

DEER COMMISSION FOR SCOTLAND

GUIDANCE NOTE FOR APPLICATIONS

All requests for authorisations or approvals issued by the Commission under the Deer (Scotland) Act 1996 must be made by completing an application form relevant to the authorisation or approval required.

The appropriate application form should be completed in ink using block capitals.

All sections of the form must be completed. Application forms that are incomplete will be returned to the applicant.

Where information of property is requested, the property name (or names) must be given together with the relevant 1:50,000 Ordnance Survey six figure grid reference preceded by two letters (as detailed overleaf) to locate the centre of the property where shooting is to take place.

All application forms ask for details to be given of a controller's experience enabling the Commission to fulfil its obligations under the Act which requires controllers authorised or approved to be considered by the Commission as fit and competent. When completing this section, applicants are required to provide information detailing what previous involvement a nominated controller has with deer culling, any formal related qualification held and any written reference available. A character reference will not suffice unless it also gives an indication of a controller's practical abilities.

All applications must be signed appropriately and forwarded to the Inverness office.

If an authorisation or approval is issued it will be sent to the applicant together with a deer welfare paper and any appropriate 'Code of Practice'. These documents should be forwarded to the nominated controller for study if that person is not the applicant.

Successful applicants are encouraged to notify neighbours and the local Deer Management Group where appropriate.

The authorisation or approval if issued is a legal document and must be kept safely. Within seven days following the expiry of an authorisation or approval, the original document must be returned to Inverness detailing the information relating to deer killed asked for on the reverse of the document.

Copies of any authorisations or approvals issued are sent to the police headquarters covering the area in which the authorisation or approval has been granted.

All enquires for help or information on completing application forms should be made to the Inverness office by telephoning 01463 725 000 and asking for a member of the technical staff or by writing to the address given below.

*Deer Commission for Scotland, Great Glen House, Leachkin Road,
Inverness, IV3 8NW*

Guidance on how to give a grid reference

1. Read letters identifying the 100 000 metre square in which the point (x) lies	NG -----
1. First quote EASTINGS. Locate first VERTICAL grid line to LEFT of point and read LARGE figures 2.	NG 91 -----
3. Estimate tenths from the grid line to the point	NG 914 -----
4 Then quote NORTHINGS. Locate first HORIZONTAL grid line BELOW the point and read LARGE figures.	NG 914 58 -----
3. Estimate tenths from the grid line to the point	NG 914 582 -----

