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
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.
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 4-7-01.15.1 Hunting and Residency Credentials.