

<b>OUTFITTERS &amp; GUIDES LICENSING BOARD</b>	<b>POLICY NUMBER:</b> 3007	<b>PAGE NUMBER:</b> 1 of 1
	<b>SUBJECT:</b> Investigation Donations to Non-Profit / Not for Profit Organizations	Drafted: 4/11/08 Adopted: 12/8/08 Revised: Reformatted: 10/26/15

### **1.00.00 POLICY OF THE AGENCY**

It is the policy of the Outfitters and Guides Licensing Board that the Agency complies with applicable state statutes regarding the Idaho Public Records Law. The Board's administrative jurisdiction extends to those persons who are licensed to conduct outfitting and guiding services in the state of Idaho and who were licensed at the time of alleged misconduct. Although the Board does not have direct administrative jurisdiction over unlicensed outfitters and guides, the Board's enforcement staff does have statutory authority to investigate complaints involving illegal outfitting and/or guiding.

The Board has determined that the Board's obligation of safeguarding the health, safety, welfare, and freedom from injury or danger of those persons utilizing the services of outfitters and guides, and for the conservation of wildlife and range resources requires a careful consideration of allocating Board financial and personnel resources to investigate violations of the Idaho Outfitters and Guides Act.

After careful consideration of the Board's resources, and its statutory obligations, it is the policy of the Board that complaints regarding donated trips to a non-profit or not for profit organization on an infrequent basis by individuals who are not licensed shall not be investigated by Board enforcement staff or referred to the local county prosecutor, absent extreme or extraordinary circumstances.

### **2.00.00 DEFINITIONS**

- (1) On-Profit Organization or Not for Profit Organization means an organization that is exempt from the payment of federal income tax under section 501(c)(3) of the Internal Revenue Code.
- (2) Infrequent basis means no more than twice a year.
- (3) Extreme or extraordinary circumstances means situations that in the discretion of the Executive Director and Enforcement Chief warrant a deviation from the policy to safeguard the health, safety, welfare, and freedom from injury or danger of those persons utilizing a donated trip provided by an individual who (1) is not a licensed outfitter/guide and (2) whose primary intent is to assist 501 C 3 organizations raise funds.

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Executive Director, IOGLB

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Date