



December 1, 2017

Memorandum

To: All Porcupine Caribou Management Agreement (PCMA) Parties

From: Porcupine Caribou Management Board

**Re Porcupine Caribou Annual Harvest Meeting 2018**

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 each year. The 2018 AHM is scheduled for February 13 and 14 in Dawson, YT. The public meeting will be held on February 13. The public session will be followed by a closed meeting of the PCMA Parties and the PCMB.

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

The meeting will be held at the Tr'ondëk Hwëchin Community Hall, 1242 Front Street, beginning at 9:00 a.m. on Tuesday, February 13. The intent of this public meeting is to bring together stakeholders, the general public, and Parties to the PCMA to exchange information about the herd and discuss the most recent status report provided by the Porcupine Caribou Technical Committee (PCTC).

As noted above, the PCMB will meet with the Parties in a closed session to deliberate on the AHM information immediately following the public session. To minimize any repetition of information that will be presented at the outset, all Parties are requested to attend both meeting days, February 13 and 14.

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.

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The PCMB is requesting any information that it should consider when assessing the status of the herd by **January 20, 2018**. This would include local and traditional knowledge from organizations or community members. A template to assist with developing submissions is attached. Additional information related to submissions can be found in the Operating Procedures Appendix B.

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

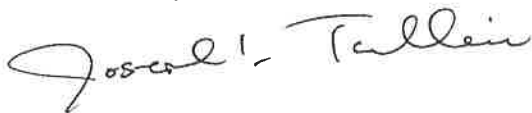
- The 2016-17 PCH Annual Summary Report from the Porcupine Caribou Technical Committee
- HMP IP Appendix 6: Summary Table of IP Tasks and Actions (updated at 2017 AHM)
- Milestones Calendar of Recurring Annual Activities (2017-18)

Please advise the PCMB by **January 20, 2018** who will be attending on behalf of your Party and confirm that they will be making a presentation during the public session on February 13. 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 the Annual Harvest Meeting. If you have any questions, please do not hesitate to contact our office.

Sincerely,



Joe Tetlich  
Chair

Attach: IP Appendix 6: Summary Table of IP Tasks and Actions (updated at 2017 AHM)  
Suggested Template for AHM Submissions  
Milestones Calendar of Recurring Annual Activities (2017-18)  
PCH Annual Summary Report, 2016-17 (PCTC)

