

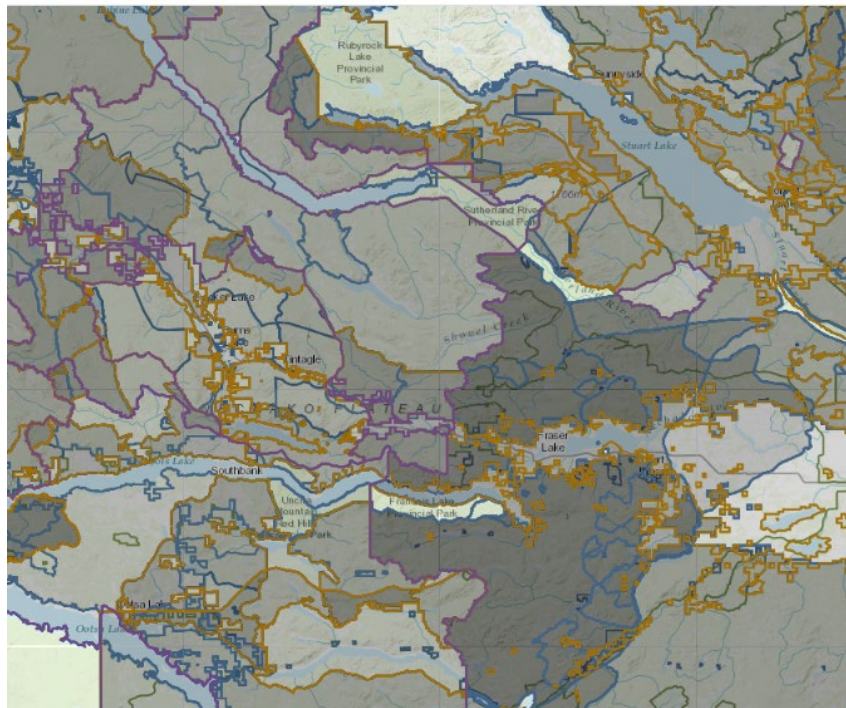


Ministry of
Forests

Forest Stewardship Plan Tracking System

Forest Licensee User Guide

 **FSP 2747** Forest Development Units



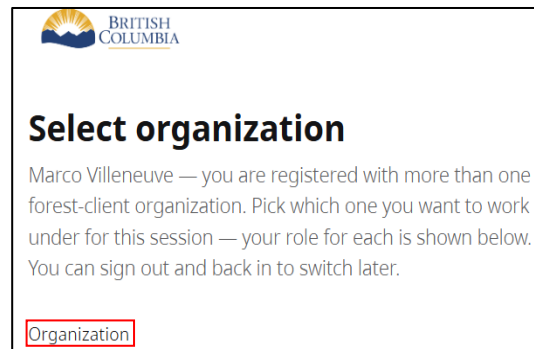
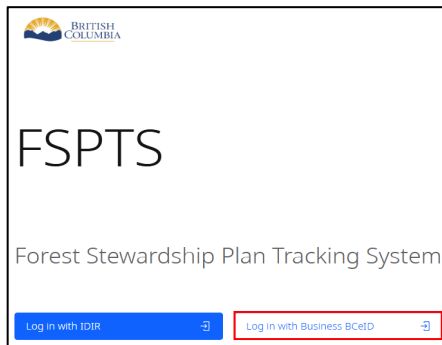
Introduction

The Forest Stewardship Plan Tracking System (FSPTS) was modernized in 2026 to improve the user interface, provide in-application uploading of submissions, and improve application responsiveness.

The FSPTS is an online repository of Forest Stewardship Plans (FSP), amendments, stocking standards and spatialized Forest Development Units (FDU). Agreement-holders and BC Timber Sales (BCTS) electronically submit FSPs to Natural Resource District Staff for their review and approval prior to forest operations. FSPs have a maximum term of five years which may be extended for an additional term.

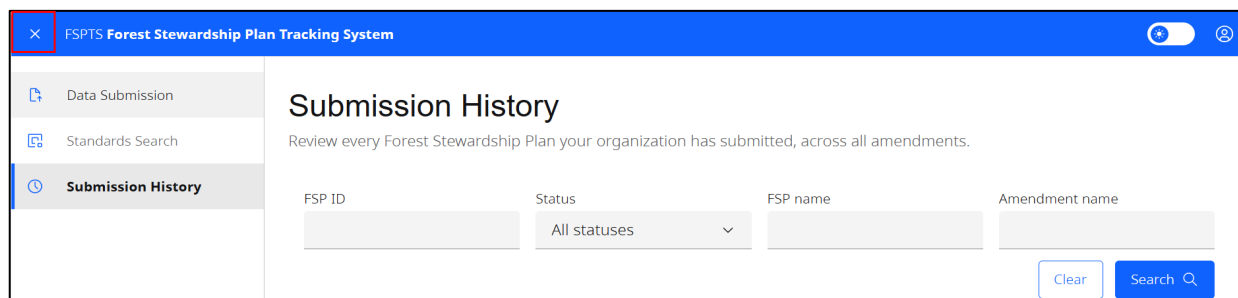
Access

Agreement holders' access FSPTS using their Business BCeID credentials and then once logged in, users can access their applicable organizational unit to enter their respective FSP information.

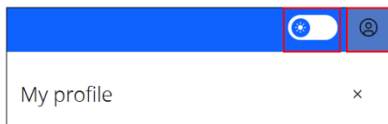


FSPTS Overview for Agreement holders

Once you have logged in to FSPTS, you will be taken to the Submission History page. The Navigation Column on the left side of the screen provides links to the following pages: Data Submission, Standards Search and Submission History. To hide the navigation column, click the X icon in the top left (see image).



To view your permissions and to log out, click on the Profile icon in the top right corner of the screen. Clicking the sun icon allows you to toggle between Light and Dark Mode.



Submission History Page

After logging in, the number of FSPs submissions under your organizational unit is indicated below the search menu in the top left.

1,819 submissions found									
FSP ID	Version	FSP name	Amendment name	Status	Submitted	Effective date	Expiry date	Approval required	
2701	1	Test FSP New Submission 2026	—	Approved	—	Jul 24, 2026	Jul 14, 2031	✔ Yes	

Above the list of FSP submissions is a search menu that allows users to search for FSPs using the following criteria: FSP ID, Status, FSP Name, and Amendment Name.

To search for an FSP, enter any search criteria and click the search button to see the results. To clear the search criteria, click the Clear button.

Search results will appear below the search criteria, and display the fields shown below: FSP ID, Version, FSP Name, etc. Click on a search result to view the FSP Details Page.

Submission History

Review every Forest Stewardship Plan your organization has submitted, across all amendments.

FSP ID

2

Status

All statuses

FSP name

Amendment name

Clear

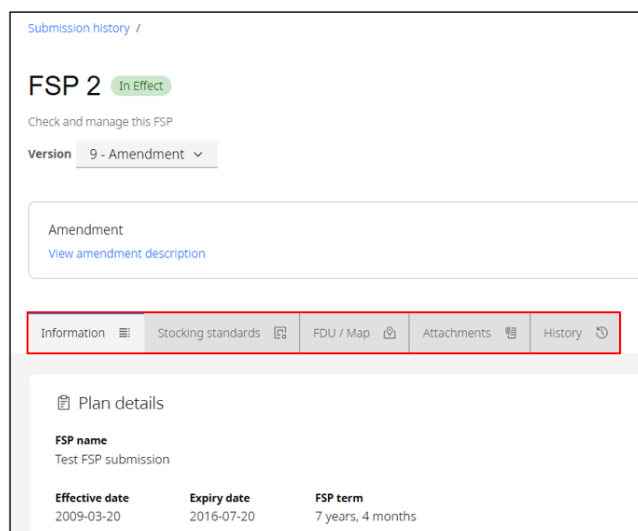
Search

10 submissions found

FSP ID	Version	FSP name	Amendment name	Status	Submitted	Effective date	Expiry date	Approval required
2	9	Test FSP submission	—	In Effect	—	Jun 13, 2016	Jul 20, 2016	⊖ No

FSP Details Page

The FSP Details Page contains all the data submitted for the selected FSP, allowing you to review, edit, and manage an FSP submission. The FSP Details Page is organized into the following tabs: Information, Stocking Standards, FDU/Map, Attachments and History.



Submission history /

FSP 2 In Effect

Check and manage this FSP

Version 9 - Amendment ▾

Amendment

[View amendment description](#)

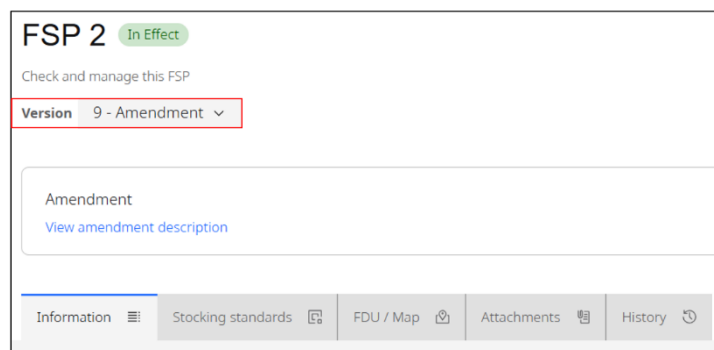
Information Stocking standards FDU / Map Attachments History

Plan details

FSP name
Test FSP submission

Effective date	Expiry date	FSP term
2009-03-20	2016-07-20	7 years, 4 months

To view information associated with a specific FSP, amendment or replacement, click the Version drop-down menu under the FSP ID at the top left of the screen.



FSP 2 In Effect

Check and manage this FSP

Version 9 - Amendment ▾

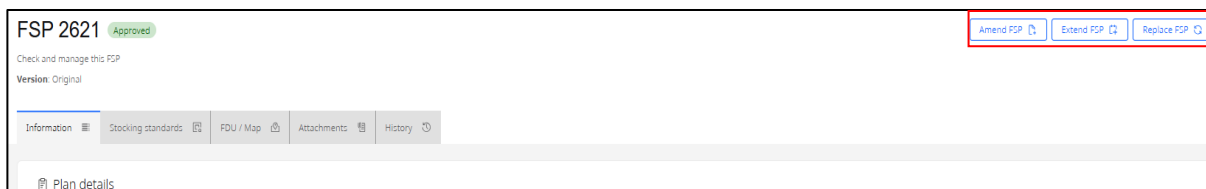
Amendment

[View amendment description](#)

Information Stocking standards FDU / Map Attachments History

Information Page

On the Information Page, submitters may draft an amendment, extension, or replacement which is created under the Version drop-down.



FSP 2621 Approved

Check and manage this FSP

Version Original ▾

Amend FSP Extend FSP Replace FSP

Information Stocking standards FDU / Map Attachments History

Plan details

The Information Screen lists the Plan Details, Agreement Holders, and Districts associated with an FSP submission.

FSP 2669

Approved

Check and manage this FSP

Version: Original

Extension

Submitted

View extension summary

Information

Stocking standards

FDU / Map

Attachments

History

Plan details

FSP name

E2E FSP e2e-mr5k4s20-s2na (edited)

Effective date

2026-07-03

Expiry date

2031-07-03

FSP term

5 years, 0 months

Transitional FSP

No

FRPA s.197 election for stocking standards

No

Contact name

E2E Test Contact

Telephone

(250) 555-0000

E-mail address

e2e.contact@example.com

Agreement holders

Client number

00001271

Client name

CANADIAN FOREST PRODUCTS LTD.

Districts

Code

DMK

Name

Mackenzie Natural Resource District

To edit draft submission details, click the Edit button near the top right corner of the screen. Click the save Changes button to save your edits. PLEASE NOTE: Users may edit, add or delete data included in your submission, or attach documents, only while the submission is in the Draft state.

FSP 2648

Draft

Check and manage this FSP

Version: Original

Submit FSP

Delete FSP

Information

Stocking standards

FDU / Map

Attachments

History

Plan details

FSP name

Test FSP New Submission 2026

Effective date

2026-06-29

Expiry date

—

FSP term

5 years, 0 months

Transitional FSP

No

FRPA s.197 election for stocking standards

No

Contact name

Test Submitter

Telephone

(250) 555-1234

E-mail address

test@example.com

Edit plan details

Plan details

All fields are required unless marked optional.

FSP name

Effective date: 2026-06-29
 Expiry date:
 Term years: 5
 Term months: 0

Is this a transitional FSP?
☐ Yes ☒ No

Are you electing FRPA s.197 for stocking standards?
☐ Yes ☒ No

Contact name: Test Submitter
 Telephone: (250) 555-1234
 E-mail address: test@example.com

[Cancel](#) [Save changes](#)

To add an Agreement Holder to the FSP, click the Add Agreement Holder button in the top right of the screen. In the pop-up box, you can search for a client to add as an agreement holder to this FSP by entering either the name, acronym, or client number (min. 3 characters) associated with the agreement holder and select the correct entry from the drop-down menu. Under the Action column, click the Add + button to add the agreement holder to the FSP, being careful to select the correct location.

Agreement holders [Add agreement holder +](#)

Client number	Client name	Licence	Associated FOMs	
00001271	CANADIAN FOREST PRODUCTS LTD.	—	—	Delete
00012797	MINISTRY OF FORESTS	—	—	Delete
00001286	CANFOR LIMITED	—	—	Delete

Add agreement holder

Search for a client to add as an agreement holder on this FSP.

Agreement holder

Enter name, acronym, or client number (min. 3 characters)

66 results found

Client number	Client acronym	Client name	Location code	Location	City	Status	Action
00012797	MOF	MINISTRY OF FORESTS	00	—	SURREY	Active	Add +
00012797	MOF	MINISTRY OF FORESTS	01	NO LONGER OPERATIONAL	DUNCAN	Active	Add +
00012797	MOF	MINISTRY OF FORESTS	02	PRINCE GEORGE T.I.S.	PRINCE GEORGE	Active	Add +

To remove an agreement holder from the selected FSP, click the Delete button on the right side of the Agreement Holder table.

Agreement holders [Add agreement holder +](#)

Client number	Client name	Licence	Associated FOMs	
00001271	CANADIAN FOREST PRODUCTS LTD.	—	—	Delete

To add a Forest District to the selected FSP, click the Add District button at the bottom of the screen. In the pop-up box, type the name of the district you'd like to add, or click the dropdown icon to select the district from the drop-down menu. Click the Add District button to add the district to the FSP and close the pop-up window. The option to delete a district is also available.

Districts		Add district +
Code	Name	
DMK	Mackenzie Natural Resource District	Delete

Stocking Standards Page

Click the Stocking Standards tab on the FSP Details Page to view Stocking Standard information for the selected FSP.

On this page, all stocking standards included in the selected FSP are listed, including information such as Standards ID, Standards Name, Objective etc.

To add a Stocking Standard when in Draft status, you can either create a new standard or add an existing standard. We've introduced the option to download a CSV file of your silviculture information.

Information

Stocking standards

FDU / Map

Attachments

History

2 stocking standards

Select one to view details below.

Create stocking standard

Add existing standard +

Download (.csv)

Search by ID, name, objective or BGC

Standards ID	Standards name	Objective	Version	BGC	Status	Effective date	Default standard
☒ 644	Null Gree Grow Standards	Copy of 492 with no Early Free Growing	Original	Multiple	Approved	2005-10-29	☐ No
☐ 1040	FSP Amend SCHEMA 2 SR Name 100A	FSP Amend Standard 100	Original	Multiple	Approved	2013-01-02	☐ No

To add an existing standard, click the Add Existing Standard + button. This will launch a pop-up screen that allows you to search, select, add or copy an existing standards regime to your FSP. Enter your search criteria and click the Search button in the lower right corner of the pop-up box. The search results will display below. You can either Add + or copy a standard that can be modified.

3,042 standards found						
Objective	BGC	Client number	Status	Expiry date	FSP ID	
—	—	—	Draft	—	2718	Copy
To test email	SBS mh 03	Multiple	Draft	2017-06-06	71,72,73,75	Copy
Copy of 492 with no Early Free Growing	CWH vm 2 01	00001271	Approved	2050-12-31	2730	Add

To create a new stocking standard and add it to the selected FSP, click the Create Stocking Standard button. This will launch a pop-up window where you can enter the required information for the new stocking standard, including Name, Objective, and regen/free growing details etc.

2 stocking standards							
Select one to view details below.							
Search by ID, name, objective or BGC						Create stocking standard	Add existing standard
Download (.csv)							
Standards ID	Standards name	Objective	Version	BGC	Status	Effective date	Default standard
☐ 20	Castlegar	—	Original	ESSF dk 04	Approved	2003-11-05	Yes
☒ 1043593	Test Regime 1	Restock SBSmc3 cutblocks with mixed conifer.	Original	SBS mc 3	Draft	2026-07-27	No
Items per page: 10 ▾		1-2 of 2 items		1 ▾ of 1 page		◀ ▶	

Once you've filled all the necessary fields, click the Create stocking standard button in the lower right corner. The new stocking standard will appear on the Stocking Standards page.

Create stocking standard

Standards ID, effective date and Draft status are assigned automatically on creation. All fields are required unless marked optional.

Name

Enhanced density on xeric site

Objective

plant to 400 SPH above target stocking

Expiry date (optional)

YYYY-MM-DD

Regen obligation

☒ Yes ☐ No

Regen delay (years)

4

Free growing early (years)

15

Free growing late (years)

20

Max 20 years from commencement date (FRPA s.29). Fields adjust when "No" is selected.

Comment (optional)

55/2000

see the Interior IAM for Silviculture TOAs across BECs

Next step: layers, species and BGC zones are added in the regime panel after creation.

Cancel

Create stocking standard

As below there are 6 stocking standard tabs to fill out including the Overview information, Layers, Districts, Agreement Holders, BGC zones and Attachments.

Stocking standard 1043594 Draft Copy standard Delete standard

Associated FSPs: 2744

[Overview](#) [Layers](#) [Districts](#) [Agreement holders](#) [BGC zones](#) [Attachments](#) Edit overview

Standards name
Enhanced density on xeric site

Default standard
No

Submitted by
—

Effective date
2026-07-27

Expiry date
—

	Regen	Early	Late
Regen obligations	4	15	20
No regen obligations	—	—	—

Objective
plant to 400 SPH above target stocking

Additional standards
see the Interior IAM for Silviculture TOAs across BECs

To view details of a specific stocking standard, click on the toggle button to the left of the Standards ID field to load the Stocking Standard details.

Standards ID	Standards name	Objective	Version	BGC	Status	Effective date	Default standard
20	Castlegar	—	Original	ESSF dk 04	Approved	2003-11-05	Yes

There is an option to delete Draft standards by selecting the Delete Standard button:

Stocking standard 1043593 Draft Copy standard Delete standard

Associated FSPs: 2744

[Overview](#) [Layers](#) [Districts](#) [Agreement holders](#) [BGC zones](#) [Attachments](#) Edit overview

The Layer tab has an option to convert Single Layer to Multi-Layer and Multi-Layer to Single layer stocking by clicking the Convert button on the upper right.

[Overview](#) [Layers](#) [Districts](#) [Agreement holders](#) [BGC zones](#) [Attachments](#) Edit layers

Single layer Convert to multi-layer

	Well spaced trees / ha	Residual basal area	Post spacing density
Target	1200	—	—
Min horiz	2.5	—	—
Min pref	900	—	—
Min	500	—	—
Max	—	—	—

[Layer 1 - mature](#) [Layer 2 - pole](#) [Layer 3 - sapling](#) [Layer 4 - regen](#) Convert to single layer

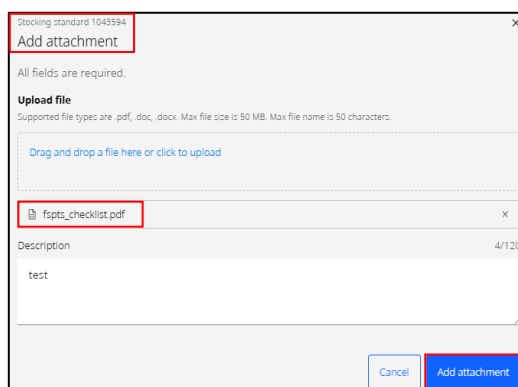
	Well spaced trees / ha	Residual basal area	Post spacing density
--	------------------------	---------------------	----------------------

Users can add preferred and acceptable species in the layer tab by applying the Add preferred/acceptable species + button.



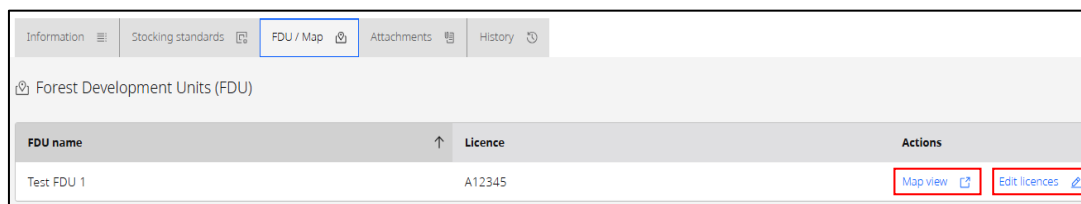
The remaining tabs that need to be filled out for each stocking standard are as follows:

- Districts: Displays the Forest District(s) the stocking standard is located in.
- Agreement Holders: Displays the Agreement Holders for the selected FSP.
- BGC Zones: Displays Biogeoclimatic Zone information of the stocking standard and provides the option to add existing BGC zone when the standard is a draft.
- Attachments: attachments that are applicable at the stocking standard level can be added.



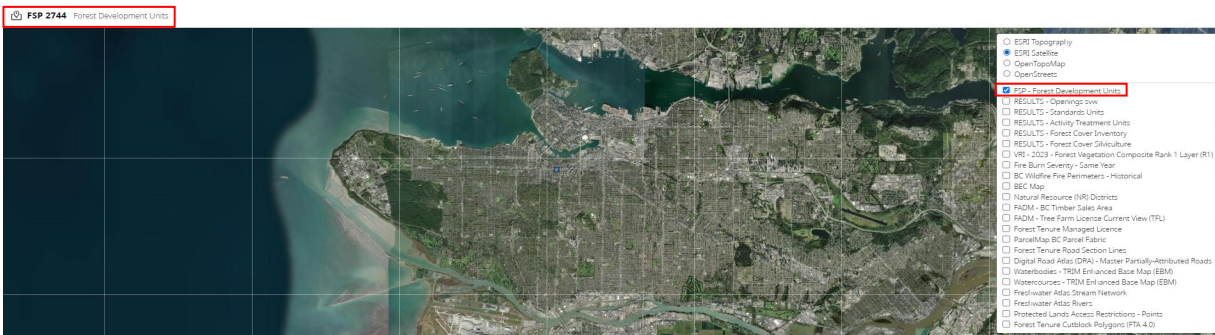
FDU/Map Page

The next main page after the Information and Stocking standards Pages is the FDU/Map Page which has been modernized. Within this page the licences that are associated to each FDU can be edited when a submission is in Draft status. To add or remove licence numbers to an FDU, click the Edit Licences button on the far right.



The mapping display has been enhanced and now includes the option to display a variety of BCGW layers including the FDU layer which resides at the top of the layer list. Layers can be toggled on and off.

To view spatial data for an FDU in Mapview, click the Map view button on the right.



Attachments Page

The Attachments page allows users to view all attachments associated with an FSP submission. Users have the option to sort Attachments by Version by clicking on the arrow within the column header as shown below. To view an attachment, click the View button under the Action column. When in Draft status users can delete an attachment by clicking the Delete button on the right.

Information

Stocking standards

FDU / Map

Attachments

History

Workflow

Add attachment

Category	File	Description	Size	Version	Consolidated	Actions
FSP legal document	fsp_tracking_geometric_staff.pdf	—	296290	2	No	View Delete

PLEASE NOTE: Files must be in .PDF, .DOC, or .DOCX formats, with a maximum size of 50 MB.

To add an attachment, click the Add Attachment + button on the right. A pop-up menu will launch allowing you to select the file you wish to upload, as well as provide a Category and Description. Once you've completed the necessary fields, click the Add Attachment button to upload the file.

Add attachment

All fields are required unless marked optional.

Category

— Select category —

— Select category —

Amendment Description
DDM Decision Letter
Extension DDM Decision
Extension Request
FSP legal document
Map of FDU's
Other Attachment
Stocking Standards report

Cancel
Add attachment

History Page

The History Page logs changes made to an FSP submission, allowing users to see what changes were made, when they were made, and who they were made by. The file history includes information such as Date and Time, Event, Description, Approval Required Indicator, User ID, Version, and Extension.

Date and time ↓	Event	Description	Approval required	User ID	Version	Extension
Jul 28, 2026 - 09:11:34 PM	Approved	FSP Amendment has been approved.	✓ Yes	IDIR\SCYOUNG	2	—

Data Submission Page

On the left navigation column, the Data Submission page allows users to drag and drop FSP and FSP amendment submissions in XML and GEOJSON format, with a maximum file size of 50MB.

To access the Data Submission Page, click the Data Submission link on the navigation column on the left side of the screen.

Drag and drop the selected file you wish to upload or click to browse your computer for files to upload.

Data submission

Upload an XML or GeoJSON file to create, amend, replace, or update an FSP

1. Upload 2. Review

Upload

The submission type will be detected automatically from your file.

Submission file
Accepted formats: XML or GeoJSON. Maximum file size: 50 MB.

Drag and drop files here or click to upload

Review →

FSPTS will instantly validate the file you wish to upload. If there are errors with your submission, a warning will appear, instructing you to correct the issues in your source file and to replace the file to continue. Below the warning, the specific validation issues are shown, along with their file location and details. Users now have the option to review these issues further by downloading a .csv file

FSP_Submission 96 Amendment.xml

4 issues found in FSP amendment

Correct the issues in your source file, then replace the file to continue.

Validation issues (4)

Download issues (.csv)

Issue	File location	Detail
FSP has no Approved or In-Effect amendment	forestStewardshipPlan/fspID	FSP 96 cannot be amended — it has no Approved or In-Effect amendment to build on.
Unknown licence number	forestStewardshipPlan/fduList/fdu[1]/licenceList/licenceNumber[0]	Licence number "A87345" on Mackenzie Fibre FDU is not in the provincial forest-use registry.
Plan term or end date required	forestStewardshipPlan/planTermExpiry	Enter either a plan term (years/months) or a plan end date.
Unknown agreement holder client number	forestStewardshipPlan/planHolderList/clientCode[1]	Client code "00161366" is not a valid agreement holder - verify the agreement holder's client number.

Once the issues have been corrected and the file has successfully been validated, a message will display stating “New FSP submission validated”. Click the Review button below to proceed to the FSP Submission Data Review page.

Data submission

Upload an XML or GeoJSON file to create, amend, replace, or update an FSP

1. Upload

Upload

The submission type will be detected automatically from your file.

Submission file

Accepted formats: XML or GeoJSON. Maximum file size: 50 MB.

Drag and drop files here or click to upload

FSP 23 add AMD 2 to remove FDU 2.xml

New FSP submission validated

"FSP 23 add AMD 2 to remove FDU 2.xml" was uploaded with no issues found.

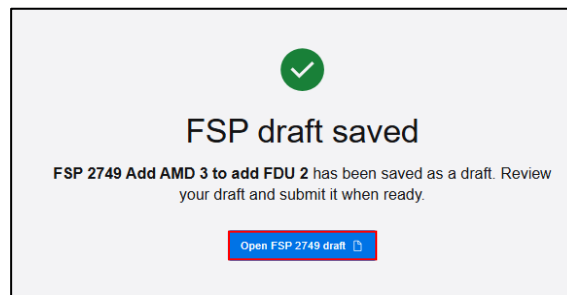
Review →

Check the submission data on the review page, and if correct, scroll to the bottom of the page and click the Save Draft button.

Forest Stewardship Plan Tracking System

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External User Guide

FSPTS will alert you that your draft has been created and will provide a link to Open the FSP Details Page. If the submission is an FSP, and not an amendment, FSPTS will assign your submission an FSP ID number.



You may edit, add or delete data in your submission, or attach documents, only while the submission is in the Draft state.

Once you are satisfied with your submission, click the Submit FSP button on the FSP Details page in the upper right corner. If you wish to delete your draft submission, click the Delete FSP button instead.

PLEASE NOTE: Acceptance of a submission by FSPTS does not imply that a decision (approve/reject) on the Forest Stewardship Plan has been made. The submitter will be notified by email when the Natural Resource District Office has decided on the FSP.

Standards Search

The Navigation Column also includes a Standards Search page which allows users to search and view stocking standards regimes across all FSPs.

To access the Standards Search Page, click the Standards Search link on the navigation column on the left side of the screen.

Search criteria for stocking standards includes: Default Standards, Regime Status, Organization Unit, FSP ID, Client #, Client Name, Standards ID, Standards Name, Objective, Preferred Species, Acceptable Species, and Expiry Date Range.

Once you have entered your search criteria, click the Search button on the right. Search results will display below.

Clicking on a search result will launch a pop-up box with details of the selected stocking standard.

Stocking Standards Search

Search and view stocking standards regimes across all Forest Stewardship Plans.

Default standards	Regime status	Organization unit	FSP ID
Any	All statuses	All organization units	
Client number	Client name	Standards ID	Standards name
Objective	Preferred species	Acceptable species	
	Any	Any	
Expiry date from	Expiry date to		
YYYY-MM-DD	YYYY-MM-DD		

Clear

Search