# Office of Environment and HeritageOFFICE OF ENVIRONMENT & HERITAGE Threatened Species Licence

Application for a biodiversity conservation licence under Part 2 of the *Biodiversity Conservation Act 2016* to:

* Harm an animal that is a threatened species or part of an ecological community. A threatened species or ecological community means a species or ecological community identified in Schedule 1 or 2 of the *Biodiversity Conservation Act 2016*.
* Pick a plant that is a threatened species or part of an ecological community. An area of outstanding biodiversity conservation value means an area declared under Part 3 of the *Biodiversity Conservation Act 2016*. Declared areas of outstanding biodiversity value were previously known as ‘critical habitat’.
* Damage habitat of a threatened species or ecological community.
* Damage a declared area of outstanding biodiversity value.

## Applicant details

|  |  |
| --- | --- |
| Name | Click or tap here to enter text. |
| Australian Business Number (ABN) | Click or tap here to enter text. |
| Organisation name | Click or tap here to enter text. |
| Position of applicant | Click or tap here to enter text. |
| Postal address | Click or tap here to enter text. |
| Phone | Click or tap here to enter text. |
| Mobile | Click or tap here to enter text. |
| Email | Click or tap here to enter text. |

## Describe the action

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| Location of the action  (including grid reference and local government area and delineated on a map) | Click or tap here to enter text. |
| Full description of the action and its purpose  (e.g. environmental assessment, development, etc.) | Click or tap here to enter text. |
| Details of the area to be affected by the action (in hectares) | Click or tap here to enter text. |
| Duration and timing of the action  (including staging, if any) | Click or tap here to enter text. |

Is the action to occur on land declared as an ‘area of outstanding biodiversity value’?   
 Yes  No

List the threatened species or communities to be harmed or picked

|  |  |  |  |
| --- | --- | --- | --- |
| **Scientific name** | **Common name  (if known)** | **Conservation status (i.e. critically endangered, endangered or vulnerable)** | **Details of the number of individual animals, or proportion and type of plant material  (e.g. fertile branchlets for herbarium specimens or whole plants or plant parts)** |
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| Describe the condition of habitats and land use in and adjacent to the land to be affected by the action | Click or tap here to enter text. |
| Provide details of any known records of a threatened species in the same or similar known habitats in the locality  (include reference sources) | Click or tap here to enter text. |
| Provide details of any habitat for a threatened species on the land to be affected by the action  (include reference sources) | Click or tap here to enter text. |
| Provide details of the amount of such habitat to be affected by the action proposed in relation to the known distribution of the species and its habitat in the locality | Click or tap here to enter text. |
| Provide an assessment of the likely nature and intensity of the effect of the action on the lifecycle and habitat of the species | Click or tap here to enter text. |
| Provide details of measures to avoid or minimise the effect of the action | Click or tap here to enter text. |

## Processing times and fees

Office of Environment and Heritage (OEH) will assess your application as soon as possible. You can assist this process by providing clear and concise information in your application.

A $30 licence application fee must accompany a licence application.

Enter your payment details below if you are paying by credit card (a merchant fee of 0.4% will be charged to all credit card transactions). Please ensure you provide your signature to authorise the transaction.

|  |  |
| --- | --- |
| Card type | MasterCard  Visa |
| Card number | Click or tap here to enter text. |
| Expiry date month/year (xx/xx) | Click or tap here to enter text. / Click or tap here to enter text. |
| CCV number  (this is located on the back of your credit/debit card next to the signature panel strip) | Click or tap here to enter text. |
| Amount ($) | Click or tap here to enter text. |
| Cardholder’s name  (as it appears on the card) | Click or tap here to enter text. |
| Cardholder’s signature |  |

You may also pay by cheque or money order made payable to the Office of Environment and Heritage. Cheques and money orders should be mailed with the application form.

### Additional fees

OEH may charge an additional fee if the costs of assessing the application are likely to exceed the standard $30 fee. If an additional fee is required, OEH will contact you in writing to advise the reasons for the additional fee before assessing your application.

### Protected animals and protected plants

* Protected animals means animals identified in Schedule 5 of the *Biodiversity Conservation Act 2016*.
* Protected plant means a plant of a species named in Schedule 6 of the *Biodiversity Conservation Act 2016*.

Licensing provisions for protected animals and protected plants are contained within Part 2 of the *Biodiversity Conservation Act 2016*. The Threatened Species Licence class of biodiversity conservation licences may be extended to include protected animals and protected plants when these will be affected by the action.

If you are applying for a licence to cover both threatened and protected species, please provide the information requested in Item 10 as well as a list of protected species and details of the number of individual animals or proportion and type of plant material which are likely to be harmed or picked.

### Request for additional information

The Chief Executive may, after receiving the application, request additional information necessary for the determination of the licence application.

### Public Register of Threatened Species Licences

Licences granted under Part 2 of the *Biodiversity Conservation Act 2016* to:

• harm or pick a threatened species or ecological community

• damage habitat of a threatened species or ecological community

• damage declared areas of outstanding biodiversity value

are listed on the OEH website at [Public Register of Threatened Species Licences](https://www.environment.nsw.gov.au/threatenedspecies/S91TscaRegisterByDate.htm).

## Declaration

I confirm that the information contained in this application is correct. I hereby apply for a biodiversity conservation licence under the provisions of Part 2 of the *Biodiversity Conservation Act 2016*.

|  |  |
| --- | --- |
| Applicant’s name | Click or tap here to enter text. |
| Applicant’s position and organisation | Click or tap here to enter text. |
| Applicant's signature |  |
| Date | Click or tap to enter a date. |

For more information or to lodge this form, contact the nearest branch of OEH’s Communities and Greater Sydney Division or Conservation and Regional Delivery Division:

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| --- | --- |
| Greater Sydney PO Box 644 Parramatta NSW 2124 Phone: 02 9995 5000 Email: [gs.complianceregulation@environment.nsw.gov.au](mailto:gs.complianceregulation@environment.nsw.gov.au) | |
| Hunter and Central Coast PO Box 1002 Dangar NSW 2309 Phone: 02 4927 3201 Email: [rog.hcc@environment.nsw.gov.au](mailto:rog.hcc@environment.nsw.gov.au) | Illawarra PO Box 513 Wollongong NSW 2500 Phone: 02 4224 4150 Email: [rog.south@environment.nsw.gov.au](mailto:rog.south@environment.nsw.gov.au) |
| North East 24 Moonee Street Coffs Harbour NSW 2450 Phone: 02 6659 8200 Email: [rog.ne@environment.nsw.gov.au](mailto:rog.ne@environment.nsw.gov.au) | North West PO Box 2111 Dubbo NSW 2830 Phone: 02 6883 5300 Email: [rog.nw@environment.nsw.gov.au](mailto:rog.nw@environment.nsw.gov.au) |
| South East PO Box 733  Queanbeyan NSW 2620 Phone: 02 6229 7188 Email: [rog.south@environment.nsw.gov.au](mailto:rog.south@environment.nsw.gov.au) | South West PO Box 544 Albury NSW 2640 Phone: 02 6022 0600 Email: [rog.south@environment.nsw.gov.au](mailto:rog.south@environment.nsw.gov.au) |