



December 16, 2015

Memorandum

To: All PCMA Parties

From: Porcupine Caribou Management Board

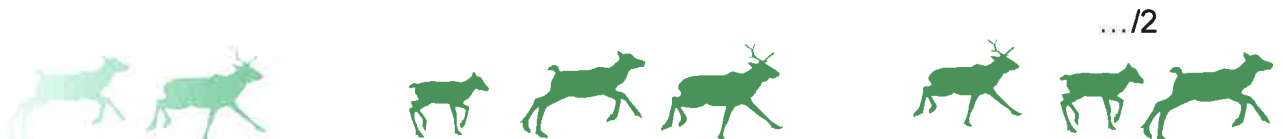
**Re Porcupine Caribou Annual Harvest Meeting - 2016**

In accordance with the Harvest Management Plan for the Porcupine Caribou Herd (HMP), signed by all Parties, the PCMB is to convene an Annual Harvest Meeting (AHM) the second week of February. This year's public meeting will be held in Dawson City, Yukon on February 8, 2016. The public session will be followed by sessions of the Parties only, as described below. PCMA Parties are requested to attend all days, from February 8 to 11, 2016.

For your reference, attached are the AHM Terms of Reference and Operating Procedures. These may also be found on the PCMB website here:  
<http://pcmb.ca/resources#ahm>

The meeting will be held at Tr'ondëk Hwëch'in Community Hall on Front Street, beginning at 9:00 a.m. on Monday, February 8. The intent of this public meeting is to bring together stakeholders, the general public and Parties to the *Porcupine Caribou Management Agreement* (PCMA) to exchange information about the herd and discuss the most recent status report provided by the Porcupine Caribou Technical Committee (PCTC).

We have set aside Tuesday, February 9 and Wednesday, February 10 for a workshop with the Parties' senior officials and the PCMB to discuss the five-year administrative review of the Harvest Management Plan Implementation Plan. In the coming days, further details will be provided to Parties regarding this workshop, which is to be facilitated by Lindsay Staples.



The PCMB will meet with the Parties in a closed session to deliberate on the AHM information on Thursday, February 11. All Parties are encouraged to attend the full session this week, to minimize any repetition of information that will be presented. The newly developed population model will be presented and discussed at this closed session as well.

Following the meeting with Parties, the PCMB will make its determinations in a closed PCMB meeting. Within 30 days of the meeting, the PCMB's recommendations will be made with respect to the harvest management regime according to the colour zones outlined in the HMP, and forwarded to the Parties. The PCMB's recommendations will be distributed to the public after a further 15 days, to allow Parties time for review.

The PCMB is requesting any information that it should consider when assessing the status of the herd by **January 20, 2016**. This would include local and traditional knowledge from organizations or community members. A template to assist with developing submissions is attached. There is also information related to submissions in the Operating Procedures Appendix 2.

In addition to the above-noted information, also attached for your reference are the following:

- The 2014-15 PCH Annual Summary Report from the Porcupine Caribou Technical Committee
- HMP IP Appendix 6: Summary Table of IP Tasks and Actions
- Milestones Calendar of Recurring Annual Activities

Please note that not all Parties have submitted their PCH harvest data yet; therefore, the harvest report will be provided to the Parties once it has been completed. The PCMB urges Parties that have not yet provided their harvest data to do so at their earliest opportunity.

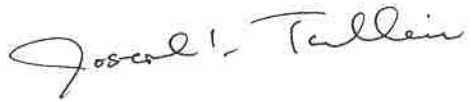
Please advise the PCMB by **January 29, 2016** who will be attending on behalf of your Party and if they will be making a presentation during the public session on February 8. If you are bringing information to the AHM, please note that 20 copies will be required for distribution purposes.

You are reminded that the PCMB is in a position to only provide funding to its PCMB members to participate in the AHM. All other attendees are responsible for their own participation costs.



Finally, please note that Appendix 3 of the Implementation Plan outlines the Annual Harvest Meeting Terms of Reference including the Meeting Format (page A3-2). No further agenda is provided for this Annual Harvest Meeting. If you have any questions, please do not hesitate to contact our office.

Sincerely,



Joe Tetlich  
Chair

- Attach: AHM Terms of Reference
- AHM Operating Procedures
- IP Appendix 6: Summary Table of IP Tasks and Actions
- Suggested Template for AHM Submissions
- Milestones Calendar of Recurring Annual Activities
- PCH Annual Summary Report, 2014-15 (PCTC)

