

Report a Poacher Program Agreement

Between:

Alberta Environment and Sustainable Resource Development
(ESRD)

-and-

Alberta Conservation Association
(ACA)

This agreement is made pursuant to the Wildlife Regulation, AR 143/97 and the Memorandum of Understanding (MOU) between ESRD and ACA dated May 20, 2014.

Program Description

The department of Environment and Sustainable Resources Development (ESRD) 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, ESRD requires both internal and external resources to support management decisions and programs. The 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 ESRD priorities 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. ESRD 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, ESRD and Alberta Justice and Solicitor General, (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 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 ESRD and ACA provides the context for a complementary Letter of Understanding between ESRD and AJSG for delivery of the RAP program. ESRD 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 ESRD/ACA Joint Program Committee (JPC). Through this committee, ongoing evaluation and adaptation will occur through a collaborative process, defined in the MOU between the parties.

Outcomes

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

- Communications between ESRD and ACA are effective in ensuring successful implementation of the Report a Poacher Program.
- Immediate and secure dispatch of Fish and Wildlife officers in response to reported crime related to fish and wildlife.
- RAP 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 by the public
- Increased use of the RAP 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
- All information is handled and secured appropriately and all persons who report are handled as confidential informants and are managed appropriately by trained staff in accordance to accepted enforcement protocols and the rule of law as per obligations under Canadian law.

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. ESRD/AJSG protocols and standards, required to ensure the relevance and effectiveness of some activities, will also be provided to ACA through the JPC.

1. Development and Implementation of RAP

ESRD

- 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 delivery.
- works with Service Alberta to provide availability of toll-free line on continuous 24 hour basis.

ESRD ensures AJSG meets the following:

- provides advice and recommendations to ESRD on the RAP 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 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 ESRD.
- serves as member and primary contact for the International Association of Natural Resources crime stoppers

ACA

- leads development of RAP implementation plan, including marketing and communications, reward matrix and required budget.
- communicates the RAP work plan to ESRD for information purposes;
- funds the 1-800 RAP line during peak activity periods (one operator, 20 hours per week for two months), as in previous years.
- leads implementation of marketing and communications plan
- tracks reward payments.
- provides required funding for human source handling (\$80K) and reward payments (\$50K). Funds (\$80K) for human source handling will be provided in three equal installments (April 1, July 1 and October 1) to an ESRD/AJSG dedicated revenue account. Funds for reward payment (\$50K) will be

provided to a second ESRD/AJSG dedicated revenue account, with 3 equal instalments as indicated above;

- informs on progress of implementation and identifies opportunities to refine;
- leads plan refinement.

Report a Poacher Program Performance Measures

ESRD 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:

- ESRD/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;
- the effective dispatch of Fish and Wildlife officers in response to reported fish and wildlife crime through the 1-800 line;
- timely sharing of statistics on the types of calls and enforcement actions with ESRD and ACA from AJSG;
- increase percent of 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 informants are handled as per legal obligations for informant privilege; and
- 100% of information is secure as per legal obligations for information security.

Program Term

This Agreement shall commence upon the date of signature and remain in effect until May 20, 2016.

This Agreement is subject to annual review and may be amended from time to time as outlined in the MOU signed May 20, 2014 between ACA and ESRD.