

File: 6450-20/FTA

October 19, 2006

To: Regional Executive Directors  
District Managers

From: Tim Sheldan  
Assistant Deputy Minister  
Operations Division

**Re: Corporate direction for spatial data integrity**

It is a corporate goal to ensure that land managers have accurate and complete information available for making important decisions on the land base, such as, setting allowable annual cut (AAC) determinations or for tracking long term obligations on the land base.

This letter is to communicate these changes and give direction to District Managers as to how we will achieve this goal.

Firstly, tenure submission requirements for Small Scale Salvage (SSS) licensees will be changed. Before a licensee can harvest timber under SSS they must obtain a Forestry Licence to Cut (FLTC) from a Ministry of Forests and Range (MOFR) district office. Districts can choose to accept "over the counter" or "professionally prepared" applications for these FLTCs. Presently electronic submissions through the Electronic Submission Framework (ESF) to Forest Tenure Administration (FTA) for these tenures can be done by the district at the option of the FLTC licensee.

In the future all professionally prepared FLTC applications for tenure must be submitted via ESF (including spatial information) by the applicant to the district office. Applicants can do the submissions themselves or through the use of service providers for ESF. This change can be implemented by districts immediately and must be fully implemented by February 28, 2007.

Districts that continue to accept over the counter FLTC applications can make ESF submissions at the option of the licensee.

This information (including spatial) will help the MOFR ensure that information required by decision makers is accurate and complete and that areas necessitating reforestation obligations are tracked diligently.

District managers are to ensure that SSS clients in their districts are made aware of these changes.

Secondly, changes in policy and subsequent systems will be made to ensure that **all** tenures approved by the MOFR will include spatial data. Statutory Decision Makers (SDMs) will be given the ability to over ride this direction and approve tenures without spatial data in limited



Regional Executive Directors  
District Managers

circumstances only after the SDM documents the rationale for this decision. SDMs will be monitored and held accountable for their decision to exercise this flexibility. This change will require clear policies and direction to SDMs and will also require FTA system enhancements. Further direction will be provided in the coming months prior to the implementation of this change.

Lastly, attached is a guidance document for districts to use for reporting and tracking government liabilities related to SSS activities. This document entitled *Post Harvest Reporting Requirements for SSS FLTC* is to give direction as to how districts are to report and track liabilities on the land base attributed to SSS harvesting activities.

MOFR data sets are integrated and therefore accuracy of this information is paramount. Spatial and attribute information from FTA is used to help plan and track Silviculture activities in RESULTS. RESULTS information is used by the Vegetation Resource Inventory (VRI). The resulting information is used for Timber Supply Review, strategic and operational land use planning and within the treaty negotiation process.

These integrated policy changes will help to ensure that corporate data is accurate, consistent and complete and can be relied upon by decision makers.

Thank you for your cooperation with this important goal.

If you have any questions please contact, John McClary, Small Scale Salvage Forester, (250) 565-6216 regarding SSS FLTC submissions, Don Mullett, Senior Timber Tenures Forester, (250) 387-4371 regarding tenure spatial submissions, Ralph Winter, Stand Management Officer, (250) 387-8906 regarding SSS RESULTS submissions or Rick Baker, Manager, Vegetation Cover Update regarding VRI, (250) 371-5213.



Tim Sheldan  
Assistant Deputy Minister  
Operations Division

Attachment: 1

pc: Jim Langridge, Director, Resource Tenures and Engineering Branch  
Ralph Archibald, Director, Forest Practices Branch  
Melanie Boyce, Director, Forest Analysis Branch  
John McClary, Small Scale Salvage Forester, Northern Interior Region  
Don Mullett, Senior Timber Tenures Forester, Resource Tenures and Engineering Branch  
Ralph Winter, Stand Management Officer, Forest Practices Branch  
Rick Baker, Manager, Vegetation Cover Update, Forest Analysis Branch