

Circular 17/2015

1st May 2015

To: GLAS Advisors

**Re: Extension of Closing Dates for:
Submission of GLAS Commonage Management Plans
Submission of GLAS Auth Comm Forms**

The date for the submission of completed Authorisation Forms to Allow an Agent to Submit a GLAS Commonage Management Plan (**GLAS Auth Comm Forms**), previously fixed at 22nd May, 2015 in Circular 08/2015, is now extended to 12th June 2015.

The date for the submission of completed **Commonage Management Plans**, previously fixed at 3rd July 2015 in Circular 08/2015, is now extended to **31st August 2015**.

For the avoidance of any doubt the closing date of the 22nd May 2015 for the submission of individual GLAS applications remains in force and is not affected by the provisions of this circular.

Completion of GLAS Auth Comm Form

Advisors are reminded that a separate GLAS Auth Comm Form must be completed for each commonage as identified in the commonage container. The form must be fully completed and the shareholder signatories must be recorded on the Commonage Container for the commonage in question. Incomplete forms will not be accepted for processing and will be returned.

Appointment of Commonage Advisor

Circular 08/2015 at point 5 under heading 'Appointment of the Commonage Advisor for the preparation of CMPs (>10ha) is amended by the addition of the text in *italics* to read:

5. An Advisor who *has contacted all shareholders named in the commonage container and* has reached the indicative number of shareholders or the indicative area, as shown on the Commonage Container database, is *eligible* to be appointed the Master Commonage Advisor. However, the Department will not immediately appoint a Commonage Advisor but will instead publish the following details on the Department's website as, "Appointments Pending – Commonage Advisors";
 - a. Name and contact details of the Advisor seeking appointment;
 - b. Number of shareholders for whom they are authorised to prepare a CMP;
 - c. Commonage identifier and townland;
 - d. Date of notification of proposal to appoint;
 - e. Date of appointment of approval as Advisor (no earlier than five working days of the Department posting the notice).