



# The Parks Canada Western Arctic Field Unit

## Commercial Film and Photography Application Guidelines for Aulavik, Ivvavik and Tuktut Nogait National Parks

The national parks of Parks Canada's Western Arctic Field Unit include **Aulavik, Ivvavik and Tuktut Nogait National Parks**. These parks span some of the most spectacular and ecologically significant areas of the western Arctic, offering a vast range of unparalleled film and photographic opportunities. In the interest of protecting the park's resources while ensuring that visitor experiences and the rights of land claim beneficiaries are not affected, commercial filming and photographic activities are subject to certain restrictions and special considerations.

To carry out commercial filming or photography in the national parks of the western Arctic, an application must be submitted to Parks Canada a minimum of 4 months prior to activities. If approved, a Film/Photography Permit will be issued which outlines conditions and supplementary requirements associated with the production. The following information will assist in the preparation of a film/photography application.

Through the application process, Parks Canada can provide you with:

- Details on park regulations, conditions and requirements  
*All film /photography activities must comply with National Park Regulations, policies and conditions and film crews must obtain a landing permit for aircraft access to the parks.*
- Advice about the environmental impact assessment required under the Inuvialuit Final Agreement (IFA), and other potential environmental assessments  
*Commercial Filming and Photography can potentially trigger other environmental assessment processes: the Canadian Environmental Assessment Act (CEAA), the Yukon Environmental and Socio-economic Assessment Act (YESAA), and the Mackenzie Valley Environmental Assessment Act (MVEAA).*
- Consultation and advice on film/photography opportunities and locations  
*Locations must be determined prior to a permit being issued.*
- A liaison for the three national parks of the western Arctic  
*One application and Film/Photography Permit can cover multiple national parks.*
- Assistance with interviews with park staff, traditional users and specialists  
*Interviews may be available depending on scope of project and availability of staff.*





## Step 1 - Setting the Stage

### Is your film/photography activity appropriate in a National Park?

#### What works well . . .

- ➔ Simplicity: Small productions involving minimal equipment and crew size
- ➔ Minimal impact on the environment, visitors and traditional users
- ➔ Productions requiring minimal shooting time and assistance
- ➔ Educational productions contributing to park objectives, messages and themes
- ➔ Flexibility: Productions requiring unaltered images of the natural landscape

#### What won't work . . .

- ➔ Using equipment, chemicals, or engaging in any activity that may damage the environment
- ➔ Accessing remote or closed areas with any motorized vehicle
- ➔ Landing of aircraft without a permit
- ➔ Low-level flying
- ➔ Constructing and employing large sets
- ➔ Disrupting, harassing, or manipulating wildlife and/or using trained wildlife
- ➔ Exclusive use of an area, limiting public and traditional access and enjoyment
- ➔ Portraying activities that are illegal, damaging to Parks Canada's image or conflict with Parks Canada's messages

## Step 2 - Getting Ready to Roll

### Will your application meet the following conditions and requirements?

#### Conditions

- ➔ Providing an additional comprehensive liability insurance policy indicating a minimum of \$2,000,000 naming "Her Majesty the Queen in Right of Canada as represented by Parks Canada Agency"
- ➔ Obtaining Environmental Impact Screening Committee (EISC) approval. Information about the screening process is outlined in the *EISC Operating Guidelines and Procedures* available online at the EISC website (<http://www.jointsecretariat.ca/EISC>).
- ➔ Acceptance of an indemnification clause and full responsibility for any incidents, and/or cost of clean-up or site rehabilitation
- ➔ Compliance with National Park Regulations

#### Possible Supplementary Requirements

- ➔ Other environmental assessment processes: the Canadian Environmental Assessment Act (CEAA), the Yukon Environmental and Socio-economic Assessment Act (YESAA), and the Mackenzie Valley Environmental Assessment Act (MVEAA). The Parks Canada Filming and Photography Permitting Officer will review the application and advise of any CEAA, YESAA or MVEAA requirements as soon as possible.
- ➔ Cooperation with the Parks Canada on-site staff





## Step 2 - continued

### Conditions

- ➔ Maintenance and clean-up of the site including, garbage and human waste disposal
- ➔ Respectful and professional contact with the visiting public and traditional users
- ➔ Inclusion of a statement on the daily roster, if applicable, indicating appropriate conduct in the national park

### Possible Supplementary Requirements

- ➔ Supply the park with a complimentary copy of the completed project for internal educational purposes
- ➔ When the park has participated directly in the project Parks Canada may undertake a factual review of the final product
- ➔ Provide an on screen credit to Parks Canada and the specific name of the park
- ➔ Provide a security deposit to ensure site restoration and clean up

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## Step 3 - Juggling the Paper Work

### The Application Process

- ➔ An application, answering the 12 questions below, must be submitted to Parks Canada a minimum of 4 months prior to intended film/photography activities.
- ➔ The application will be assessed against the following: potential impacts on ecological and cultural resources, consistency with and contribution to park objectives, themes and messages, required level of assistance, type of proposed activities and appropriateness to the national park settings and regulations, consistency with National Park Regulations, and level of disturbance to other park users and traditional users.
- ➔ If the application is approved, a Film/Photography Permit will be issued which must be carried while conducting activities in the national park.
- ➔ The permit becomes valid once signed by the producer and Parks Canada, fees are paid in full, and supplementary requirements and conditions are agreed to.
- ➔ Parks Canada reserves the right to refuse any application that is not in the best interest of the Agency or revoke permission without notice if terms and conditions of the permit are violated.

### The following information must be provided in any application to film/photograph in the National Parks.

1. Applicant Information: production company name and address, project name, phone/fax, name of producer, designated representative on site
2. Describe the scope of the production, intended audience and use of footage
3. Describe how the production supports the national park mandate
4. List specific parks, locations, dates and time requirements
5. Define the size of crew on location including all cast, crew and drivers
6. List other national parks in which this project will film
7. Outline type of equipment, sets, props and extent of use



8. Make available location maps, scale drawings and camera positions where appropriate
9. Indicate whether on-site production facilities are required (i.e. catering)
10. Provide a script or storyboard for large productions
11. Provide a product description and the full name of the company selling the product
12. Provide proof of comprehensive liability insurance policy indicating a minimum of \$2,000,000, naming **Her Majesty the Queen in right of Canada as represented by Parks Canada Agency** as additional insured, to be carried for the duration of the production in the park

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## Step 4 – Time to Shoot

### Applying Fees and Payment

- ➔ Fees are applied to productions according to the Parks Canada fee structure (see below) and GST is included.
- ➔ Discounts are available depending on content and client (Appendix A).
- ➔ Payments can be made by cheque or money order payable to Receiver General of Canada.
- ➔ Payments must be received prior to film/photography activities commencing in the national parks.

Production Crew Size	Application Fee	Location Fee (per day)
1-6	\$150	\$500
7-15	\$375	\$1000
16-30	\$750	\$1500
31-99	\$2500	\$2000
100+	\$3000	\$2500

**Applications to film/photograph in Aulavik, Ivvavik or Tukturn Nogait national parks can be made through the following contact:**

Filming and Photography Permitting Officer  
Western Arctic Field Unit  
Parks Canada Agency  
P.O. Box 1840  
Inuvik, Northwest Territories, Canada  
X0E 0T0  
Phone : (867) 777-8800  
Fax: (867) 777-8820





## Appendix A - DISCOUNTS APPLICABLE TO ALL FEES

The discounts detailed in the chart below vary accordingly to the type of client (government, non-profit organizations, student or commercial) and according to the content. These discounts are applicable to all fees contained in these guidelines.

### Definition of Content

#### Scenery:

- a) Projects that use a location and an identifiable national park.
- b) Projects that use a location purely as a backdrop or scenery with no reference to the park's significance.

#### Communication Objectives:

- a) Projects that present Parks Canada high priority messages without necessarily mentioning the Agency (i.e. ecological and commemorative integrity).
- b) Projects that contribute to the overall mandate of informing, influencing and involving Canadians (e.g. youth, schools, tourism promotion, etc.).

#### Primary Use:

- a) Primary outcome of the project is either educational, or linked to tourism promotion or to entertainment.

Schedule of Discounts<sup>1</sup> (Based on content and client)

Content	Client		
Type of Project	Government	Non-profit organization/student	Commercial
	Percent of Discount		
<b>Scenery</b>			
Identifiable national park	5%	10%	0%
Backdrop	0%	0%	0%
<b>Communication Objectives</b>			
High priority messages	25%	50%	15%
Support of Parks Canada's Engaging Canadians Strategy	25%	50%	15%
<b>Primary Use</b>			
Educational	35%	50%	15%
Tourism promotion	35%	50%	15%
Entertainment	0%	0%	0%

Calculate applicable fee based on appropriate fee schedule and then apply discount as calculated above.

<sup>1</sup> Discounts are additive by column to a maximum of 100%  
Commercial Filming and Photography Guidelines



## Appendix B – FILMING AND PHOTOGRAPHY CODE OF ETHICS FOR THE WESTERN ARCTIC FIELD UNIT

This code of ethics has been established to provide professional photographers and commercial film crews with a set of guidelines to assist with their efforts in minimizing their impact on the ecological integrity of the ecosystem they are operating in, and to enhance awareness towards their personal safety. The code of ethics also acts as general conditions of this permit. Failure to comply with the code of ethics could lead to a suspension or revocation of the current permit and refusal of any future permits.

### General

- Photographers/Film makers are required to become familiar with and abide by the Canada National Parks Act, applicable National Park Regulations and Parks Canada Policy ([http://www.pc.gc.ca/docs/index\\_e.asp](http://www.pc.gc.ca/docs/index_e.asp)). Please read and review all park information packages relevant to the type of landscape you will be operating in and wildlife you may encounter.
- Registering and deregistering from the parks is conducted in the Parks Canada office in Inuvik.
- Aircraft landing permits are obtained from the Parks Canada office in Inuvik.

### Wildlife

- Intentional harassing, disturbing, or feeding of wildlife is prohibited by the Canada National Parks Act. For the purpose of this Code of Ethics, “harassment” is defined as “any human action that causes unusual behaviour, or significant change of behaviour by an animal”. “Disturbance” is defined as “to intrude upon, inconvenience or interfere with”. While each individual encounter may seem inconsequential, the cumulative effects caused by repeated encounters may result in critical behaviour change. Examples are missed feedings, habituation, increased risk of predation, etc.
- Attracting animals with food, calls or scents, using blinds, or altering vegetation around photographic subjects constitutes harassment.
- Maintain a 200 m buffer between you and any animal feeding on a carcass.
- If a wolf, fox, or bear is approaching you and investigating property (i.e. your gear, tripods, cameras, backpack, food containers, or water bottles), it is displaying unnatural or conditioned behaviour. Attempt to dissuade the animal by yelling, firing “bear bangers” in the air, banging pots together, and/or stomping your feet. Report the incident to the Duty Warden at 867-777-4893.
- Report any wolf and bear encounters to Parks Canada staff upon your return.
- Your observations often provide us with valuable information to help better understand and protect park resources. Park wardens, naturalists and biologists are interested in your observations of wildlife and in answering any questions you may have about park resources.
- Wildlife closure areas will vary from year to year, or in the case of emergency closures, from day to day. Check with the Duty Warden prior to your departure to the park.





### **Personal Effects**

- Keep your gear secured and stored as neatly as possible. Gear scattered around your site may encourage curious animals to investigate.

### **Aircraft**

- **Take-off and landing of aircraft in national parks and landmarks is strictly controlled. Take-off and landing sites must be indicated in the application and are pre-approved through an Aircraft Landing Permit.**
- Photographing, filming or viewing wildlife from the air should be conducted in such a manner so as to not disturb the wildlife.
- Access or over-flights by fixed wing or helicopter follow Ministry of Transport aeronautical regulations and Parks Canada regulations. Flights are no lower than 500 feet above the nearest obstacle in unpopulated areas and no lower than 1000 feet above the nearest obstacle in populated areas. However, Environmental Impact Screening Committee (EISC) guidelines recommend that flights should remain at an altitude of 2000 feet (609.6 metres) above the nearest obstacle in both populated and unpopulated areas. It is strongly encouraged that film and photography companies adhere to EISC guidelines. It is incumbent on these companies to ensure the pilot is aware of these regulations.

### **Film Production**

- All special effects and stunts within the selected Parks Canada location must be approved in advance.
- The use of wild animals that are trained for performance purposes is prohibited in national parks.
- Filming activities should be conducted so as to not disturb or alter the environment or heritage resources. Areas for camping, setup, etc. will be pre-designated by the Filming and Photography Permitting Officer.
- Provide for garbage and human waste removal from the park.
- The construction of props or sets on-site must be approved in advance. The location must be maintained free of construction debris and litter at all times and must be returned to its prior condition when filming is completed.

### **Private Property**

- Respect private property. Permission should be sought prior to using any cabins located in or near the national parks.

### **Regulations**

- Resource protection and visitor safety are the dominant factors in making law enforcement decisions.
- No terms of this permit limits the application of any Federal laws, Territorial laws, or comprehensive land claims. The Western Arctic Field Unit Filming and Photography Permit and Aircraft Landing Permits only grant authorization under the Canada National Parks Act and Regulations.

### **Visitors**

- Please conduct filming and photography activities as inconspicuously as possible so as to not interrupt the public's normal use of national parks. The most likely period of conflict with public use occurs during June, July and August.



### **Traditional Users**

- Inuvialuit beneficiaries of the Western Arctic Claim have the right to pursue their traditional harvesting activities within Aulavik and Ivvavik national parks as well as that portion of Tuktut Nogait National Park that falls within the Inuvialuit Settlement Region. Beneficiaries of the Sahtu Dene and Metis Comprehensive Land Claim have similar rights within the portion of Tuktut Nogait National Park that falls within the Sahtu Settlement Area.
- Filming and photography activities must not interrupt traditional users' use and enjoyment of the land or their use of private cabins or camps on the land.

