substitute for a resume (e.g. Biologist with a state game and fish agency). See "C" below.

**B. Permit Conditions (FAILURE TO COMPLY WITH PERMIT CONDITIONS MAY RESULT IN PERMIT REVOCATION OR DENIAL OF FUTURE APPLICATIONS).**

1. Permits are issued to the individual. Adherence to permit conditions and authorizations are the sole responsibility of the permittee. Subpermittees may be authorized under the permit if they will be under the supervision of the permittee. Subpermittee resumes must be submitted with the application or at the time they are determined (e.g. a subcontractor) but in any event before field work is conducted.
2. Permits are issued for a specified amount of time, but expire annually. Should the study continue into a new calendar year, the permittee must apply for a new permit. A status report is sufficient for multiple year projects that are ongoing, when applying for subsequent permits.

3. Permit Reporting Requirements: The permittee must submit the following to the Director:
  - A) A copy of data before inclusion in the final report, must be submitted for Navajo Endangered Species List, Element Tracking (ET) Species and game species. This may be in the form of field notes, species lists, maps. etc.
  - B) A copy of the final report.
  - C) A specified number of voucher specimens of each species collected, properly prepared and labeled according to standard scientific convention, if required on the permit.
  - D) Blanket Permittees must submit an annual work summary form.

### C. Qualifications

1. Research - Qualifications will be evaluated on a case-by-case basis.
2. Biological Clearance Projects - Minimum of Bachelor's degree in one of the life sciences (e.g. ecology, botany, zoology) including relevant course work, and/or sufficient field experience related to the proposed study.
  - A) Biological Evaluation qualifications for rare plant species and habitats is a Bachelor of Science degree in plant sciences, biology, or botany with a minimum of 12 credit hours in plant taxonomy, botany, or plant identification and at least one field season of experience with rare plant surveys in the four corners region or the Navajo Nation. A bachelors degree can be substituted by a minimum of 4 years of field experience performing rare plant surveys in the four corners region or the Navajo Nation plus a minimum of 12 credit hours of plant taxonomy, botany or plant identification from an accredited college or university.
3. Habitat Evaluation - This type of study involves gathering basic biological data such as identifying the biotic community, common species and other biologically relevant information. General information relevant to species of concern (e.g. presence/absence of potential habitat) can be gathered in the evaluation; however, results of an evaluation may not be conclusive, and determinations about the presence/absence of a species may need to be confirmed by a permitted biologist. A permit is not required for Habitat Evaluations, but the individual must have; a general knowledge of field biology, ability to identify common animals, plants and vegetation type, objectivity in reporting finding; average or better observational skills; and familiarity with permitting procedures.

**NOTE: Permit processing takes a minimum of two weeks. If the application is incomplete or information is missing from attachments, then processing will take longer. Failure to comply with these procedures can result in delays in processing applications and may result in permit revocation.**