



**GENERAL PROCEDURES AND INFORMATION FOR CONDUCTING RESEARCH  
ON TNCH PRESERVES**

These procedures allow TNCH to fulfill its main mission of land management and protection. We recognize research as an important component of long-term management. Therefore, we give a higher priority to supporting independent, applied research (management-oriented research) projects that promise to affect our management strategies.

**1) Submission of Research Proposal & Application Packet (due 2 months prior to planned research)**

A. Research Proposal - Preference is given to projects that require minimal or no staff time. Proposals submitted less than two months prior to anticipated field work will be assigned a low priority, and may jeopardize your approval of planned field dates.

Submit a written proposal to the Natural Resources Manager, including: 1) the purpose of your research and the your proposed methods; 2) where in the preserve you intend to work; 3) an emergency contingency plan for both you and your team; 4) collections you plan to make; 5) where collected specimens will be deposited or how they will be used; 5) an assessment of potential impacts to the preserve or its resources; 6) a project timeline; 7) a description of the final research product (e.g. thesis or published scientific article); 8) an assessment of how your work benefits conservation; 9) and (for graduate students) the name, address, and phone number of your advisor.

B. Application Packet (this document) - Read and/or fill out all relevant forms completely, including:

- a) Liability Waiver (one per person)
- b) Collecting Permit
- c) Protocol to Prevent Alien Species Introduction
- d) Preserve Rules
- f) additional information concerning logistical arrangements
- g) copies of required permits. Mist netting birds, banding/trapping/handling of birds, collecting/planting/handling of endangered species, or pesticide/herbicide use are the responsibility of the researcher.

**3) Review of Proposal and Notification** – Staff will review your proposal. We may need to contact you (phone, email, etc.) to clarify certain points. We will notify you of their decision within 3-4 weeks of receipt of proposal.

**5) Logistical Arrangements** - Staff time is limited to essential preserve functions, therefore researchers must plan to contact the appropriate landowners, orient themselves and access the preserve on their own. Arrange your own transportation to, from, and within the preserve and make overnight accommodations. Upon request, you may schedule an appointment with our staff to obtain keys and a map of the preserve. The following information can be used as a guideline. The costs and availability of services quoted below may change without notice.

Waikamoi Preserve (Haleakala, east Maui) – Waikamoi Preserve is located on the northeast slope of Haleakala mountain, adjacent to Haleakala National Park, and can be accessed on foot or via 4WD at two locations 1) at 6,800 ft near the Hosmer Grove Haleakala Park entrance, or 2) at 4,500 ft near the State Makawao Forest Reserve entrance, off of Olinda Road. Please note that the State MFR entrance is a private, locked road, and you must obtain permission from the State Division of Forestry and Wildlife (808-984-8100), Maui AND Haleakala Ranch (572-1500), as this road crosses both properties.

Kapunakea Preserve (above Lahaina, west Maui) – Kapunakea Preserve is located about 6 miles northeast of Lahaina town on West Maui, at about 2,000 feet. The preserve is accessed from 4WD old sugar-cane dirt roads leading up to the preserve.

Winter rains (November – March) often make it impossible to drive during slick conditions, so be prepared for rain-outs if you plan on scheduling field work during this time.

Kanepu'u Preserve (north of Lanai City, Lanai) – Kanepu'u Preserve is located 8 miles north of Lanai City, and is accessed through old, flat pineapple plantation roads that are also slick during winter rains. Therefore, 4WD is usually recommended.

Vehicles - Most preserves are located in rugged areas away from paved roads, requiring 4WD vehicles. Commercial 4WD rental is available and generally costs over \$100/day.

Helicopter - Many parts of Waikamoi and Kapunakea preserves are accessible only by helicopter. Helicopter time costs about \$750/hour. All helicopter requests must be coordinated with staff to ensure no conflict with operations.

Accommodations

Maui :

- Waikamoi Preserve researchers may utilize the Hawaii Conservation Biology Field Station (HCBFS aka TNC House) at the entrance to Haleakala National Park near Hosmer Grove at ~7,000 ft elevation. Dorm style housing, bunk beds, running potable water, electricity \$10.00/night, subject to availability, reservation required. Contact TNC House Manager (808) 572-4418. See also: <http://www.hear.org> and click on HCBFS in the left panel.
- Camping at Hosmer Grove - call NPS (808) 572-9306 (3 night limit) 1st come-1st served basis, no permit or fee other than park entrance fee
- Three remote area shelters are located in Waikamoi and 1 remote area shelter is located in Kapunakea. Availability is on a case-by-case basis.

Lanai: There are no shelters in the Lanai preserve. Tent camping is permitted on-site.

Cellular phones & radio contact - Bring a cellular phone in case of emergency. In some cases, the use of a two-way radio or cell phone may be arranged through the island field office. Researchers will not be permitted to work in the preserves without some way to call for help and receive emergency messages.

## **6) Trip Reports & Final Reports**

Two weeks after each period of field work, a trip report must be submitted to the appropriate staff member at the island preserve office (part of Research Agreement for TNCH Preserves). Failure to comply with this agreement may jeopardize further research in the preserve.

At the conclusion of the research project, a report must be submitted. The format and timing of the report will be decided on by researcher and island preserve staff prior to the start of the project (part of Research Agreement for TNCH Preserves). It may consist of a separate project summary that includes research results or it may be a reprint of a journal article dealing with the project.

**TNCH Island Preserve Offices (updated 7/05)**

The following offices and people can be contacted for more information about research on TNCH preserves.

**Oahu**

Honouliuli Preserve (Waianae Mts) - Ihihilauakea Preserve (Koko Head)  
923 Nuuanu Ave.  
Honolulu, HI 96817  
Voice (808) 677-1674  
Fax (808) 677-1063  
Dan Sailer, Natural Resource Manager

**Molokai**

Moomomi (NW Coast) - Kamakou (E Molokai Mts)- Pelekunu (N valley of E Molokai)  
23 Pueo Place  
Kaunakakai, Molokai, HI 96748  
Voice (808) 553-5236  
Fax (808) 553-9870  
Tina Lau, Alien Species Specialist

**Lanai**

Kanepuu (NW plateau)  
P.O. Box 1716  
81 Makawao Ave. #203A  
Makawao, Maui, HI 96768  
Voice (808) 572-7849  
Fax (808) 572-1375  
Melissa Chimera, Natural Resources Manager

**Maui**

Kapunakea (W Maui Mts) - Waikamoi (N slope of Haleakala)  
P.O. Box 1716  
81 Makawao Ave. #203A  
Makawao, Maui, HI 96768  
Voice (808) 572-7849  
Fax (808) 572-1375  
Melissa Chimera, Natural Resources Manager

**Big Island**

Honomalino (S Kona)  
P.O. Box 6600  
Kamauela, HI 96743  
Voice/Fax (808) 885-1786  
Laura Nelson, Natural Resources Manager

# PREVENTING INTRODUCTION OF ALIEN SPECIES

Controlling non-native plants and animals is a high priority for resource managers in Hawaii. Each year, we spend a huge amount of time and money to battle alien species. With new plant and animals arriving continually in the islands, we must focus on preventing their spread into natural areas. Staff and researchers alike are potential vectors of alien species. Alien pests may come from the mainland, another island in the Hawaiian archipelago, or even a weedy or urban area of the same island. The following are likely routes of alien species introduction and procedures we require to eliminate the spread of alien plants and animals.

## *1 - Field Gear and Field Equipment*

**Inspect field gear and equipment before going into the field.** Two categories of pests that merit attention are weeds and insects (especially ants and cockroaches). Clods of dirt or mud can hide these hitchhikers. It is necessary to inspect and clean: footwear (treads, laces, boot tongues); socks; pant legs; pockets; jackets; raingear; food-stuffs; tools; packs; tents; hammocks; tarps; helicopter sling nets; wood and building materials; fencing materials; bottoms of plastic buckets; tool bags; and other containers or equipment. Appropriate methods to clean gear include: water and hose, brush, clean rag, knife edge, or insecticide. Cleaning should be done in a designated area with a nearby receptacle for disposal. Laundering of washable items should be done after each trip. This is particularly important when working on different islands, in different areas on the same island, or on the mainland. Each area may have its own assemblage of pests that must be prevented from spreading to new locations where the pests do not currently exist. In some cases, it may be preferable to use a different set of field gear for each field site. If items can not be cleaned, they should be left at the baseyard or discarded.

## *2 - Field Vehicles*

**Keep field vehicles clean.** The inside of field vehicles should be vacuumed, and pickup truck beds should be swept out after every trip to the field. Pay particular attention to seats, floors, dashboards, and door jambs. Tires (especially treads) and undercarriage of vehicles should be hosed off after each field visit to avoid transporting weed seeds. Maintaining clean field gear can be compromised by using a dirty truck.

## *3 - Helicopter Landing Zones and Camp Sites*

**Keep helicopter landing zones and camp sites free of significant weed species.** Helicopter used to transport personnel into the field fly to and from other islands and land in other natural areas. Although it may be impractical to clean helicopter skids and interiors, a well-used landing zone can be managed. Weeds in these areas should be eradicated or cut back periodically. Similarly, weeds around camp sites should be controlled or eliminated.

## *4 - Travel Routes and Trails*

**Avoid carrying weed seeds from an infested part of the preserve to pristine areas.** If travel routes go through areas infested with invasive weeds, be conscious of the potential for spread. When leaving a weedy area and entering a more pristine area, transport of weed seeds can be reduced by carrying a small brush to clean shoe soles, pant legs, and packs. Stick to established and well used trails or travel routes to avoid spreading weeds off trail.

## *5 - Trash and Garbage*

**Pack out your trash and unused foodstuffs.** Do not bury trash in the field. Avoid taking in any fruits (in your food or digestive tract) that have seeds with the potential to naturalize (e.g. cherry tomatoes, chili peppers, berries, guava). Organic trash (e.g. orange and banana skins, apple and pear cores, peach and avocado pits) should be treated as other garbage and packed out. Garbage that is

discarded in the field has the potential to spread unseen insects, fungi, and other plant pathogens and may provide food for alien vertebrates.

### ***6 - Education***

#### **Learn to recognize invasive species, the habitats they currently occupy, and those areas where they are likely to spread.**

Learn which weeds are particularly invasive in Hawaii and where they occur. Note which weeds or animal sign (e.g. tracks or scat) are encountered along preserve trails or roads and pay attention to any changes. If a highly invasive weed or animal sign is encountered, inform the preserve staff of the location. One source of information about alien species in Hawaii, including photos and distribution maps, can be found on the web at the Hawaii Ecosystems at Risk Project web site (<<http://www.hear.org>>). Share this information and your knowledge with friends and colleagues when visiting other natural areas.

All persons who appreciate the natural heritage of Hawaii need to work to preserve it.

### **Maui & Lanai Preserve Rules**

In consideration of the permission granted to me by The Nature Conservancy to visit its preserve, I agree to act in accordance with the following policies.

- 1) Campfires and smoking are not permitted on the preserve to minimize the risk of wildfires.
- 2) Firearms, archery equipment, and/or weapons are permitted only with prior written consent of the Conservancy.
- 3) Camping is not permitted on the preserve without prior written consent of the Conservancy.
- 4) Bringing plants or animals into the preserve is not permitted. All gear (shoes, clothing, packs, etc.) must be inspected and cleaned as necessary to remove seeds and soil prior to entering the preserve.
- 5) Visitors may not cut, remove, or damage any trees or vegetation or collect souvenir specimens, or collect, trap, kill, or otherwise molest any animal on the preserve except with written permission when such activities are directly related to a conservation, scientific, or educational project.
- 6) All refuse must be packed out, not buried.
- 7) Visitors must stay on predesignated trails and roadways to prevent trampling of native vegetation, minimize the spread of weeds, and ensure visitor safety.
- 8) Visitors may not interfere with the activities of Conservancy staff or others who have been granted permission to use the preserve.
- 9) Visitors are expected to notify the Conservancy staff of any destructive or suspicious activity in the preserve.
- 10) Visitors must follow any special rules that are in effect at the time of their visit when informed by the preserve manager.

## COLLECTING PERMIT

### Application for Permission to Collect Specimens or Samples of: Rocks, Minerals, Fungi, Plants, and Animals

Geographic Area \_\_\_\_\_

Type of Specimens to be Collected \_\_\_\_\_

\_\_\_\_\_

Proposed Collecting Dates \_\_\_\_\_

Reasons for Collecting \_\_\_\_\_

\_\_\_\_\_

Final Disposition of Collected Specimens \_\_\_\_\_

\_\_\_\_\_

#### CONDITIONS OF TNCH COLLECTING PERMIT

##### PART I

1. This permit applies to specimens or samples of rocks, minerals, fungi, plants, and animals. Fossil plants and animals are also covered by this permit. Archeological materials, including human remains, are **not** covered by this permit.
2. The collections shall be used for scientific or educational purposes only and shall not be used for commercial profit.
3. All collecting must be conducted in such a manner as to not cause damage to the environment. Because of the scarcity or importance of some elements, TNCH may designate the kind, number and size of specimens or samples that may be collected; the method by which they may be obtained; and any other restrictions necessary to the preservation of the area and other species.

#### CONDITIONS OF TNCH COLLECTING PERMIT

PART II

4. TNCH may require the collector to furnish an inventory and locality description of any or all specimens proposed for collection before they are removed and, after the collection is assembled, to submit it for examination.

5. If specimens are collected and preserved, the specimens must be deposited in a collection administered by a scientific or educational institution. The collector must provide TNCH with the name and location of the institution where final disposition is made.

I, the applicant, have read the conditions of the permit relating to collection in areas administered by The Nature Conservancy and agree to comply with these conditions if this permit is granted.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

THE NATURE CONSERVANCY OF HAWAII OFFICE USE ONLY

Specimens and Number Approved for Collection \_\_\_\_\_  
\_\_\_\_\_

Locality of Collecting Limited to \_\_\_\_\_  
\_\_\_\_\_

Special Conditions or Restrictions All helicopter flights in and over the preserve must be pre-approved by the Maui Program Director. In addition, there will be no unauthorized camping in the preserve.

Expiration Date \_\_\_\_\_  
Approved by \_\_\_\_\_ Approval date \_\_\_\_\_  
Title \_\_\_\_\_

This permit must be carried at all times while collecting.

## WAIVER and RELEASE AGREEMENT

### \_\_\_\_\_ Preserve

I acknowledge that there is an inherent risk of personal injury during this trip and other subsequent trips to this preserve, and I agree that I am participating of my own volition. I recognize that I may encounter certain dangers, including, but not limited to: riding in vehicles over unimproved and uneven roads; hiking on trails that may be wet, slippery, and steep; hiking in areas where solid footing may be obscured by vegetation; exposure to high winds and blowing soil; and significant temperature and climate changes. I recognize that shoes with good traction and a heel are recommended for the hike to minimize the chance of slipping or injury caused by sharp objects. I am aware that the area may not be suitable for small children. I also understand that there are no bathroom facilities, potable water, or telephones, and that emergency care and evacuation may not be readily available. I will take appropriate steps to ensure my personal health and endurance during the activity, including rest, food, water, and carrying any prescribed medication I may be taking.

I acknowledge that The Nature Conservancy, AmfacJMB/Haleakala Ranch/Castle & Cook Inc. make no warranty or representation, expressed or implied, regarding the conditions that may be encountered during this and other subsequent trips.

Helicopter Travel: if I am traveling to the preserve by helicopter, I understand the particular accident risks inherent in helicopter travel.

Volunteer/Researcher Work: if I will be performing volunteer work or research, I have been properly instructed in and understand the use and risk of any equipment or tools that I am to use, such as chain saws, mattocks, and hand tools, and I will use them properly.

Use of Chemicals: if I will be performing weed or pest control, I understand that there are potential dangers associated with the use of non-restricted herbicides and pesticides. I will read and heed all warnings issued by the manufacturer. I agree to apply all such herbicides and pesticides in accordance with labeling and state laws and under the supervision of preserve staff.

I am in good health, and am not aware of any physical or medical condition that might endanger myself or other participants. I have read and agree to follow all preserve rules, regulations, and safety instructions listed herein, as well as all applicable laws.

I hereby release and agree to indemnify and hold harmless The Nature Conservancy, its affiliates, all persons connected with The Nature Conservancy and its affiliates, and Amfac JMB/Haleakala Ranch/Castle & Cooke Inc. and their respective employees, officers, directors, trustees, agents, guests, and invitees against any and all expenses, costs, claims, causes of action or liabilities (including, without limiting the generality of the foregoing, attorneys' fees) for damages, expenses, injury, death, damage to or destruction of property, or other losses, which I, or any person claiming through me, including accompanying minors under my supervision, may have, which may arise or result from my trip to this preserve. I further agree that I will be responsible either for personally supervising the minor(s) or for making arrangements for supervision of the minor(s) by another responsible adult.

This agreement is freely and voluntarily executed as signed below (if a minor, parent or guardian must sign).

Name	Address	Phone or E-mail	Signature
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Trip Date(s) \_\_\_\_\_  
(Permission is granted only for the date(s) shown.)