



The documents and materials received to date by the NIRB in support of this project proposal include:

- *NPC Application*
- *NPC Conformity Determination and Questionnaire*

Please be advised that pursuant to s. 92(3)(b) of the *NuPPAA*, the 45-day timeline for the Board to provide a screening decision stopped on June 3, 2019. This 45-day timeline will start again on the date the NIRB receives the requested additional information. If the Proponent fails to submit the requested additional information, the Board may suspend or terminate the assessment activities of the proposed project pursuant to the relevant provisions under s. 144 of the *NuPPAA*. Therefore, it is in DFO's best interest to cure the identified information deficiencies in a timely manner.

If DFO determines that the time required to supply the required information is significantly greater than two (2) weeks, the Board requests written notification and an anticipated date for submission be provided as soon as possible.

Please submit all forthcoming project proposal information through the NIRB's online public registry at [www.nirb.ca](http://www.nirb.ca). For additional instructions regarding the new project application portal, please contact NIRB administration at [info@nirb.ca](mailto:info@nirb.ca) or at 1-866-233-3033.

If you have any questions or require additional clarification, please contact the undersigned directly at (867) 983-5627 or [tmaksagak@nirb.ca](mailto:tmaksagak@nirb.ca).

Sincerely,



Talia Maksagak  
Manager, Technical Administration  
Nunavut Impact Review Board

Attachment: Appendix A: Information Request # 1

**Appendix A: Information Request # 1**  
**for Fisheries and Oceans Canada’s (DFO) “Small Craft Harbour – Four Harbour**  
**Feasibility Study Field”**  
**pursuant to s. 144(1) of the *Nunavut Planning and Project Assessment Act***  
**NIRB File No. 18UN031**

**1. TOPIC/ISSUE: NIRB’s Online Application Form**

**REFERENCE:** *Proponent’s Guide (2018)*<sup>1</sup>: Guide to Filing of Project Proposals and Screening Process

**RATIONALE:** The NIRB requires the Proponent to complete the online application form in order to determine the scope of the project activities being proposed and to ensure sufficient information has been provided to commence screening. The NIRB will no longer accept applications or supporting documents via e-mail or regular mail.

**REQUEST:** Complete the NIRB’s online application form at [www.nirb.ca](http://www.nirb.ca), pursuant to the NIRB’s project application requirements including the following sections:

The Proponent is recommended to review the Help Boxes associated with the NIRB’s online application form when completing the application.

**2. TOPIC/ISSUE: Project Map**

**REFERENCE:** *Proponent’s Guide (2018)*<sup>1</sup>: Guide to Filing of Project Proposals and Screening Process

**RATIONALE:** The NIRB requires a map of the project proposal and related activities to assist in the assessment of the project.

**REQUEST:** Complete the NIRB’s online map in the application form at [www.nirb.ca](http://www.nirb.ca) as well as provide the latitude and longitude of the locations as listed within the application form. The map should include where applicable the following items:

- Location(s) of any existing or proposed infrastructure(s) including but not limited to:
  - a. Camp location(s) (temporary and/or permanent) and camp facilities,
  - b. Road(s),
- Location(s) of all proposed activity(ies) including but not limited to:
  - a. Research sites (specific locations identified within the broader geometry),
  - b. Use of vessel equipment;
- Project site in proximity to territorial and/or national parks; and
- Project site in proximity to sensitive wildlife and wildlife habitat (e.g., migratory bird sanctuary).

**3. TOPIC/ISSUE: Non-technical Project Proposal Summary in English, and Inuktitut**

**REFERENCE:** *Proponent’s Guide (2018)*<sup>1</sup>: Guide to Filing of Project Proposals and Screening Process

**RATIONALE:** The NIRB requires that a non-technical summary be submitted by proponents in order to assist parties to understand and provide comments on project proposals. Translated copies of the non-technical summaries are required to be inserted into the text

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<sup>1</sup> <http://www.nirb.ca/guides>

boxes provided in order to assist unilingual community organizations and members to provide comments on project proposals.

**REQUEST:** Submit via the online application text boxes a non-technical description of the project proposal in English and in the regional languages, which include Inuktitut (Kivalliq, North/South Baffin, Eastern Kitikmeot).

The summary should use plain language only and address the following points in < 5,000 characters:

- **Who:** Company, individual or entity proposing the project.
- **What:** The type of undertaking being proposed and how it would be carried out. It may be helpful to describe the scale of the project, number of people involved, permanence of any facilities constructed, and methods of transport.
- **Why:** The objective of and need for the project, potential long term implications.
- **Where:** general location of proposed activities in relation to closest communities, protected areas.
- **When:** timeframe of proposed activities (fixed period, seasonal, multi-year).

Please keep in mind that the project summary is intended to provide members of the public with sufficient information to understand what is being proposed and determine whether they might wish to further review the full project application and supporting information.