



k^wik^wəłəm
Kwikwetlem First Nation

Guardian Field Work Request Form

Please fill out the form below and return to fieldwork@kwikwetlem.com for consideration.

Project name/#:		
Permit Numbers:		
Project summary and work plan:		
Fieldwork Date(s) / Project schedule updates:		
Project location & Muster Point (attach map):		
Work hours expected (start time & end time, overnight, overtime expected, etc.):		
PPE required:		
Contacts:	Name:	Phone # / Email:
Field Supervisor		
Project Manager		
Prime Contractor/ Proponent		
Invoice Details		

I understand that Kwikwetlem requires min. 1 week's notice (preferably 2 weeks) to accommodate Guardian scheduling requests.

I understand that works cancelled with less than 24 hours' notice will be subject to a half-day rate cancellation fee.

I understand Kwikwetlem reserves the right to send a Guardian to any project within Kwikwetlem's traditional territory.

Name:

Date:



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Guardian Coordination Protocol

1. Fieldwork Request Forms must be filled out and submitted to fieldwork@kwikwetlem.com and the Archaeology Team (as applicable) one week in advance of scheduled fieldwork. If forms are not received at this time, the Nation may not attend and reserves the right to ask for works to be rescheduled.
2. The field supervisor will conduct Health and Safety meetings daily with the Guardian and provide a copy of the site Health and Safety Plan to KFN upon request.
3. Scheduled field work canceled with less than 24 hours' notice will be subject to a half day charge. For Guardian rates refer to the KFN Lands & Resources Department Fee Schedule.
4. For ongoing work, minor scheduling changes may be accepted; however, they need to be submitted via email to fieldwork@kwikwetlem.com prior to 4 pm the day before scheduled works. If the start time of works has been delayed and KFN was not notified the day prior (before 4 pm), the Nation reserves the right to charge from the originally scheduled time.
5. Work exceeding 8 hours per day will be charged overtime at time and a half, and double time after 12 hours as per BC's employment standards. Please contact KFN Lands & Resources Department in advance if overtime is expected.
6. All fieldwork must be coordinated directly through internal KFN Lands & Resources Department via fieldwork@kwikwetlem.com, and not directly with Guardians unless specifically asked to do so.
7. Please send all fieldwork reports to fieldwork@kwikwetlem.com - cc KFN's Archaeology team if heritage/archaeology related.

Archaeology Team Contacts:

- o Nicole Oakes - Brown & Oakes Archaeology
nicole@brownnoakesarch.com
- o Jessica Blesch - Referrals & Stewardship Project Lead, Archaeology
Jessica.blesch@kwikwetlem.com