



PROCEDURE MANUAL

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SUBJECT			
Youth Hunting Licence			

This Procedure Replaces:

None

Staff and Organizations Affected:

Wildlife Management Staff
Wildlife Administration Staff
Conservation Officer Service
Service BC
FrontCounter BC
Vendors
Parent or guardian
Supervising hunter
Youth hunters

Policy Manual Cross-References:

Policy Manual, Volume 4, Section 7

Subsection:

- 01.15 Fish and Wildlife ID
- 01.19 Youth Licence

Procedure Manual Cross-References:

Procedure Manual, Volume 4, Section 7

Subsection:

- 01.15.1 Fish and Wildlife ID

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 a youth hunting licence on behalf of a youth. There are three sections to this procedure:

1. Roles
2. Eligibility criteria
3. Issuance of youth hunting licences

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		DATE EFFECTIVE	
		July 11, 2017	



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Definitions:

“bag limit” – the maximum number of a species or type of wildlife that a person may take or kill.

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

“supervising hunter” – a person who accompanies and provides close personal supervision of another person under sections 11(5), 17.1 or 17.2 of the *Wildlife Act*.

“youth” – persons 10 years of age or older, and under 18.

“youth licence” – a hunting licence issued to a parent or legal guardian on behalf of a child or ward in accordance with section 17.1(2) of the *Wildlife Act*.

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.
- 1.5 Parent or legal guardian is the person eligible for applying for and holding a youth licence on behalf of a child or ward under 18 years of age.
- 1.6 Supervising hunter accompanies the youth hunter in the field, allowing the youth to harvest an animal under the supervising hunter’s bag limit and species licence.
- 1.7 Youth hunter is a person under the age of 18 who hunts in B.C.

2 Eligibility criteria

- 2.1 A parent or legal guardian is eligible to apply for and hold a youth hunting licence on behalf of his or her child or ward if the parent or legal guardian:
 - (a) holds an active Fish and Wildlife ID,
 - (b) is a verified user in the Wildlife Information and Licensing Data (WILD) system, and

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(c) in accordance with provisions of the *Wildlife Act* and its regulations, accepts full responsibility for the child or ward by signing a written undertaking.

2.2 A youth is eligible to have a youth licence held on his or her behalf by a parent or legal guardian if the youth:

- (a) holds an active Fish and Wildlife ID, and
- (b) is a verified user in the WILD system.

3 Issuance of Youth Hunting Licences

- 3.1 An application for a youth hunting licence can be submitted electronically via WILD or in person at a Service BC, FrontCounter BC or vendor location.
- 3.2 If the parent or legal guardian submits an application online via WILD, the applicant must electronically sign the written undertaking acknowledging responsibility over the child or ward during hunting activities.
- 3.3 If submitting an application for a youth hunting licence in person, the parent or legal guardian must sign a written undertaken form and provide the signed form to the vendor, or government staff prior to the licence being issued.
- 3.4 The youth hunting licence is issued to the parent or legal guardian on behalf of the youth hunter upon signing of the written undertaking and licence fee payment.
- 3.5 Vendors, Service BC and FrontCounter BC must submit signed written undertaking forms to the Fish and Wildlife Branch on a monthly basis.
- 3.6 The Fish and Wildlife Branch must retain signed written undertaking forms indefinitely.

