

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 1 of 5 Pages

SECTION 1. PURPOSE

1) Purpose/Summary

Afognak Native Corporation, through its Governance Policies, recognizes that *“The Board seeks to ensure a land base that is culturally secure, capable of providing a traditional Alutiiq way of life, without loss of size or location, with opportunity of first use by Shareholders.”* The Shareholder Hunting & Subsistence Program intends to provide Shareholders the opportunity to use Afognak Native Corporation lands for personal hunting and subsistence purposes.

This program helps to support Shareholders and other eligible participants in hunting and subsistence efforts for crabbing, fishing, berry picking, hunting deer, rabbits, fox, elk, etc. All participants must have their own gear for each activity and demonstrate their awareness of and ability to abide by safety requirements.

The Hunting & Subsistence Program Manual provides detail on eligibility, reservations, lottery process, housing, transportation, policy violations, participant responsibilities, and applicable safety rules.

2) Supersedes

All previous Hunting & Subsistence Program policy documents.

3) Review Cycle

Annual

4) Applies to

This policy applies to Afognak Native Corporation and its subsidiaries, including Alutiiq LLC, and Alutiiq LLC Subsidiaries, partnerships, and joint ventures (collectively known as the “Company”).

5) Maintained by

Afognak Services Director

6) Approved by

Executive Vice President

7) Definitions

H&S – Hunting & Subsistence

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 2 of 5 Pages

SECTION II. General Policy

1) Eligibility

Eligible participants include Afognak Native Corporation Shareholders, legally married Shareholder spouses, descendants of a Shareholder, and Shareholder-sponsored family members. A Shareholder-sponsored family member cannot reserve their own trailer, enter the lottery, or use facility or road transport services unless accompanying a Shareholder.

Elk season lotteries are for Shareholder entry only, with one entry per Shareholder. Shareholders may apply for the Elk Drawing lottery if they received a state-awarded Elk Draw Tag or if their spouses, children, or descendants received a state-awarded Elk Draw Tag.

When one Shareholder, or their eligible family member, receives a state-awarded Elk Draw Tag, they may choose to collaborate or coordinate with another Shareholder or Shareholder-family member to use the program.

2) Reservations

- Reservations for housing and transportation are first-come, first-serve, with the exception of the Elk Drawing and Elk Registration Seasons.
- Individuals must be at least 18 to book a trailer and may only book for the program one time per year, unless trailers are not otherwise booked by a first-time user.
- Trailers are transferrable amongst Afognak Native Corporation Shareholders, legally married Shareholder spouses, and descendants of a Shareholder. Trailer must be transferred, or canceled, one (1) week or more before reservation dates. Participants who already have a trailer booked and want to accept a transfer need to cancel their other booking.

3) Afognak Elk Draw and Elk Registration Hunt Lotteries

For the **Afognak Elk Draw Lottery** (where eligible participants MUST have a state-awarded tag held by someone in their party), each year application materials and submission will adhere to the following rules:

- a) The start date for Elk Draw Lottery submissions should coincide with the Alaska Department of Fish & Game Elk Drawing Hunt Results post (typically in mid-February).
- b) All applicants must provide their full name, contact information, and what hunt they are entering. Each applicant is applying for: one (1) trailer & access to one (1) vehicle, which accommodates five (5) people, for up to five (5) nights and six (6) days,
- c) Entry for the Afognak Elk Draw Lottery will close two weeks after the open date each year (typically in early March).

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 3 of 5 Pages

- d) Winners will be notified the following week after the lottery close date, with results posted on the my.Afognak.com

For the **Afognak Elk Registration Hunt Lottery**, each year application materials and submission will adhere to the following rules:

- The start date for Elk Registration Hunt Lottery submissions should open the Monday following the announcement of Afognak Elk Draw Lottery winners (typically in mid-April).
- Those applicants who entered the Afognak Elk Draw Lottery who were not drawn by ANC will automatically have their name entered into the Afognak Elk Registration Lottery.
- All applicants must provide their full name and contact information. Each applicant is applying for: one (1) trailer & access to one (1) vehicle which accommodates five (5) people for up to five (5) nights and six (6) days.
- Entry for Afognak Elk Registration Hunt Lottery will close 30 days after the opening date (typically mid-May).
- Winners will be notified the following week after the lottery close date, with results posted on the my.Afognak.com.

4) Housing

A maximum of five (5) individuals can utilize housing at a time. Reservations can be made for housing up to five (5) nights. Participants must leave on the 6th day. Early arrival is not allowed without express permission of the Afognak Services Manager and the Camp Manager. Participants must complete their subsistence activities and clean up no later than 3:00 p.m. on the 6th day.

Participants should refer to the **Participant Information Packet** for more information on what to bring and how best to have a successful and safe experience.

5) Transportation

Shareholders must arrange their own travel to Afognak Island, Danger Bay Camp. The Corporation only provides access to trailers at the Danger Bay sites and on-island transportation support to and from trailers along the Afognak Island road system.

6) Authorized Driver Responsibilities

Authorized Drivers shall be subject to the following basic requirements:

- 21 years of age or older, possessing a valid driver's license, have a clean driving record, and no DUI's in the last 5 years.
- Agree to a motor vehicle records check (at no expense to the hunting party) and complete the vehicle use agreement prior to trip start date.

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 4 of 5 Pages

-
- c) Provide proof of current personal auto insurance and valid driver's license.
 - a. Check over vehicle for any issues daily at camp and double check that safety supplies, InReach device is on and working, and Android phone is plugged in and GAIA App is open
 - d) Android phone in the vehicle has the Afognak Island Road Maps loaded on them for informational purposes, the road maps show where roads were once located. The road maps do not show the condition of the roads, and many roads on the map may be un-drivable. Please use caution before driving down any road and verify that there is a safe turn around point, as it is very possible the vehicle will be unable to turn around or back out. The phones must be left plugged in and the GAIA app open at all times, for further information on how to use the GAIA App, please refer to the Participant Information Packet.
 - e) CB Radio must be used to identify oncoming traffic, it is imperative that you not only call out your location, but that you listen for other traffic. – Must yield to oncoming traffic by pulling over to the side in a pull out, log trucks will be calling out "loaded" or "empty"
 - f) CB directions
 - i. The CB radio should always be on channel one
 - ii. Turn the volume all the way clockwise
 - iii. Adjust the squelch by turning the knob counter-clockwise until you get static, then turn the knob clockwise just enough for the static to go away
 - iv. Call out all mile markers & the direction of travel clearly and loudly twice, i.e. "5 North, 5 North by holding the microphone to your mouth & pressing the button on the mic. It is a good idea for everyone in the truck to help you look for mile markers.
 - 1. When leaving camp, call out "leaving ANC" + the direction of travel, ie. "leaving ANC heading North."
 - 2. When entering camp, call out "Clear into ANC."
 - v. If you hear someone else call out & you are unsure of what they said, ASK, do not be afraid to ask them to repeat what they said.
 - b. Prior to leaving for the field, driver must check the list of active work areas as well as active log haul roads on the map located at the filling station; these should be checked daily as active areas are subject to change.
 - g) InReach Device in the vehicle uses the Iridium sat phone network to send and receive messages; it needs a clear view of the sky to operate properly and should remain on the dash of the truck in order to send and receive messages. This InReach device should not be taken out of the truck as it is not intended for field use. When you send a message, the recipient receives your location as well as the message. The device has a list of contacts including the other InReach devices in the other trucks and Danger Bay camp staff.
 - a. The InReach device is for emergency use and not for causal correspondence
 - Do not change any of the settings on the device
 - Regularly check InReach device if possible, for any communications from Camp Manager
 - If you are running late into the day returning to camp, you must send an "All OK"

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 5 of 5 Pages

message to camp manager (for further information on using the InReach device, please refer to the Participant Information Packet

- If Camp Manager does not receive communication at the end of the day and the truck does not return to camp at night, it will be handled as an emergency
- Driver is responsible for fueling their vehicle as needed
 - Fuel Pump Operation Instructions
 - Turn off engine
 - Ensure the fuel meter reads zero and reset to zero if needed by rotating the knob on the left of the meter toward you until the meter reads zero
 - Remove nozzle from pump and place in vehicle fuel filler neck
 - Turn on the ball valve located in line between the pump and the bulk fuel tank
 - Turn on electric fuel pump switch located on the electrical conduit to the right of the pump
 - Turn on pump switch located where the fuel nozzle hangs up
 - Begin fueling
 - After fueling, reset fuel dispensing meter by turning the knob on the left of the meter toward you until it reads zero
 - Record the amount of product dispensed in the fuel log located on the post between the tanks
 - Please replace nozzle and make sure all switches are off and valves are closed when finished
- Vehicles are not to be used in inaccessible, dangerous or treacherous road conditions
- Trucks must return to camp every night

7) Participant Responsibilities

All participants must:

- a) Comply with all H&S Program Policies, Joint Land Use Rules, Vehicle Use Agreement, and applicable State and Federal regulations and laws. **This includes NOT Shooting game from truck or road, using unmanned aircraft system (UAS) or drones, or radio to identify location of game.** But please refer to the policies and regulations to ensure you are abiding by the rules.
- b) Follow firearms safety practices and other hunting safety guidelines, for an incident-free trip. All persons in hunting party must be legally authorized to possess and carry firearms under Alaska Statutes.
- c) Sign all forms prior to using facility services:
 - i. ANC H and S Program Participation Vehicle Use Agreement
 - ii. Option: Shareholder-Sponsored Family Member Eligibility Form (If there is a Shareholder-

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 6 of 5 Pages

Sponsored family member accompanying a Shareholder both the Shareholder and the family member(s) must sign this form)

- d) Contact the Lands office a **minimum of one (1) week prior to their reservation date to cancel and to confirm, providing us travel plans**. If a party does not communicate a week prior, the trailer will automatically be given to the next person on the waiting list. Failure to notify of cancellations one (1) week in advance could result in being disallowed to use the program for one, two, or more years.
- e) **Clean trailer and meat storage facility prior to departing**. Facility should be left as clean as it was presented upon arrival. If not left as presented upon arrival, use of the program will be denied for at least one year from the date of departure.
- f) **Comply with the List of Things to Bring in the Participant Information Packet**: Sleeping bag & pillow, food, bottled water, toilet paper, paper towel, toiletries & towel, weather gear & other items needed for the purpose of the trip (e.g. hunting necessities), handled VHF radio or InReach device and first aid supplies.
- g) Bring **NO animals or household pets** to Danger Bay Camp.
- h) Not use drones around Camp
- i) Not hunt on active logging roads, within 1 mile of Danger Bay Camp, in between Danger Bay Camp & Southeast Logging Camp within 1 mile of the Sort Yard, or within 1 mile of an Active worksite
- j) Take care of household trash: all trash from trailer and truck should be deposited in the incinerator located between the small maintenance shop and generator building
- k) Take care of meat shack scraps: all organic scraps i.e. meat, bone and hide should be thrown over the bluff on the west side of the pull out located just North of the 1 mile marker North of camp, all other meat shack trash i.e. bloody cardboard, tarps, etc. should be deposited in the incinerator.
- l) Respect that alcohol and non-prescription drugs of any kind are strictly prohibited. This includes during transit to/from Danger Bay, while staying at the Danger Bay camp, or in any on-island vehicle.
- i) Respect the Danger Bay staff – Danger Bay staff has the right to refuse service to any individual.

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 7 of 5 Pages

- j) Arrive no earlier than arrival date and depart by 3:00 p.m. on the departure date. Any requests for early arrival or late departure must be pre-approved by Afognak Services Director and Camp Manager.
- k) All children must be accompanied by an adult from the group at all times; they cannot be left alone at camp or with a staff member.
- l) **Complete and provide proof of a Basic Hunter Education Course Certificate** in advance of the start of their program reservation, if participant is **age 16 and under** and will be handling a firearm. Inexperienced hunters of any age should also complete the certification course at: <http://www.adfg.alaska.gov/index.cfm?adfg=huntered.basichunter>
This site above provides information to complete the two-step process for obtaining a Basic Hunter Education Course Certificate.
 - i. There are two ways to complete a Basic Hunter Education Course in Alaska, including:
 - 1. Instructor-led course: 2 parts – workbook home study, 8-hour field day
 - 2. Online course + Field Day: 2 parts – online study and test, 4-hour field day
 - ii. For the field portion of the test, there are various volunteer instructors available, including:
 - 1. Brandon Bartleson – Afognak Native Corporation – Volunteer instructor
 - 2. Steven Unfriend/Southcentral Coordinator/Hunter Information and Training Program for Alaska Department of Fish & Game, 907-267-2241
- m) Optional: Fill out a current year Hunting & Subsistence survey.
- n) Report animals harvested to Kodiak staff for tracking purposes

8) Program Contact Information

Hunting & Subsistence Program Toll-Free Telephone: (866) 650-8161

Chantelle Bartleson, Afognak Services Director, cbartleson@afognak.com,
Direct: (907) 486-2164, Cell (907) 942-0629, or

Natasha M. Hayden, PE, Director of Lands & Natural Resources, nhayden@afognak.com
Kodiak Headquarters' Office Telephone: (907) 486-6014 or (800) 770-6014

9) Policy Violations

A violation of the Participant Responsibilities (Section 7) may result in loss of future use of the Hunting & Subsistence Program. Different violations warrant different penalties. Penalties are

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 8 of 5 Pages

levied consistently, depending on the severity of the policy violation.

Penalties include, but are not limited, to disallow:

- Entry into the Afognak Elk Drawing and Registration Lottery,
- Reservation of a trailer,
- Vehicle use by the participant, or
- Use of the program at all for one or more years.

10) Associated Procedures

- Hunting & Subsistence Program Manual

11) Related Documents

- Afognak's Land Use Rules Brochure
- [State hunting permit tag system](#)
- Danger Bay Camp Manual

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 9 of 5 Pages

SECTION III. AMENDMENT HISTORY

1) Changes to the Policy, Dissemination, Authorized Versions

All changes, edits, deletions and additions to this Policy shall be summarized in the table below. When completed, new versions of this Policy shall be disseminated via e-mail and My.Alutiiq.com.

The official controlled copy of this Policy is the PDF document on My.Alutiiq.com. All printed copies, and all electronic copies and versions except for the one described above, are considered uncontrolled copies and should be used for reference purposes only.

Change #	Issue	Changes Made
Version 1	July 2020	Policy Adoption & incorporating flexibility during COVID-19 Pandemic precautions
Version 2	April 2021	<ul style="list-style-type: none"> Updated participants allowed in each hunting party from 4 to 5 Corrected felony years to 5 years per Risk Management Updated lottery administration portion to reflect a non-Shareholder employee will complete the drawing process Updated forms – Legal & Risk Combined our driver & passenger form into one document Updated early arrival protocol to require pre-approval
Version 3	December 2021	<ul style="list-style-type: none"> Authorized Driver Responsibilities; Android Phone, CB Radio, InReach Device, truck fueling, not driving on inaccessible roads, trucks return to camp every night Participant Responsibilities: no drone usage, no hunting within 1 mile of Danger Bay camp, sort yard and active logging sites, or in between DB camp & Southeast Logging camp. Household trash and meat shack scraps. Participant Responsibilities: report animals harvested to Kodiak staff
Version 4	January 2022	<ul style="list-style-type: none"> Updated Hunting & Subsistence Policy Acknowledgement form to ANC H and S Program Participation Agreement Removed firearm safety form requirement, as it was incorporated into the ANC H and S Program Participation Agreement Removed H&S release and waiver form as it is

Initial Issue: July 16, 2020	Last Revision: January 2023	Next Review: January 2024	Doc No: 1
Preparer: Afognak Services Director	Policy Writer: Afognak Services Director	Reviewer: Executive Vice President	Authority: Executive Vice President
Final Approval on Current Version: Malia Villegas, Senior Vice President of Community Investments			Page 10 of 5 Pages

		incorporated into the ANC H and S Program Participation Agreement
Version 5	January 2023	<ul style="list-style-type: none">Section II. Participant responsibilities: added "unmanned aircraft system (UAS) or drones

2) Requirement for Annual Review

The Hunting and Subsistence Policy will be reviewed in its entirety on an annual basis by the program administrator and approver. Reviews are also required where there is an applicable regulatory, operational, best practices, or lessons learned correction.

3) Associated Procedures

Refer to the Hunting & Subsistence Program Manual for detailed procedures.