



**Species of Management Concern
Standard Operating Procedure**
Kamloops Business Area
2023-04-01

INTRODUCTION

This Species of Management Concern (SOMC) Standard Operating Procedure (SOP) is intended to provide guidance to all BCTS staff and contractors. BCTS is committed to manage Species at Risk identified through federal and provincial legislation, as well as to meet Sustainable Forest Management certification requirements. Additionally, some species and species habitat features do not have legal requirements but are still recognized by BCTS as needing additional management guidance. Together these species are referred to as SOMC. The corporate framework on the development of SOMC programs is outlined in the provincial [BCTS SOMC Guide](https://intranet.gov.bc.ca/assets/intranet/flnrord/bcts/tos/sustainability/somc/somc_program_guide.pdf) (https://intranet.gov.bc.ca/assets/intranet/flnrord/bcts/tos/sustainability/somc/somc_program_guide.pdf).

SCOPE

This SOP covers all aspects of forestry planning, block and road development. It includes and applies to relevant Business Area staff, licensees, and contractors working for BCTS.

The SOP applies to the Kamloops Business Area Focus List.

This SOP applies to the July 2022 species Focus Lists (animals and plants) located:

on TKA's internal library folders:

G:\BCTS\TSO_Library\Best Forestry Practices\Wildlife\SOMC-Species of Management Concern

as well as TKA's Forest Certification website:

[BC Timber Sales - Business Area Environmental Management System \(EMS\) and Sustainable Forest Management \(SFM\) - Province of British Columbia \(gov.bc.ca\)](#)

- *This SOP applies to the TKA SOMC Focus List that was developed through the corporate program using the methodology outlined in the provincial BCTS SOMC Guide. The Focus List was reviewed and updated on March 8, 2023.*

This SOP applies to all TKA's operations within the following areas:

- *BCTS Operations in the 100 Mile House, Kamloops, Lillooet, and Merritt TSA's and TFL 18.*



OBJECTIVES

1. Define the various steps and procedures that are required to occur at different operational stages to effectively manage and protect Species of Management Concern.
2. Identify who have the responsibility to complete the procedures outlined in this SOP.
3. Meet legal and Sustainable Forestry Management certification obligations.
4. Educate BCTS staff, Licensees, Permittees, and Contractors in the identification, and management of Species of Management Concern.

STANDARD OPERATING PROCEDURE

1. SOMC Program Maintenance	
Procedure	Responsibility
Annually check the SOMC intranet site: (https://intranet.gov.bc.ca/for/bcts/sustainability/sustainability/species-of-management-concern) for updates to the materials. Ensure the current version of these products are used as the BA SOMC Focus List and for training. Complete updates as necessary before training and distribution of SOMC materials to the CSO prior to beginning of field season.	Planning Officer
Where appropriate, annually engage the services of a qualified registered professional to review and update SOMC program materials (Focus List, field cards, awareness sheets) to reflect changes in regulations or conservation status, occurrence information, certification requirements, or management direction that must be considered. Complete updates as necessary before training and distribution of SOMC materials.	Planning Officer RPBio
2. TRAINING and AWARENESS	
Procedure	Responsibility
Conduct SOMC awareness training session for BCTS staff and multi-phase contractors. Training is to be completed at contract start and a recommended frequency of at least every 2 years; attendance must be recorded. At a minimum training content should include background on legal and certification requirements related to SOMC as well as a review of the local Focus List species and available resources.	CSO Contract Coordinators
Provide all BCTS field staff and multi-phase contractors with training materials, applicable SOPs / Best Management Practices, and reference materials to be used for species recognition and management in the field.	CSO Contract Coordinators
TSL holder awareness training will occur at pre-work meetings as described in Section 4.	Woods Supervisor – Harvesting Harvest Technician



3. PLANNING	
Procedure	Responsibility
<p>Prior to starting any block or road layout works, identify any known occurrences of SOMC or their habitat as part of the Development Ready process. If occurrences are identified, discuss the management implications with the Practices Forester.</p> <ul style="list-style-type: none"> ○ <i>Review the BC CDC species at risk mapping to identify any known occurrences of SOMC.</i> ○ <i>Review known locations of SOMC habitat features such as dens, raptor nests, confirmed breeding areas.</i> ○ <i>Review the established (approved) and draft (proposed) WHA layers and their General Wildlife Measures to ensure there is no conflict.</i> 	<p>Planning Forester</p>
4. PRE-WORKS	
Procedure	Responsibility
<p>For planning and development contracts (e.g., cutblock and road layout, multi-phase, road construction, etc.) -- Review the following:</p> <ul style="list-style-type: none"> ● Species of Management Concern Focus List ● Wildlife features in the vicinity of the planned activities ● Management strategies to be considered (from legal orders, FSP, BA SOP's, etc.) ● Reporting procedure if a species occurrence is identified 	<p>Contract Coordinators</p>
<p>For TSLs --Review the following:</p> <ul style="list-style-type: none"> ● SOMC operator awareness sheet ● Wildlife features in the vicinity of the planned activities ● BCTS' plan to manage any known features including timing restrictions or any other requirements for the TSL, as well as any relevant results and strategies in the FSP ● Reporting procedure required by the EMS if a species occurrence is identified. 	<p>Woods Supervisor - Harvesting, Harvest Technician</p>
5. FIELD ASSESSMENT	
Procedure	Responsibility
<p>Provide all BCTS field staff and contractors with the SOMC Field Cards to be used for species recognition and management in the field.</p>	<p>Planning and Practices Foresters</p> <p>Contract Coordinators</p>



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<p>If a SOMC or SOMC habitat feature is identified in the field:</p> <ul style="list-style-type: none"> • Engage a qualified registered professional if required to confirm identification of a species or status of a habitat feature, • Follow the Field Action protocol on the Field Card, • Record relevant information, take photos and document the location, • Notify the Contract Coordinator. • <i>See Section 7. REPORTING for details on this requirement</i> 	<p align="center">Contract Coordinators</p> <p align="center">Contractors</p>
<p>Once a SOMC is identified, develop a specific management protocol using any additional supplemental species information, such as local BMPs or SOPs and/or by consulting a qualified registered professional.</p>	<p align="center">Practices Forester</p> <p align="center">Planning Forester</p> <p align="center">Contractors</p>
<p>Address the SOMC assessment findings and associated management strategies and requirements in both the Road and Block Site Plans, and their associated supporting documents. Requirements to manage SOMC must be noted in the Site Plan and TSL document. Ensure it is clear in the Site Plans, TSL, Highlights and Harvest Plans as to the specific management strategies for the SOMC.</p>	<p align="center">Practices Forester</p> <p align="center">Contractors</p>
<p>Identify the location of known occurrences of SOMC habitat features on the Site Plan, Road Construction and Harvest Plan maps. Identify any areas of concern or timing restrictions relating to the management of the identified features, including any species or site specific management requirements, if applicable.</p>	<p align="center">Practices Forester</p> <p align="center">Contractors</p>
<p>Submit the spatial location of the identified SOMC or SOMC habitat feature to BCTS as per the <i>“Digital Submission Standards – User Guide”</i>, including all the necessary data required to report the occurrence to the BC Conservation Data Centre.</p>	<p align="center">Practices Forester</p>
<p>When the Final Development Package submission is received, update the local BCTS spatial layer to include any SOMC habitat features identified as part of the development.</p>	<p align="center">Practices Forester</p> <p align="center">BCTS GIS</p>



6. FOREST OPERATIONS	
Procedure	Responsibility
Insert any relevant clauses or wording related to timing restrictions or other management requirement associated with the SOMC or SOMC habitat feature into the TSL Highlights or other contractual documents. Wording of any such clauses should be reviewed by BCTS Provincial Operations to ensure enforceability.	Engineering Technologist Operations Technologist
As part of the Harvest, Roads, and Silviculture pre-work process, notify contractors (road construction, site preparation) and TSL holders (road construction and harvesting) of the location of any known SOMC or SOMC habitat features, and any special management requirements associated with the features identified within a development area.	Engineering Technologist Harvest Technologist Silviculture Technologist
Monitor forest operations to ensure that all applicable SOMC management strategies are properly implemented by contractors and TSL holders operating within the BA. Follow the inspection and monitoring requirements established under the BA's Environmental Management System (EMS).	Engineering Technologist Harvest Technologist Silviculture Technologist
If a previously unidentified SOMC or SOMC habitat feature is discovered during the forest operations, notify BCTS immediately. <i>See Section 7. REPORTING for details on this requirement.</i>	TSL Holder Contractor
For forest operations under BCTS Contract --If a previously unidentified SOMC or SOMC habitat feature is discovered, develop, and implement a specific management protocol for the species using the species supplemental information or by consulting a qualified registered professional. Modify the 'works' contract if/as required to implement the associated protocol.	Contract Coordinator (Practices Forester, RPBio Contractor)
For forest operations under TSLs --If a previously unidentified SOMC or SOMC habitat feature is discovered by the licensee, support as required to create and implement a management protocol for the species or feature. Methods to support could include sharing any relevant BCTS protocols / procedures, or providing professional advice to develop a management protocol.	Harvest Technician (Practices Forester, RPBio Contractor)



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<p>If a previously unidentified SOMC or SOMC habitat feature is discovered during harvesting, road construction, or site preparation and the applicable First Nation has requested to be notified, the Practices Forester will notify the Planning Forester/Indigenous Relations Liaison, who in turn will notify the First Nation as soon as possible after discovery.</p>	<p align="center">Contract Coordinator Harvest Technician</p>
<p>During and at the completion of harvesting, road construction, or site preparation as part of the periodic inspections and monitoring required under the BCTS EMS, assess adherence to any SOMC requirements such as timing windows or protection of habitat features. If any SOMC requirements were not met, conduct an EMS Incident Investigation ensuring details are documented on the Incident Report Form (CHK-009) and entered into the LRM EMS Certification Module. Notify Practices Forester and CSO. If you suspect a potential non-compliance with a legal requirement, C&E must be notified.</p>	<p align="center">All staff Woods Supervisors</p>

7. REPORTING	
Procedure	Responsibility
<p>Submit occurrences of SOMC or SOMC habitat features to the BC Conservation Data Centre, using the Incidental Observations submission process (https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/wildlife/wildlife-data-information/submit-wildlife-data-information). Note: Species to be reported to the BC CDC include all Red or Blue-listed species and their nests or dens, species included on Schedule 1 of the <i>Species at Risk Act</i> and their nests or dens.</p>	<p align="center">All staff Woods Supervisors</p>

8. CONTINUOUS IMPROVEMENT	
Procedure	Responsibility
<p>On an annual basis, review the business processes relating to the BA's SOMC management and update the processes, as required.</p>	<p align="center">Planning Officer</p>

Additional SOMC Resources

BC Conservation Data Centre:

- iMap tool [Conservation Data Centre \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/wildlife/wildlife-data-information/submit-wildlife-data-information)
- Species and Ecosystem Explorer [Search Criteria \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/wildlife/wildlife-data-information/submit-wildlife-data-information)
- Submit Wildlife and Plant Data – Incidental Observations [Submit Wildlife / Plant Data and Information - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/wildlife/wildlife-data-information/submit-wildlife-data-information)

BCTS SOMC Intranet Site [Species of management concern - Ministry of Forests \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/wildlife/wildlife-data-information/submit-wildlife-data-information)

Government Plants, Animals and Ecosystems Website [Plants, Animals & Ecosystems - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov/content/environment/plants-animals-ecosystems/wildlife/wildlife-data-information/submit-wildlife-data-information)