

KTG Participant Application Form (KT2-For)

KTG Unique ID (office only)	
Participant ID (office only)	
Contract Number (s) i.e. CN.....	
Are you the owner of the above forest (s) (Y/N)	
Name : Print Name	
Address:	
E mail address:	
FO Number of owner (unique forestry owner ID allocated by the Department)	
Herd Number:	
Land Line Tel No:	
Mobile Tel No.	
Existing Forest Management Plan (FMP) in place (Y/N)	
If “y” date FMP completed	
Has the forest ever been thinned (Y/N)	
Does the forest have a forest road (Y/N)	
Are you a member of Forestry Group (Y/N)	
Do you own the timber rights? (Y/N)	
Have you participated in a previous Forestry KTG (Y/N)?	
Name of Nominee for the duration of the KTG	
Address of Nominee	
Relationship of nominee with Participant	
E mail address of nominee	

<p>What specific area of forestry do you want to learn more about (the learning agenda)?</p>
--

<p>What do you want to do with this information?</p>
--

Undertakings :

- (i) I certify that all the information is true and accurate and I accept that any false or misleading information may render this application null and void.
- (ii) I certify that I meet the eligibility criteria as outlined in the Terms and Conditions of the Knowledge Transfer Group scheme. Where I have nominated a person to attend on my behalf, this is in accordance with the Terms & Conditions.
- (iii) I undertake to comply with the Terms and Conditions and accept that failure to meet those Terms and Conditions may result in forfeiture of payment or penalties. (iv) I undertake to keep all necessary records pertaining to the Knowledge Transfer Group and output of tasks to be completed for verification by the facilitator\organiser and inspection by the Department of Agriculture, Food and the Marine (DAFM) or agents acting on its behalf for a period up to and including 6 years after the end of the programme.
- (v) I confirm that the information above is correct to the best of my/our knowledge and that it refers to me/us.
- (vi) I further agree that the details supplied in my application form, along with any supporting documentation, and any information held in the KTG Database relating to my attendance or non attendance at meetings or events may be made available to the DAFM or to any other body where required for scheme evaluation and statistical purposes and that the results of which may be made public.
- (vii) I understand that all data held/requested/accessed by the Department is subject to the Data Protection Acts 1998 and 2003 and the General Data Protection Regulations (EU 2016/679) which come into effect on 25 May 2018.
- (viii) I understand that Attendances are not valid for payment purposes, if attendance is recorded 30 minutes after the start time of the meeting or if I leave 30minutes before the end time of the meeting.
- (ix) I understand that Attendances are not valid for payment purposes if Attendance sheets are not signed at the beginning and at the end of the meetings or events.
- (x) I understand that the Department may terminate or postpone the scheme at any stage without prior notification. The Department will not cover any costs incurred in the project in the event of termination or postponement.
- (xi) The DAFM shall not be liable for any direct or indirect loss or liability to the participant resulting from information transferred to the organiser by the facilitator on behalf of a participant. **Payments may be reduced or lost where it is found that the participant, facilitator or organiser does not adhere to the conditions of the KTG scheme.**
- (xii) I authorise the facilitator and organiser whose details are set out below to communicate with the DAFM and act on my behalf for the purpose, in the first instance, of completing and submitting the relevant application form(s) and thereafter for the submission of my/our details in such format as may be required from time to time by the Department.
- (xiii) I agree that the Department can contact me directly after the KTG is completed without having to notify or seek permission from the organiser or facilitator. This contact may include requesting information on the level of forest management activity that has taken place since the KTG ended. Participants may also be asked their views on how the KTG worked for them and what improvements could be made to the scheme in the future.
- (xiv) I agree that DAFM, without further notification to me or those involved in this KTG application, can request from Coillte Teoranta or any other relevant organisation that manages forest partnership arrangements with forest owners where the timber rights are transferred to these organisations either temporarily or on a permanent basis, confirmation that I am not in a partnership arrangement with them with regard to timber rights concerning forests that I own.
- (xv) I understand that video footage may be recorded during the KTG meetings and that these videos may be shown on the Departments website or through other channels.
- (xvi) I authorise the DAFM to forward my personal details to my facilitator and organiser whenever the need arises.
- (xvii) I agree that the Department may request/access data held externally in relation to me which is required for the purpose of assessment/verification of my/our application and participation in the KTG scheme.

The participant is required to provide three (3) specimens of signatures for verification purposes, against the attendance records.

Participant 1's Signature 1: _____

Participant 1's Signature 2: _____

Participant 1's Signature 3: _____

The Nominee is required to provide three (3) specimens of signatures for verification purposes, against the attendance records.

Nominee's Signature 1: _____

Nominee's Signature 2: _____

Nominee's Signature 3: _____

Please note that this application cannot be accepted if it is not signed by both the Participant(s) and Nominee.

Signature of participant 1: _____

Date: _____

Print Name: _____

Signature of Nominee: _____

Date: _____

Print Name: _____