



DEPARTMENT OF NATURAL RESOURCES
**MINISTRY OF ECONOMIC DEVELOPMENT, INVESTMENT, COMMERCE,
INFORMATION TECHNOLOGY AND NATURAL RESOURCES**

Anguilla: Research Application

Application for Permission to Conduct Scientific Natural Resource, Biodiversity and Environmental Research within Anguillian Territory.

Applicant's Name: _____

Date of Application: _____

Name of Institution: _____

Name of Supervisor (if applicable): _____

Name of Student researcher/s (if applicable): _____

Level of research: _____

Duration of research: _____

Contact information

Postal Address _____

Postcode: _____

Telephone: Work _____ Home _____

Email: _____

Website: _____

Please tick (✓) the appropriate.

Type of Research to be conducted	Bachelor's Dissertation	Master's Dissertation	PhD Research	Independent / Private Sector Research
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

- Persons conducting their Bachelor's research are exempted from the authorship protocol. However, they are required to acknowledge the Department of Natural Resources, Anguilla within their report.
- Persons who are publishing their research whether as a journal article or a general report, should comply with the guidelines set out in the Authorship Protocol on page 6 of this form.
- Persons who wish to drive whilst conducting their research in Anguilla must obtain an international and/or a temporary driver's license from the Department of Inland Revenue.
- Persons must supply a copy of their vaccination certificate.



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- The Department of Natural Resources (DNaR) will assist with getting all other documentation required as it relates to immigration.

Location of study ecosystem, species, heritage objects (historical or archaeological) etc.:

Brief summary of study: (100 words)

Nature of Interaction with study ecosystem and or species:

Conservation implications:

Protection measures:

Import/Export requirements:



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NB: When permission is granted it will be on the basis that the letter of agreement is signed by the applicant.

For official use only

Permission granted: Yes No

Reason:

Permission given by: _____

Signature: _____

Date: _____



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Application for permission to conduct Scientific Study on or within Anguillian Territory.

Letter of Agreement

I, agree to the following principles:

1. Research should be an educational process leading to mutual learning among researchers and the collaborating individuals, communities and institutions.
2. Just as the propriety rights of scientific knowledge are well established and respected; such rights are due to the producers and providers of traditional knowledge and contemporary innovations from local communities.
3. Research should respect local cultural values and norms.
4. Benefits should accrue to all partners in a fair and equitable manner.
5. Informed consent should be obtained within the limits of practicality. All researchers must submit an application for permission to study to the Ministry of Economic Development, Investment, Commerce, Information Technology and Natural Resources through the Department of Natural Resources.
6. To follow all procedures required by Government of Anguilla and the National Environmental Management Strategy.
7. Community approval is through initial contact with the Department of Natural Resources who will assist in the approach to the community if it is deemed necessary. In the discussion with Department of Natural Resources and community, the following should be presented as part of the consent approval process.

When first contacting a community or individual to seek access, the researcher:

- Should carry out all communications in the country's official language - English.
- Should submit a cover letter with a synopsis of the study along with his/her application.
- Must explain the nature and purpose of the proposed research, including; its duration, geographic area in which the research would take place, and research and data collection methods.
- Must explain the foreseeable consequences of the research for resources, people and stakeholders, including potential commercial value.
- Should explain the potential non-commercial values, such as; academic recognition and advancement for the researcher.
- Should explain any social and cultural risks.
- Should explain the guidelines that the research is following, as well as his/her practice in previous similar research projects.
- Should be willing to provide copies of relevant project documentation, or summaries thereof, preferably including the project budget, in Standard English. In the case of commercial prospecting, researchers must share such documents.



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- Must agree on a protocol of acknowledgements, citations, authorship, and inventories as applicable, either citing local innovators or conservators, or respecting request for anonymity.
- Must share findings at different stages with the providers.
- Must not engage in bribery or making false promises.

In terms of benefits:

- The researcher should be prepared to pay the costs of(name of on island people/organisation)..... who will assist in the research.
- All community informants(names of on island people/organisation who will assist)..... should be paid per hour.
- Before leaving the community a short preliminary description of the findings of the work should be delivered in the local language.
- A written report on the research should be sent to and community as soon as possible with an executive summary in Standard English.
- Any publications arising out of the work must be sent to and community.
- If the research results are on-going, periodic reporting (at least annually) to the should be done.
- Contributions of all parties will be acknowledged in all materials produced, included joint authorship if possible.
- If requested, access to original collected data should be provided to All details regarding data management and storage should be agreed with
- Each permit will be subject to annual and periodic review and can be revoked at any time if this agreement is violated.

Name of Researcher:

Signature of Researcher:

Date:

Name of Permit Issuer:



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Signature of Permit Issuer:

Date:

Department of Natural Resources Authorship Protocol

AUTHORSHIP Protocol Anguilla Island July 2010

This short document sets out a proposed authorship protocol for the production of reports, scientific journal articles and other media as outputs of collaborative projects with Anguilla, Department of Natural Resources and other researchers and institutes. Everyone who has made substantial *intellectual* contribution to the work will be an author, and everyone who has made substantial contributions will be acknowledged; see the details below.

One author will take primary responsibility for the work as a whole, termed here the lead author, to be identified prior to writing any outputs. All other authors will participate in writing the outputs by reviewing drafts and approving the final version.

DNaR-AXA Authorship Inclusion

For collaborative projects, guaranteed authorship will be granted for at least one core staff member from DNaR-AXA where DNaR-AXA data significantly contributes to the data used in the report, paper and/or any other document produced. In this case, the lead author will ensure that the participating DNaR-AXA staff member(s) is fully included in the process towards the final version.

Table 1: Authorship Inclusion Criteria and Categories for Collaborative Reports, Scientific Journal Articles and other Media.

Criteria	Category
Ideas, conception and design of the project	1
*Data collection	1
Data analysis, interpretation and conclusions	1
manuscript preparation	1
General supervision/management of the research/project	1
Laboratory or equivalent analysis	2
Services in kind e.g. bench space, computer access etc.	2
Funding	2
Final approval of the version to be published	2

*see note on Anguilla, Department of Natural Resources staff above.

All other authors will meet the following criteria:

1. All individuals who contribute to three or more category 1 criteria will be included automatically.
2. Individuals who contribute to two category 1 criteria will be included when they contribute to at least two other category 2 criteria.
3. Individuals who contribute to one category 1 criterion must also contribute to all four category 2 criteria to be included, except in the case of Anguilla, Department of Natural Resources Staff as stated above.
4. Individuals who only contribute to category 2 criteria will not be included as authors but will be acknowledged.

Lead Author Responsibilities

The lead author will:

1. Take intellectual responsibility for the report, paper or other media.
2. Write the first draft of report, paper or other media.
3. Follow the instructions to authors in relation to length, structure, referencing and check that the referencing is accurate.



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4. Contact all other authors for their comments for consideration when redrafting.
5. Send paper backwards and forwards to all the authors until they are all happy with the final draft.
6. Submit the report, paper or other media to the relevant body or journal publisher, with a covering letter where applicable to the required deadline.

Data Ownership

Unless otherwise stated, data ownership shall reside with the individual, group, organisation or institution that generated the data. However, provision may be made for collective ownership or access to be agreed by the project steering committee or a similar body.