



WHAT YOU SHOULD KNOW ABOUT A FEDERAL MIGRATORY BIRD SPECIAL PURPOSE UTILITY PERMIT

Below is a review of several provisions of a Federal Migratory Bird Special Purpose Utility permit (hereafter referred to as a Special Purpose Utility permit). U.S. Fish and Wildlife Service (Service) regulations governing migratory bird permits are at Title 50 Parts 10, 13 and 21.27 of the Code of Federal Regulations (CFR). **You are responsible for reviewing and understanding these regulations before you request a permit.** These regulations can be found on our website at: <http://www.fws.gov/permits/ltr/ltr.html>.

1. What does a Special Purpose Utility Permit authorize?

A Special Purpose Utility permit authorizes utilities to collect, transport and temporarily possess migratory birds found dead on utility property, structures, and rights-of-way for avian mortality monitoring or disposal purposes. The permits require that the company maintain records of mortalities and injuries, and that they report the information to the Service. The permits are valid for 3 years.

2. What is the purpose of a Special Purpose Utility permit?

By permitting collection of parts and carcasses, the permit will enhance a utility's ability to accurately monitor migratory bird mortalities. It enables a company to retain specimens to confirm identification. It also enables a company conducting standardized searches to sweep an area of specimens prior to a search. Collecting and reporting the associated data to the Service contributes to our collective knowledge and understanding of the impacts of the utility on migratory birds.

Special Purpose Utility permits standardized collection and reporting of mortality data to maximize our ability to compare data across the landscape for particular utilities. This will greatly increase the value of the information collected and better serve efforts to develop conservation measures.

3. What is meant by "utility"?

A utility is a business that owns or operates a facility that generates or transmits electricity, gas, oil or water to the public. For purposes of this permit, it also includes businesses that own or operate communications structures such as cellular towers, microwave transmitters, and their related infrastructure.

4. What birds can be collected under a Special Purpose Utility Permit?

Birds protected under the Migratory Bird Treaty Act (MBTA) may be collected. Essentially all native bird species in the United States, with the exception of upland game birds, are protected under the MBTA. The species are listed in title 50 part 10.13 of the Code of Federal Regulations (50 CFR 10.13). To view a list of species go to <http://www.fws.gov/migratorybirds/RegulationsPolicies/mbta/mbtintro.html>. Bald eagles and golden eagles receive additional protection under the Bald and Golden Eagle Protection Act (BGEPA).

5. Does this permit authorize take of migratory birds and eagles?

No. Take includes, among other things, shoot, wound, kill, trap, or capture migratory birds and eagles. This permit does not authorize take of migratory birds or eagles, nor does it absolve the utility from liability for take. A permit is now available for non-purposeful take of bald eagles and golden eagles under the BGEPA (see <http://www.fws.gov/migratorybirds/baldeagle.htm>). However, no permit is available for the take of other migratory birds.

6. Are utilities required to obtain Special Purpose Utility Permit?

No. A Special Purpose Utility Permit is necessary only if the utility plans to collect, transport, or possess dead migratory birds or parts, or contract someone to conduct these activities on its behalf. The permit will be issued only to the utility company, not a consultant.

7. Do Special Purpose Utility Permits differ for different utilities?

The various types of utilities differ considerably in size, structure, footprint, operations, knowledge base, and impact. Consequently, Special Purpose Utility permits differ for the different types of utilities (e.g., electric versus wind or solar). However, within a particular utility, the permits will be standardized across all Service regions. This will facilitate permit management and compliance by companies with multiple projects. Although our goal is consistency, when appropriate, we try to accommodate special circumstances or existing agreements.

8. Can utilities move active nests that are at risk or pose a human safety risk?

Active nests most often create problems for electric utilities, particularly when nests are built on transformers or they block emergency access to a line in need of repair. Therefore, Special Purpose Utility permits issued to electric utilities will typically authorize removal of active nests on structures if they are causing a public safety risk, such as a fire or power outage, or operator safety. Emergency active nest relocation may be considered for other utilities on a case-by-case basis. ***This provision would not apply to bald eagles, golden eagles, or federally listed threatened or endangered species, for which a separate permit under those laws would be needed.***

9. Must a company have an avian protection plan or migratory bird conservation plan to qualify for a Special Purpose Utility Permit?

Not necessarily. Although the Service encourages utilities to prepare an avian protection plan or conservation plan in cooperation with the Service to guide siting, construction and operation of energy facilities, a plan is not a prerequisite for a Special Purpose Utility Permit.

10. Where can a company obtain information about developing a post-construction mortality monitoring plan?

The Service's Land-Based Wind Energy Guidelines and the Eagle Conservation Plan Guidance both provide information about designing a scientifically rigorous avian mortality monitoring plan. Although both of these documents are directed at wind energy facilities, the fatality monitoring methods and metrics may aid other types of utilities in siting and operations. Both documents are available at <http://www.fws.gov/windenergy>.

11. Are other permits needed to collect dead migratory birds?

A Federal Special Purpose Utility permit is not valid unless the permittee also complies with other applicable Federal, State, Tribal, or local requirements. This means that if a State requires you to have a permit to collect dead migratory birds, you must have one in order for the Federal permit to be valid. It is the permittee's responsibility to ensure compliance with any other permit requirements.

12. Can a consultant obtain a Special Purpose Utility permit?

No. The permits will be issued only to utility companies. A consultant may act on behalf of a company to develop the monitoring plan, permit application, and reports, and conduct the field work. However, the Principal Officer of the utility project must sign the application and is responsible for the activities that occur on the property.

13. Can a researcher obtain a Migratory Bird Scientific Collecting Permit to collect migratory birds found dead on utility property?

No. Migratory birds that may have been killed or injured by the operation of a utility may not be collected except under the authority of a Special Purpose Utility permit or by state or federal law enforcement officers, or other designated personnel. However, the Service will consider on a case-by-case basis applications for Scientific Collecting Permits that include a study proposal designed to address a research question or hypothesis that transcends operations of an individual facility. The Migratory Bird Scientific Collecting Permit application (form 3-200-7) can be found at <http://www.fws.gov/forms/3-200-7.pdf>.

14. Can a corporation that owns multiple utility projects throughout a state or the nation obtain a single Special Purpose Utility permit to cover migratory bird mortality monitoring at all of their projects?

No. A separate permit is required for each project or operation. The company should submit its application to the Service Regional Migratory Bird Permit Office in the Service Region where the project is located. If the project spans multiple Regions, you must obtain a permit from each Region the project spans. For instance, if a

transmission line runs from Texas to Georgia, an application should be submitted to the Southwest Regional Migratory Bird Permit Office for the portion in Texas and to the Southeast Migratory Bird Permit Office for the portion that runs through Louisiana, Mississippi, Alabama and Georgia. A list of the Service Regions is included with the application package and at <http://www.fws.gov/migratorybirds/mbpermits/addresses.html>.

15. *If the company or operation is sold, can the permit be transferred to the new owner?*

No. Permits are not transferrable (50 CFR 13.25). The new owner must apply for a new permit. If the new owner adopts ongoing avian mortality monitoring studies for uninterrupted monitoring, the new company should reference this in its permit application and identify the researcher(s) involved to facilitate processing of the new application.

16. *Does the utility need to have listed on its permit the name of anyone who may salvage birds under it?*

No. As with most migratory bird permits, agent and subpermittee management is the responsibility of the permittee. Typically company employees whose duties include handling wildlife are automatically covered by the permit. For instance, linemen working for an electric transmission company whose official duties involve picking up carcasses would be authorized to pick up, transport, and temporarily possess carcasses provided they also collect the associated data specified in the permit. Also, anyone under contract to the company for the activities specified in the permit and anyone either named on the permit or designated by the permittee in writing as a subpermittee, may exercise the authority of the permit. The utility company is responsible for the activities of anyone working under its permit.

17. *Does this permit authorize the Service to inspect utility property?*

Yes. Acceptance of a permit authorizes the Director's agent to enter the permittee's premises at any reasonable hour to inspect the wildlife, records, and property, and for compliance with the terms of the permit.

18. *Will a company be required to keep records of its activities?*

Yes. Every Special Purpose Utility permit holder must maintain accurate records of the permitted activities on a calendar-year basis. The records must include all of the data associated with each formal carcass search and incidental find and each carcass or part collected. These records must be kept for at least 5 years after the expiration of the permit.

19. *What is the reporting requirement for Special Purpose Utility Permits?*

Permit holders are required to report to the Service all birds found dead or injured on utility property. Generally, report requirements include such information as species (if known), date discovered, condition of the specimen, GPS coordinates or other identifying information for where found, suspected cause of mortality, and disposition of carcass or injured bird.

20. *Is there a new process for reporting?*

Yes. The Service is transitioning from a paper format to an electronic format. Ultimately, all Service permitting and reporting will be done through an online database that is currently under development. In the interim, two alternative methods are available:

A. You may report the incident using the Avian Injury/Mortality Reporting System (AIMRS) database (form 3-202-17). You will download the form at <http://www.fws.gov/forms/3-202-17.xlsm> and use the database to create an Excel spreadsheet to submit to your migratory bird permit office.

B. You may submit to your permit office an Excel spreadsheet from your own database in lieu of using AIMRS provided all of the "required" information in AIMRS (in exact AIMRS format) is included.

21. *Will the Service protect the application and report information submitted by the permittee?*

The Freedom of Information Act (FOIA) provides the public with access to agency records unless the records are protected from disclosure by a specific exemption. Exemption 4 protects trade secrets and commercial or financial information that is privileged or confidential. When Service has reason to believe that information that is responsive to a FOIA request may be protected from disclosure under Exemption 4, we will follow the Department of the Interior's (DOI) FOIA regulations for handling confidential information, and, if required, inform the applicant/permittee of the request and provide an opportunity to object to release. The DOI FOIA regulations for

handling confidential information are located at: [43CFR 2.26 – 2.36 \(http://www.ecfr.gov/cgi-bin/text-idx?SID=1ae96f673cc70e043eee67771516067e&node=43:1.1.1.1.2&rgn=div5\)](http://www.ecfr.gov/cgi-bin/text-idx?SID=1ae96f673cc70e043eee67771516067e&node=43:1.1.1.1.2&rgn=div5). Nevertheless, when a company submits an application or report, it should clearly identify any information in its application or report that should be considered confidential business information.

22. What is the process for permit renewal?

A renewal letter or form and annual report form will be sent to each permittee at least 60 days prior to the expiration of its permit. If we receive the renewal request at least 30 days prior to the expiration of the permit, it will remain valid beyond the expiration date for the activity authorized on the expired permit until we make a decision on the renewal. If we receive the renewal request fewer than 30 days prior to expiration of the permit and are unable to process the request before the expiration date, the permit will expire. If a company allows its permit to expire before requesting renewal, it may be required to submit a new application (see 50 CFR 13.22 and 13.11(c)).

23. What information is required to renew the permit?

In addition to any updates in monitoring protocols, a renewal request must include information on any adjustments or measures that were taken by the permittee to avoid or minimize mortalities as a result of the monitoring, and if so, any preliminary results of those modifications. Additional information may be required based on the type of utility.



Federal Fish and Wildlife Permit Application Form

Return to: U.S. Fish and Wildlife Service (USFWS)

Type of Activity: Migratory Bird Special Purpose – Utility

- Requesting Renewal or Amendment of Permit #
New Application

Complete Sections A or B, and C, D, and E of this application. U.S. address may be required in Section C, see instructions for details. See attached instruction pages for information on how to make your application complete and help avoid unnecessary delays.

Section A: Complete if applying as an individual. Fields include: 1.a. Last name, 1.b. First name, 1.c. Middle name or initial, 1.d. Suffix, 2. Date of birth, 3. Social Security No., 4. Occupation, 5. Affiliation, 6.a. Telephone number, 6.b. Alternate telephone number, 6.c. Fax number, 6.d. E-mail address.

Section B: Complete if applying on behalf of a business, corporation, public agency, Tribe, or institution. Fields include: 1.a. Name of business, 1.b. Doing business as (dba), 2. Tax identification no., 3. Description of business, 4.a. Principal officer Last name, 4.b. Principal officer First name, 4.c. Principal officer Middle name/ initial, 4.d. Suffix, 5. Principal officer title, 6. Primary contact name, 7.a. Business telephone number, 7.b. Alternate telephone number, 7.c. Business fax number, 7.d. Business e-mail address.

Section C: All applicants complete address information. Fields include: 1.a. Physical address, 1.b. City, 1.c. State, 1.d. Zip code/Postal code, 1.e. County/Province, 1.f. Country, 2.a. Mailing Address, 2.b. City, 2.c. State, 2.d. Zip code/Postal code, 2.e. County/Province, 2.f. Country.

Section D: All applicants MUST complete. Includes instructions on fee payment, permit status questions, and a certification statement. Signature and date fields at the bottom.

Please continue to next page

E. MIGRATORY BIRD SPECIAL PURPOSE - UTILITY
(Migratory Bird Treaty Act, 50 CFR 21.27)

Note: A Federal Migratory Bird Special Purpose - Utility permit is required for utilities to collect, transport and temporarily possess migratory birds found dead on utility property, structures, and rights-of-way. Utilities include communications, electric, wind, solar, and other power generation and transmission entities. Permits will be issued to the utility project; companies contracted to conduct the permitted work may act as subpermittees under the utility's permit. A Migratory Bird Special Purpose - Utility permit may be valid for up to 3 years.

Wind energy and other utilities may refer to the U.S. Fish and Wildlife Service Land-Based Wind Energy Guidelines and the Eagle Conservation Plan Guidance, Module 1 – Land-based Wind Energy, Version 2 at <http://www.fws.gov/windenergy/index.html> for information on structured, science-based processes for addressing wildlife conservation concerns at wind facilities, including recommendations for post- construction mortality monitoring protocols. Your permit will require reporting of migratory bird mortalities either electronically or in printed form. These data, including but not limited to, project name, species, and date, may be made available to the public.

**** This permit does not authorize the lethal take or injury of migratory birds nor absolve the permittee from liability for such take. ****

For migratory bird collecting activities relating to pre-construction surveys, please use Service form 3-200-7 (Scientific Collecting; <http://www.fws.gov/forms/3-200-7.pdf>).

Please provide the information requested below on a separate sheet of paper. You should be as thorough and specific as possible in your responses. Incomplete applications will be returned, delayed, or abandoned. We strongly recommend that you submit your complete application at least 60 days prior to the date you need your permit, as required by 50 CFR 13.11(c).

Although you may submit supplemental documents that contain the required information, you must respond to each application requirement below specifically in a single attachment that includes all and only the information required by the application. If this information is in another document, you may provide that document AND an index indicating where each question is answered. Enumerate each response in accordance with the question numbers below. Please do not send pages that are over 8.5" x 11" or DVDs.

A. UTILITY INFORMATION

- (1) Company name and project name.
- (2) Type of utility (e.g., electric, wind, solar, communications).
- (3) Location of utility/project.
 - (a) For generation facilities (e.g., wind, solar, communications) provide the location of the project or site where the collecting activity will be conducted. Include:
 - (i) State
 - (ii) County(ies)
 - (iii) Physical address
 - (iv) A map delineating the property
 - (v) A description of the type of habitat surrounding the structures (e.g., desert, wetland, mountain ridge, prairie, cropland, forest)
 - (b) For transmission utilities (e.g., electric, pipeline) provide the general location of the transmission territory where the collecting activity will be conducted. Include:
 - (i) State(s)
 - (ii) A map generally delineating the territory
 - (iii) A general description of the type of habitat surrounding the structures (e.g., desert, wetland, mountain ridge, prairie, cropland, forest)
- (4) Description of utility/project.
 - (a) For generation facilities: provide a detailed description of the utility footprint, equipment and structures, including the height and configuration of structures.
 - (b) For transmission utilities, provide a general description of utility, such as number of poles/towers, number of substations, and any generation or other facilities.

Please continue to next page.

B. COLLECTING INFORMATION

- (1) Specify the purpose and goals of the proposed collecting project or activity.
- (2) Indicate whether collection will occur as standardized carcass searches, opportunistic collections unassociated with a standardized searches, or both.
- (3) If standardized fatality monitoring studies are proposed, provide a detailed description of the proposed collecting project or activity, including:
 - (a) Search methods proposed (e.g., transects)
 - (b) Search frequency, search months, and search years proposed
 - (c) Whether searcher efficiency trials and scavenger removal trials will be conducted and their frequency
- (4) If standardized fatality monitoring searches are proposed, provide the name, address, and qualifications of the individual(s) who will be in charge of the monitoring and collecting activities.
- (5) Provide copies of any supporting documents that may assist us in evaluating your application, such as your avian protection plan, post-construction monitoring protocols, etc.
- (6) Indicate the intended disposition of migratory bird specimens. If specimens will be temporarily stored, provide the location. If specimens will be donated, provide the name and address of the prospective recipient (e.g., public scientific or educational institution or State agency).

C. ADDITIONAL INFORMATION

- (1) Describe any measures you have taken to avoid, reduce, or mitigate migratory bird mortalities that may be caused by the utility infrastructure or operations.
- (2) If you are already working with a Service field office or enforcement agent, provide the name and contact information. If you are already working with a State agency, provide the name and contact information for your contact.
- (3) Identify any federally permitted migratory bird rehabilitator that will receive injured birds. The utility permittee is responsible for rehabilitation costs of birds injured by utility operations or infrastructure.
- (4) You must retain records relating to the activities conducted under your permit for at least 5 years from the date of expiration of your permit. Is the physical address you provided in Section C on page 1 of this application the same address where your records will be kept? If not, provide the physical address.
- (5) **Any permit issued as a result of this application is not valid unless you also have any required State or Tribal permits or approvals associated with the activity.** Have you obtained all required State or Tribal permits or approvals to conduct this activity?
 - If you have obtained all required approvals, answer "Yes" and **attach a copy of the approval(s).**
 - If you have applied for any required approvals, answer "Have applied" and **send copy when issued.**
 - If no State or Tribal permits or approvals are required, answer "None required."
- (6) **Disqualification factor.** A conviction, or entry of a plea of guilty or nolo contendere, for a felony violation of the Lacey Act, the Migratory Bird Treaty Act, or the Bald and Golden Eagle Protection Act disqualifies any such person from receiving or exercising the privileges of a permit, unless such disqualification has been expressly waived by the Service Director in response to a written petition. (50 CFR 13.21(c))

Have you or any of the owners of the business, if applying as a business, been convicted, or entered a plea of guilty or nolo contendere, forfeited collateral, or are currently under charges for any violations of the laws mentioned above? Answer "Yes" or "No." If you answered "Yes" provide: (a) the individual's name, (b) date of charge, (c) charge(s), (d) location of incident, (e) court, and (f) action taken for each violation.

PERMIT APPLICATION FORM INSTRUCTIONS

The following instructions pertain to an application for a U.S. Fish and Wildlife Service or CITES permit. The General Permit Procedures in 50 CFR 13 address the permitting process. For simplicity, all licenses, permits, registrations, and certificates are referred to as a permit.

GENERAL INSTRUCTIONS:

- Complete all blocks/lines/questions in Sections A or B, and C, D, and E.
- **An incomplete application may cause delays in processing or may be returned to the applicant. Be sure you are filling in the appropriate application form for the proposed activity.**
- Print clearly or type in the information. Illegible applications may cause delays.
- Sign the application in [blue](#) ink. Faxes or copies of the original signature will not be accepted.
- Mail the original application to the address at the top of page one of the application or if applicable on the attached address list.
- **Keep a copy of your completed application.**
- **Please plan ahead. Allow at least 60 days for your application to be processed. Some applications may take longer than 90 days to process. (50 CFR 13.11)**
- Applications are processed in the order they are received.
- Additional forms and instructions are available from <http://permits.fws.gov>.

COMPLETE EITHER SECTION A OR SECTION B:

Section A. Complete if applying as an individual:

- Enter the complete name of the responsible individual who will be the permittee if a permit is issued. Enter personal information that identifies the applicant. ***Fax and e-mail are not required if not available.***
- If you are applying on behalf of a client, the personal information must pertain to the client, and a document evidencing power of attorney must be included with the application.
- **Affiliation/ Doing business as (dba):** business, agency, organizational, or institutional affiliation *directly* related to the activity requested in the application (e.g., a taxidermist is an individual whose business can *directly* relate to the requested activity). The Division of Management Authority (DMA) will **not** accept *doing business as* affiliations for individuals.

Section B. Complete if applying as a business, corporation, public agency, Tribe, or institution:

- Enter the complete name of the business, agency, Tribe, or institution that will be the permittee if a permit is issued. Give a brief description of the type of business the applicant is engaged in. Provide contact phone number(s) of the business.
- **Principal Officer** is the person in charge of the listed business, corporation, public agency, Tribe, or institution. The principal officer is the person responsible for the application and any permitted activities. Often the principal officer is a Director or President. **Primary Contact** is the person at the business, corporation, public agency, Tribe, or institution who will be available to answer questions about the application or permitted activities. Often this is the preparer of the application.

ALL APPLICANTS COMPLETE SECTION C:

- For all applications submitted to the Division of Management Authority (DMA) a physical U.S. address is **required**. Province and Country blocks are provided for those USFWS programs which use foreign addresses and are not required by DMA.
- **Mailing address** is address where communications from USFWS should be mailed if different than applicant's physical address.

ALL APPLICANTS COMPLETE SECTION D:

Section D.1 Application processing fee:

- An application processing fee is required at the time of application; unless exempted under 50 CFR 13.11(d)(3). The application processing fee is assessed to partially cover the cost of processing a request. **The fee does not guarantee the issuance of a permit. Fees will not be refunded for applications that are approved, abandoned, or denied.** We may return fees for withdrawn applications prior to any significant processing occurring.
- **Documentation of fee exempt status is not required for Federal, Tribal, State, or local government agencies; but must be supplied by those applicants acting on behalf of such agencies.** Those applicants acting on behalf of such agencies must submit a letter on agency letterhead and signed by the head of the unit of government for which the applicant is acting on behalf, confirming that the applicant will be carrying out the permitted activity for the agency.

Section D.2 Federal Fish and Wildlife permits:

- List the number(s) of your most current FWS or CITES permit or the number of the most recent permit if none are currently valid. If applying for re-issuance of a CITES permit, the original permit must be returned with this application.

Section D.3 CERTIFICATION:

- **The individual identified in Section A, the principal officer named in Section B, or person with a valid power of attorney (documentation must be included in the application) must sign and date the application in blue ink.** This signature binds the applicant to the statement of certification. This means that you certify that you have read and understand the regulations that apply to the permit. You also certify that everything included in the application is true to the best of your knowledge. Be sure to read the statement and re-read the application and your answers before signing.

ALL APPLICANTS COMPLETE SECTION E.

Please continue to next page

APPLICATION FOR A FEDERAL FISH AND WILDLIFE PERMIT
Paperwork Reduction Act, Privacy Act, and Freedom of Information Act – Notices

In accordance with the Paperwork Reduction Act of 1995 (44 U.S.C. 3501, *et seq.*) and the Privacy Act of 1974 (5 U.S.C. 552a), please be advised:

1. The gathering of information on fish and wildlife is authorized by:
(Authorizing statutes can be found at: <http://www.gpoaccess.gov/cfr/index.html> and <http://www.fws.gov/permits/ltr/ltr.html>.)
 - a. Bald and Golden Eagle Protection Act (16 U.S.C. 668), 50 CFR 22;
 - b. Endangered Species Act of 1973 (16 U.S.C. 1531-1544), 50CFR 17;
 - c. Migratory Bird Treaty Act (16 U.S.C. 703-712), 50 CFR 21;
 - d. Marine Mammal Protection Act of 1972 (16 U.S.C. 1361, *et. seq.*), 50 CFR 18;
 - e. Wild Bird Conservation Act (16 U.S.C. 4901-4916), 50 CFR 15;
 - f. Lacey Act: Injurious Wildlife (18 U.S.C. 42), 50 CFR 16;
 - g. Convention on International Trade in Endangered Species of Wild Fauna and Flora (TIAS 8249), <http://www.cites.org> , 50 CFR 23;
 - h. General Provisions, 50 CFR 10;
 - i. General Permit Procedures, 50 CFR 13; and
 - j. Wildlife Provisions (Import/export/transport), 50 CFR 14.
2. Information requested in this form is purely voluntary. However, submission of requested information is required in order to process applications for permits authorized under the above laws. Failure to provide all requested information may be sufficient cause for the U.S. Fish and Wildlife Service to deny the request. We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number.
3. Certain applications for permits authorized under the Endangered Species Act of 1973 (16 U.S.C. 1539) and the Marine Mammal Protection Act of 1972 (16 U.S.C. 1374) will be published in the **Federal Register** as required by the two laws.
4. Disclosures outside the Department of the Interior may be made without the consent of an individual under the routine uses listed below, if the disclosure is compatible with the purposes for which the record was collected. (Ref. 68 FR 52611, September 4, 2003)
 - a. Routine disclosure to subject matter experts, and Federal, Tribal, State, local, and foreign agencies, for the purpose of obtaining advice relevant to making a decision on an application for a permit or when necessary to accomplish an FWS function related to this system of records.
 - b. Routine disclosure to the public as a result of publishing **Federal Register** notices announcing the receipt of permit applications for public comment or notice of the decision on a permit application.
 - c. Routine disclosure to Federal, Tribal, State, local, or foreign wildlife and plant agencies for the exchange of information on permits granted or denied to assure compliance with all applicable permitting requirements.
 - d. Routine disclosure to Captive-bred Wildlife registrants under the Endangered Species Act for the exchange of authorized species, and to share information on the captive breeding of these species.
 - e. Routine disclosure to Federal, Tribal, State, and local authorities who need to know who is permitted to receive and rehabilitate sick, orphaned, and injured birds under the Migratory Bird Treaty Act and the Bald and Golden Eagle Protection Act; federally permitted rehabilitators; individuals seeking a permitted rehabilitator with whom to place a bird in need of care; and licensed veterinarians who receive, treat, or diagnose sick, orphaned, and injured birds.
 - f. Routine disclosure to the Department of Justice, or a court, adjudicative, or other administrative body or to a party in litigation before a court or adjudicative or administrative body, under certain circumstances.
 - g. Routine disclosure to the appropriate Federal, Tribal, State, local, or foreign governmental agency responsible for investigating, prosecuting, enforcing, or implementing statutes, rules, or licenses, when we become aware of a violation or potential violation of such statutes, rules, or licenses, or when we need to monitor activities associated with a permit or regulated use.
 - h. Routine disclosure to a congressional office in response to an inquiry to the office by the individual to whom the record pertains.
 - i. Routine disclosure to the Government Accountability Office or Congress when the information is required for the evaluation of the permit programs.
 - j. Routine disclosure to provide addresses obtained from the Internal Revenue Service to debt collection agencies for purposes of locating a debtor to collect or compromise a Federal claim against the debtor or to consumer reporting agencies to prepare a commercial credit report for use by the FWS.
5. For individuals, personal information such as home address and telephone number, financial data, and personal identifiers (social security number, birth date, etc.) will be removed prior to any release of the application.
6. The public reporting burden on the applicant for information collection varies depending on the activity for which a permit is requested. The relevant burden for a Special Purpose – Utility permit application is 15 hours. This burden estimate includes time for reviewing instructions, gathering and maintaining data and completing and reviewing the form. You may direct comments regarding the burden estimate or any other aspect of the form to the Service Information Clearance Officer, U.S. Fish and Wildlife Service, Mail Stop 222, Arlington Square, U.S. Department of the Interior, 1849 C Street, NW, Washington D.C. 20240.

Freedom of Information Act – Notice

For organizations, businesses, or individuals operating as a business (i.e., permittees not covered by the Privacy Act), we request that you identify any information that should be considered privileged and confidential business information to allow the Service to meet its responsibilities under FOIA. Confidential business information must be clearly marked "Business Confidential" at the top of the letter or page and each succeeding page and must be accompanied by a non-confidential summary of the confidential information. The non-confidential summary and remaining documents may be made available to the public under FOIA [43 CFR 2.26 – 2.33].



U.S. Fish & Wildlife Service

Migratory Bird Regional Permit Offices

FWS REGION	AREA OF RESPONSIBILITY	MAILING ADDRESS	CONTACT INFORMATION
Region 1	Hawaii, Idaho, Oregon, Washington	911 N.E. 11th Avenue Portland, OR 97232-4181	Tel. (503) 872-2715 Fax (503) 231-2019 Email permitsR1MB@fws.gov
Region 2	Arizona, New Mexico, Oklahoma, Texas	P.O. Box 709 Albuquerque, NM 87103	Tel. (505) 248-7882 Fax (505) 248-7885 Email permitsR2MB@fws.gov
Region 3	Iowa, Illinois, Indiana, Minnesota, Missouri, Michigan, Ohio, Wisconsin	5600 American Blvd. West Suite 990 Bloomington, MN 55437-1458 (Effective 5/31/2011)	Tel. (612) 713-5436 Fax (612) 713-5393 Email permitsR3MB@fws.gov
Region 4	Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Virgin Islands, Puerto Rico	P.O. Box 49208 Atlanta, GA 30359	Tel. (404) 679-7070 Fax (404) 679-4180 Email permitsR4MB@fws.gov
Region 5	Connecticut, District of Columbia, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Virginia, Vermont, West Virginia	P.O. Box 779 Hadley, MA 01035-0779	Tel. (413) 253-8643 Fax (413) 253-8424 Email permitsR5MB@fws.gov
Region 6	Colorado, Kansas, Montana, North Dakota, Nebraska, South Dakota, Utah, Wyoming	P.O. Box 25486 DFC(60154) Denver, CO 80225-0486	Tel. (303) 236-8171 Fax (303) 236-8017 Email permitsR6MB@fws.gov
Region 7	Alaska	1011 E. Tudor Road (MS-201) Anchorage, AK 99503	Tel. (907) 786-3693 Fax (907) 786-3641 Email permitsR7MB@fws.gov
Region 8	California, Nevada	2800 Cottage Way Room W-2606 Sacramento, CA 95825	Tel. (916) 978-6183 Fax (916) 414-6486 Email permitsR8MB@fws.gov