INSTRUCTIONS:

- 1. Pursuant to Title 14 California Code of Regulations (CCR) subsection (p) of Section 650(p), this Mandatory Wildlife Report ("Report," or MWR") is required to be filled out completely and submitted for any wildlife taken or possessed via a Scientific Collecting Permit (SCP) issued by the Department of Fish and Wildlife (Department). Subsection 650(p) of Section 650 states: "Failure to submit required information or reports shall result in revocation of an existing permit, and may result in denial of subsequent applications by that permitholder Permitholder, or may result in denial of future approval as an a Permitholder or Authorized Individual on other permits, pursuant to subsection 1002(m) of the Fish and Game Code." Please review the specific conditions of your permit to determine if you have any other reporting requirements (e.g., a written report or data), consistent with Title 14 CCR subsection (p) of Section 650 subsection 650(p)(A-F).
- 2. The "Report_MWR_Form" tab contains several fields, some of which are text (write-in), numeric and drop-down selections for each wildlife individual, or group(s) of individuals captured or otherwise taken (pursuant to Title 14, CCR, subsection 650(b)(25)), or possessed (pursuant to Title 14, subsection 650(b)(18)), at a single location, by a specific date, and by Age Class/ Life ClassStage, OR by Take Method category.
- **3**. Pursuant to SCP Standard Conditions B & G <u>of form DFW 1379d</u>, you <u>must-shall</u> carry the <u>ReportMWR</u>, or required information fields in a paper or electronic format while conducting activities pursuant to the permit, and shall record the required reporting information during, or upon completion of, each collecting event.
- 4. Subsection 650(p), Title 14, **ef the** CCR requires that Each Student Permitholder, or the PI on an Entity or Individual permit, shall report all wildlife taken and/or possessed within 30 days following the expiration of the permit, or upon submitting a renewal application, whichever comes first, or as **otherwise** required by the Authorizations or conditions in the permit. If you are not renewing your permit, you are still required to submit a final report within 30 days after the expiration of your SCP. Thus each **persen to whom a SCP is issuedPermitholder must-shall** submit their own **ReportMWR**. **Please do not duplicate data.** In cases where take of large quantities of wildlife cannot be avoided, or when assistance is needed for species expert identification (e.g., terrestrial invertebrates), you may estimate numbers of individuals captured and/or identify individuals to the lowest taxonomic level to the best of your ability, or use a general description of the quantity or identification (e.g., Order for insects). You shall then coordinate with the appropriate review program(s) to submit reports that are more refined at a later date. Any other Special Report required reporting specified in conditions of your SCP must shall also be submitted by the specified timeframes. Please submit your report to the contact information listed on your permit. If no contact is specified in your permit conditions, send the report to SCPermits@wildlife.ca.gov.
- 5. *Inland Fisheries only* If reporting data from bioassessment activities in accordance with Surface Water
 Ambient Monitoring Program (SWAMP) (administered by the State Water Resources Control Board and the
 Department), submit all benthic data pursuant to permit conditions or instructions from the Department's Aquatic
 Bioassessment Laboratory to California Environmental Database Exchange Network (CEDEN;
 http://www.ceden.org/). Under "Disposition," provide the Station ID, and complete all required fields in the MWR
 for each Station ID sampled, with the exception of Scientific Name and Total Taken.
- 56. If you did not collect no activities were conducted, or no wildlife were taken and/or possessed during the permit period, or collected the same individual specimens as another Permithelder, you are still required need to submit a report for the previous term of your permit. Indicate by checkbox at the top of the MWR that no wildlife or specimens were taken and/or possessed. If you participated in the take and/or possession of the same individual wildlife and/or specimens as another Permitholder, or indicate at the top of the MWR the Permitholder's name and Permit ID for the wildlife specimens—already reported. Please do not duplicate data submitted by other Permitholders. Please submit your report to the contact information listed on your permit. If no contact is specified in your permit conditions, send the report to SCPormits@wildlife.ca.gov.
- 67. The Department also requires that you report your field observations—of State—Threatened and Endangered, State—designated Candidate wildlife under the California Endangered Species Act, any Fully Protected species, or any Species of Special Concernspecies for addition to the California Natural Diversity Data Base. or data on species listed on the Special Animals and the Special Plants, Bryophytes and Lichens lists (https://www.wildlife.ca.gov/Data/CNDDB/Plants-and-Animals) directly to the Department's California Natural Diversity Database (CNDDB). Data may include field observations of wildlife listed as Threatened, Endangered, or Candidate under the California Endangered Species Act, Fully Protected species, California Species of Special Concern, or other special animals and plants. Please see the CNDDB webpage for information on appropriate submission methods (https://www.wildlife.ca.gov/Data/CNDDB). The preferred method of data submission for individual observations is the CNDDB Online Field Survey Form. The CNDDB accepts data in a range of other

formats- see submission guidelines for alternatives and guidance for larger digital datasets. If entered first into this ReportMWR, the "Submit to CNDDB" tab will flag those species that need to be submitted to CNDDB. Please submit your observations to the CNDDB using the CNDDB Online Field Survey Form, or the PDF version of the form on our website at https://www.wildlife.ca.gov/Data/CNDDB/Submitting-Data.

8. In addition to reporting to the CNDDB for any species found on the Special Animals and the Special Plants.
Bryophytes and Lichens lists, you shall report on any intentional take and/ or possession, or incidental by-catch of species listed on the "California Terrestrial and Vernal Pool Invertebrate Species of Conservation Priority" list (dated June 12, 2017, or any later amendments; available on the Department's website) via the MWR. Submission of the MWR to the Department is optional for all other terrestrial invertebrates that are exempt from a permit requirement (refer to Title 14, CCR, subsection 650(u)(7)).

89. Coordinates should be specified in geodetic (i.e., geographic, or latitude and longitude) coordinates using WGS84 or NAD83 Datum, using decimal degree notation (e.g., -121.49365, 38.19451 - don't forget to prepend a minus sign with the longitude decimal notation). WGS84 is the datum used by the NAVSTAR Global Positioning System and by most GPS receivers. For many uses, coordinates taken in WGS84 can be used interchangeably with coordinates taken in NAD83. Please realize that NAD27 coordinates, used on many older USGS topographic maps are not interchangeable with NAD83 or WGS84, though they may be transformed. Please indicate a coordinate accuracy for measurement error for coordinates reported.

Datum Code	Datum Name	Map Scale Code	Scaling Definitions
NAD27	North American Datum of 1927	GPS	Global Positioning System
NAD83	North American Datum of 1983	10K	1:10,000 Scale Map or better
WGS84	World Geodetic System of 1984	24K	1:24,000 Scale Map (7.5-minute quad)
		100K	1:100,000 Scale Map (15-minute quad)
		250K	1:250,000 Scale Map

CALIFORNIA	State of California - Department of Fish a	nd Wildlife
WILDLIFE	State of California - Department of Fish a SCIENTIFIC COLLECTING - Mandatory	Wildlife Report
	DFW 1379a (NEW 03/01/17 07/01/17)	Learning that no wildlife and/ or specimens were taken and/or possessed for the reporting period specified in my permit.

Inland Fisheries Only: See "Instructions" tab for reporting bioassessment data in accordance with SWAMP.

DFW	DFW 1379a (NEW 03/01/1707/01/17) Lcertify that no wildlife and/ or specimens were taken and/or possessed for the reporting period specified in my permit.						n my permit.	If take and/or possesion is/ was already reported, provide the Permitholder Last Name and Permit ID here:				data in accordance with SWAMP.									
FIRST NAME			M.I.		LAST NAME		SC ID NUMBER		PERMIT ID NUMI	BER	LAST NAME				PERMIT ID NUI	MBER_					
(PERMITHOLDER	R INFO)				•	LOCATION	•				DATE				AGE/ LIFE S	TAGE		7	TAKE METHOD	os	DISPOSITION
Common name	Scientific name*	County*	Marine Protected Area (MPA)	Decimal Degrees Longitude NAD83/ WGS84* (-121.49365) location, or lower stream segment	Decimal Degrees Latitude NAD83/ WGS84* (38.57670) location, or lower stream segment	Decimal Degrees Longitude NAD83/ WGS84 (-121.52643) upper stream segment	Decimal Degrees Latitude NAD83/ WGS84 (38.52354) upper stream segment	Coordinate source (GPS, map software, topo map, etc.)	Coordinate accuracy (5, 10, 20, 100, 500, 1,000 meters)	Location or water body name (e.g., Bay/Estuary, Mill Creek Lake Tahoe, Hillyard County Park, etc.)	(mm/dd/yyyy)		Number of males taken		Number of unknown sex taken		reproduction (e.g., copulation,	Capture Method * (trap, mistnet, electrofish- backpack, etc.)	Procedure * (surgery, tag, sample, etc.)	Disposition* (see codes)	Name of facility specimen deposited or location description of new release site (e.g., 10 miles upstream from point of capture); *Station IDs for CEDEN

Report Form

	FIELD DEFINITIONS	_			
* REQUIRED FIELD	TILLE DEI INTIONS				
Field Name					
rieid ivairie	Description	Type text/drop down			
Common name	mon name common name of the species				
Scientific name*	ntific name* scientific name of the species				
County*	the county where the scientific collecting was completed	text/drop down			
Marine Protected Area (MPA)	MPAs protect the diversity and abundance of marine life, the habitatas they depend on, and the integrity of marine ecosystems.	text/drop down			
Decimal Degrees Longitude*	longitude coordinate for the collecting location, or the start (lower end) of stream segment (negative number, e.g., 121.49365)	number, 5 decimal places			
Decimal Degrees Latitude*	latitude coordinate for the collecting location, or the start (lower end) of stream segment location, e.g. 38.57670	number, 5 decimal places			
Decimal Degrees Longitude	longitude coordinate for the end (upper end) of stream segment (negative number, e.g., -121.52643)	number, 5 decimal places			
Decimal Degrees Latitude	latitude coordinate for the end (upper end) of stream segment, e.g., 38.52354	number, 5 decimal places			
Coordinate source	the way the longitude and latitude coordinates were obtained (e.g., GPS, map software, topo map, etc.)	text			
Coordinate accuracy*	the estimated horizontal accuracy of the longitude and latitude coordinates (5, 10, 20, 100, 500, 1,000 meters)	text			
Location or water body name	cation or water body geographic name for the collecting location or water body (e.g., Bay/Estuary, Mill Creek, Lake Tahoe, Hillyard				
Date taken*	date the animal(s) were taken/captured (e.g., 12/25/2016)				
otal taken* total taken/captured of the species		number, (integer)			
number of males taken number of males taken/captured		number, (integer)			
Number of females taken	number of females taken number of females taken/captured				
Number of unknown sex taken					
Age class / Life stage	age class or life stage of the specimens (e.g., adult, juvenile, larvae, egg(s))	text/drop down			
If fish were released, was a					
descending device used?	select Yes or No for fisheries related release	text/drop down			
Evidence of reproduction	description of evidence of reproduction (REQUIRED FOR BIRDS)	text			
Capture Method*	the method used to capture the specimens or N/A if not applicable (e.g., trap, mistnet, electrofish-backpack, N/A, etc.)	text/drop down			
Procedure*	the procedure used on the specimens or N/A if not applicable(e.g., surgery, tag, sample, N/A, etc.)	text/drop down			
Disposition*	different codes for final disposition of wildlife: $C = CAPTIVITY$ (PERMANENT), $CT = CAPTIVITY$ (TEMPORARY), R=RELEASED, S=SACRIFICED, RLC= RELOCATED, I=INCIDENTAL DEATH, SL=SALVAGED, OB=OBSERVED/no take,				
Name of facility specimen deposited or location description of new release site	name of University, museum, laboratory, etc. OR describe the location where the species was released if different from capture location (e.g., 10 miles upstream from point of capture)	text/drop down			

IRST NAME			M.I.	LASTNAME	
PERMITHOLDER INFO)					LOCATION
ommon name	Scientific name*	County*	Marine Protected Area (MPA)	Decimal Degrees Longitude NAD83/WGS84* (-121.49365) Location, or lower stream segment location or lower stream seg	0) NAD83/WGS84 (-121.49365)
rush Deermouse	Peromyscus boylii	Placer		-121 09732 38.0	1458
	Double click in any cell to ac menu.	cess dropdown	Ano Nuevo SMCA Abalone Cove SMCA Albany Mudflats SMP	-121.49695 38.1	9451
Brush Deermouse	Use the scroll bar, or starttyping he through the list.	retofilter	Anacapa Island Special Closure Anacapa Island SMCA Anacapa Island SMR Arrow Point to Lion Head Point (Catalina Island) SMCA		
Brush Rabbit Brush Rabbit	Peromyscus boylii	Placer	Asilomar SMR	Use NAD83 or WGS84 decimal degree coordinates	
Bryde's Whale Buena Vista Lake shrew Burchell's Zebra Bushy-tailed Woodrat Cactus Deermouse	Peromyscus boylii Peromyscus boylii boylii Peromyscus boylii rowleyi Peromyscus californicus Peromyscus crinitus Peromyscus eremicus Peromyscus eremicus Peromyscus fraterculus	Plumas Riverside Sacramento San Benito San Bernardino San Diego San Francisco			

Example Tab

Report_FORM	Submit to CNDDB

Submit to CNDDB Tab

Field Definitions Tab