

# Yukon Archaeological Site Inventory Form Guide

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Heritage Resources Unit  
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**If no information is available for a field or if not applicable, please leave field blank.**

### **1. Borden Number**

Borden Numbers for new sites in Yukon will be obtained by the permit holder from the Sites Office of the Canadian Museum of Civilization.

Contact:

Lucie Johanis, Sites Officer  
Division of Archaeology and History  
Canadian Museum of Civilization  
P.O. Box 3100, Station B  
100 Laurier Street  
Gatineau, Québec  
J8X 4H2  
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e-mail: [Lucie.Johnis@civilisations.ca](mailto:Lucie.Johnis@civilisations.ca)

### **2. Site Name**

Enter the current name of the site, followed by any previously assigned names. If a First Nations place name exists for the site, this should be used. For First Nation place names, indicate the source of the information by providing either an author/date or informant name in parentheses after the name. Complete references should be provided in **Bibliographic Information**.

### **3. Reporter Number**

Site designation/number assigned by the researcher.

*Example: G-138 (Greer 1980); Stop 7 (Hare 1990)*

### **4. Permit Number**

Researcher's permit number. Separate multiple entries by a semicolon.

*Example: 89-1ASR (Hare); 90-5ASR (Hare)*

### **5. Location**

The purpose of the information in this entry is to make it possible for anyone to accurately locate the site on the appropriate National Topographic Series (N.T.S.) 1:50,000 scale map. Describe location in a logical manner from general to specific, beginning with a fairly general area description, e.g., "The site is 8 km west of the White River, on the southwest end of Horsecamp Hill. The site is on the north side of the Alaska Highway, overlooking Moose Lake (unofficial name)." Also, specify the landform upon which the site is located, e.g. terrace edge; knoll; moraine, for example.

Site location may be determined by compass triangulation (specify true or magnetic north) and calculation of distances from features appearing on N.T.S.

1:50,000 scale maps, e.g., hilltop, mountain peak, river or creek mouth, point of land. Unmapped features such as trees or buildings should not be used as datum points. Distances must be measured accurately, using a GPS, vehicle odometer, tape measure, pace chart or other precise measure. Also include access information.

**6. Nearest Named Place**

This field lists the name or names of the nearest named place(s). For example, Tagish Lake; Dawson City.

**7. Geographic Unit**

Yukon Ecoregion in which the site is located. From *Ecoregions of the Yukon* (Ecoregions Working Group 2004).

**8. Owner**

This field indicates the name(s) of the individual, company, municipality, national park, First Nation, etc. who have legal ownership, as opposed to political jurisdiction, of the land on which the site is located. Note here if the site is on a First Nation site selection and the number.

**9. Jurisdiction**

This field indicates the agency that has political jurisdiction of the site. Archaeological sites fall under either federal, territorial, or First Nation jurisdiction. Sites located in national parks are labelled as "federal – PARKSCAN". See also OWNER.

**10. Legal Description**

This field indicates the legal description of the site. Legal descriptions result from surveys required for Land Title Registration purposes. Also, indicate if site is a Reserve under Lands Act.

**11. Map Reference**

Record the appropriate 1:50,000 N.T.S. map number.

**12. Air Photo Reference**

Enter air photo reference number. Separate multiple entries by a semicolon.

**13. Reference Point**

This field indicates the reference point used in establishing the relative or local elevation.

**14. Latitude**

Provide GPS latitude in the format DDMMSS or Decimal Degrees. If obtained by other means (digital maps, for example), please indicate in **Notes** section. In the case of a large site or a long feature, such as a portage, coordinates are taken

from one specific point, a datum, and an explanation on the extent of the site from this datum is added to the **Notes** section.

### **15. Longitude**

As for Latitude.

### **16. Lat:Long Determination**

This field indicates the coordinate system and method used to calculate the coordinates of the site. For example: NAD 27, NTS map readings; NAD 83, Garmon Rino 120 GPS; NAD 27, CMC AutoCAD Digitizing System.

### **17. UTM**

Military Grid Reference System (MGRS) coordinates or UTM – Civilian (Easting & Northing – including datum identification, Zone Number).

### **18. UTM Determination**

This field indicates the coordinate system and method used to calculate the coordinates of the site. For example: NAD 27, NTS map readings; NAD 83, Garmon Rino 120 GPS; NAD 27, CMC AutoCAD Digitizing System.

### **19. ASL M From/To**

These fields indicate the lowest and highest elevation above sea level of the site. If two elevations readings are available, to express a range enter the lowest elevation in the "From" field and the highest elevation in the "To" field. If only one elevation reading is available, enter the same value in the "From" and "To" fields.

### **20. ASL Determination Method**

This field indicates the method used to calculate ASL elevation (NTS Map, GPS for example).

### **21. Elevation M From/To**

These fields indicate the lowest level and highest level of relative elevation of the site. If two elevations readings are available, to express a range enter the lowest elevation in the "From" field and the highest elevation in the "To" field. If only one elevation reading is available, enter the same value in the "From" and "To" fields.

### **22. Elevation Determination Method**

This field indicates the method used to calculate relative elevation (for example, NTS Map, hand level).

### **23. Size and Orientation**

Enter the maximum length and width of the site in metres. Measure these dimensions at right angles to each other and ensure that the measurements you provide correspond in size and orientation with those on the site map.

### **24. Condition**

With reference to the horizontal and vertical site extent, estimate percentage of site impacted: destroyed (100%), very disturbed (50 - 99%), disturbed (25-50%), slightly disturbed (5-25%), intact. Indicate source of impact (e.g., road construction, erosion).

### **25. Site Classification**

Select from the following authority list. Separate multiple entries by a semicolon. If there is some uncertainty as to the identification of the site type class, use a question mark.

prehistoric  
historic  
indigenous historic  
undetermined

### **26. Site Type**

Select from the following authority list. Separate multiple entries by a semi-colon. Enclose the descriptor in brackets following the site type:

#### **PREHISTORIC SITES:**

##### **Site Type**

##### **Descriptor**

Habitation

rock shelter, cave, housepit, other

Trail

Campsite/killsite

hunting, fishing

Quarry

obsidian, chert

Cultural Material

lithics, calcined bone, bone, fire cracked rock, other

Isolated Find

lithics, calcined bone, fire cracked rock, canoe, culturally modified tree

Burial

grave house, interment, cremation

Cache

ground cache, boulder cache, other

Subsistence

caribou fence, deadfall, rock hunting blind, fish trap, other

Other

specify

#### **HISTORIC SITES**

Habitation - Structure

brush camp; log cabin; multiple dwelling; townsite; other

Habitation - Structural Traces

building outline, building foundation; round depression; rectangular

Cultural Material - Surface	depression, other can midden, bottle midden, machinery, etc.
Cultural Material - Subsurface	can midden, bottle midden, machinery, etc.
Burial	cemetery, interment, crypt, etc.
Social	specify
Educational	specify
Commercial	fur trade post, roadhouse, trapline cabin, store, other (specify)
Farming/Ranching	agricultural, fox farm, house, barn, shed, stable, pens, other (specify)
Subsistence Feature	cache, other (specify)
Industrial	dam, garage, power house, other (specify)
Mining	placer workings, other (specify)
Transportation - Rail	rolling stock (specify), station, roundhouse, administration building, trestle, bridge, tunnel, construction camp, embankment, other (specify)
Transportation - Road	roadhouse, construction camp, bridge, tunnel, garage, administration building, vehicle (specify), other (specify)
Trail	specify
Marine Vessel	shipwreck, dock, other (specify)
Communications	telegraph line, telegraph office, other (specify)
Government	RCMP/NWMP post, court house, legislative buildings, monument, other (specify)
Military	barracks, armoury, drill hall, mess, guard house, fort, other (specify)
Medical	hospital, other (specify)
Religious	church, mission, sacred site, other (specify)
Other	specify

## **27. Features**

These are non-moveable features of a site. Separate multiple entries by a semicolon.

*Examples: hearth, boulder concentration, pit (descriptor), depression, midden (descriptor), cabin (descriptor), building outline (descriptor) cache(descriptor), structure (descriptor), tent ring, trap (descriptor) etc.*

### **28. Cultural Affiliation**

Record the archaeological culture(s) thought to be represented at the site. Attributed data should be followed by a space and "?". Separate multiple entries by a semicolon.

*Examples: Paleoeskimo; Palaeoindian; Little Arm Phase; Northern Archaic tradition; Thule; Late Prehistoric.*

### **29. First Nation Territory**

Indicate in First Nation traditional territory (or Inuvialuit Settlement Region) site is located.

Liard First Nation  
Ross River Dena Council  
Teslin Tlingit Council  
Carcross/Tagish First Nations  
Kwanlin Dun First Nation  
Ta'an Kwach'an Council  
Champagne/Aishihik First Nations  
White River First Nation  
Little Salmon/Carmacks First Nation  
Selkirk First Nation  
First Nation of Na-Cho Nyak Dun  
Tr'ondek Hwech'in  
Teetl'it Gwich'in  
Vuntut Gwitchin First Nation  
Lower Post First Nation  
Tahltan Band Council  
Taku River Tlingit First Nation

### **30. Scientific Dates**

Record absolute dates obtained on the site/site components. Enter each date, the error margin and the lab number. If a technique other than radiocarbon dating is used, enter the technique in parentheses after the lab number. Specify the material, context and associations of the date, and investigator acceptance/rejection of date with rationale.

### **31. Collection**

This field provides a summary of excavated and surface collected materials from the site.

*Example: 34 flakes; 2 core fragments; 1 side-notched point base. Also*  
Provide here the range of numbers used in cataloguing the project collections.

**32. *Bibliographic Information***

This field indicates publications or reports which specifically related to the site; also provides informant information: name, address, date.

**33. *Notes***

Enter any additional information, recommendations, or comments concerning the site.