

April 28, 1981  
MTAB-44

MEMORANDUM

TO : All Banders

FROM : Chief, Bird Banding Laboratory  
Office of Migratory Bird Management  
Laurel, Maryland 20811

SUBJECT: 1. Change in non-game bird reporting  
2. Use BBL species numbers  
3. Sex record change of recaptured birds  
4. Banding schedule reminders  
5. FWS bands for resident game birds  
6. Replaced bands  
7. Certificates of Appreciation on banders'  
band encounter reports  
8. Applications for subpermits

1. We are changing to a faster computer for processing bird banding and band recovery information. The new central processing unit, scheduled for installation during May, is a Hewlett-Packard 3000 III. It will have interactive terminals for researchers in our building and for BBL data entry, corrections and retrievals. The major changes for us will be in data storage and processing. We will be using disc files that provide instantaneous access rather than tape files that are much slower to search. Our current tape file for processing recoveries is the Active Tub File of about 4 million records. The disc file will include all of our active, inactive and reserve banding files and the band recovery file. We expect to have faster turn-around on our reports to both the band finder and the bander.

To accomplish this we need the banders' help in more prompt reporting of non-game bandings. Banders may continue to report game bird bandings as they do currently. We are asking that non-game bird banders report all completed strings as soon as convenient after completion or after specific banding efforts or expeditions are finished. For example, gull, tern and raptor bandings are frequently concentrated and seasonal; upon completion of the bandings, the schedules should be completed and sent to the Bird Banding Laboratory. Exceptions to this procedure are expected when banders plan to revisit and check for mortality at colonial bird banding sites, need to wait for more information regarding recapture, age and sex, or plan to change the status of birds banded that year. Banders should report broken or incomplete strings of bands with the End-of-the-Year Banding Report as they do now. Submitting schedules more promptly should also result in increased accuracy and thus an improvement in the quality of our data file. There are fewer errors in data when the paper work is completed promptly. Also, reporting bandings throughout the year will spread out our editing and data entry workload and help us to avoid long delays in record processing during February and March.

2. Please use the species numbers and corresponding common names from the Bird Banding Manual, Vol. I, Part 5. Do not use Am. Birding Association names or AOU names which encompass two or more distinct races (for example, Slate-colored Junco and Oregon Junco should be used for Sp.No. 567.0 and 567.9 rather than Northern or Dark-eyed Junco).

3. If birds are sexed upon recapture rather than at the time of original banding, please indicate this in the "Remarks" section of the schedule. If the schedule has been submitted, request a modification to your schedule by sending a letter to us. Do not submit a new schedule.

4. Many mistakes are being made when preparing banding schedules (Form 3-860). Examples of such errors are: 1) writing incorrect digits when entering band numbers, 2) transferring bands without prior permission and notification, 3) submitting schedules for band numbers which have been reported previously, and 4) submitting duplicate schedules as "originals" when they have already been submitted. Such errors cause needless confusion and a great delay in processing. Please be more attentive when preparing schedules in order to eliminate confusion and the extra work such errors create. This should result in quicker and more accurate processing of the banding data into our files.

5. Banders are reminded that FWS bands should not be used on resident game birds or captive birds.

6. Please follow the procedure in MTAB-38, paragraph 9, regarding replaced bands. Recovery Form 3-1807 should no longer be used for replaced bands.

7. When we receive 20 or more band recoveries (foreign traps, sightings, etc.) on pink Bird Band Recovery Reports (Form 3-1807) or in correspondence, the reporter must indicate on the recovery form or in the correspondence if Certificates are needed. If there is no request for Certificates, they will not be produced. When you report recoveries for someone else (hunters, neighbors, etc.), the Certificate will be sent to the hunter, etc. If you also want a Certificate, indicate this on the report. We are not currently processing returns (traps, sightings, etc., in the same 10-minute block of banding); the only exceptions are records of unusual interest such as longevity or unusual seasonal occurrence.

8. When requesting an application for a subpermit, the request must come from the master permit holder.

*George M. Jonkel*  
George M. Jonkel

March 31, 1981

THE AVERAGE TIME FROM SCHEDULES ARRIVING INTO INCOMING  
SCHEDULE CONTROL UNTIL THEY ARE KEY-PUNCHED:

'80-'81 Hunting Season (Oct., Nov., Dec.)	Game - 26 calendar days
	Non-game - 103* calendar days
	* First of sample schedule still in Editing
1980 Non-hunting season (Jul., Aug.)	Game - 27 calendar days
	Non-game - 71 calendar days
1980 January and February	Game - 58 calendar days
	Non-game - 125 calendar days

Per Nancy Mullis

