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## BC Farm Industry Review Board

April 16, 2021

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### DELIVERED BY EMAIL

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Executive Director  
BC Broiler Hatching Egg Commission

Bill Vanderspek  
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BC Turkey Marketing Board

Robert Delage  
General Manager  
BC Milk Marketing Board

Coreen Rodger Berrisford  
General Manager  
BC Cranberry Marketing Commission

Christine Koch  
General Manager  
BC Hog Marketing Commission

André Solymosi  
General Manager  
BC Vegetable Marketing Commission

Dear All:

Thank you again for your assistance with the preparation and finalization of the recent 2021 Public Accountability and Reporting Project (PARP) Report for the 2019 reporting period. BCFIRB is now commencing the reporting process for the 2020 reporting period, appreciating that each board has its own time reporting cycle for the purposes of PARP.

Please find attached two documents: the 1) The 2021 Public Accountability and Reporting Project (PARP) Reporting Guide; and 2) Templates in an Excel spreadsheet format to support the PARP reporting cycle.

The 2021 PARP Reporting Guide and Templates contains some revised and enhanced definitions and reporting measures and instructions from those provided in 2019. These refinements and additions reflect the feedback received from commodity boards in 2019 and 2020. The measures and instructions provided in 2019 no longer apply and have been replaced with the PARP Reporting Guide and PARP Templates attached.

The use of these Templates proved very successful for the last reporting period, but if you have any questions or concerns, please let us know.

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## **Board Specific PARP Reporting**

There are sections where BCFIRB is asking your boards to define unique characteristics for your sector, such as types of production or farm size definitions. While we have provided broad examples of how a board might report within the Templates, it is the responsibility of each board to define the relevant details that will support their overall reporting and help them to capture the details that are specific to their sector. If you feel you need to modify a Template to better capture a reporting measure for your sector, please contact BCFIRB staff to discuss.

If you have any questions regarding the PARP Reporting Guide, or the PARP Templates spreadsheet, please contact Kirsten Pedersen or Wanda Gorsuch. We are also happy to hold a Zoom information session later this spring for any commodity board staff that have questions about the Guide or Templates. Please let us know if you are interested in this.

## **2021 PARP Deliverable and Due Date**

In an effort to minimize the impact of the reporting process, BCFIRB only requires boards to complete the Templates in the Excel spreadsheet format, as opposed to developing or creating a separate written report. Boards that wish to supplement their Templates with a short report or any additional materials can of course do so, but this is not a BCFIRB requirement. We also ask that boards make their Template information, and any other accompanying information they provide to BCFIRB, publicly available.

BCFIRB plans to publicly release another PARP Summary Report in late 2021 or early 2022 based on the information provided in your Templates.

Your PARP Templates, and any accompanying information, are due to BCFIRB by August 15, 2021 for your reporting period (e.g., 2020).

Thank you again for assistance with this important initiative.

Yours truly,



Kirsten Pedersen

### **Attachments**

PARP Reporting Guide

PARP Templates Excel Spreadsheet

cc: Al Sakalauskas, Vice Chair, BCFIRB  
Commodity Board Chairs  
Wanda Gorsuch, Manager, Issues and Planning  
BCFIRB Website