

Appendix G: Wildlife Incident Reporting and Handling Systems

PacifiCorp - Wyoming Wind Energy Facilities

Wildlife Incident Reporting and Handling System (WIRHS)



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BACKGROUND AND INTRODUCTION

The US Fish and Wildlife Service (USFWS) requests that mortality discoveries of birds protected under the Bald and Golden Eagle Protection Act, the Endangered Species Act, and the Migratory Bird Treaty Act be reported. PacifiCorp intends to report all avian mortality discoveries found in the Wind Project over the entire life of the project as part of the project operations and monitoring efforts. The purpose of this Wildlife Incident Reporting and Handling System (WIRHS) manual is to standardize and describe the actions taken by wind project personnel in response to wildlife incidents found in the wind project. The manual is intended to be working directions for personnel encountering a wildlife incident to fulfill the obligations of PacifiCorp in reporting bird incidents.

PACIFICORP POLICY

Employees or subcontractors of PacifiCorp, have a responsibility to comply with all environmental laws and regulations. Most birds that occur in the Wind Projects are protected by the federal Migratory Bird Treaty Act and eagles are further protected by the Bald and Golden Eagle Protection Act.

MIGRATORY BIRD TREATY ACT

The Migratory Bird Treaty Act of 1918 (MBTA) is the cornerstone of migratory bird conservation and protection in the United States. The MBTA offers protection of 836 species of migratory birds, including waterfowl, shorebirds, seabirds, wading birds, raptors, and passerines. Generally speaking, the MBTA protects all birds in the U.S. except gallinaceous (upland game) birds, rock doves (pigeons), European starlings, and house (English) sparrows.

BALD AND GOLDEN EAGLE PROTECTION ACT

In June 1940, Congress signed into law the Bald and Golden Eagle Protection Act (BGEPA). This law afforded additional protection to the bald and golden eagle. Penalties for violations of the BGEPA are up to \$250,000 and/or 2 years imprisonment for a felony (violations are defined as a felony), with fines doubled for organizations.

ENDANGERED SPECIES ACT

In 1973 the Endangered Species Act (ESA) was passed to protect endangered and threatened species and to provide a means to conserve their ecosystems. Under the ESA, Federal agencies are directed to utilize their authorities to conserve listed species, as well as "Candidate" species that may be listed in the near future, and make sure that federal agencies' actions do not jeopardize the continued existence of these species. As with the MBTA and the BGEPA, the ESA as amended prohibits the taking of species listed under the act as threatened or endangered.

PacifiCorp's WIRHS will be active for the life of the wind project. The WIRHS is designed to provide a means of recording and collecting avian and bat mortality discoveries found in the wind project to minimize and avoid attracting scavenging wildlife. It is the responsibility of PacifiCorp employees and subcontractors to report all avian and wildlife incidents to appropriate personnel or your immediate supervisor.

WILDLIFE INCIDENT REPORTING

The following procedures are to be followed when wind project personnel or others observe an avian or bat mortality discovery or injury while on site. These procedures are intended to be in place for the life of the Wind Project and are independent to any monitoring studies. Implementation of this WIRHS will be part of the PacifiCorp staff training program.

WHEN TO USE THE WIRHS - WHAT CONSTITUTES A REPORTABLE INCIDENT?

For the purposes of this reporting system, *incident* is a general term that refers to any bird or bat, or evidence thereof, that is found either dead or injured within the wind project. Note that an incident may include an injured animal and does not necessarily indicate death as in a carcass or mortality discovery.

An intact carcass, carcass parts, bones, or scattered feathers or an injured bird or bat are all considered reportable incidents. Report all such discoveries even if you are uncertain if the carcass or parts are associated with a wind project structure.

A *mortality discovery* is any find where a carcass, carcass parts, bones, or feather spots are observed. An *injury* or injured animal is any bird or bat with an apparent injury, or that exhibits signs of distress to the point where it can not move under normal means or does not display normal escape or defense behavior.

Prior to assuming a bird or bat is injured, it should be observed to determine if it can not or does not display normal behaviors. For example, raptors will occasionally walk on the ground, especially if they have captured a prey item. Raptors also "mantle" or hold their wings out and down covering a prey item. These types of behaviors may make the wings appear broken or the animal injured. Identification of specific behaviors typical to bird life cycles and distress behaviors will be part of the wind facility staff training program, otherwise a biologist with expertise will be notified as to uncertain bird behavior.

Note: Any incident involving a threatened or endangered species or a bald or golden eagle must be reported to USFWS within 48 hours of identification. See project personnel listing for contact information.

MATERIALS NEEDED TO RECOVER/REPORT AN INCIDENT

The supplies needed for this WIRHS will be contained in a "run-kit" storage device (e.g., Rubbermaid storage container, backpack, or airlines luggage) available on site at the Operations and Maintenance Office. The run-kit includes the following items:

A copy of this WIRHS

Wildlife Incident Report Forms

- 1 - large, portable, tool boxes or storage boxes (lockable; **i.e.**
http://www.walmart.com/catalog/product.do?product_id=2476189&findingMethod=r
r)
- 1 - 5 pack of Sharpies, multicolor
- 1 - 5 pack of pens
- 1 - 5 pack of mechanical pencils
- 2 - packs of 3" X 5" index cards
- 2 - boxes of 1 gallon & quart size zip lock freezer bags (16 gallon & 16 quart)
- 1 - packages of 12" zip ties (Wal-Mart or Home Depot/Lowe's 30ct minimum)
- 1 - boxes of garbage bags (13 gallon)
- 1 - boxes of disposable gloves (30 pair count or more per box/bag) (**i.e.**
http://www.walmart.com/catalog/product.do?product_id=10715978)
- 1 - "inexpensive" digital cameras (minimum 3.0 mega pixels) (**i.e.**
http://www.walmart.com/catalog/product.do?product_id=9134433)
- 1 - salad or BBQ tongs (forceps if available) (**i.e.**
http://www.walmart.com/catalog/product.do?product_id=10097014)
- 1 - packages of red "survey marking flags" (20 pack or larger) (Home Depot or Lowe's carry these)
- 2 - pairs of inexpensive leather gloves (16 large and 16 medium) (Wal-Mart or Home Depot/Lowe's)
- 1 - large canine transporters/carriers (**i.e.**
http://www.walmart.com/catalog/product.do?product_id=10893743)
- 1 - dark blankets or large throws (**i.e.**
http://www.walmart.com/catalog/product.do?product_id=10371352)
- 1 - medium hand towels
- 2 - small collapsible cardboard boxes (large enough for small bird or bat)
- 1 - small padlocks that will fit in tool box lock opening (**i.e.**
http://www.walmart.com/catalog/product.do?product_id=8251841)

INCIDENT RECOVERY AND REPORTING PROCEDURES:

If an animal is found or if you determine a bird/bat is injured, the following procedures should be followed:

1. If the incident discovered is an injured bird, initially move to a distance far enough away that it is not visibly disturbed or uneasy due to your presence. Follow the procedures for reporting and care of injured wildlife found below.

If the incident discovered is a mortality discovery or injured bat the following procedures apply.

2. Initially, leave the subject animal in place. A flag may be used to mark it's location for easy finding while specific data is being recorded. If it is a mortality discovery, leave the subject animal in place until all the data is recorded. It is recommended that any flagging be marked with the date, time and initials of the recorder.

3. Prepare a Wildlife Incident Report Form. The form and instructions for filling out the form are provided below.
4. Prepare a 3x5 card label that includes the exact date and time of the find and the observer's initials that are recorded on the Wildlife Incident Report Form. Use a Sharpie to record information on the label and write in large letters. This label is critical to correlating the carcass and photographs back to the data forms in the future and will be bagged and stored with the carcass.
5. Photograph the incident as it was found in the field. Take at least two pictures: a close up shot of the animal as it lays in the field and a broader view of the animal (marked by a flag) with the road, turbines, or other local features in the view. For the close up picture lay the 3x5 card label marked with the date, time and initials of the recorder facing up next to the carcass so that it appears in the picture.
6. Following completion of the report form and photographs, the mortality discovery should be collected. In the case of a scavenged mortality or feather spot it is important to collect all parts so that it is not encountered and counted again at a later date. The mortality discovery or parts should be bagged in a Ziploc freezer bag (or other such adequate sample bag such as Whirlpaks) or garbage bag in the case of large birds. The 3x5 card label should be included in a second Ziploc bag with the bag holding the actual animal (double bagged). It is advisable to use plastic disposable gloves to collect casualties for hygiene and potential disease considerations.

Injured bats (that can not fly) are also to be collected. Due to disease considerations and safety, injured bats should be collected with long forceps using disposable gloves. Confine the injured bat in a shoebox with a lid, punched air holds, and a soft cloth. The Operations project manager, project biologist, or monitoring study Field Coordinator (see list of contacts) should be notified immediately and will be responsible for euthanizing injured bats.

7. Report the find to the authorized representative or PacifiCorp staff within 24 hours. As soon as possible after the mortality discovery is collected it should be stored in the site freezer and an entry completed in the freezer log book. Follow the instructions on the freezer log book for logging fatalities into the freezer. Include the card label double bagged with the mortality discovery in the freezer.

Any incident involving a State or Federally listed threatened or endangered species or a bald or golden eagle must be reported to the USFWS and/or state wildlife agencies within 48 hours of identification. These finds will be reported to the agency verbally or via email by the authorized representative or PacifiCorp staff. See project personnel listing for contact information.

WILDLIFE INCIDENT REPORT FORM INSTRUCTIONS

SECTION 1 – DISCOVERY DATA

Date and Time: Record the date and time when the incident was found and the report is completed.

Name(s): Record the name(s) of the person(s) who made the discovery and filled out the report form.

SECTION 2 – LOCATION INFORMATION

Structure: Record the nearest turbine or met tower number. If no wind project facility is nearby indicate that the incident was found on site and the approximate location.

Distance from Structure: Record the approximate distance to the structure from where the incident was found. Pacing is a good means of estimating distance.

Direction from Structure: Record the general direction such as N (north), NE (northeast), E (east) etc. from the structure to where the incident was found. If the direction is unknown indicate in the Location Remarks (below) if the incident was on the road side or non-road side from the turbine.

Location Remarks: Include in this section any other information about the incident location that might be helpful such as found on the road, found on the turbine pad, found directly under guy wires, power lines overhead, etc.

SECTION 3 – WEATHER INFORMATION

Identify the weather condition present at the time of the incident

SECTION 4 – SPECIES IDENTIFICATION

Species: If known, record the species. If unknown, record “unidentified” or “unknown”.

Mortality/Injury: Circle the appropriate choice.

Disposition of the Incident: Incidents located by wind project personnel are to be collected. The disposition of the find in most cases will be that it is stored in the site freezer. In cases of injured birds (see procedure below) the disposition may be the wildlife rehabilitator or if an eagle or threatened or endangered species is found, the incident will be turned over to the USFWS.

Condition: Circle appropriate description. *Complete* is an intact carcass or carcass that appears complete with no obvious signs of scavenging. *Dismembered* is a carcass with appendages missing or amputated from body. *Feathers* indicates an incident where only feathers were found, a feather spot.

Field Notes and Physical Condition: This section is for recording any field notes or observations specific to the incident. For example, describe observations about the incident at

the time it was found. Some good observations to include are whether the carcass appears fresh or is old and desiccated, whether it was infested with insects, whether maggots were present, the condition of the eyes – dried and sunken versus moist and round, whether all appendages were present or if one or more were missing (e.g., missing right wing). Notes recorded in this section are helpful in estimating the time since death.

Estimated Time Since Death: Indicate the approximate number of days since the time of death based on your best judgment. Very fresh carcasses which may be only a few hours old will generally have no insect infestations and eyes may be round and wet appearing. Insect infestations can occur relatively quickly, especially in warm weather, and even carcasses less than 24 hours old may have flies or beetles on them. The presence of fly larvae (maggots) would indicate a carcass is a few days (generally >24 hours) to a week old. A dried carcass with all the flesh removed is likely to be greater than 14 days and if bones are visible it could be over 30 days old. In cold weather, carcasses will appear fresh for longer time periods and may not experience insect scavenging.

Field Marks used: Include in this section any notes or information such as identification marks that helped you determine the species of the bird or bat. If the species was unknown but you have an educated guess, or you know the bird was a raptor for example but don't know the species, include it here.

Photos: Indicate whether photos were taken and if so how many.

SECTION 5 – ADDITIONAL COMMENTS

Document any additional information in this section. (e.g. behavior observed if injured; details of carcass – missing body parts, injuries, number of feathers in feather spot; indications of cause of death; field marks for identification, characteristics of where found - hidden or exposed)

SECTION 6 – CHAIN OF CUSTODY

Disposition of Carcass: Record the method of disposition of the carcass, date, time and the initials of the person performing the disposition. If the carcass is release to the USFWS, document the person's name, date and time, including the PacifiCorp representative that approved the disposition.

SECTION 7 – AGENCY RECORD OF CONVERSATION

Name of Field Personnel/Manager Notified: Record the name, date and time that the O&M Project Manager, project biologist, or the monitoring study Field Coordinator was notified about the find. Record the name, date, and time of all governmental agency notifications.

INJURED WILDLIFE – PROCEDURES FOR REPORTING AND CARE

The following procedures apply to injured birds:

Fill out a Wildlife Incident Report Form as for a mortality discovery, but first, the primary objective is to provide immediate care for the injured animal. If safely possible and authorized to do so, capture the injured bird by placing a dark cloth or towel over the animal. By removing its ability to see, birds generally calm down and are more easily handled. Place the bird in a box that has a towel or other material for the animal to hide under or grasp on to.

While capturing the animal, assess the injury so you'll know what to report to the authorized representative, PacifiCorp staff, and/or the wildlife rehabilitator. As soon as possible after capture, contact the authorized representative or PacifiCorp staff about the find and for further instruction (see contact list).

Minimize additional stress to the animal by keeping it cool if it is a hot day or keeping it slightly warm if it is a cool day. Placing the box in a darkened room with closed doors may be helpful in minimizing stress while the appropriate arrangements are made for care.

If the injured bird is a Federally or State listed species, an authorized representative or PacifiCorp staff will notify the appropriate U.S. Fish and Wildlife and/or state wildlife representatives (see contact list). If the injured animal is found after normal weekday office hours, leave a message (if possible) and report it again the next available working day.

If you can't reach the authorized representative or PacifiCorp staff, phone the nearest rehabilitation center and request further instruction (see contact list). The rehabilitation center is required to report any injured raptor to the WDFW and USFWS within 48 hours. If the injured bird is an eagle or has been gun shot, it should also be reported to federal and state law enforcement offices. Describe the injury to the rehabilitation center and they will determine if it should go directly to a veterinary clinic.

Deliver the animal to the specified location. If applicable, request that the veterinary clinic make arrangements to deliver the bird to the designated rehabilitation center following treatment. PacifiCorp will pay for all veterinary bills.

Attachment A: Wildlife Incident Reporting Form

SECTION 1: LOCATION INFORMATION

Confidential Business Information

Date: _____ Time: _____ Observer: _____ ID No.: _____

Found during (choose one): _____ Scheduled Carcass Search _____ Incidental Find

Project Location: _____

SECTION 2: LOCATION INFORMATION (if known)

Location: _____ Nearest Turbine # _____ _____ Other – describe:

_____ Weather Station # _____

Distance and Bearing to nearest turbine or weather tower as *measured from carcass to structure*:

Azimuth (degrees): _____ Distance (meters): _____

GPS Unit: _____ State Plane Coordinates: Northing _____ Easting _____

Landform (all applicable): _____ Flat/Rolling _____ Steep slope _____ Hilltop _____ Depression

Habitat or Community Type(s) present at carcass location:

_____ Standing Crops _____ CRP/Pasture _____ Plowed/Fallow

_____ Forest _____ Scrubland _____ Other – describe: _____

Location Notes: _____

SECTION 3: WEATHER INFORMATION

Weather History

___ Clear ___ Calm ___ Fog ___ Cloudy ___ Light Rain ___ Storm ___ Snow ___ Blizzard

___ Gusty Winds ___ Sustained High Winds ___ Violent Storm

Weather Notes: _____

SECTION 4: SPECIES INFORMATION (if known)

Species: _____ Photo No.: _____

Sex (circle): ___ Male ___ Female ___ Unknown

Age (circle): ___ Adult ___ Juvenile ___ Unknown

Disposition of carcass (project office freezer, other): _____

Estimated time since death or injury: _____

Condition: ___ Injured ___ Intact ___ Scavenged ___ Dismembered ___ Feather Spot

___ Other – describe: _____

Bird banded or tagged – describe thoroughly: _____

Species Notes: _____

Attachment A: Wildlife Incident Reporting Form

SECTION 5: ADDITIONAL COMMENTS:

Confidential Business Information

SECTION 6: CHAIN OF CUSTODY

Disposition of carcass: _____ Date: _____ Time: _____ Initials: _____
Disposition of carcass: _____ Date: _____ Time: _____ Initials: _____
Disposition of carcass: _____ Date: _____ Time: _____ Initials: _____
Disposition of carcass: _____ Date: _____ Time: _____ Initials: _____

If Release to USFWS:

USFWS Person's Name: _____ Date: _____ Time: _____
PacifiCorp Representative: _____ Signature: _____

SECTION 7: AGENCY RECORD OF CONVERSATION

Contact Name: _____ Agency: _____
Contact Phone Number: _____ Date: _____ Time: _____
PacifiCorp Representative: _____
Discussion Topics and Comments: _____

Attachment B: Project Personnel Listing and Contact Information

GLENROCK & ROLLING HILLS (WYOMING)

PacifiCorp

Laine Anderson, PacifiCorp
Cell: (801) 386-3861
laine.anderson@pacificorp.com

or

Travis Brown, PacifiCorp
Office (801)220-2737
travis.brown@pacificorp.com

State:

Wyoming Game and Fish Department
3030 Energy Lane
Casper, WY 82604
Carol Havlik: (307) 233-6413
Gary Boyd: (307) 436-9617
Martin Grenier (Bats): (307) 332-7723

Wildlife Rehabilitation Center

Frank and Lois Layton
6520 W. Riverside Terrace
Casper, WY 82601
(307) 472-7009

Wildlife Rehabilitation Center
Laramie Raptor Refuge
28 Corthell Road
Laramie, WY 82070
(307) 721-9841

County (Converse):

Converse County Sheriff Dept.
Office of Sheriff Clint Becker
(307) 358-4700

Agencies

U.S. Fish and Wildlife Service
Curtis A. Graves, Special Agent
9297 S. Wadsworth Blvd.
Littleton, CO 80128
Phone: (303) 562-4279

Attachment B: Project Personnel Listing and Contact Information

SEVEN MILE HILL (WYOMING)

PacifiCorp

Robert Booth, PacifiCorp
Cell: (307) 251-3908
Robert.Booth2@pacificorp.com

or

Travis Brown, PacifiCorp
Office (801)220-2737
travis.brown@pacificorp.com

State:

Wyoming Game and Fish Department
528 S. Adams
Laramie , WY 82070
Carol Havlik: (307) 233-6413
Ryan Kenneda: (307) 348-7311
Martin Grenier (Bats): (307) 332-7723

Wildlife Rehabilitation Center

Laramie Raptor Refuge
28 Corthell Road
Laramie, WY 82070
(307) 721-9841

County (Carbon):

Emergency Mgmt. Services
Harold Newborough
(307) 328-2750

Agencies

U.S. Fish and Wildlife Service
Curtis A. Graves, Special Agent
9297 S. Wadsworth Blvd.
Littleton, CO 80128
Phone: (303) 562-4279

Attachment B: Project Personnel Listing and Contact Information

HIGH PLAINS AND MCFADDEN RIDGE (WYOMING)

PacifiCorp

Aron Anderson, PacifiCorp

Cell: (307) 379-4131

Aron.Anderson@pacificorp.com

or

Travis Brown, PacifiCorp

Office (801)220-2737

travis.brown@pacificorp.com

State:

Wyoming Game and Fish Department

528 S. Adams

Laramie , WY 82070

Carol Havlik: (307) 233-6413

Roger Bredehoff: (307) 745-4401

Martin Grenier (Bats): (307) 332-7723

Wildlife Rehabilitation Center

Laramie Raptor Refuge

28 Corthell Road

Laramie, WY 82070

(307) 721-9841

County (Carbon):

Emergency Mgmt. Services

Harold Newborough

(307) 328-2750

Agencies

U.S. Fish and Wildlife Service

Curtis A. Graves, Special Agent

9297 S. Wadsworth Blvd.

Littleton, CO 80128

Phone: (303) 562-4279

Attachment B: Project Personnel Listing and Contact Information

Foote Creek I (WYOMING)

PacifiCorp
Aron Anderson, PacifiCorp
Cell: (307) 379-4131
Aron.Anderson@pacificorp.com
or
Travis Brown, PacifiCorp
Office (801)220-2737
travis.brown@pacificorp.com

State:
Wyoming Game and Fish Department
528 S. Adams
Laramie , WY 82070
Carol Havlik: (307) 233-6413
Roger Bredehoff: (307) 745-4401
Martin Grenier (Bats): (307) 332-7723

Wildlife Rehabilitation Center

Laramie Raptor Refuge
28 Corthell Road
Laramie, WY 82070
(307) 721-9841

County (Carbon):

Emergency Mgmt. Services
Harold Newborough
(307) 328-2750

Agencies
U.S. Fish and Wildlife Service
Curtis A. Graves, Special Agent
9297 S. Wadsworth Blvd.
Littleton, CO 80128
Phone: (303) 562-4279

Attachment B: Project Personnel Listing and Contact Information

DUNLAP I (WYOMING)

PacifiCorp

Robert Booth, PacifiCorp
Cell: (307) 251-3908
Robert.Booth2@pacificorp.com

or

Travis Brown, PacifiCorp
Office (801)220-2737
travis.brown@pacificorp.com

State:

Wyoming Game and Fish Department
528 S. Adams
Laramie , WY 82070
Carol Havlik: (307) 233-6413
Kelly Todd: (307) 379-2337
Martin Grenier (Bats): (307) 332-7723

Wildlife Rehabilitation Center

Laramie Raptor Refuge
28 Corthell Road
Laramie, WY 82070
(307) 721-9841

County (Carbon):

Emergency Mgmt. Services
Harold Newborough
(307) 328-2750

Agencies

U.S. Fish and Wildlife Service
Curtis A. Graves, Special Agent
9297 S. Wadsworth Blvd.
Littleton, CO 80128
Phone: (303) 562-4279

Attachment C: Freezer Tag

Facility: _____	Sample Log #: _____ <small>(from log book)</small>
Date: _____	Time: _____
Collector's Name/Employee # or Company's name: _____	
Circle one: Bird / Bat	Species: _____
Facility: _____	Sample Log #: _____ <small>(from log book)</small>
Date: _____	Time: _____
Collector's Name/Employee # or Company's name: _____	
Circle one: Bird / Bat	Species: _____
Facility: _____	Sample Log #: _____ <small>(from log book)</small>
Date: _____	Time: _____
Collector's Name/Employee # or Company's name: _____	
Circle one: Bird / Bat	Species: _____
Facility: _____	Sample Log #: _____ <small>(from log book)</small>
Date: _____	Time: _____
Collector's Name/Employee # or Company's name: _____	
Circle one: Bird / Bat	Species: _____

Attachment D: SAMPLE Wildlife Incident Reporting Facility Log

WIND FACILITY

ID	Date of Find	Time of Find	Turbine I.D.	Bird or Bat Species	CS or INCID	O&M or BIOL	Collector's Initials	Carcass in Freezer (Y/N)	Disposition
13-001									
13-002									
13-003									
13-004									
13-005									
13-006									
13-007									
13-008									
13-009									
13-010									
13-011									
13-012									
13-013									
13-014									
13-015									
13-016									
13-017									
13-018									
13-019									
13-020									

NOTE: CS = scheduled carcass search, INCID = incidental find.