

To all keepers of Schedule 4 birds in
Scotland

Your Ref:
Our Ref:

Date: 05 03 2009

Dear Keeper,

WILDLIFE AND COUNTRYSIDE ACT 1981, REGISTRATION OF SCHEDULE 4 BIRDS. BREEDING SEASON 2009 SCOTLAND

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1. Which species must be registered

As you may be aware, the number of species listed on Schedule 4 was amended within England on 1 October 2008. However there have been no changes to the registration requirements in Scotland to date. We will write to you with details of any changes as they occur.

2. Closed Rings

A request for rings can be made to your Case Officer by telephone, e-mail, or by posting or faxing a completed 'close ring request' form. The address to send requests to is:

Wildlife Licensing & Registration Service
1/14 Temple Quay House
2 The Square
Temple Quay
Bristol
BS1 6EB

We hope that most keepers will find it easier to telephone their requests, as this is a quicker and more efficient method. It also provides a guarantee that requests you make are actually received.

A separate request should be made for each clutch of eggs **as soon as the completed clutch has been laid**, unless you are already certain that all the eggs are infertile. It is up to you to make sure that requests are made in good time. When making a telephone request you will be asked for the following details:

- Your name and bird registration ID number;
- Your telephone number;
- Species and ring numbers of both the parent birds (for artificially inseminated females this means all the possible male parents);
- Parent birds' Article 10 Certificate numbers (only applies to bird of prey species);
- Number of eggs in the clutch;
- Date last egg was laid;
- Article 10 number for any semen straws used in producing the clutch (only applies to bird of prey species);
- Your address (if you tell us you have moved since last contacting us);

The form must be completed in full . An incomplete form will be returned to the keeper to add any missing information and the bird(s) will remain unregistered. It is not essential to identify the sex of the bird as this can be added at a later date.

3. Fast Track Export Permits

The procedure will be offered again this year, in a slightly amended form to take account of the changes to bird registration.

We can process applications within 5 working days provided:

- any bird listed on Schedule 4 is already registered with us; **and**
- **either** an unconditional Article 10 has been issued; **or**
- for semi-complete Article 10s, you have already returned the pink copy to us with the bird's details (i.e. hatch date, ring number, both parental A10s).

If your application is submitted at the same time as your declaration of ringing and/or the return of your semi-complete A10, we will need to process them first. You should therefore allow 20 working days for us to process all three applications.

Applicants must ensure that the bird's ring number, hatch date and Article 10 number is provided in the description box of the export permit application form. It will not be possible to treat an application as fast-track if any of these details are missing, or there is anything else about the application that needs further investigation. These applications will be subject to the standard 15 working day turnaround time.

Applications should be made on the fast track application forms which we supply, so they are immediately recognisable when they arrive at our office. These may be obtained from your case officer. Please also mark the outside of the envelope "FAST TRACK".

Head Office: Animal Health Corporate Centre, Block C, Government Buildings, Whittington Road, Worcester WR5 2LQ

t +44(0)1905 763355 f +44(0)1905 768851 e corporate.centre@animalhealth.gsi.gov.uk

Animal Health is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Executive, Welsh Assembly Government and the Food Standards Agency

www.defra.gov.uk/animalhealth

4. Registered birds transferred to new keepers

If your bird is registered by way of a blue registration document please detach the transfer slip from the bottom of the registration document, fill in the details of the new keeper and send it off to your case officer. Pass the rest of the document to the new keeper along with the bird. The new keeper should use it to apply for registration of the bird in his own name, as this is the easiest and most convenient way to facilitate the transfer of registration.

If your peregrine or merlin is registered by way of an Article 10 certificate please pass it to the new keeper with the bird. If it is a transaction certificate you should advise them to obtain a replacement A10 in their own name.

5. Exported birds and dead birds

Please let us know when birds are transferred to keepers outside of the UK or if they die. In either case, the best way to do this is to send us the whole registration document with the appropriate box ticked. In the case of dead birds, you should return the ring along with the document if possible.

Following the above procedures will allow us to amend our records to show that a bird is no longer in your keepership and this will ensure that you will not be asked about its whereabouts during the course of any subsequent visit by a Wildlife Inspector.

6. Lost birds

If you are unfortunate enough to lose a registered bird you should contact your case officer immediately. This is important because we cannot give your contact details to anyone who might find the bird without your permission. Reporting the bird lost immediately and giving your permission for us to release your contact details (if you choose to) will speed up the process of found birds being returned to you. If, having reported a bird lost, it is returned to you without the need for our assistance, you should contact your case officer again to confirm that it is back in your possession. Failure to do this may mean that your bird is no longer correctly registered.

7. Avian influenza

Your case officer will not be able to deal with any enquiries about avian influenza as this is a specialised subject dealt with by colleagues at other Defra offices.

If you have any enquiries about it or you wish to report the finding of a dead bird to Defra you should telephone the **Defra Helpline** on **08459 335577** and select the relevant option from the menu offered.

8. And your new case officer is...

If you have any queries about the registration or Article 10 certificate procedures, please contact your case officer on their direct number, and they will be pleased to advise you

Pete Barrett	0117 372 6098	Team Leader
Joan McDonald	0117 372 8777	Business/Surnames A-C
Sarah Hill	0117 372 8649	Business/Surnames A-C
Keith Wallace	0117 372 8433	Business/Surnames A-C
Madeleine Casey	0117 372 8170	Business/Surnames A-C
Jessica Abrams	0117 372 8010	Business/Surnames R-Z
Matthew Wright	0117 372 6330	Business/Surnames R-Z
Martine Purchase	0117 372 8293	Business/Surnames R-Z
Jamie Harwood	0117 372 8297	Business/Surnames R-Z
Adrian Thrift	0117 372 8017	Team Leader
Kathryn Spoors	0117 372 8684	Business/Surnames D-J
Maria Fabiani	0117 372 8436	Business/Surnames D-J
Shelley Hicks	0117 372 8687	Business/Surnames D-J
Martin Saddington	0117 372 8120	Business/Surnames D-J
Julie Berry	0117 372 6095	Business/Surnames K-Q
Christine Rodgers	0117 372 8619	Business/Surnames K-Q
Jane Osborne	0117 372 8891	Business/Surnames K-Q
Simon James	0117 372 8502	Business/Surnames K-Q

In the meantime may we wish you a successful breeding season.

Yours faithfully

Pete Barrett