



# TIMBER SALE LICENCE & PERMIT OPERATIONS INSPECTION REPORT

**BCTS CHK-007**  
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<b>Section A</b>	<b>Business Area:</b>		<b>Field Team:</b>		<b>ORCS/ARCS File(s):</b>		<b>Date of Inspection:</b>			
	<b>Timber Sale Licence:</b>		<b>Road Tenure:</b>		<b>Log Dump Permit:</b>		<b>Inspection Type:</b>			
	<b>Licensee:</b>		<b>Agent:</b>		<b>On-site Supervisor:</b>		<b>Geographic Location:</b>			
<b>Section B</b>	<b>Inspection Detail &amp; Activity Status</b>		Indicate which Blocks & Road Permit were inspected. / Percent % of Work Completed is an ocular estimate only. Inspection Method (INSP): D = Detailed Observation, G = General Observation / Note: Block access is in-block roads only.							
	<b>Block</b>	<b>INSP</b>	<b>Block</b>	<b>INSP</b>	<b>Block</b>	<b>INSP</b>	<b>Block</b>	<b>INSP</b>	<b>Road Permit</b>	<b>INSP</b>
	Access: _____		Access: _____		Access: _____		Access: _____		R/W Falling: _____	
	Falling: _____		Falling: _____		Falling: _____		Falling: _____		Sub-grade: _____	
Yarding: _____		Yarding: _____		Yarding: _____		Yarding: _____		Final Grade: _____		
Loading: _____		Loading: _____		Loading: _____		Loading: _____		Structures: _____		
<b>Active during Inspection</b>				<b>Road Activities</b>		<b>Structure Work</b>		<b>Log Dump Activities</b>		
<b>Harvesting Activities</b>				Construction		Structure Install		Construction		
Falling				Maintenance		Engineered Earthworks		Maintenance		
Skidder/Hoe Forwarding				Deactivation		Structure Removal		Deactivation		
Cable Yarding				Rehabilitation		Deactivation		Rehabilitation		
Helicopter Logging										
Decking and Processing										
Loading & Hauling										
Equip. Mob or Demob										
Other (Specify): _____										
<b>Section C</b>	<b>Requirement ID # &amp; Status</b>		Yes: Inspector's opinion requirement is being met. <b>Comments optional</b> – Section E No: Inspector's opinion of non-conformance requiring <b>Corrective Actions</b> – Section D or, Incident requiring Incident Root Cause Investigation <b>Issue(s)</b> – Section D. NI: Not inspected. NA: Not applicable. <b>Note:</b> Refer to Guidance Document for requirement detail.							
	<b>ID #</b>	<b>03: TSL – Safety Requirements</b>	<b>Status</b> Y N NI NA	<b>ID #</b>	<b>05: Legislative - Stream and Riparian Requirements</b>	<b>Status</b> Y N NI NA				
	0301	SAFE Company Status		0501	Road outside RMA, Cutting in RRZ, RMZ Retention as authorized					
	0302	No Safety concerns reported		0502	RMA Retention on Temperature Sensitive Streams followed					
	0303	No Unsafe conditions / acts reported (3.10)		0503	Stream Crossing to protect channels/mitigate disturbance followed					
	<b>ID #</b>	<b>04: Legislative - Area and General Requirements</b>	<b>Status</b> Y N NI NA	<b>ID #</b>	<b>06: Legislative - Road, Trail and Structure Requirements</b>	<b>Status</b> Y N NI NA				
	0401	Damage to the environment prevented		0601	Permanent Access Limits as per Site Plan followed					
	0402	Authorized Timber Harvesting specifications followed		0602	Re-vegetate Roads within 2 years followed					
	0403	Soil Disturbance Levels (Area & Roadside) as per Site Plan followed		0605	Road & Structures Constructed & Maintained to be Sound & Safe					
	0404	Landslide or Gully Process with Adverse Effects prevented		0606	Maintain Natural Surface Drainage Patterns in Road Construction					
	0405	Fan Destabilization resulting from activities prevented		0607	Build, Repair and/or Install Bridges & Culverts as designed					
	0410	Wildlife Tree Retention Areas Requirements followed		0608	Road Clearing Widths Appropriate for Conditions including Safety					
	0411	Coarse Woody Debris Retention per hectare followed		0609	Road Deactivation Requirements followed					
	0412	General Wildlife Measures followed		0610	Road Maintenance Requirements followed					
	0413	Resource Features followed		0611	48 Hour Notification for Road Works in Community Watersheds provided					
	0414	Wildlife Habitat Features followed		<b>ID #</b>	<b>08: Environmental Emergency Response Requirements</b>	<b>Status</b> Y N NI NA				
	0416	Smoke Venting Index checked for air quality/burning in a prescribed manner		0801	Env Emergency Response Plan onsite, location known					
	0417	FSP Results, Strategies & Measures followed		0802	Awareness of roles, responsibilities and procedures confirmed					
	0419	DM Notified of start or re-start of Harvesting & Road Construction								
	0420	Other Legislative Requirements (Federal & BC) followed								
0421	First Nations Requirements met									



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0803	Incident Reporting documented and reported		1213	Obtain approvals to cross land or join to a Forest Service Road	
0804	Test and Drills scheduled and completed		1214	Access Controls Installed to be safe for other road users	
0805	Emergency response equipment onsite and maintained		<b>ID #</b>	<b>13: Specific Conditions TSL Schedule "A"</b>	<b>Status Y N NI NA</b>
0806	24 hour contact # provided to local Fire Centre		1301	TSM Notification requirements followed	
0807	Fire Danger Class discussed		1302	Dangerous trees clauses followed	
0808	Fire Hazard Assessments and Abatement conducted, as required		1303	Environmental clauses followed	
<b>ID #</b>	<b>09: EMS Documents, Records &amp; General Requirements</b>	<b>Status Y N NI NA</b>	1304	Harvesting clauses followed	
0901	Pre-work meetings done & documented		1305	Forest Health clauses followed	
0902	Self Inspections & Corrective Actions complete, documented & followed up		1306	Other Utilities and Occupiers clauses followed	
0903	Project Plan documents on-site and available		1307	Road clauses followed	
0904	Training current – records completed, updated and available		1308	Silviculture clauses followed	
0905	Industrial Waste contained and timely removal		1309	Skid trail clauses followed	
0906	Conformance to BCTS Fuel Handling (EFP 06) requirements		1310	Slashing clauses followed	
0907	Other Environmental Field Procedures followed		1311	Timber processing clauses followed	
<b>ID #</b>	<b>10: General Contractual Conditions</b>	<b>Status Y N ND NA</b>	<b>ID #</b>	<b>14: Specific Conditions of Road, Log Dump Permit or Contract</b>	<b>Status Y N NI NA</b>
1006	Industrial Camp Standards Requirements		1405	Construction specifications met	
<b>ID #</b>	<b>12: General Contractual Conditions of Licence</b>	<b>Status Y N NI NA</b>	1411	Log dump specifications met	
1201	Designated Supervisor directing workers		<b>ID #</b>	<b>80: Sustainable Forest Management Certification</b>	<b>Status Y N NI NA</b>
1202	Timber Marking Practices followed		8001	SFM Certification Requirements met	
1204	Pre-harvest meeting held		<b>ID #</b>	<b>90: Business Area Specific Requirements</b>	<b>Status Y N NI NA</b>
1205	Reserved Timber Requirements followed		9005	A fire hazard assessment must be completed and supplied to BCTS	
1206	Restrictions on Timber Processing Facility followed		9007	TOC Grass Seeding Guidelines Discussed (to minimize soil disturbance and spread of invasive plants)	
1207	Manufacture of products on site		9008	C2 Mill Processing discussed	
1208	Waste Determination Completion per Manual		9010	Presence or absence of wildlife/habitat piles documented	
1209	TSM notification of Intent / Deviation from Harvest Plan				
1210	Survey for Monetary Billing completion prior to Waste				
1211	Onsite Signage: Timber Mark & Radio frequency				
1212	Licence / Road Permit Road Specifications followed				

<b>Section D</b>	<b>ID #</b>	<b>CORRECTIVE ACTION – 1</b>			
		<b>Requirement:</b>	<b>Responsibility:</b>		
	<b>Description:</b>		<b>Target Date:</b>	<b>Completion Date:</b>	
	<b>Corrective Action:</b>		<b>Follow-up:</b>		
	<b>ID #</b>	<b>CORRECTIVE ACTION – 2</b>			
	<b>Requirement:</b>	<b>Responsibility:</b>			



<b>Section E</b>	Description:		Target Date:	Completion Date:	
	Corrective Action:		Follow-up:		
	ID #	<b>CORRECTIVE ACTION – 3</b>			
		Requirement:	Responsibility:		
	Description:		Target Date:	Completion Date:	
	Corrective Action:		Follow-up:		
	ID #	<b>CORRECTIVE ACTION – 4 (add extra sheets for more actions)</b>			
		Requirement:	Responsibility:		
	Description:		Target Date:	Completion Date:	
	Corrective Action:		Follow-up:		
	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:	
	<b>GENERAL INSPECTION COMMENTS</b> (Reference Requirement ID # where appropriate, add extra sheets for more comments)				



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BC Timber Sales

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*(This area is intentionally left blank for the inspection report content.)*

Inspected by: Signature X:			Received by: Signature X: <i>I accept receipt of this inspection report and am in agreement with the stated actions.</i>		
Attachment:		Date of Delivery to Licensee or Agent:		Delivery Method:	
Additional Pages	Photos	Maps	Planned Inspection Date:	On-site	Email
Correspondence	Incident Report	Other		Fax	Mail