



Annual Harvest Meeting Terms of Reference

Background

The Harvest Management Plan for the Porcupine Caribou Herd in Canada (HMP) outlines a long-term framework for harvest management actions that are based on the status of the herd (e.g. herd size, population trend). This enables the eight Parties who are responsible for the implementation of the Porcupine Caribou Management Agreement to coordinate management actions with the Porcupine Caribou Management Board (PCMB).

The Parties, through harvest management (colour) zones described in the HMP, have pre-determined specific management actions.

Pursuant to the requirements of the HMP, the PCMB will convene an Annual Harvest Meeting in the second week of February of each year to assess the status of the herd, based on the best available information, including the Annual Summary Report prepared by the Porcupine Caribou Technical Committee. This information will be used to determine and recommend management actions to the Parties.

Purpose of the Annual Harvest Meeting

The PCMB will convene the Annual Harvest Meeting to:

- (i) Assess the population status of the herd;
- (ii) Determine the harvest management (colour) zone that applies to the herd based on the assessment; and
- (iii) Recommend management actions for the following harvest year to the Parties.



Meeting Format

The Annual Harvest Meeting will be organized into three working sessions:

- (A) Public Information and Comment Meeting;
- (B) Meeting of the PCMB and Parties; and
- (C) Deliberation Meeting of the PCMB

A. Public Information and Comment Meeting

The purpose of the Information Session is to share the current information affecting the status of the herd and its habitat, and to provide an opportunity for public discussion and comment on the following matters:

- herd status and trend;
- reported and estimated total harvest of the herd, including sex ratio; and
- factors affecting the herd.

This will include an updated overview of current or recent harvest management actions by the Parties.

This meeting will be supported by presentations and comments by:

- the Porcupine Caribou Technical Committee,
- the Parties,
- co-management boards (i.e. Wildlife Management Advisory Committee (North Slope), Wildlife Management Advisory Committee (NWT), Gwich'in Renewable Resources Board),
- other organizations and stakeholders (e.g. Renewable Resources Councils, Hunters and Trappers Committees, Yukon Fish and Wildlife Management Board), and
- the general public.

The PCMB will prepare a short summary of this session to be available publicly within 60 days.

B. Meeting of the PCMB and Parties

The purpose of this *in camera* meeting of the PCMB and Parties is to collectively review the assessment of the status of the herd and harvest management actions and to discuss sensitive information and topics, where necessary. This will involve consideration of the following matters:

- herd status and trend;
- reported and estimated total harvest of the herd, including sex ratio, and methods used to verify actual harvests;
- factors other than harvest affecting the herd;
- assignment of the appropriate harvest management (colour) zone;
- rate-of-harvest risk scenarios;



- evaluation of management actions by each Party;
 - challenges and/or successes encountered; and
 - management options and actions for the following harvest year.
- The Parties may invite technical experts as required.

C. Deliberation Session of the PCMB

The purpose of this *in camera* meeting is to develop harvest management recommendations for the herd for the next harvest year.

Within 30 days of this meeting, the PCMB will provide its report to the Parties identifying and recommending:

- (i) the harvest management (colour) zone and the rationale for this determination;
- (ii) the harvest management actions that should apply to the herd; and
- (iii) the rationale for these recommendations.

Fifteen days following the transmittal of this report to the Parties, it will be made available to the public by the PCMB.

The Parties shall, within 30 days of receipt of the recommendations, either provide the PCMB with a written response or, where they are not able to respond fully, they shall so inform the PCMB and advise when the full response will be provided.

Financial Considerations

The PCMB is responsible for expenses related to its members' participation, in accordance with the PCMA, and the administrative costs of convening these meetings. All other participants are responsible for costs they may incur in their participation.

Amendments to Annual Harvest Meeting Terms of Reference

This Terms of Reference will be reviewed from time to time as the Parties may determine. Any Party or the PCMB may propose amendments at any time, but amendments proposed within three months of the Annual Harvest Meeting shall not be reviewed by the Parties until after the meeting. The PCMB Chair shall forward proposed amendments to the Parties for review within 30 days of receipt. Parties shall have 90 days to provide comment. Once approved by all the Parties, the amended Terms of Reference shall supersede any previous versions.