

# Data Report for NZTCS Assessments

This report collates information on species or lower-level taxa to assist with their conservation status assessment using the New Zealand Threat Classification System (NZTCS). Complete a data table for each species or lower-level taxon individually by duplicating the ‘Taxon Details’ table below as needed. Include extra information, for example maps and Excel spreadsheets, as separate files. Email the report and any extra information to the NZTCS administrator at [ThreatStatus@doc.govt.nz](mailto:ThreatStatus@doc.govt.nz). Please contact the NZTCS email address if you need help with interpreting any of the sections.

Supplier’s Contact Details	
<b>Name</b>	
<b>Organisation</b>	<i>(when applicable)</i>
<b>Address</b>	
<b>E-mail</b>	
<b>Telephone numbers</b>	
<b>Contract Manager</b>	<i>(when applicable)</i>

Taxon Details	
<b>Species type</b>	<i>(Group of species for example microalgae, birds, spiders, Coleoptera, etc.)</i>
<b>Scientific name</b>	<i>(Genus, species epithets, naming authority)</i>
<b>Common name</b>	<i>(When applicable)</i>
<b>Taxonomic status</b>	<i>(Determinate or Unresolved)</i>
<b>Endemicity</b>	<i>(Endemic, Non-endemic, Exotic, or Unknown)</i>
<b>Generation time</b>	<i>(Average age since birth or hatching (in number of years) of breeding females)</i>
<b>Notes</b>	<i>(Any relevant information known about this taxon, e.g. information on biology, ecology and taxonomic status)</i>

Population Size & Trend	
<b>Location</b>	<i>(Geographic extend of this report; for example, the whole of NZ, a single region of NZ, or a single population)</i>
<b>Estimated population size</b>	<i>(Estimates for the total number of individuals, multiple-year estimates if available)</i>
<b>Estimated number of mature individuals</b>	<i>(Estimates of total number of breeding individuals, multiple-year estimates when available. When detailed information is lacking, you can use the following size brackets in number of mature individuals: less than 250; 250-1,000; 1,000-5,000; 5,000-20,000; 20,000-100,000; over 100,000.)</i>
<b>Distribution and estimated area of occupancy</b>	<i>(Information on distribution including habitat type, estimates of area of occupancy, estimate size of breeding habitat, GPS co-ordinate or maps when available. Excel spreadsheets or other documents can be attached to this form. When detailed information is lacking, you can use the following size brackets in number of hectares (ha): less than ;1-10; 10-100; 100-1,000; 1,000-10,000; 10,000-100,000; over 100,000.)</i>

<b>Estimated population trend – Past</b>	<i>(Estimates of trend: stable, percentage increase or decrease, estimated period of trend in years, is the trend consistent across the species range? If detailed information is lacking, you can use the following size brackets: Increasing more than 10%; stable; decreasing 10-30%; decreasing 30-50%; decreasing 50-70%; decreasing over 70%.)</i>
<b>Estimated population trend - Future</b>	<i>(Estimates of percentage increase or decrease, estimated period over which trend will occur [10 years or 3 generations], is the trend expected to be consistent across the species range? If detailed information is lacking, you can use the following size brackets: Increasing more than 10%; stable; decreasing 10-30%; decreasing 30-50%; decreasing 50-70%; decreasing over 70%.)</i>
<b>Identified threats</b>	<i>(List and explain identified threats that are impacting on population size and trend; for example, predators, habitat loss, etc...)</i>
<b>Notes on population size and trend</b>	<i>(For example, change in population range)</i>
<b>Conservation Status &amp; Qualifiers</b>	
<b>Current conservation status and qualifiers</b>	<i>(As reported in the most recent NZTCS assessment for the taxon. If the species has not been assessed before, it is a 'New Listing')</i>
<b>Recommended conservation status</b>	<i>(Using the latest <a href="#">NZTCS manual</a>, suggest the relevant conservation status for the taxon)</i>
<b>Recommended qualifiers</b>	<i>(Using the latest <a href="#">NZTCS manual</a>, list all suggested qualifiers relevant to the taxon. Explain why these qualifiers apply to the taxon)</i>
<b>Notes</b>	<i>(Any further information to support your recommendations)</i>