

APPENDIX A – QUICK REFERENCE FOR REPORTING REQUIREMENTS

ACTIVITY	SCDNR REPORTING REQUIREMENTS
Conduct nesting surveys for conservation purposes which includes: <ul style="list-style-type: none"> • Identify and mark nests • Rescue and release hatchlings • Conduct hatch success evaluations 	An annual marine turtle nest project report that includes a project summary sheet generated from the online nest data system and the actual nest data submitted through the online database is due by November 30 of each year. Annual reports must include all information in the annual report outline . A disorientation form should be submitted for each disorientation event observed.
Conduct nesting surveys for SCDHEC OCRM and US Army Corps of Engineers beach construction projects (same as above)	Same as above.
Use probes (other than fingers) to locate clutches	Annual report should state whether or not probes are used, and the total number of eggs lost to probing each year.
Relocate nests	Annual report should include total number of nests relocated and the reason(s) for relocation.
Screen nests with self-releasing or restraining screens/cages	Annual report should include the total number of nests screened and/or caged and the reason(s) for caging and screening.
Conduct public awareness turtle watches	Annual report should include a summary of all watches conducted.
Manage hatchling emergence observations	Annual report should include a summary of all emergences observed and crowd control management.
Tag and release turtles	Copies of tagging forms must be submitted for each turtle tagged.
Conduct research projects Collect/store/ship/process tissues/fluids for scientific/medical purposes	Annual summary reports are required for each research project listed on the permit. A final report is required within 90 days of completion of the project. Refer to report outline for required elements
Conduct stranding/salvage activities	The SCDNR Marine Turtle Conservation Program should be notified within 24 hours by phone or email when a live or dead sea turtle strands. A STSSN report with photographs must be submitted for each animal stranded alive or dead. The report should be reported preferably online but may also be emailed or mailed into the stranding office within 24 hours of the event.
Maintain and display preserved specimens	No regular reporting required but, upon request, a written inventory of all preserved specimens must be provided to SCDNR.
Hold live turtles which includes: <ul style="list-style-type: none"> • Holding loggerheads or greens for education • Holding marine turtles for rehabilitation • Holding non-releasable turtles • Holding marine turtles for research 	Permit holders authorized to hold turtles for any purpose (research, education, rehabilitation, etc.) are required to submit an annual report. Refer to the Captive Care Annual Report Outline for required elements. The annual report is due no later than February 1 of each year for the previous year's activities. For researchers, the annual report should be incorporated into the annual research project report and is due by December 31 for activities occurring during that year. Turtles transferred from one in-state facility to another must be accompanied by a transfer form.
Transfer marine turtles from one holding facility to another (within South Carolina only)	The SCDNR Marine Turtle Transfer Form must be filled out for each turtle and submitted by the facility that is transferring the turtle.

Copies of all the SCDNR forms listed above are located on the SCDNR Marine Turtle Program web site at the following page: <http://www.dnr.sc.gov/seaturtle/volres.htm>