

NORTH CAROLINA
BOTANICAL
GARDEN

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

SEP 27 AM 11:24

12 September 2024

Ms. Brenda Tapia
US Fish & Wildlife Service
Division of Management Authority
575 Leesburg Pike MS:2W
Falls Church, VA 22041

Ms. Tapia:

I had a conversation with Sally at your 703-358-2104 telephone number.

I am the primary contact for the Herbarium. My email is mccormick@unc.edu and my phone is 919-434-9681 .

Our permit (11US081396/9) was issued in 2011 and expired in 2015. As we previously had a permit, I am trying to renew this lapsed permit. Our CITES number is 077

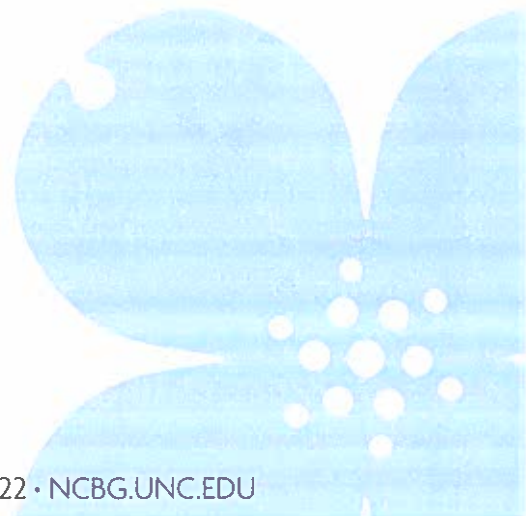
I have enclosed the documentation you requested in your memo of 29 August 2024:

1. The original permit, 11US081396/9 issued 23 November 2011; 23 November 2015.
2. Activity reports for Calendar Years 2012, 2013, 2014, and 2015

Carol Ann McCormick

Curatrix

University of North Carolina at Chapel Hill Herbarium (NCU)





EXPORT AND RE-IMPORT OF MUSEUM SPECIMENS (U.S. Endangered Species Act)



New Reissue/Renew Amendment

Complete Sections A or B, and C, D, and E of this application. U.S. address may be required in Section C."

A. Complete if applying as an individual			
1.a. Last name	1.b. First name	1.c. Middle name or initial	1.d. Suffix
2. Date of birth (mm/dd/yyyy)	5.a. Telephone number	5.b. Alternate telephone number	6. E-mail address

B. Complete if applying on behalf of a business, corporation, public agency, Tribe, or institution			
1.a. Name of business, agency, Tribe, or institution University of North Carolina at Chapel Hill Herbarium Research Collection (Herbarium)		1.b. Doing business as (dba)	
2. Tax identification no. 56-6001393	3.a. Description of business, agency, Tribe, or institution Herbarium		3.b. Website URL (if applicable) https://ncbg.unc.edu/resea
4.a. Principal officer (P.O.) last name Weakley	4.b. P.O. first name Alan	4.c. P.O. middle initial S	4.b. P.O. Title Director
5. Primary contact name Carol Ann McCormick		6. Primary e-mail address mccormick@unc.edu	
7.a. Business telephone number	7.b. Alternate phone no.	phone no.	

C. All applicants complete address information				
1.a. Physical address (Street address; Apartment #, Suite #, or Room #; no P.O. Boxes) Coker Hall, CB #3280, 120 South Road, University of North Carolina at Chapel Hill				
1.b. City Chapel Hill	1.c. State NC	1.d. Zip code/Postal code 27599-3280	1.e. County/Province Orange	1.f. Country USA
2.a. Mailing Address (include if different than physical address; include name of contact person if applicable)				
2.b. City	2.c. State	2.d. Zip code/Postal code	2.e. County/Province	2.f. Country

D. All applicants MUST complete	
1. Include a check or money order, payable to the U.S. FISH AND WILDLIFE SERVICE, a nonrefundable processing fee [50 CFR 13.11(d)(4)]. Federal, Tribal, State, and local government agencies, and those acting on behalf of such agencies, are exempt from the processing fee – <i>attach documentation of fee exempt status as outlined in instructions.</i> (50 CFR 13.11(d))	
2. If you are requesting a reissue/renew/amendment, what is your permit/file number? CITES US 077 Original Permit # 41US08130	
3. Certification: I hereby certify that I have read and am familiar with the regulations contained in Title 50, Part 13 of the Code of Federal Regulations and the other applicable parts in subchapter B of Chapter I of Title 50, and I certify that the information submitted in this application for a permit is complete and accurate to the best of my knowledge and belief. I understand that any false statement herein shall be subject to the penalties of 18 U.S.C. 1001.	
The AN S. WEAKLEY	Date 08/23/2024
The business must print and sign the application. (No photocopied or stamped signatures)	

** Further instructions for the above application may be found on our ePermits website. See the last page for information on the Privacy Act, Paperwork Reduction Act, Estimated Burden, and Freedom of Information Act aspects of this application form.

Mail your application(s) to Division of Management Authority, Branch of Permits, MS:IA 5275 Leesburg Pike, Falls Church, VA 22041-3803.

E. EXPORT AND RE-IMPORT OF MUSEUM SPECIMENS (U.S. ENDANGERED SPECIES ACT)

Note 1: An ESA museum permit only authorizes export and re-import of specimens currently accessioned in your museum. If specimens of species are protected by CITES, Marine Mammal Protection Act, Migratory Bird Treaty Act, or Bald and Golden Eagle Protection Act, you are required to obtain additional authorizations prior to any export or re-import of specimens. Contact DMA for the necessary application.

Note 2: For the export or re-import of specimens of ESA-listed species that are not part of your museum collection or have not yet been collected, please submit Form 3-200-37.

For renewals, include the original permit and the annual report (see Form 3-200-40a). The report is a summary of all exports and re-imports conducted under your permit for the past year, including species' scientific name and common name of specimen sent or received, date of activity, acquisition number, description, receiving/sending institution, and country.

1. Name and address where you wish the permit to be mailed, if different from physical address. If you would like expedited shipping, please enclose a self-addressed, pre-paid, computer-generated, courier service airway bill. If unspecified, all documents will be mailed via regular mail through the U.S. Postal Service.
2. Who should we contact if we have questions about the application (name, phone number, and e-mail)?

Carol Ann McCormick [REDACTED] mccormick@unc.edu

3. Have you or any at your institution, been assessed a civil penalty or convicted of any criminal provision of any statute or regulation relating to the activity for which the application is filed; been convicted, or entered a plea of guilty or nolo contendere, for a felony violation of the Lacey Act, the Migratory Bird Treaty Act, or the Bald and Golden Eagle Protection Act; forfeited collateral; OR are currently under charges for any violation of the laws mentioned above?

No Yes

If you answered "Yes" to Question 3, provide: a) the individual's name; b) date of charge; c) charge(s); d) location of incident; e) court, and f) action taken for each violation. Please be aware that a "Yes" response does not automatically disqualify you from getting a permit.

4. This is for a

New application
 Renewal/Amendment of Permit # US 077 11US081396/9

5. If relevant information about the requesting institution or collection is available online, please provide the URL:
<https://ncbg.unc.edu/research/unc-herbarium/>

6. Is the institution or collection accredited by an organization such as the Index Herbarium or American Alliance of Museums:

Yes. Indicate the name of the accrediting organization(s) and provide supporting documentation, such as a website, copy of accreditation, or other such evidence.

No. Provide copies or other evidence of information related to the institution's standards for scientific integrity, record-keeping, accessibility to, and management of the collection.

7. Are the collections and associated data permanently housed and professionally curated? If yes, how long have the collections been permanently housed and professionally curated. Provide the physical address for the collection and the name and contact information for the curator.

Yes No

8. Are all accessions properly recorded in a permanent catalogue?

Yes (If catalogue or collection is available online, provide the URL see attached).

No

9. As appropriate, enter approximate number of accessioned specimens:

0	__ Mammals	0	__ Birds
0	__ Insects/Arachnids	0	__ Other Invertebrates
0	__ Reptiles/Amphibians	680,000	__ Vascular Plants
0	__ Fish	57,800	__ Non-vascular Plants
39,000	__ Other (provide description: <u>Fungi & Lichenized Fungi</u>)		

10. Do you maintain any specimens of species protected under the Marine Mammal Protection Act?

Yes No

a. If "yes," do you intend to export or re-import these specimens? _____

b. If "yes", provide a copy of your MMPA authorization for this activity.

11. Do you maintain or intend to obtain any specimens of species protected under CITES?

Yes No

a. If "yes", do you intend to export or re-import these specimens? yes

b. If "yes", provide a copy of your CITES authorization for this activity.

12. Do you maintain or intend to obtain any specimens of species protected under the Migratory Bird Treaty Act?

Yes No

a. If "yes", do you intend to export or re-import these specimens? _____

b. If "yes", provide a copy of your MBTA authorization for this activity.

13. Do you maintain any specimens of species protected under the Bald and Golden Eagle Protection Act?

Yes No

- a. If "yes", do you intend to export or re-import these specimens? _____
 b. If "yes", provide a copy of your BGEPA authorization for this activity.

14. Are specimens accessible to qualified users from outside your institution?

Yes No

ENTER approximate number	In the United States	Outside the United States
Loans last year	40 transactions; ca 1100 specimens	2 transactions; ca 10 specimens
Exchanges last year	8 transactions; ca 550 specimens	0
Donations last year	26 transactions; ca 500 specimens	0

15. Are permanent records maintained on specimens that are loaned or transferred?

Yes No

16. Are specimens acquired primarily for the purpose of research, the results of which are to be reported in scientific publications?

Yes No

17. Are specimens prepared and the collections arranged in a manner that ensures their accessibility?

Yes No

18. Are data on specimen labels, permanent catalogues, and other records as accurate as possible?

Yes No

19. To the best of your knowledge, were the specimens in the collection acquired legally under the relevant laws of the country where they were obtained and the United States (e.g., import permits, collection permits, take permits, landowner permission)?

Yes No

20. Are all specimens of endangered and threatened species permanently and centrally housed under direct control of the scientific institution?

Yes No

21. Are all specimens of endangered and threatened species intended for exchange managed in such a manner to preclude their use solely as decorations or trophies, or for other purposes incompatible with the principles of the ESA?

Yes No

22. Please attach a statement of how the activities carried out by your institution will enhance or benefit the endangered or threatened species intended for exchange (e.g., identify recovery tasks from the recovery plan, or describe how the research activities will benefit the species under the Act).

All international shipment(s) must be through a designated port. A list of designated ports (where an inspector is posted) is available. If you wish to use a port not listed, please contact the Office of Law Enforcement for a Designated Port Exemption Permit (Form 3-200-2).

NOTICES

CITES Application: NCU
FWS Form 3-200-40

D. Documentation of fee exempt status (see attached letter)

6. NCU is listed in Index Herbariorum. Our collection is listed at:
<https://sweetgum.nybg.org/science/ih/herbarium-details/?irn=126763>

7. The collections and associated data are permanently housed in Coker Hall, 120 South Road, University of North Carolina at Chapel Hill. The Herbarium was founded in 1908, and has been housed in Coker Hall since 1963. In 2000, the Herbarium was transferred administratively to the North Carolina Botanical Garden, though the physical collections and curatorial staff still reside in Coker Hall. The Curator is Carol Ann McCormick, mccormick@unc.edu, +1-919-434-9681; the Director is Dr. Alan Weakley, weakley@unc.edu, +1-919-619-1101

8. NCU's collections are cataloged in the following Symbiota data portals:
Vascular Plants (serneportal.org)
<https://serneportal.org/portal/collections/misc/collprofiles.php?collid=206>

Pteridophytes (pteridoportal.org)
extant pteridophytes: <https://pteridoportal.org/portal/collections/misc/collprofiles.php?collid=38>
extinct pteridophytes: <https://pteridoportal.org/portal/collections/misc/collprofiles.php?collid=20>

Bryophytes (bryophyteportal.org)
<https://bryophyteportal.org/portal/collections/misc/collprofiles.php?collid=26>

Algae (macroalgae.org)
<https://macroalgae.org/portal/collections/misc/collprofiles.php?collid=3>

Lichenized Fungi (lichenportal.org)
<https://lichenportal.org/portal/collections/misc/collprofiles.php?collid=24>

Fungi & Myxomycetes (mycoportal.org)
<https://www.mycoportal.org/portal/collections/misc/collprofiles.php?collid=14>



NORTH CAROLINA
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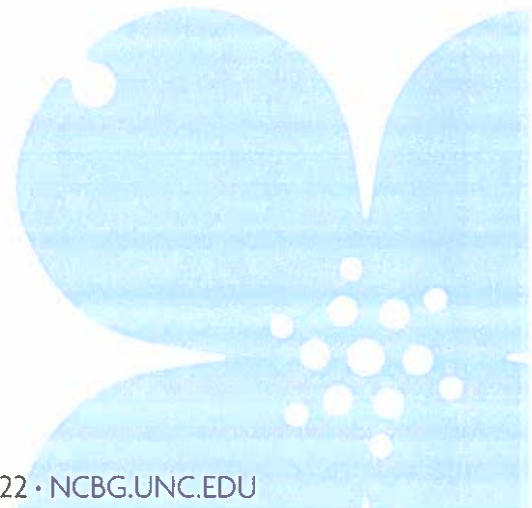
23 August 2024

To whom it may concern:

This letter is to certify that the University of North Carolina at Chapel Hill Herbarium (NCU) is a department within the North Carolina Botanical Garden at the University of North Carolina at Chapel Hill. As such, NCU is exempt from the CITES processing fee.

Sincerely,

Damon Waitt, Ph.D.
Director, North Carolina Botanical Garden
Professor of the Practice, Department of Biology
The University of North Carolina at Chapel Hill
CB# 3375, Chapel Hill, NC 27599





U.S. Fish and Wildlife Service
 Division of Management Authority
 5575 Leesburg Pike, MS: 2W
 Falls Church, VA 22041

MEMORANDUM

DATE: August 29, 2024
TO: Carol Ann McCormick
FROM: Brenda Tapia *BT*
SUBJECT: Incomplete applications (3-200-39 and 3-200-40)

We are returning your application back to you due to the application is too incomplete for processing. Please provide the following below:

- Confirm if these applications are new entries or if they are renewals.
 - If they are for renewal, provide the correct permit numbers for each of the application you are trying to renew.
- Submit the last issued permits for each application. ✓
- Submit any annual/activity reports. ✓

Thank you!!!



United States Department of the Interior

FISH AND WILDLIFE SERVICE

Washington, D.C. 20240

Dear Applicant:

The Division of Management Authority (DMA) recently received your enclosed application. Unfortunately, we must return your application for the reason indicated below.

The application was submitted to the incorrect office of (DMA). Please resubmit the application and processing fee to the correct FWS office through our web site at: https://fwsepermits.servicenowservices.com/fws?id=fws_contact_us. You can also create an account and submit your application via our ePermit site at: https://fwsepermits.servicenowservices.com/fws?id=fws_kb_article&sys_id=400f70b71b5b58101f45dbdbe54bcb1a.

We received the incorrect fee and/or you submitted an incorrect application, either a form that has expired or a valid form but for a different activity than you are requesting. You may obtain the correct application through our web site at https://fwsepermits.servicenowservices.com/fws?id=fws_permit_search or by calling DMA at 800-358-2104 or 703-358-2104. Please complete the correct application and send it to our office with the correct fee. We will process your request as soon as possible.

The correct fee was submitted, but you submitted an incorrect application, either a form that has expired or a valid form but for a different activity than you are requesting. You may obtain the correct application through our web site at https://fwsepermits.servicenowservices.com/fws?id=fws_permit_search or by calling DMA at 800-358-2104 or 703-358-2104. Please complete the correct application and send it to our office with the correct fee. We will process your request as soon as possible.

We did not receive the required fee; please consult the enclosed table to determine the correct fee for the permit you require. Fee waiver will only be available to Federal, Tribal, State, and local government agencies and individuals or institutions working on behalf of such agencies. For more information, please see the Federal Register document available at [https://www.ecfr.gov/current/title-50/chapter-I/subchapter-B/part-13#p-13.11\(d\)](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-B/part-13#p-13.11(d))

A permit from this office is not required for the proposed activity. However, the (USDA) United States Department of Agriculture, (APHIS) Animal and Plant Health Inspection Service), does have regulations on import/export. Please visit their website for more information at: www.aphis.usda.gov/import_export/animals/animal_import/animal_imports_pets.shtml

You will have to contact our Office of Law Enforcement to declare your shipment at the port of entry. For more information, please go to <https://www.fws.gov/program/office-of-law-enforcement/information-importers-exporters>

Your application was too incomplete for our office to be able to enter your information into our systems. If you wish to reapply, please fill out your application completely and return it to our office or you can apply online through ePermit site at https://fwsepermits.servicenowservices.com/fws?id=fws_kb_article&sys_id=400f70b71b5b58101f45dbdbe54bcb1a

We apologize that we are unable to keep your application within our office while we wait for you to submit the correct application and/or fee. Due to administrative constraints, it is necessary for us to return the application that you submitted.

If you have any questions on this matter, please call us at 800-358-2104 or 703-358-2104.

703
800.358.2104
opt 3 12
x - 39

2011-2015
include reports
for each year
- me a contact
- original certificate

issued in 2011
renew lapsed permits

x-40
note that I have no copy of ESA.

→ Sally



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240



Expires February 28, 2014
OMB No. 1018-0093
11US081396/9

SPECIAL CONDITION University of North Carolina Herbarium

Reporting Requirements. Annually, by March 31, Permittee must provide a report to USFWS, DMA, BOP, 4401 N. Fairfax Drive, Rm. 212, Arlington, VA, 22203. This report would describe all exchanges of specimens that occurred in the preceding calendar year and made under the registered scientific institution system (CITES Resolution Conf. 11.15 Rev. CoP12). A suggested format is described below. Non-activity must be reported. If reports are not received annually, the CITES registration is subject to revocation.

Outgoing Specimen Report

Date Sent	Description of specimen	Accession or Record no.	Scientific name and common name	Receiving institution, Country	Code No.
Calendar Year 2015 No Activity					

Incoming Specimen Report

Date Received	Description of specimen	Accession or Record no.	Scientific name and common name	Originating institution, Country	Code No.
Calendar Year 2015 No Activity					

NOV 23 2011

Date

Michael Casper
U.S. CITES MANAGEMENT AUTHORITY



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240



Expires February 28, 2014
OMB No. 1018-0093
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Outgoing Specimen Report

Date Sent	Description of specimen	Accession or Record no.	Scientific name and common name	Receiving institution, Country	Code No.
Calendar year 2014			No Activity		

Incoming Specimen Report

Date Received	Description of specimen	Accession or Record no.	Scientific name and common name	Originating institution, Country	Code No.
Calendar Year 2014			No Activity		

NOV 23 2011

Date

Michael Carpenter
U.S. CITES MANAGEMENT AUTHORITY



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240



Expires February 28, 2014
OMB No. 1018-0093
11US081396/9

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Outgoing Specimen Report

Date Sent	Description of specimen	Accession or Record no.	Scientific name and common name	Receiving institution, Country	Code No.
calendar year 2013			No Activity		

Incoming Specimen Report

Date Received	Description of specimen	Accession or Record no.	Scientific name and common name	Originating institution, Country	Code No.
calendar year 2013			No Activity		

NOV 23 2011

Date


U.S. CITES MANAGEMENT AUTHORITY



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240



Expires February 28, 2014
OMB No. 1018-0093
11US081396/9

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Outgoing Specimen Report

Date Sent	Description of specimen	Accession or Record no.	Scientific name and common name	Receiving institution, Country	Code No.
Calendar Year 2012 No Activity					

Incoming Specimen Report

Date Received	Description of specimen	Accession or Record no.	Scientific name and common name	Originating institution, Country	Code No.
Calendar Year 2012 No Activity					

NOV 23 2011

Date

Michael Carpenter
U.S. CITES MANAGEMENT AUTHORITY



**CONVENTION ON
INTERNATIONAL TRADE IN
ENDANGERED SPECIES OF
WILD FAUNA AND FLORA**

- EXPORT PERMIT
- RE-EXPORT CERTIFICATE
- OTHER CERTIFICATE (see block 9)

Page 1 of 1
 1. Original Permit/Certificate No.
11US081396/9
 2. Valid until
11/23/2015

3. Permittee (name and address, country)
 UNIVERSITY OF NORTH CAROLINA HERBARIUM
 CB# 3280 COKER HALL
 CHAPEL HILL, NC 27599-3280
 U.S.A.

4. Consignee (name and address, country)
 ANY SCIENTIFIC INSTITUTION REGISTERED
 WITH THE CITES SECRETARIAT

**Original, Unused
Permit Return!**

5. Special Conditions
- MUST COMPLY WITH ENCLOSED GENERAL PERMIT CONDITIONS AND SPECIAL CONDITIONS.
 - AUTHORIZED FOR NON-COMMERCIAL SHIPMENT OF LEGALLY ACCESSIONED SPECIMENS BETWEEN REGISTERED INSTITUTIONS.
 - ASSIGNED CODE (US-162), FOREIGN INST. CODE AND "CITES" MUST APPEAR ON CUSTOMS DECLARATION LABEL OVER NAME OF SENDING OFFICIAL.
 - TO ENSURE THAT THE CRITERIA OF CITES RESOLUTION CONF. 11.15 (REV. COP12) ARE MET, ESPECIALLY WITH REGARD TO PARAGRAPHS (e)(iv) AND (e)(vi)(H) OF THE RESOLUTION, THIS CERTIFICATE MAY NOT BE USED FOR THE EXCHANGE OF ANY SPECIMENS THAT CANNOT BE ADEQUATELY DOCUMENTED AS LEGALLY ACQUIRED IN THE COUNTRY OF ORIGIN AND/OR LEGALLY IMPORTED INTO THE UNITED STATES.
 - ANNUALLY BY MARCH 31 PERMITTEE MUST REPORT ALL ACTIVITY CONDUCTED DURING THE PRECEDING CALENDAR YEAR UNDER THIS CERTIFICATE AS DESCRIBED IN ATTACHED SPECIAL CONDITION.
 - DOES NOT AUTHORIZED ACTIVITIES UNDER ESA, MMPA, MBTA, OR BGEPA.

5a. Purpose of Transaction
S

6. U.S. Management Authority
 U.S. FISH AND WILDLIFE SERVICE
 DIVISION OF MANAGEMENT AUTHORITY
 4401 N. FAIRFAX DRIVE
 ROOM 212
 ARLINGTON, VA 22203-3247

COPY
original in
application
B-200-440

11/23/2011

Handwritten Signature
 U.S. CITES
 Management Authority

For live animals, only valid if the transport conditions comply with the CITES Guidelines for Transport of Live Animals or, in the case of air transport, with IATA Live Animals Regulations.

Issuing Date United States Management Authority
 AUTHORITY: Endangered Species Act of 1973 (16 USC 1531 et. seq.)

7/8. Common Name and Scientific name (genus and species) of Animal or Plant	9. Description of Part or Derivative, including identifying marks or numbers (age/sex if live)	10. Appendix No. and Source
A. Common Name	9. CERTIFICATE OF SCIENTIFIC EXCHANGE PRESERVED, DRIED, LIVE OR EMBEDDED MATERIAL	10. 1-3
Scientific Name PLANTS HERBARIUMS, LIVE		11. Quantity (including units) UNLIMITED
		11a. Total Exported/Quota

12. Country of Origin	Permit/Certificate No.	Date of Issue	12b. Breeding Operation No.
12a. Country of Last Re-export	Re-export Certificate No.	Date of Issue	12c. Pre-Convention: Date of Acquisition

B. Common Name	9.	10.
Scientific Name		11. Quantity (including units)
		11a. Total Exported/Quota

12. Country of Origin	Permit/Certificate No.	Date of Issue	12b. Breeding Operation No.
12a. Country of Last Re-export	Re-export Certificate No.	Date of Issue	12c. Pre-Convention: Date of Acquisition

13. Export / Re-export Endorsement: The official who inspects shipment upon exportation / re-exportation must enter the total quantities of specimens being exported / re-exported in this block.	14. Bill of Lading/Air Way-Bill Number	15. This document valid only with inspecting official's ORIGINAL stamp, signature and date in this block.						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>See Block 7</th> <th>Quantity</th> </tr> <tr> <td>A</td> <td></td> </tr> <tr> <td>B</td> <td></td> </tr> </table>	See Block 7	Quantity	A		B		Port of Exportation / Re-exportation Total No. of Shipping Containers	Inspecting Official's Stamp, Signature and Date
See Block 7	Quantity							
A								
B								



NORTH CAROLINA
BOTANICAL
GARDEN

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

23 August 2024

To whom it may concern:

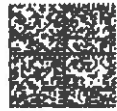
This letter is to certify that the University of North Carolina at Chapel Hill Herbarium (NCU) is a department within the North Carolina Botanical Garden at the University of North Carolina at Chapel Hill. As such, NCU is exempt from the CITES processing fee.

Sincerely,

Damon Waitt, Ph.D.
Director, North Carolina Botanical Garden
Professor of the Practice, Department of Biology
The University of North Carolina at Chapel Hill
CB# 3375, Chapel Hill, NC 27599

McCormick
University of North Carolina at Chapel Hill Herbarium
CB 3280 Coker Hall
120 South Rd
Chapel Hill NC 27599-3280

CPU



U.S. POSTAGE (MI)
\$2.67
FCVF ROC 99
Orig 275 4
Dest 22041
39/24/24
2000052539 20

Brenda TAPIA
US Fish & Wildlife Service
Division of Management Authority
5575 Leesburg Pike MS. 2W
Falls church VA

22041



U.S. Fish and Wildlife Service
 Division of Management Authority
 5575 Leesburg Pike, MS: 2W
 Falls Church, VA 22041

MEMORANDUM

DATE: August 29, 2024
TO: Carol Ann McCormick
FROM: Brenda Tapia *BT*
SUBJECT: Incomplete applications (3-200-39 and 3-200-40)

We are returning your application back to you due to the application is too incomplete for processing. Please provide the following below:

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 - If they are for renewal, provide the correct permit numbers for each of the application you are trying to renew.
- Submit the last issued permits for each application. ✓
- Submit any annual/activity reports. ✓

Thank you!!!



United States Department of the Interior

FISH AND WILDLIFE SERVICE

Washington, D.C. 20240

Dear Applicant:

The Division of Management Authority (DMA) recently received your enclosed application. Unfortunately, we must return your application for the reason indicated below.

- The application was submitted to the incorrect office of (DMA). Please resubmit the application and processing fee to the correct FWS office through our web site at: https://fwsepermits.servicenowservices.com/fws?id=fws_contact_us. You can also create an account and submit your application via our ePermit site at: https://fwsepermits.servicenowservices.com/fws?id=fws_kb_article&sys_id=400f70b71b5b58101f45dbdbe54bcb1a.
- We received the incorrect fee and/or you submitted an incorrect application, either a form that has expired or a valid form but for a different activity than you are requesting. You may obtain the correct application through our web site at https://fwsepermits.servicenowservices.com/fws?id=fws_permit_search or by calling DMA at 800-358-2104 or 703-358-2104. Please complete the correct application and send it to our office with the correct fee. We will process your request as soon as possible.
- The correct fee was submitted, but you submitted an incorrect application, either a form that has expired or a valid form but for a different activity than you are requesting. You may obtain the correct application through our web site at https://fwsepermits.servicenowservices.com/fws?id=fws_permit_search or by calling DMA at 800-358-2104 or 703-358-2104. Please complete the correct application and send it to our office with the correct fee. We will process your request as soon as possible.
- We did not receive the required fee; please consult the enclosed table to determine the correct fee for the permit you require. Fee waiver will only be available to Federal, Tribal, State, and local government agencies and individuals or institutions working on behalf of such agencies. For more information, please see the Federal Register document available at [https://www.ecfr.gov/current/title-50/chapter-I/subchapter-B/part-13#p-13.11\(d\)](https://www.ecfr.gov/current/title-50/chapter-I/subchapter-B/part-13#p-13.11(d))
- A permit from this office is not required for the proposed activity. However, the (USDA) United States Department of Agriculture, (APHIS) Animal and Plant Health Inspection Service), does have regulations on import/export. Please visit their website for more information at: www.aphis.usda.gov/import_export/animals/animal_import/animal_imports_pcts.shtml

You will have to contact our Office of Law Enforcement to declare your shipment at the port of entry. For more information, please go to <https://www.fws.gov/program/office-of-law-enforcement/information-importers-exporters>

Your application was too incomplete for our office to be able to enter your information into our systems. If you wish to reapply, please fill out your application completely and return it to our office or you can apply online through ePermit site at https://fwsepermits.servicenowservices.com/fws?id=fws_kb_article&sys_id=400f70b71b5b58101f45dbdbe54bcb1a

We apologize that we are unable to keep your application within our office while we wait for you to submit the correct application and/or fee. Due to administrative constraints, it is necessary for us to return the application that you submitted.

If you have any questions on this matter, please call us at 800-358-2104 or 703-358-2104.

Initials: BT Date: 8/29/24



**CONVENTION ON
INTERNATIONAL TRADE IN
ENDANGERED SPECIES OF
WILD FAUNA AND FLORA**

- EXPORT PERMIT
- RE-EXPORT CERTIFICATE
- OTHER CERTIFICATE (see block 9)

Page 1 of 1
 1. Original Permit/Certificate No.
11US081396/9
 2. Valid until
11/23/2015

3. Permittee (name and address, country)
 UNIVERSITY OF NORTH CAROLINA HERBARIUM
 CB# 3280 COKER HALL
 CHAPEL HILL, NC 27599-3280
 U.S.A.

4. Consignee (name and address, country)
 ANY SCIENTIFIC INSTITUTION REGISTERED
 WITH THE CITES SECRETARIAT

**Original, Unused
Permit Returned**

5. Special Conditions

- MUST COMPLY WITH ENCLOSED GENERAL PERMIT CONDITIONS AND SPECIAL CONDITIONS.
- AUTHORIZED FOR NON-COMMERCIAL SHIPMENT OF LEGALLY ACCESSIONED SPECIMENS BETWEEN REGISTERED INSTITUTIONS.
- ASSIGNED CODE (US-182), FOREIGN INST. CODE AND "CITES" MUST APPEAR ON CUSTOMS DECLARATION LABEL OVER NAME OF SENDING OFFICIAL.
- TO ENSURE THAT THE CRITERIA OF CITES RESOLUTION CONF. 11.15 (REV. COP12) ARE MET, ESPECIALLY WITH REGARD TO PARAGRAPHS (e)(iv) AND (e)(v)(H) OF THE RESOLUTION, THIS CERTIFICATE MAY NOT BE USED FOR THE EXCHANGE OF ANY SPECIMENS THAT CANNOT BE ADEQUATELY DOCUMENTED AS LEGALLY ACQUIRED IN THE COUNTRY OF ORIGIN AND/OR LEGALLY IMPORTED INTO THE UNITED STATES.
- ANNUALLY BY MARCH 31 PERMITTEE MUST REPORT ALL ACTIVITY CONDUCTED DURING THE PRECEDING CALENDAR YEAR UNDER THIS CERTIFICATE AS DESCRIBED IN ATTACHED SPECIAL CONDITION.
- DOES NOT AUTHORIZED ACTIVITIES UNDER ESA, MMPA, MBTA, OR BGEPA.

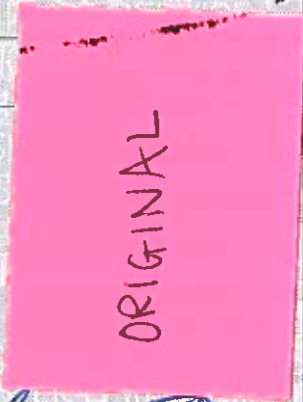
For live animals, only valid if the transport conditions comply with the CITES Guidelines for Transport of Live Animals or, in the case of air transport, with IATA Live Animals Regulations.

5a. Purpose of Transaction
 S

6. U.S. Management Authority
 U.S. FISH AND WILDLIFE SERVICE
 DIVISION OF MANAGEMENT AUTHORITY
 4401 N. FAIRFAX DRIVE
 ROOM 212
 ARLINGTON, VA 22203-3247

11/23/2011
 Issuing Date

**U.S. CITES
Management Authority**
 United States Management Authority
 AUTHORITY: Endangered Species Act of 1973 (16 USC 1531 et. seq.)



7/8. Common Name and Scientific name (genus and species) of Animal or Plant

A. Common Name

Scientific Name
 PLANTS
 HERBARIUMS, LIVE

9. Description of Part or Derivative, including identifying marks or numbers (age/sex if live)

9. CERTIFICATE OF SCIENTIFIC EXCHANGE PRESERVED, DRIED, LIVE OR EMBEDDED MATERIAL

10. Appendix No. and Source

10. 1-3

11. Quantity (including units)
 UNLIMITED

11a. Total Exported/Quota

12. Country of Origin

Permit/Certificate No.

Date of Issue

12b. Breeding Operation No.

12a. Country of Last Re-export

Re-export Certificate No.

Date of Issue

12c. Pre-Convention: Date of Acquisition

B. Common Name

Scientific Name

9.

10.

11. Quantity (including units)

11a. Total Exported/Quota

12. Country of Origin

Permit/Certificate No.

Date of Issue

12b. Breeding Operation No.

12a. Country of Last Re-export

Re-export Certificate No.

Date of Issue

12c. Pre-Convention: Date of Acquisition

13. Export / Re-export Endorsement:
 The official who inspects shipment upon exportation / re-exportation must enter the total quantities of specimens being exported / re-exported in this block.

See Block 7	Quantity
A	
B	

14. Bill of Lading/Air Way-Bill Number

Port of Exportation / Re-exportation

Total No. of Shipping Containers

15. This document valid only with inspecting official's ORIGINAL stamp, signature and date in this block.

Inspecting Official's Stamp, Signature and Date



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240

NOV 23 2011

Dear COSE Permittee:

Enclosed is your new/renewed Certificate of Scientific Exchange (COSE). Please remember that scientific exchanges of specimens of species protected under the U.S. Endangered Species Act, the Marine Mammal Protection Act, the Bald and Golden Eagle Protection Act, and the Migratory Bird Treaty Act require additional Fish and Wildlife Service authorization.

Please note that there are now annual reporting requirements. Please be sure to read the permit conditions and use the COSE correctly.

Reporting Requirements. On an annual basis, permittee must provide a report describing all activities conducted under this certificate. The report may be submitted in spreadsheet form (see suggested format below). A report must be submitted even if there is no activity. If reports are not received on an annual basis, permit is subject to revocation.

Sample format:

Outgoing Specimen Report for 11US081396/9

Date Sent	Description of specimen	Acquisition no.	Scientific name and common name	Receiving institution, Country	Code no.
Calendar Year	2012	No Activity			

Incoming Specimen Report for 11US081396/9

Date Received	Description of specimen	Acquisition no.	Scientific name and common name	Originating institution, Country	Code no.
Calendar Year	2012	No Activity			

If you have additional questions, you may contact the Division of Management Authority at 800 or 703 358-2104 or fax 703 358-2281.

Sincerely,

Timothy Van Norman
Chief, Branch of Permits
Division of Management Authority
U.S. Fish and Wildlife Service
4401 N. Fairfax Drive, Room 212
Arlington, VA 22203



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240

NOV 23 2011

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Sample format:

Outgoing Specimen Report for 11US081396/9

Date Sent	Description of specimen	Acquisition no.	Scientific name and common name	Receiving institution, Country	Code no.
Calendar Year		2013	No Activity		

Incoming Specimen Report for 11US081396/9

Date Received	Description of specimen	Acquisition no.	Scientific name and common name	Originating institution, Country	Code no.
Calendar Year		2013	No Activity		

If you have additional questions, you may contact the Division of Management Authority at 800 or 703 358-2104 or fax 703 358-2281.

Sincerely,

Timothy Van Norman
Chief, Branch of Permits
Division of Management Authority
U.S. Fish and Wildlife Service
4401 N. Fairfax Drive, Room 212
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United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240

NOV 23 2011

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Please note that there are now annual reporting requirements. Please be sure to read the permit conditions and use the COSE correctly.

Reporting Requirements. On an annual basis, permittee must provide a report describing all activities conducted under this certificate. The report may be submitted in spreadsheet form (see suggested format below). A report must be submitted even if there is no activity. If reports are not received on an annual basis, permit is subject to revocation.

Sample format:

Outgoing Specimen Report for 11US081396/9

Date Sent	Description of specimen	Acquisition no.	Scientific name and common name	Receiving institution, Country	Code no.
Calendar Year 2014			No Activity		

Incoming Specimen Report for 11US081396/9

Date Received	Description of specimen	Acquisition no.	Scientific name and common name	Originating institution, Country	Code no.
Calendar Year 2014			No Activity		

If you have additional questions, you may contact the Division of Management Authority at 800 or 703 358-2104 or fax 703 358-2281.

Sincerely,

for
Timothy Van Norman
Chief, Branch of Permits
Division of Management Authority
U.S. Fish and Wildlife Service
4401 N. Fairfax Drive, Room 212
Arlington, VA 22203

Re: [EXTERNAL] Re: Export & Re-Import of Museum Specimens Application # CS8719136 /PER13146527

From Vargas, Darcy <darcy_vargas@fws.gov>

Date Tue 2024-10-08 10:23 AM

To McCormick, Carol Ann <mccormick@unc.edu>

Good morning,

Thank you very much for the quick and thorough reply.

Your application will be set up for Federal Register (FR) publication today. After the FR comment period has ended and all comments have been considered, this application's remaining reviews will be finalized.

Kind regards,

Darcy Vargas 

Biologist

US Fish and Wildlife Service

MS: IA

5275 Leesburg Pike

Falls Church, VA 22041-3803

www.fws.gov

www.cites.org

(703) 358-2399

From: McCormick, Carol Ann <mccormick@unc.edu>

Sent: Tuesday, October 8, 2024 10:11 AM

To: Vargas, Darcy <darcy_vargas@fws.gov>

Subject: [EXTERNAL] Re: Export & Re-Import of Museum Specimens Application # CS8719136 /PER13146527

This email has been received from outside of DOI - Use caution before clicking on links, opening attachments, or responding.

The University of North Carolina at Chapel Hill Herbarium will use Export/Re-Import of Museum Specimens permit only for dead specimens — herbarium sheets, dried specimens in envelopes/boxes, and dead specimens in desiccant (usually leaf material for DNA analysis). We have no interest in live material.

1. Please respond with a 'yes' or 'no' to application 3-200-40, question # 8, asking if all accessions are properly recorded in a permanent catalogue? The provided response states 'see attached,' but does not directly answer with a 'yes'.

YES, the University of North Carolina at Chapel Hill Herbarium specimens are accessioned into a permanent catalog. Each is given a unique accession number and barcode, and accessioned into Symbiota portals. Monthly backups from the Symbiota portals are made to local servers. If a large amount of specimens are accessioned, then a backup

is made more frequently than monthly. All data is pushed to GBIF quarterly, or more frequently if a researcher requires data from newly accessioned material.

2. Provide a statement of how the activities carried out by your institution will enhance or benefit the endangered or threatened species intended for exchange (e.g., identify recovery tasks from the recovery plan, or describe how the research activities will benefit the species under the Act).

The University of North Carolina at Chapel Hill Herbarium curates specimens from around the world, but with a focus on the southeastern United States for the Vascular Plant Collection. Researchers associated with NCU typically describe half a dozen new taxa each year, and most of those species are rare. As we need to compare species within a genus in order to accurately describe the species for naming/publication, and those comparison species may also be rare, it is essential that we have access to a wide scope of plant material. Once described and published, then state/federal agencies can include these new rare species in their monitoring activities. Examples of rare taxa described by researchers at NCU include *Marshallia legrandii* Weakley (Asteraceae) S1 G1, *Allium keeverae* D.B. Poindexter, Weakley, & P.J. Williams (Alliaceae/Liliaceae) S2 G2, and *Solidago villosicarpa* LeBlond (Asteraceae) S1 G1. Agencies which use NCU collections specimen data include state heritage programs, the US Fish & Wildlife Service, and the National Park Service.

NCU's algae collection is world-wide in scope, and Dr. Paul Gabrielson, NCU Research Associate and Adjunct Professor in the Biology Department at UNC-Chapel Hill, is an expert on coralline algae. Many species of coralline algae require DNA analysis to be accurately identified. Dr. Gabrielson frequently borrows type material from herbaria round the globe to sequence, then compare to newly collected material. (See Maneveldt, Gavin W., So Young Jeong, Tae Oh Cho, Jeffery R. Hughey, and Paul W. Gabrielson. 2020. Reassessment of misapplied names, *Phymatolithon ferox* and *P. repandum* (Hapalidiales, Corallinophycidae, Rhodophyta) in South Africa, based on DNA sequencing of type and recently collected material. *Phycologia* 59(5): 449-455. <https://doi.org/10.1080/00318884.2020.1800298>). Once species are accurately described, named, and published, then conservation and management strategies can be developed.

Carol Ann McCormick

ORCID: 0000-0003-3785-8433

Curatrix, M.C.S., T.W.D.

University of North Carolina Chapel Hill Herbarium (NCU)

North Carolina Botanical Garden

401 Coker Hall, CB #3280

120 South Road

University of North Carolina at Chapel Hill

Chapel Hill, NC 27599-3280 U.S.A.

telephone +1 919 962 6931

From: Vargas, Darcy <darcy_vargas@fws.gov>

Sent: Monday, October 7, 2024 3:58 PM


To: McCormick, Carol Ann <mccormick@unc.edu>

Subject: Re: Export & Re-Import of Museum Specimens Application # CS8719136 /PER13146527

Good afternoon,

Please also confirm if you would ever need to use this permit, if issued, to export/import any live plants, or if all specimens would be dead.

Kind regards,

Darcy Vargas 
Biologist
US Fish and Wildlife Service
MS: IA
5275 Leesburg Pike
Falls Church, VA 22041-3803
www.fws.gov
www.cites.org
(703) 358-2399

From: Vargas, Darcy <darcy_vargas@fws.gov>
Sent: Monday, October 7, 2024 3:45 PM
To: mccormick@unc.edu <mccormick@unc.edu>
Subject: Export & Re-Import of Museum Specimens Application # CS8719136 /PER13146527


Good afternoon,

We hope you are doing well. Your referenced application has been reviewed and found to be incomplete. Therefore, please reply to the following:

1. Please respond with a 'yes' or 'no' to application 3-200-40, question # 8, asking if all accessions are properly recorded in a permanent catalogue? The provided response states 'see attached,' but does not directly answer with a 'yes'.
2. Provide a statement of how the activities carried out by your institution will enhance or benefit the endangered or threatened species intended for exchange (e.g., identify recovery tasks from the recovery plan, or describe how the research activities will benefit the species under the Act).

In accordance with 50 CFR 13.11(e), if the requested information is not received by this office by November 21, 2024 (45 calendar days of the date of this email), your application will be abandoned and administratively closed. Once a file is closed, you will need to submit a new application, and all required fees, for the Service to consider your proposed activity.

Kind regards,

Darcy Vargas 
Biologist
US Fish and Wildlife Service
MS: IA
5275 Leesburg Pike
Falls Church, VA 22041-3803
www.fws.gov

