

TIMBER SALE LICENCE & PERMIT OPERATIONS PRE-WORK REPORT GUIDANCE DOCUMENT

BCTS CHK-003

Completed by hand, in Word as a protected form or by Hand Held digital application for entry into Cengea Forest - Resources.

Note: Timber Sale Licence & Permit Operations Pre-work Report to be used for Harvesting, Structures, Log Dumps and Road Permit roads only (see Section B for activities included). Use Access Pre-work Report for FSRs built under contract.

Section A	Business Area:	Field Team:	ORCS/ARCS File(s):	Date of Pre-Work: Click here to enter a date.
	Timber Sale Licence:	Road Tenure:	Log Dump Permit	Pre-Work Type:
	Licensee:	Agent:	On-site Supervisor:	Geographic Location:

Business Area, Field Team, File are mandatory. TSL #, Road Tenure, Log Dump Permit are free text mandatory in Word but will be from Cengea Forest - Resources maintenance table in hand held version. Enter date in Word using date picker field. In the Hand Held, Licensee will come from Cengea Forest - Resources registrant table, geographic location will be from planning module in Cengea Forest - Resources table, Agent and On-site Supervisor will be free text.

Pre-Work Type includes "Initial" and "Progress" (drop-down field in Word). Progress pre-work refers to any pre-work subsequent to initial pre-work (i.e. after shut-down, subsequent phases, delayed start, significant changes).

Definition: Agent includes an attorney acting under a power of attorney; (from the Power of Attorney Act). Transferring management rights (power of attorney) is an agreement between the holder of a licence and a secondary party. The licence holder remains responsible to the crown for the licence. In the most common form the licensee enters into a management agreement with a forestry consultant or forestry consulting company (agent). This agreement allows for that agent to manage the affairs of the licence and act on the behalf of the licensee. Should the agent fail to meet the commitments of the licence the crown will ultimately hold the licence holder responsible, not the agent.

Section B	Pre-work Scope and Detail				
	Applicable Blocks, Roads, Log Dump Permits (Reference #) Reference #: _____ Reference #: _____ Reference #: _____ Reference #: _____ Reference #: _____ Reference #: _____	Harvesting Activities <input type="checkbox"/> Skidder/Hoe/ Forwarding <input type="checkbox"/> Equip. Mob or Demob <input type="checkbox"/> Cable Yarding <input type="checkbox"/> Helicopter Logging <input type="checkbox"/> Loading & Hauling <input type="checkbox"/> Other (specify): _____	Road Activities <input type="checkbox"/> Construction <input type="checkbox"/> Maintenance <input type="checkbox"/> Deactivation <input type="checkbox"/> Rehabilitation	Structure Work <input type="checkbox"/> Structure Install <input type="checkbox"/> Engineered Earthworks <input type="checkbox"/> Structure Removal <input type="checkbox"/> Deactivation	Log Dump Activities <input type="checkbox"/> Construction <input type="checkbox"/> Maintenance <input type="checkbox"/> Deactivation <input type="checkbox"/> Rehabilitation
	Project Risk Ranking EMS: <input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/> Other _____ BCTS Inspection Frequency: _____ Licensee Inspection Frequency: _____	Tests and Drills Requirement: <input type="checkbox"/> Test <input type="checkbox"/> Drill Type: <input type="checkbox"/> Fire <input type="checkbox"/> Spill <input type="checkbox"/> Slide By when: Click here to enter a date. _____		Pre-work Method <input type="checkbox"/> Field <input type="checkbox"/> Office <input type="checkbox"/> Telephone	

Section B:

Reference # refers to the Block #, Road Permit # or Log Dump Permit # within the scope of the pre-work.

Block id's are free text but will be from a Cengea Forest - Resources table for hand held's. Status is in a drop down and is an ocular estimate only of between 0 and 100% completed. Note under Road permit. Finished grade includes cross drain culverts. Structures refer to major culvert / bridge and stream crossings.

Indicate Tests and Drills as per EMS protocols. Refer to Business Area EMS risk ranking for further guidance.

Section C	Requirement ID # & Status	Yes: Inspector's opinion requirement is being met. Comments optional – Section E
		No: Inspector's opinion of non-conformance requiring Corrective Actions – Section D or, Incident requiring Incident Root Cause Investigation Issue(s) – Section D . ND: Not discussed. NA: Not applicable. Note: Refer to Guidance Document for requirement detail

For the purposes of a pre-work a Yes means that the requirement was discussed and that in the Inspector's opinion the requirement is being met or likely will be met barring unforeseen circumstances. A No means that the requirement was discussed and that in the Inspector's opinion the requirement is not being met or likely will not be met (Actual or potential non-conformance or Issue).

A pre-work will be for the purpose of sharing information and detailing expectations on the activities that will be conducted in accordance with one of the following types of requirements:

- Conformance with the Project Plan.
- Conformance with EMS / SFM requirements (e.g. EMS training completed and documented, pre-work(s) completed and documented, eERP completed, implemented and on-site, EFPs followed and onsite, etc.) and SFMP requirements.
- Licence, permit and/or contract conditions.
- Compliance with legislation (e.g. Forest and Range Practices Act, Wildfire Act, Forest Act, Transportation of Dangerous Goods Act, etc.).
- Safety requirements

Note:

If a practice is not restricted by any of these requirements, BCTS will not indicate a non-conformance nor require a corrective action.

All findings at the time of inspection are considered opinions of the inspector.

The inspector is expected to be an average competent person who has been trained in the completion of inspections.

Nothing in this guidance will authorize a person to carry out activities that are not in compliance with legislation.

Definitions:

FRPA

Forest Practice: means a prescribed activity that is carried out by (a) the government; (b) a holder of an agreement under the Forest Act, or (c) a person in a prescribed category of persons on private land, subject to a tree farm licence, a community forest agreement or woodlot licence, or on Crown forest land;

Official: means an employee in the (a) ministry of the minister responsible for the administration of this Act, which employee is designated by name or title to be an official by that minister for the purpose of that provision, (b) ministry of the minister responsible for the Wildfire Act, which employee is designated by name or title to be an official by that minister for the purpose of that provision, or (c) Oil and Gas Commission who is designated by name or title to be an official by the minister responsible for the Oil and Gas Commission Act for the purpose of that provision;

Wildlife: means (a) vertebrates that are mammals, birds, reptiles, or amphibians and are prescribed as wildlife under the Wildlife Act, (b) fish from or in the non-tidal waters of British Columbia, including (i) vertebrates of the order Petromyzoniformes (lampreys) or class Osteichthyes (bony fishes), or (ii) invertebrates of the subphylum Crustacea (crustaceans) or phylum Mollusca (mollusks), and (c) invertebrates or plants listed by the Minister of Water, Land and Air Protection as endangered, threatened, or vulnerable species, and included the eggs and juvenile stages of these vertebrates, invertebrates and plants.

FPPR

Agreement holder: means a holder of an agreement under the Forest Act, other than a woodlot licence. For the purpose of these inspections, this includes BCTS.

Authorized person: means a person who is an agreement holder or a person who is described in paragraph (a), (a.1) or (c) in the definition of "authorized in respect of a road"

Authorized in respect of a road: means (a) a district manager, timber sales manager or other government employee or agent who is authorized by the minister to construct, maintain or deactivate a forest service road, (a.1) a person who (i) is the holder of a road use permit for a forest service road, and (ii) receives an order from the minister under section 79 (4), (b) an agreement holder who is authorized to construct, maintain or deactivate a road under a road permit, cutting permit or an agreement that does not provide for cutting permits, and (c) a person, other than a woodlot licence holder, who is authorized to construct, maintain or deactivate a road under a special use permit or within a Provincial forest under an Act other than (i) the Transportation Act, Land Act, Local Government Act, or Pipeline Act, or (ii) the Coal Act, Mineral Tenure Act, Mines Act, or Mining Right or Way Act, if the road is located within the boundaries of a claim, lease, permit or other authorization granted or issued under the applicable Act;

Harvest: in relation to timber, means to fell or remove timber, other than under a silviculture treatment, including to (a) yard, deck or load timber, (b) process timber on site, (c) pile or dispose of logging debris, (d) construct excavated or bladed trails or other logging trails, (e) rehabilitate an area referred to in section 35, and (f) carry out sanitation treatments associated with operations referred to in paragraphs (a) to (e);

Minor Tenure: means (a) a free use permit, (b) a Christmas tree permit, (c) an occupant licence to cut, or (d) a forestry licence to cut that is not a major licence and limits (i) the area from which timber may be harvested to 1 ha or less, and (ii) the volume of timber to be harvested to 2 000 m³ or less;

Primary Forest Activity: means one or more of the following: (a) timber harvesting; (b) silviculture treatments; (c) road construction, maintenance and deactivation;

Resource Feature: means a resource feature identified under the Government Actions Regulation'

Silviculture Treatment: includes (a) site preparation for the purpose of reforestation, (b) planting trees, (c) brushing, including grazing for the purposes of brushing, (d) juvenile spacing, (e) fertilization, (f) pruning, (g) sanitation treatments associated with a silviculture treatment, and (h) pest management treatments, other than sanitation treatments;

Temporary Access Structure: means an access structure that (a) is in a cutblock, and (b) does not conform to the criteria described in paragraph (a) or (b) of the definition of "permanent access structure" and does not include a pit or quarry;

Wildfire Act/Regulation

Industrial Activity: includes (a) land clearing, and (b) other activities included in this definition by regulation, but does not include activities excluded from this definition by regulation;

Resource Management Open Fire: means an open fire that (a) burns unpile slash over an area of any size, or (b) is not a category 1, 2 or 3 open fire and is lit, fuelled or used for silviculture treatment, forest health management, wildlife habitat enhancement, fire hazard abatement, ecological restoration or range improvement

FPC, Timber Harvesting and Silviculture Practices Regulation

Silviculture Treatment: means a treatment carried out individually or as part of a regime of treatments to create the described post harvest stand structure, site conditions or free growing conditions

The following pages outline some of the information the LPC administrator should share with the Licensee:

ID #	03: TSL – Safety Requirements	Status Y N ND NA	0413	Resource Features: discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0301	SAFE Companies requirement discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0414	Wildlife Habitat Features discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0304	TSL Highlights Reviewed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0416	Smoke venting index discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0305	Owner obligations discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0417	FSP Results, Strategies & Measures discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0306	PC obligations discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0419	DM Notified of start or re-start of Harvesting & Road Construction	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0307	BCTS' role discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0420	Other Legislative Requirements (Federal & BC) discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0308	OHS Regulation 3.10 discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0421	First Nations Requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0309	WCA prevails over TSL agreement discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0422	Deposit release process discussed with TSL holder	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0310	Hazard Reporting (15-1) discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	ID #	05: Legislative – Stream and Riparian Requirements	Status Y N ND NA
0311	Safe Road Use protocols discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0501	Road in RMA, Cutting in RRZ, RMZ Retention requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0312	Access Assessment discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0502	RMA Retention on Temperature Sensitive Streams discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
ID #	04: Legislative – Area and General Requirements	Status Y N ND NA	0503	Stream Crossings to protect channels/mitigate disturbance discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0401	Damage to the environment discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0504	Fish Passage and Fish Habitat protection discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0402	Authorized Timber Harvesting specifications discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0505	Stream Sediment in Community Watersheds discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0403	Soil Disturbance Levels (Area & Roadside) as per Site Plan discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0506	Drinking Water Quality & Licensed Water Works discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0404	Landslide or Gully Process with Adverse Effects discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	ID #	06: Legislative – Road, Trail and Structure Requirements	Status Y N ND NA
0405	Fan Destabilization resulting from activities discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0601	Permanent Access Limits as per Site Plan discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0410	Wildlife Tree Retention Area requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0602	Re-vegetate Roads within 2 years discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0411	Coarse Woody Debris Retention per hectare discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0605	Road & Structures Constructed & Maintained to be Sound & Safe discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0412	General Wildlife Measures discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	0606	Maintain Natural Surface Drainage Patterns in Road Construction discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

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0607	Build, Repair and/or Install Bridges & Culverts as designed discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1209	TSM notification of Intent / Deviation from Harvest Plan discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0608	Road Clearing Widths Appropriate for Conditions including Safety discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1210	Survey for Monetary Billing completion prior to Waste Disposal discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0609	Road Deactivation Requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1211	Onsite Signage: Timber Mark & Radio frequency discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0610	Road Maintenance Requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1212	Licence / Road Permit Road Specifications discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0611	48 Hour Notification for Road Works in Community Watersheds discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1213	Obtain approvals to cross land or join to a Forest Service Road discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
ID #	08: Environmental Emergency Response Requirements	Status Y N ND NA	1214	Access Controls Installed to be safe for other road users discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0801	Environmental Emergency Response Plan discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	ID #	13: Specific Conditions TSL Schedule "A"	Status Y N ND NA
0802	Awareness of roles, responsibilities and procedures discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1301	TSM Notification requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0803	Incident Reporting discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1302	Dangerous tree clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0804	Test and Drills discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1303	Environmental clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0805	Emergency Response Equipment discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1304	Harvesting clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0806	24 hour contact # provided to local Fire Centre	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1305	Forest Health clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0807	Appropriate Fire Danger Class discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1306	Other Utilities and Occupiers clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0808	Fire Hazard Assessments and Abatement discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1307	Road clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
ID #	09: EMS – Documents, Records & General Requirements	Status Y N ND NA	1308	Silviculture clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0901	Pre-work meetings discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1309	Skid trail clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0902	Self Inspections discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1310	Slashing clauses discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0903	Project Plan documents to be on-site discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1311	Timber processing clause discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0904	Training current – records completed, updated and available	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	ID #	14: Specific Conditions of Licence, Road, Log Dump Permit or Contract	Status Y N ND NA
0905	Industrial Waste discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1405	Construction specifications discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0906	BCTS Fuel Handling (EFP 06) requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1411	Log Dump specifications discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
0907	Other Environmental Field Procedures discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	ID #	80: Sustainable Forest Management Certification	Status Y N ND NA
ID #	10: General Contractual Conditions	Status Y N ND NA	8001	SFM Certification Requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1006	Industrial Camp Standards Requirements	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	ID #	90: Business Area Specific Requirements	Status Y N ND NA
ID #	12: General Contractual Conditions of Licence	Status Y N ND NA	9001		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1201	Designated Supervisor directing workers discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	9002		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1202	Timber marking practices discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	9003		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1204	Pre-work meeting requirement discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	9004		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1205	Reserved Timber Requirements discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	9005		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1206	Restrictions on Timber Processing Facility discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	9006		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
1207	Manufacture of products on site discussed	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
1208	Waste Determination Completion per Manual	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			

ID#	Hand Held Version	Form Version	03: TSL – Safety Requirements
0301	SAFE Companies	SAFE Companies requirement discussed	BCTS Requirement for mandatory registration / certification with the BCFSC SAFE Companies program has been discussed. Note the Timber Sale Holder does not necessarily need to be registered / Certified with SAFE Companies, but all firms directing workers or contractors on the sale area must be registered or certified. Reference specific licence clauses for detail.
0304	TSL Highlights	TSL Highlights Reviewed	Known Safety hazards have been identified by BCTS as described in the TSL highlights summary with the TSL tender. TSL planning checklist (18-1), access assessment (23-1) and any other hazards identified since the tender was prepared.

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0305	Owner obligations	Owner obligations discussed	<p>Timber Sale Holders obligations as an owner with respect to WCA Section 119 have been discussed. Including TSL holder's responsibility to address NOP to WSBC. General Duties of Owners Employers, Workers and Others:</p> <p>119 General duties of owner Every owner of a workplace must (a) provide and maintain the owner's land and premises that are being used as a workplace in a manner that ensures the health and safety of persons at or near the workplace, (b) give to the employer or prime contractor at the workplace the information known to the owner that is necessary to identify and eliminate or control hazards to the health or safety of persons at the workplace, and (c) comply with this Part, the regulations and any applicable orders.</p>
0306	PC obligations	PC obligations discussed	<p>Timber Sale Holders obligations as an Owner with respect to Multi Employer Workplaces has been discussed specifically implications of sec 118</p> <p>Coordination at multiple-employer workplaces</p> <p>118 (1) In this section: "multiple-employer workplace" means a workplace where workers of 2 or more employers are working at the same time; "prime contractor" means, in relation to a multiple-employer workplace, (a) the directing contractor, employer or other person who enters into a written agreement with the owner of that workplace to be the prime contractor for the purposes of this Part, or (b) if there is no agreement referred to in paragraph (a), the owner of the workplace. (2) The prime contractor of a multiple-employer workplace must (a) ensure that the activities of employers, workers and other persons at the workplace relating to occupational health and safety are coordinated, and (b) do everything that is reasonably practicable to establish and maintain a system or process that will ensure compliance with this Part and the regulations in respect of the workplace. (3) Each employer of workers at a multiple-employer workplace must give to the prime contractor the name of the person the employer has designated to supervise the employer's workers at that workplace.</p>
0307	BCTS' Role	BCTS' role discussed	<p>BCTS relationship to the timber sale holder relative to providing direction including the role of the site plan for the harvest area has been discussed. Clearly communicate that safety is paramount and that if any aspects of the TSL requirements may jeopardize safety the licensee should not proceed to follow that plan without remedying the safety concerns.</p>
0308	Sec 3.10 concerns	OHS Reg 3.10 discussed	<p>BCTS obligation to report unsafe acts or condition (WCB OHS Reg. 3.10) has been discussed, identifying the process BCTS staff will follow including potential notification of WSBC.</p>
0309	Workers Comp Act	WCA prevails over TSL agreement	<p>Discussion of BCTS Timber Sale Licence conditions which state that if there is a conflict between the licence requirements and the Workers Compensation Act, the Workers Compensation Act prevails.</p>
0310	Hazard reporting	Hazard reporting (15-1) discussed	<p>Discussion of Licensee's ability to identify safety hazards and concerns to BCTS for resolution in the event BCTS expectations create safety concerns. Licensees can use form 15-1 for this purpose, or report verbally or via email.</p>
0311	23-2 or other protocols discussed	Safe Road Use protocols	<p>Have existing SAFE road use protocols been discussed. Protocols may originate from existing licensee protocols, road safety committees or safe road use plans. If none available then discuss the need to establish same including hazard identification, maintenance obligations and reporting traffic control systems etc.</p>
0312	23-1 discussed	Access Assessment	<p>Has the Access Assessment (18-1 or 23-1) form been completed by BCTS (if required) and discussed with the Licensee? Have the limitations of this assessment been discussed as well as the licensees need to assess access based on their specific use intentions. Does the Licensee understand their responsibilities ensure safe access to the worksite, and to inform BCTS of any hazards?</p>

ID#	Hand Held Version	Form Version	04: Legislation – Area and General Requirements
0401	Damage to the Environment	Damage to the Environment discussed	<p>FPPR S 3 Damage to the environment For the purpose of section 46 (1) [protection of the environment] and (1.1) of the Act, "damage" means any of the following that adversely alters an ecosystem: landslide; a gully process on the Coast; a fan destabilization on the Coast; soil disturbance; the deposit into a stream, wetland or lake of a petroleum product, a fluid used to service industrial equipment, or any other similar harmful substance; a debris torrent that enters a fish stream; changes to soil.</p> <p>FRPA S 46 Protection of the environment 1) A person must not carry out a forest practice, a range practice or another activity that results in damage to the environment, unless in doing so a) the person i) is acting in accordance with a plan, authorization or permit under this Act, ii) is not required to hold a plan or permit because of an exemption under this Act and is acting in accordance with this Act, the regulations and the standards, or iii) repealed iv) is acting in accordance with another enactment, and b) the person does not know and cannot reasonably be expected to know that, because of weather conditions or site factors, the carrying out of the forest practice, range practice or other activity may result, directly or indirectly, in damage specified by regulation.</p>
0402	Authorized Timber Harvest	Authorized Timber Harvesting specifications discussed	<p>FRPA S 52. Unauthorized Timber Harvesting 1) A person must not cut, damage or destroy Crown timber unless authorized to do so a) under this Act, the Forest Act or an agreement under the Forest Act, b) by the minister, for silviculture, stand tending, forest health, abating a fire hazard related to wildfires or another purpose, c) under a grant of Crown land made under the Land Act, d) under the Park Act, or e) under the regulations, in the course of carrying out activities i) under an authorization referred in section 51 or 57, or ii) that are incidental to or required to carry out activities authorized or approved under this Act, the Forest Act, the Range Act or another prescribed enactment. 2) A person is authorized to cut, damage or destroy Crown timber for the purpose of carrying out a forest practice that is funded under a vote as defined in section 1 of the Financial Administration Act. 3) A person must not remove Crown timber unless authorized to do so a) under the Forest Act or an agreement under the Forest Act, b) under a grant of Crown land made under the Land Act, or c) under the Park Act. 4) If a person, at the direction of or on behalf of another person, a) cuts, damages or destroys Crown timber contrary to subsection (1), or b) removes Crown timber contrary to subsection (3), that other person also contravenes subsection (1) or (3)</p>
0403	Soil Disturbance Levels	Soil Disturbance Levels (Area & Roadside) as per the site plan discussed	<p>FPPR S 35 Soil disturbance limits An agreement holder other than a holder of a minor tenure who is carrying out timber harvesting must not cause the amount of soil disturbance on the net area to be reforested to exceed the following limits: (a) if the standards unit is predominantly comprised of sensitive soils, 5% of the area covered by the standards unit, excluding any area covered by a roadside work area; (b) if the standards unit is not predominantly comprised of sensitive soils, 10% of the area covered by the standards unit, excluding any area covered by a roadside work area; © 25% of the area covered by a roadside work area. Note: The approved forest stewardship plan (FSP) may specify results and strategies that go beyond the Practice Requirements set out in the Forest Planning and Practices Regulation (FPPR). Refer to the applicable site plan as to how the intended results and strategies apply to the site. Note (re skid trail rehabilitation): <ul style="list-style-type: none"> Use Requirement 1309 for inspecting conformance to excavated and bladed skid trail rehabilitation requirements where these requirements are included under Schedule A, Part 10 of the TSL document, or Use Requirement 0403 (Soil disturbance limits for a cutblock) where excavated and bladed skid trail rehabilitation requirements are not included under Schedule A, Part 10 of the TSL document. This would be inspected as a potential (non)compliance to FPPR s. 35. </p>

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0404	Landslide and Gully Processes	Landslide or Gully Process with Adverse Effects discussed	<p>S 37 Landslides An authorized person who carried out a primary forest activity must ensure that the primary forest activity does not cause a landslide that has a material adverse effect in relation to one or more of the subjects listed in section 149 (1) of the Act.</p> <p>S 38 Gully processes An authorized person who carries out a primary forest activity on the Coast must ensure that the primary forest activity does not cause a gully process that has a material adverse effect in relation to one or more of the subjects lists in section 149 (1) of the Act.</p>
0405	Fan Destabilization Prevented	Fan Destabilization resulting from activities discussed	<p>FPPR S 54 Fan destabilization An authorized person who carries out a primary forest activity on the Coast must ensure that the primary forest activity does not cause fan destabilization that has a material adverse effect in relation to one or more of the subjects listed in section 149 (1) of the Act.</p>
0410	Wildlife Tree Retention Area	Wildlife Tree Retention Areas Requirements discussed	<p>FPPR S 67 Restriction on harvesting An agreement holder must not harvest timber from a wildlife tree retention area unless the trees on the net area to be reforested of the cutblock to which the wildlife tree retention area relates have developed attributes that are consistent with a mature seral condition. Note: WTR retention rates are to be consistent with any approved Legal Objectives for approved Landscape Unit s and/or consistent with the Nonspatial Old Growth orders Note: The approved forest stewardship plan (FSP) may specify results and strategies that go beyond the Practice Requirements set out in the Forest Planning and Practices Regulation (FPPR). Refer to the applicable site plan as to how the intended results and strategies apply to the site.</p>
0411	Coarse Woody Debris	Coarse Woody Debris Retention per hectare discussed	<p>FPPR S 68 Coarse woody debris 1) An agreement holder who carries out timber harvesting must retain at least the following logs on a cutblock: a) if the area is on the Coast, a minimum of 4 logs per hectare, each being a minimum of 5 m in length and 30 cm in diameter at one end; b) if the area is in the Interior, a minimum of 4 logs per hectare, each being a minimum of 2 m in length and 7.5 cm in diameter at one end. 2) An agreement holder is exempt from subsection (1) if a) the holder's agreement or an enactment requires the holder to act in a manner contrary to that set out in subsection (1), or b) the holder carries out on the cutblock a controlled burn that is authorized under an enactment. Note: The approved forest stewardship plan (FSP) may specify results and strategies that go beyond the Practice Requirements set out in the Forest Planning and Practices Regulation (FPPR). Refer to the applicable site plan as to how the intended results and strategies apply to the site.</p>
0412	Wildlife Measures	General Wildlife Measures discussed	<p>FPPR S 69 General wildlife measures An authorized person who carries out primary forest activities on an area must comply with each general wildlife measure that applies to the area.</p>
0413	Resource Features	Resource Features discussed	<p>FPPR S 70 Resource features and wildlife habitat features An authorized person who carries out a primary forest activity must ensure that the primary forest activity does not damage or render ineffective a (1) resource feature</p>
0414	Wildlife Habitat Features	Wildlife Habitat Features discussed	<p>FPPR S 70 Resource features and wildlife habitat features (2) An authorized person who carries out a primary forest activity must ensure that the primary forest activity does not damage or render ineffective a wildlife habitat feature. Wildlife Act S 7. Damage to land set aside for wildlife (1) A person commits an offence if the person (a) alters, destroys or damages wildlife habitat, or (b) deposits on land or water a substance or manufactured product or by product in a manner that is harmful to (c) wildlife, or (d) wildlife habitat in a wildlife management area, except as permitted under section 4 (4) or by the regulations or a permit. S 34. Birds, nests and eggs A person commits an offence if the person, except as provided by regulation, possesses, takes, injures, molests or destroys (a) a bird or its egg, (b) the nest of an eagle, peregrine falcon, gyrfalcon, osprey, heron or burrowing owl, or (c) the nest of a bird not referred to in paragraph (b) when the nest is occupied by a bird or its egg.</p>

0416	Smoke Venting Index	Smoke venting index discussed	<p>Smoke Venting index checked for air quality/burning in prescribed manner</p> <p>Open Burning Smoke Control Regulation</p> <p>Schedule B, S 8 Favourable weather for smoke dispersion</p> <ol style="list-style-type: none"> 1) Unless otherwise specified for smoke management purposes in a Ministry of Forests burning permit or in a burn plan approved by the Ministry of Forests, open burning of debris must not be initiated unless the ventilation index is forecast as <ol style="list-style-type: none"> a) "good" for the day the open burning is to be started, and b) "good" or "fair" on the second day the debris is anticipated to release smoke. 2) If the ventilation index required by subsection (1) is not publicly available, a person who proposes to open burn debris must conduct a test burn, lasting no longer than 60 minutes, of sufficient debris on the site to evaluate the weather conditions so as to ensure that smoke from any subsequent open burning, initiated on the same day as the test burn, will not negatively impact on a nearby population. 3) Open burning of debris must not be initiated if the local air flow will cause the smoke to negatively impact on a nearby population. 4) Unless otherwise exempted for smoke management purposes by a Ministry of Forests burning permit or in a burn plan approved by the Ministry of Forests, open burning of debris must not be initiated if atmospheric mixing at the site where the debris is to be burned is insufficient to provide rapid dispersion of the smoke. <p>S 24 Burn registration number</p> <ol style="list-style-type: none"> 1) The following is the information to be provided under section 22 (1) (c) (ii) and 23 (1) (d) (ii): <ol style="list-style-type: none"> a) the name, address, and telephone or facsimile number, or other means of immediate contact, of the person who proposes to light, fuel or use the open fire; b) the whereabouts of the parcel of land that contains the proposed burn area, including legal description of the parcel if available; c) the category of the proposed open fire d) other information relating to the proposed open fire that the official or the person answering the telephone number requires. 2) A person answering the burn registration telephone number or an official who receives an application from a person in accordance with subsection (1) may <ol style="list-style-type: none"> a) assign a burn registration number to the person unless the proposed open fire has been prohibited or restricted under section 10 of the Act, and b) specify a date on or before which the open fire must be extinguished. 3) A person who has been assigned a burn registration number must provide it to an official immediately on request
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0417	FSP Results, Strategies & Measures	FSP Results, Strategies & Measures discussed	<p>FPPR</p> <p>S 106.2 Requirements specific to timber sale licences</p> <p>A holder of a timber sale licence who carries out a primary forest activity on an area that is in a forest development unit of a forest stewardship plan prepared by a timber sales manager must ensure that the activity is consistent with (a) the intended results or strategies that are identified by the timber sales manager and that (i) relate to the area, (ii) apply to the area in the manner that under section 10 (2) (c) of the Act <u>is identified in the site plan for the area</u>, and (iii) are contained in a forest stewardship plan</p> <p>FRPA</p> <p>S 47 Invasive plants</p> <p>A person carry out a forest practice or a range practice carry out measures that are</p> <ul style="list-style-type: none"> a) specified in the applicable operational plan, or b) authorized by the minister <p>to prevent the introduction or spread of prescribed species of invasive plants.</p> <p>S 48 Natural range barriers</p> <p>A person carrying out</p> <ul style="list-style-type: none"> a) a forest practice, or b) a range practice <p>That directly or indirectly removes or renders ineffective a range barrier must carry out measures that are</p> <ul style="list-style-type: none"> c) specified in an operational plan for the area, or d) authorized by the minister <p>To mitigate the removal or the ineffectiveness of the natural range barrier.</p> <p>FPPR</p> <p>S 5 Objectives set by government for soils</p> <p>The objective set by government for soils is, without unduly reducing the supply of timber from British Columbia's forests, to conserve the productivity and the hydrologic function of soils.</p> <p>S 7 Objectives set by government for wildlife</p> <p>(1) The objective set by government for wildlife is, without unduly reducing the supply of timber from British Columbia's forests, to conserve sufficient wildlife habitat in terms of amount of area, distribution of areas and attributes of those areas, for</p> <ul style="list-style-type: none"> (a) the survival of species at risk, (b) the survival of regionally important wildlife, and (c) the winter survival of specified ungulate species. <p>(2) A person required to prepare a forest stewardship plan must specify a result or strategy in respect of the objective stated under subsection (1) only if the minister responsible for the Wildlife Act gives notice to the person of the applicable</p> <ul style="list-style-type: none"> (a) species referred to in subsection (1), and (b) indicators of the amount, distribution and attributes of wildlife habitat described in subsection (1). <p>(3) If satisfied that the objective set out in subsection (1) is addressed, in whole or in part, by an objective in relation to a wildlife habitat area or an ungulate winter range, a general wildlife measure, or a wildlife habitat feature, the minister responsible for the Wildlife Act must exempt a person from the obligation to specify a result or strategy in relation to the objective set out in subsection (1) to the extent that the objective is already addressed.</p> <p>(4) On or after December 31, 2004, a notice described in subsection (2) must be given at least 4 months before the forest stewardship plan is submitted for approval.</p> <p>S 8 Objectives set by government for water, fish, wildlife and biodiversity within riparian areas</p> <p>The objective set by government for water, fish, wildlife and biodiversity within riparian areas is, without unduly reducing the supply of timber from British Columbia's forests, to conserve, at the landscape level, the water quality, fish habitat, wildlife habitat and biodiversity associated with those riparian areas.</p> <p>S 8.1 Objectives set by government for fish habitat in fisheries sensitive watersheds</p> <p>(1) In this section, "fisheries sensitive watershed" means an area identified in Schedule 2 of this regulation</p> <ul style="list-style-type: none"> (a) with significant downstream fisheries values continued under section 180 (f) of the Act and significant watershed sensitivity continued under section 180 (g) of the Act, and (b) for which there is no fisheries sensitive watershed objective <p>(2) Until December 31, 2005 the objective set by government for fish habitat in fisheries sensitive watersheds is to prevent to the extent described in subsection (3) the cumulative hydrological effects of primary forest activities in the fisheries sensitive watershed from resulting in a material adverse impact on the habitat of the fish species for which the fisheries sensitive watershed was established.</p> <p>(3) The objective set by government under subsection (2) applies only to the extent that it does not unduly reduce the supply of timber from British Columbia's forests.</p> <p>(4) If satisfied that the objective set out in subsection (2) is not required to provide special management, the minister responsible for the Wildlife Act must exempt a person from the requirement to specify a result or strategy in relation to the objective.</p> <p>(5) If satisfied that the objective set out in subsection (2) is addressed, in whole or in part, by an enactment, the minister responsible for the Wildlife Act must exempt a person from the requirement to specify a result or strategy in relation to the objective set out in subsection (2) to the extent that the objective is already addressed.</p>
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	FSP Results, Strategies & Measures (Continued)	<p>S 8.2 Objectives set by government for water in community watersheds</p> <p>(1) In this section, "community watershed" means a community watershed</p> <p>(a) that is continued under section 180 (e) of the Act, and</p> <p>(b) for which a water quality objective has not been</p> <p>(i) continued under section 181 of the Act, or</p> <p>(ii) established under the Government Actions Regulation.</p> <p>(2) The objective set by government for water being diverted for human consumption through a licensed waterworks in a community watershed is to prevent to the extent described in subsection (3) the cumulative hydrological effects of primary forest activities within the community watershed from resulting in</p> <p>(a) a material adverse impact on the quantity of water or the timing of the flow of the water from the waterworks, or</p> <p>(b) the water from the waterworks having a material adverse impact of human health that cannot be addressed by water treatment required under</p> <p>(i) an enactment, or</p> <p>(ii) the licence pertaining to the waterworks.</p> <p>(3) The objective set by government under subsection (2) applied only to the extent that it does not unduly reduce the supply of timber from British Columbia's forests.</p> <p>(4) If satisfied that the objective set out in subsection (2) is not required to provide special management the minister responsible for the Wildlife Act must exempt a person from the requirement to specify a result or strategy in relation to the objective.</p> <p>(5) If satisfied that the objective set out in subsection (2) is addressed, in whole or in part, by an enactment , the minister responsible for the Wildlife Act must exempt a person from the requirement to specify a result or strategy in relation to the objective set out in subsection (2) to the extent that the objective is already addressed</p> <p>S 9 Objectives set by government for wildlife and biodiversity – landscape level</p> <p>The objective set by government for wildlife and biodiversity at the landscape level is, without unduly reducing the supply of timber from British Columbia's forests and to the extent practicable, to design areas on which timber harvesting is to be carried out that resemble, both spatially and temporally, the patterns of natural disturbance that occur within the landscape.</p> <p>S 9.1 Objectives set by government for wildlife and biodiversity – stand level</p> <p>The objective set by government for wildlife and biodiversity at the stand level is, without unduly reducing the supply of timber from British Columbia's forests, to retain wildlife trees.</p> <p>S 9.2 Objectives set by government for visual quality</p> <p>(1) In this section:</p> <p>"scenic area" means an area of land established as a scenic area under the Forest Practices Code of British Columbia Act on or before October 24, 2002 and continued as a scenic area under section 180 (c) of the Act;</p> <p>"visual quality class" means a visual sensitivity class established on or before October 24, 2002, particulars of which are publicly available in the Land and Resource Data Warehouse maintained by the minister responsible for the Land Act.</p> <p>(2) The objective set by government in relation to visual quality for a scenic area, that</p> <p>(a) was established on or before October 24, 2002, and</p> <p>(b) for which there is no visual quality objective</p> <p>Is to ensure that the altered forest landscape for the scenic area</p> <p>(c) in visual sensitivity class 1 is in either the preservation or retention category,</p> <p>(d) in visual sensitivity class 2 is in either the retention or partial retention category</p> <p>(e) in visual sensitivity class 3 is in either the partial retention or modification category,</p> <p>(f) in visual sensitivity class 4 is in either the partial retention or modification category,</p> <p>(g) in visual sensitivity class 5 is in either the modification or maximum modification category.</p> <p>S 10 Objectives set by government for cultural heritage resources</p> <p>The objective set by government for cultural heritage resources is to conserve, or, if necessary, protect cultural heritage resources that are</p> <p>(a) the focus of a traditional use by an aboriginal people that is of continuing importance to that people, and</p> <p>(b) not regulated under the Heritage Conservation Act</p> <p>S 17 Invasive plants</p> <p>For the purpose of section 17 [invasive plants] of the Act, a person who prepared a forest stewardship plan must specify measures in the plan to prevent the introduction or spread of species of plants that are invasive plants under the Invasive Plants Regulation, in the introduction or spread is likely to be the result of the person's forest practices.</p> <p>S 18 Natural range barriers</p> <p>For the purpose of section 48 [natural range barriers] of the Act, a person who prepares a forest stewardship plan must specify measures to mitigate the effect of removing or rendering ineffective natural range barriers.</p>
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0419	DM Notification	DM Notified of start or re-start of Harvesting & Road Construction	<p>FPPR</p> <p>S 85 Notification of timber harvesting or road construction</p> <p>An agreement holder must notify the district manager before(a) beginning (i) timber harvesting, or(ii) construction of a road that is not a temporary access structure, and(b) re-starting the activities described in paragraph (a) (i) and (ii) in a cutblock after an inactive period of 3 months or more.</p> <p>A notice under subsection (1) must specify(a) the location of the timber harvesting or road, including any administrative identifier that relates to the location, (b) a contact name and contact information, and(c) the projected date for beginning timber harvesting or road construction.</p>																																	
0420	Other Legislative Requirements	Other Legislative Requirements (Federal & BC) followed	<p>In addition to FRPA, FPPR and the Wildfire Act, the following are examples of Federal and BC legislative requirements that may be applicable to the project:</p> <table><tr><th>Federal</th><th>BC</th><th>Occupational Health & Safety Regulation</th></tr><tr><td>Fisheries Act</td><td>Wildlife Act & Regulations</td><td>Waste Management Act</td></tr><tr><td>Species at Risk Act</td><td>Fish Protection Act</td><td>Special waste Regulation</td></tr><tr><td>Migratory Birds Act</td><td>Water Act</td><td>Contaminated Sites Regulation</td></tr><tr><td>Canadian Wildlife Act</td><td>BC Fire Code</td><td>WHMIS</td></tr><tr><td>Canadian Environmental Protection Act</td><td>Environmental Management Act, Spill Reporting, Hazardous Waste & Contaminated Sites Regulations</td><td>Integrated Pest Management Act & Regulations</td></tr><tr><td>Canada Water Act</td><td>Cultural Heritage Act</td><td>Pesticide Control Act</td></tr><tr><td>Navigable Water Act</td><td>Heritage Conservation Act</td><td>Pest Control Products Act</td></tr><tr><td>Transportation of Dangerous Goods Act & Regulations</td><td>Workers Compensation Act</td><td>Applicable GAR Orders</td></tr><tr><td>National Fire Code</td><td>Employment Standards Act</td><td>Applicable HLP Orders</td></tr><tr><td></td><td></td><td>Applicable LRMP commitments</td></tr></table> <p>Legislation specifically applicable to the project should be indicated in associated contract documents, schedules or appendices, TSO significant environmental aspects lists, and/or forest planning documents.</p>	Federal	BC	Occupational Health & Safety Regulation	Fisheries Act	Wildlife Act & Regulations	Waste Management Act	Species at Risk Act	Fish Protection Act	Special waste Regulation	Migratory Birds Act	Water Act	Contaminated Sites Regulation	Canadian Wildlife Act	BC Fire Code	WHMIS	Canadian Environmental Protection Act	Environmental Management Act, Spill Reporting, Hazardous Waste & Contaminated Sites Regulations	Integrated Pest Management Act & Regulations	Canada Water Act	Cultural Heritage Act	Pesticide Control Act	Navigable Water Act	Heritage Conservation Act	Pest Control Products Act	Transportation of Dangerous Goods Act & Regulations	Workers Compensation Act	Applicable GAR Orders	National Fire Code	Employment Standards Act	Applicable HLP Orders			Applicable LRMP commitments
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National Fire Code	Employment Standards Act	Applicable HLP Orders																																		
		Applicable LRMP commitments																																		
0421	First Nations Requirements	First Nations Requirements followed	Discussion / implementation of any project specific outcomes from First Nations consultation and / or referral packages.																																	
0422	Deposit Release	Deposit release process discussed with TSL holder	Ensure that the Licensee is aware they must submit a request in writing (using a supplied template, if applicable) to release the performance deposit when obligations are fulfilled as per Section 20 and 21 of the BC Timber Sales Regulation. The full deposit release process is described on the 45D form. http://www.for.gov.bc.ca/isb/forms/lib/stubs/BCTS-FS45Dinfo.htm																																	

ID#	Hand Held Version	Form Version	05: Legislation – Stream and Riparian Requirements
0501	Riparian Resource Values	Road in RMA, Cutting in RRZ, RMZ Retention requirements discussed	<p>FPPR</p> <p>S 50 Restrictions in a riparian management area</p> <ol style="list-style-type: none"> 1) A person must not construct a road in a riparian management area, unless one of the following applies: (a) locating the road outside the riparian management area would create a higher risk of sediment delivery to the stream, wetland or lake to which the riparian management area applies; (b) there is no other practicable option for locating the road; (c) the road is required as part of a stream crossing. 2) If a road is constructed within a riparian management area, a person must not carry out road maintenance activities beyond the clearing width of the road, except as necessary to maintain a stream crossing. 3) A person who is authorized in respect of a road must not remove gravel or other fill from within a riparian management area in the process of constructing, maintaining or deactivating a road, unless (a) the gravel or fill is within a road prism, (b) the gravel or fill is at a stream crossing, or (c) there is no other practicable option. <p>S 51 Restrictions in a riparian reserve zone</p> <ol style="list-style-type: none"> 1) An agreement holder must not cut, modify or remove trees in a riparian reserve zone, except for the following purposes: (a) felling or modifying a tree that is a safety hazard, if there is no other practicable option for addressing the safety hazard; (b) topping or pruning a tree that is not wind firm; (c) constructing a stream crossing; (d) creating a corridor for full suspension yarding; (e) creating guyline tiebacks; (f) carrying out a sanitation treatment; (g) felling or modifying a tree that has been windthrown or has been damaged by fire, insects, disease or other causes, if the felling or modifying will not have a material adverse impact on the riparian reserve zone; (h) felling or modifying a tree under an occupant licence to cut, master licence to cut or free use permit issued in respect of an area that is subject to a licence, permit, or other form of tenure issued under the <i>Land Act</i>, <i>Coal Act</i>, <i>Geothermal Resources Act</i>, <i>Mines Act</i>, <i>Mineral Tenure Act</i>, <i>Mining Right of Way Act</i>, <i>Ministry of Lands, Parks and Housing Act</i>, <i>Petroleum and Natural Gas Act</i> or <i>Pipeline Act</i>, if the felling or modification is for a purpose expressly authorized under that licence, permit or tenure; (i) felling or modifying a tree for the purpose of establishing or maintaining an interpretive forest site, recreation site, recreation facility or recreation trail. 2) An agreement holder who fells, tops, prunes or modifies a tree under subsection (1) may remove the tree only if the removal will not have a material adverse effect on the riparian reserve zone. <p>S 52 Restrictions in a riparian management zone</p> <p>An authorized person who cuts, modifies or removes trees in a riparian management zone for an S4, S5 or S6 stream that has trees that contribute significantly to the maintenance of stream bank or channel stability must retain enough trees adjacent to the stream to maintain the stream bank or channel stability, if the stream (a) is a direct tributary to an S1, S2 or S3 stream, (b) flows directly into the ocean, at a point near to or where one or more of the following is located: (i) a herring spawning area; (ii) a shellfish bed; (iii) a saltwater marsh area; (iv) an aquaculture site;</p>
0502	Temperature Sensitive Streams	RMA Retention on Temperature Sensitive Streams discussed	<p>FPPR</p> <p>S 53 Temperature sensitive streams</p> <p>An authorized person who fells, modifies or removes trees in a riparian management area adjacent to a temperature sensitive stream, or a stream that is a direct tributary to a temperature sensitive stream, must retain either or both of the following in an amount sufficient to prevent the temperature of the temperature sensitive stream from increasing to an extent that would have a material adverse impact on fish: (a) streamside trees whose crowns provide shade to the stream; (b) understory vegetation that provides shade to the stream.</p>
0503	Stream Crossings	Stream Crossings to protect channels / mitigate disturbance discussed	<p>S 55 Stream crossings</p> <ol style="list-style-type: none"> 1) An authorized person who builds a stream crossing as part of a road, a temporary access structure or permanent access structure must locate, build and use the crossing in a manner that (a) protects the stream channel and stream bank immediately above and below the stream crossing, and (b) mitigates disturbance to the stream channel and stream bank at the crossing. 2) An authorized person who builds a stream crossing as part of a temporary access structure must remove the crossing when it is no longer required by the person.

0504	Fish Passage & Habitat	Fish Passage and Fish Habitat protection discussed	<p>FPPR</p> <p>S 56 Fish passage</p> <ol style="list-style-type: none"> 1) An authorized person who carries out a primary forest activity must ensure that the primary forest activity does not have a material adverse effect on fish passage in a fish stream. 2) An authorized person who maintains a fish stream crossing built after June 15, 1995, must ensure that the crossing does not have a material adverse effect on fish passage. 3) Despite subsections (1) and (2), an authorized person may temporarily allow a material adverse effect on fish passage to construct, maintain or deactivate a road, including a stream crossing, if(a) fish are not migrating or spawning, and(b) the source of the material adverse effect is removed immediately on completion of the construction, maintenance or deactivation. <p>S 57 Protection of fish and fish habitat</p> <p>An authorized person who carries out a primary forest activity must conduct the primary forest activity at a time and in a manner that is unlikely to harm fish or destroy, damage or harmfully alter fish habitat.</p> <p>Federal Fisheries Act</p> <p>S 35. Harmful alteration, etc., of fish habitat</p> <ol style="list-style-type: none"> 1) No person shall carry on any work or undertaking that results in the harmful alteration, disruption or destruction of fish habitat. <p>S 36. Throwing overboard of certain substances prohibited</p> <ol style="list-style-type: none"> 3) Subject to subsection (4), no person shall deposit or permit the deposit of a deleterious substance of any type in water frequented by fish or in any place under any conditions where the deleterious substance or any other deleterious substance that results from the deposit of the deleterious substance may enter any such water. <p>Note: The approved forest stewardship plan (FSP) may specify results and strategies that go beyond the Practice Requirements set out in the Forest Planning and Practices Regulation (FPPR). Refer to the applicable site plan as to how the intended results and strategies apply to the site.</p>
0505	Community Watershed	Stream Sediment in Community Watersheds discussed	<p>FPPR</p> <p>S 61 Excavated or bladed trails</p> <p>An agreement holder who(a) carries out timber harvesting, and(b) constructs an excavated or bladed trail in a community watershed must ensure that doing so does not cause sediment that is harmful to human health to enter a stream, wetland or lake from which water is being diverted for human consumption by a licensed waterworks.</p>

0506	Drinking Water Protected	Drinking Water Quality & Licensed Waterworks discussed	<p>FPPR</p> <p>S 59 Protecting water quality</p> <p>An authorized person who carries out a primary forest activity must ensure that the primary forest activity does not cause material that is harmful to human health to be deposited in, or transported to, water that is diverted for human consumption by a licensed waterworks.</p> <p>S 60 Licensed waterworks</p> <p>1) An authorized person who carries out a primary forest activity must ensure that the primary forest activity does not damage a licensed waterworks. (2) An authorized person must not harvest timber or construct a road in a community watershed if the timber harvesting or road construction is within a 100 m radius upslope of a licensed waterworks where the water is diverted for human consumption, unless the timber harvesting or road construction will not increase sediment delivery to the intake.</p> <p>S 62. Roads in a Community Watershed</p> <p>1) To prevent interference with the subsurface flow path of a drainage area that contributes to a spring that is a source of water for a licensed waterworks, the minister may</p> <ol style="list-style-type: none"> identify a spring in a community watershed, specify a distance from the spring within which a person who constructs a road must not locate the road, and permit a person who constructs a road to locate the road closer to the spring than the distance specified under paragraph (b). <p>2) If the minister does not specify a distance under subsection (1) (b), a person who constructs a road must not locate the road closer than a 100 m radius upslope of the spring identified under subsection (1) (a), unless the construction does not interfere with the subsurface flow path of a drainage area that contributes to the spring.</p> <p>Water Regulation</p> <p>S 41. Protection of Water Quality</p> <p>A person making a change in and about a stream must ensure that</p> <ol style="list-style-type: none"> no substance, sediment, debris or material that could adversely impact the stream is <ol style="list-style-type: none"> allowed or permitted to enter or leach or seep into the stream from any activity, construction, worksite, machinery or from components used in the construction of any works, or placed, used or stored within the stream channel, no standards or objectives published under section 2 (e) of the Environment Management Act by the Ministry of Water, Land and Air Protection for the protection of ambient water quality are exceeded or not attained now or in the future due to the change, there is no disturbance or removal of stable natural materials and vegetation in and about a stream that contribute to stream channel stability except as authorized under this regulation and in accordance with the terms and conditions specified by the habitat officer, temporary material, fill, bridge, culvert, pump, pipe, conduit, ditch or other structure used to assist in the construction of any works are constructed and maintained only during the period of construction, and are removed on completion of the works, all cast-in-place concrete and grouting is completely separated from fish bearing waters for a minimum of 48 hours, rock from acid-generating rock formations is not used for construction, and the stream is restored to its natural state on completion of the change in and about a stream.– <p>S 43. Protection of Other Water Users</p> <p>1) A person making a change in and about a stream, other than a change under section 44 (1) (o) to (s) or (2), must ensure that persons who are lawfully diverting or using water under the Water Act will not be adversely affected.</p> <p>2) Despite subsection (1), if persons who are lawfully diverting or using water under the Water Act may be adversely affected, a person proposing to make a change in and about a stream, other than a change under section 44 (1) (o) to (s) or (2), must give 3 days notice to those persons prior to commencing to make the change and must provide an adequate supply of water to those persons, if required by those persons.</p>
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ID#	Hand Held Version	Form Version	06: Legislation – Road, Trail and Structure Requirements
0601	Permanent Access Structure	Permanent Access Limits met as per Site Plan discussed	<p>FPPR S 36 Permanent access structure limits</p> <p>1) An agreement holder must ensure that the area in a cutblock that is occupied by permanent access structures built by the holder or used by the holder does not exceed 7% of the cutblock, unless(a) there is no other practicable option on that cutblock, having regard to (i) the size, topography and engineering constraints of the cutblock, (ii) in the case of a road, the safety of road users, or(iii) the requirement in selection harvesting systems for excavated or bladed trails or other logging trails, or(b) additional permanent access structures are necessary to provide access beyond the cutblock.</p> <p>2) If an agreement holder exceeds the limit for permanent access structures described in subsection (1) for either of the reasons set out in that subsection, the holder must ensure that the limit is exceeded as little as practicable.</p> <p>3) An agreement holder may rehabilitate an area occupied by permanent access structures in accordance with the results or strategies specified in the forest stewardship plan or by(a) removing or redistributing woody materials that are exposed on the surface of the area and are concentrating subsurface moisture, as necessary to limit the concentration of subsurface moisture on the area, (b) de-compacting compacted soils, and(c) returning displaced surface soils, retrievable side-cast and berm materials.</p> <p>4) If an agreement holder rehabilitates an area under subsection (3) (a) and erosion of exposed soil from the area would cause sediment to enter a stream, wetland or lake, or a material adverse effect in relation to one or more of the subjects listed in section 149 (1) of the Act, the agreement holder, unless placing debris or revegetation would not materially reduce the likelihood of erosion, must(a) place woody debris on the exposed soils, or(b) revegetate the exposed mineral soils.</p> <p>TSL Document Part 8.00 Special condition clauses (if applicable)</p> <p>8.01 The Licensee, to the extent practicable, must ensure that the area occupied by permanent access structures does not exceed:</p> <p>a) for Block [#]: [percent] of the total area or [number] hectares, and</p> <p>b) for Block [#]: [percent] of the total area or [number] hectares.</p> <p>Note (re road rehabilitation):</p> <ul style="list-style-type: none"> Use Requirement 1212 for inspecting conformance to road rehabilitation where the Licensee has been assigned responsibility for road rehabilitation in Schedule "C" of the TSL or Schedule "R" of the Road Permit. Use Requirement 0601 (PAS limits for a cutblock) where road rehabilitation requirements are not specified under Schedule "C" or "R". This can be inspected as; <ul style="list-style-type: none"> a (non)conformance to the TSL if these limits are specified under Schedule A, Part 8.00 of the TSL document, or a potential (non)compliance to FPPR s. 36.
0602	Re-vegetation	Re-vegetate Roads within 2 years discussed	<p>FPPR S 40 Revegetation</p> <p>An authorized person who constructs or deactivates a road must ensure that soil exposed by the construction or deactivation is revegetated within two years after the construction or deactivation is completed if it is reasonably foreseeable that(a) the erosion of the soil would cause(i) sediment to enter a stream, wetland or lake, or(ii) a material adverse effect in relation to one or more of the subjects listed in section 149 (1) of the Act, and(b) revegetation would materially reduce the likelihood of erosion.</p>
0605	Roads & Structures	Road & Structures Constructed & Maintained to be Sound & Safe discussed	<p>FPPR S 72 Roads and associated structures</p> <p>A person who constructs or maintains a road must ensure that the road and the bridges, culverts, fords and other structures associated with the road are structurally sound and safe for use by industrial users.</p> <p>Note: Applies to all structures built by Licensee</p>
0606	Maintain Natural Surface Drainage	Maintain Natural Surface Drainage Patterns in Road Construction discussed	<p>FPPR S 39 FPPR Natural surface drainage patterns</p> <p>1) If an authorized person constructs a road, a temporary access structure or a permanent access structure on an area, the person must maintain natural surface drainage patterns on the area both during and after construction.</p> <p>2) Despite subsection (1), if it is not practicable for an authorized person to maintain natural surface drainage patterns during the construction of a road, a temporary access structure or permanent access structure, the person must ensure the altered surface drainage pattern is compatible with the original natural surface drainage pattern by the earlier of (a) the end of the construction, and(b) the next freshet.</p>

0607	Structure Design	Build, Repair and/or Install Bridges & Culverts as designed discussed	<p>S 73 Design of bridges</p> <p>A person who builds a bridge for the purpose of constructing or maintaining a road must ensure that the design and fabrication of the bridge(a) meets or exceeds standards applicable to roads at the time the design or fabrication is done, in respect of(i) bridge design, as established by the Canadian Standards Association, Canadian Highway Bridge Design Code, CAN/CSA-S6, and(ii) soil properties, as they apply to bridge piers and abutments, as established by the Canadian Foundation of Engineering Manual, and(b) takes into account the effect of logging trucks with unbalanced loads and off-centre driving.</p> <p>S 74 Peak flow</p> <p>1) A person who builds a bridge across a stream or installs a culvert in a stream for the purpose of constructing or maintaining a road must ensure that the bridge or culvert is designed to pass the highest peak flow of the stream that can reasonably be expected within the return periods specified below for the length of time it is anticipated the bridge or culvert will remain on the site:</p> <table><tr><th>Anticipated period the bridge or culvert will remain on the site</th><th>Peak flow return period</th></tr><tr><td>For a bridge or culvert that will remain on site for up to 3 years</td><td>10 years</td></tr><tr><td>For a bridge that will remain on site from 3 to 15 years</td><td>50 years</td></tr><tr><td>For a bridge that will remain on site for over 15 years</td><td>100 years</td></tr><tr><td>For a culvert that will remain on site for over 3 years</td><td>100 years</td></tr><tr><td>For a bridge or culvert within a community watershed that will remain on site for over 3 years</td><td>100 years</td></tr></table> <p>2) A person may build a bridge that will not conform to the requirements of subsection (1) if</p> <p>a) the bridge will pass the flow that will occur during the period the bridge remains on the site,</p> <p>b) the construction of the bridge occurs during a period of low flow, and</p> <p>c) the bridge, or a component of the bridge that is vulnerable to damage by high flow, is removed before any period of high flow begins.</p> <p>3) A person may install a culvert that will not conform to the requirements of subsection (1) if(a) the installation is temporary and the person does not expect to subsequently install a replacement culvert at that location, (b) the stream in which the culvert is being installed is not a fish stream, (c) the culvert will pass the flow that will occur during the period the culvert remains on the site, (d) the installation of the culvert occurs during a period of low flow, and(e) the culvert is removed before any period of high flow begins.</p> <p>S 75 Structural defects</p> <p>A person who maintains a road must do one or more of the following if a structural defect or deficiency occurs on a bridge that is part of that road: (a) correct the defect or deficiency to the extent necessary to protect(i) industrial users of the bridge, and(ii) downstream property, improvements or forest resources that could be affected if the bridge fails; (b) close, remove or replace the bridge; (c) restrict traffic loads to a safe level; (d) place a sign, on each bridge approach, stating the maximum load capacity of the bridge.</p> <p>S 77 Retaining information</p> <p>1) A person who builds a bridge or major culvert for the purpose of constructing or maintaining a road must do all of the following:</p> <p>a) prepare or obtain</p> <p>i) pile driving records,</p> <p>ii) for new materials used to build the bridge or major culvert, mill test certificates, in-plant steel fabrication drawings, and concrete test results,</p> <p>iii) soil compaction results, and</p> <p>iv) other relevant field and construction data;</p> <p>b) prepare as-built drawings of the bridge or major culvert;</p> <p>c) retain the information referred to in paragraphs (a) and (b) until the earlier of the date that</p> <p>i) the bridge or major culvert is removed, and</p> <p>ii) the person is no longer required to maintain the road.</p> <p>2) Subject to subsection (3), a person responsible for maintaining a road must retain a copy of inspection records for a bridge or major culvert associated with the road for at least one year after the bridge or major culvert is removed from the site.</p> <p>3) Unless the road has been deactivated, a person must submit to the district manager or the timber sales manager, as applicable, the documents, drawings and records described in subsections (1) and (2) in respect of a road if the person is no longer required to maintain the road because the district manager or timber sales manager</p> <p>a) cancelled the road permit, road use permit or special use permit for the road, and</p> <p>b) does not require the road to be deactivated.</p>	Anticipated period the bridge or culvert will remain on the site	Peak flow return period	For a bridge or culvert that will remain on site for up to 3 years	10 years	For a bridge that will remain on site from 3 to 15 years	50 years	For a bridge that will remain on site for over 15 years	100 years	For a culvert that will remain on site for over 3 years	100 years	For a bridge or culvert within a community watershed that will remain on site for over 3 years	100 years
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For a bridge or culvert within a community watershed that will remain on site for over 3 years	100 years														
0608	Road Clearing Width	Road Clearing Widths Appropriate for Conditions including safety discussed	<p>S 78 Clearing widths</p> <p>A person who constructs or maintains a road must ensure clearing widths are at least the minimum width necessary to accommodate the road, having regard to all of the following:</p> <p>a) the safety of industrial users;</p> <p>b) the topography of the area;</p> <p>c) the drainage of water in the area;</p> <p>d) the stability of terrain in the area;</p> <p>e) operational requirements, including</p> <p>i) the placement of pits, quarries, landings or waste areas,</p> <p>ii) the storage of bridge or culvert material,</p> <p>iii) the amount of area required to operate equipment within the clearing width, including equipment turnaround sites,</p> <p>iv) snow removal, and</p> <p>v) fencing and other ancillary structures.</p>												

0609	Road Deactivation	Road Deactivation Requirements discussed	<p>S 82 Road deactivation</p> <ol style="list-style-type: none"> 1) A person who deactivates a road must do the following: <ol style="list-style-type: none"> a) barricade the road surface width in a clearly visible manner to prevent access by motor vehicles, other than all-terrain vehicles; b) remove bridge and log culvert superstructures and stream pipe culverts; c) remove bridge and log culvert substructures, if the failure of these substructures would have a material adverse effect on downstream property, improvements or forest resources; d) stabilize the road prism or the clearing width of the road if the stabilization is necessary to reduce the likelihood of a material adverse effect in relation to one or more of the subjects listed in section 149 (1) of the Act. 2) A person may submit to the district manager, in writing, a request for an exemption from the requirements of subsection (1) (a) if <ol style="list-style-type: none"> a) the person has not begun deactivating the road, and b) the road does not contain any bridges or major culverts. 3) The minister, in a notice given to a person who submits a request under subsection (2), may exempt the person if the minister is satisfied that the effectiveness of the works described in subsection (1) will not be negatively impacted by motor vehicle use. 4) If a road deactivated under this section is a road that was used under the authority of a road permit associated with, or a cutting permit issued under, a tree farm licence, the holder of the tree farm licence must maintain the stability of each part of the road that was deactivated. <p>S 83 Hazard warning</p> <p>At all times while a road is being deactivated, a person must have a sign posted that warns users of the deactivation.</p>
0610	Road Maintenance	Road Maintenance Requirements discussed	<p>FRPA</p> <p>S 22.1. Industrial use of a road</p> <ol style="list-style-type: none"> 1) A person must not use a road for <ol style="list-style-type: none"> a) timber harvesting, including the transportation of the timber or associated machinery, materials or personnel, or b) access for tree planting requiring more than 12 months to complete, or silvicultural treatments requiring transportation of machinery, except in one or more of the following circumstances: <ol style="list-style-type: none"> c) the person <ol style="list-style-type: none"> i) is authorized to do so under a timber sale licence that does not provide for a cutting permit or under a woodlot licence, cutting permit, road permit or forestry licence to cut, or ii) is exempted under subsection (4); d) the road is a forest service road, and the person is authorized to use the road under a road use permit or is exempted under subsection (4); e) the road is one for which another person has a timber sale licence that does not provide for a cutting permit or has a woodlot licence, cutting permit, road permit or special use permit. <p>FPPR</p> <p>S 79. Road maintenance</p> <ol style="list-style-type: none"> 1) person may maintain a road only if authorized or required to do so under the Act or this regulation. 2) A person who is authorized in respect of a road must maintain the road, including bridges, culverts, fords and other structures associated with the road, until <ol style="list-style-type: none"> a) the road is deactivated, b) the district manager notifies the person that the road should not be deactivated due to use or potential use of the road by others, c) a road permit or special use permit for the road is issued to another person, or d) the road is declared a forest service road under the Forest Act. 3) Subject to subsection (4), the government must maintain a forest service road, including bridges, culverts, fords and other structures associated with the road, until the road is deactivated. 4) A person required to maintain a road must ensure all of the following: <ol style="list-style-type: none"> a) the structural integrity of the road prism and clearing width are protected; b) the drainage systems of the road are functional; c) the road can be used safely by industrial users.
0611	Community Watershed Notification	48 Hour Notification for Road Works in Community Watersheds discussed	<p>FPPR</p> <p>S 84 Notice - road in community watershed</p> <p>At least 48 hours before commencement of road construction or deactivation in a community watershed, a person must notify affected water licensees or affected water purveyors.</p>

ID#	Hand Held Version	Form Version	08: Environmental Emergency Response Requirements
0801	Environmental ERP	Environmental Emergency Response Plan discussed	<p>Review environmental ERP (eERP) to ensure BCTS clients are aware of their emergency response roles and responsibilities as it applies to the specific project and activity. Key areas include:</p> <ul style="list-style-type: none"> • Maintain completed eERP onsite • Worker training, comprehension and awareness • Onsite emergency response equipment (spill kits, fire response equipment (hand tools, suppression system) • Periodic tests and drills
0802	Roles and Responsibilities	Awareness of roles, responsibilities and procedures discussed	<p>The EMS Manual refers to the EOPs and EFPs to define roles and responsibilities for implementation, maintenance and reporting on the performance of the EMS. EFP-02 clearly defines a Contract Supervisor's responsibilities to conduct and document a pre-work.</p>
0803	Incident/Event procedures	Incident Reporting discussed	<p>In the event of an incident – did BCTS clients follow the procedures outlined in the environmental Emergency Response Plan and Incident Report ?</p> <p>EMS incident reporting roles and responsibilities are outlined in the Incident report EOP and referenced in the eERP. Conformance to these requirements are linked to terms and conditions found in the TSL and contract documents.</p> <p>Reportable EMS Incidents include: Emergency Response Events (Fires, Spills, Erosion), Potential Non-compliance and Significant Non-conformance.</p>
0804	Tests and Drills	Tests and Drills discussed	<p>Reference test/drill guide and importance of documentation and evaluation/feedback into the system</p> <p>Definitions:</p> <p><u>Test</u> – a comprehensive testing of the environmental emergency response procedures to ensure that they are adequate to address emergency events. This includes full, hands on scenario testing of equipment, communications, and procedures as outlined in the eERP.</p> <p><u>Drill</u> – a due diligence exercise to ensure that onsite personnel have adequate levels of comprehension and awareness of environmental emergency preparedness and response procedures. This involves a demonstration of workers level of knowledge and training, and may include:</p> <ul style="list-style-type: none"> • Review of eERP procedures, • Employee interviews, • Equipment testing, • Review of onsite ER equipment. <p>Tests are to be documented on the "CHK-010 Test-Drill Report Form", maintained on site and results forwarded to BCTS representative. Results of drills may be documented on the CHK-010 and maintained on site</p>
0805	Emergency Response Equipment	Emergency Response Equipment discussed	<p>Emergency Response Equipment includes:</p> <ul style="list-style-type: none"> • Spill kits • Fire Hand tools for all industrial activities • Fire Suppression system for high risk activities <p>References:</p> <ul style="list-style-type: none"> • S 5 Sufficient fire fighting hand tools for an industrial activity • S6.3 High Risk activities must keep at the activity site a adequate Fire Suppression system • BCTS' Fuel Handling (EFP 06) describes requirements for spill kits and training • Also refer to Ministry of Forests "Interpretative Bulletin for the Application of Wildfire Regulation Application for the Forest Industry" at the following website; http://bcwildfire.ca/Prevention/Industry/
0806	24 hour contact	24 hour contact # provided to local Fire Centre	<p>Wildfire Regulation</p> <p>S 4 Requirement to provide contact details</p> <p>Before March 1 of each year, a person who, under the Forest Act, is the holder of</p> <ul style="list-style-type: none"> d) a major licence, e) a timber sale licence that is not a major licence, f) a community forest agreement, or g) a woodlot licence <p>Must provide an official with a 24 hour a day contact telephone number if the person proposes to carry out an industrial activity on or after March 1 and before November 1 of that year.</p> <p>Note: The intent is that Contractors notify Fire Centre where industrial activities are being conducted.</p>

**TIMBER SALE LICENCE & PERMIT OPERATIONS
PRE-WORK REPORT
GUIDANCE DOCUMENT**

BCTS CHK-003

Completed by hand, in Word as a protected form or by Hand Held digital application for entry into Cengea Forest - Resources.

0807	Danger Rating	Fire Danger Class discussed	SCHEDULE 3 RESTRICTIONS ON HIGH RISK ACTIVITIES		
			Danger Class	Restriction	Duration
			III moderate	After 3 consecutive days of DGR III or greater, maintain a fire watcher after work for a minimum of one hour	Until after the fire danger class falls below DGR III
			IV high	Maintain a fire watcher after work for a minimum of 2 hours	Until after the fire danger class falls below DGR III
				After 3 consecutive days of DGR IV, cease activity between 1 p.m. PDT (Pacific Daylight Saving Time) and sunset each day	Until after the fire danger class falls to DGR III for 2 consecutive days, or falls below DGR III
			V extreme	Cease activity between 1 p.m. PDT (Pacific Daylight Saving Time) and sunset each day and maintain a fire watcher after work for a minimum of 2 hours	Until after the fire danger class falls below DGR IV for 2 or more consecutive days
				After 3 consecutive days of DGR V, cease activity all day	Until after the danger class falls below DGR V for 3 or more consecutive days, or falls below DGR IV
			Wildfire Regulation		
			S 6 High risk activities		
			<p>1) In this section, "fire season", in relation to an area, means the period</p> <ul style="list-style-type: none"> a) beginning on <ul style="list-style-type: none"> i) the third day after the area is snow free, or ii) in areas where snow cover is often absent, the third consecutive day that the temperature at noon is at least 12 degrees, and b) ending on whichever occurs first <ul style="list-style-type: none"> i) the first day after October 1 on which each of the following is present: <ul style="list-style-type: none"> A) the daily fine fuel moisture code value is 75 or less; B) the daily duff moisture code value is 6 or less; C) the drought code value is 15 or less, or ii) noon of the first day on which the area becomes snow covered. <p>2) A person who carries out a high risk activity on or within 300 m of forest land or grass land during a fire season must determine the Fire Danger Class for the location of the activity</p> <ul style="list-style-type: none"> a) by reference to representative weather data for the area, b) by reference to <ul style="list-style-type: none"> i) the Danger Region from Schedule 1, ii) the applicable numerical rating under the Buildup Index, and iii) the applicable numerical rating under the Fire Weather Index, and c) by cross-referencing the Buildup Index with the Fire Weather Index, for the applicable Danger Region, under Schedule 2. <p>3) If there is a risk of a fire starting or spreading, a person carrying out a high risk activity on or within 300 m of forest land or grass land must</p> <ul style="list-style-type: none"> a) do so in accordance with the applicable restriction and duration set out in Schedule 3 for the Fire Danger Class, and b) keep at the activity site <ul style="list-style-type: none"> i) fire fighting hand tools, in a combination and type to properly equip each person who works at the site with a minimum of one fire fighting hand tool, and ii) an adequate fire suppression system. <p>4) A person who, in accordance with subsection (3) (a) and Schedule 3, is required to maintain a fire watcher, must ensure that the fire watcher</p> <ul style="list-style-type: none"> a) can reasonably see the site of the high risk activity during the time the fire watcher is required, b) has at least one fire fighting hand tool, c) actively watches and patrols for sparks and fires on the site of the high risk activity, d) immediately carries out fire control and extinguishes the fire, if practicable, and e) has the means on site to report the fire. <p>High Risk Activities (Wildfire Regulation) include:</p> <ul style="list-style-type: none"> a) mechanical brushing; b) disk trenching; c) preparation or use of explosives; d) using fire- or spark-producing tools, including cutting tools; e) using or preparing fireworks or pyrotechnics; f) grinding, including rail grinding; g) mechanical land clearing; h) clearing and maintaining rights of way, including grass mowing; 		

			<ul style="list-style-type: none"> i) any of the following activities carried out in a cutblock excluding a road, landing, roadside work area or log sort area in the cutblock: <ul style="list-style-type: none"> i) operating a power saw; ii) mechanical tree felling, woody debris piling or tree processing, including de-limbing; iii) welding; iv) portable wood chipping, milling, processing or manufacturing; v) skidding logs or log forwarding unless it is improbable that the skidding or forwarding will result in the equipment contacting rock; vi) yarding logs using cable systems
0808	Fire Hazard Assessment and Abatement	Fire Hazard Assessments and Abatement requirements discussed	<p>Discuss the following Fire Hazard Assessment and Abatement Requirements and Best Practices:</p> <ul style="list-style-type: none"> • Review BC Wildfire Overview Fire Hazard Risk Mapping website for applicable operating area, https://www2.gov.bc.ca/gov/content/safety/wildfire-status-for-industry-commercial-operators/hazard-assessment-abatement/haz-assess-abate-fire-risk • Complete Fire Hazard Assessments at prescribed intervals, • Use of BCTS Fire Hazard Assessment Template and Guide is optional, • Document results of Assessment and Abatement activities, • Submit copies of completed fire hazard assessment(s) to BCTS staff for filing. • Where identified complete abatement prescriptions in accordance with the Wildfire Act and Regulations, • Where necessary seek support from forest professionals when conducting Fire Hazard Assessments and prescribing abatement measures. <p>Wildfire Regulation S 11 Hazard assessment</p> <ol style="list-style-type: none"> 1) For the purposes of section 7 of the Act, <ul style="list-style-type: none"> i) each of the following is a prescribed activity under subsections (1) and (2) of that section: <ul style="list-style-type: none"> ii) operating a waste disposal site; iii) operating a dry land sort; iv) (operating a camp associated with an industrial activity, and b) each of the following is a prescribed circumstance under subsection (1) of that section: <ul style="list-style-type: none"> i) an industrial activity or an activity prescribed under paragraph (a) of subsection (1) creates or increases a fire hazard or is likely to do so; ii) an official notifies a person carrying out an industrial activity or an activity prescribed under paragraph (a) of subsection (1) that a fire hazard exists at the site of the activity or operation. 2) The prescribed intervals, at which persons described in section 7 (1) of the Act must conduct fire hazard assessments, are <ul style="list-style-type: none"> a) 3 month intervals during the period in which the persons are carrying on the industrial activity or the prescribed activity in an area inside, or within 2 km of, the boundaries of <ul style="list-style-type: none"> i) a local government under paragraphs (d) to (f) of the definition of "local government" in section 1 of the Act, or ii) a fire protection district in a regional district, and b) the shorter interval between the most recent 3 month interval and the date on which the activity ceases for an expected period of 3 months or more. 3) The prescribed intervals, at which persons described in section 7 (1) of the Act must conduct fire hazard assessments, are <ul style="list-style-type: none"> a) 6 month intervals during the period during which the persons, in any area other than the area described in subsection (2), are carrying on the industrial activity or the prescribed activity, and b) the shorter interval between the most recent 6 month interval and the date on which the activity ceases for an expected period of 6 months or more. 4) A person required to conduct a fire hazard assessment under section 7 (1) of the Act must <ul style="list-style-type: none"> a) ensure that the fire hazard assessment includes an assessment of the fuel hazard and its associated risk of a fire starting or spreading, and b) provide a copy of the fire hazard assessment when requested to do so by an official. <p>Wildfire Regulation S 12 Hazard abatement</p> <ol style="list-style-type: none"> 1) The following periods are prescribed as the periods in which persons described in section 7 (2) of the Act must abate fire hazards of which the persons are aware: <ul style="list-style-type: none"> a) for an area described in section 11 (2) (a) of this regulation, each of the 6 month periods beginning on the dates on which the persons are required under section 7 (1) of the Act to conduct fire hazard assessments; b) for an area other than an area described in section 11 (2) (a) of this regulation, each of the 12 month periods beginning on the dates on which the persons are required under section 7 (1) of the Act to conduct fire hazard assessments. 2) A person required to abate a fire hazard under section 7 (2) of the Act must reduce the fuel hazard on the site of the industrial activity or prescribed activity as necessary to ensure that carrying out the activity <ul style="list-style-type: none"> a) does not increase the risk of a fire starting on the site, and b) if a fire were to start, would not increase the fire behaviour or fire suppression associated with the fire.

ID#	Hand Held Version	Form Version	09: EMS – Documents, Records & General Requirements
0901	Pre-work	Pre-work meetings discussed	EFP-02 clearly defines a LPC Supervisor's responsibility to conduct and document a pre-work
0902	Self Inspections	Self Inspections discussed	The EMS manual describes requirements of the LPC to monitor themselves by: Monitoring their activities for conformance with the requirements of the EMS and compliance with legal requirements. BA staff will ensure that the acceptance of this monitoring responsibility is acknowledged through signing of contract documents and pre-work forms.
0903	Project Plan	Project Plan documents to be on-site discussed	EFPs require all LPCs to have copies of any relevant plans on site and available to workers. TSL requirements re Having a Plan: 4.10 The Licensee must have a plan that covers primary forest activities on the cutting authority area prior to commencement of primary forest activities. 4.11 The Licensee must amend the plan referred to in paragraph 4.10 before the Licensee intends to conduct primary forest activities in a way that is different from what is described in the plan. 4.12 The Licensee must submit the plan or amendment referred to in paragraphs 4.10 or 4.11 if requested by the Timber Sales Manager.
0904	Training records	Training current – records completed, updated and available	The EMS manual describes requirements of LPCs to ensure their workers meet the relevant training requirements of the EMS, SFM, and legislation, and to maintain records of the training on Table EMS 008-1A or equivalent.
0905	Industrial Waste	Industrial Waste discussed	EFPs require regular removal of industrial waste from the site.
0906	Fuel Handling	BCTS Fuel Handling (EFP 06) requirements discussed	EFP -06 outlines fuel storage and handling that should be followed by LPCs as well as a procedure to stop work if an incident occurs
0907	Other EFPs	Environmental Field Procedures discussed	The EFPs comprise part of the EMS program as defined in the EMS manual
ID#	Hand Held Version	Form Version	10: General Contractual Conditions
1006	Industrial Camp Standards	Industrial Camp Standards Requirements	Advisory Bulletin No. 2011-03-22 (External) – Industrial Camp Standards This Advisory Bulletin provides guidance to BCTS staff and contractors on industrial camp standards for work performed under contract to BC Timber Sales. The Bulletin is available from the following link: http://www.for.gov.bc.ca/bcts/policy/ Note: This requirement applies only to harvesting under contract, not under Licence (TSL). It is acceptable to point out to the TSL holder that the legislation exists, therefore it is acceptable to review the requirement for all pre-works (including TSLs) but inspect only for harvesting done under contract.
ID#	Hand Held Version	Form Version	12: General Contractual Conditions of Licence
1204	Pre-work meeting	Pre-work meeting requirement discussed	Paragraph 4.01: The Licensee will meet with the Timber Sales Manager at a mutually agreed upon location, date and time a) before commencing harvesting operations on the cutting authority area, or b) if timber harvesting is delayed for more than 90 calendar days after the date agreed to in subparagraph (a) of this paragraph, at a date and time not less than seven days before commencing harvesting operations, at which times the Timber Sales Manager and the Licensee will review the current operational requirements applicable to the cutting authority area.
1205	Reserved timber	Reserved Timber Requirements discussed	Paragraph 1.03 The Licensee must not fell standing timber, or must not buck or harvest felled or dead and down timber, as the case may be, if c) the timber is specified as reserved timber elsewhere in this Licence, unless otherwise specified in Schedule "A" to this Licence, or d) under an operational plan or the Acts, regulations or standards referred to in paragraph 8.01, the Licensee must not fell, buck or harvest the timber, for any reason, including silviculture, biodiversity or other forest management reasons, unless otherwise provided in Schedule "A" to this Licence.

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1201	Designated supervisor	Designated Supervisor directing workers discussed	<p>Paragraph 4.02 (number may vary)</p> <p>The Licensee must not delegate, contract or subcontract supervision of [type of operation] operations under this Licence without the written permission of the Timber Sales Manager.</p>
1206	Timber processing facility	Restrictions on Timber Processing Facility discussed	<p>Paragraph 4.04 (number may vary)</p> <p>The Licensee must not erect or operate a sawmill or timber-processing facility on the cutting authority area.</p>
1207	Manufacturing on site	Manufacture of products on site discussed	<p>Paragraph 4.05 (number may vary)</p> <p>The Licensee must not allow the manufacture of [product] on the cutting authority area until after the quantity and quality of the waste on the cutting authority area has been determined</p>
1202	Timber marking	Timber marking practices discussed	<p>Paragraph 7.03</p> <p>All timber must be marked in the prescribed manner before being transported from the cutting authority area.</p>
1208	Waste survey	Waste Determination Completion per Manual discussed	<p>Paragraph 6.02 (number may vary)</p> <p>The Licensee will determine the volume and quality of waste on a cutblock in accordance with the <i>Provincial Logging Residue and Waste Measurement Procedures Manual</i>, as amended from time to time.</p>
1209	Harvest plan	TSM notification of intent / deviation from Harvest Plan discussed	<p>Paragraph 4.06 (number may vary)</p> <p>The Licensee must provide notice to the Timber Sales Manager of each harvest method that the Licensee intends to use on the cutting authority area at least 5 days before commencing operations on the cutting authority area.</p> <p>Paragraph 4.07 (number may vary)</p> <p>If, at any time during the term of this Licence, the Licensee intends to use a harvest method that is different from a method given in the notice under paragraph, the Licensee will notify the Timber Sales Manager of that decision and method no less than 5 days before the Licensee begins to use that method.</p>
1210	Waste disposal	Survey for Monetary Billing completion prior to Waste Disposal discussed	<p>Paragraph 6.03 (number may vary)</p> <p>The Licensee shall not dispose of the waste until after the volume and quality of the waste has been determined</p>
1211	Onsite radio signage	Onsite Signage: Timber Mark & Radio frequency discussed	<p>Paragraph 7.02 (number may vary)</p> <p>If directed by the Timber Sales Manager, the Licensee must erect signs at all exits from the cutting authority area, clearly showing the timber mark(s) referred to in paragraph 7.01.</p> <p>Paragraph 11.08 (number may vary)</p> <p>If the Licensee wishes to communicate by means of radio, the Licensee must</p> <ul style="list-style-type: none"> e) post the radio frequency at the start of the road, f) erect kilometer markers along that road, and g) ensure that all vehicles working for and on behalf of the Licensee use the posted frequency in an appropriate manner.
1212	Road specifications	Licence / Road Permit Road Specifications discussed	<p>Paragraph 11.02 (number may vary)</p> <p>The Licensee must ensure that a road specified in either Schedule C of this Licence or a Road Permit issued pursuant to this Licence is constructed by or on behalf of the Licensee in accordance with the specifications contained in either Schedule C or the Road Permit, as the case may be.</p> <p>See also: Schedule "C" of the TSL, or Schedule "R" of the Road Permit</p> <p>Note (re road rehabilitation):</p> <ul style="list-style-type: none"> • Use Requirement 1212 for inspecting conformance to road rehabilitation where the Licensee has been assigned responsibility for road rehabilitation in Schedule "C" of the TSL or Schedule "R" of the Road Permit. • Use Requirement 0601 (PAS limits for a cutblock) where road rehabilitation requirements are not specified under Schedule "C" or "R". This can be inspected as; <ul style="list-style-type: none"> ○ a (non)conformance to the TSL if these limits are specified under Schedule A, Part 8.00 of the TSL document, or ○ a potential (non)compliance to FPPR s. 36.
1213	FSR junction	Obtain approvals to cross land or join to a Forest Service Road discussed	<p>Paragraph 11.05 (number may vary)</p> <p>The Licensee may, where necessary, construct a junction with a Forest Service Road, and must ensure that any junction with a Forest Service Road is constructed such that</p> <ul style="list-style-type: none"> h) it provides at least the minimum sight distance to ensure user safety, i) it has sufficient junction angle and suitable road grade and surface for the expected traffic, and j) culverts are installed, as required, to maintain drainage patterns.

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1214	Access controls	Access Controls Installed to be safe for other road users discussed	<p>Paragraph 11.07 (number may vary)</p> <p>The Licensee must ensure that any access control structure erected to restrict motor vehicle traffic will not be a hazard to the users of the road by</p> <ul style="list-style-type: none"> k) placing any control structure in a conspicuous location, l) adequately marking that structure with permanent reflective material, and m) erecting warning signs at such a distance so as to provide adequate warning of the structure. <p>Note: Access controls are approved by the District Manager</p>
ID#	Hand Held Version	Form Version	13: Specific Conditions TSL Schedule "A"
1301	TSM Notified	TSM Notification Requirements discussed	<p>Part 1.00 Administrative clauses (if applicable)</p> <p>1.01 The Licensee must notify the Timber Sales Manager of the date that the Licensee intends to begin timber harvesting or road construction at least [Number of days] days before the date that the Licensee intends to begin either of those activities, informing the Timber Sales Manager of the date that the Licensee intends to begin each of those activities respectively and, if the Licensee intends to stop operations on the cutting authority area for longer than 14 consecutive days, the Licensee will notify the Timber Sales Manager within 5 working days of after the commencement of that shutdown, and notify the Timber Sales Manager at least 2 working days before recommencing operations on the cutting authority area.</p>
1302	Dangerous trees	Dangerous tree clauses discussed	<p>Part 2.00 Dangerous tree clauses (if applicable)</p> <p>2.01 The Licensee may cut a tree that is reserved from cutting and is located within the cutting authority area if the person authorized by the Licensee reasonably believes that</p> <ul style="list-style-type: none"> (a) the tree represents a safety hazard, and (b) a "no work zone" does not need to be established. <p>2.02 The Licensee must not buck or remove any tree felled pursuant to paragraph 2.01 without first notifying of the Timber Sales Manager.</p> <p>2.03 The Licensee may cut a tree outside of the cutting authority area if a person authorized by the Licensee reasonably believes that the tree represents a safety hazard, and</p> <ul style="list-style-type: none"> (a) the Licensee must not buck or remove that tree without first notifying the Timber Sales Manager
1303	Environmental	Environmental clauses discussed	<p>Part 3.00 Environmental clauses (if applicable)</p> <p>3.04 The Licensee must</p> <ul style="list-style-type: none"> (a) supply, use and maintain at least one self-contained chemical toilet for every ten (10) persons working in the cutting authority area on or near a landing approved by the Timber Sales Manager when conducting operations under this licence, and (b) discharge those toilets only at an approved disposal site that is not on the cutting authority area. <p>3.05 The licensee must create an average of [number] wildlife stubs/ha reasonably dispersed across the cutting authority area by</p> <ul style="list-style-type: none"> (a) selecting suitable coniferous and deciduous trees of at least [number] cm. diameter (breast height), and (b) cutting those trees to a height of no less than [number] metres above the ground. <p>3.03 The Licensee will leave between [number] and [number] piles of debris per hectare on each cutblock in the cutting authority area, and each pile will be</p> <ul style="list-style-type: none"> (a) approximately [number] metres in height by [number] metres wide by [number] metres long, and (b) located between [number] metres and [number] metres from the cut block boundary.

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1304	Harvesting	Harvesting clauses discussed	<p>Part 4.00 Harvesting clauses (if applicable)</p> <p>4.01 The Licensee must full-tree skid all cut trees to landings or roadside locations situated within either the cutting authority area or the area of a Road Permit issued in accordance with this Licence.</p> <p>4.02 The Licensee must yard timber by means of overhead cable systems within [unit, block number] as outlined on the site plan map accompanying this licence.</p> <p>4.03 The Licensee may use trees located outside of the cutblock boundary for the purpose of tail holds or anchor trees when conducting operations under this licence, but the Licensee must not damage any tree that is used for that purpose.</p> <p>4.04 The Licensee must use only a horse to yard timber within the cutting authority area.</p> <p>4.05 The Licensee</p> <ul style="list-style-type: none"> (a) must use only a horse to yard timber within the cutting authority area, (b) may use a tractor or other piece of motorized skidding equipment on landings, spur roads or haul roads, and (c) where the Licensee uses a rubber-tired or tracked vehicle, must ensure that the vehicle does not exceed [number] metres in width. <p>4.06 The Licensee must remove the tops and limbs from all logs or trees prior to skidding and must disperse the tops and limbs evenly across the block in a manner that will not cause accumulations.</p> <p>4.07 The Licensee must pile and dispose of all roadside and landing debris.</p> <p>4.08 The Licensee must</p> <ul style="list-style-type: none"> (a) rip all landings, and (b) revegetate those landings using a suitable mix of grass seed. <p>4.09 The Licensee, wherever practicable, must conduct operations in a manner that will not result in debris accumulating within [number] metres of standing trees, immature trees and seedlings, or otherwise negatively impact other resource values or private property.</p> <p>4.10 If the Licensee pushes over, knocks over, or otherwise causes a tree to lean over, the Licensee must cut that tree, and if the Licensee chooses not to remove that tree, must</p> <ul style="list-style-type: none"> (a) buck that tree into lengths, and (b) lop and scatter all branches in such a manner that lengths and branches lie close to the ground and are clear of all reserved trees, immature trees and seedlings and private property. <p>4.11 Once the Licensee commences harvesting operations, the Licensee must, in cutblocks [name, number] fell all timber authorized for harvest, and except for material required to be dispersed, must yard all timber [number] centimeters in diameter or larger to landings or roadsides within the cutting authority area.</p> <p>4.12 The Licensee may remove only decked timber from within the cutting authority area.</p>
1305	Forest Health	Forest Health clauses discussed	<p>Part 5.00 Forest Health clauses (if applicable)</p> <p>5.01 The Licensee may cut and remove live trees that are either diseased or infested and are located not more than 50 metres outside of the cutting authority area.</p> <p>5.02 The Licensee must skid all (species) slabs containing live bark beetles to a landing or roadside located within the cutting authority area and remove, burn or otherwise dispose of those chunks and slabs.</p> <p>5.03 The Licensee must fell mistletoe infested trees that are situated within the cutting authority area that are within 100 metres (1.5 tree lengths) of immature timber.</p> <p>5.04 The Licensee must</p> <ul style="list-style-type: none"> (a) use pheromone bait suitable for mountain pine beetle on a 50 metre X 50 metre grid, in those parts of the cutting authority area where harvesting operations have not commenced, and (b) ensure that the baiting is deployed by [Date (with 4 digit year)] on those parts of the cutting authority area where harvesting operations may not be completed before the estimated annual flight period of the mountain pine beetle begins. <p>5.05 The Licensee must cut all standing lodgepole pine timber that is over [number] centimetres in height.</p> <p>5.06 Upon commencing operations on the cutting authority area, and subject to Schedule B (Reserved Timber), the Licensee must dispose of all Crown timber that</p> <ul style="list-style-type: none"> (a) meets the timber merchantability specifications, and (b) the Licensee is authorized to harvest within the cutting authority area but, at the Licensee's discretion has not been removed from the cutting authority area (the remaining timber) by ensuring that the remaining timber is cut and yarded to a roadside or landing and either (c) chipped, (d) burned, or (e) disposed of by other means.

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1306	Other Utilities	Other utilities and occupiers clauses discussed	<p>Part 6.00 Other Utilities & occupiers of land clauses (if applicable)</p> <p>6.01 The Licensee must not unreasonably interfere with the exercise of the following rights of use or occupation held by the following person(s): (a) [Describe each person and the rights held by that person] and must notify that person or each of those persons at least 14 days before commencing activities on the cutting authority area.</p> <p>6.02 The Licensee, before commencing operations on the cutting authority area, must (a) identify the location of each water intake and pipeline and, (b) locate and mark every skid trail that will cross an intake or pipeline.</p> <p>6.03 The Licensee (a) must repair any improvement belonging to a third party that is damaged because of operations conducted under this licence, and (b) if the Licensee fails to repair an improvement, must pay the full cost a repair completed by another person.</p> <p>6.04 The Licensee, before operating within two tree lengths of a statutory right-of-way, utility, or private property, must (a) notify the offices of [appropriate agency] at least seven (7) days before commencing those operations and (b) comply with that party's guidelines and applicable Workers' Compensation Act regulations in respect of conducting activities in the vicinity of that right-of-way.</p> <p>6.05 The Licensee must (a) before commencing operations in the vicinity of a recreation trail, post signs on the trail warning of those operations, (b) not skid logs along the trail, and (c) repair any damage to the trail surface, cut banks, or other structures caused by the cutting or removal of timber.</p> <p>6.07 The Licensee will comply with the terms and conditions of a Site Alteration Permit issued to BC Timber Sales under Section 12 of the Heritage Conservation Act, to the extent that the aforesaid Permit applies to the cutting authority area, by (a) collecting and labelling [number] stem round samples, and (b) delivering those stem round samples to the BCTS field team office before [Date (with 4 digit year)].</p>
1307	Roads	Road clauses discussed	<p>Part 7.00 Road clauses (if applicable)</p> <p>7.01 The Licensee will (a) enter into a road maintenance agreement with the [Association Name] 'Road User Association' for payment for the use of the roads that the Association must maintain and which the Licensee will use to transport logs from the cutting authority area, (b) not commence timber harvesting on the cutting authority area until the Licensee provides a copy of that agreement to the Timber Sales Manager, and (c) pay to the Road User Association the road use fee in the amount and in the manner specified in that agreement.</p> <p>7.02 The Licensee will (a) enter into a Standard Road Maintenance Agreement (FS1287) with the maintainer of a Forest Service Road and the holder of any road permit for those aforementioned roads that the Licensee will use to transport logs from the cutting authority area, (b) provide a copy of that signed Agreement to the Timber Sales Manager, (c) not commence timber harvesting until a copy of that Agreement is provided to the Timber Sales Manager, and (d) pay the road use fee in the amount and in the manner specified in that agreement to the maintainer or road permit holder, as the case may be.</p> <p>7.03 The Licensee must construct roads authorized under this Licence or in a Road Permit issued in association with this Licence within [number] months of the commencement of the term of this Licence.</p>
1308	Silviculture	Silviculture clauses discussed	<p>Part 9.00 Silviculture clauses (if applicable)</p> <p>9.01 The Licensee must create a minimum of [number] plantable spots per hectare dispersed throughout each cutblock in the cutting authority area.</p> <p>9.02 Where cut or decked timber remains on the cutting authority area after [Date (with 4 digit year)], the Timber Sales Manager may require that the Licensee pay to the government immediately upon receipt of a notice, statement or invoice issued on behalf of the government, and in addition to any payment required under part 11.00 of this licence, an amount equal to the Timber Sales Manager's estimate of the silviculture costs that the Timber Sales Manager could reasonably expect to incur as a result of the Licensee not removing the cut or decked timber from the cutting authority area by that date.</p> <p>9.03 The Licensee must prune those dominant and co-dominant conifers marked by [colour] [paint or ribbon] so that a minimum of [number] percent of the crown is removed.</p>

1309	Skid Trails	Skid trail clauses discussed	<p>Part 10.00 Skid Trail clauses (if applicable)</p> <p>10.01 The Licensee must adhere to all skid trail locations identified within the wildlife tree patch as outlined on the harvest plan map and located in the field.</p> <p>10.02 The Licensee must ensure that all skidding equipment is operated only on existing or authorized skid trails and roads.</p> <p>10.03 If the Licensee determines that excavated skid trails are required, the Licensee must</p> <ul style="list-style-type: none"> (a) mark the location of those trails in the field, (b) build those trails using an excavator, (c) rehabilitate those trails, and (d) revegetate rehabilitated trails using a suitable grass seed mix following completion of operations. <p>Note (re skid trail rehabilitation):</p> <ul style="list-style-type: none"> • Use Requirement 1309 for inspecting conformance to excavated and bladed skid trail rehabilitation requirements where these requirements are included under Schedule A, Part 10 of the TSL document, or • Use Requirement 0403 (Soil disturbance limits for a cutblock) where excavated and bladed skid trail rehabilitation requirements are not included under Schedule A, Part 10 of the TSL document. This would be inspected as a potential (non)compliance to FPPR s. 35.
1310	Slashing	Slashing clauses discussed	<p>Part 11.00 Slashing clauses (if applicable)</p> <p>11.01 The Licensee must cut all live trees three (3) metres and over in height within the cutting authority area.</p>
1311	Timber Processing	Timber processing clause discussed	<p>Part 12.00 Timber processing clause (if applicable)</p> <p>12.01 The Licensee, during the term of this Licence and in the timber processing facility identified in the Licensee's Application for Registration, must process a minimum volume of [number] cubic metres of timber, either harvested from or received in trade for timber from the cutting authority area, or otherwise purchased.</p>
ID#	Hand Held Version	Form Version	14: Specific Conditions of Licence, Road, Log Dump Permit or Contract
1405	Construction Specs	Construction specifications discussed	Schedule R; Part 3.00, Appendix 1.
1411	Log dump	Log dump permit conditions discussed	As per applicable log dump construction schedules in permit and/or contract
ID#	Hand Held Version	Form Version	80: Sustainable Forest Management Certification
8001	SFM Requirements	SFM Requirements met	Review the sustainable forest management plan that your BA is part of and ensure the LPC understands their requirements
ID#	Hand Held Version	Form Version	90: Business Area Specific Requirements
9601	BA Specific Requirements	Resource Road Frequencies discussed	<ul style="list-style-type: none"> • Describe the Resource Road Frequencies applicable to the area • Review other radio frequencies as required • Provide a map if required • Review information provided in EMS Binder on Resource Road Frequencies
9602	BA Specific Requirements	TSG Water and Aquatic Habitat Management Guide discussed	<ul style="list-style-type: none"> • Helps us meet our commitment under SFI to have best management practices for water quality management • Review of this document is required when works are prescribed to be active around fish streams or other fish habitat features • Document provides an overview of requirements from both provincial and federal legislation and regulation • Review information provided in EMS Binder
9603	BA Specific Requirements	FPIInnovations – Erosion and sediment control practices guidance discussed	<ul style="list-style-type: none"> • Refer to FPIInnovations (2007). <i>Erosion and sediment control practices for forest roads and stream crossing, a practical operations guide</i> • Helps us meet our commitment under SFI to have best management practices for water quality • Provided to staff and multiphase contractors to ensure that works are planned to minimize sedimentation and erosion • Available through EMS website, and also provided in EMS Binder, Links to Local TSG Guidance and Procedures
9604	BA Specific Requirements	Ground Based Harvesting Guidelines	<ul style="list-style-type: none"> • Helps us meet our commitment under SFI to have best management practices for water quality • Provided to multiphase contractors to be used TSG-wide as ground based harvesting guidelines in Site Plans • Inform Foresters that if changes are required to the document, they can be vetted through the Certification Committee for BA wide adoption • Provided to any TSL Holder where ground based harvesting or temporary access trails are prescribed • Review information provided in EMS Binder

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9605	BA Specific Requirements	De-Stumping Guidelines discussed	<ul style="list-style-type: none"> Helps us meet our commitment under SFI to have best management practices for water quality Provided to multiphase contractors to be used TSG-wide as de-stumping guidelines in Site Plans Inform Foresters that if changes are required to the document, they can be vetted through the Certification Committee for BA wide adoption Provided to any TSL Holder where de-stumping is prescribed Should also be used for de-stumping contracts Review information provided in EMS Binder
9606	BA Specific Requirements	Species at Risk, Migratory Birds, At Risk Ecological Communities discussed	<ul style="list-style-type: none"> Helps us meet our commitment under SFI to maintain or advance the conservation of species at risk, migratory birds, and ecologically important sites Review information provided in EMS binder for applicable Forest District – information is provided to permit field identification of species that can be expected to be encountered during active operations that were not previously identified during planning For multiphase contractors, also discuss requirement to review Species At Risk, Migratory Birds, At Risk Ecological Communities presentation for current year (available through the EMS website)
9607	BA Specific Requirements	TSG Open Burning Checklist discussed	<ul style="list-style-type: none"> Provided to Road Construction Contractors and TSL Holders to provide a thorough guide of best management practices prior to burning debris Review information provided in EMS Binder
9608	BA Specific Requirements	TSG Wet Weather Shutdown discussed	<ul style="list-style-type: none"> Provided to multiphase contractors to be used TSG-wide as wet weather shutdown guidelines in Site Plans Provided to LPCs as guidance on when rainfall shutdown should be enacted in order to protect both the environment and worker safety Review information provided in EMS Binder Discuss need to monitor rainfall at worksite using a rain gauge
9610	BA Specific Requirements	Temporary Shutdowns discussed	<ul style="list-style-type: none"> Discuss expectations at temporary shutdown, including ensuring natural drainage patterns, managing water in and around roads, removing industrial waste, site maintenance, ditchline maintenance, culvert maintenance, addressing safety hazards, and restricting access for safety reasons Ensure that LPCs know about the requirement to perform a self-inspection prior to leaving the site during a temporary shutdown Encourage LPC to inform BCTS when temporary shutdown will commence and end
9611	BA Specific Requirements	Loading Channels discussed	<ul style="list-style-type: none"> Inform LPCs of availability of free loading channels for on-site communication Potentially provide recommended channels to avoid conflict with adjacent operations Review TSL and Contract clauses that require monitoring of Loading Channels at all times while site is active Discuss appropriate location to commence use of Loading Channel (i.e. after Prime Contractor sign) Ensure that LPCs are aware of the purpose of Loading Channel implementation: to ensure adequate communication for all employees and visitors at active worksites to protect worker safety
9612	BA Specific Requirements	Invasive Plants & Grass Seeding Requirements discussed	<ul style="list-style-type: none"> Question 0602 of the Harvesting Prework Checklist already addresses FPPR S. 40 which requires grass seeding for the purpose of revegetating erodible soils at roadside within 2 years. There are also grass-seeding requirements for the purpose of mitigating colonization of invasive plants on soils that are disturbed as a result of harvesting or road construction activities. Where identified during planning, grass-seeding prescriptions will be included in Site Plans and communicated to License holders on operational documents, such as the maps. Ensure LPCs are aware of priority invasive plants as identified in the applicable FSP Review invasive plant information included in EMS Binders, which provides expected actions to be taken if invasive plants are identified in the field, as well as field identification information Ensure Silviculture Contractors are aware of the need to inform BCTS when invasive plants are noticed as establishing in harvest areas post harvest (BCTS will action grass-seeding required) Ensure that TSL Holders are aware of their obligations to conduct grass seeding as per the FSP measures for invasive plants Ensure Road Construction Contractors are aware of their obligation to conduct grass seeding as per contract clauses and prescriptions
9614	BA Specific Requirements	Community Watershed ERP & Contact List discussed	<ul style="list-style-type: none"> To be used when harvesting or road construction/maintenance/deactivation/reactivation in a Community Watershed is prescribed The ERP is a supplement to the EMS ERP that is always required (ie. both documents must be used). The Contact List must be completed by Planning and the field team prior to start of operations and reviewed at the prework.

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9621	BA Specific Requirements	Professional assessments supporting prescribed project plans	<ul style="list-style-type: none"> When the TSL holder encounters unforeseen circumstances, and/or plans to carry out activities in a way that is different than described in the plan, the TSL holder must employ the services of a Forest Professional. As well, following completion of primary forest activities, the TSL holder must submit a conformance certificate, signed by a Forest Professional, that confirms the completed activities are consistent with the applicable FSP results and strategies. When preparing or amending a plan, the Forest Professional will need to consider the professional assessments that informed the original project plans prepared by BCTS. It is the responsibility of the TSL holder to carry out or re-visit professional assessments as necessary to ensure the activity will be safe, as well as consistent with the obligations and objectives originally set out in the TSL package. For more details about professional project plan requirements refer to: Advisory Bulletin No. 2015/09/22 – Having a Plan. At the request of the TSL holder, copies of the completed professional assessments may be provided by the BCTS representative in print or via Safe File Transfer System (SFTS) – this is the OCIO recommended tool to share confidential content. For more SFTS user manuals, refer to filetransfer.gov.bc.ca - /docs/. Pework notes will comprehensively summarize the professional assessments that may be provided or requested during the prework meeting. This may include: <ul style="list-style-type: none"> Terrain Stability Field and Gully Assessment(s) Avalanche Assessment(s) Visual Impact Assessment(s) Wildlife Assessment(s) Archaeological Impact and Cultural Heritage Resource Assessment(s) Forest Health Survey(s) Windthrow Assessment(s) Riparian Assessment(s) Soil Hazard Assessment(s) TSL holders are encouraged to have their forest professional attend the pre-work, as this is when professional responsibility is transferred to the TSL holder.
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If any requirement is a “No”, it must be included in actions below. There may be additional actions that follow but at the time of the pre-work indicate the immediate actions that the Licensee agrees to. In a hand held application, the “No” would trigger an auto populate ID #, requirement statement into the actions below.

Keep in mind that BCTS does not provide a safety program to our contractors or licensees but rather monitors at levels commensurate with our obligations their discharge of contract or licence expectations. This will alter the nature of actions and follow up required for negative safety observations and should be guided by the safety manual and applicable document conditions.

As a Word document or as a form there will be room for 2 actions after which additional pages must be added. In the hand held application any number of actions can be added.

In a hand held application the actions would generate and populate an action plan in Cengea Forest - Resources.

	ID #	CORRECTIVE ACTION – 1		
		Requirement:	Responsibility:	
	Description:		Target Date: Click here to enter a date.	Completion Date: Click here to enter a date.
	Corrective Action:		Follow-up:	
	ID #	CORRECTIVE ACTION – 2 (add extra sheets for more actions)		
		Requirement:	Responsibility:	
	Description:		Target Date: Click here to enter a date.	Completion Date: Click here to enter a date.

	Corrective Action:		Follow-up:
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ISSUE(S)	Complete Incident Report Form for each incident type. Enter in Issue Tracking System (ITS) linked to the Pre-work. ITS required for significant or repeat non-conformance, potential non-compliance, or Incident (as defined in EOP-04).	Issue #:	Issue Type: _____
		Issue #:	Issue Type: _____

Action Plans for both safety & EMS requirements should be generated for corrective and preventative actions, as agreed to by the inspector and the Licensee / Contractor. An Action Plan should be the process followed for the majority of findings. Creation and documentation of an Action Plan (including closure) is required to show diligence in following up on non-conformances identified during pre-works and inspections. Local guidance may also be available.

An EMS Incident (with entry into Cengea ITS) is generated in the case of a reportable spill, fire, or landslide, significant non-conformance to BCTS management systems (SNC) or potential non-compliance with legislation (PNC) – local guidance may be available to determine what qualifies as a SNC or PNC. Typically a PNC decision for an issue is when the finding has been reported to C&E, or the PNC has led to an impact that was intended to be avoided. For a SNC the decision should again be in regard to whether an impact occurred or not, or if the SNC was a systematic breakdown and Timber Sales staff intends to proceed with contract or TSL action, i.e. Notice to Comply, Notice to Suspend, or Stop Work Order.

A safety incident would be generated in cases where the LPC has contacted BCTS with a hazard they believe to be the responsibility of BCTS, or potentially if BCTS staff have identified a safety issue on the LPC worksite which they have reported to WSBC. In the case of an LPC incident or close call, the Licensee or Contractor would follow their own incident investigation process as required by their safety program. BCTS would use the ITS process to investigate any portions of the incident / close call for which BCTS or the Licensee / Contractor felt may have been contributed by BCTS planning of operations and practices during operations (block & road layout, or other operations nearby etc).

In the case of an LPC incident or close call where BCTS staff was exposed, the incident would be investigated in two parts. A) The role that BCTS may have played in the LPC incident would be entered into Cengea ITS as a safety issue and investigated through the ITS system. B) The safety aspects related to the BCTS staff member would be investigated through the process described in chapter 15 of the safety manual. For privacy reasons, any investigations for incidents / close calls in which BCTS staff were directly involved will not be entered into Cengea ITS.

Section E	GENERAL PRE-WORK COMMENTS	
	(Reference Requirement ID # where appropriate, add extra sheets for more comments)	
	Pre-Work delivered by: _____	Received by: _____
Signature X: _____	Signature X: _____	
I accept receipt of this pre-work and am in agreement with the stated actions.		

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Attachment:	Additional Pages <input type="checkbox"/>	Photos <input type="checkbox"/>	Maps <input type="checkbox"/>	Date of Delivery to Licensee:	Delivery Method:
	Correspondence <input type="checkbox"/>	Incident Report <input type="checkbox"/>	Other <input type="checkbox"/>	Click here to enter a date. _____	On-site <input type="checkbox"/> Email <input type="checkbox"/>
				Planned Inspection Date:	Fax <input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivered <input type="checkbox"/>
				Click here to enter a date. _____	

General comments do not generate actions. However the inspector can indicate where a condition was borderline, and can be useful information for subsequent inspections. The inspector can also clarify exactly where and what was reviewed and by default what was not reviewed to provide due diligence for the inspector in the event of a discovery later on.

In Cengea Forest - Resources and in the Hand Held application this comment section will be one free text field. Lines on the form are only to facilitate use as the form in the field.

Section F	ADDITIONAL PERSONNEL RECEIVING PRE-WORK				
	Name (print)	Signature	Employer	Pre-Work delivered by	Date of Pre-Work delivery