






FFT BCTS MOU GUIDANCE DOCUMENT PROCESS TABLE

May 22, 2015

	Step (owner)	Actions	Timing	References & Resources
1	Identification of candidate stands (BCTS)	<ul style="list-style-type: none"> BCTS will lead the process of identifying candidate FFT stands with salvage potential. Identification will be focused on priority 1-3 areas of the province as per Silviculture Funding Criteria 14/15 to 18/19 (page 27) 		Silviculture Funding criteria: http://www2.gov.bc.ca/gov/DownloadAsset?assetId=17E80193F2C54203BC8120D0EAD53DF4&filename=bis_silviculture_funding_criteria.pdf
2a	Identification of candidate stands outside of operating areas or current development stream (BCTS/FFT)	<ul style="list-style-type: none"> MPB Pli theme mapping (within and outside operating areas) Aerial reconnaissance followed by field reconnaissance of candidate areas. Net down areas to stands that will potentially meet Stand Eligibility Criteria (70% Pli, 70% dead etc.) Other catastrophic events such as Sx beetle and wildfires may also be eligible. Produce Opportunity maps of polygons with potential. Consider Purchase and/or B to B Agreements for marginal stands meeting criteria (preferable to survey prior to entering into agreements). Potential FFT stands forwarded to BCTS Development/Planning staff for action. (FN, Licensee referrals; FSP amendment may be required) 		FFT eligibility criteria;  BCTS_FFT Stand Eligibility Criteria-2014
2b	Identification of candidate stands within operating areas and current development stream (BCTS)	<ul style="list-style-type: none"> Review current and next fiscal Sales Plans for TSL's under development which have potential to meet FFT Stand Eligibility Criteria. Areas projected to sell above TCU should be included (projections based on previous sales data of similar profile/location stands). These stands may be below average TCU at fiscal year end. 		FFT eligibility criteria:  BCTS_FFT Stand Eligibility Criteria-2014



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3	Schedule and administer FFT Regeneration Survey (BCTS)	<ul style="list-style-type: none"> BCTS to schedule and administer MPB Rehab surveys of candidate stands. Stands must be > 80% NSR from survey to be eligible. Surveys to be completed during field season or with < 30 cm. snow (minimum height for well spaced 50 cm). 	Field season prior to sale date	FFT MPB Rehab survey standards  General & MPB Survey Standards.pdf
4	Analyse cruise data (BCTS)	<ul style="list-style-type: none"> TSL Cruise information used to confirm that the stand meets FFT eligibility criteria. (ie >70% Pli by gross volume and > 70% Pli dead (red/grey % of net merchantable volume) Criteria above must include blowdown trees in addition to standing to represent the pre beetle stand. (Tallying insect damage on blowdown is not a requirement in the cruise manual but is necessary to determine accurate % dead on stands with blowdown. 	Prior to sale date	Cruise Summary Example:  A68614 CH1025DE cruise summary.pdf
5	Stand Eligibility Decision(BCTS)	<ul style="list-style-type: none"> Review Cruise and Survey results. Record if stand is potentially eligible. (This information may utilized for requesting a reduction in Upset rate from the Director) FFT Eligibility: No: drop or proceed as regular TSL Yes: proceed as potential FFT Funded TSL Only blks within the TSL meeting eligibility criteria will be funded by FFT. 	Prior to sale date	FFT Stand eligibility Criteria:  BCTS_FFT Stand Eligibility Criteria-2014







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6	Upset rate Determination (BCTS)	<ul style="list-style-type: none"> Rate normally set at 70% MPS or VCU whichever is Greater. If TSM believes reduced rate is required to generate bids then reduced Director rate is requested. 	Prior to sale date	
7	Reimbursement of development costs (FFT/BCTS)	<ul style="list-style-type: none"> If a reduced rate below VCU minus silviculture is considered necessary to generate bids consult with FFT to secure an agreement to fund a portion of development costs, if required. Once sold the reimbursement of development costs, if necessary and agreed to, will be included on the Exemption of Reforestation Obligations letter. May not want to proceed to auction on marginal areas where bids significantly below TCU are probable without FFT agreeing to fund development costs if required. If high development costs and/or low site index FFT may choose not to fund. 		Exemption of Reforestation Obligations Letter(development costs):  Generic letter (development cost).doc
8	TSL Auction (BCTS)	<ul style="list-style-type: none"> Add TSL's (with potential eligible blocks meeting Stand Eligibility criteria) sales information to TCU tracking ledger. 		Tracking Ledger Template:  ITSL Tracking Ledger TCU-Sold Rate.xlsx




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9	Eligibility Determination (BCTS) (Page 2 MOU Reforestation Costs section)	<ul style="list-style-type: none"> • Ensure blk. meets FFT Stand Eligibility criteria • If TSL's sold rate is less than its TCU, and all FFT stand criteria met block is eligible. • If a TSL's sold rate is greater than its TCU, blks within the TSL meeting the Stand Eligibility Criteria are eligible if the average sold rate for the Business Area (including the TSL being reviewed) is less than the BA average TCU of FFT eligible TSL's for the fiscal year. (calculations built into tracking ledger above). If column N (TCU) average < column L (Rate) average including TSL then eligible. 		Tracking Ledger, calculations examples, and MOU:  Tacking Ledger example.xlsx  Sold Rate - TCU Calculation Examples.r  MOU FINAL April 2, 2015.pdf
10	Information Package Preparation for approval (BCTS)	Information Package should contain the following: <ul style="list-style-type: none"> • Eligibility Survey and Stand Eligibility Form • Cruise Summaries (from Cengea Block –cruise tab). • Sale Bid Record FS 69(B) • Interior Cruise Based cost Calculation (FS 1355) • Exemption of reforestation Obligations FFT funding letter 		 BCTS_FFT Stand Eligibility Criteria-2014
11	Review of Information Package (BCTS/FFT)	<ul style="list-style-type: none"> • Joint BCTS/FFT review of information packages. FFT representative may be Regional, District or Branch FFT staff. 		 FFT Information Package.pdf
12	Approval (FFT/BCTS)	<ul style="list-style-type: none"> • Complete information packages meeting all criteria must be approved. • Any deviations from the eligibility criteria must have a rationale approved by FFT staff. • If BCTS and local FFT staff cannot reach consensus on approval, BCTS may request approval from Resource Practises Branch . 		 Eligibility Rationale Example.docx

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13	Signing of Exemption document (FFT/BCTS)	<ul style="list-style-type: none"> • FFT representative and TSM sign off document exempting BCTS from the requirements to produce a free growing stand as per section 45.2 of the FPPR • Approval may range from one letter per TSL to an annual approval of all eligible blocks for the fiscal year. 		Sample letter  Generic letter 2015.docx
14	FFT Funding coding (BCTS)	<ul style="list-style-type: none"> • In Block Details screen in Cengea update Funding code from BCTS to Forests for Tomorrow and category from FTSBF to FFTITSL following approval. • In Silviculture Activity Details screen in Cengea update Funding Source for each activity to Forests for Tomorrow and Project ID to 4055L15. This allows activity reports to be generated for the FFT AOP and 5 year Plan. • Update FFT Eligibility status in FFT survey comments. 		 Funding Code.PNG  Activity Funding.PNG
15	BCTS submits FFT AOP Update	<ul style="list-style-type: none"> • BCTS updates the annual operating plan to include all approved blocks. • Once AOP is approved funding is secured. 		
16	File documentation (BCTS)	<ul style="list-style-type: none"> • All eligibility surveys filed to opening files • Original signed letters (and copies for multiple opening letters) filed on legal side of opening files. • Copy of each letter to TSL file. • Digital scanned copy to attached in Block details screen in Cengea (If multiple blks. attach to first blk. in the navigator tree) 		