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The following information is required to be submitted for research permit applications.

## Background

1. The [Great Barrier Reef Marine Park Regulations 2019](#) require specific information to be provided with a Marine Parks application before The Great Barrier Reef Marine Park Authority (the Authority) considers the application to be properly made.
2. The following checklists provide the minimum information requirements to be submitted with any application for Marine Park permission. These checklists are not exhaustive and in some cases, the Authority may require further information from the applicant to address specific aspects of the proposal. Please note: information about the applicant (such as ACN if a company, ABN for a trading name, research institute, postal address, email address and phone number) is also required when submitting an application.
3. Applications must be submitted through [Permits Online](#), however the information required can be included in an attached research plan.
4. Submitting the required minimum information at the time of application reduces the need for the Authority to seek further information from applicants during the assessment process. This leads to shorter assessment timeframes.
5. Further information on the permission application process and the assessment process of research permit applications can be found in the [Guidelines for Applications for Joint Permissions](#) and the [Guidelines for Managing Research in the Great Barrier Reef Marine Park](#), respectively.

## Research – new application

### Research project

1. Title and abstract of the proposed research project.
2. Justification – Why do you need to use the Marine Park? What alternatives have been considered, and why have they been ruled out? Why can the research not be conducted under an existing research institution accreditation?
3. Type of proposed research – commercial, commercial including biodiscovery (bioprospecting), non-commercial.
4. Proposed permit term, and reason for this term.

### Research locations

5. Proposed research locations (refer to the [Zoning Plan](#) and [Zoning Maps](#)).
6. For proposed extractive activities in Marine National Park or Buffer Zones (refer to the [Zoning Plan](#)) – Explanation of why the research:
  - a. Is relevant to, and a priority for, the management of the Marine Park (refer to the Authority's [Science Strategy and Information Needs](#)); OR
  - b. Cannot reasonably be conducted elsewhere.

7. For proposed access to Preservation Zones (refer to the [Zoning Plan](#)) – Explanation of why the research:
  - a. Is relevant to, and a priority for, the management of the Marine Park (refer to the Authority's [Science Strategy and Information Needs](#)); AND
  - b. Cannot reasonably be conducted elsewhere.
8. For proposed extractive activities in the Low Isles (refer to the [Cairns Plan of Management](#)) – Explanation of how the research:
  - a. Complements research conducted by the 1928 to 1929 Great Barrier Reef Expedition; or
  - b. Directly assists the management of the Low Island Locality; or
  - c. Contributes to understanding of nutrient levels in the Marine Park, and cannot reasonably be conducted elsewhere.
9. For proposed entry to the Scientific Research Zone/s associated with a research station – confirmation as to whether you have already made contact with the Research Station regarding this proposed research.
10. For proposed access to the Australian Institute of Marine Science (AIMS) Restricted Access Special Management Area – confirmation as to whether you have already made contact with AIMS regarding this proposed research.
11. For research programs proposing to regularly visit one or more specific locations: a description of any values that may be impacted by the proposal (including biodiversity values, Traditional Owner heritage, social values and other heritage values – refer to the [Assessment and Decision Guidelines](#)).

### Traditional Owner engagement

12. Details of any consultation/engagement already undertaken with Traditional Owners, or proposed to be undertaken.
13. For proposed access to Great Keppel Island and the [Woppaburra Traditional Use of Marine Resources region](#) – outcomes of the consultation process with Woppaburra Traditional Owners (refer to Appendix A of the [Guidelines for Woppaburra Traditional Owner heritage assessment](#)).
14. For proposed access to the Great Palm Islands and surrounding areas (particularly the Palm Island Group Habitat Protection Zone HP-18-5146 and Great Palm Island Conservation Park Zone CP-18-4054) – outcomes of the consultation process with the Palm Island Aboriginal Shire Council. Contact details are as follows:

**Palm Island Aboriginal Shire Council (Official Office)**

1 Main Street, Palm Island Qld 4816  
Ph: 07 4770 0200  
Fax: 07 4770 1241  
Email: [reception@palmcouncil.qld.gov.au](mailto:reception@palmcouncil.qld.gov.au)

Note: The Great Palm Islands are a sensitive location for Traditional Owner heritage values and activities in this area are generally discouraged.

### Methods, equipment and collections

15. Proposed methods and materials.
16. Details of proposed equipment to be installed temporarily, including:
  - a. Dimensions (for example, width, height, length, weight);
  - b. Specifications (for example, brand, manufacturer, production material);
  - c. Quantity of equipment deployed in total over the life of the permit and per location per year;
  - d. Timeframe of deployment(s);
  - e. Fixing/securing methods;
  - f. Method of transport and deployment; and
  - g. ESRI file/GPS coordinates of proposed deployment location(s) (if available).

17. Details of proposed collections of marine products (seawater, wet sediment etc) including:
  - a. Quantity/number to be collected in total over the life of the permit, per year, and per location per year;
  - b. Collection methods (for example, by hand); and
  - c. Ultimate fate of collections (for example, manipulated in situ, returned to site, retained).
18. Details of proposed collections of specimens, including;
  - a. Scientific and common name of specimens;
  - b. Age of specimens (for example, juveniles, adults etc);
  - c. Size of specimens (for example, fragment size, colony diameter);
  - d. Number of specimens to be collected in total over the life of the permit, per species/taxa per year, and per species/taxa per location per year;
  - e. Collection methods (for example, using hammer and chisel, clove oil etc);
  - f. Ultimate fate of collected specimens (for example, manipulated in situ, returned to site, retained);
  - g. For temporary collections – maximum duration of holding; and
  - h. For temporary collections – details of any non-lethal manipulations (for example, measurements, tagging etc.).
19. For retained collections that exceed the limitations of limited impact research sampling (refer to Regulation 20 and Schedule 6 of the [Regulations](#)) – a sampling design and power analysis justifying proposed collection numbers.
20. For proposed research involving a Protected Species (refer to [Regulation 105](#) and the [Policy on the Take of Protected Species](#)) – demonstration that:
  - a. The research is relevant to, and a priority for, the management and long term conservation of the Protected Species; and
  - b. The research will be conducted in a humane and ethical manner.

## Research – continuation application

Note: A continuation application must be for the same conduct in the same area, however you can apply for proposed changes to the conduct and/or location if this is accompanied with a justification for the change. A continuation application involves an assessment of all activities/components of the proposed research program (not just any proposed changes), similar to a new application.

1. A justification of why a continuation of the research program is required.
2. Details of any proposed changes to the research program, and a justification for these changes – refer to the checklist for new applications to ensure all applicable information is provided.
3. Details of proposed collections, and justification of why the proposed collection numbers are required (whether they remain the same as in the previous permit or different).
4. Justification of why access is required to certain zones/locations – refer to items five to 11 of the checklist for new applications to ensure all applicable information is provided.
5. Any research reports required under the previous permit, which generally include a detailed list of collections and equipment installations and a map detailing research sites (refer to reporting conditions of the previous permit).

### Research – variation

Note: A variation application can be requested for changes to activities limited by conditions within the permit. If you wish to change any core matters of the permit, such as adding a new location or changing the permit term, you will need to submit a continuation application instead.

Variation applications can be submitted via email to [assessments@gbmpa.gov.au](mailto:assessments@gbmpa.gov.au)

1. Details of proposed changes to the research program – refer to the checklist for new applications.
2. An explanation of why the proposed changes are requested, including a justification (for example sampling design) for any increased collections.