

Report a Poacher Program Agreement

Between:

Alberta Environment and Parks
(AEP)

-and-

Alberta Conservation Association
(ACA)

This agreement is made pursuant to the Wildlife Regulation, AR 143/97 and the Memorandum of Understanding (MOU) between AEP and ACA dated Dec 9, 2021.

Program Description

The Ministry of Environment and Parks (AEP) has the responsibility to manage all aspects of Alberta's fish and wildlife resources on behalf of the Government of Alberta. In carrying out this responsibility, AEP requires both internal and external resources to support management decisions and programs. The Ministry of Alberta Justice and Solicitor General (AJSG) is responsible for enforcing fish and wildlife regulations in the province of Alberta. Alberta Conservation Association (ACA), as a delegated administrative organization (DAO) established under the Alberta *Wildlife Act* and *Wildlife Regulation*, undertakes projects and programs to address AEP High Priority Conservation Outcomes (HPCOs) with respect to fish and wildlife resources.

The delegated Report-a-Poacher Program (RAP) engages the public in helping to protect Alberta's fish and wildlife resources, by providing for the confidential reporting of suspected crime related to fish and wildlife. The RAP program requires significant diligence in managing the risk inherent to handling confidential informants, including adherence to specialized law enforcement protocols, informant privilege and the rule of law. AEP relies heavily on the RAP program to detect crime related to fish and wildlife and it is thus a fundamental priority. Delivered through a collaborative partnership between ACA, AEP and AJSG this program promotes the positive image of responsible resource-users and the importance of regulatory compliance in conserving the diversity and abundance of Alberta's fish and wildlife resources.

The RAP Program Agreement defines the scope of services delegated to the ACA, the roles and responsibilities of the parties, the expected outcomes from this effort and other obligations related to operational conditions and performance measures.

This agreement between AEP and ACA provides the context for a complementary Letter of Understanding between AEP and AJSG for delivery of the RAP program. AEP and AJSG value an adaptive process in managing Alberta's fish and wildlife resources. To ensure the delegated RAP program continues to provide mutually beneficial outcomes to all three parties, this program agreement will be managed under the auspices of the AEP/ACA Joint Programs Committee (JPC). Through this committee, ongoing evaluation and adaptation will occur through a collaborative process, defined in the MOU between AEP and ACA.

Outcomes

The following outcomes are expected by AEP through the implementation of the delegated RAP Program, and offer metrics to help ensure ongoing program success.

- Communications between AEP and ACA are effective in ensuring successful implementation of the Report a Poacher Program;
- RAP Program is an effective method for the public to report suspected crime related to fish and wildlife in a safe and protected environment with a guarantee of anonymity and confidentiality.
- Increased awareness of the RAP Program by the public.
- Increased use of the RAP Program toll-free phone line for relevant and appropriate reporting of crime related to fish and wildlife.
- Increased understanding of the value of regulatory compliance in protecting the diversity and abundance of Alberta's fish and wildlife resources.
- Enhanced image of resource-users by non-resource users.
- On a yearly basis appropriate HPCOs are addressed within the program's activities.

Specific Program Activities

The following defines the specific roles and responsibilities of each party in carrying out activities under this program agreement. Strategic planning will occur through a collaborative process with the JPC. AEP/AJSG protocols and standards, required to ensure the relevance and effectiveness of some activities, will also be provided to ACA through the JPC.

1. Implementation of RAP Program

AEP

- provides input to annual program development through the Joint Program Committee, which AJSG will be invited to attend;
- acts as primary contact with ACA and liaises with AJSG on the RAP program;
- manages dedicated revenue to fund the AJSG costs associated with the RAP Program delivery; and
- works with Service Alberta to provide availability of toll-free line on continuous 24-hour basis.

AEP ensures AJSG meets the following:

- provides advice and recommendations to AEP on the RAP Program implementation plan;
- provides specified services for human source handling of program as follows:
 - determines eligibility for rewards following investigation of reported violations;
 - liaises with informants and manages all aspects of this interaction (ie. administrative, investigative and risk management functions required to reduce civil and criminal liabilities);
 - manages all aspects of Fish and Wildlife Officer participation in RAP Program including monitoring, auditing and administrative functions;
 - manages RAP call back line (780-427-9762), ensuring qualified staff are assigned to risk-manage informant interactions appropriately;
 - determines reward amounts through approved reward matrix;
 - provide input and recommendations to JPC regarding the reward matrix review;
 - facilitates reward payments to eligible recipients through a secure and confidential process, including meeting anonymous informants in person;
 - reports reward payments and related statistics in a timely manner (quarterly) to ACA and AEP.

ACA

- leads development of RAP implementation plan, including marketing and communications, reward matrix and required budget.
- communicates the RAP Program work plan to AEP for information purposes;
- pays for the 1-800 RAP line;
- leads implementation of marketing and communications plan;
- tracks reward payments;
- provides funding for human source handling (\$80K) and reward payments (\$80K). Funds for human source handling will be provided in four equal installments (June 1, August 1, October 1 and December 1) to an AEP dedicated revenue account based on receipt of an invoice from AEP. Funds for reward payment (\$80K) will be provided to a AJSG dedicated revenue account, on an as needed basis;
- informs on progress of implementation and identifies opportunities to refine;
- leads plan refinement.

Report a Poacher Program Performance Measures

AEP requires an annual report from ACA at the conclusion of each fiscal year. This report will be in the form of the ACA Annual Report, and will contain a synopsis of the RAP program implementation, including recommendations for improvement. This report will be reviewed by the JPC to help guide program refinement for the following years.

The following metrics will be used to track the success of this program:

- AEP/AJSG receipt of necessary program funding as per implementation plan;
- increase in use of the RAP toll-free phone line for relevant and appropriate reporting of fish and wildlife crime;
- timely sharing of statistics on the types of calls and enforcement actions with AEP and ACA from AJSG;
- increase public aware of RAP program;
- percent of public that value the need for regulatory compliance in protecting the diversity and abundance of Alberta's fish and wildlife resources is increased;
- 100% of information is secure as per legal obligations for information security; and
- number of HPCOs that have been addressed through the program.

Program Term

This Agreement shall commence upon the date of signature and remain in effect until Dec 9, 2024.

This Agreement is subject to annual review and may be amended from time to time as outlined in the MOU signed Dec 9, 2021 between ACA and AEP.