[redacted]

From: Accelerating Aquaculture Innovation [redacted]
Sent: 10 July 2017 21:55
To: Caroline MacLellan; Iain Sutherland; Elaine Jamieson
Subject: FW: AAI - Expression of Interest
Attachments: AAI - Expression of Interest.pdf

Dear HIE dream team,

This just in from Carol at FT. [redacted] has acknowledged receipt, would be happy to have scores on the doors/first assessment of the concept.
Very best wishes
[redacted]

[redacted]

Delivering industry success through research partnerships.

Scottish Aquaculture Innovation Centre

Innovation Centres

Proud to support the winning projects of the **Innovation Award** at the Scottish Food & Drink Excellence Awards 2016 and **Innovative Collaboration Award** at the Scottish Enterprise Life Science Awards 2016.

The Scottish Aquaculture Innovation Centre is hosted by the University of Stirling and based at Unit 19, Scion House, Stirling University Innovation Park, Stirling FK9 4NF.

From: ~~Carol MacKinnon [mailto:carol@fergusontransport.co.uk]~~
Sent: 07 July 2017 15:44
To: Accelerating Aquaculture Innovation [redacted]
Subject: AAI - Expression of Interest

Good afternoon,

Please find the attached completed Expression of Interest for an Integrated aquaculture mass mortality recovery system.

If you have any queries or require any further information please do not hesitate to contact me.

Thank you.

Best regards,

Carol

~~Carol MacKinnon~~
Group Company Secretary / Financial Director
Ferguson Transport, Shipping & Kishorn Port
Tel: 01397 773 840
Fax: 01397 773 851
www.fergusontransport.co.uk
www.kishornport.co.uk

LOGISTIC SOLUTIONS,
SUCCESSFUL WITH PARTNERS

HIE
Highlands and Islands Enterprise
Scottish Aquaculture Innovation Centre

ACCELERATING AQUACULTURE INNOVATION (AAI) PROGRAMME

Expression of Interest

Project title

Integrated aquaculture mass mortality recovery system: A unique process based innovation

Project details

In <800 words, please outline the commercial need, innovation accelerated and economic benefit of the proposed project.

Please include:-

- List of likely costs
- Location of project
- Proposed start and end date of project

Project details

Commercial Need

The Scottish aquaculture industry has a clear and unmet need for an innovative solution to deal with both large scale and routine mortalities at farm sites and hatcheries across Scotland.

As a recent example, one Scottish producer had in excess of 500 tonnes of mortalities due to a harmful algal bloom event. This was a major disaster for the salmon company, not only due to the economic loss of the fish themselves, but also due to the significant cost of mortality removal, within the constraints of regulatory requirements. The mortalities have to be removed from the bottom of the nets as quickly as possible, or the weight will overload the floatation design of the pen which in turn can lead to many other major problems. This combined with a need to remove the dead fish as soon as practical so as to not impact the health of the remaining fish is also of paramount importance.

Up until now, a large scale mortality like this led to the producer trying to identify, and avail themselves, of significant infrastructure and logistics resources (ie machinery, boats, plastic bins, lorries and manual labour) being pulled in from afar to start clearing the farm. This disaster response is often expensive, protracted and sub-optimal for the scale and magnitude of the industry that Scottish waters now support. If more than one farm has a significant mortality at the same time then this can lead to major issues as there is simply not enough resource and equipment in the system. The efficient removal of mortalities are governed by strict regulatory requirements, with stringent bio-security requirements on transfer and a full bio-

security cleaning process before re-use, which is very time consuming for the staff and cannot always be carried out on the day of delivery, which can also lead to delays in clearing the farm.

Other significant logistic hurdles also exist in rural Scotland, with ferry bookings being a major issue for Island based producers (Western Isles and Shetland/Orkney), in order to get vehicles on and off the Islands which can cause time delays. The volume of large vehicles on local, narrow, and not fit for purpose roads can also cause significant problems as drivers may not be familiar with local roads.

On the farm itself, dead fish are lying at the bottom of the nets and small work boats are drafted in, taken off of their own daily duties, and via the use of an uplift system, the small workboat works with a team operating a crane with a small cargo net system. The air uplift system sucks the dead fish from the bottom into the cargo net, approx. 500kg at a time, the crane then has to unload the net into plastic bins which hold up to 1 tonne. At this point there is a larger landing craft vessel alongside the small workboat which feeds the workboat empty bins, and takes the full bins back on board to allow room for the operation to run smoothly. The workboat and vessel can be alongside for days or weeks depending on the size of the mortality. A day shift normally will clear approx. 20 – 25 tonnes using this method, and therefore with a 500 tonne mortality, could take in excess of 25 days to clear.

This project would bring to the aquaculture industry a ground breaking and innovative approach to dealing with both mass and routine mortalities. Such a process based innovation will lead to a much more efficient and cost saving service that would be able to respond to catastrophic situations, whilst also dealing efficiently with routine mortalities. For this particular project and innovation there is potentially more upside for the Producer community than the project proponent. Whilst this project would initially be run in conjunction with Marine Harvest Scotland, it is anticipated that other producer companies would look to adopt such an approach as significant savings and efficiencies are inherent for them, as well as presenting a significant business development opportunity for Ferguson Transport. Detailed discussions on the operations and refinement of the concept have taken place with [redacted] and they eagerly await the piloting of such an approach.

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

The potential savings for industry include:
There will be no need for the farms workboats or team to operate the system, allowing them to carry on with their duties, which can be a significant issue when disaster strikes, and in the worst case scenarios, can perpetuate further problems.
No need for plastic bins at a cost of £800.00 each, plus cleaning and smell.
No need for forklifts at the pier sides.
No need for ferries.
All time consuming elements carried out at the waste plants eradicated.
Creation of a mortality removal concept that could have application in other geographies
A significant reduction in small scale triple and quadruple handling of mortalities and a significant increase in efficiency

[redacted]

Project start date:
We would like to start this project ASAP as we are coming into the summer months that temperatures will rise and when mortalities / disease is most likely to happen within the farms. We would anticipate this project taking up to 3 months to be up and running..
As this equipment will predominantly be used when there are major mortalities it would not necessarily justify the significant investment proposed from any given commercial entity, and as such we require the help and assistance of grant funding to make available this innovative system / concept to the industry.

Potential Output Measures

Increase in turnover	[redacted]
Export Potential	Yes
Increase sales to foreign direct investors	£ Yes as above with MHS
No Jobs Created	[redacted]
No Jobs Created in a fragile area	As above

Contact details (Lead Applicant)

Applicant	~~Carol Mackinnon / Jack Ferguson~~
Organisation name	Ferguson Transport, Shipping and Kishorn port
Organisation address	Ferguson Transport & Shipping Integrated Freight Facility Annat Corpach PH33 7NN
Email	~~carol@fergusontransport.co.uk~~
Telephone/mobile	~~Tel: 01397 773 840~~

Project funding

Estimated total project cost (£):	£342,000
Grant amount sought (£):	£171,000
AAI funding requested (%):	50%

Declaration

Authorised Signatory:	[redacted]
Office Held:	Group Company Secretary / Financial Director
Print Name:	~~Carol MacKinnon~~
Date:	07/07/17

Please submit your completed form to **AAI@scottishaquaculture.com**.

FERGUSON TRANSPORT & SHIPPING
INTEGRATED FREIGHT FACILITY
ANNAT CORPACH PH33 7NN

TEL. 01397 773 840
FAX. 01397 773 850
www.fergusontransport.co.uk

9th October 2017

AAI
Scottish Aquaculture

Overview:

Ferguson Transport & Shipping wish to provide a Reactive Mort Recovery through an initiative integrated logistic solution.

On a recent report from 21st January 2016 Finfish Mortalities in Scotland Project Code: 3RP005-502, it is estimated that there is 10,000 tonnes of morts removed from Scottish fish farms each year, with the system in place just now that would equate to circa 1000 full vehicle movements per annum.

Ferguson Transport & Shipping are hoping to fulfil 50% of these movements so our target by the end of year 1 would be 5,000 tonnes of Mort removal, by using the proposed larger volume containers it would be envisaged to significantly reduce vehicle movements which potentially could drop down to circa 200 vehicle movements which would reduce circa 300 vehicle movements per annum off our roads, which is a significant saving to the Aquaculture industry and to reduce these road miles goes towards the reduction in our Carbon Footprint.

We do not know the full industry costs but we feel by using modular equipment to the basic handling equipment used at present it would be a significant reduction in costs.

There is a shortage of equipment in skips and bins from waste disposal Companies, also for vessel collection the tip hook and suction vehicles that are brought in to do this work because it is so last minute they are in short supply. Therefore with our proposal we would not be relying on the availability of equipment from third parties as it will all be specific to this system and will be ready to go when there is a need for it.

Within our planning we also have to take into account the 2030 Vision of the Industry and its envisaged growth plan, therefore it would be anticipated that the mort numbers will also increase.

With all taken into account we would look to recover our costs on the specialist equipment over a 5 year period.

HIE
Highlands and Islands Enterprise

ACCELERATING AQUACULTURE INNOVATION (AAI) PROGRAMME

Application for funding

Project title: Integrated Aquaculture Mass Mortality Recovery System

Lead partner: Ferguson Transport & Shipping

Version 2.0
May 2017

Supported by:

Scottish Aquaculture Innovation Centre

Innovation Centres

AAI APPLICATION FORM

Section 1

Lead Applicant

Principle Contact	~~Carol MacKinnon~~
Registered Company Name	Ferguson Transport (Spean Bridge) Ltd & Ferguson Shipping (Kishorn Port) Ltd
Trading As (if different from above)	Ferguson Transport & Shipping
Registered address	Annat, Corpach, PH33 7NN
Legal Structure	Limited Company
Company No.	SC317803
Charity No.	N/A
VAT Registered (Y/N)	[redacted]
VAT No.	[redacted]
Organisation Type and Size	Medium sized SME
Employee FTEs	[redacted]
Email address	[redacted]
Telephone/mobile	[redacted]
URL	www.fergusontransport.co.uk
Business Start Date (may be incorporation date or later)	LTD 1995
The sector you operate in*	Freight / Haulage / Shipping

*** Aquaculture, transportation, oil and gas, processing, FMCG etc**

Declaration regarding EU definition of an enterprise in financial difficulty

Has your organization received rescue aid and has not yet reimbursed the loan or terminated the guarantee, or has it received restructuring aid and is still subject to a [redacted]	[redacted]
Is your organization currently subject to insolvency proceedings or at risk of being placed in insolvency proceedings at the request of a creditor(s)?*	[redacted]

*Risk indicators include

- Any current or impending court proceedings for non-payment
- Presently unable to pay your bills as they fall due and
- Owing any single creditor more than £750 with no prospect of being able to clear the debt.

Declaration regarding EC outstanding recovery order

Is your organization subject to an outstanding recovery order following a previous European Commission decision declaring an aid illegal and incompatible with the internal market, expect for aid schemes to make good the damage caused by natural disasters	[redacted]

Previous De Minimis and Other State Aid Assistance from HIE and Other Public Sources within the Last 3 Years - please list

Source e.g. HIE*	Award Amount (£)	Date of award (from grant offer letter)
[redacted]		

*Please add more lines if required.

Section 2:

A. Project summary/overview

In <800 words, please indicate the commercial value, scope of innovation and business need being met (non-confidential summary), including:

- Overall vision and innovative nature of the project
- Expected outcomes and relevance to the aquaculture sector
- Problem or question to be addressed and key objectives.

Ferguson Transport & Shipping (Ferguson's) has identified that a logistical and cost effective lacuna exists in the way that mass mortality events are dealt with by fish farms. Unfortunately, mass mortality incidents are not particularly rare, and when they do occur, there isn't an efficient methodology or 'one stop shop' to deal with them. Ferguson's have developed a unique conceptual methodology and engineering innovation to deal with such incidents.

Ferguson's mass mortality recovery system will deliver an innovative, rapid and biosecure engineering approach that will support the aquaculture sector in times of critical need, providing a rapidly mobilised, biosecure and cost effective service solution that will reduce the overall costs and time associated with clean-up operations, thereby reducing the likelihood of further pathogen spread and importantly allowing farmhands to continue with remedial actions, as opposed to being diverted to mass mortality recovery operations.

Specifically, Ferguson's system will:

- Circumvent the usual need for abstraction of farm staff; minimising the risk of any cross contamination and enabling the farm staff to continue with their normal duties, thereby enabling the business to continue as normally as possible.
- Negate the need for costly plastic bins and subsequent cleaning.
- Negate the need for farms to hire forklift trucks.
- Remove the constraint of ferry schedules from clean up operations.
- Negate the need for the farm to bring together all the separate logistic elements of the clean-up operation via numerous communications.
- Enable one call and a one-off payment to effect the entire clean-up.
- Enable fish farms business continuity in the face of major incident, thereby negating sustained loss at a time of acute loss.
- Effect a time-critical, rapid clean-up, with the best bio-security practices, as opposed to the current time-consuming methods, which can risk spread of any issues/disease.

Ferguson's already have a proven foundation for such operations with the logistics base and staff skills to incept the concept: vessels, cranes, handling equipment, lorries and the skilled staff to operate such equipment.

B. Innovation and commercial need

In <800 words please outline the nature of the innovation and commercial need. addressing:

- What is innovative about this project technically and commercially?

- What is the innovation potential of this project and what technology or services already exist? (Please include details of other comparable technologies and alternative strategies, and why your approach will be better.)
- Evidence of industry demand and elaborate on the value proposition for your customers
- Competitor analysis
- What further work, if any, will be required to be done after the project is completed to get the innovation into the market place?
- Projected increase in revenue and jobs.

The innovation in Ferguson's method is logistic and engineering/technology based: a streamline, single company process has been developed, teamed with the bespoke design and engineering of a grab attachment to facilitate the process. The fundamental benefits to fish farms at large are the increased speed of clean-up operations and business continuity. At this juncture, there is no 'one stop shop' for mass mortality clean up at fish farms. The Ferguson method dispenses with the need for a laborious multi-business/multi-cost approach, providing a streamlined solution in one payment, reducing costs and risks.

The current method of dealing with mass mortality incidents is costly and time consuming to fish farms, due to the abstraction of their staff from normal duties, the time it takes to arrange and to effect the logistics to deal with the clean-up itself (often whilst the crisis is escalating), and ultimately, the potential risk of cross contamination / not removing infected fish quickly enough. Compounding this are the limited volumes of mortalities that can be dealt with in existing mortality recovery systems. Ferguson's process and engineering innovation will provide a rapidly mobilised, large volume recovery process that will deal with mortalities from the farm all the way through to their ultimate disposal.

There is no comparable system in place: clean-ups are generally completed by farm staff, utilising externally sourced, manual equipment. The quickest method of removing dead fish (fish vacuum) is impractical, due to the high risk of cross contamination and the subsequent cleaning / disinfecting of the systems before they can be used again, hence the method is rarely used. This new Ferguson's mortality retrieval service will be a game changer for the industry in times of their greatest need and this new service concept could in theory also be exported to Norway, Chile and Canada, for example.

Various diseases can attack fish stocks, ranging from algal blooms to Amoebic/Complex Gill Disease (A/CGD). AGD is a particularly infectious disease and was an issue in 2016. Government action was called for following the deaths of hundreds of thousands of fish in salmon farms in Hebrides and Wester Ross. There was no streamlined, cost effective way to deal with the mass mortality, leading to 'business as usual' being threatened, and of course, the wider threat to wild stock. In 2012, over 13,000 tonnes of dead fish had to be disposed of from over 200 fish farms along the West coast and the Islands. Again, there was no cost and time effective way to deal with the mass mortality. Mass mortalities trigger financial problems for all of the farms involved in this industry. The farms have to contract numerous resources from afar to deal with the situation. The Ferguson method enables 'business as usual' as far as possible and minimises the risk to both farmed and wild stock, due to its speed.

Once the project is up and running, initially through our existing production partners, Ferguson's can look to market the logistical solution to the wider farm base. A particularly innovative element of this concept is that whilst some bespoke engineering and infrastructure is required, the majority of the resources are essentially 'bolt-ons' to the logistics infrastructure that Fergusons operate and as such it limits the amount of capital tied up in hardware when major mortality events are absent.

[redacted]

The initial driver for this project arose from discussions with a key production partner who expressed significant interest and demand for such a system. As the largest producer of salmon globally, there exists the potential for this innovation to be widely adopted and several other Scottish producers have expressed a keen interest, and need, to have a better approach to dealing with mortality events.

C. Project details

For each of the following sub-sections please describe in <500 words:

1. Project description

Please outline:

- The main objectives of the project (objectives should be clear, measurable, realistic and achievable within the duration of the project)
- The technical and methodological approach being adopted to achieve the objectives
- The nature of any intellectual property to be created as a result of this project, who owns it and whether it will be protected
- The technology readiness level, where appropriate
- Whether similar or related innovations have been carried out already, or are currently being conducted
- What you expect to deliver by the end of the project
- Any environmental or social benefits of this project.

Ferguson's will:

- Design and build bespoke handling equipment / de-watering device to attach to a boat crane
- Adapt one (or more) Ferguson's vessel/s to be able to have 2 x 20 tonne capacity tanks on skeleton road trailers placed on them in quick fashion (i.e. 'click on/click off' type system)

- Adapt six second hand ISO tanks, creating large openings at the top of them
- Obtain 2 x skeleton tipping trailers and 1 x side lifting trailer

Once the equipment is in place, procedures will be written to enact on notification of a contract, which will include:

- Adapted tanks and bespoke handling equipment / de watering device attachment to be fitted to vessel.
- Vessel sails to farm location.
- [redacted]

The value proposition for this innovation is therefore a closed system of clean up from farm to disposal site, in large volumes which will therefore reduce the environmental impact and pathogen spread from affected farms, whilst releasing farm hands to concentrate on supporting the viability and growth of the remaining fish.

Engineering based adaptations are required to existing equipment and to equipment yet to be purchased. This can be completed within existing work schedules before the end of 2017

There is no system or engineering product in place comparable to Ferguson's method. Patents will be applied for, at least in respect of the grab design. The concept is at an advanced TRL level and could be in commercial deployment in 2018, representing a quick win for the industry, Ferguson's and the AAI project itself.

By the end of the project, Ferguson's will be in a position to deliver a 'one stop shop' mass mortality clean-up system, to the billion pound fish farm industry based in Scotland. In doing so, Ferguson's will assist in the preservation of the Scottish and UK economy, which is particularly important given that we are going towards the UK exit from the EU.

The system will enable a fast-time clean-up process, which should assist not only in preservation of 'business as usual' for the companies, therefore helping to ensure the

security of income for the businesses and their staff, but will also assist in removing diseased fish from our waters at large, assisting in conservation of our wild fish stocks.

2. Implementation – Project Plan and Timeline

Please outline:

- Timing of key milestones, including project start date and listing all significant events that will lead to the successful delivery of the project and achievement of the objectives
- A detailed description of each work package including deliverables and milestones, along with a project timeline clearly indicating milestones/output **(include Gantt chart or similar format)**
- Resources and management requirements necessary to achieving the objectives
- Evidence of demand and the value proposition for your customers.

[redacted]

Project costing:

[redacted]

[redacted]

Fish farming is a billion pound industry for Scotland. Any damage to the industry damages National GDP. Ferguson's work closely with ~~Marine Harvest Scotland (MHS)~~ and therefore saw first-hand how no system was in place to deal with mass mortality events when a number of its farms was affected by AGD in 2016. If the dead fish are not removed from the nets quickly, the nets start to be overloaded and drag downwards, creating further issues / ruined pens, etc. The longer the dead fish remain in the water, the more likely they are to create further health risk to other farm fish and into the wider environment. In situations like the one last year, there was also a resourcing issue, as the farms could not obtain the equipment to clear the mass mortalities quickly enough. Ferguson's system will deliver a time-efficient, cost effective way of dealing with mass mortality incidents, adhering to all regulations and enabling our customers to carry on with 'business as usual' as far as possible. The current clean-up rate is around 15-20 tons per day. Ferguson's system can work at a rate of around 10 tons per hour. ~~MHS, SSF and others have~~ expressed professional excitement at the opportunity of a pilot scheme.

D. Funding

Please describe in <500 words:

- The requirement for public funding to deliver this project, and how you have calculated the level of funding requested.
- Describe the impact of this project, both with and without the public funding requested.

Ferguson's identified a need for and has conceptually developed a streamline process to deal with mass mortalities in one of Scotland's biggest GDP contributing industries. It has already contributed significant time and energy to developing the process itself, as well as to the design and engineering innovations of the project. Once adapted, the specialized equipment would not generally be in routine use by the Company, other than when larger scale or mass mortality incidents occur. Economically, and to catalyse the investments required, a public – private co-investment strategy is required to address this long term, and unmet need for the industry.

It is a significant investment and given the projected benefits to the industry and to the environment / conservation aspects of the streamlined system, the Company is seeking assistance via public funding. The Company is seeking half ([redacted] of the total cost of the project [redacted] which would lead to the development of an integrated mass mortality recovery system.

Public funding will help prime the significant investments required to get a pilot service up and running and to make the engineering changes and tooling required. If the Company has to shoulder the full financial burden, then the uptake may be much slower and Company investments could be directed to other, less innovative and less risky areas with a more certain return. It would be prudent to be in a position to be 'up and running' by late spring 2018, as this is when diseases and algae blooms tend to flare, causing mortality incidents. With global warming it is highly likely that mass mortalities will continue to increase and as such the development of such a system would place Ferguson's at the cutting edge of such service offerings. Public funding will allow the Company to take the project forward quickly, assisting in reducing the spread of disease and wild stock contamination.

E. Project budget

Please fill in the Excel spreadsheet sent with this application form (if you are VAT registered, please exclude VAT from these figures.). Provide a breakdown of the sources of funding already secured for the project. This could include:

- Private sector finance (e.g. bank)
- Cash reserves within the company
- Private equity
- Loans

Please note that if any other public sector grants are being used to fund the project, HIE may have to reduce the amount of the grant funding awarded, in order to ensure compliance with state aid regulations.

F. Partnership

If your project involves a partnership with another entity, please describe in <500 words:

- The role and contribution of each partner within the collaboration
- Whether the partners have the skills and experience to deliver

- How the project will be managed.

There is no formal partnership with another innovator in this space, however both [redacted] are very interested in the concept and would be amongst the first to use it when mass mortalities occur.

G. Risks (commercial partner to complete)

Please outline:

- The technical and commercial risks
- The main risks to the project's success
- The project's risk management strategy.

Description of risk	Low/medium/high - both describe probability and severity	Mitigation measures
Emergence of an alternate provider of a mortality service	Med	Fergusons is uniquely placed to offer a one stop solution to Producers via its integrated logistics and operations activities. This has been an unmet need for the industry for quite some time
Tooling design and concept copying	Low	Fergusons will look towards patent protection of the grab design and there are few other providers of both road and sea logistics. Corpach & Kishorn are at the hub of the Scottish farming community and thus Fergusons are ideally placed to service needs
Interface of large scale mortality collection at cage sites causing damage to cages / Nets	Low	Ferguson's are used to operating at the Cage edge and in proximity to barges etc and thus we have the confidence that no untoward issues will be caused through the implementation of this service offering
Biocontainment	High	

Whilst this risk is high, Fergusons have a long history of ensuring good biosecurity and decontamination of equipment as they operate from site to site and thus this can be managed within existing management systems

H. Application and Declaration

I/We THE Applicant as designated above:

- Hereby apply to Highlands and Islands Enterprise, established by the Enterprise and New Towns (Scotland) Act 1990 and having its principal office at An Lochran, 10 Inverness Campus, Inverness, IV2 5NA ("the Grantor") for HIE Grant under the Enterprise and New Towns (Scotland) Act 1990 towards the cost of the project described in this Application,
- Authorize the Grantor to make such enquiries as the Grantor may think necessary in connection with this Application including carrying out checks with a registered credit reference agency,
- Confirm that to the best of my/our knowledge and belief the information given in this Application is correct and I/We undertake to notify any changes in circumstances relating to the Applicant and/or project, as specified in this application,
- Agree that the information provided in this Application may be used by the Grantor, whether or not the Application is successful, to inform me/us of relevant opportunities, developments and events in the future. Please check this box if you do not wish to be contacted for this purpose
- Confirm that I/We have read the Data Protection Schedule annexed to this application and accept its terms,
- Understand that this Application does not constitute an offer of assistance and that an approval of this Application will still requirement/us to complete a formal undertaking to the Grantor.
- Accept that the Grantor expressly excludes any obligation of confidentiality and that in terms of the Freedom of Information (Scotland) Act 2002 the Grantor maybe obliged to disclose information provided by the Applicant.

	Applicant's signature/s:		Witness's signature/s:
Signature	[redacted]	Signature	[redacted]
Print Name	~~Alasdair Ferguson~~	Print Name	~~Carol MacKinnon~~
Office Held	Group Managing Director	Office Held	Group Company Secretary
Date	09th October 2017	Date	09th October 2017

I. Project submission

Please submit your application to **AAI@scottishaquaculture.com** and include in your submission a copy of your last three years' accounts (where applicable).

A state-aid assessment will be conducted where appropriate to ensure eligibility and compliance.

Application Document Checklist

1. Audited accounts, and management accounts if more than 6 months have passed since audited accounts were signed

2. 3 years of historical accounts and 3 year financial forecast which demonstrates how this project will impact on business performance
3. Business Plan
4. Project cost template
5. Gantt Chart (or similar)

AAI use only

AAI reference number	
HMS Project No.	
Approved start date	
Contracted end date	
Signature of completion	
Date of completion	

Data Protection Schedule

I/We have agreed to provide HIE ("the Grantor") with person data in connection with the Application to the Grantor for financial assistance including the information provided in the Application form and such other information as I/We may Provide.

I/We also consent to the personal data being used for the following purposes:

1. The personal data provided, will be held and used by the Grantor as data controller and in the normal course of its business;
2. The Grantor may share the personal data with the HIE Group (as defined below), Audit Scotland, the Grantor's external auditors, government departments and agencies;
3. The Grantor may also share the personal data with specific third parties who deliver products and services on their behalf where I/we have requested the use of these products and services;
4. The Grantor may also share the personal data with or obtain other information about me/us or the Applicant from other organisations in order to check the accuracy of the information which I/we have provided, to from other organisations in order to check the accuracy of the information which I/we have provided, to detect or prevent fraud and other crime or to protect the funds which the Grantor administers; and
5. The Grantor may continue to hold personal data about me/us after the Applicant's relations with the Grantor has ended for legal, regulatory and audit purposes;

I/We understand that I/We have the right to ask for a copy of any personal data which the Grantor holds about me/us and which is subject to the Data Protection Act 1998 (for which the Grantor may make a small charge) and to request that the Grantor correct any inaccuracies in such data.

In this Schedule the following definitions apply:
"HIE" means Highlands and Islands Enterprise established under the Enterprise and New Towns (Scotland) Act 1990 and having its Chief Office at An Lochran, 10 Inverness Campus, Inverness, IV2 5 NA;

"HIE Group" means HIE and all of its subsidiaries (as defined in the Companies Act 1985 Section 736) from time to time and their respective successors.

Integrated Aquaculture Mass Mortality Rocovery System.

Timings sheet for project

TASK	START DATE	END DATE	DURATION (DAYS)	Week 1 w.c	Week 2 w.c	Week 3 w.c	Week 4 w.c	Week 5 w.c	Week 6 w.c	Week 7 w.c	Week 8 w.c	Week 9 w.c	Week 10 w.c	Week 11 w.c	Week 12 w.c	Week 13 w.c	Week 14 w.c	Week 15 w.c
DISCUSSION WITH CUSTOMERS		COMPLETE																
DESIGN CONCEPT		COMPLETE																
PRICE EQUIPMENT		COMPLETE																
EXPRESSION OF INTEREST	07/07/2017	03/08/2017																
APPLY FOR AAI FUND	09/10/2017																	
ON SUCCESS OF GRANT																		
ORDER EQUIPMENT			2 DAYS															
HYDRAULIC WORK TO VESSEL			3 DAYS															
GRAB ARRIVES & ROTATOR			WK 6 - 8															
MATCH HYDRAULICS TO CRANE			1 DAY															
COMPRESSOR			WK 8															
TANKS ARRIVE			WK 10															
SKELLY TIPPERS			WK 12 - 14															
SIDE LIFTER			WK 14															
VESSEL & EQUIPMENT READY FOR MORT RECOVERY			ONGOING															