



## District Checklist (Update spatial information)

The following information is used to assist Geomatics personnel prepare the XML/GML submission file for updating spatial information in an FSP, or amendment that is in submitted status in the FSP Tracking System. This District Checklist should be prepared by the tenures personnel, or equivalent, who has an in-depth understanding of the applicable FSP, or amendment.

NOTE: all fields in this checklist are required in order to provide the necessary information to streamline the update process.

Licensee/BCTS Contact:	
Contact Telephone:	
Contact E-mail:	

FSP Element	Value
FSP Name	
FSP ID Number	
Amendment Number (if updating spatial information for an amendment)	
Transitional FSP? (Yes/No)	
Approval Required? (Yes/No)	

Forest Development Unit (FDU) Name	Licences

# Updating Spatial Information to Submitted FSPs



Identified Area Name	Legislation*

\*Choices include:

- FRPA Section 196(1) areas;
- FRPA Section 196(2) areas; and
- Declared areas under FPPR Section 14(4).

Name and location of spatial data file(s)

**Note:** one zipped folder containing the shape files and a pdf image for quality assurance purposes should be provided for each FDU, FRPA 196(1), FRPA 196(2) and declared area (FPPR-14.4).

Quality Assurance Process*

\*Outline the process to confirm the spatial information has been updated correctly—such as comparing FDU's displayed on the FDU Tab in the FSP Tracking System against the pdf map submitted by the licensee/BCTS in the zipped folder of spatial information.

Approved by:	
Date approved:	
Date spatial submission required by:	