Guide to Using
Traditional Use Study Information

Ministry of Sustainable Resource Management
Terrestrial Information Branch

(March 2003)

Table Of Contents

Purpose of this Guide

Using traditional use study information can be daunting for a first time user. This guide has been developed to provide the background and direction a first time user will require to integrate TUS information in their decision making processes.

TUS information includes several components and no one component will supply a user with a complete picture of project contents. Often a user will approach use of the information with the attitude that all the information will be in a tidy simple to use package. TUS information is too complex to combine into one simple document for a user to access.

It is recommended users approach using TUS information with the understanding that it will take some time to understand how the separate components that make up a TUS can be used in conjunction to support decision making.

As of March 31, 2003 this document will be the only readily available source of information for TUS users.

This document is not intended to replace or replicate the TUS data specifications document that is referenced in the final section of this document.   This document is larger in scope and will not detail the data base design and mapping details contained in the TUS specification document.

TUS information is comprised of the following data sources that will be explained in further detail in the document:

1) Provincial study area key map, spatial files, attribute files, and reports will be found on MSRM TUS extranet application.
2) Financial records are located with Ministry of Aboriginal Affairs, Forest Renewal BC, BCMOF, Resource Tenures and Engineering Branch and BCMSRM Financial Management Branch, also copies of most financial records are in offsite storage under TUS, Terrestrial Information Branch, at MSRM
3) Administration Files are located under TUS, Terrestrial Information Branch, at MSRM
4) Original source hard copy deliverable information is housed at the Ministry of Attorney General and Minister Responsible for Treaty Negotiations at 1312 Blanshard under the responsibility of the Manager of Aboriginal Research.

TUS Information

TUS information is aboriginal cultural data that has been complied by various First Nations in British Columbia. A TUS site is any geographically defined site (on land or water) used traditionally by one or more groups of people for some type of activity. This data not only includes physical sites (i.e. archaeological sites) but also non-physical sites (i.e. spiritual sites).

'Site use' information as referred to in this document is an attribute that describes what activities were carried out within a particular TUS site.

Introduction to the TUS Program and its Purpose

TUS projects were undertaken as contracts between First Nations and the Province to collect, store, maintain and map Traditional Use Sites within First Nations' specific study areas.

The Ministry of Sustainable Resource Management (MSRM), Terrestrial Information Branch is the custodian for TUS information on behalf of the provincial government as of 2002.

The Program was originally developed and housed within the Ministry of Small Business, Tourism and Culture (MSBTC). The program was moved to the Ministry of Forests (MoF), Aboriginal Affairs Branch, due to funding constraints that MSBTC was under at that time.

The vast majority of TUS projects were completed under the phase of the program at the Ministry of Forests. Some of the final projects were developed under Ministry of Sustainable Resource Management.

As of March 31, 2002 the Province had invested approximately $16,000,000 on 59 TUS projects.

Program Goals:

The program was originally developed to inventory TUS data to provide the Province and industry with the tools to facilitate meaningful consultation with participating First Nations in land use planning. The program assists the Province in meeting its legal obligations in land use management as defined by the Court of Appeal in *Delgamuukw v. The Queen. (1993)*

TUS's were also initiated to improve relationships between participating First Nation communities and the Province.

As the British Columbia Treaty Commission process developed, TUS Projects were funded to develop cultural education and capacity within treaty First Nations. These studies also were used at the treaty table to establish areas of traditional First Nation interest.

Crown Corporations such as BC Hydro now regularly access the information to support their consultation activities.

Completion of a TUS does not replace Consultation:

Since the program inception First Nations have expressed concern that the Province will use TUS projects as a stand-alone tool to replace consultation. This is why most TUS projects do not contain information on site use. First Nations in many cases felt that if they were to provide the Province with that information they would no longer be consulted directly.

Almost all of the First Nations that submitted TUS projects indicate that due to funding constraints they could not interview all the elders necessary to complete a fully comprehensive study. As a result they indicate the sites supplied to the Province represent a representative sample of TUS information for the First Nation.

Developing a Traditional Use Study

The coordinating agency for the Province (MSBTC, MoF or MSRM) received proposals each year for TUS funding from First Nations. Based upon criteria developed by the agency the highest scoring proposals were accepted based on funding availability. The Common Land Information Base (CLIB) and Forest Renewal BC (FRBC) were the funding sources for TUS projects.

Once funding was approved the First Nation would hire staff to work on the TUS. The key personnel initially hired were the Project Coordinator and Research Director. Staff holding these positions coordinated the methodology in which the study was carried out. The project methodology was detailed in TUS reports.

Other staff would be hired to carry out the research and technical staff would carry out work on developing the database and maps. Depending on the scale of projects this could range from a few staff to over 10.

Staff would be trained in the specific tasks assigned by the project coordinator. Ethnographic consultants were often involved in training staff to make effective oral interviews etc.

There were two very different TUS data standards that the Province required First Nations to follow when developing a TUS. The first standards document was developed while the application was stored at the MSBTC the second was developed when the MoF was administering the program. Both documents are described in the final section of this document and are available for download on the same web site this document is distributed on.

The first phase of a TUS involved archival research of the study area. The results of this phase of the study would be indicated as written references for the project.

Oral Interviews in which neutral questions were asked of First Nation elders were used during the second phase of TUS projects to locate additional information not available from archival sources.

In the case of some studies ground truthing was carried out to verify TUS site locations. Sites collected were then compiled onto master maps, if two information sources identified the same TU site only one site would be depicted on the maps but the site would have two information sources in the database.

TUS deliverables were submitted to the Province in phases. There may have been as many as 4 interim phases, where interim deliverables were received demonstrating the projects progress. And then there was a final phase where final deliverables were completed and presented to the Province. There was variance between projects on what was submitted as an interim deliverable. Ministry staff used the interim deliverables to assess First Nation progress and where possible that TUS standards were being met. Payments were made to FN's based on receipt of satisfactory interim and final deliverables.

Interim deliverable maps are currently housed at Ministry of Attorney General and Minister Responsible for Treaty Negotiations , with the Manager, Aboriginal Research. All other interim deliverables are being held in offsite storage, listed under TUS, Terrestrial Information Branch, MSRM.

Confidentiality

As outlined in the Final Information Sharing Agreements (FISA's), all Provincial agencies including Crown Corporations can gain access to the TUS Information. The TUS information is stored on the MSRM TUS intranet site.

To access TUS information, users must at least meet the following criteria:

- Be a government employee, or be working for government under contract;
- Have a legitimate TUS business need to access the TUS information; and
- Accept the terms and conditions outlined in an Interim or Final Information Sharing Agreement (between the FN/Band and the Province) before downloading any information

In 2001, TUS program FISA's were standardized into a template. Prior to this, FISA's were negotiated individually and the terms and conditions contained within vary widely, by First Nation. As a result each FISA must be reviewed prior to TUS data use.

Specifications Variance

When the TUS program was housed at MSBTC and for its first year at MoF the program specification document 'Traditional Use Study Program Guidelines' (1996), were used by First Nations as a guide to developing studies. This guide proved to be much too complex in its data base setup and much to general in terms of describing the spatial locations of TU sites.

Studies resulting from the original specification were extremely varied as First Nations provided information in a variety of data formats and used a variety of software platforms to generate the information delivered to the Province.

In 1999 the MoF developed new specifications, 'Traditional Use Forestry Spatial Analysis - Data Capture Specifications' that detailed:

1) Base Maps to be used for data capture
2) Formats data was required to be delivered in
3) Detailed specification for the capture of spatial site locations – including manual and hard copy sample maps
4) A less complex data model for delivering attribute information – and template to provide to First Nations
5) Accepted methods for deliverable transfer

Some projects that were carried out over several fiscal years, and some completing as late as 2002 may not have been required to meet the new data specifications.

Data Standardization

In 1999 when the 'Traditional Use Forestry Spatial Analysis Data Capture Specifications' were developed a decision was made to convert all previously developed projects and all future projects to the format detailed in the new specifications.

The new data specifications carried all of the useful attributes from the old specification TUS projects into the new format.

One major change of note is that in the new data standards TUS identification numbers were required to be numeric. As a result in all studies delivered with alphanumeric TUS_ID numbers were converted to numeric TUS_ID's for consistency.   In each study that this procedure was carried out there as a lookup table (Local_site_ID_Lookup) in the MS Access file that contains a cross reference to the alphanumeric site id to be referenced when speaking to a First Nation about a particular site.

Accessing TUS Information Accessible via the Extranet Database

With the cancellation the TUS program as of March 31, 2003 the MSRM Terrestrial Information Branch migrated the MoF Traditional Use Study Database (TUSD) to MSRM servers. Upon migration, administrative or technical support for the program was cancelled. Therefore, the only continued access to electronic final deliverables will be via the extranet website.

The information available on the TUS web site is the final deliverable mapping, database, report, and FISA. Other information such as financial, administrative, and interim deliverables, or final hard copies of maps are housed at the Ministry of Attorney General and Minister Responsible for Treaty Negotiations under the responsibility of the Manager, Aboriginal Research or they are housed in offsite storage

Web Site Access

Accessing the TUS information web site requires a user to have a Government user id, and belong to an employee security group (not a contractor). The MSRM download site will authenticate several other Ministries domains automatically, but the simplest method for accessing the site is entering your BCGOV id. You can get this id from your information support staff. **Please note: BCGOV passwords need to be reset every 90 days so if you are having a problem accessing he TUS web site with your BCGOV ID have your password reset!**

If a user downloads TUS information their user name and date of the download will be logged in the TUS database. That information may be provided to the First Nation if requested.

Once you go to the address you will either be allowed to access the page automatically (if you are already logged on with appropriate security and your domain is authenticated by the MSRM), or you will be seeing the Microsoft challenge response logon box.

The Microsoft challenge response login box will take one of two formats. Follow the login instructions below depending on what type of box your PC generates.

Username and Password Required	☒

Enter username for extranet.for.gov.bc.ca at extranet.for.gov.bc.ca:
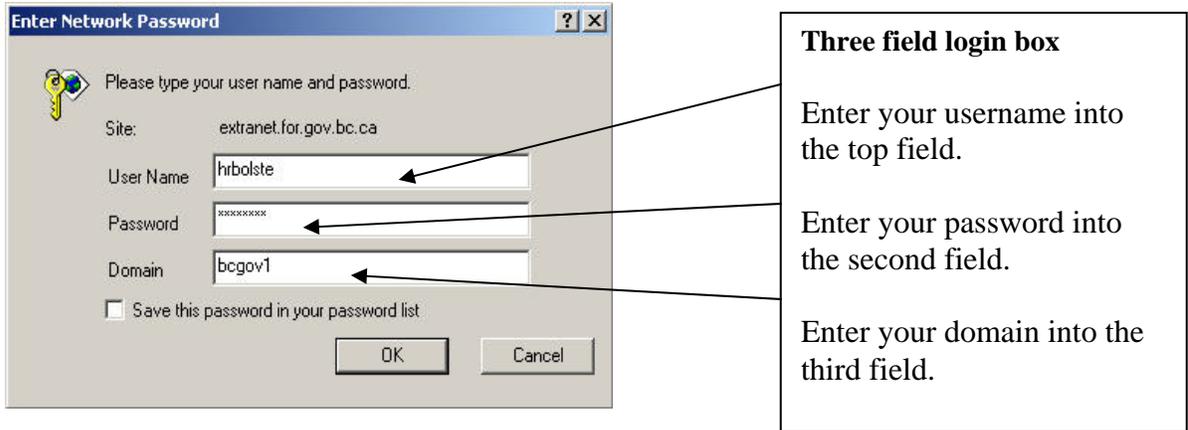
User Name: `bcgov1/hrbolste`

Password: `******`

[OK]   [Cancel]

Two field login box

Enter your domain/username into the top field. **NO SPACES

Enter your password into the lower field.

Three field login box

Enter your username into the top field.

Enter your password into the second field.

Enter your domain into the third field.

Establishing TUS Projects to Use

As of March 31, 2003 59 TUS projects are available on the TUS web site. In order to assess which TUS studies impact an area of interest, enter the MSRM TUS web site. Once in the web site there are two basic methods to establish the TUS project(s) to download.

1) Download the Provincial TUS Key map from the home page. Download any TUS project that has a study are which impacts your area of interest.

   **Please note: some projects identify sites outside of the project study are so when establishing which studies to choose from it is suggested you err on the side of caution if close to the outer boundary of a project.

2) Use the 'Search for Study Areas via Map' function. This function will allow you to query the map to establish which projects to download based on the specific map sheet your area of interest resides in.

Downloading and Using TUS data

Once into the TUS data home page follow the simple instructions to download data for the projects you want. All downloaded files contain the FISA agreement that you are required to review before using the data.

Each TUS project on the web site has four download options:

1) IGDS Files – Microstation IGDS format spatial files & Access 97 file

2) Shape Files - ESRI Shape format spatial files & Access 97 file

3) Plot File – HPRTL, HPGL, or PDF large size project overview map

4) Report – MS Word or Portable Document Format (PDF)

Description of Data Types Available via Download - and How to Use Them

It should be pointed out that the spatial files contain site points, polygons, and linear representations of TUS sites. That is to say that no base map features are provided such as water features or text. You can gain access to base map info through MELP free of charge.

Each of the data types detailed in this section independently does not provide complete information on a TUS project. Only by combining the information of the spatial site locations, database attribute information, and report information can a user gain complete understanding of the information available in a particular project.

**It anticipated non-technical users would not be able to use the spatial files or database without the assistance of technical staff.

Microstation IGDS & ESRI Shape Spatial Files

These two download files contain either Microstation IGDS or ESRI Shape format files. These file types contain the geometry associated with defining TUS sites.

All the TUS spatial data is projected in UTM format. The UTM zone for the data is indicated in the spatial file name. Projects that cross UTM zones will include files for each zone they impact.

Both these file types require special software to view the TUS data. **This is specialized software used by GIS or drafting professionals.** If you do not have experience using either of these file formats it is suggested you contact your Ministry GIS staff to assist you with viewing these spatial files. GIS professionals will have access to base mapping information such as water features and text that will allow you to geo-reference the TUS data in relation to your area of interest.

The only attribute contained in the spatial files is the TUS identification number that is unique to each site in the project.

For other specifics on the spatial files please consult the 'Traditional Use Forestry Spatial Analysis' data specifications available for download from the MSRM TUS extranet site.

MS Access Database

Both spatial download options also contain an attribute file in Microsoft Access 97 format.   This file contains several tables each of which contains information about each TUS site. The TUS_ID number in each table will link to the TUS_ID in the spatial files or on the project key map.

The contents of each Access file vary by study depending on how much information the First Nation was willing to provide the Province. For Example information on the '**site use' of each site was provided to the Province in less than half of TUS projects**. On the remainder of projects the site use is available via request directly to the First Nation.

Attributes that are not populated in the database could be due to several reasons:

1) The field was not mandatory for the Fists Nation To submit
2) The field was optional for the Fists Nation To submit
3) The database was delivered to the older MSBTC standards and as a result does not contain the attribute
4) An Exception was granted by the TUS project officer for the First Nation to not supply the attribute

If you have not used MS Access software before it is suggested you speak to your information support staff regarding assistance extracting site-specific information you need. MS Access is commonly loaded on Provincial Governments staff computers if required.

MS Access tables can be exported to Excel format within MS Access, for users more familiar with Excel. This can be done by going into the 'tables' view > on the file menu > selecting Export/Save As > then selecting the appropriate version of Excel to export the table to.

Complete descriptions of the contents of each table and attribute in the MS Access file are available in 'Appendix A - MS Access Structure' in the 'Traditional Use Forestry Spatial Analysis - Data Capture Specifications' document.

The MS Access files on the web are Access 97 format. If you have a newer version of MS Access it will open and convert the file to the newer version that should not result in any data loss.

Plot File

The plot file option downloads a project overview map that will depict the project study area and all of the TUS sites provided to the Province. This map will also contain a 1:20 00 grid to reference a user to their area of interest.

The purpose of the key map is to display to a user the distribution of TUS sites and on a macro level to discern if there are any sites from the study in your area of interest.

Due to site density in many projects users will need to access and query the spatial files in order to establish exactly which sites impact their area of interest. In other areas it may be clear from the plot file which sites impact a particular area of interest.

The projects standardized and uploaded to the web site in 2002 & 2003 were converted to PDF format. Any older projects will be available as HPRTL or HPGL plot files.

HPRTL and HPGL format files plot on any government standard HP plotter. **If you do not have access to an HP large document plotter you will not be able to view the plot files with standard government software.**

There is software available at the below address which can be downloaded as trial freeware to view HPRTL and HPGL plot files on your pc. This software is under $100 to purchase.

http://www.swplot.com/splot.htm

TUS Reports

Final TUS Reports are in either MS Word format or Portable Document Format (PDF). Software to view either of these file types is standard on provincial government computers.

The final reports contain a great deal of information not found in the database or maps. Since reports vary by project the following is a brief list of the types of information that would be found in a TUS report:

1) Project Background – This will include details on staff, acknowledgements, description of the study area, description of the First Nation
2) Methodology – How research was carried out, how mapping was done
3) Results – Details on sites not supplied in the database, descriptions of further research to be done

Provincial Information Maintained Outside of the Extranet Database

Administrative Files and Financial Records

– MSRM, Terrestrial Information Branch offsite storage

Hard Copies

Hard Copies of source TUS information include interim and final deliverables. For many studies the Province was supplied only hard copy TUS deliverables, in which case the Province digitized the maps and loaded the database information.

This hard copy information is available is housed at Ministry of Attorney General and Minister Responsible for Treaty Negotiations under the responsibility of the Manager, Aboriginal Research

Additional Study Specific Information Maintained by First Nations

Site-specific use information has been retained by First Nations for over half of the TUS projects delivered. To get site use information for those studies that information has been retained; contact should be made to the First Nation in question.

The process for accessing further information from the First Nation should be outlined in the Final Information Sharing Agreement. Provincial agencies should do so via a written request. The request should include who you are and what the reasons for requesting additional information.

Advisory Support

Heath Bolster of Bolster Consulting Ltd. has extensive knowledge of the TUS program and the associated digital data. If you require contract services to assist in navigating the use of TUS data or require site-specific mapping etc, Heath can be reached as per the below.

Heath Bolster
Bolster Consulting Ltd.
Email: heath_bolster@telus.net
Phone 250-413-7322
Fax: 250-382-1619

Frequently Asked Questions

What is TUS Information?

TUS information is aboriginal cultural data that has been complied by various First Nations in British Columbia. TUS sites are any geographically defined site (on land or water), used traditionally by one or more groups of people for some type of activity. This data not only includes physical sites (i.e. archaeological sites) but also non-physical sites (i.e. spiritual sites).

How many bands have completed a TUS Project?

To date 59 First Nations in B.C. have completed a TUS project under the umbrella of the MSBTC, MoF and MSRM, TUS programs. Other agencies may have carried out smaller scale TUS projects but they would be available from those agencies.

Who can Gain Access to the TUS Information?

As outlined in the Final Information Sharing Agreement, all provincial agencies including Crown Corporations can gain access to the TUS Information. Users must have a valid TUS business related reason for accessing TUS information.

Users from outside of Provincial Government agencies must request TUS information directly from First Nations.

How do I get the TUS Information?

The TUS information is kept on The MSRM TUS data distribution extranet site. If you have a userID from a Provincial government agency can proceed to the following web address:

[To Be determined]

If you are already logged on with your government domain you should automatically gain access to the web site. If you are not logged on with a government domain you will be prompted with the Microsoft challenge response. See section on web site access for what information to enter into the challenge response box.

Will I be able to view the database and the maps with my computer?

You need an Intergraph Design file viewer (for example Microstation) or ESRI Shape file viewer (for example Arc View) software to view the maps. To view the database you will need MS Access.

I need more specific Information. Can I get this Information?

If you require more information such as site use you will be required to contact the First Nation in question as outlined in the Final Information Sharing Agreement.

I cannot find any information on a completed TUS on the Web site.

All completed TUS project deliverables are on the MSRM TUS extranet web site. The TUS you are looking for may have been developed outside of the MSBTC / MoF/MSRM TUS program, in which you will need to speak to the First Nation to establish which agency has the project deliverables.

Who can I contract if I have more questions regarding TUS Information?

The MSRM Terrestrial Information Branch is the custodian of TUS information for the Province. This Branch and its' staff administered the closing of the TUS program although they have very limited knowledge regarding the projects and data. This document and the documents referenced in it are the main references for accessing and using TUS information.

Reference Documents

The following documents contain information regarding relevant reference documents that may be of use for a user of TUS data.

All of these documents will be available from the MSRM TUS data distribution extranet site.

TUS Program Guidelines

A Guide used by TUS program applicant First Nations. The Guide provides information regarding what is expected of First Nations entering into a TUS coordinated by the Province.

Original Traditional Use Study Program Guidelines (1996)

These are the TUS data specifications as developed by the Ministry of Small Business and Tourism while the program was housed there.

New Traditional Use Study Program Data Specifications (1999)

These are the TUS specifications developed by the Ministry of Forests when they took over the program from the Ministry of Small Business and Tourism.

Many TUS projects that started before these specifications were in place were not required to meet the revised Ministry of Forests specifications.

BLANK_SITE_FORMS

These are the site forms that were filled out by First Nations for each site recorded. This form corresponds to the MoF data specifications from 1999.

TUS_CODES

These codes were used in the MS Access database associated with each TUS project. These codes correspond to the MoF data specifications from 1999.