



ENVIRONMENTAL FIELD PROCEDURE - 03

DEVELOPMENT & PLANNING

Purpose and Scope

This Environmental Field Procedure (EFP) applies to all BC Timber Sales (BCTS) contractors including their employees, agents, and subcontractors involved in development and planning activities within the scope of the BCTS Environmental Management System (EMS). It also applies to BCTS licensees and permittees making changes to a project plan. This EFP describes procedures to reduce the risk of negative impacts of these activities on the environment. This EFP does not replace the requirements of legislation, licences, permits, and contracts.

Preparation

1. Ensure development and planning activities are carried out by an appropriate qualified professional
2. Ensure you have copies of and are familiar with all standards, guidebooks, plans and other information relevant to the scope of work.
3. Ensure all required assessments have been identified.
4. At the pre-work meeting, discuss details of project approach, designs, layouts, or other project plan requirements including professional qualifications to develop a plan or make changes.

Field Work

1. When conducting field work, ensure you:
 - a. Are familiar with relevant constraints and plans; understand how resource objectives relate to the project area;
 - b. Follow field marking standards; and
 - c. Note any discrepancies between the plans or objectives and the conditions in the field; notify the BCTS representative of any discrepancies.
2. Consider potential longer-term implications of the planned work such as providing future access. If you are not sure about possible longer-term requirements, ask the BCTS representative for direction.
3. Look at all options for timber development including roads, bridges, and culverts to ensure they are placed in the best location. Know when you can vary from specifications provided by BCTS, and when you must request approvals.

Plan Completion

1. Ensure the following information and requirements, as applicable, are correctly identified and incorporated into all layout and design work:
 - a. Forest Stewardship Plan information, site plan content and any amendments.
 - b. Applicable engineering, mapping, boundary, and field marking requirements.
 - c. Any key points noted during reconnaissance.
 - d. First Nations, stakeholders and other agencies commitments as communicated via BCTS.
 - e. Location of streams, terrain and other important features including wildlife tree retention areas and reserves and the related retention or buffer requirements.
 - f. Location of adjacent resource values.
 - g. Recommendations from professional assessments (e.g., terrain stability, windthrow, soil, watershed, stream).
 - h. Any measures to ensure stability of the area during extreme weather events; roads or cutblock boundary(s).

- i. Location of end-haul sections, spoil sites and quarry/pits; properly classified soils/rock.
 - j. Right-of-way design and markings including landing size and location.
 - k. Any necessary trails.
 - l. All shut down requirements and timing restrictions.
 - m. The harvesting system planned to be used and the retention levels for partial cut harvest prescriptions are identified in the harvest plan.
 - n. Appropriate referencing (photo ties, reference points).
2. Ensure major crossing site plans are identified for, or completed by, a qualified professional.
 3. Ensure water and sediment control measures are incorporated into the plan.
 4. Ensure all work is in conformance with applicable requirements and standards applicable to the BCTS business area.
 5. If you have any concerns about potential environmental impacts relating to this information and the associated prescriptions, contact your supervisor and the BCTS representative.



Stop Work – Contact Project Supervisor and BCTS Representative if:

- There is a hazardous material spill, uncontrolled fire, or erosion/landslide event.
- There is uncertainty about the project plan, the responsibilities, or the location of hazardous or sensitive areas.
- A previously unidentified resource feature, resource value or sensitive area is found (e.g., species of management concern, bear den, wildlife habitat feature, culturally modified tree).
- Unfavourable weather or site conditions could cause environmental damage.
- Conditions have the potential for immediate environmental damage.
- There is reason to believe the project plan will not work.