



# PROCEDURE MANUAL

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SUBJECT			
Initiation Hunting Licence			

### This Procedure Replaces:

None

**Staff and Organizations Affected:**

Wildlife Management Staff  
Wildlife Administration Staff  
Conservation Officer Service  
Service BC  
FrontCounter BC  
Vendors  
Supervising hunter

## Policy Manual Cross-References:

Policy Manual, Volume 4, Section 7

Subsection:

- 01.15 Fish and Wildlife ID
- 01.18 Initiation Hunting Licence

### Procedure Manual Cross-References:

Procedure Manual, Volume 4, Section 7

Subsection:

- 01.15.1 Fish and Wildlife ID
- 01.16.1 Hunting and Residency Credentials

### Other Cross-References:

Hunting Licensing Regulation [B.C. Reg. 8/99]

*Wildlife Act* (RSBC 1996 c.488)


**Purpose:**

This procedure outlines the steps required for submitting an application for and being issued an initiation hunting licence. There are three sections to this procedure:

1. Roles
2. Licence application and issuance
3. Eligibility criteria

### Definitions:

**“Fish and Wildlife ID” (FWID)** – is a personalized identification number obtained when an individual registers in the Wildlife Information and Licensing Data (WILD) system. The FWID is

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linked to an electronic profile that consists of users' personal information, credentials, licences, permits, applications and limited entry hunting authorizations.

**"resident"** – as defined in the *Wildlife Act* (RSBC 1996 c.488), means

- (a) a person who
  - i) is a Canadian citizen or a permanent resident of Canada, whose only or primary residence is in British Columbia, and
  - ii) has been physically present in British Columbia for the greater portion of each of 6 calendar months out of the 12 calendar months immediately preceding the date of making an application under the *Wildlife Act* or doing another thing relevant to the operation of the *Wildlife Act*, or
- (b) a person who
  - i) is not a Canadian citizen or a permanent resident of Canada, but whose only or primary residence is in British Columbia, and
  - ii) has been physically present in British Columbia for the greater portion of each of the 12 calendar months immediately preceding the date of making an application under the *Wildlife Act* or doing another thing relevant to the operation of the *Wildlife Act*.

**"residency credential"** – granted to a Fish and Wildlife Profile after the user has provided acceptable documentation, as prescribed in the Hunting and Residency Credentials procedure, to prove residency.

**"verified user status"** – status granted to a user's Fish and Wildlife profile in WILD after the user has provided one of the acceptable documentation, as prescribed in the Fish and Wildlife ID Procedure, to prove identity.

**"Wildlife Information and Licensing Data (WILD) System"** – The WILD system holds data relating to hunting clients and hunting products, and is used for processing hunter registration and hunting product applications and sales.

## Procedure:

### 1 Roles

- 1.1 Wildlife management staff oversee provincial hunting programs and services.
- 1.2 Wildlife administration staff administer provincial hunting programs and services.
- 1.3 Conservation Officers are public safety providers of the Government of British Columbia (B.C.), focused on natural resource law enforcement and human wildlife conflict prevention and response.
- 1.4 Service BC, FrontCounter BC and vendors are service providers of provincial hunting services.



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- 1.5 Supervising hunter accompanies the initiation hunter in the field, allowing the youth to harvest an animal under the supervising hunter's bag limit and species licence.

## 2 Licence application and issuance

- 2.1 A person may apply for an initiation hunting licence online through the Wildlife Information and Licensing data system or in-person at Service BC, FrontCounter BC or a participating vendor location.

## 3 Eligibility criteria

- 3.1 To meet the eligibility criteria to be issued an initiation hunting licence, a person must:
- (a) have a Fish and Wildlife ID (FWID) with verified user status,
  - (b) prove that he or she is 18 years of age or older,
  - (c) obtain the B.C. resident credential, and
  - (d) not have active suspensions, a revoked licence for the same licence year or an outstanding report or royalty.
- 3.2 The process for obtaining a FWID with verified user status, and the list of acceptable documentation to prove age is set out in the Procedure Manual 4-7-01.15.1 Fish and Wildlife ID.
- 3.3 The process for obtaining the B.C. resident credential is set out in the Procedure Manual 4-7-01.16.1 Hunting and Residency Credentials.

