



**NOTICE**

September 28, 2015

To: All NWMB Co-management Partners

Re: **Nunavut Wildlife Management Board (NWMB) Regular Meeting No. RM 004-2015**

Please be advised that the next **NWMB Regular Board Meeting No. RM 004-2015** will be held on Tuesday, December 1, 2015. The meeting will be held in Iqaluit, at the 3<sup>rd</sup> floor of the NWMB Boardroom.

All briefing notes are required to be submitted to the NWMB, in English and Inuktitut, by no later than November 6, 2015 at 5:00 p.m. (Eastern Time). Please include any relevant photographs and maps pertaining to the issue presented in the briefing note.

Briefing notes can be submitted by email, fax or mail. They should be clearly marked as pertaining to the NWMB's Regular Meeting No. RM 004-2015. Delivery of briefing notes through fax or email must be confirmed by phone with the NWMB by no later than 5:00 p.m. (Eastern Time) on November 6, 2015—that a complete and legible copy of the transmission has been received by the NWMB. Materials are deemed to have been filed on the actual day of receipt by the NWMB.

The NWMB can be contacted at the following coordinates:

**NUNAVUT WILDLIFE MANAGEMENT BOARD**  
3<sup>rd</sup> Floor Allavik Building  
P.O. Box 1379, Iqaluit, NU, X0A 0H0  
Phone: (867) 975-7300  
Fax: (888) 421-9832  
E-Mail: tsataa@nwmb.com

**Please also take notice that any translated Briefing Notes not received by November 6, 2015 deadline will automatically be forwarded to the agenda for the NWMB's March 2016 Regular Meeting No. RM001-2016. This will be strictly enforced.**

We will attempt to have the documents uploaded to the website in a timely fashion.

**For those who intend to make Power-Point presentations, please arrange for a test run of the projection equipment, in advance of your actual presentation, to ensure there are no technical problems when it is time for you to make your actual presentation to the Board.**

**If you have any questions or concerns, please contact the NWMB office at (867) 975-7300 or by e-mailing Taqialuq Sataa, Administration/Finance Assistant, at [tsataa@nwmb.com](mailto:tsataa@nwmb.com).**

Thank you for your co-operation.

Yours Truly,

A handwritten signature in black ink that reads "Jason Akearok". The signature is written in a cursive, slightly slanted style.

**Jason Akearok  
Executive Director  
Nunavut Wildlife Management Board**