RESULTS TRAINING

Module 3 – Amendments, Updates, Approved Variations and Milestone Declarations

Module Notes

Version 2.2 February 2006

Document Change Control

Version	Date	Description	Author	Website
1.0	November 2004	Original content development	Symmetree Consulting Group Ltd.	
1.2	Feb 2005	Various updates	Symmetree Consulting Group Ltd	
1.3	Mar. 7, 2005	Updates based on comments from MoF Steering Committee members and Partner comments	Symmetree Consulting Group Ltd.	
2.1	Aug 16, 2005	Updates to reflect version 2.1 of RESULTS	Forsite	www.forsite.ca
2.2	Feb 8, 2006	Updates to reflect version 2.2 thru 2.3 of RESULTS	Forsite	www.forsite.ca

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Module overview

This module will build on the materials in the RESULTS Overview Module, and the Obligation Reporting (submissions) Module. For openings managed with silviculture prescriptions this module addresses making corrections, amendments that do not require approval, and amendments that do require approval. For openings managed with site plans this module addresses using approved variations, and making amendments to site plans (which do not require approval). This module will include demonstrations of these activities within the RESULTS application. Milestone declarations will also be covered.

Target Audience

This module is designed primarily for tenure holders, BCTS, MoFR staff, and consultants who require the ability to submit amendments, or complete corrections to existing openings managed with either a site plan or a silviculture prescription as part of their regular activities.

Authorization Level

Participation is this module does not require any authorization levels, but participants will require the following levels of authorization in order to complete the activities demonstrated on their own: ESF SUBMITTER and RESULTS Update or Declaration.

The following provides the key functions in RESULTS, and what RESULTS access level, professional credentials and authorization are needed to use them:

Amendment Requests (with or without approval for either Silviculture Prescriptions, or Site Plans): RESULTS Access Level: Update.

> Professional Credentials: RPF
>
> Authorization: Company authorization and name present on Ministry of Forests and Range District Licensee Signing Matrix

Approved Variations (Site Plans only): RESULTS Access Level: Update

> Professional Credentials: RPF
>
> Authorization: Company authorization and name present on Ministry of Forests and Range District Licensee Signing Matrix

Corrections (Silviculture Prescriptions): RESULTS Access Level: Update

> Professional Credentials: Does not need to be an RPF
>
> Authorization: Authorized by Company and name present on Ministry of Forests and Range District Licensee Signing Matrix

Declarations: RESULTS Access Level: Declaration

> Professional Credentials: Does not need to be an RPF but if the declaration is performed by non-RPF, company must keep a paper record of the Declaration signed by an RPF. If performed by an RPF no paper record is required.
>
> Authorization: Authorized by Company and name present on Ministry of Forests and Range District Licensee Signing Matrix

Ultimately the responsibility to ensure that whoever is doing a function has the required authority and credentials (e.g. RPF. for amendments) rests with the licensee.

Approval authorization is required for MoFR District Managers, or their designates, who require the ability to approve or reject amendments.

Learning Objectives

Upon completion of this module students should:

- Know the process for making amendments and corrections to silviculture prescriptions in RESULTS
- Understand the process for making site plan amendments and approved variations in RESULTS
- Know how to make a milestone declaration

Pre-requisites

This module builds on the knowledge gained from the RESULTS Overview module, and Obligation Reporting (Submissions) module. As such, students should have successfully completed those modules, or must be able to demonstrate that they have met the learning objectives of them

Topics

- Silviculture Prescriptions
    - o Corrections
    - o Amendments (which do not require approval)
    - o Amendments (which require approval)
- Site Plans
    - o Approved Variations
    - o Site Plan amendments (No approval required)
- Attachment box
- Approval mechanisms for amendments and corrections
- Milestone Declarations
- Help and Support Tools

Background

This document is meant as a companion document to LearnLinc RESULTS training on Amendments Updates and Declarations. It was originally created to provide guidance for RESULTS version 1.3.5 and has been updated to take into account modifications to date (Version 2.3.0), as well as updates and clarifications to applicable policies and procedures.

As new changes to RESULTS occur, this document will be updated and new version numbers applied. New versions will be available through the RESULTS online classroom website:
http://www.for.gov.bc.ca/ftp/his/external/!publish/OnLineClassroom/Results/Amendments/

Legislative and Regulatory Links

This document covers Corrections, Amendments, Approved Variations and Milestone Declarations, all of which allow the user to modify the RESULTS database if they have the appropriate authority.

- o [FPC ss 42.1](#);
- o FPC OSPR ss [7.1](#), [7.3](#), [46](#);
- o WLFMR ss [24, 24.1](#);
- o FRPA ss [20](#), [29](#);
- o FPPR ss [29](#), [32](#).

The legislative links for Declarations are found in the:

- o [FRPA s 107](#);
- o [FPPR s 97](#).

Steps for updating an opening:

Updating is meant to allow the user to make changes in the RESULTS database to correct or update incorrect or out of date information (other than stocking standards, standard regimes, and standard units which are dealt with in the sections below). If information is deemed inaccurate an update may be the route to take. If the issue is spatial the update may have to come via the ESF. What follows are the steps to update an opening.

To begin, Log onto RESULTS, the Application Home Screen will appear (below). You will need to have the appropriate ID and authorization to log on. See http://www.for.gov.bc.ca/his/results on how to obtain access. See also the Quick Reference Card in Appendix 1 for tips on Navigating Results.

You can search for the opening using the **Opening Tenure Search** function which is found in the drop down menu of the **Search** tab. This will take you to the RESULTS **SIL56 - Opening Tenure Search** screen. On this screen various search criteria can be used to search for the opening.

Alternatively, you can select a specific opening that requires updating by choosing the **Openings** tab, and selecting **Opening Inquiry** from the drop down menu.

To select the opening you will need to use as at least one of the following business keys:

- Opening (map sheet and unique opening number);
- Opening ID (unique opening number provided by the system);
- Timber Mark / Cut Block;
- Licensee Opening ID / Client Number/Location; or
- Licence No / CP / Cut Block.

If the information entered matches with an existing opening in RESULTS the associated **RESULTS301 – Opening Inquiry** screen will appear with basic administrative information, as well as previous stand information for the opening.

Note – the proper Org Unit must be in place for the block information to be found.

If known to be incorrect, certain fields (i.e. those fields with no impact on spatial data) on this page can be updated without going through an amendment procedure or without resubmitting through the Electronic Submission Framework (ESF). Typically, these fields are found within boxes. An exception to this rule of thumb is anything within the tombstone. The tombstone is the upper portion of the screen, and it cannot be modified in the RESULTS application.

To update fields outside of the tombstone, simply place the cursor in the box to be modified and make the changes. Often times this will entail selecting a different option from the drop down pick list, but it may include typing in data as well. Once all of the changes have been made and visually checked over, press the Save button found at the bottom of the screen. You will not see any obvious changes to the fields that you modified other than they now have the new updated information within the boxes. Once saved, the screen will return to the top, and you will note that the status of the block did not change from the APP – Approved status.

In the two screen shots shown below the stocking class was updated from 1 to 2 and the maximum allowable permanent access was updated from 0 to 7.

RESULTS301 - Opening Inquiry   <u>Opening Summary Report</u>

Back

Opening:	82E	098	0.0	201	**Licensee Opening Id:**	

SP Exempt: N

Opening Status: APP

Opening Category: P87 - Pre-87 areas that is either NSR,

Dist Admin Zone: D - ZONE D (GARY)

Tenure Type: A01 - Forest Licence
Block Status: S - Silviculture

Admin Forest Org: DAB - Arrow Boundary Forest District
TSB:

Management Unit Type: U - TIMBER SUPPLY AREA
Management Unit ID: 01 Arrow TSA

Tenure Admin Org: DAB - Arrow Boundary Forest District

Original Approval: IDIR\SCAKERLE 2004-04-19
Current Amendment:

Actual Disturbance Start: 1977-06-01

Post Harvest Declared Date:

Regeneration Declared Date: **Regeneration Offset:** 5 **Regeneration Due Date:** **Regeneration Overdue:** No

Free Grow Declared Date: **Free Grow Offset:** 0 **Free Grow Due Date:** **Free Growing Overdue:** No

Previous Stand Type: MAT - Mature

SP 1: BL **SP 2:** BL **Age Class:** 8

Previous Timber Type: Height Class: 5 **Stocking Class:** 1

Site Index: 22 **Site Index Source:** S - SI from site index curve

Maximum Allowable Permanent Access: 0 % **Gross Area (ha):** 23

Last Updated: IDIR\BBANCROF 2005-03-04 12:28:20 PM **Opening Comments:** <u>Yes</u>

Spatial data exists: N

Site Plan/Forest Cover Map Date   Map

Save   Delete   Add

•Feedback •Disclaimer •Privacy •Copyright   MINISTRY OF FORESTS

RESULTS301 - Opening Inquiry   <u>Opening Summary Report</u>

Back

Opening:	82E	098	0.0	201	**Licensee Opening Id:**	

SP Exempt: N

Opening Status: APP

Opening Category: P87 - Pre-87 areas that is either NSR,

Dist Admin Zone: D - ZONE D (GARY)

Tenure Type: A01 - Forest Licence
Block Status: S - Silviculture

Admin Forest Org: DAB - Arrow Boundary Forest District
TSB:

Management Unit Type: U - TIMBER SUPPLY AREA
Management Unit ID: 01 Arrow TSA

Tenure Admin Org: DAB - Arrow Boundary Forest District

Original Approval: IDIR\SCAKERLE 2004-04-19
Current Amendment:

Actual Disturbance Start: 1977-06-01

Post Harvest Declared Date:

Regeneration Declared Date: **Regeneration Offset:** 5 **Regeneration Due Date:** **Regeneration Overdue:** No

Free Grow Declared Date: **Free Grow Offset:** 0 **Free Grow Due Date:** **Free Growing Overdue:** No

Previous Stand Type: MAT - Mature

SP 1: BL **SP 2:** BL **Age Class:** 8

Previous Timber Type: Height Class: 5 **Stocking Class:** 2

Site Index: 22 **Site Index Source:** S - SI from site index curve

Maximum Allowable Permanent Access: 7 % **Gross Area (ha):** 23

Last Updated: IDIR\BBANCROF 2005-03-04 12:28:20 PM **Opening Comments:** <u>Yes</u>

Spatial data exists: N

Site Plan/Forest Cover Map Date   Map

Save   Delete   Add

•Feedback •Disclaimer •Privacy •Copyright   MINISTRY OF FORESTS

When saved "**Save successful**." is shown as indicated at the top of the screen as shown in the third screen below.

Note – when using the wheel on your mouse in fields with drop down pick lists, the wheel will continue to modify the selection (when spun) until the cursor is removed from that field and clicked elsewhere. This is one good reason to check your changes to be sure a wheel error did not occur.

To review what was modified you can choose the [History] button on the top/right hand side of the screen, this will take you to the **RESULTS610 – Event Tracking History** screen, and there you will see a hyperlink to Update under the Event column.

To observe the changes click on the Update link and you will be taken to the **RESULTS615 – Event Tracking Details** screen.

You will then see what changes have been made, when and by whom (their User ID). If there is more than one Update the most recent is at the top. Use the Back button twice to get back to the **RESULTS301 – Opening Inquiry screen**.

This process of using the history button can be used to check the modifications to an opening that were made directly in RESULTS, or through an ESF submission.

Modifications to Silviculture Prescriptions

Critical information from the hardcopy silviculture prescription is stored on the **RESULTS310 - Stocking Standards** screen. Specifically this screen contains details about the standard unit(s) – SU(s), and applicable stocking standard(s). To navigate to this screen there are two options. You can:

- select Stocking Standards from the Openings tab, or

- clicking on the Stocking Standards tab.

Note that using the former option may require that you enter one of the business keys (see Steps for Updating an Opening above).

For silviculture prescriptions managed under the Forest Practices Code there are three types of modifications that can be made:

1. Corrections,

2. Amendments that do not require approval, and

3. Amendments that do require approval.

Silviculture Prescriptions: Corrections

Where there are differences between SU(s), and the stocking standard(s) contained within the district manager approved, and in effect, hardcopy silviculture prescription, and the electronic copy of that standard unit/stocking standard held in RESULTS, corrections can be made to the electronic version so that it matches the approved hardcopy version.

The Correction feature in RESULTS allows the user to add and delete SUs, as well as modify the stocking standards for existing SUs. Note that the regen and free growing offsets cannot be changed if the corresponding milestone declaration has been made (i.e. if SU 1 has had its regen delay milestone declared then the regen offset can not be modified for that SU). These corrections do not require any approval from MoFR, as you are simply correcting incorrect information; however, all changes are tracked by the RESULTS system, and can be reported on by MoFR for compliance and enforcement purposes.

To complete a correction click the [Correction] button on the bottom of the **RESULTS310 - Stocking Standards** screen (see Modifications to Silviculture Prescriptions section above to navigate to this screen).

Clicking this button will bring up a popup window (seen below) that must be accepted before you can proceed with the corrective action. If the user does not accept the terms in popup window you will not be able to complete the correction, and you will be returned to the **RESULTS310 - Stocking Standards** screen.

Accept Confirmation -- Web Page Dialog

These updates will:

    - accurately reflect the stocking standards that are contained in paper-based silviculture prescriptions previously approved by the District Manager, or only include area corrections based on the recalculation of areas for which nothing has changed on the ground, and do not contradict the District Manager approved standards that apply to the standards units within the cutblock;

    - meet the prescribed requirements that do not require approval.

When the ministry assesses compliance:

    - if there are discrepancies between RESULTS and the approved document, the approved document will be used;

    - a minor amendment will not be valid unless it meets prescribed requirements as specified in OSPR 7.1, and if the Ministry determines it does not, then the minor amendment is not valid and the ministry will use the approved standards.

I am duly authorized to make changes to these standards and wish to proceed.

[Accept]   [Don't Accept]

If the terms of the popup window are accepted (by clicking the [Accept] button) then the user will be taken to the **RESULTS311 - Stocking Standard Correction** screen (see below). It is on this screen that the corrections can be completed. To make corrections the user must find the appropriate field, and make the appropriate correction. This may include editing the text/numbers that are currently in the field, selecting a different option from a drop down menu, or adding text/numbers where they are missing.

It is important that users realize that the screen is divided into sections by dark gray, horizontal lines (see image below). It is imperative that users save any changes in a given section before they begin work in another section. This is referred to as the save-as-you-go process. This process is common to most of the RESULTS application. If the user fails to save-as-you-go, then modifications to that standard may be lost.

When modifications are successfully saved a '**Save successful**' message is displayed at the top of the screen as in the image below. The changes are not highlighted in any way (as opposed to amendments which require approval where the changes are highlighted), but as mentioned previously the changes are tracked for auditing purposes. Clicking the

History button on the **RESULTS310 - Stocking Standards** screen and selecting the applicable Correction event will display all of the modifications that were made, what the previous values were, who made the modification, and when the modification was made.

Once a modification has been saved it is considered to be in effect, and this completes the correction action.

Silviculture Prescriptions: Amendments which do not require approval

There are two broad types of amendments which can be made to SUs and stocking standards. They are minor amendments that *do not* require approval from the District Manager, and those amendments that *do* require approval from the District Manager. We will discuss the former in this section, and latter will be addressed in the next section.

Minor amendments are those that meet the prescribed requirements as specified in the Operational and Site Planning Regulation Section 7.1, and are generally limited to minor changes in the net area of the SU, or changes to Biogeoclimatic Zone/Subzone and Site Series classification of the SU. These must be tracked as amendments (as opposed to corrections), but do not require a review/approval from the District Manager.

To complete a minor amendment click the Minor Amendment button on the bottom of the **RESULTS310 - Stocking Standards** screen (to navigate to this screen see Modifications to Silviculture Prescriptions section above). Clicking this button will bring up a popup window (seen below) that must be accepted before you can proceed with the amendment action. If the user does not accept the terms in the popup window you will not be able to complete the minor amendment, and you will be returned to the **RESULTS310 - Stocking Standards** screen.
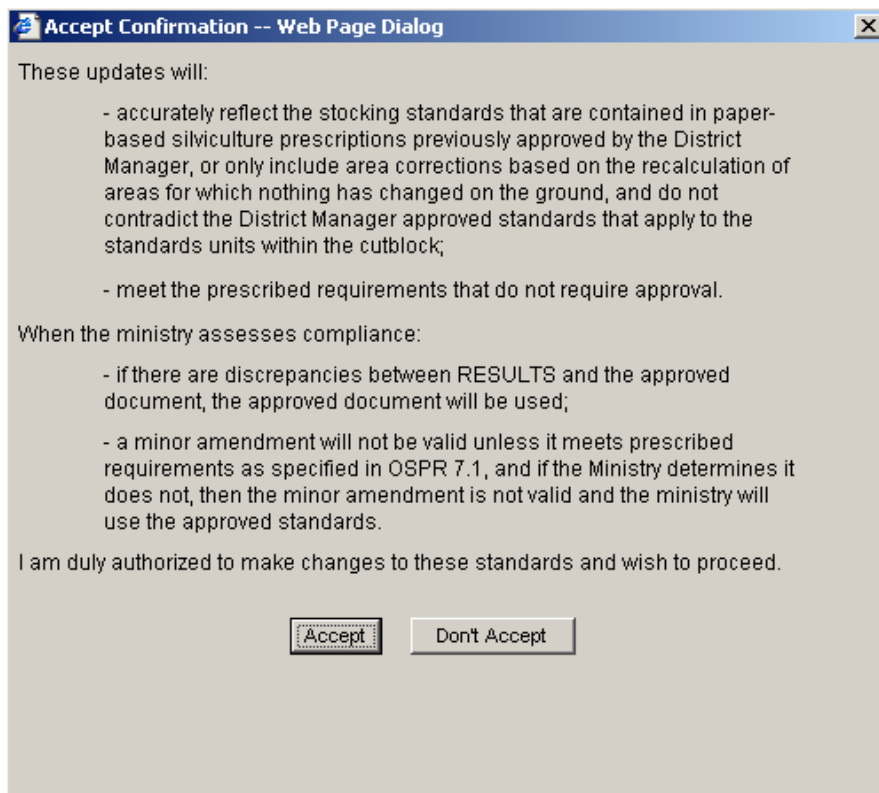
If the terms of the popup window are accepted (by clicking the Accept button) then the user will be taken to the **RESULTS311 - Stocking Standard Minor Amendment** screen (see below). It is on this screen that the minor amendments can be completed. To make the minor amendment the user must find the appropriate field, and make the appropriate amendment. This may include editing the text/numbers that are currently in the field, or

adding text/numbers where they are missing. Users will quickly notice (also in the screen below) that most of the fields are 'grayed' out, and not available for editing.

Similarly, the ⌨Save buttons in the sections of the screen that do not have editable fields are 'grayed' out. This is because legislation limits the scope of what can be amended without approval from the District Manager.

In the same manner as for Corrections (previous section) users must ensure that they follow the save-as-you-go process. Again the screen is divided into sections by dark gray, horizontal lines (see image below). It is imperative that users save any changes in a given section before they begin work in another section.

When modifications are successfully saved a 'Save successful' message is displayed at the top of the screen as in the image below. The changes are not highlighted in any way (as opposed to amendments which require approval where the changes are highlighted), but as mentioned previously the changes are tracked for auditing purposes. Clicking the

⌨History button on the **RESULTS310 - Stocking Standards** screen and selecting the

applicable ⌨Amended (Minor) event will display all of the modifications that were made, what the previous values were, who made the modification, and when the modification was made.

Once the amendments have been saved, they considered to be in effect. This ends the minor amendment process.

Silviculture Prescriptions: Amendments which require approval

The second broad category of amendments is those amendments that do require District Manager approval. These amendments are also referred to as major amendments. These amendments do not meet the prescribed requirements of a minor amendment, so they must be submitted to the Ministry of Forests and Range via either the ESF, or directly by using the RESULTS application. Once submitted, the proposed amendment can be reviewed by the District Manager.

Major Amendments can be used to propose the addition or deletion of an SU(s), as well as to propose modifications to existing SU information or applicable stocking standards. The only real restriction is that the regen and free growing offset years will not be amendable if a declaration has already been made against that milestone for a given SU (i.e. if SU 1 has had its regen delay milestone declared then the regen offset can not be modified for that SU).

One thing to note as we move into the Forest and Range Practices Act is that a standard regime ID can be applied to an opening managed with a silviculture prescription using an amendment that requires approval. If that takes place on one SU, then it must occur on all SUs in the opening. Openings cannot have some SUs with standard regimes, and other SUs without standard regimes.

To complete a major amendment that requires District Manager approval, click the
Amendment button on the bottom of the **RESULTS310 - Stocking Standards** screen (To navigate to this screen see Modifications to Silviculture Prescriptions section above). Clicking this button will bring up a popup window (seen below) that must accepted before you can proceed with the amendment action. If the user does not accept the terms in the popup window you will not be able to complete the amendment, and you will be returned to the **RESULTS310 - Stocking Standards** screen.
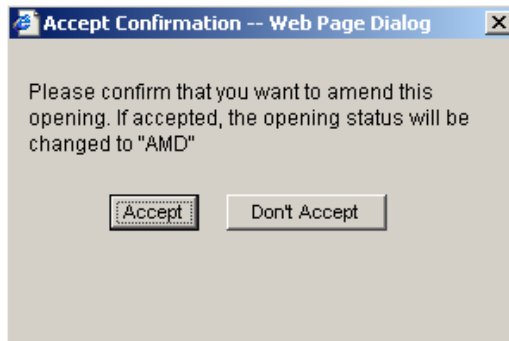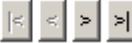
Note that by accepting the terms of the popup window you will change the opening status from APP-Approved to AMD-Amended. Changing this status will limit your ability to complete certain tasks on the opening; for instance if the opening is in the AMD status you will not be able to declare a milestone against it. This status change is unique to major amendments, and does not occur during a correction or a minor amendment.

If the terms of the popup window are accepted (by clicking the [Accept] button) then the user will be taken to the **RESULTS312 - Stocking Standard Amendment Request** screen (see below).

It is on this screen that the major amendment proposal can be completed. To propose the addition of a new SU, or the deletion of an existing SU, the user will have to use one of the [Add] [Delete] buttons. If the [Add] button is selected a blank SU form will be
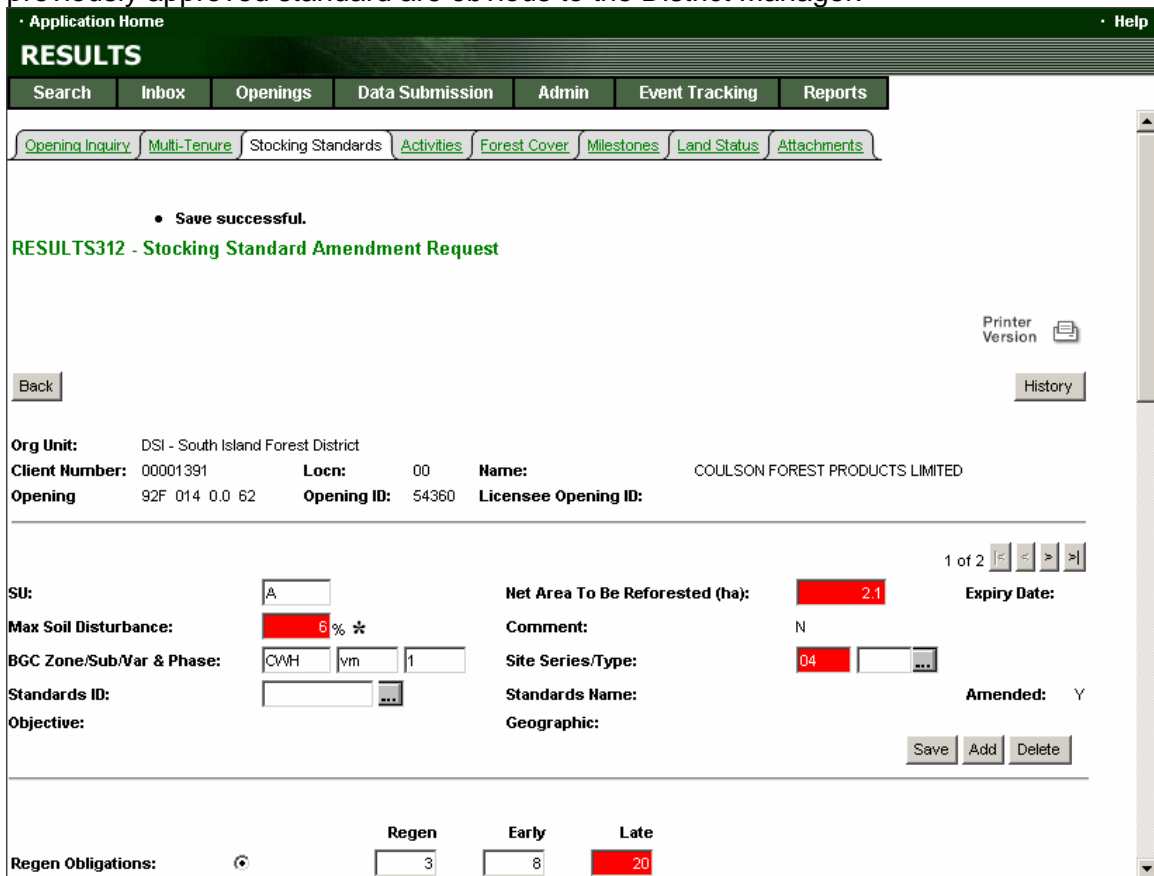
displayed, which the user can the fill out accordingly. Remember to save-as-you-go, as mentioned in the previous sections. If the delete button is selected the user will be prompted to confirm the deletion. Keep in mind that you will not be able to delete an SU if there is other information dependent upon that SU. For instance if an SU had a regen milestone declaration against it you would not be able to delete the SU until the milestone had been undeclared. Similarly, you could not delete an SU, if there was a forest cover polygon that was associated with that SU. Note that to navigate between SUs you should use the VCR buttons 1 of 2 |< < > >| , which are found below the tombstone, and on the right hand side of the screen.

To propose a change to an existing SU the user must find the appropriate field, and make the appropriate amendment. This may include editing the text/numbers that are currently in the field, or adding text/numbers where they are missing, or selecting a different option from the drop down list.

In the same manner as for corrections and minor amendments users must ensure that they follow the save-as-you-go process. Again the screen is divided into sections by dark gray, horizontal lines (see image below). It is imperative that users save any changes in a given section before they begin work in another section.

When modifications are successfully saved a '**Save successful**' message is displayed at the top of the screen as in the image below. In contrast to the modifications that are made through the correction process and/or the minor amendment process, modifications proposed in a major amendment are either highlighted in red, or the text colour is changed from black to red (see below). This is so that the proposed changes to the previously approved standard are obvious to the District Manager.

Clicking the [History] button on the **RESULTS312 - Stocking Standard Amendment Request** screen and selecting the applicable [Amended] event will display all of the modifications that were made, what the previous values were, who made the modification, and when the modification was made. This feature is especially useful to the District Manger and his/her staff who may be reviewing the proposed amendment. This history tracking feature allows the user/reviewer to compare the previous values to the new values.

In order to submit the proposed amendment the user must be on the **RESULTS310 - Stocking Standards** screen. To get to this screen the user must click the [Back] button until they return the correct screen. On the bottom of the **RESULTS310 - Stocking Standards** screen you will notice that a fourth button has been added, and both the [Correction] [Minor Amendment] buttons have been 'grayed' out (as these functions are not available when the opening is in AMD status). To submit the proposed amendment to the MoFR for review click the [Submit Amendment] button and a popup box will be displayed (see below). In order for this proposed amendment to be submitted to MoFR for review the user must agree to the terms of the popup box by clicking the [Accept] button.

If the terms are accepted and the [Accept] button is clicked the proposed amendment will be sent to the Ministry of Forests and Range InBox. You will know that this occurred successfully because a **Save successful** message will be displayed at the top of the screen once the proposed amendment has been submitted.

Alternatively, if the [Don't Accept] button is clicked the user is returned to the **RESULTS310 - Stocking Standards** screen.

The opening will remain in the AMD status until the amendment has been approved (see next section), or until the amendment has been deleted. To delete the amendment select the [Amendment Proposed] hyperlink on the **RESULTS310 - Stocking Standards.** This will take you to the **RESULTS312 - Stocking Standard Amendment Request** screen. On the bottom of this screen there is [Delete Amendment Request] button, which is used to delete the amendment, and return the opening status to APP-Approved.

Silviculture Prescriptions: Amendment approval process

Proposed amendments which have been submitted to government for review can be located using the RESULTS Inbox. This InBox works like a regular email inbox in

general. The biggest difference is that it does not belong to any one person; it typically belongs to an entire District. Each Forest District will have to define a process by which they ensure that the RESULTS InBox is checked regularly, and the appropriate people are notified that there are outstanding openings in the InBox that need to be actioned.

To get to the RESULTS InBox select the InBox Search from the drop down list of the Inbox tab. This will bring you to the **RESULTS201 - Inbox Search** screen as seen below.

To view what is in the InBox for your District ensure the Org Unit is set accordingly, and click the Search button. This will display all of the records that are currently in the District's InBox, and may include proposed amendments, proposed opening amalgamations, or proposed standard regimes. Depending on how specific your search criteria is there may be many records returned. You can refine your search by adding more search criteria (e.g. use the Licence No to search for all openings in the District InBox with that licence number, or use 'submitted' in the Status field to refine your search so that only submitted proposals are displayed). You can navigate to a specific opening in the InBox by entering one of the business keys mentioned in the section

Steps for Updating an Opening (e.g., Opening id). You can also use the Clear button to clear all the search criteria and start over.

In the example below you can see that there were six records returned based on the search criteria, and only one is an amendment (while remaining records are standards). To either approve or reject the proposed amendment all the District Manager (or their designate) needs to do is click one of the Approve Reject buttons; however it is recommended that the district use either the Details button or the Amendment hyperlink to review the details of what the amendment is proposing before approving, or not approving the proposal.

If the Details button is clicked the user will be taken to the **RESULTS310 - Stocking Standards** screen on which they will see what is currently approved for that SU (use the 1 of 2 |< < > >| buttons to navigate to other SUs). To see what the proposed

amendment is follow the Amendment Proposed hyperlink. This will bring the user to the **RESULTS312 - Stocking Standard Amendment Request** screen on which the changes to the currently approved standard will be highlighted in red, or will be in red text. Use the History button on this screen and select the applicable Amended event on the **RESULTS610 - Event Tracking History** screen and all of the modifications that were made will be displayed, along with what the previous values were, who made the modification, and when the modification was made. This feature is especially useful to the District Manager and his/her staff who may be reviewing the proposed amendment.

An alternate method to access the same information is to follow the Amendment hyperlink from the InBox. This will take the user directly to the **RESULTS610 - Event Tracking History** screen on which the user can select the applicable Amended event and all of the modifications that were made will be displayed, along with what the previous values were, who made the modification, and when the modification was made.

Following the review of the proposed amendment it is expected that the next step is to return to the **RESULTS201 - Inbox Search** screen using the Back button (which may have to clicked more than once). It is on this screen that the user will either approve or reject the proposed amendment.

To reject the opening click the Reject button. This will bring up a rejection rationale popup window as seen below. A rejection rationale must be supplied in order to reject the proposal. It is recommended that the District Manager or their designate provides a

detailed rationale. This will allow the submitting licensee to address any issues and resubmit the amendment.
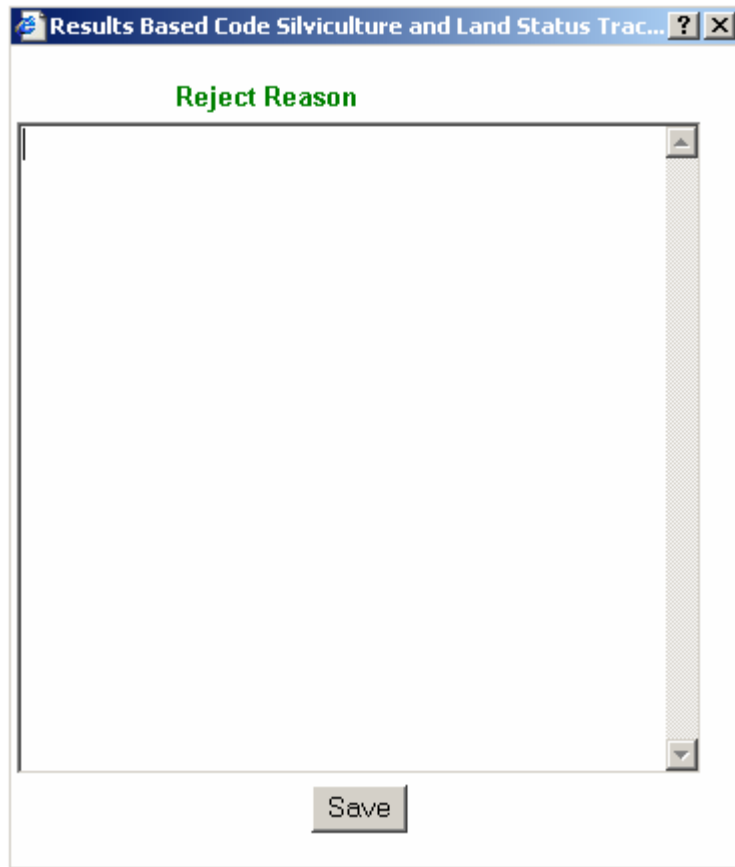
To accept the proposed amendment the District Manager or their designate must simply press the ⬚ Approve button. This will bring up a popup window as seen below. To proceed with the acceptance of the proposed amendment you must click the ⬚ Yes button. If the ⬚ No button is selected, the amendment will not be approved or rejected. You will be returned to the InBox where you will be able to either reject or approve the amendment at a later time.
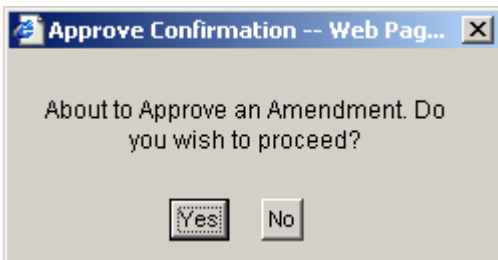
Notes on History

The **RESULTS610 - Event Tracking Details** screen, which is accessed by following a link on the **RESULTS610 - Event Tracking History,** is set up with columns of information or locators. Two of the columns will have the most use for the reviewer, those are: the

column for **Old** information and the column for **New** information. Each row constitutes a change. Some rows are more connotative than others.

As is shown above,

- o The top row, shows a change of Previous Age Class from 8 under **Old** to 7 under **New**;

- o Row two shows the change in site index source from nothing to E (SI from BEC);

- o Row three shows the Amendment indicator changed from blank to Y;

- o Row four shows a change in the milestone date from blank to 2003-06-01;

- o Row five shows a change in the late offset years from 15 to 20;

- o Row six shows a change in the due early date from blank to 2008-06-01;

- o Row seven shows a change in the due late date from blank to 2019-06-01;

- o Row eight shows a change in the Minimum number of Preferred stems from 600 to 500;

- o Row nine shows a change in the minimum stocking standard from 700 to 600;

- o Row 10 shows a change in a tree species from BL to blank (so BL was deleted);

- o Row 11 shows a change in the preferred species indicator column from N (N=not preferred, or Acceptable) to blank (because BL was being amended from acceptable status to preferred. A separate line showing BI going from blank in Old, to Y in New for Stocking Layer Species is not shown).

Once the history has been reviewed, use the [Back] button to leave this screen and return to the previous screen.

Licensee response to rejection

To address the rejection the licensee will be sent an email indicating the rejection. They can also search their [Inbox] for Amended blocks or the ID of the block in question.

In our example the block had the unique opening ID of 113873. To view the rejection note you will need to select [Details] then [History] on the **RESULTS310 - Stocking Standards** page. From there it will take you to the **RESULTS610 – Event Tracking History**, where you will note the **Event** shows Rejected, as well there are Comments under Description.

To see the DM's rejection comments click on the Comments hyperlink. The **RESULTS610 – Event Description** box is shown.

RESULTS610 - Event Tracking History

Opening ID: 113873   CP: 199   Timber Mark: EZ9199   Cut Block: 02D   License No: A18969

Client Number: 00002468   Locn: 00   Name: POPE & TALBOT LTD.

[Back]   7 rows returned

Amend.	Event Date/Time	User	Event	Description	XML Filename	Email Sent Indicator	Sent To
2	2004-11-25 02:37PM	FSIAS\RES_MTI	Rejected	Opening amendment is rejected, status set back to ... Comments		No	
						No	
						No	
						No	
						No	
						No	
						No	

RESULTS610 - RESULTS610 - Event Description -- Web Page Dialog [?][X]

RESULTS610 - Event Description

Opening amendment is rejected, status set back
to AMD(amended). Rejection note contents: There
is a need for more information on the Beaver
issue whether it is expected to be long term or
temporary

Once the reason is reviewed a new amendment or revised request can be created.

If the requested amendment is rejected and you wish to revert to the original standards, simply go to the Amendment Proposed link on the **RESULTS310 - Stocking Standards** screen, and at the bottom select [Delete Amendment Request].

You will be asked by a popup window whether you are sure you want to delete the request

Acceptable Species   Min Height

[v]   [ ] [Save] [Cancel]

Microsoft Internet Explorer [X]

EP - PAPER BIRCH   [?] Are you sure you want to delete?   1.5 [Update] [Delete]

[OK]   [Cancel]

Amendment Rationale

This Standards Unit has been partially flooded due to Beaver
activity in the nearby stream. Natural Bl is found on site. It was
previously considered an Acceptable species. The Bl on site are
doing well and due to its tolerance of flooding we request the
status of Bl be modified to Preferred. To address the variability
of good growing sites we request an amendment to the MITD from 1.2
to 1.0 m. We have also attached a pdf file with photographs of the
block for your consideration.

[Save]

If you are choose OK, the block Status is then changed back to APP (Approved).

Alternatively, you could follow the Amendment Proposed link on the **RESULTS310 - Stocking Standards** screen, and modify the amendment as directed in the rejection rationale note and resubmit the amendment.

Modifications to Site Plans

Critical information from the hardcopy site plan is stored on the **RESULTS310 - Stocking Standards** screen. Specifically this screen contains details about the standard unit(s) – SU(s), and applicable stocking standard(s). To navigate to this screen there are two options. You can:

- select ___Stocking Standards___ from the **Openings** tab, or

- clicking on the ⌡Stocking Standards⌡ tab.

Note that using the former option may require that you enter one of the business keys (see Steps for Updating an Opening above).

For site plans managed under the Forest and Range Practices Act, or the Forest Practices Code there are two types of modifications that can be made: approved variations, and site plan amendments. You will see on the **RESULTS310 - Stocking Standards** screen that those are the only two options available for openings managed with Site Plans. The ___Amendment___ button will always be 'grayed' out, as it refers to amendments that require approval and this is not applicable to site plans.

Site Plans: Approved Variations

In RESULTS the approved variation function allows the licensee to modify an SU's standard regime based on variations that are approved within the applicable Forest

Development Plan (FDP), or Forest Stewardship Plan (FSP) for that standard regime. For example within an FSP there may be a standard regime that allows for a reduced stocking level on sites that are identified as having a high value to wildlife. In that case the approved variation function in RESULTS will allow the licensee to modify the standard regime applied to the SU. The application of an approved variation to a standard regime does not require approval from MoFR because that variation in the standard has already been approved by the District during the FDP/FSP approval process. The approved variation function in RESULTS is not for correcting incorrect information. In general there is no functionality in RESULTS to correct site plans. The rationale for not having this function is that Licensee's are now responsible for the data entry and loading of their site plan data to RESULTS (via an opening definition submission through the ESF), and it is expected that they will not make data entry errors.

The approved variation function in RESULTS allows for modifications to existing standard units. It does not allow for adding new standard units, or deleting existing standard units, or modification of the additional standards text. The approved variation function will not allow for changing the standard regime ID, and it will not allow for changes to the milestone offsets if that milestone has already been declared. All the remaining pieces of the standard regime are editable using this function.

To modify a standard regime with an approved variation you must click the [Approved Variation] button on the bottom of the **RESULTS310 - Stocking Standards** screen. Clicking that button will bring up a popup window as shown below.
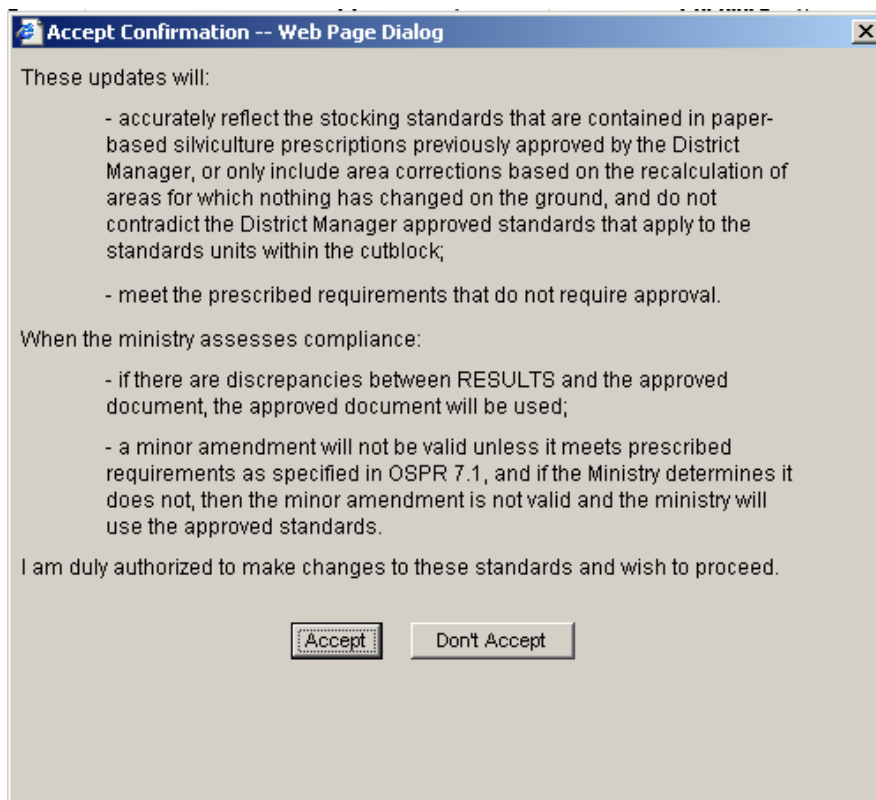
Accepting the terms of the popup window by clicking the [Accept] button will take the user to the **RESULTS311 - Stocking Standard Approved Variation** screen (below), and will

allow the user to apply the approved variation to the standard regime. Conversely, not accepting the terms of the popup window by clicking the ⬚Don't Accept⬚ button will return the user to **RESULTS310 - Stocking Standards** screen without applying any variation to the standard regime.

Once the user is on the **RESULTS311 - Stocking Standard Approved Variation** screen modifying the standard regime to apply the variation which has already been approved in the FDP/FSP is as simple as modify/adding/deleting the text in the boxes, or selecting a different option from a drop down menu, and clicking the save button.

Once again the user must remember to save-as-you-go. The screen is divided into sections by dark gray, horizontal lines (see image above), and it is imperative that users save any changes in a given section before they begin work in another section. If the user fails to save-as-you-go modifications to that standard may be lost.

You will know that a modification has been saved because a **Save successful** message will be displayed at the top of the screen. Once the modification has been saved it is in effect. There is no MoFR approval required to implement an approved variation. To leave the **RESULTS311 - Stocking Standard Approved Variation** screen the user can click the ⬚Back⬚ button, or they can use any of the tabs to navigate to other areas of RESULTS.

Site Plans: Amendments

In RESULTS the site plan amendment function allows the licensee to add, or delete SUs and modify an existing SU's stocking standard as per Section 69.1 of the Forest Practices Code. These amendments will not be subject to a MoFR review and approval process (although the amendments will be tracked for auditing purposes).

The site plan amendment function in RESULTS allows for modifications to existing standard units, as well as for adding new standard units, or deleting existing standard units. The site plan amendment function allows for changing the standard regime ID, but it is up to the user to change Biogeoclimatic zone information if that is required. This function will not allow for changes to the milestone offsets if that milestone has already been declared. With the exception of additional standards text, all the remaining pieces of the standard regime are editable using this function.

To modify the site plan with an amendment you must click the [Site Plan Amendment] button on the bottom of the **RESULTS310 - Stocking Standards** screen. Clicking that button will bring up a popup window as shown below.
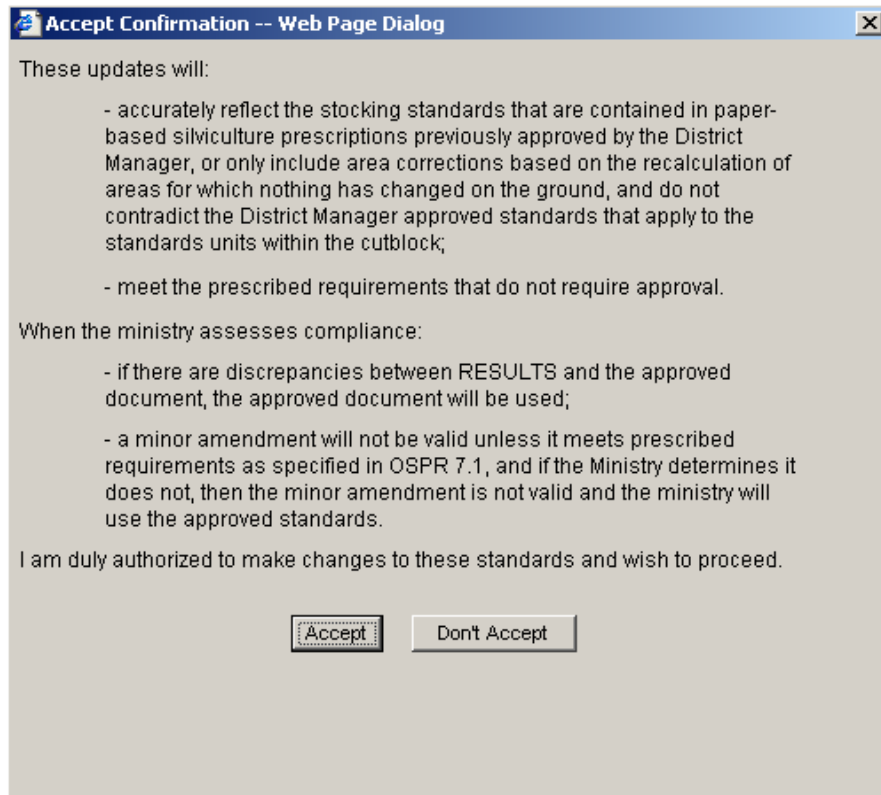
Accepting the terms of the popup window by clicking the [Accept] button will take the user to the **RESULTS311 - Stocking Standard Site Plan Amendment** screen (below), and will allow the user to complete the amendment. Conversely, not accepting the terms of the popup window by clicking the [Don't Accept] button will return the user to **RESULTS310 - Stocking Standards** screen without applying any amendment.

· Application Home   · Help

RESULTS

| Search | Inbox | Openings | Data Submission | Admin | Event Tracking | Reports |

Opening Inquiry | Multi-Tenure | Stocking Standards | Activities | Forest Cover | Milestones | Land Status | Attachments

RESULTS311 - Stocking Standard Site Plan Amendment

Back

Org Unit:	DKA - Kamloops Forest District				
Client Number:	00030032	**Locn:**	00	**Name:**	DISTRICT MANAGER KAMLOOPS (DKA)
Opening	92P 059 0.0 147	**Opening ID:**	1002944	**Licensee Opening ID:**	

1 of 1

SU: 1   Net Area To Be Reforested (ha): 50.9   Expiry Date:

Max Soil Disturbance: ___ % *   Comment: N

BGC Zone/Sub/Var & Phase: SBS mm ___   Site Series/Type: 04 ___ [...]

Standards ID: 16166 [...]   Standards Name: Amended: Y

Objective: Geographic:

Save Add Delete

	Regen	Early	Late
Regen Obligations: ⊙	7		20
No Regen Obligations: ○			

Additional Standards: (FDI32) ; FDI-limited by growing-season frosts; (PY9) ; PY-restricted to southerly aspects; (PY14) ; PY-restricted to lower elevations of biogeoclimatic unit (species not acceptable within 200m (vertical) of units max elevation); (SX10) ; SX-restricted to northerly aspects; (SX13) ; SX-restricted to upper elevations of biogeoclimatic unit; (ALL618) ; ALL SPECIES - The MITD may be reduced to 1.7 metres from the 2 metres stated in our stocking standards if the Site Plan has identified any of the following criteria: hygric or wetter sites; very rocky soils; areas with a high potential for

Save

Once the user is on the **RESULTS311 - Stocking Standard Site Plan Amendment** screen applying the amendment is as simple as modify/adding/deleting the text in the boxes, or selecting a different option from a drop down menu, and clicking the save button. To add a new SU, click the Add button, and a blank SU form will be displayed that the user can fill out. Remember that to navigate between SUs use the VCR buttons (2 of 2 |< < > >|). To delete an existing SU, click the Delete button. A confirmation popup window will be displayed, and must be answered before the SU will be deleted (see below).
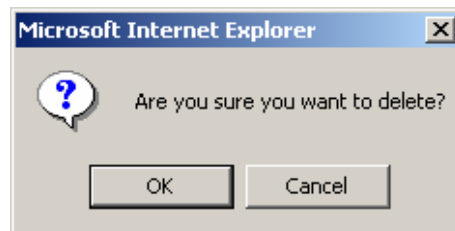
Once again the user must remember to save-as-you-go. The screen is divided into sections by dark gray, horizontal lines (see image above), and it is imperative that users save any changes in a given section before they begin work in another section. If the user fails to save-as-you-go modifications to that standard may be lost. You will know that a modification has been saved because a **Save successful** message will be displayed at the top of the screen (see image below). Once the modification has been saved it is in effect. There is no MoFR approval required to implement a site plan amendment. To leave the **RESULTS311 - Stocking Standard Site Plan Amendment** screen the user can

click the [Back] button, or they can use any of the tabs to navigate to other areas of RESULTS.

Rationale for Corrections, Amendments, and Approved Variations

Whether you are completing a silviculture prescription correction, a minor amendment, a major amendment, a site plan approved variation, or a site plan amendment you have the opportunity to include a rationale for why you are taking that action. On each of the corresponding **RESULTS311 or RESULTS312** screens there is box where a rationale can be included (see example below). This rationale box should be used to supply the MoFR with the reasons why you are taking this action, and it should be as detailed as necessary to effectively convey that message. Remember to save the rationale after you have typed it into the comment box.

Where there is additional information that is an integral part of the rationale, but will not fit in the rationale comment box, that additional information can be attached to the opening (see next section) so that it is available to the ministry for review along with the rest of the modification. Please ensure to make specific reference to the files that are key parts of the rationale that are attached to the opening.

Attachments for Corrections, Amendments, and Approved Variations

As well as providing a rationale it is recommended that any supporting information pertinent to the silviculture prescription correction, minor amendment, major amendment, or site plan approved variation or site plan amendment be attached to the opening using the Attachments tab (see below). The attachment will often be a map (e.g., pdf version) showing where the issue is, perhaps photographs showing the problem or text explaining the situation in more detail.

To provide an attachment choose 〔Attachments〕 tab. Any type of file can be attached (*.pdf, *.doc, *.jpeg, *.mpeg), but the smaller the file, the faster it will upload and download.

To limit file size photos can be pasted into Word files and saved as .pdf files (depending upon the version of Acrobat, save the file as either screen optimized or choose reduced file size in later versions).

When you first choose the Attachment tab you will see the following screen.

The original search may show **no records found**, as there were no previous attachments to this opening.

You can use the 〔Browse...〕 button to find the file on your hard drive you wish to attach. You will have to supply a description of the file. Once the description is in place, and file name is in place then choose 〔Save〕. This step may take a few minutes depending upon the file size and connection speed to the Internet.

You have three options with the file: [Update], which allows you to modify the description or change the file; [Delete], which allows deletion of the file and description (to be done only by the person who saved the original file or a person with Approval Authority); and [View] which opens the file (open to all users). The file is saved on the RESULTS server and is available for all to view who have the appropriate authorization (i.e. viewing the file is not limited to those that are viewing the correction/amendment/approved variation. Attachments are applied to the opening and can be viewed at anytime).

Adding comments to an SU (when an amendment is approved)

Comments can be added to SUs at anytime. This feature can be used to attach any comments to a SU at any time by anyone with RESULTS update authority and permission to view that opening. This might be especially useful when MoFR wants to add a comment related to why an amendment was approved (e.g. an approval rationale).

To add this comment you must be on the **RESULTS310 - Stocking Standards** screen. On this screen you will notice that there is a field called comment that has a hyperlink next to that will either show an N or an Y (see below)

Clicking on the N will take the user to the **RESULTS131 - Comment List** screen as shown below.

(Note the **No records found** indicator simply means there are currently no comments associated with this SU.)

To add a new comment you must select a comment type from the drop down menu, and then click the Add New button. This will modify the appearance of the screen and allow the user to type in a comment as in the example below.

Once the comment has been typed in the Save button must be used to save the comment.

The Cancel button can be used to cancel the add new comment action.

The Delete button can be used to delete existing comments.

Example modifications to SUs and stocking standards

The follow examples demonstrate some of the modifications that could take place on a standard unit.

Upgrading an Acceptable Species to Preferred

For this example, you are asking the MoFR to approve an amendment to your silviculture prescription that would move an acceptable species (Bl) to preferred as well as adjust the minimum intertree distance. The reason for this is to address an issue of higher water tables due to beaver damming. In this example, Bl was considered as an Acceptable species in the original Silviculture Prescription and is now being proposed as Preferred with a change of the minimum intertree distance from 1.2 to 1.0 m.

The original SU and stocking standards are shown below.

In this case the first step is to navigate to the **RESULTS310 - Stocking Standards** screen and click on the Amendment button. Once on this screen the next step is to begin modifying the current standard to reflect the proposed amendment. So, change the MITD from 1.2 to 1.0 and click Save. As you begin making changes remember to save-as-you-go.

The modified field now has a RED background.

Step 2: When elevating a species from Acceptable to Preferred you must first delete it from the Acceptable list as it cannot be both acceptable and preferred at the same time for the same SU.

Delete Bl from the Acceptable list, once deleted it does not show up on the screen. To add the species to the preferred list you need to choose Bl in the drop down list under the preferred heading, you may also need to add in the appropriate minimum height. The new species and height are shown as RED text (as shown below).

BI now in the preferred species section in Red text
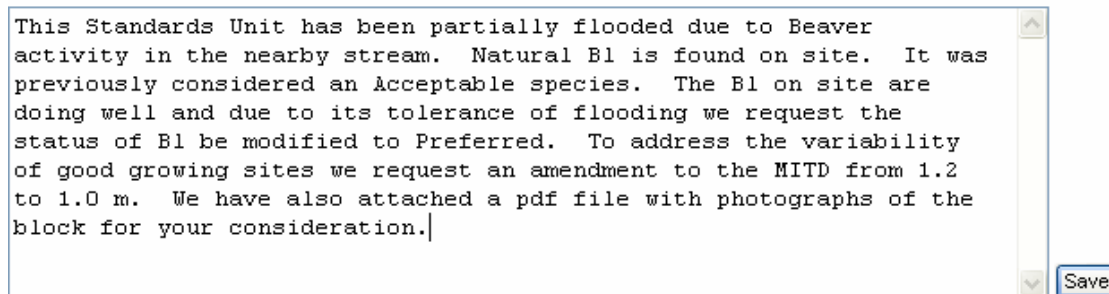
To review what was done, when it was done, and by whom you can choose the [History] button on the top/middle of the screen, this will take you to the **RESULTS610 – Event Tracking History** screen where you can track the changes using the Old and New columns.

Use the [Back] button to return to the proposed amendment (may require more than one click).

Don't forget to add a rationale for why you are proposing this amendment, and you may want to consider adding attachments to the opening to support your case.

Amendment Rationale

```
This Standards Unit has been partially flooded due to Beaver
activity in the nearby stream.  Natural Bl is found on site.  It was
previously considered an Acceptable species.  The Bl on site are
doing well and due to its tolerance of flooding we request the
status of Bl be modified to Preferred.  To address the variability
of good growing sites we request an amendment to the MITD from 1.2
to 1.0 m.  We have also attached a pdf file with photographs of the
block for your consideration.
```
[Save]

[Back] [Delete Amendment Request]

Remember to Save as you go. The **Save successful** reminder will appear at the top of the screen after saving.

Once you have finished generating the amendment proposal, return to the **RESULTS310 - Stocking Standards** screen with the [Back] button and submit the amendment by clicking the [Submit Amendment]. You may also want to contact the appropriate MoFR office (by phone, or email, or fax) and inform them that you have submitted your amendment, and it is ready for their review.

Adding an SU

There may be situations where you may need to modify your site plan or silviculture prescription by adding or deleting a Standards Unit from an opening. Depending on the situation you may be able to do this as a correction (silviculture prescription only), a major amendment requiring approval (silviculture prescription only), or a as a site plan amendment.

In this example a major amendment is used to add a new SU to the opening.

Navigate to the Opening Inquiry Screen **RESULTS301 - Opening Inquiry** for the block of interest.

Before creating a new SU you will need to rectify the total SU areas with the Gross Area. If there is spatial data you may not be able to modify this field, which may force you complete this action via an ESF submission.

If the new SU is being added to the Gross Area (e.g., a blowdown patch) the Gross Block Area needs to be increased by the amount of the new SU. This can be done by modifying the **Gross Area (ha)** found at the bottom of the Opening Inquiry Screen (above). If the new SU is replacing an old SU and the Gross Block Area is not affected, or if an existing SU is reduced in size while a new SU is added to account for that area disregard this step.

Modify the Gross Area to allow the addition of the new SU and press [Save]. Once that is saved successfully, as shown at the top of the screen, choose the [Stocking Standards] Tab. This will take you to the **RESULTS310 - Stocking Standards** screen; from here you will need to click the [Amendment] button that will allow you to add an SU. In the event that you are reducing the size of one SU, and adding a new SU to account for that area ensure that you reduce the size of the existing SU first, and then add the new SU.

Once you've clicked the [Amendment] button, and responded to the popup window you should be on the **RESULTS312 - Stocking Standard Amendment** screen. To add an SU click on the [Add] button.

This will refresh the screen with a blank Stocking Standard Screen. Now the details for the SU can be filled in.

Firstly the top section of the form needs to be filled in. The following fields: SU, NAR for the SU, and the BGC information all need to be entered before the SU standards can be saved.

Note: If you are not sure of the proper site series, choose the ⬚ button in the BGC Zone/Sub/Var & Phase row to select the appropriate Site Series for the SU. This will take you to a different screen, the **SIL52A - Stocking Standard Amendment** screen, where you can type in the Zone, Subzone and Variant then choose Search. The site series options that are acceptable with the BGC Zone/Subzone/Variant combinations will be displayed. Choose the appropriate site series by clicking the Select button (as seen below). This will return you to the **RESULTS312 - Stocking Standard Amendment** screen.

Once selected, the fields will be filled in on the **RESULTS312 - Stocking Standard Amendment** screen and you will be able to save that section (see image below). As you can see changes are highlighted in red (and since this is a new SU, ever entry will be considered a change).

Once you have saved the upper portion of the screen you will be able to add in the stocking standard information. (Note that for site plans you will need to fill in the standard regime ID in the upper portion of the screen, and after you save that entry the applicable stocking standards will be automatically populated.)

Continue to fill in data where necessary, remembering to save-as-you-go. Be sure to include an amendment rationale, as well as any attachments that are required.
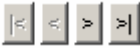
To leave the screen click the `Back` button to return to the **RESULTS310 - Stocking Standards** screen, where the amendment can be submitted using the `Submit Amendment` button, or select any of the other navigation tabs to leave the screen and submit the amendment later.

Once submitted the amendment will be available for review in the RESULTS InBox. MoFR must approve the amendment before it is considered to be in effect.
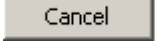
The differences between the process discussed in this section, and the process for adding an SU as a correction, or as a site plan amendment are that the changes will not be highlighted in red, and the modifications will not have to be submitted to MoFR for review and approval. Any modification saved while completing a correction or site plan amendment is considered to be in effect as soon as the save successful message is returned.

Deleting an SU

Deleting an SU is relatively easy, and can be completing using the silviculture prescription correction function, or the silviculture prescription amendment requiring approval function, or the site plan amendment function depending on the opening you are working with. Click the appropriate button the on the **RESULTS310 - Stocking Standards** screen. On the **RESULTS311/312** screen navigate to the SU you would like to delete using the `1 of 4 |< < > >|` buttons. Once you have found the SU you need to delete click the `Delete` button. You will be prompted to confirm that you want to complete this action by a popup window (seen below).
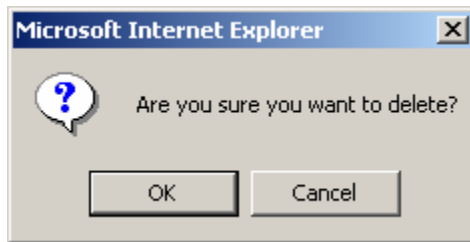

Choosing `OK` will complete the delete action, and choosing `Cancel` will cancel the action. If this is a major amendment requiring approval from the District Manager you will have to submit this proposal by returning to the **RESULTS310 - Stocking Standards** screen using the `Back` button, and then submit the proposal by clicking on the `Submit Amendment` button. If this is a silviculture prescription correction, or a site plan amendment pressing the accepting the deletion by choosing `OK` will implement the modification.

Remember to include a rationale for why you are complete this action as well as any attachments that may support this action.

You can use the `Back` button or one of the navigation tabs to leave the screen.

Milestone Declarations

Milestone declarations can either be made through ESF submissions or directly in RESULTS. To make a declaration in RESULTS choose the [Milestones] option from the drop down menu of the [Openings] tab. This will take you to the **RESULTS325 – Milestones** screen.

NOTE: The minimum of RESULTS DECLARATION authority level is required to make declarations.

Fill in the appropriate locator information and choose [Go]. Once the opening has been found the available milestones (Declaration Types) will be provided at the bottom of the screen (see image below).

Choose the milestone you wish to declare (Post Harvest, Regeneration, Free Growing) by clicking on the [Update] button on the right. This will bring up a confirmation popup window that must be answered before proceeding.

If you are not authorized you will not be able to enter any milestone data. If you are authorized then the milestone you selected to update will be moved to the top of the list allowing entry of the Declared Date (see image below) – use the calendar provided or fill in the date using the appropriate format yyyy-mm-dd. If you wish to add a comment click on the No hyperlink in the **Cmt** column. Add the comment and choose [Save]. The comment field will change to Yes. By entering a declared date and pressing the [Save] button you have declared that milestone has been met.

Note – dates must be in the past or present. Future dates are not accepted.

Your User ID will be captured in the User ID field along with the Submission Date. Only the MoFR staff person with RESULTS Approval authority or the person who made the declaration can undeclare it. To undeclare a milestone simply click the button for the milestone. A popup window will be displayed requiring that you provide a rationale for why the milestone was undeclared.

This rationale will be stored as a milestone comment and can be accessed by following the Yes hyperlink on the **RESULTS325 – Milestones** screen for the applicable SU/milestone. A record of the declaration and deletion is also found in the History section of RESULTS.

Under FRPA section 107, which applies to openings managed under both FRPA, and the FPC, milestones are optional. This means that a licensee is not required to submit that they have met a particular milestone. That said the only way to effectively remove your liability to reforest an opening (especially if this date is before the deadline for which you must achieve this obligation) is to declare that you have met that obligation.

Q and As relating to Declarations (as of Feb 18, 2005)[1]

Question

When we declare Regen and FG milestones will we receive any confirmation from the ministry that our declarations have been accepted, and if so will that relieve us of the 15 month reviewing period?

Answer:

The submission into RESULTS is considered to be the date that the declaration is received. The licensee will receive electronic notification when their free growing submission is accepted by the ESF and successfully entered into RESULTS. If entered directly into RESULTS, the confirmation is the date of submission into RESULTS. This can be printed for your records if you wish (Choose Print under Files in your browser). You can also track this using the History function. It is identified as Milestone in the first Column titled - Table.

You will not be sent any notification that you have passed the 15-month period unless a problem was encountered. Please see FPC_Bulletin_General_39.pdf regarding MoFR review procedures (page 5). Note the bulletin is being updated to address FRPA direction; this is the most recent version to date.

Question:

Does the 15-month clock start from the declaration date or the submission date?

Answer:

The 15-month "prescribed period" begins when the declaration is received by the District Manager. When using RESULTS to make a declaration, the submission date is the same as the date received. RESULTS auto generates the submitted date. Therefore, as we are still entering declarations from paper reports, the received date will be incorrect. The correct date will be found on the declaration letter or Form C sent to the District Manager. When it is available, the service providers have been entering the actual date received as verified by a date stamp or other means, as a milestone comment in RESULTS.

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[1] Note these Q and As were created based on RESULTS version 1.5.3, for the most accurate information on Q and A see the Questions and Answers on the RESULTS website at http://www.for.gov.bc.ca/his/results.

Question:

Are post harvest, RD and FG declarations mandatory for FPC blocks? For FRPA blocks?

Answer:

NO. All declarations are optional.   FRPA section 107 reads, A person who is the holder of an agreement under the *Forest Act* or the *Range Act* or who meets the prescribed requirements **may** submit to the district manager a written declaration. **Declarations are made pursuant to FRPA section 107 for both Code and FRPA blocks.**

Question:

Why then declare post harvest, regeneration delay or free growing?

Answer:

If a licensee submits a declaration then they are prima facie (before further examination) deemed to have met the obligation and the onus shifts to the ministry to disprove the declaration.

HELP!

For Additional Help on these topics please see the following:
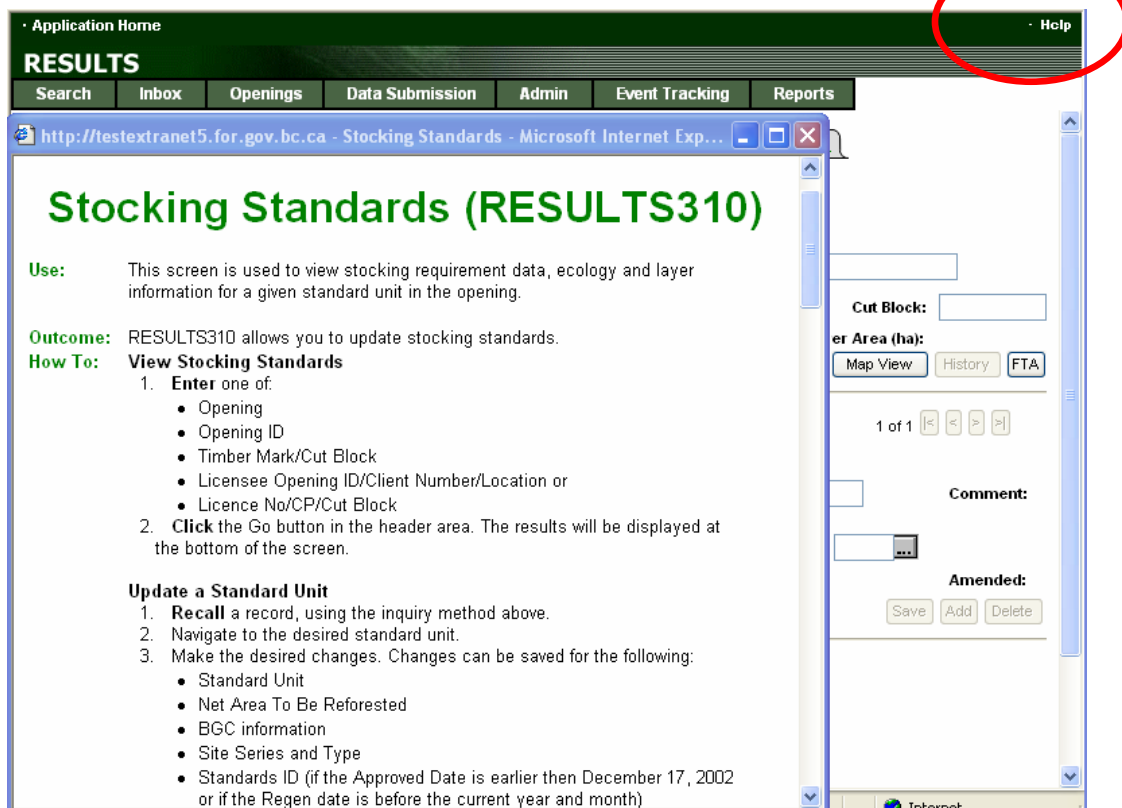
Remember to use your **Help** LINK found on the top right of the various RESULTS screens. Each time **Help** is chosen it will provide an overview of the Use, Outcome expected and How to create the outcome. The above example is for the outcome of updating stocking standards.

At the bottom of each **Help** display is a copy of the RESULTS screen with hypertext links to definitions or explanations for each field.

For further information see the web based tutorial at:
http://www.for.gov.bc.ca/his/results/tutorial/htm/openings/op_amintro.htm

The following is an example from that tutorial:

Minor Changes

Once you locate your opening in RESULTS, you can make some minor changes to the information on the main screen without having to make an actual amendment request. The fields you can make these changes to will depend on your security level, but may include:

- Opening category
- Previous stand type (timber stand)
- Biogeoclimatic information
- Maximum soil disturbance percentage
- Comments

> If you are not making minor changes or requesting an amendment, click on the **Data Submission** tab to quickly access ESF and upload other changes.

This information can only be altered by licensees who hold the opening and have the proper security privileges.

How?

Checklist For Making Minor Changes

Step 1 - Locate The Opening

Step 2 - Update The Information And Save

If all else fails and you still need help, email your question to

Application Help at **FORHISP.APPHELP@.gov.bc.ca**

Or call Information Management Group
Business Application Services
(250) 387-8888

Appendix 1 – Quick Reference Card Link

To get pdf versions of the QRCs go to

http://www.for.gov.bc.ca/ftp/his/external/!publish/VMAR/RESULTS/QRCs

Once there choose RESULTS_OPENING_TASKS_QRC 2.pdf for a quick reference on how to make Updates, Amendments and Declarations.

```
[To Parent Directory]
    8/11/04 12:19 PM        548154 RESULTS_NAVIGATION_QRC_1.pdf
    8/11/04 12:19 PM       1381371 RESULTS_OPENING_TASKS_QRC_2.pdf
    8/11/04 12:19 PM        897497 RESULTS_STANDARDS_ADMIN_QRC_3.pdf
```

Appendix 2 – Amendment area reference

Operational and Site Planning Regulation

Minor amendments to operational plans

7.1 For the purposes of section 42.1 (1) (b) of the Act, a proposed amendment to an operational plan meets the prescribed requirements if the proposed amendment will not increase the adverse impact on forest resources and is limited to one or more of the following:

(a) deletions of previously approved cutblocks or roads, provided that the implementation of the amendment will not deleteriously impact forest health on the area;

(b) changes, as a result of a traverse that was more accurate than the traverse that was previously carried out on an area, in

(i) the location of a cutblock or road, or

(ii) the area of a cutblock after harvesting in the cutblock has been completed;

(c) changes in the year or season of harvest or road building, provided that the timing is not critical to the management of non-timber forest resources;

(d) changes in proposed roads, including temporary roads, provided that the changes maintain the general pattern and intent of proposed road development access;

(e) amendments required under section 30 (4) of the Timber Harvesting and Silviculture Practices Regulation;

(f) increases in the size of a cutblock provided that

(i) the amount of the increase does not exceed

(A) 1 ha or 25%, whichever is greater, if the cutblock is less than 20 ha, or

(B) 10 ha or 25%, whichever is less, if the cutblock is at least 20 ha,

(ii) the cutblock size remains consistent with section 11, and

(iii) none of the area being added to the cutblock as a result of the proposed amendment will result in harvesting within

(A) a riparian management zone of a stream that has a classification of S1, S2, S3 or S4,

(B) a known forest ecosystem network,

(C) a wildlife tree patch,

(D) a known old growth management area, or

(E) a known ungulate winter range;

(g) changes in the silvicultural system from a clearcut system to a partial cut system;

(h) changes to harvesting systems from ground to aerial or cable.

(i) to (l) Repealed. [B.C. Reg. 292/2003, effective August 5, 2003]