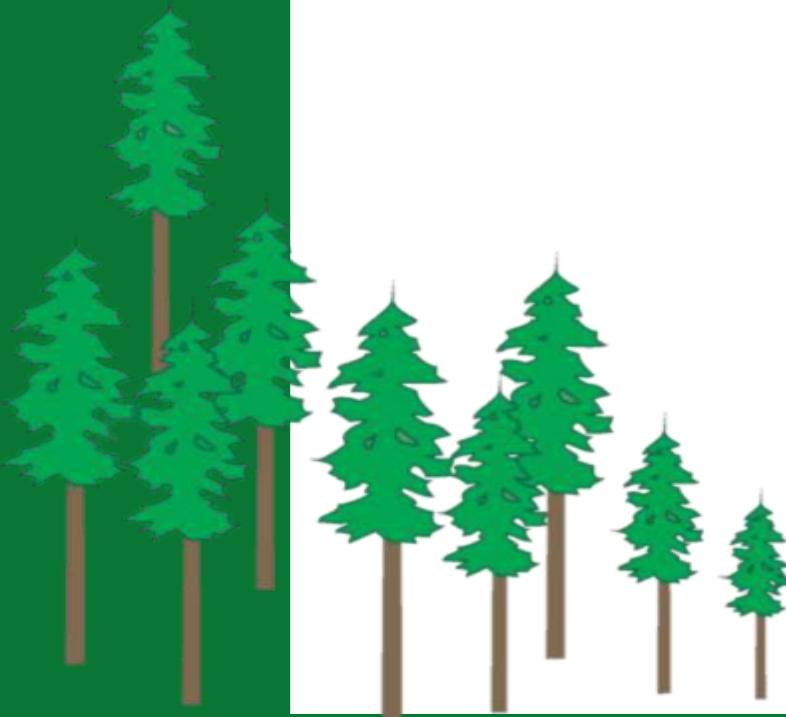




Coast Appraisal Training

Module 10 Various Timber Pricing Processes



Coast Area
March
2024



Disclaimer: This document is intended for use during appraisal training activities and as a general guide to appraisals. It is not intended as a basis for legal interpretation of the *Coast Appraisal Manual (CAM)*. If there is any discrepancy between these materials and the *CAM*, the *CAM* in force on the effective date of the cutting authority is correct. The *CAM* is posted on Timber Pricing Branch's website is the official version. If there are any questions about a specific appraisal issue please contact Coast Area Pricing appraisal staff at the Coast Area office.

Module 10 – Various Timber Pricing Processes

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Introduction

Module 10 provides instruction regarding various processes in *Coast Appraisal Manual (CAM)*. Some of these processes may have been referenced in previous modules.

Critical to note is that the processes set forth in this module are for the coast area only. For similar processes in the *Interior Appraisal Manual (IAM)* specific guidance needs to be obtained from the appropriate North or South Area appraisal staff.

DRAFT

E-mail Communication

Overview

E-mail has become virtually the only method of written communication replacing paper memos, letters, and faxes. The Coast Area Pricing (CAP) appraisal section method has used electronic recording keeping for more than a decade. These include email notifications (and attachments) from applications such as Electronic Commerce Appraisal System (ECAS), General Appraisal System (GAS), etc. and e-mail(s) sent to Ministry of Forests (FOR) that lead to an approval or decision.

Please do not REPLY, FORWARD, attach or link email notifications generated by a government application such as ECAS, GAS, etc. These are already retained in FOR electronic records and should not be duplicated.

There are standards set by Records Keeping staff regarding which CAP appraisal section is requesting be followed when communicating with district or CAP appraisal staff for systematic electronic record keeping.

Whom to Direct Appraisal Question To

Operational questions regarding coast appraisal must be directed to the Coast Area Pricing appraisal staff.

Policy questions should be directed either to Coast Area Pricing appraisal staff or Timber Pricing staff.

Subject Line

When composing an email Subject Line provide the issue, topic, question, request, etc. and the cutting authority. In various training modules and guidance documents there are specific wording being provided so as focus workloads and systematically electronic record keep. Below are examples of the basics for a subject line.

[Issue/Topic/Question/Request – A12345 CP567](#)

[Issue/Topic/Question/Request – TFL24 CP894](#)

If the email is regarding a query about acceptance of cost regarding a project that is unknown which cutting authority's initial appraisal data submission the project will be included in, then the road name and stations must be provided instead of the cutting authority.

[Acceptance/ Question/Request – Broken Tree Main station 12+524 to 12+536](#)

Things not to do:

- REPLY, FORWARD, etc. an application's email notification.
- Agreement number, except for TFL (bad NRFL A12345 correct [A12345](#)).
- Place a space between CP and actual CP# (bad CP 567 correct [CP567](#)).
- Provide only the cutting permit # as it is the cutting authority which is being appraised. As defined in the CAM a cutting authority is the agreement number and cutting permit number or just the agreement number if the authority to harvest is contained within the agreement.
- Provide as the subject "Question"! Be specific as to what is within the body of the email.

Body of Email

Within the body of the email provide the cutting authority again, mark (primary mark if multi-mark cutting authority) and ECAS Id. More than one ECAS Id may be required due to a change circumstance re-appraisal or post-harvest ADS.

Please do not parachute a new topic or issue into an existing email string. A new issue or topic needs to be in a fresh email.

Non-Government SFP Distribution List

With the implementation of the Post-Harvest Appraisal Reconciliation Model (PHARM) Coast Area Pricing (CAP) appraisal section conducted training sessions throughout the Coast. One of the results of this training was the development of a Submitting Forest Professional (SFP) email distribution list. The target audience of this distribution list is forest professionals who submit appraisal data submissions (ADS) on the coast. This distribution list is NOT for an individual or individuals who are not submitting ADS.

NOTE • This SFP Distribution List is ONLY for the Coast!

Canada’s Anti-Spam Legislation SFP requires a process for SFP to subscribe and un-scribe to CAP appraisal section “Non-Government SFP Distribution List”.

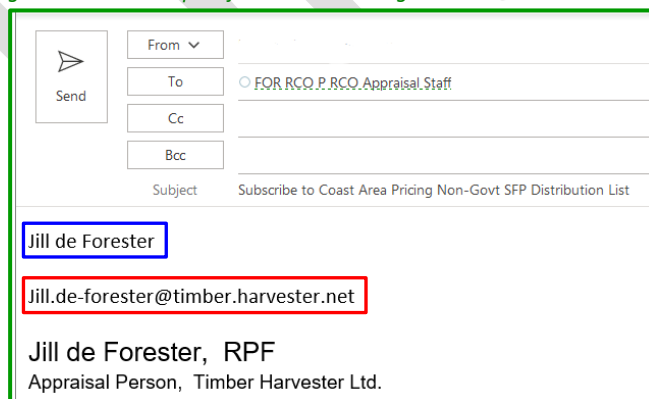
NOTE • Removal of email address will occur when the email address generates an “Undeliverable” email response when the distribution list is utilized.

Subscribe to Email Distribution List

To subscribe to the CAP “Non-Government SFP Distribution List”:

1. send a fresh email to:
rcoappstaff@gov.bc.ca
2. Subject line
[Subscribe to Coast Area Pricing Non-Govt SFP Distribution List](#)
3. Body of Email provide:
 - a. Name (outlined in blue Figure 10-1a).
 - b. Email address (outlined in red Figure 10-1a).

Figure 10-1a – Example of Email Subscribing to Distribution List



The screenshot shows an email composition window with the following fields:

- From:** [Dropdown menu]
- To:** FOR RCO P RCO Appraisal Staff
- Cc:** [Empty field]
- Bcc:** [Empty field]
- Subject:** Subscribe to Coast Area Pricing Non-Govt SFP Distribution List
- Body:**
 - Jill de Forester (highlighted in blue)
 - Jill.de-forester@timber.harvester.net (highlighted in red)
 - Jill de Forester, RPF
 - Appraisal Person, Timber Harvester Ltd.

Update Email or Name in Distribution List

A forest professional who is already on the CAP “Non-Government SFP Distribution List” whose email, name, etc. has changed needs to send an update email to CAP appraisal staff. The process for this is:

1. send a fresh email to:

rcoappstaff@gov.bc.ca

2. Subject line

Update to Coast Area Pricing Non-Govt SFP Distribution List

3. Body of Email provide what has changed:

- a. Name change.

- i. Name currently on Distribution List (outlined in orange Figure 10-1b).
- ii. New Name (outlined in fuchsia Figure 10-1b).

Figure 10-1b – Example of Email Update to Distribution List

The screenshot shows an email composition window with a green border. The 'To' field contains 'FOR RCO.P.RCO.Appraisal.Staff'. The subject line is 'Update to Coast Area Pricing Non-Govt SFP Distribution List'. The body of the email contains two lines of text: 'Jill de Forester' (outlined in orange) and 'Jill Smith' (outlined in fuchsia). Below these lines, the text reads 'Jill Smith, RPF' and 'Appraisal Person, Timber Harvester Ltd.'.

- b. Name change and email address change:

- i. Name currently on Distribution List (outlined in purple Figure 10-1c).
- ii. New Name (outlined in red Figure 10-1c).
- iii. New email address (outlined in orange Figure 10-1c).

Figure 10-1c – Example of Email Update to Distribution List

The screenshot shows an email composition window with a green border. The 'To' field contains 'FOR RCO.P.RCO.Appraisal.Staff'. The subject line is 'Update to Coast Area Pricing Non-Govt SFP Distribution List'. The body of the email contains three lines of text: 'Jill de Forester' (outlined in purple), 'Jill Smith' (outlined in red), and 'Jill.de-forester@timber.harvester.net' (outlined in orange). Below these lines, the text reads 'Jill Smith, RPF' and 'Appraisal Person, Timber Harvester Ltd.'.

- c. Email address change:
- i. Name currently on Distribution List (outlined in purple Figure 10-1d).
 - ii. New email address (outlined in orange Figure 10-1d).

Figure 10-1d – Example of Email Update to Distribution List

The screenshot shows an email composition window with the following fields:

- From:** (Dropdown menu)
- To:** FOR RCO.P.RCO.Appraisal.Staff
- Cc:** (Empty)
- Bcc:** (Empty)
- Subject:** Update to Coast Area Pricing Non-Govt SFP Distribution List
- Body:**
 - Jill de Forester (outlined in purple)
 - Jill.de.Forester@telus.net (outlined in orange)
 - Jill de Forester, RPF
 - Project Manger, West of West Coast Consulting

Unsubscribe to Distribution List

A forest professional who wishes to be removed from the CAP “Non-Government SFP Distribution List” must send an email requesting removal (unsubscribe).

The process for this is:

1. send a fresh email to:
 - rcoappstaff@gov.bc.ca
2. Subject line
 - Un-Subscribe to Coast Area Pricing Non-Govt SFP Distribution List
3. The body of Email provide Name currently on Distribution List (outlined in purple Figure 10-2).

Figure 10-2 – Example of Email Un-Subscribe to Distribution List

The screenshot shows an email composition window with the following fields:

- From:** (Dropdown menu)
- To:** FOR RCO.P.RCO.Appraisal.Staff
- Cc:** (Empty)
- Bcc:** (Empty)
- Subject:** Un-Subscribe to Coast Area Pricing Non-Govt SFP Distribution List
- Body:**
 - Jill de Forester (outlined in purple)
 - Jill de Forester, RPF
 - Project Manger, East to Westhill Pipeline Ltd.

Road Use Charge(s)

Overview

A Road Use Charge must be approved prior to inclusion in an initial appraisal data submission (ADS) to the district manager for a fully appraised cutting authority. This is one of the four requirements in the CAM that must occur prior to issuance of a fully appraised cutting authority. On the Coast Area several Coast Area Pricing (CAP) appraisal section staff have been designated by the Regional Executive Director (RED) to approve road use charges.

A completed Request for Approval of a Road Use Charge and required attachment(s) are to be sent in advance, via email, to the Timber Pricing Coordinator and cc to other CAP appraisal staff. A WORD document form is available at the CAP appraisal section website [Coast Appraisal Data Submissions - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov2/industry/forestry/CoastAppraisalDataSubmissions)

A separate Request for Approval of a Road Use Charge form is required for each location of a fee simple private land holder or First Nation land. The exception is when there are several parcels of fee simple land in the same location held by the same individual/corporation. This also applies to having multiple parcels of First Nation land that are in the same location. If unsure when developing the Request for Approval of a Road Use Charge consult with Coast Area Pricing appraisal staff to find out if it is acceptable or if it has occurred in the past. When multiple parcels of land are listed in the agreement, they must be provided in the same Request for Approval of a Road Use Charge form, if there are more than three, please use a third page to list the rest of the PIDs and First Nation lands.

In a cutting authority, which has an approved road use charge, the post-harvest appraisal data submission (ADS) and the cost per cubic metre of road use charge(s) must be updated to the invoiced costs. All road use charges associated with the cutting authority area must be included in the post-harvest ADS. Auditable monetary transaction evidencing payment need to be attached in the Post-Harvest ADS.

A sample approved Road Use Charge can be found in Appendix 10-1.

Critical to note is that Road management maintenance charges are not acceptable! These costs are captured in the tenure obligation adjustment Road Management Cost.

Population of Request for Approval of Road Use Charge Form

Land Information

- District Lot** (outlined in red Figure 10-3a) enter the district lot number for all the private land parcel(s) included in this agreement (all private land parcels owned by the same individual/company). Each district lot number must be entered entirely on a single line.

NOTE • If more than three parcels of land owned by the same individual/company for the location are present, provide the other parcels of land on a third sheet of paper.

Figure 10-3a – Land Information section

Land Information			
District Lot	Parcel Identifier	First Nation name	Reserve #

- Parcel Identifier** (outlined in fuchsia Figure 10-3a) enter the unique 9 character number (e.g. 006 881 145) for all the private land parcel(s) for the location name that are owned by the same individual/company included in the agreement (there are three cells for each three number group of the PID).

Ensure that the parcel identifier (PID) matches the district lot.

NOTE • Ensure that Parcel Identifier(s) are correctly populated as demonstrated in outline in blue Figure 10-3c.
 ⇒ there are three cells in the WORD document for PID.
 ⇒ Do Not populate all three groups of number into a single cell as has been highlighted in yellow Figure 10-3b.

Figure 10-3b – PID In-Correctly Populated

The signed Request for Approval of a Road Use Charge must be attached in the same

Land Information		
District Lot	Parcel Identifier	First Nation name
DL125	001 245 568	

Figure 10-3c – PID Correctly Populated

Land Information		
District Lot	Parcel Identifier	First Nation name
DL125	001 245 568	

- First Nation** (outlined in purple Figure 10-3a) if the agreement involves a First Nation’s reserve land, then enter the First Nation name and reserve number(s) associated with the agreement.

Reference Information of Cutting Authority

Figure 10-4 – Location Information

Reference Information of Cutting Authority	
Licensee	<input type="text"/>
Resource District	<input type="text"/>
Location	<input type="text"/>

- Licensee** (outlined in purple Figure 10-4) enter the name of the licensee as it is recorded in the government CLIENT application.
- Resource District** (outlined in blue Figure 10-4) enter the Resource District which the parcel of land or first nation is within from the following list (please use name not acronym or add 'district' as that information is in title):

Campbell River	Chilliwack	Coast Mountains
Haida Gwaii	North Island Central Coast	Sea to Sky
South Island	Sunshine Coast	

- Location** (outlined in red Figure 10-4) enter the commonly used name for the location of the road use charge. This may be the place name, the lot number, first nation reserve number or some other unique identifier. These names are used in record keeping and a systematic approach is required. If you are unsure of the commonly used name, please contact the Coast Area appraisal staff as the location may already have a common name associated with it.

- NOTES
- Each Request for Approval of a Road Use Charge may only be for the same location name and individual/company.
 - A separate Request for Approval of a Road Use Charge must be submitted for each 'location name' even if the owner is the same. The reason for this is that costs are tracked by location name.
 - Consult with CAP appraisal staff if unsure of location name.

Current Cutting Authority Area Appraisal Information

Figure 10-5 – Road Use Charge Specific to Cutting Authority Information

Appraised Cutting Authority Area Appraisal Information			
Licence	<input type="text"/>	Cutting Permit	<input type="text"/>
Total CP Volume	<input type="text"/>		m ³
Total Cost for current Cutting Permit	\$ <input type="text"/>	Cost per cubic metre	<input type="text"/> \$/m ³

- Licence** - enter the licence number of the cutting authority which the road use charge for this parcel (or parcels) of land is being applied for.

- NOTE
- DO NOT enter FL, NRFL, or any other tenures abbreviations.
 - TFL is the only tenure type which must include letters.
(i.e. TFL99)

- Cutting Permit** – enter the cutting permit number that the road use charge will be included in as a cost estimate.

- NOTE
- DO NOT enter CP before the number.

9. **Total Volume** – enter the total net cruise volume of timber that is being appraised in the cutting authority.
10. **Total Cost for current Cutting Permit** – enter the total dollar value of the road use charge. If there is more than one private land holder or First Nation, please only enter the amount associated with the private land or First Nation.
11. **Cost per Cubic Metre** – enter the cost per cubic metre. If there is more than one private land holder or First Nation, please only enter the amount associated with the private land or First Nation. This cost will have to be calculated if the road use agreement charges are based upon;
 - ⇒ One time cost
 - ⇒ Cost per km per m³
 - ⇒ Cost per year

Summary of Road Use Agreement Information

Figure 10-6 – Road Use Agreement Information

Signed Road Use Agreement Cost Information			
One Time Cost	\$	Cost per km per m ³	\$/m ³ /km
		Cost per m ³	\$/m ³
Cost per Year	\$/yr	Length of Agreement	vrs
			mths

Please fill in only the appropriate dollar amount agreed to in the road use agreement, bullets from #12 to 15. In some instances, more than one method (usually the 'One Time Cost' or 'Cost per Year' and another) may be appropriate.

12. **One Time Cost** – if the road use charge will be a onetime lump sum cost, then enter the amount of the onetime cost. If this method of cost estimating the road use charge is not part of the agreement, then leave it blank (do not put in abbreviations like N/A).
13. **Cost per km per m³** – if the road use charge is a dollar amount per cubic metre per kilometre of road that the timber will be hauled over then record the dollar amount per cubic metre per kilometre here. If this method of cost estimating the road use charge is not part of the agreement, then leave it blank (do not put in abbreviations like N/A).
14. **Cost per m³** – if the road use charge will be a dollar amount per cubic metre amount, then enter the dollar amount per cubic metre here. If this method of cost estimating the road use charge is not part of the agreement, then leave it blank (do not put in abbreviations like N/A).
15. **Cost per Year** – if the road use charge will be a dollar amount per year, then enter the dollar amount per year here. If this method of cost estimating the road use charge is not part of the agreement, then leave it blank (do not put in abbreviations like N/A).

- Length of Agreement** – record in years the length that the signed road use charge agreement is in place for.

Associated Cutting Authority Area Information

Figure 10-7 – Previous CP Road Use Charges for Parcel of Land

Associated Cutting Authority Area Information			
Licence	Cutting Permit	Cost	Appraised
		Total	

- Licence** – enter the licence number (held by the licensee) of cutting authorities which previously have had a road use charge from this parcel (or parcels) of land. DO NOT enter FL, TFL, NRFL, or any other nasty tenures abbreviations.
- Cutting Permit** – enter the cutting permit number of the cutting authority which previously had a road use charge from this parcel (or parcels) of land.
- Cost** – enter the cost (from the “Total Cost for current Cutting Permit”) for the previous cutting authorities.
- Appraised** – enter ‘YES’ or ‘NO’ depending on if the road use charge was used in the appraisal of this previous cutting authority. If a stumpage rate has not been determined for the previous cutting authority the answer is NO.
- Total** – enter the total dollar amount of all cutting authorities. This is just a summary of all the above cutting authorities’ road use charge costs.

Calculation Breakdown of Cost per Cubic Metre

- ⇒ Provide details of how the per cubic metre charge was calculated.
- ⇒ This calculation must be recorded in a clear and concise “step-by-step” process from the costs agreed to in the Road Use Charge Agreement to the per cubic metre cost that is to be entered into the appraisal data submission.
- ⇒ Record any other relevant information pertinent to the calculation of the road use charge.
- ⇒ If space is insufficient in this section of the form, please provide information on a separate piece of paper.

Attachments

- ⇒ Provide as an attachment the signed Road Use Agreement with the private land holder or First Nation
- ⇒ Map(s) of the:
 - private land or First Nation and road the road use charge is being requested for.
 - Overview map showing alternative timber extraction routes.

Email Request for Approval of Road Use Charge

A completed and signed Request for Approval of a Road Use Charge form along with all supporting information must be emailed to CAP appraisal staff prior to inclusion in an initial ADS. If the location has not had an approved road use charge since 2010 extra time will be required to conduct Land Title search using the PID.

1. Address email to the following CAP appraisal staff email to ensure it is actioned in a timely manner:

To: [Timber Pricing Coordinator email](#),

Cc: [Timber Pricing Forester email](#); [Pricing Business Analyst email](#)

2. Subject line format of email must be:

[Request for Approval of a Road Use Charge – A12345 CP567](#)

[Request for Approval of a Road Use Charge – TFL24 CP842](#)

3. Body of email

The forest professional who submits the Request for Approval of Road Use charge must have the authority of the licence agreement holder to make a commitment in writing to provide copy of auditable monetary transaction evidencing payment by the licensee for the road use charges.

Example of wording in the body of the email request approval:

[Tree Cutter Forestry Ltd. commits to submitting copy of all auditable monetary transaction evidencing payment of road use charges associated with the *private land \(or Indian Reserve\)* land that is approval is being requested for.](#)

4. Attach to the email;

- a. signed Request for Approval of a Road Use Charge is in colour (only two pages unless third is required for more than three PID),
- b. copy of signed Road Use Agreement,
- c. map of the parcel (parcels) or land that a road use charge is being applied to, and
- d. map with any other alternative haul routes must be included if appropriate.

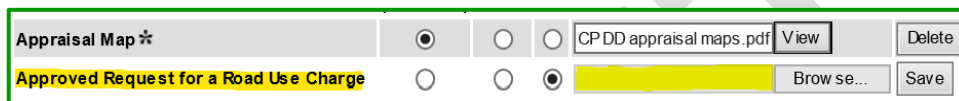
Appraisal Data Submission Requirements

Initial Appraisal Data Submission (ADS) Requirements

In the Initial ADS only, the Approved Road Use Charge (example is Appendix 10-1) needs to be attached in the ECAS43 – Attachment screen in the specific location (highlighted in yellow Figure 10-8). Only the *approved* pdf document (one sent by CAP appraisal staff providing approval) should be attached as all other supporting documentation has been supplied in the email the SFP sent to CAP appraisal staff when requesting approval of the Road Use Charge.

Please do not include it in the ZIP file at the top of the screen.

Figure 10-8 – Previous CP Road Use Charges for Parcel of Land



Post-Harvest ADS Requirements

SFP when gathering information for the development of the Post-Harvest ADS needs to:

- ensure that Road Use Charge Agreement(s) cover the full term of the cutting authority.

NOTE The agreement(s) must cover the full term of the cutting authority.
- collect all 'auditable' invoices for the road use charges that were incurred by the timber that came off of the cutting authority area and were charged for crossing the parcel of private land(s) or First Nation land(s).

NOTE These auditable invoices must be available upon request, and it is recommended as best practice to include them as an attachment in post-harvest ADS.

- reconcile dollars per cubic metre (\$/m³) in the post-harvest ADS from the estimated \$/m³ and timber volumes in the initial ADS to the actual \$/m³ and timber volume that have traveled over the First Nation land(s) or parcel of private land(s) for the cutting authority.
- provide this information as an attachment in the specified location (highlighted in yellow Figure 10-8) in the ECAS43 – Attachment screen.

Fibre Recovery Zone Fraction

Overview

The Waste Manual on April 1, 2019, brought into force the Fibre Recovery Zone (FRZ) waste rate calculation.

“Waste rate” means the per cubic metre amount applied in the “waste invoice”. The per cubic metre amount calculation is the stumpage rate in-place for the timber mark times the FRZ Adjustment Factor on the date that “Primary Logging is Complete” (PLC) which can be identified on the WASTE102 – Block Details screen.

“FRZ Adjustment Factor” means an adjustment factor of:

- a. **3** for cutting authorities whose appraisal or reappraisal effective date between April 1, 2019, to March 31, 2021.

NOTE

 - The FRZ Adjustment Factor may change in future!
 - It is incumbent upon the SFP to verify the adjustment factor when preparing the PHADS.
- b. **1** for cutting authorities whose appraisal or reappraisal effective date on or after April 1, 2021, and are non-auctioned.
- c. **3** for cutting authorities within the FRZ that commence harvesting on a cut block on August 1, 2022, or later.

The Fibre Recovery Zones (FRZ) are spatially defined into three subunits;

1. Immature timber,
2. Mature timber, or
3. Immature and Mature timber.

The FRZ Fraction applies to all scale-based fully appraised cutting authority appraisals that have a cutblock or portion of a cutblock that was waste assessed on or after April 1, 2019. The cutblock or portion of a cutblock must be within a Fibre Recovery Zone and the waste rate was calculated using the “FRZ Adjustment Factor of **3**”.

The FRZ Fraction in a PHADS is the fraction of the total waste assessed area in a cutting authority that had the FRZ Adjustment Factor of **3** applied to the waste rate as described in the Provincial Logging Residue and Waste Measurements Procedures Manual (Waste and Residue).

Shapefiles and PDF versions of the FRZ mapping are available online on the Timber Tenures Brach website. To determine if your cutblock is within a FRZ, the cutblock’s maturity (from the timber cruise) must match the assigned subunit. For example, to be within the FRZ, an immature cutblock must be within either the Immature or Mature and Immature subzone. If an immature cutblock is within the mature FRZ polygon, it is not considered to be in the FRZ.

The FRZ Fraction estimated winning bid (EWB) variable came into force in the new market pricing system (MPS) equation on December 15, 2020. It is applicable to fully appraised cutting authorities.

The Minister directed a mass reappraisal of all active fully appraised non-auction timber cutting authorities on December 15, 2020, using the new MPS equation. Ministry staff estimated which cutblocks were within a fibre recovery zone for the December 15, 2020, for the mass reappraisal.

If there is any change to the FRZ Fraction (as well as the associated per cubic metre workaround using the ECAS34 – Specified Operations screen) either the;

1. PHADS will account for the change for cutting authorities whose issuance date is on or after April 1, 2019, or
2. change circumstance reappraisal for cutting authorities whose issuance date is prior to April 1, 2019.

The FRZ Fraction is the calculated fraction of the total waste assessed area in a cutting authority subject to waste rate as described in the Provincial Logging Residue and Waste Measurements Procedures Manual (Waste and Residue).

On the CAM version January 1, 2024, the FRZ is no longer in the MPS equation, but will still impact stumpage rates in the post-harvest ADS prior to this date. It is possible the FRZ fraction will become part of the equation again in a future CAM version.

IADS FRZ Fraction Calculator Worksheet Processes

For an IADS, the FRZ fraction is calculated by populating the FRZ Fraction calculator worksheet with the Net Merchantable area in hectares (rounded to 2 decimal places) for all cutblocks within the cutting authority area.

- NOTE
- If no area within the cutting authority area maturity level qualifies as an FRZ, then no work is required on the FRZ Fraction.

The SFP is responsible for utilizing legal spatial layers for the FRZ boundaries to calculate block areas which are in and out of the Fibre Recovery Zones. Cutblocks that have both FRZ and non-FRZ areas within a cutblock boundary must be separately listed with their respective merchantable areas (which must add up to the total cutblock merchantable area).

IADS FRZ Fraction Calculation Worksheet Population

For the Initial ADS, the FRZ fraction is calculated by populating the Form with the Net Merchantable area in hectares (rounded to 2 decimal places) for all cutblocks associated with the cutting authority which have area both in or outside a fibre recovery zone.

Using the FRZ Maps from the Timber Tenure Branch that is in-force on the effective date of the cutting authority, the SFP must ascertain if the cutblock or portion of the cutblock is within a Fibre Recovery Zone.

- NOTE
- Cruise based billing cutting authorities do not qualify for the FRZ Fraction.

The process to populating the FRZ Fraction Calculation worksheet in preparation for of an IADS is the;

Figure 10-10a – FRZ Fraction Calculator #1

1. **Post-Harvest ADS** (outlined in red Figure 10-10a) select from the drop-down menu NO for an IADS.
2. **Timber Mark** of the cutting authority (outlined in orange Figure 10-10a),

NOTE

 - For multi-mark cutting authorities populate the primary mark.
3. for each cutblock in the cutting authority area the;
 - a. **Cutblock #** (outlined in fuchsia Figure 10-10b),

NOTE

 - There can be multiple 'waste reporting units' in the same cutblock.

- b. **Net Merchantable Area (ha)** (outlined in blue Figure 10-10b) for the cutblock or portion of the cutblock, and

Cutblocks that have both FRZ and non-FRZ areas within cutblock boundaries must be separately listed with their respective merchantable areas (which must add up to the total block merchantable area).

- c. **FRZ Waste Rate** (outlined in red Figure 10-10b) from the drop-down menu.
 - i. **NO** if not within a fibre recovery zone and maturity type.
 - ii. **YES** if within a fibre recovery zone and maturity type.

Figure 10-10b – FRZ Fraction Calculator #2

	Cutblock #	Net Merchantable Area (ha)		FRZ Waste Rate
	D6	8.30		YES
	T5B	3.10		YES
	T2C	6.90		YES
	P10	6.10		YES
	P12	10.10		YES
	P12	1.21		NO
Total Area (ha)		35.71	0.00	

Waste area (ha) with FRZ rates applicable 34.5 ha

FRZ Fraction as per CAM December 15 2020 0.9661

Provide this document in **Excel format** as an attachment in the ECAS43-Attachments Screen

- 4. save the FRZ Fraction Calculation worksheet as an EXCEL spreadsheet for attachment.

IADS FRZ Fraction Workaround sheet Population

The FRZ Fraction in the ECAS30 – Reference Information screen is not available in ECAS when the effective date (highlighted in yellow Figure 10-11), is prior to December 15, 2021. In this situation a FRZ Fraction Workaround sheet must also be populated and attached in the ECAS43 – Attachments screen.

Figure 10-11 – FRZ Fraction Appraisal data Element in ECAS30 – Reference Information screen

Appraisal Type: Initial ADS Post-Harvest ADS Reappraisal

Appraisal Effective Date: 2022-01-12

Appraisal Expiry Date: 2026-01-11

Cruise Type: CF - Cruise Loss Factor

Total Net Cruise Volume: 69172 m³

Single Tree Selection Volume: 0 m³

Net Volume Second Growth Coniferous: 46456 m³

Sampling Error % (at 2 stand dev.): 11.6 %

Rate Calculation Method: CVP MPS

Single Tree Selection Cruise Grades:

Is Second Growth Coniferous Volume = 80.00% of Total Coniferous Volume: 67.26%

Total Coniferous Volume: 69073 m³

Fibre Recovery Zone:

Save Delete Appraisal

The process for populating the FRZ Fraction Workaround sheet is:

1. open the EXCEL FRZ Workaround sheet,

Figure 10-12 – FRZ Workaround sheet

Fibre Recovery Zone (FRZ) Workaround EWB Variable to Specified Operation			
Fibre Recovery Zone EWB Variable Workaround to Specified Operation			
Licence	A12345	FRZ Coefficient	-\$2.228
Cutting Permit	126	FRZ Fraction	0.97
Mark (primary mark)	FA4126	Specified Operation	
ECAS Id (initial ADS)	876543	Amount (\$/m ³)	2.15

2. record the
 - a. licence (outlined in blue Figure 10-12),
 - b. cutting permit (outlined in orange Figure 10-12),
 - c. primary timber mark (outlined in purple Figure 10-12),
 - d. ECAS Id (outlined in red Figure 10-12),
 - e. FRZ Fraction (outlined in fuchsia Figure 10-12) from the FRZ Fraction Calculation worksheet (outlined in orange Figure 10-10b)

NOTE

- Enter all four digits from the FRZ Fraction Calculation worksheet.
- The worksheet will calculate using 4 digits but will appear as 2 digits.

3. Save the FRZ Fraction Workaround sheet as an EXCEL file for attachment in ECAS and to populate ECAS.

Identifying FRZ Fraction EWB Eligibility for PHADS

At the PHADS the SFP needs to ascertain if the cutting authority has an FRZ Fraction EWB. To do this the SFP needs to ascertain if the:

1. cutting authority;
 - a. primary logging is complete, or
 - b. expiry date has passed.
2. cutblock or portion of a cutblock in the cutting authority area is:
 - a. within a Fibre Recovery Zone,
 - b. qualifies for FRZ EWB. And

NOTE • Cruise based billing cutting authorities do not qualify for the FRZ Fraction.

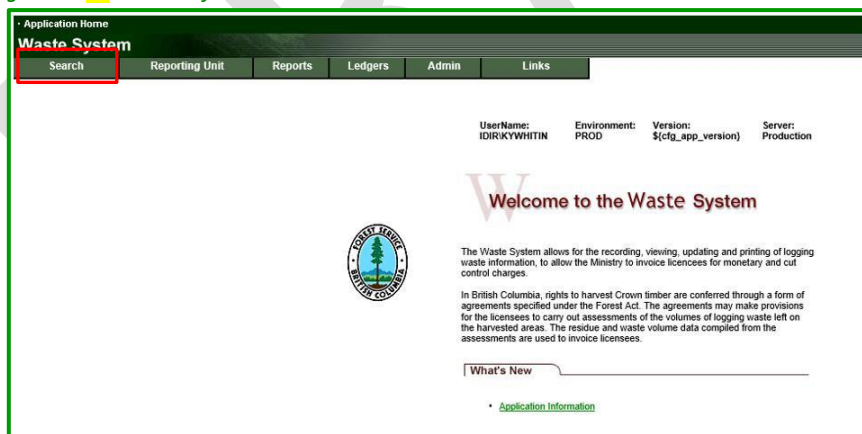
- c. the waste rate is FRZ Adjustment Factor of 3.

Identifying Waste Rate with FRZ Adjustment Factor of 3

For each cutblock or portion of a cutblock the process for identifying if it has a waste rate with the FRZ Adjustment Factor of 3 is:

1. open the “Waste System” (must have authority for this system) located at <https://apps.nrs.gov.bc.ca/ext/waste-for/>
2. click on the Search tab (outlined in red Figure 10-13),

Figure 10-13 – Waste System Home screen



3. select ‘Block Search’ (outlined in fuchsia Figure 10-14) from drop-down menu,

Figure 10-14 – Search Drop-down Menu Waste System Home screen



4. in the WASTE106 – Block Search screen search using timber mark by;

NOTE • Waste System default when opening the application can be seen in Figure 10-15a.

a. clicking the;

- i. “FTA Block Status” must be “Logging Complete” (outlined in red Figure 10-15a), and

NOTE • If status is not “Logging Complete” then licensee has not completed required work in the WASTE application.
• Licensee SFP needs to action this by having individual in organization to have status changed to “Logging Complete” prior to submitting PHADS or unselect logging complete to proceed with search.

Figure 10-15a – WASTE106 – Block search screen #1

WASTE106 - Block Search

Forest District: License: Block:

Licence No: Cutting Permit: Timber Mark:

FTA Block Status: As Of: to

Exclude Cut Blocks in WASTE: Search by RU Only: WASTE Block Status:

File Type Code:

Sort By: Forest District Licensee Status Date

- ii. “Exclude Cut Blocks in WASTE” check box (outlined in orange Figure 12-15a) to blank.

Figure 12-15b – WASTE106 – Block search screen #2

WASTE106 - Block Search

Forest District: License: Block:

Licence No: Cutting Permit: Timber Mark:

FTA Block Status: As Of: to

Exclude Cut Blocks in WASTE: Search by RU Only: WASTE Block Status:

File Type Code:

Sort By: Forest District Licensee Status Date

- b. populate the cutting authority timber mark (outlined in blue Figure 10-15b), and

NOTE • The cutting authority cutblocks (and cutblock areas) may not all be recorded under one Waste Reporting Unit (RU) ID:
⇒ Helicopter harvest portions of cutting authority cutblocks, for example, are surveyed in a separate RU from cutblock areas conventionally harvested.
⇒ Also, Waste assessment methodology allows for surveyors to combine cutting authority cutblocks under different RU IDs.

- c. click on the Search button (outlined in fuchsia Figure 10-15b).

5. **FRZ Adjustment Factor** for the Waste Rate details for specific cutblock is accessed by clicking on the:

Figure 10-16 – Result of Timber Mark Search in WASTE106 – Block Search screen

District Code	Licensee	Licence No.	CP	Timber Mark	Cut Block	FTA Block Status	Status Date	Net Area(ha)	Reporting Unit ID	File Type	Type Code	RU Details	Block Details
<input type="checkbox"/>	DSC	HARVEST TREE LTD.	A54321	587	EQ7587	QTM1	LC – LOGGING COMPLETE	2020-09-18	3.94	76530	A01 - Forest Licence	RU Details	Block Details
<input type="checkbox"/>	DSC	HARVEST TREE LTD.	A54321	587	EQ7587	QTM60	LC – LOGGING COMPLETE	2020-09-18	3.42	76530	A01 - Forest Licence	RU Details	Block Details
<input type="checkbox"/>	DSC	HARVEST TREE LTD.	A54321	587	EQ7587	QTM87	LC – LOGGING COMPLETE	2020-09-18	5.3	76530	A01 - Forest Licence	RU Details	Block Details
<input type="checkbox"/>	DSC	HARVEST TREE LTD.	A54321	587	EQ7587	QTM82	LC – LOGGING COMPLETE	2020-09-18	2.9	76532	A01 - Forest Licence	RU Details	Block Details
<input type="checkbox"/>	DSC	HARVEST TREE LTD.	A54321	587	EQ7587	QTM74	LC – LOGGING COMPLETE	2020-09-18	9	76532	A01 - Forest Licence	RU Details	Block Details

- a. **Block Details** button (outlined in orange Figure 10-16);
 - i. results in the cutblock “WASTE102 - Block Details” screen (Figure 10-17),

Figure 10-17 –WASTE102 – Block Details screen

Waste 102 - Block Details

[Back](#)

Reporting Unit ID: 76530 **Forest District:** DSC - Sunshine Coast Natural R

Licensee: TH00 **Option:** Aggregate

Dispersed CV (%): 70 **Accumulated CV (%):** 60

Licence No: A54321 **Cutting Permit:** 584

Block: **QTM87** **Timber Mark:** EQ7587

WASTE Block Status: BIS – Billing Issued **Exempted Block:** N

Harvest Status: Complete

Years Logged From: 2020 **Years Logged To:** 2020

Primary Logging Completion Date: 2020-11-30 **Survey Date:** 2021-01-21

Disturbance Start Date (from FTA): **Net Area (ha):** 5.3 **Disturbance End Date (from FTA):** **Gross Disturbance Area (ha) (from FTA):**

Remaining Harvest Area (ha): **Harvest Status:** Complete Incomplete N/A

FTA Block Status: **Roads (NP/NF):**

Cruise (m³/ha): **Return Number:** 796

Waste Surveyor Licence: 764E **Subject to Fibre Recovery Zone Waste Rates:** .3x

Maturity: Mature Immature

WASTE Benchmark (m³/ha): 10

Multi-Mark: Yes **Primary Mark Area (ha):** 5.1 [Multi-Mark](#)

[Save](#)

Dispersed

Waste Type	Harvest Method	Assessment Method	Plot Size (m ²)	Waste Level	Area (ha)
S - Clearcut	G - Grapple Yarder	P - Plot	4 - 400	X - Not Stratified	4.83 Details

Accumulation

Waste Type	Harvest Method	Assessment Method	Plot Size (m ²)	Waste Level	Area (ha)
R - Roadside	G - Grapple Yarder	P - Plot	0 - 50	X - Not Stratified	.41 Details
P - Spot Accumulation	G - Grapple Yarder	P - Plot	0 - 50	X - Not Stratified	.06 Details

- ii. look at the “Subject to Fibre Recovery Zone Waste Rate” (outlined in orange Figure 10-17),

NOTE • WASTE System was updated with “Subject to Fibre Recovery Zone Waste Rate’ data element after implementation of the FRZ Fraction EWB and thus may not be present or may not be populated.

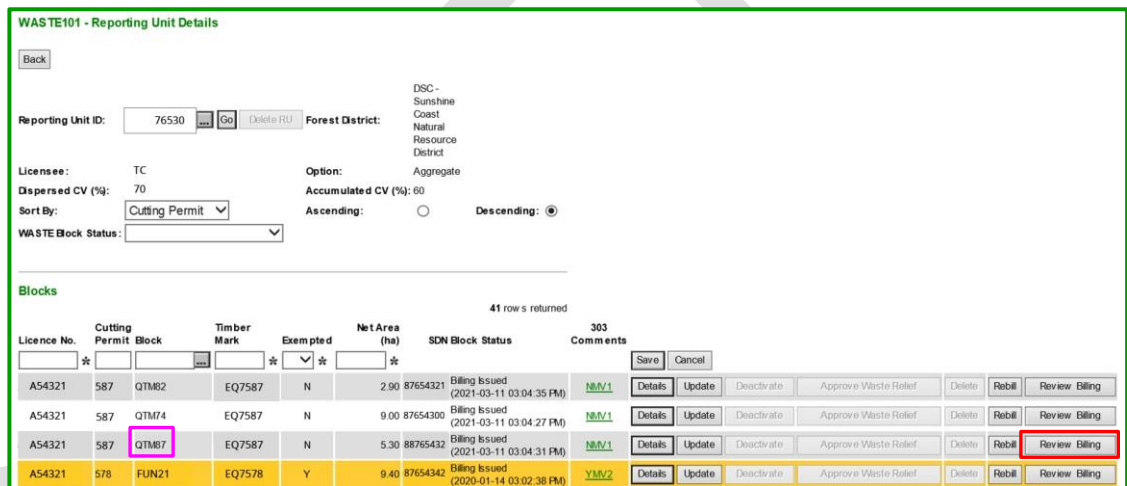
- iii. Waste Rate FRZ Adjustment Factor is;

- A. YES if **3X** (highlighted in yellow outlined in orange Figure 10-17), or
- B. NO, 1X or blank.

- b. **RU Details** button (outlined in fuchsia 10-16) is alternative search for “FRZ Adjustment Factor of 3X” for the Waste Rate. Then the process is;

NOTE • Use the Block Details first to search for the “FRZ Adjustment Factor of 3X” and if not present moved to this search.

Figure 12-18 –WASTE101 – Reporting Unit Details screen



- i. results of clicking on the RU Details button provided the “WASTE101 – Reporting Unit Details” screen (Figure 10-18),
- ii. find the cutblock being investigated (outlined in fuchsia Figure 10-18),
- iii. click on the “Review Billing” (outlined in red Figure 10-18) to far right of row with cutblock,
- iv. takes you to the WASTE104 – Multiple Timber Marks screen (Figure 10-19)

Figure 10-19 – Waste104 – Multiple Timber Marks screen



- v. click in the “Review Billing” button (outlined in Figure 10-18) far right of row for the cutblock (outlined in fuchsia Figure 10-18) being reviewed that is within the timber mark (outlined in orange Figure 10-18),
- vi. look at the **Rate** (outlined in red Figure 10-20) for a coniferous statutory grade, except for cedar, for a:
 - NOTE
 - Waste rate for statutory grades are ‘\$2.00/m³’, ‘\$2.00/m³ X WMRF’, or a ‘FRZ Adjustment Factor of 3X’.
 - WMRF (Waste Management Reduction Factor) may apply.
 - A. \$2.00 per cubic metre on deciduous Y, and
 - B. May be reduced by the WMRF (highlighted in green Figure 10-20),

Figure 10-20 – Waste602 – Waste Assessment Rates screen

WASTE602 - Waste Assessment Rates				
<input type="button" value="Back"/>				
Reporting Unit ID:	76530	Forest District:	DSC - Sunshine Coast Natural Resource District	
Licensee:	TC00	Option:	Aggregate	
Dispersed CV (%):	70	Accumulated CV (%):	60	
Mark:	EQ7587	Block:	QTM87	
WMRF:	0.89217	Ref'd as a Multi-Mark:	Yes	
Multi-Mark/Exempted Block Mark:	EQ7587	Multi-Mark/Exempted Block:	QTM87	
Billing Reduction:	Benchmark	WASTE Benchmark (m ³ /ha):	10	
Apply WMRF	Surveyed Species	Surveyed Grade	Rate Source	Rate
Y	AL	W	AU - User Override	\$1.78
N	AL	Y	AU - User Override	\$2.00
Y	CE	J	AM - Mark Average	\$6.12
Y	CE	U	AM - Mark Average	\$6.12
Y	CE	X	AU - User Override	\$0.22
Y	FI	J	AU - User Override	\$18.36
Y	FI	U	AU - User Override	\$18.36
Y	FI	X	AU - User Override	\$1.78
Y	HE	J	AU - User Override	\$18.36
Y	HE	U	AU - User Override	\$1.78
Y	HE	X	AU - User Override	\$1.78
<input type="button" value="Review Billing"/>				

- NOTE
 - if this the Waste Rate (outlined in red Figure 10-19) is not \$2.00 or reduce by the WMRF then “FRZ Adjustment Factor is not 3X”.

- vii. For this example $0.8917 \text{ (WMRF)} * \$2.00 = \$1.78$
- viii. **FRZ Waste Rate** for the cutblock or portion of the cutblock is:
 - A. **YES** when the ‘waste rate’ for statutory grades are;
 - I. FRZ Adjustment Factor 3X,
 - II. \$2.00/m³ for statutory grades, or
 - III. \$2.00/m³ X WMRF.
 - B. **NO** otherwise.

PHADS FRZ Fraction Calculation Worksheet Population

The process to populating the FRZ Fraction Calculation worksheet in preparation for of an PHADS is the;

1. **Post-Harvest ADS** (dashed red outline in Figure 10-21) select from the drop-down menu **YES** for a;
 - a. PHADS, or
 - b. cutting authority that was issued prior to April 1, 2019, that had a FRZ Fraction estimate in the Minister Directed mass reappraisal of December 15, 2020.


Figure 10-21 – FRZ Fraction Calculator #2

Fibre Recovery Zone (FRZ) Fraction Calculation

For Appraisals Effective on or after December 15, 2020
(and including limited reappraisals and post-harvest ADS as required)

Post-Harvest ADS **YES**

FRZ Fraction
0.68



Timber Mark **EQ7587**

Waste Reporting Unit ID	Cutblock #	Waste Net Area (ha)	Waste Road Permit Area (ha)	FRZ Waste Rate
26532	QTM41	3.94		NO
26532	QTM60	3.42		NO
26530	QTM74	9.00	0.90	YES
26530	QTM82	2.90	0.60	YES
26530	QTM87	5.30	0.20	YES

3. **Timber Mark** of the cutting authority (dashed fuchsia outlined in Figure 10-21),
 - NOTE • For multi-mark cutting authorities populate the primary mark.
4. for each cutblock in the cutting authority area the;
 - NOTE • Cutblock number is data element that search starts with in the Waste106 - Block Search Screen (outlined in blue Figure 10-16).
 - a. **Waste Reporting Unit** (outlined in blue Figure 10-21) that is obtained from the cutblock Waste102 – Block Details screen (outlined in orange Figure 10-17),
 - NOTE • There can be multiple ‘waste reporting units’ for the same cutblock.
 - b. **Cutblock #** (outlined in orange Figure 10-21) is what is being searched for and can be obtained from or identified in:
 - i. Waste106 – Block Search Details screen (outlined in blue Figure 10-16).
 - ii. Waste102 – Block Details screen (highlighted in blue Figure 10-17).

- iii. Waste101 – Reporting Unit Details screen (outlined in fuchsia Figure 10-18).
 - iv. Waste 104 – Multiple Timber Marks screen (outlined in fuchsia Figure 10-19).
 - c. **Waste Net Area (ha)** (outlined in purple Figure 10-21) is obtained from “Net Area” (outlined in fuchsia Figure 10-17) in the WASTE102 – Block Details screen.
 - d. **Waste Road Permit Area (ha)** (outlined in red Figure 10-21) for the area covered under road permit is obtained from road permit mark (outlined in purple Figure 10-17) in the cutblock Waste102 – Block Details screen “Mark Area (ha)” (outlined in yellow Figure 10-17), and
 - e. **FRZ Waste Rate** (outlined in red Figure 10-21) is based upon information from the “Identifying Waste Rate with FRZ Adjustment Factor of 3” process using the drop-down menu of either:
 - i. **NO** if not within a fibre recovery zone or the FRZ adjustment factor is not 3.
 - ii. **YES** if within a fibre recovery zone and FRZ adjustment factor is **3**.
- * Note: in searching the waste system entering the nested marks on TFL cutting authorities may be necessary to find all applicable cut block waste surveys.

ECAS Work Requirement for FRZ Fraction

There are two methods of population of the FRZ Fraction EWB variable into ECAS that are dependent upon the effective date (highlighted in yellow Figure 10-9) recorded in the ECAS30 – Reference Information screen.

The action required in ECAS when there is an FRZ Fraction EWB variable is:

1. attach in the ECAS43 – Attachments screen the:
 - a. FRZ Fraction Calculator worksheet (in EXCEL format) as either:
 - i. part of a zip file that is attached at the top of the screen with a check off (highlighted in yellow Figure 10-22a) in the check box for FRZ Worksheet.

Figure 10-22a – Attachment Location #1 for FRZ Fraction Calculator Worksheet

Culverts	
<input type="checkbox"/>	Culvert Worksheet
Fibre Recovery Zone	
<input checked="" type="checkbox"/>	FRZ Worksheet

- NOTE
- If the FRZ Fraction Calculator worksheet is part of a zip file ensure that it has been clearly identified at the beginning of the file name!
 - i.e. FRZ Faction Calculator worksheet – A12345 CP143
FRZ Fraction Calculator
FRZ Fraction – A12345 CP143

- ii. as specific file location in the middle of the screen (outlined in fuchsia Figure 10-22b).

Figure 10-22b – Attachment Location #2 for FRZ Fraction Calculator Worksheet

Culvert Worksheet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Culvert Worksheet – A12345 CP126	View
Fibre Recovery Zone	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	FRZ Fraction Calculator Worksheet	View

- b. FRZ Fraction Calculator worksheet (in EXCEL format) as either:
 - i. part of a zip file that is attached at the top of the screen with a check off (highlighted in yellow Figure 10-22a) in the check box for FRZ Worksheet.

- NOTE
- If the FRZ Fraction Workaround sheet is part of a zip file ensure that it has been clearly identified at the beginning of the file name!
 - i.e. FRZ Faction Workaround sheet – A12345 CP143
FRZ Fraction Workaround– A12345 CP143
FRZ Fraction Workaround

- ii. miscellaneous section (outlined in orange Figure 10-22c) at bottom of screen (outlined in red Figure 10-22c).

Figure 10-22c – Miscellaneous Attachment Location for FRZ Fraction Workaroudn sheet

Miscellaneous	<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Choose File	No file chosen
	Cruise Plan Map	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Cruise Plan Map – A12345 CP126	View
	FRZ Fraction Workaround sheet	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	FRZ Fraction Workaround sheet –	View

2. if cutting authority effective date in the ECAS30 – Reference Information screen (highlighted in yellow Figure 10-24) is:
 - a. prior to December 15, 2021 the FRZ Fraction Workaround per cubic metre (outlined in orange Figure 10-23) amount is in the ECAS34 – Specified Operations screen.

Figure 10-23 – FRZ Workaround in ECAS34 – Specified Operation screen

ECAS34 - Specified Operations

To retrieve an existing appraisal enter Timber Mark and Effective Date, or ECAS ID [Stumpage Rate](#)

Licence: Cutting Perm it: Timber Mark(s): (+) AND Effective Date: OR ECAS ID:

Description	Comment	Rate (\$/m ³)
FRZ - Fibre Recovery Zone		1.74

- b. on or after December 15, 2021, the FRZ Fraction (outlined in red Figure 10-24) in the ECAS30 – Reference information screen.

Figure 10-24 – FRZ Fraction EWB in ECAS30 – Reference Information screen

Appraisal Type: Initial ADS Post-Harvest ADS Reappraisal:

Appraisal Effective Date: **Appraisal Expiry Date:**

Cruise Type: *

Total Net Cruise Volume: 72868 m³ **Single Tree Selection Cruise Grades:**

Single Tree Selection Volume: m³ **Is Second Growth Coniferous Volume = 80.00% of Total Coniferous Volume:** 23.45%

Net Volume Second Growth Coniferous: m³ **Total Coniferous Volume:** 72463 m³

Sampling Error % (at 2 stand.dev.): % **Fibre Recovery Zone:**

Rate Calculation Method: CVP MPS

NOTE

- For Minster Directed mass reappraisals the Ministry staff who make the stumpage rate determination will use the attached information for the mass reappraisals as directed by the Minister.

Development Cost Distribution Agreement

Introduction

Overview

When development costs are being distributed into future cutting authority(s) under section 5.3.2.2 of the CAM, a “Development Cost Distribution Agreement” form (DCDA) must be completed and adjustments to the AMORTIZED% column entries made in the first cutting authority in both the initial appraisal data submission (IADS) and post-harvest appraisal data submission (PHADS) in the ECAS. In future receiving cutting authority(s) a Receiving Cutting Authority(s) Distributed Development Cost form (RDDC form) must be completed and attached, with the distributed cost being entered into the “New Construction” section of the ECAS40 – Non-Tabular Development Cost screen and identified as DCDA under the ‘Attachment Identifier’ column.

The ten-year term of the Development Cost Distribution Agreement begins on the effective date of the first cutting authority (based upon the district manager cutting permit document) even if an updated agreement is required because of a:

1. post-harvest ADS development cost changes, or
2. a reappraisal of the first cutting authority for sudden & severe damage or Minister’s Direction.

Unit Cost Thresholds

The Unit Cost threshold for a cutting authority to qualify for consideration of a Development Cost Distribution Agreement is \$4.00 per cubic metre. Development cost that has been amortized into a cutting authority or development cost that have been distributed into a cutting authority, do not contribute to the Unit Cost calculation when determining if the Unit Cost threshold has been met or exceeded.

Distribution Agreement Forms

As the distribution agreement process involves two steps CAP appraisal staff have developed and made available on the [Coast Appraisal Data Submissions - Province of British Columbia \(gov.bc.ca\)](https://www2.gov.bc.ca/gov2/industry/forestry/development_costs/development_costs_data_submissions) EXCEL products for the:

1. Development Cost Distribution Agreement uses the form that is titled Form – Development Distribution Agreement.xlsx.
2. Receiving Cutting Authority(s) Distributed Development Cost process the form that must be used that is titled Form – Receiving Development Distribution.xlsx.

ECAS

Because the IADS verification review process generally only receives an Administrative Review, identifying that there is a DCDA means that the submitting forest professional will have to follow-up with a separate email once the cutting authority’s stumpage rate determination occurs if they have not received a signed copy of the DCDA.

- NOTE
- The dollar amount must match the dollar amounts that are in the General Appraisal System!
 - This may require update of the dollar amount before the statutory decision maker will consider entering into the agreement.

Amortized% Column Population Instruction

Amortized% Column Population Except for Culvert Screen

In the first cutting authority for either the initial appraisal data submission (IADS) or the post-harvest appraisal data submission (PHADS) the Amortized% column in ECAS (see Figure 10-7a) must have the road section’s and drainage structures reduced from 100 (the 100 indicates that 100% of the road section or drainage structure development cost will be retained in the first cutting authority) to a percentage of that road section or drainage structure cost that will be retained in the first cutting authority, within the:

- ECAS37 - Tabular Road screen,
- ECAS35 - Bridges screen and
- ECAS40 – Non-Tabular Development Cost screen.

The exception is for culverts, entered in the ECAS36 screen (see details below for culverts).

Figure 10-25a – Amortized % Column

Identity			Subgrade						
Road Name	Station #	Section Length (km)	Bank Height Category	RMC	Appraisal Year	Crown %	Amortized %	As Built?	
	0	448	0.448	OMFR - Other Material - Pt Run Balz		100	100	<input type="checkbox"/>	
	0	586	0.586	OMFR - Other Material - Pt Run Balz		100	100	<input type="checkbox"/>	
	586	601	0.015	OMFB - Other Material - Rock Ballas		100	100	<input type="checkbox"/>	
	601	616	0.015	OMFB - Other Material - Rock Ballas		0	0	<input type="checkbox"/>	
	616	1033	0.417	OMFR - Other Material - Pt Run Balz		0	0	<input type="checkbox"/>	

Retained in first cutting authority

Apportioned to future receiving cutting authority(s)

Amortized% is the percentage of the development cost that will be retained in the first cutting authority, with only whole numbers being able to be entered. Thus, an Amortized% entry of:

- 100** means 100% of development cost is retained in the first cutting authority.
- 0** means 0% of the development cost is retained in the first cutting authority with the remaining 100% of development cost to be distributed into future cutting authority(s).
- 35** means 35% of the development cost is retained in the first cutting authority with the remaining 65% of development cost to be distributed into future cutting authority(s).
- 80** means 80% of the development cost is retained in the first cutting authority with the remaining 20% of development cost to be distributed into future cutting authority(s).

Culvert Screen Amortized% Column Population

The Culvert Amortized% column data entry in the ECAS36 – Culverts screen is different than the other ECAS screens above where Amortized% is done individually by road section, bridge entry and NDC project type. In the culvert screen Amortized% reduction is by diameter class, where two or more separate lines for the same diameter culvert may be required. The reason for this is that the Amortized% column adjusts the culverts resulting cost in GAS to the desired dollar amount to be retained in the first cutting authority appraisal.

Example

See Figure 10-22b

For culvert diameter 0.5 metre there is a total of 202 linear metre of culvert that is being installed. The SFP has decided that cost of:

- 76 metres will be distributed into future receiving cutting authorities (see A in Figure 10-25b).
- 126 metres will be retained in the first cutting authority (see B in Figure 10-25b).

NOTE • that there can be multiple permutations and combinations for each diameter class, this is only an example. Use the Amortized% column to adjust the culverts resulting cost estimate to the desired dollar amount.

Figure 10-25b – Amortized % Column

Circular Type						
Diameter(m)	Total Length For Diameter	Crown %	Amortized %	Appraisal Year		
<input type="text" value="0.5"/>	<input type="text" value="76"/>	<input type="text" value="100"/>	<input type="text" value="100"/>	<input type="text" value="2019"/>	<input type="button" value="Save"/>	
0.5	76	100	0	A	2019	<input type="button" value="Update"/>
0.5	126	100	100	B	2019	<input type="button" value="Update"/>
0.6	52	100	0		2019	<input type="button" value="Update"/>
0.6	108	100	100		2019	<input type="button" value="Update"/>
0.8	30	100	100		2019	<input type="button" value="Update"/>
1.0	20	100	100		2019	<input type="button" value="Update"/>

Attachment Instructions

Attach the completed DCDA or RDDC Forms for the cutting authority in the ECAS43 - Attachment screen in the 'Development Cost Distribution Agreement' location (see highlighted yellow Figure 10-26). Every effort should be made NOT to attach these in the single ZIP file section at the top of the screen or the 'Miscellaneous' section at the bottom of the screen.

Figure 10-26 – ECAS43 – Attachment screen

Tenure Information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text" value=""/>	<input type="button" value="View"/>
BC Timber Sales (FS 574)	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="text" value=""/>	<input type="button" value="Browse se..."/>
Development Cost Distribution Agreement	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text" value=""/>	<input type="button" value="View"/>

Development Cost Distribution Agreement

Population Instructions for DCDA

The process for completing a Development Cost Distribution Agreement (DCDA) (see Appendix 10-2 for a completed DCDA for a first cutting authority initial ADS) is:

- The DCDA is an EXCEL (please do not hand balm) spreadsheet and is available at:
- [Coast Appraisal Data Submissions - Province of British Columbia \(gov.bc.ca\)](#) Enter the following administrative information related to the first cutting authority in the DCDA:
 - Licensee Legal Name** that can be found in ECAS at the top of the ECAS30 - Reference screen.
 - Licensee Address**
 - Licence** do not include prefixes such as FL, FLTC, TSL, TL etc. in this cell.
 - Cutting Permit** ONLY the CP identifier (numbers and/or letters). Do not include 'CP' in this cell.
 - Mark (primary mark)** no spaces in mark and only TFLs have slashes in marks.
 - ECAS Id**
 - Effective Date** the effective date of the cutting authority.
 - Point of Origin Area** of the first cutting authority area.
- Total Development Cost** is the total development cost recorded in the first cutting authority appraisal data submission (see A in Figure 10-26). This amount is the "Total (\$)" (see A in Figure 10-28) in GAS, which is obtained from the Stumpage Rate Details report, generated by GAS, from the 'Pre-Amort Development Cost (\$)' column on the final page of the report.

Figure 10-27 – Development Cost Distribution Agreement

Licensee Legal Name	First Cutting Authority	
Wester VanIsle Ltd.	Licence	A12345
Licensee Address	Cutting Permit	240
6700 Right of Wa	Mark (primary mark)	EF1240
Nanaimo, BC V9S 2Q1	ECAS Id	103444
	Effective Date	2020-01-16
	Point of Origin Area	COCO

Total Development Cost	\$1,021,492	A
Development Cost Retained in First Cutting Authority	\$695,607	B
Development Cost to be Distributed into Future Cutting Authority(s)	\$325,885	

4. **Development Cost Retained in First Cutting Authority** is the development cost amount to be retained (see B in Figure 10-27) in the first cutting authority appraisal. The amount entered must match the Stumpage Rate Details Report’s “Total (\$)” (see B in Figure 10-28) of the ‘Applicable Development Cost (\$)’ column on the final page of the report.
5. **Development Cost to be Distributed into Future Cutting Authority(s)** (circle in orange Figure 10-27) is auto calculated by the EXCEL spreadsheet and is the amount to be distributed into future cutting authority(s).
6. **Unit Development Cost Threshold** is determined using only those ‘newly submitted’ development costs, which do not include dollar amounts from prior approved Amortization Agreements or Development Cost Distribution Agreements that are amortized/distributed into the first cutting authority. The Unit Development Cost amount is obtained from the Stumpage Rate Details Report’s ‘Total Applicable Road Development (\$/m3)’ (circled in purple in Figure 10-28) less prior approved amortized and development cost distribution amounts.

Figure 10-28 – Stumpage Rate Detail Report First Cutting Authority Initial ADS

Development Cost Summary		
	Pre-Amort Development Cost (\$)	Applicable Development Cost (\$)
Tabular Metal Culverts	52738.00	37366.00
Tabular Wooden Culverts	3000.00	2000.00
Tabular Bridges	122000.00	57400.00
Non-Tabular New Construction	170399.00	31209.00
Non-Tabular Reconstruction & Replacement	14904.00	6337.00
Tabular Roads	658451.49	561294.53
Total (\$)	1021492.49	695606.53
Total Pre-Amort Road Development (\$/m3)		15.10
Total Applicable Road Development (\$/m3)		10.28

End of Report

Submission Requirements for DCDA

The submission requirements for the first cutting authority initial ADS are:

1. AMORTIZED% column(s) in ECAS must have the percentage reduction recorded (whole numbers only) to those road section(s) and drainage structure(s) in the first cutting authority (both initial and post-harvest) ADS (see section on 'Amortized % Column Population Instruction' earlier in this Module 3) whose cost is being distributed into future receiving cutting authority(s).
2. The information provided in the DCDA should be as accurate as possible based upon the submitting forest professional's (SFP) calculation.

NOTE • If the dollar values do not match those calculated by the GAS (see A & see B in Figure 10-10) in DCDA (see A & see B in Figure 10-9) clarification will be sought by Coast Area Pricing appraisal staff prior to consideration of entering into the Development Cost Distribution Agreement.

3. A PDF must be created from the completed DCDA EXCEL spreadsheet for signature. DO NOT submit the EXCEL spreadsheet for a DCDA.

4. Licence Representative must sign the pdf DCDA.

NOTE • The signatory must be authorized to enter into the DCDA on behalf of the licensee.
• This is not a professional document so there is no requirement for sealing the document.

5. Attach the completed DCDA as per instruction on page 10-14.
6. Remember when submitting an ADS (both initial and post-harvest) for the first cutting authority in ECAS to provide at SUBMIT status in the ECAS96 – Comments screen that there is a Distribution Agreement in place (truly important to identify so that SDM is aware and can action the Distribution Agreement).
7. SFP needs to follow-up with the statutory decision maker (SDM) once the stumpage rate determination has been made in the GAS if a signed Development Cost Distribution Agreement has not been received.
8. Distribution is in force once signed off by both the licensee representative and SDM (see Appendix 10-2 for sample signed DCDA).

Distributed Development Cost into Receiving Cutting Authority(s)

Introduction

The Receiving Cutting Authority(s) Distributed Development Cost (RDDC form) has been updated to an EXCEL workbook for PHARM. The EXCEL workbook is available (titled 'Form – Receiving Development Distribution') on the CAP appraisal section website located at [Coast Appraisal Data Submissions - Province of British Columbia \(gov.bc.ca\)](http://Coast Appraisal Data Submissions - Province of British Columbia (gov.bc.ca)).

There are two worksheets within the RDDC form workbook which are used for:

- submitting distributed amounts into receiving cutting authority(s). This first worksheet is called the "Distributed Development \$" (outlined in red Figure 10-29) and serves the same role as the pre-PHARM RDDC form.
- reconciling distributed amounts from the first cutting authority's initial ADS to post-harvest ADS. The second worksheet is called the "PHADS Reconciled Distributed \$" (outlined in orange Figure 10-29) and serves the role under PHARM of reconciling distributed development cost at the first cutting authority's post-harvest ADS.

Figure 10-29 – Receiving Cutting Authority Distributed Development EXCEL Worksheet

First Cutting Authority Distribution Information			
Licence	A12345	Development Cost Information	
Cutting Permit	240	Initial ADS	
Mark (primary mark)	EF1240	Pre-Amortized Development Cost	\$1,021,492
ECAS Id (initial ADS)	103444	Retained in 1st Cutting Authority	\$695,607
Effective Date	2020-01-14	Post-Harvest ADS	
ECAS Id (post-harvest ADS)		Pre-Amortized Development Cost	
Point of Origin Area	SQUA	Retained in 1st Cutting Authority	

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	YES	116796	\$100,000	
A85448	21	EB3021	NO	105128	\$20,000	
A12345	255	EF1255	NO	106624	\$22,985	
A12345	258	EF1258	NO	119012	\$95,825	
Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Initial ADS						\$238,810
Remaining Development Cost to be Distributed to Future Receiving Cutting Authority(s)						\$87,075

- NOTE
- It is recommended that the EXCEL workbook be retained in your organization computer drives for future receiving cutting authority(s) and the first cutting authority's post-harvest ADS.
 - Remember when submitting an initial ADS for the first cutting authority in ECAS to provide at SUBMIT status in the ECAS96 – Comments screen that there is a Distribution Agreement in place (truly important to identify so that SDM is aware and can action the Distribution Agreement).

RDDC Form Population

Initial ADS of Receiving Cutting Authority(s)

The process for populating the “Receiving Cutting Authority(s) Distributed Development Cost” form (RDDC form) for receiving cutting authority(s) while the first cutting authority only has an initial ADS:

1. **First Cutting Authority Distribution Information** section in the RDDC form (dashed orange outline in Figure 10-30a for steps a to f below) enter the following:
 - a. **Licence** is the form of agreement (Do not include prefixes such as FL, FLTC, TSL, TL etc. Only TFL is acceptable/required.) the first cutting authority is issued under.
 - b. **Cutting permit** ONLY the CP identifier (numbers and/or letters). Do not include ‘CP’ in this cell.
 - c. **Mark (primary mark)** No spaces in mark and only TFLs have slashes in marks.
 - d. **ECAS Id (initial ADS)** is the first cutting authority’s initial ADS ECAS Id.
 - e. **Effective Date** is the first cutting authority’s effective date. Do not change to match a post-harvest ADS effective date or a reappraisal effective date!
 - f. **Point of Origin Area** of the first and subsequent point of origin area that both the first cutting authority and receiving cutting authorities are within.

NOTE

- you cannot distribute development cost to receiving cutting authority(s) that are not within the same point of origin area, with exceptions in the CAM.

2. **Development Cost Information** section (dashed fuchsia outline in Figure 10-30a) for the:

- a. **Initial ADS**

- i. **Pre-Amortization Development Cost** (see A Figure 10-30a) is the first cutting authority, from the initial ADS, total development cost. This amount is obtained from GAS Stumpage Rate Details Report’s total of the ‘Pre-Amort Development Cost(S)’ (see A in Figure 10-28).

NOTE this must be same amount that should have been inputted into the DCDA form see A Figure 10-27.

- ii. **Retained in 1st Cutting Authority** (see B Figure 10-30a) is the first cutting authority total development cost, from the initial ADS, that has been retained in the first cutting authority. This amount is obtained from GAS Stumpage Rate Details Report’s total of the ‘Applicable Road Development (\$/m3)’ (see B in Figure 10-28).

NOTE this must be same amount that should have been inputted into the DCDA form see B Figure 10-27.

- b. **Post-Harvest ADS** is not applicable for a receiving Cutting Authority RDDC until the ‘First Cutting Authority’ PHADS has been submitted by the licensee.

Figure 10-30a –RDDC form with First Cutting Authority Information at Initial ADS

**RECEIVING CUTTING AUTHORITY(S)
DISTRIBUTED DEVELOPMENT COST**

This document is for submission purposes only of applicable amounts from a signed Development Cost Distribution Agreement into the receiving cutting authorities. It must be filled in and attached to the receiving cutting authority.

In the receiving cutting authority ECAS Id the distribution development cost being amortized must be entered into the ECAS40 – Detailed Engineering screen in the 'New Construction' section with a Cost Estimate Identifier of 'DDA'.

First Cutting Authority Distribution Information		Development Cost Information	
Licence	A12345	Initial ADS	
Cutting Permit	240	Pre-Amortized Development Cost	\$1,021,492
Mark (primary mark)	EF1240	Retained in 1st Cutting Authority	\$695,607
ECAS Id (initial ADS)	103444	Post-Harvest ADS	
Effective Date	2020-01-14	Pre-Amortized Development Cost	
ECAS Id (post-harvest ADS)		Retained in 1st Cutting Authority	
Point of Origin Area	COCO		

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost

Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Initial ADS \$0

Remaining Development Cost to be Distributed to Future Receiving Cutting Authority(s) \$325,886

3. **Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Initial ADS** (see **C** Figure 10-30a) is automatically populated by the EXCEL workbook. This is the amount of development cost that has already been distributed into receiving cutting authority(s).

- NOTES
- this amount will be zero prior to distributing development cost into a receiving cutting authority(s).
 - this amount will increase as more development cost is distributed into receiving cutting authority(s).
 - this amount and the corresponding title will disappear when the first cutting authority (1st CP) PHADS information is populated.

4. **Remaining Development Cost to be Distributed to Future Receiving Cutting Authority(s)** (see **D** Figure 10-30a) is automatically populated by the EXCEL workbook. This is the amount of development cost available for distribution into future receiving cutting authority(s).

- NOTE
- this amount will decrease as development cost is distributed into receiving cutting authority(s).
 - when this amount is zero all development cost has been distributed into receiving cutting authority(s).
 - if this is a negative number then reduction of the amount distributed into the current receiving cutting authority (which is cutting authority being worked on by SFP) needs to occur as there cannot be a negative number).
 - this amount and the corresponding title will always be present in the RDDC form EXCEL workbook.

5. **Receiving Cutting Authority(s) Distributed Amount Information** section (dashed yellow outline in Figure 10-30a for steps a to f below) in the RDDC form populate the:

a. **Licence** the receiving cutting authority is issued under (Do not include prefixes such as FL, FLTC, TSL, TL etc. Only TFL is acceptable/required.).

- NOTE
- the receiving cutting authority(s) licence (form of agreement) number may be different than the first cutting authority (see example circled in fuchsia Figure 10-30c).
 - Distributing development cost is acceptable if the legal company name is the same (verification of this will be based on legal name in CLIENT on effective date of receiving cutting authority).

b. **Cutting permit** number of receiving cutting authority.

c. **Mark** of the receiving cutting authority.

- NOTE
- No spaces or slashes in TM except for TFLs which have slashes in their mark.

d. **Post-Harvest ADS** will be NO if the receiving cutting authority has only an initial ADS and becomes YES when the receiving cutting authority has had a post-harvest ADS submitted (more detail regarding this can be found in the 'Post-Harvest ADS of Receiving Cutting Authority' section).

e. **ECAS Id** of receiving cutting authority (this will change when receiving cutting authority has a post-harvest ADS submitted in ECAS).

f. **Initial ADS Distributed Development Cost** amount into:

i. the first receiving cutting authority (see **E** in Figure 10-30b) as decided by the SFP.

Figure 10-30b – Distributed Development Cost Amount into First Receiving Cutting Authority

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	NO	104569	\$100,000 ← E	

ii. subsequent receiving cutting authority(s) (see **EE** in Figure 10-30c) is any amount, as decided by the SFP, up to the 'Remaining Development Cost to Distribute to Future Receiving Cutting Authority(s)' (see **DD** in Figure 10-30c).

- NOTE
- the RDDC form EXCEL workbook automatically calculates as Initial ADS Distributed Development Cost is populated with new receiving cutting authority(s). Resulting in;:
 - ⇒ **Increases** to the (see **CC** in Figure 10-30c) 'Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Initial ADS'.
 - ⇒ **Decreases** to the (see **DD** in Figure 10-30c) 'Remaining Development Cost to be Distributed to Future Receiving Cutting Authority(s)'.

Figure 10-30c – Distributed Development Costs Amount into Subsequent Receiving Cutting Authority

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	NO	104569	\$100,000	
A85448	21	EB3021	NO	105128	\$40,000	← EE
A12345	255	EF1255	NO	106624	\$25,886	← EE
Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Initial ADS						\$165,886 ← CC
Remaining Development Cost to be Distribute to Future Receiving Cutting Authority(s)						\$160,000 ← DD

Post-Harvest ADS of Receiving Cutting Authority

An update to the RDDC form is required when a receiving cutting authority is having a post- harvest ADS submitted, while the first cutting authority still has only an initial ADS submitted.

- NOTE
- A suggested best practice is to save the EXCEL workbook and continue populating it as other receiving cutting authority receive distributed amounts until the distribute amount has been depleted.
 - This practice should also assist with reconciliation at the first cutting authority post-harvest ADS.

The process for updating the RDDC form EXCEL workbook is;

1. in the ‘Receiving Cutting Authority(s) Distributed Amount Information’ section of the RDDC form the ‘Post-Harvest ADS’ column updated be switching from NO to YES by:

Figure 10-31a – Drop-down Menu for Changing Post-Harvest ADS Identifier

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	NO	104569	\$100,000	
A85448	21	EB3021	NO	105128	\$40,000	
A12345	255	EF1255	YES	106624	\$25,886	
A12345	258	EB1258	NO	108564	\$62,000	

- a. clicking on the cell drop-down list arrow (outlined in red in Figure 10-31a).
 - b. select YES (highlighted in blue outlined in orange in Figure 10-31a).
2. in ECAS Id column updated from the initial ADS (outlined in red Figure 10-30c) ECAS Id to the post-harvest ADS (outlined in purple Figure 10-31b) ECAS Id.

Figure 10-31b – Post-Harvest ADS ECAS Id

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	YES	116796	\$100,000	
A85448	21	EB3021	NO	105128	\$40,000	
A12345	255	EF1255	NO	106624	\$25,886	

- NOTE
- Blue filled cell (outlined in blue in Figure 10-31b) indicates that the receiving cutting authority is in post-harvest ADS and that the distributed costs is locked in (cannot be changed).

DRAFT

Submission Requirements for Receiving Cutting Authority(s) IADS of Receiving Cutting Authority(s)

The requirements for receiving cutting authority(s) at initial ADS or post-harvest ADS are:

1. updated “Receiving Distributed Development Cost” (RDDC) form EXCEL workbook for each receiving cutting authority once populated. See “RDDC Form Population” section of Module 10 for more details.
2. attach the EXCEL workbook from step 1 in the ECAS43 - Attachment screen in ‘Development Cost Distribution Agreement’ location (highlighted in yellow Figure 10-26). See ‘Attachment Instruction’ section of Module 10 for more detailed instruction.

NOTE

- Every effort should be made NOT to attach these in the ZIP file section at the top of the screen or the ‘Miscellaneous’ section at the bottom of the screen.

3. The distributed cost information into the receiving cutting authority initial ADS entered in the ECAS40 – Non-Tabular Development Cost screen under ‘New Construction’ section with the:

Figure 10-32 – ECAS40 – Non-Tabular Development Cost screen

Attachment Identifier	NDC Type	Road Name	Station Start	Station End	Project Length	Project Combo	Crown %	Amortized %	Appraisal Year	Comments	Total Cost of Project (\$)
RCDA	99					<input type="checkbox"/>	100	100	2021	First CP is A12345 CP240	1000000
NDC1	6	Forest Road	1124	1152	0.280	<input type="checkbox"/>	100	100	2021		245456
Total for 2021:					0.280				2021		1245456
Total:											1245456

- a. **Attachment Identifier** column entry of DCDA (outlined in purple Figure 10-32),

NOTE

- If more than one DCDA in a receiving cutting authority use a number i.e. DCDA1, DCDA2 in the ‘Attachment Identifier’ column.
- If an older Amortization Agreement populated AMTZ in ‘Attachment Identifier’ column.

- b. **NDC Type** select code ‘99’ (outlined in red Figure 10-32),
 - c. **Road Name** leave blank,
 - d. **Station Start & End** leave blank,
 - e. **Amortized%** of 100 (must be 100 as cannot distribute a previously distributed cost into a future receiving cutting authority), and
 - f. **Comments** enter the first cutting authority distributed development cost (outlined in blue Figure 10-32) are from (example **First CP is A12345 CP240**).
 - g. **Total Cost of Project (\$)** enter the amount being distributed from the first cutting authority into the receiving cutting authority initial ADS (outlined in fuchsia Figure 10-32).
4. Repeat this process for each cutting authority DCDA amount that is being included in the same receiving cutting authority.

PHADS of Receiving Cutting Authority(s)

The process for distribution agreements for a receiving cutting authority for a post-harvest ADS when the first cutting authority is still in initial ADS is:

1. updating the RDDC form EXCEL workbook. “RDDC Form Population” section of Module 10 for more details.
2. attach the EXCEL workbook from step 1 in the ECAS43 - Attachment screen in ‘Development Cost Distribution Agreement’ location (highlighted in yellow Figure 10-26). See ‘Attachment Instruction’ section of Module 10 for more detailed instruction.
3. record the distributed development cost information in the ECAS40 – Non-Tabular Development Cost screen. This is the same as step 3 in the “IADS Receiving cutting Authority” above.

DRAFT

First Cutting Authority Post-Harvest ADS of RDDC Processes

Fully appraised cutting authorities whose effective date, of the first cutting authority, is on or after April 1, 2019, are required to submit a post-harvest ADS. A post-harvest ADS most likely will result in changes to the development cost and as a result will impact a Development Cost Distribution Agreement amounts.

RDDC form Population for PHADS of First Cutting Authority

When the first cutting authority post-harvest ADS is being prepared for submission, update of the Reconciled Distributed Development Cost form (RDDC form) EXCEL workbook is most likely required.

The steps for actioning the reconciliation of amounts within the RDDC form EXCEL workbook are in the:

1. **First Cutting Authority Distribution Information** section requires population of the following additional information of;

NOTE • As suggested before the best practice is to save the EXCEL workbook and populate it as a receiving cutting authority are allocated distributed development cost amounts.

- a. **ECAS Id (post-harvest ADS)** is the first cutting authority's post-harvest ADS ECAS Id (circled in orange Figure 10-33a).

Figure 10-33a –First Cutting Authority at Post-Harvest ADS Population

First Cutting Authority Distribution Information			
Licence	A12345	Development Cost Information	
Cutting Permit	240	Initial ADS	
Mark (primary mark)	EF1240	Pre-Amortized Development Cost	\$1,021,492
ECAS Id (initial ADS)	103444	Retained in 1st Cutting Authority	\$695,607
Effective Date	2020-01-14	Post-Harvest ADS	
ECAS Id (post-harvest ADS)	120224	Pre-Amortized Development Cost	\$1,137,341 ← AA
Point of Origin Area	COCO	Retained in 1st Cutting Authority	\$761,190 ← BB

- b. **Post-Harvest ADS** development cost information population of the:
 - i. **Pre-Amortization Development Cost** (AA Figure 10-33a) is the total development cost in the first cutting authority at post-harvest ADS.
This amount is obtained from GAS Stumpage Rate Details Report's 'Pre-Amortization Development Cost (\$)' (see BB in Figure 10-33b for increase or Figure 10-33c for decrease).
In the example in Figure 10-33a the amount is from Figure 10-33b.

- ii. **Retained in 1st Cutting Authority** (see **BB** Figure 10-33a) is the amount of development cost retained in the first cutting authority.

This amount is obtained from GAS Stumpage Rate Details Report's 'Total Applicable Road Development (\$/m3)' (see **BB** in Figure 10-33b for increase or Figure 10-33c for decrease).

In the example in Figure 10-33a the amount is from Figure 10-33b.

Figure 10-33b – **Increase** Development Cost in Stumpage Rate Detail Report of First Cutting Authority PHADS

Development Cost Summary		
	Pre-Amort Development Cost (\$)	Applicable Development Cost (\$)
Tabular Metal Culverts	50282.00	34910.00
Tabular Wooden Culverts	3000.00	2000.00
Tabular Bridges	157800.00	64600.00
Non-Tabular New Construction	189599.00	34409.00
Non-Tabular Reconstruction & Replacement	14904.00	6337.00
Tabular Roads	721755.86	618933.88
Total (\$)	1137340.86 (AA)	761189.88 (BB)
Total Pre-Amort Road Development (\$/m3)		16.80
Total Applicable Road Development (\$/m3)		11.25

End of Report

Figure 10-33c – **Decrease** Development Cost in Stumpage Rate Detail Report of First Cutting Authority PHADS

Development Cost Summary		
	Pre-Amort Development Cost (\$)	Applicable Development Cost (\$)
Tabular Metal Culverts	33355.00	23071.00
Tabular Wooden Culverts	2000.00	1000.00
Tabular Bridges	106600.00	49700.00
Non-Tabular New Construction	138699.00	34509.00
Non-Tabular Reconstruction & Replacement	11904.00	5337.00
Tabular Roads	628088.56	530512.28
Total (\$)	920646.56 (AA)	644129.28 (BB)
Total Pre-Amort Road Development (\$/m3)		13.61
Total Applicable Road Development (\$/m3)		9.51

End of Report

- 2. In the 'PHADS Reconciled Distributed \$' worksheet (outlined in orange Figure 10-29) of the RDDC form, at the bottom in the Receiving Cutting Authority(s) Distributed Amount Information section the 'Amount of Distributed Development Cost' column (outlined in purple Figure 10-34a) cells must be populated. The process is the;

- a. blue filled (outlined in blue Figure 10-34a) cells in the 'Receiving CP Distributed Cost at 1st CP PH ADS' column must remain un-changed. The example in Figure 10-34a demonstrates this, with the amount outlined in blue being the same as the amount outlined in fuchsia,

NOTE • The reason for this is that this amount has been locked into the receiving cutting authority's development cost TOA and cannot be changed

Figure 10-34a - Receiving Cutting Authority(s) at Post-Harvest ADS Distributed Amount

Receiving Cutting Authority(s) Distributed Amount at First Cutting Authority Post-harvest ADS				
Licence	Cutting Permit	Mark	ECAS Id	Amount of Distributed Development Cost
A12345	249	EF1249	116796	\$100,000
A85448	21	EB3021	105128	
A12345	255	EF1255	106624	
A12345	258	EB1258	108564	

Receiving CP Distributed Cost at 1 st CP PH ADS
\$100,000
\$40,000
\$25,886
\$62,000

- b. non-blue filled cells (highlighted in yellow Figure 10-34b) cells populate the 'Amount of Distributed Development Cost' column (highlighted in green Figure 10-34b),

Figure 10-34b - Receiving Cutting Authority(s) Requiring Adjustment at Post-Harvest ADS

Receiving Cutting Authority(s) Distributed Amount at First Cutting Authority Post-harvest ADS				
Licence	Cutting Permit	Mark	ECAS Id	Amount of Distributed Development Cost
A12345	249	EF1249	116796	\$100,000
A85448	21	EB3021	105128	\$40,000
A12345	255	EF1255	106624	\$25,886
A12345	258	EB1258	108564	

Receiving CP Distributed Cost at 1st CP PH ADS
\$100,000
\$40,000
\$25,886
\$62,000

- NOTES
- these steps must be done as functionality of step 3 is based upon populating this information accurately.
 - the non-blue filled cells may require updating when the first cutting authority post-harvest ADS is being prepared for submission to reconcile any outstanding amounts as detailed in step 3.
 - as suggested previously the best practice is to save the EXCEL workbook and populate it as a receiving cutting authority have their post-harvest ADS developed.

- 3. Decisions regarding adjustment to the distribution amounts is required if the total development cost in the first cutting authority at the post-harvest ADS;

- a. **Increases** (yellow fill box Figure 10-35). Then a decision must be made to action the increase by:

Figure 10-35 - Increase Development Cost as Result of First Cutting Authority Post-Harvest ADS

Distributed Cost in the First Cutting Authority at Post-Harvest ADS	
Increase in Development Cost Amount in 1st Cutting Authority	\$115,849
Distributed Development Cost into Receiving Cutting Authority(s)	\$327,886
Receiving Cutting Authority(s) that have had a Post-Harvest ADS	\$100,000
Retained in First Cutting Authority's at Post-Harvest ADS	\$761,190
Increase in Total Development Cost	
Amount of Distributed Development Cost Requiring Action	\$48,265

- i. increasing the amount retained in the first cutting authority by:
 - A. adjusting AMORTIZ% in the post-harvest ADS ECAS ID. See section on 'Amortized% Column Population Instruction' earlier in Module 10.
 - B. updates to the RDDC form EXCEL workbook to reflect the changes to development costs because of these adjustments to the AMORTIZ% column in First Cutting Authority.

- OR -

- ii. distribute the amount into future receiving cutting authorities that have yet to have had an initial ADS, to the maximum amount left to be distributed.

- b. **Decrease** (yellow fill box Figure 10-36a) requires decisions regarding action to be taken to account for the decrease in development cost.

When the ‘Amount of Distributed Development Cost Requiring Action’ cell is a:

- i. **positive number** (outlined in fuchsia Figure 10-36a) then the process is:

Figure 10-36a – Decrease Development Cost as Result of First Cutting Authority Post-Harvest ADS

Distributed Cost in the First Cutting Authority at Post-Harvest ADS				
Decrease in Development Cost Amount in 1st Cutting Authority				-\$100,845
Distributed Development Cost into Receiving Cutting Authority(s)				\$142,985
Receiving Cutting Authority(s) that have had a Post-Harvest ADS				\$100,000
Retained in First Cutting Authority's at Post-Harvest ADS				\$761,190
Decrease in Total Development Cost				
Amount of Distributed Development Cost Requiring Action				\$16,472
Receiving Cutting Authority(s) Distributed Amount at First Cutting Authority Post-harvest ADS				
Licence	Cutting Permit	Mark	ECAS Id	Amount of Distributed Development Cost
A12345	249	EF1249	116796	\$100,000
A85448	21	EB3021	105128	\$20,000
A12345	255	EF1255	106624	\$22,985

- A. increasing the amount retained in the first cutting authority, to the maximum amount left to be distributed (outlined in fuchsia Figure 10-36a), by;
 - I. adjusting AMORTIZ% in the post-harvest ADS ECAS ID. See section on ‘Amortized% Column Population Instruction’ earlier in Module 10. and
 - II. update to the RDDC form EXCEL workbook to reflect the changes to development costs because of these adjustments to the AMORTIZ%.

- OR -

- B. distributing the increased amount into future receiving cutting authorities that have yet to have an initial ADS, to the maximum amount left to be distributed (outlined in fuchsia Figure 10-36a).

- OR -

- C. increasing the amount in future receiving cutting authorities that have not had a post-harvest ADS, to the maximum amount left to be distributed (outlined in fuchsia Figure 10-36a).

If this is the option selected, then the process is:

- I. at the bottom of screen in the ‘Receiving Cutting Authority(s) Amount at First Cutting Authority Post-Harvest ADS’ section, in the ‘Receiving CP Distributed Cost in PH ADS’ (outlined in purple Figure 10-36a) column of cells;
 - aa. select the cutting authority(s) for increasing the amount (highlighted in green Figure 10-36a) in their post-harvest ADS.
 - bb. increasing the amount in receiving cutting authority(s) by the amount decided upon (highlighted in yellow outlined in purple in Figure 10-36b) for inclusion in its post-harvest ADS, to the maximum amount left to be distributed (outlined in fuchsia Figure 10-36a).

Figure 10-36b – Increase of the Amount of Distributed Development Cost into Receiving Cutting Authority at PHADS

Distributed Cost in the First Cutting Authority at Post-Harvest ADS				
Decrease in Development Cost Amount in 1st Cutting Authority				-\$100,845
Distributed Development Cost into Receiving Cutting Authority(s)				\$142,985
Receiving Cutting Authority(s) that have had a Post-Harvest ADS				\$100,000
Retained in First Cutting Authority's at Post-Harvest ADS				\$761,190
Decrease in Total Development Cost				
Amount of Distributed Development Cost Requiring Action				\$0
Receiving Cutting Authority(s) Distributed Amount at First Cutting Authority Post-harvest ADS				
Licence	Cutting Permit	Mark	ECAS Id	Amount of Distributed Development Cost
A12345	249	EF1249	116796	\$100,000
A85448	21	EB3021	105128	\$36,472
A12345	255	EF1255	106624	\$22,985


- NOTES
- the increase can be distributed into any permutation and combination of receiving cutting authorities which have had development cost distributed to them in an initial ADS.
 - cannot distributed into cutting authorities which have already had a post-harvest ADS. In Figure 10-36b amount outlined in red has had a post-harvest ADS as per Figure 10-34b,

therefore, the amount outlined in red in Figure 10-36b cannot be changed.


- Ensure that the ‘Amount of Distributed Development Cost Requiring Action’ cell (outlined in orange Figure 10-36b) does not fall below zero!

- II. save the EXCEL workbook that contains the updated amount (highlighted in yellow Figure 10-36c).
- III. update the ECAS40 – Non-Tabular Development Cost screen.
- IV. attach EXCEL workbook in ECAS43 - Attachments screen. See ‘Attachment Instructions’ earlier in Module 10.

Figure 10-36c – RDDC Form Reflecting Updated Amount of Distributed Development Cost into Receiving Cutting Authority at PHADS



RECEIVING CUTTING AUTHORITY(S) DISTRIBUTED DEVELOPMENT COST



This document is for submission purposes only of applicable amounts from a signed Development Cost Distribution Agreement into the receiving cutting authorities. It must be filled in and attached to the receiving cutting authority.

In the receiving cutting authority ECAS Id the distribution development cost being amortized must be entered into the ECAS40 – Detailed Engineering screen in the ‘New Construction’ section with a Cost Estimate Identifier of ‘DDA’.

First Cutting Authority Distribution Information						
Licence	A12345	Development Cost Information				
Cutting Permit	240	Initial ADS				
Mark (primary mark)	EF1240	Pre-Amortized Development Cost		\$1,021,492		
ECAS Id (initial ADS)	103444	Retained in 1st Cutting Authority		\$695,607		
Effective Date	2020-01-14	Post-Harvest ADS				
ECAS Id (post-harvest AC)	120224	Pre-Amortized Development Cost		\$920,647		
Point of Origin Area	SQUA	Retained in 1st Cutting Authority		\$761,190		

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	YES	116796	\$100,000	\$100,000
A85448	21	EB3021	NO	105128	\$20,000	\$36,472
A12345	255	EF1255	NO	106624	\$22,985	\$22,985
Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Post-Harvest ADS						\$159,457
Remaining Development Cost to be Distributed to Future Receiving Cutting Authority(s)						\$0

ii. **negative number** (outlined in blue Figure 10-37a) then the process is:

Figure 10-37a – Decrease Development Cost as Result of First Cutting Authority Post-Harvest ADS

Distributed Cost in the First Cutting Authority at Post-Harvest ADS				
Decrease in Development Cost Amount in 1st Cutting Authority				-\$100,845
Distributed Development Cost into Receiving Cutting Authority(s)				\$238,810
Receiving Cutting Authority(s) that have had a Post-Harvest ADS				\$100,000
Retained in First Cutting Authority's at Post-Harvest ADS				\$761,190
Decrease in Total Development Cost				
Amount of Distributed Development Cost Requiring Action				-\$79,353
Receiving Cutting Authority(s) Distributed Amount at First Cutting Authority Post-harvest ADS				
Licence	Cutting Permit	Mark	ECAS Id	Amount of Distributed Development Cost
A12345	249	EF1249	116796	\$100,000
A85448	21	EB3021	105128	\$20,000
A12345	255	EF1255	106624	\$22,985
A12345	258	EF1258	108564	\$95,825

- A. decrease the amount retained in the first cutting authority by;
 - I. adjusting AMORTIZ% in the post-harvest ADS ECAS ID, and
 - II. update to the RDDC form EXCEL workbook to reflect the changes to development costs because of these adjustments to the AMORTIZ%.

- OR -

- B. decrease the amount in future receiving cutting authorities that have not had a post-harvest ADS.

If this is the option selected, then the process is:

- I. in the 'Receiving Cutting Authority(s) Amount at First Cutting Authority Post-Harvest ADS' section (outlined in red Figure 10-37a) in the 'PHADS Reconciled Distributed \$' worksheet;
 - aa. select the cutting authority(s) for decreasing the amount (highlighted in green Figure 10-36a).

NOTE • remember that the blue filled cell that (outlined in red Figure 10-37b) have had a post-harvest ADS and the amount cannot be changed!

Figure 10-37b – Decrease Development Cost as Result of First Cutting Authority Post-Harvest ADS

Decrease in Total Development Cost					
Amount of Distributed Development Cost Requiring Action					-\$79,353
Receiving Cutting Authority(s) Distributed Amount at First Cutting Authority Post-harvest ADS					
Licence	Cutting Permit	Mark	ECAS Id	Amount of Distributed Development Cost	
A12345	249	EF1249	116796	\$100,000	
A85448	21	EB3021	105128	\$20,000	
A12345	255	EF1255	106624	\$22,985	
A12345	258	EF1258	108564	\$95,825	

Receiving CP Distributed Cost at 1st CP PH ADS	
\$100,000	\$100,000
	\$20,000
	\$22,985
	\$95,825

bb. decrease the amount in receiving cutting authority(s) until the 'Amount of Distributed Development Cost Requiring Action' (outlined in fuchsia in Figure 10-37c & 10-37d) is zero.

Figure 10-37c – Decrease Development Cost as Result of First Cutting Authority Post-Harvest ADS

Decrease in Total Development Cost					
Amount of Distributed Development Cost Requiring Action					\$0
Receiving Cutting Authority(s) Distributed Amount at First Cutting Authority Post-harvest ADS					
Licence	Cutting Permit	Mark	ECAS Id	Amount of Distributed Development Cost	
A12345	249	EF1249	116796	\$100,000	
A85448	21	EB3021	105128	\$20,000	
A12345	255	EF1255	106624	\$22,985	
A12345	258	EF1258	108564	\$16,472	

Receiving CP Distributed Cost at 1st CP PH ADS	
	\$100,000
	\$20,000
	\$22,985
	\$95,825

- NOTE
- Figure 10-37c depicts only one receiving cutting authority still with only an IADS having the distributed amount reduced.
 - Figure 10-37d depicts three receiving cutting authorities only an IADS having the distributed amount reduced.

Figure 10-37d – Decrease Development Cost as Result of First Cutting Authority Post-Harvest ADS

Decrease in Total Development Cost					
Amount of Distributed Development Cost Requiring Action					\$0
Receiving Cutting Authority(s) Distributed Amount at First Cutting Authority Post-harvest ADS					
Licence	Cutting Permit	Mark	ECAS Id	Amount of Distributed Development Cost	
A12345	249	EF1249	116796	\$100,000	
A85448	21	EB3021	105128	\$15,000	
A12345	255	EF1255	106624	\$17,985	
A12345	258	EF1258	108564	\$26,472	

Receiving CP Distributed Cost at 1st CP PH ADS	
	\$100,000
	\$20,000
	\$22,985
	\$95,825

II. ensure that when the receiving cutting authority(s) post-harvest ADS is submitted that the distributed amount is reduced.

Submission Requirements for First Cutting Authority PHADS

The submission requirements for first cutting authority at post-harvest ADS are:

1. Ensure that AMORTIZ% within the ECAS Id amount retained is correct. See section 'RDDC form Population for a PHADS of First cutting Authority' section earlier in Module 10.
2. Attach the EXCEL workbook that has been reconciled using instructions provided in the ECAS43 - Attachment screen in 'Development Cost Distribution Agreement' location. See 'Attachment Instructions' earlier in Module 10.

NOTE • Do not create a pdf!

⇒ The reason for this is that there is functionality built into the EXCEL workbook that the statutory decision maker requires.

3. Remember when submitting an ADS (both initial and post-harvest) for the first cutting authority in ECAS to provide at SUBMIT status in the ECAS96 – Comments screen that there is a Distribution Cost Distribution Agreement in place (truly important to identify so that SDM is aware and can action the "RDDC form").

NOTE •

⇒ The reason for this is to make the SDM aware of the DCDA so that they can action the "RDDC form" and make updates to the ledger.

Copy Function in ECAS to Create a PHADS from IADS

The Electronic Commerce Appraisal System (ECAS) has a copy function in the ECAS05 - Inbox Search screen that can be used to generate a new ECAS Id for updating the appraisal data elements for a post-harvest appraisal data submission (PHADS).

Figure 10-38a – ECAS05 - Inbox Search Screen

The following guidance is not applicable to the Change Circumstance reappraisal submission for cutting authorities whose effective date is prior to April 1, 2019, where the Minster Directed mass reappraisal of December 15, 2020 populated the Fibre Recovery Zone Fraction and Barging specified operation. For these timber marks see section “FRZ Fraction & Barging Specified Operations Change Reappraisal in Module 10.

The process to copy an IADS to start a PHADS is:

1. conduct a search for a timber mark ECAS Id in the ECAS05 – Inbox Search screen by:
 - a. **Org Unit** (outlined in blue Figure 10-38a) –
 - select the specific district or do a search of the whole coast by clicking on the grey highlighted area in Figure 10-38a.
 - b. **Coast** radio button (outlined in red Figure 10-38a) selected,
 - c. **All Submissions** radio button (outlined in fuchsia Figure 10-38a) selected,
 - d. **Timber Mark** (highlighted in yellow Figure 10-38a),
 - populate timber mark being searched that is being sought.
 - e. Click the **Search** button (outlined in orange Figure 10-38a).

- Results of search for timber mark shown in Figure 10-38b,

Figure 10-38b- Result of Search ECAS05 - Inbox Search Screen

Ecasis Id	Timber Mark	Licence	CP	Client Name	Appraisal Type	Effective Date	ECAS Status	Status Change Date	Submitted Date	District Received Date	Sent to Region Date
149755	EB12345	A12345	28	0050047897 - TIMBER HARVESTING INC.	Reappraisal	2021-12-15	Confirmed				
138361	EB12345	A12345	28	0050047897 - TIMBER HARVESTING INC.	Reappraisal	2020-12-15	Confirmed				
118784	EB12345	A12345	28	0050047897 - TIMBER HARVESTING INC.	New	2019-07-31	Confirmed	2019-09-09	2019-06-07	2019-06-19	2019-08-06

- Find the ECAS Id for the initial appraisal data submission (IADS) by search the “Appraisal Type” column for NEW (outlined orange Figure 10-38b),

NOTE • CRITICAL if an ECAS Id for one of the Minister Directed mass reappraisal is selected, the wrong grade percent could be present and ECAS does not allow for CAP appraisal staff to update!


- Click on the  icon (outlined fuchsia Figure 10-38b),
- Copy Appraisal pop-up box appears (Figure 10-39),

Figure 10-39 – Copy Appraisal box

Copy Appraisal X

Action: v

New Effective Date: (YYYY-MM-DD)

- New Effective Date** cell populate the day after the effective date of the IADS (highlighted in yellow Figure 10-39),
- Click the OK button (outlined in red Figure 10-39),
- ECAS Id has been created and ECAS should take you into the new ECAS Id to update the appraisal data element for the PHADS.

NOTE • This process will bring in the Historic grade information for applicable cutting authorities whose IADS effective date is prior to December 15, 2019.

Change Circumstance Certification

Changed Circumstance Certification came into force with Amendment #2 on April 1, 2018, of the Coast Appraisal Manual (CAM) effective December 15, 2017. This requirement in the CAM was removed on April 1, 2019, when the Post-Harvest Appraisal Reconciliation Model (PHARM) came into force.

For fully appraised non-auctioned timber cutting authorities that were issued between July 1, 2018 to March 31, 2019, action must be taken within 60 days of primary harvesting being complete or the expiry date of the cutting authority to either;

- 1) complete certification of no changes on the ECAS32 – Control screen, or
- 2) a changed circumstances reappraisal must be submitted, when the threshold(s) for a changed circumstance reappraisal as detailed in section 3.3.1 of the December 15, 2018 CAM are exceeded.

An abbreviated list of changed circumstance reappraisal (refer to section 3.3.1 of December 15, 2018 CAM for details) since the from 'new appraisal data submission' (original or first data submission) includes;

- (i) harvest method fifteen percent change,
- (ii) total development cost tenure obligation adjustment fifteen percent change, or
- (iii) volume of timber has fifteen percent cumulative change.

Figure 10-40 – ECAS05 – Inbox Search screen

The screenshot shows the ECAS05 - Inbox Search interface. It features several search criteria fields:

- Org Unit:** A dropdown menu with options like 'DCK - Chilliwack Natural Resource Distri', 'DCR - Campbell River Natural Resource Di', 'DKM - Coast Mountains Natural Resource D', and 'DND - Nadina Natural Resource District'.
- Coast:** A radio button selected, with 'Interior' and 'All' as other options.
- My to do list:** A radio button selected for 'All Submissions'.
- Licence:** An empty text input field.
- Appraisal Type:** A dropdown menu set to 'N - New'.
- Date Type:** A dropdown menu with 'Appraisal Effective Date' and 'Appraisal Expiry Date' options.
- From Date:** A date input field set to '2018-07-01'.
- To Date:** A date input field set to '2019-03-31'.

To conduct a search for new appraisal that require action for the “Changed Circumstance Certification” policy use the ECAS03 – Inbox Search screen and populate;

1. Org Unit (outlined in fuchsia Figure 1) – select the specific **district**
2. Coast (outlined in yellow Figure 1) - **radio button** selected
3. All Submissions (outlined in purple Figure 1) - **radio button** selected
4. Licence (outlined in blue Figure 1) - **licence agreement number**

- | | |
|-------------------------------------------------------------|---------------------------------|
| 5. Appraisal Type (outlined in red Figure 1) – | New |
| 6. Date Type (outlined in burnt orange Figure 1) – | Appraisal Effective Date |
| 7. From Date (outlined in orange Figure 1) – | 2018-07-01 |
| 8. To Date (outlined in light orange Figure 1) – | 2019-03-31 |
| 9. Click Search button (dashed outlined in yellow Figure 1) | |

When reviewing each cutting authority's 'New' appraisal data submission identified in the search results when the Changed Circumstance thresholds have:

- 1) not been triggered;
 - a. go to the cutting authority's 'New' appraisal ECAS31 – Acknowledgments screen at the bottom the Certification section should be available (outlined in fuchsia Figure 10-41) on a CONFIRM status ECAS Id,
 - b. click the "Certification" (outlined in purple Figure 10-41) check box,
 - c. click 'Save Selection' (outlined in blue Figure 10-41),
 - d. click the 'Save Selection' button (outlined in orange Figure 10-41), and
 - e. click on 'Submit' button (outlined in red Figure 10-41).

Figure 10-41 – ECAS31 – Acknowledgements screen

The screenshot shows the ECAS31 Acknowledgements screen. At the top, there is a section titled 'Certification' with a checked checkbox and a 'Save Selection' button. Below this, there is a 'Comments' field and a 'Submit' button. At the bottom, there are 'Save', 'BCTS Update', and 'Recall' buttons. The text on the screen reads: 'I certify that this cutting authority is complete and final with respect to changed circumstance reappraisal requirements in the Coast Appraisal Manual'.

- 2) triggered then a 'change circumstance reappraisal submission' is required for the cutting authority.

Reappraisal of a Cutting Authority

A reappraisal of a cutting authority in Coastal PHARM must be done due to either;

1. Sudden & Severe damage, or
2. Minister Direction.

Sudden & Severe Damage on a Cutting Authority Area

When a sudden & severe damage event occurs on a cutting authority area a new IADS may be required to account for changes in harvest methods and species volumes & grades as well as potential new development costs.

Minister Directed Reappraisal

A Minister Directed reappraisal may require that the licensee SFP provide an initial ADS. The Minister may or may not direct this in their letter. If the direction results in a change that impacts the harvest methods and species volumes & grades as well as impacting development costs, but the Minister did not specifically include that in direction, the Timber Pricing Coordinator may direct its submission.

FRZ Fraction & Barging Specified Operations Change Reappraisal

The Coast Appraisal Manual (CAM), that came into force on December 15, 2020, market pricing system (MPS) equation contained a new estimated winning bid (EWB) variable for Fibre Recovery Zone (FRZ).

The Minister of Forests (Minister) directed a mass reappraisal of all active fully appraised non-auction timber cutting authorities on December 15, 2020, using the MPS equation and to update the specified operations with the new values. The new FRZ fraction EWB variable and barging specified operation for cutting authorities whose issuance date was prior to April 1, 2019, were estimated by the Ministry staff and used in the mass reappraisal.

Post April 1, 2019 Cutting Authorities Reappraisal Requirements

Fully appraised non-auctioned timber cutting authorities whose issuance date is on or after April 1, 2019, have a post-harvest appraisal data submission (PHADS) that will account for the changes to the FRZ Fraction and barging specified operations.

Submitting forest professional must ensure that to update the FRZ Fraction and barging specified operations to reflect what has actually occurred.

Pre April 1, 2019 Cutting Authorities Reappraisal Requirements

Section 3.3(3) of the CAM provides that any fully appraised non-auction timber cutting authority issued prior to April 1, 2019, that have any change to the FRZ Fraction or barging specified operation require submission of a changed circumstance reappraisal.

Fully appraised non-auction timber cutting authority issued prior to April 1, 2019, must, as per Section 3.3(3) of the CAM, submit a change circumstance reappraisal for any change to the FRZ Fraction or barging specified operation from what has been used in the December 15, 2020 mass reappraisal.

For a cutting authority whose effective date is prior to April 1, 2019 that has changes:

1. due to the changed circumstances criteria specified in section 3.3.1 of CAM (i.e. harvest method change, road development cost, volume harvested), that is in force on the effective date of the cutting authority. A full reappraisal is required whose effective date is based on the CAM in force on the effective date of the cutting authority appraisal or reappraisal.

NOTE • Minister Directed mass reappraisal is not considered a reappraisal as per section 3.3.8.2 of December 15, 2021 CAM.

Ensure that FRZ fraction (and FRZ specified operation workaround) and/or the barging specified operation is attached and identified (i.e. FRZ fraction, FRZ Workaround, Barging specified operation) in the ECAS43 – Attachment screen. Ministry staff will use the attached information for the Minister Directed mass reappraisal of December 15, 2020.

2. only changes to the FRZ Fraction and/or barging specified operation in the December 15, 2020 Minister Directed mass reappraisal are reported.

NOTE • Only submit a change circumstances reappraisal for the Minister Directed mass reappraisal of December 15, 2020.

CRITICAL Do not send a Changed Circumstance Reappraisal for the December 15, 2020 FRZ Fraction or barging specified operations via XML transfer!

Use the Electronic Commerce Appraisal System (ECAS) copy function in the ECAS05 – Inbox Search screen.

The process required to copy and submit in ECAS is:

- search for 'Timber Mark' in ECAS05 – Inbox Search screen,
- in search results find the Minister Directed Mass Reappraisal for December 15, 2020 ECAS Id (outlined in red Figure 10-42),

Figure 10-300 42- ECAS05 – Inbox Search screen

Ecasis Id	Timber Mark	Licence	CP	Client Name	Appraisal Type	Effective Date	ECAS Status	Status Change Date	Submitted Date	District Received Date	Sent to Region Date
149999	EX6870	A12345	870	0012345678 - TREE HARVESTING INC.	Reappraisal	2021-12-15	Confirmed				
138555	EX6870	A12345	870	0012345678 - TREE HARVESTING INC.	Reappraisal	2020-12-15	Confirmed				
111111	EX6870	A12345	870	0012345678 - TREE HARVESTING INC.	New	2018-07-16	Confirmed	2018-07-17	2018-07-08	2018-07-11	2018-07-17

- click on 'Copy' symbol (outlined in fuchsia Figure 10-42) on far right of row,

Figure 10-43 – Copy Appraisal Pop-up

Copy Appraisal

Action:

New Effective Date: (YYYY-MM-DD)

- in the Copy Appraisal pop-up screen enter 'New Effective Date' of **2020-12-16** (highlighted in yellow Figure 10-43),

Figure 10-44 – Existing Timber Mark and Effective Date Error Message

Search **Submissions** **Administration**

• **Timber Mark and Effective Date combination already exist.**

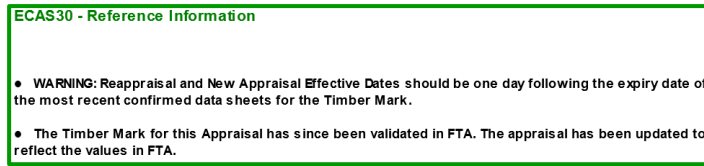
ECAS05 - Inbox Search: IDIR\

NOTE • The reason why direction is for day after the Minister Directed Mass Reappraisal on December 15, 2020 is that ECAS will not allow two ECAS Id (see error message in red Figure 10-44) with the same effective date.

• Coast Area Pricing appraisal staff will make the necessary changes to change effective dates when processing.

- Click OK (outlined in orange Figure 10-43),
- ECAS30 – Reference Information screen;

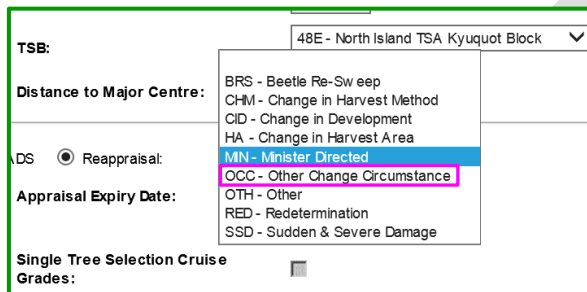
Figure 10-45 – Warning Messages



NOTE • Ignore the error messages Figure 10-45.

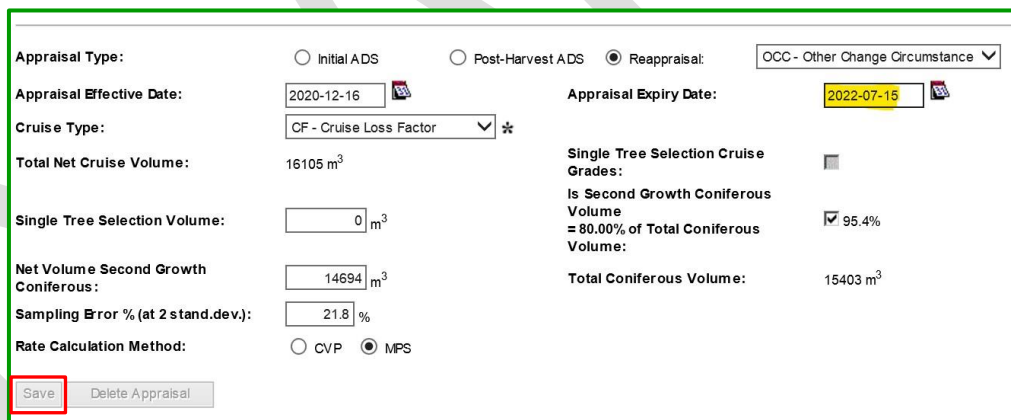
- i. Change the Reappraisal type to “OCC – Other Changed Circumstance” (outlined in fuchsia Figure 10-46),

Figure 10-46 – Reappraisal Type Drop-down List



- ii. Enter the expiry date of the cutting authority (highlighted in yellow Figure 10-47),
- iii. Click appropriate SAVE button (outlined in red Figure 10-47),

Figure 10-47 – Expiry Date



- g. Update and populate ;
 - i. FRZ fraction information if appropriate.
 - NOTE • Must use the FRZ workaround process to populate the FRZ per cubic metre value into the ECAS34 – Specified Operations screen.
 - Reason for this workaround is that the FRZ Fraction data element entry is not available in the ECAS30 – Reference information screen as effective date is prior to December 15, 2021.
 - ii. Barging specified operation if appropriate. Update of ECAS34 – Specified operation per cubic metre and attach supporting documentation.
- h. Attach in the ECAS43 – Attachments screen;
 - i. FRZ Fraction calculator and FRZ Workaround EXCEL spreadsheets, and/or

- ii. Barging specified operation supporting documentation.
- i. Change status to SUBMIT in the ECAS31 – Acknowledgement screen.

IMPORTANT You do not have to provide a Changed Circumstance Reappraisal for the December 15, 2020 Minister Directed Mass Reappraisal if there:

- I. is no FRZ Fraction or Barging specified operation.
- II. there has not been any timber scale (scale-based billing) or harvest progress reports (cruise based billing).
- III. has been no change to either the FRZ Fraction or Barging specified operation used in the December 15, 2020 Minister Directed mass reappraisal.

Once a Changed Circumstance Reappraisal has been submitted for the December 15, 2020 Minister Directed mass reappraisal, there is no need to do a further submission.

Request for Redetermination

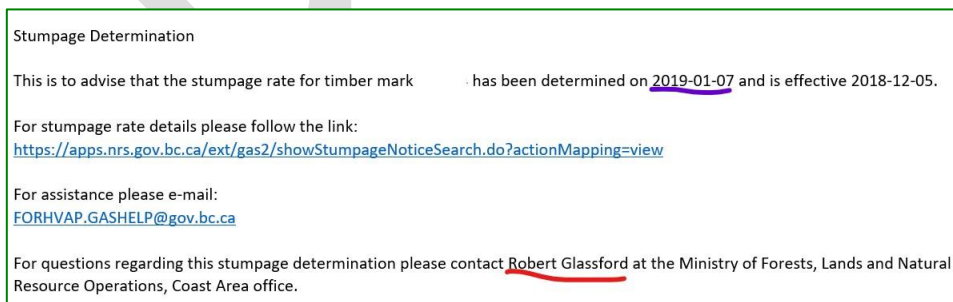
Under section 3.7 of the CAM, within 30 days of a stumpage rate determination a request for redetermination may be made by the licensee.

The clock for the request for redetermination begins on the date that the SDM determined the stumpage which can be found “Stumpage Rate Determination” email (underlined in purple Figure 10-48). An extension of the 30 day period under section 3.7(3) of CAM must occur within the 30 day period.

The process to make a request:

1. compose a new email,
DO NOT reply, forward or send an email notice sent from ECAS or GAS.
2. have the following subject line for the email
Request for Redetermination – A##### CP###
3. provide in the body of the email:
 - a. the mark and ECAS Id
(it is suggested to repeat the cutting authority in the body of the email as well, example of which is A12345 CP987. Please do not use tenure shorthand.)
 - b. issue(s) regarding the determination,
 - c. suggested outcome/option, and
 - d. supporting details (do not attach the GAS Detailed Summary Report or any attachments that are available in ECAS) regarding your request for each issue
4. Send the email to the person who determined the cutting authority stumpage rate and cc to other CAP staff. The individual who determined the stumpage rate can be found at the bottom of the “Stumpage Rate Determination” email (underlined in red Figure 10-48).

Figure 10-48– SDM Indification from Stumpage rate Determination email



Appeal of a Determination to the Forest Appeals Commission

A stumpage rate determination may be appealed to the Forest Appeals Commission (FAC) under section 147 of the *Forest Act*. Appeals to FAC must be made within 30 calendar days of the determination.

NOTE that a Request for Redetermination mutually agreed upon extension during the 30 day period after the determination does not impact the 30 day clock for making an appeal to FAC.

General information regarding the FAC is located at found at:

Appeal Process information is located at:

<http://www.fac.gov.bc.ca/fileAppeal/index.htm>

The Notice of Appeal form that must be sent to the FAC is located at:

http://www.fac.gov.bc.ca/fileAppeal/form_1.pdf

Populating EXCEL NDC Form

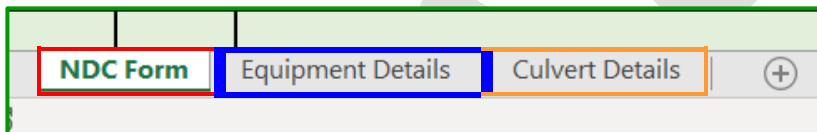
To ensure systematic recording of appraisal data elements in a Non-Tabular Development Cost (NDC) Form for a project, an EXCEL spreadsheet is available at the Coast Area Pricing (CAP) appraisal section website. The NDC Form submitted should use the EXCEL spreadsheet and not convert it into a pdf as the EXCEL spreadsheet has functionality built into including passwords that assure the integrity of the formulas embedded within the workbook.

Worksheets in EXCEL NDC Form

The NDC Form EXCEL workbook is integrated with three worksheets that perform different functions. Included in the workbook is the ability to auto-populate some information based upon the 'Applicable CAM Version' cell in the NDC Form worksheet.

Cells that are colour filled are not fillable with data being coming from another worksheet in the workbook. The worksheet labeled:

Figure 10-49 – NDC Form #1



1. **NDC Form** (outlined in red Figure 10-49) has both the summary of information from other worksheets and information that is populated by the submitting forest professional. This worksheet is the source of appraisal data element that are to be populated into the ECAS40 – NDC Projects screen.
2. **Equipment Details** (outlined in blue Figure 10-49) is for population of information from timecards for the NDC project.
3. **Culvert Details** (outlined in orange Figure 10-49) is for population of specific information of the location of the culverts in the NDC project. Culverts in an NDC project must not be inputted into the ECAS36 – Culverts screen as the EXCEL NDC Form automatically populates the cost per metre for material only.

The EXCEL NDC Form must be saved in EXCEL format (do not save as pdf) and provided in the ECAS43 – Attachment screen.

NDC Form Worksheet

Project Description

The first section of an NDC Form provides cutting authority information, project type, location & length of project, applicable appraisal manual, cost for a single NDC project.

Figure 10-50 – NDC Form #1

NON-TABULAR DEVELOPMENT COST FORM						NDC Attachment Identifier	2
Licence	A12345	Cutting Permit	707	ECAS Id	123456	NDC Cost Method	DC
Road Name	Dusty Road FSR			Bridge Structure ID			
Station Start	11+550	Station End	13+100	Project Length	1.550 km	Project Type	9
Applicable CAM Version	December 15, 2020		Project Cost Total		\$123,456.00		

NDC Attachment Identifier

The “NDC Attachment Identifier” is the link to the supporting documentation provided in the ECAS43 - Attachment screen.

A drop-down menu of a whole number has been provided. Do not use other methods of identifying the NDC Attachment!

Licence

Record the licence (Agreement) number (e.g. A12345, L54321, and TFL 99).

Do not fill in **FL** A12345 or **FLTC** A54321.

Cutting Permit

Record the cutting permit number (e.g. 110, 11F, AA).

Do not fill in **CP** 110

ECAS Id

Record the ECAS Id. For a PHADS the ECAS Id must be updated from the IADS ECAS Id when updating to actual development cost information.

NDC Cost Method

Record the NDC Project cost method two letter code for an:

- Initial ADS either a;
 - QE** - qualified registered professional estimate in NDC Procedures.
 - DC** - detailed calculation as described in NDC Procedures.
 - TC** - tendered contract as described in NDC Procedures.

2. Post-Harvest ADS either a;
 - DC** - detailed calculation as described in NDC Procedures.
 - TC** - tendered contract as described in NDC Procedures.

Road Name

Must match the name(s) recorded in FTA and the road permit document. It is important that the name(s) used in ECAS match exactly (as well as on the appraisal map). Ensure that “local” or colloquial names are not used!

Bridge Structure Id

Record an unique number to identify the bridge structure.

Station

Are obtained from field measurements and are to the nearest metre. Station numbers are recorded using engineering notations (i.e. 2+516). The EXCEL NDC Form automatically converts to this format.

There should be no duplicated coverage of a metre of road by other bank height Categories except for end haul NDC projects that have a signed contract stating payment it is be bank height plus equipment hours. Other development costs may cover the same metre of road if specifically authorized in the CAM or NDC procedures.

1. Start

Is the camp end and is at the beginning of the road section.

2. End

Is the wood end and is at the end of the road section.

Section Length (.001 km)

Section length is to the metre and must be recorded in kilometres (0.001 km). The EXCEL NDC Form automatically populates this information based upon start and end stations.

Project Type

Record the number associated with the NDC Project Type (see Table 10–1), from the Non-Tabular Development Cost Procedures. Project types have been provided in a drop-down menu in the EXCEL NDC Form. Several project types have sub-sets, ensure that the correct sub-set is selected.

Table 10-1

Project Type	Description	Project Type	Description
1(A)	Bridge Exceeding CAM Table Value	8(D)	Switchback excavation volume > 10,000 m ³
1(B)	Multi-Span Bridge	8(E)	Highway approach asphalt to shed dirt
1(C)	Bridge Piles Greater than 13 metre in depth	8(F)	Bank height Exceeding >7.5 metre
1(D)	Bridge extra wide, greater than 4.9 metres	9	Road Reactivation
1(E)	Portable Bridge reused in another location	10(A)	Road Reconstruction
2(A)	Drainage Structure Maintenance	10(B)	Storm Damage Repair
2(B)	Drainage Structure Upgrade	11	Road Upgrade
3	Barging of Drainage Structure Components	12(A)	Placement of Stabilizing Material – Existing Road
4(A)	Culvert > 1.8 metre diameter	12(B)	Placement of Stabilizing Material – Capping of new bank height tabular road section
4(B)	Culvert elliptical pipe with span >1800 mm	12(C)	Placement of Stabilizing Material – additional stabilizing material beyond 3.2 km on new bank height tabular road section
4(C)	Culvert open bottom or pipe arch culvert with span . 2130 mm	13(A)	Retaining Wall Construction – uphill sideslope unraveling
5	Ford Construction	13(B)	Retaining Wall Construction – ensure subgrade integrity
6	End Haul Construction	13(C)	Retaining Wall Construction – water scour around bridge
7(A)	Overland Construction (weak soil)	13(D)	Retaining Wall Construction – slope instability
7(B)	Overland Construction (large fills)	13(E)	Retaining Wall Construction – Other
8(A)	Main Access Route	14	Pipeline Crossing – new road construction
8(B)	Uphill side slopes > 150%	15	Powerline Works
8(C)	Two or more gullies > 10 metre deep within a continuous 300 metre section of road		

Applicable CAM Version

Record the Coast Appraisal Manual (CAM) version date (highlighted in yellow Figure 10-51a & 10-51b) that the Minister signed bringing the CAM into force. A drop-down menu has been provided with the Applicable CAM Version that will have updated development costs.

The Applicable CAM Version is predicated upon the effective date of the cutting authority appraisal (IADS or PHADS) or reappraisal (sudden & severe damage).

Figure 10-51a – CAM Version Number

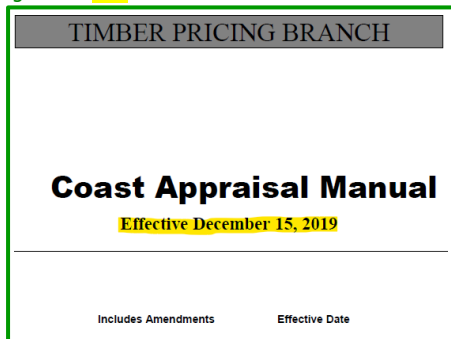
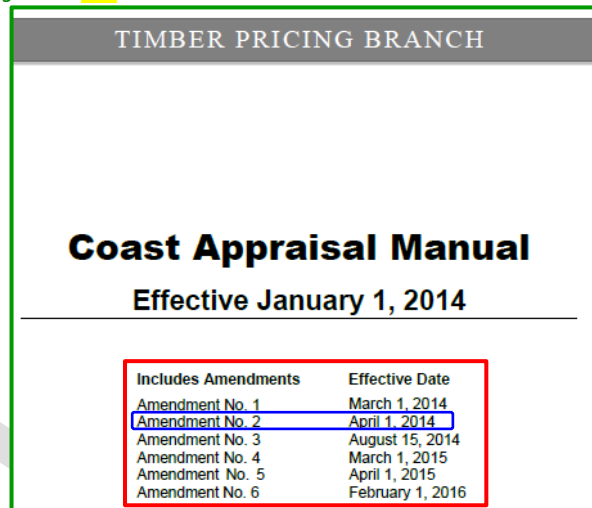


Figure 10-51b – CAM Version Number



- NOTE
- Do not, generally, record the Amendment (outlined in red Figure 10-51b) or errata.
 - The exception to the first bullet is when the Minister has updated the equipment rates in Appendix 1 using an Amendment.
 - ⇒ This has occurred once in the past several decades in Amendment #2 for January 1, 2014 CAM (outlined in blue Figure 10-51b).
 - ⇒ Thus, for cutting authority between
 - ❖ January 1, 2014 to March 31, 2014 “Applicable CAM Version” is January 1, 2014
 - ❖ April 1, 2014 to February 29, 2016 “Applicable CAM” Version” is April 1, 2014.

Project Cost Total

Is the total cost of the NDC project. The EXCEL NDC Form summarizes the cost automatically.

Equipment Costs

The Equipment Costs section provides the details of the equipment that is paid hourly that are actually used on the NDC project. Equipment rates are obtained from The Blue Book (*The Blue Book – Equipment Rental Rate Guide* published by the B.C Road Builders & Heavy Construction Association) and for convenience the most recent three year old equipment that is commonly used to construct timber extraction infrastructure have been provided in Appendix I sub-section (a) of the appraisal manual.

NOTE • See how to select equipment rate from “The Blue Book” in Module 5

Figure 10-52 – Equipment Costs section of NDC Form

Equipment Costs					Total All Equipment Costs			
Blue Book Section	Blue Book Class	Acutal Equipment Manufacturer		Operating		Standby		Appraised Equipment Cost
		Manufacturer	Model	Hours	Rate/Hr	Fuel Surcharge	Hours	
<div style="display: flex; border: 1px solid gray; padding: 2px;"> NDC Form Equipment Details Culvert Details + </div>								

Except for Fuel Surcharge population of the following data elements for the “Equipment Costs” section of the ‘NDC Form’ worksheet is done in the ‘Equipment Details’ worksheet (outlined in red Figure 10-52).

Fuel Surcharge

Fuel surcharge came into force in the CAM December 15, 2020, and the EXCEL NDC Form will be auto populated based upon the ‘Applicable CAM Version’. The submitting forest professional must select the appropriate per hour amount dependent upon if the equipment is off highway or on highway.

If the drop-down menu provides:

1. **# VALUE!** (outlined in red Figure 10-53a) then the ‘Applicable CAM Version’ appraisal data element has not been populated.
2. **0** (outlined in orange Figure 10-53b) then the ‘Applicable CAM Version’ populated does not qualify for the fuel surcharge as it is prior to it coming into force in the CAM.

Figure 10-53a – Fuel Surcharge Drop-down Menu #1

Operating		
Rate/Hr	Fuel Surcharge	H
		#VALUE! #VALUE!

Figure 10-53b – Fuel Surcharge Drop-down Menu #2

Operating		
Rate/Hr	Fuel Surcharge	H
		0 0

Project Bid Cost

Figure 10-54 – Project Cost section of NDC Form #1

Project Bid Cost	
Bid Cost of Project (tendered contract only)	
Cost Estimate of Project (using Construction Estimate Methodology in IADS only)	
Cost Estimate of Project - Professional Estimate (IADS only)	

Bid Cost of Project

This appraisal data element (outlined in red Figure 10-54) is for when a project was placed up of tender (competitive bid) and is the lowest bid. Do not use this for anything else!

Cost Estimate of Project

This appraisal data element (outlined in blue Figure 10-54) is for a project estimate using the old Construction Estimate Methodology. It is only acceptable for IADS! Do not use this for anything else!

Cost Estimate of Project – Professional Estimate

This appraisal data element (outlined in fuchsia Figure 10-54) is for a project professional estimate. It is only acceptable for IADS! Do not use this for anything else!

Project Description in NDC Form page 2

The information in the NDC Form - page 2 (Figure 10-55) is auto-populated from the information in the ‘Project Description’ section (Figure 10-50). The purpose of this section is for printing this worksheet onto 8.5 X 11 inch paper.

Figure 10-55 – Project Description in NDC Form page 2

NON-TABULAR DEVELOPMENT COST FORM (page 2)						Attachment Identifier	3
Licence	A12345	Cutting Permit	707	ECAS Id	123456	NDC Cost Method	QE
Road Name	Dusty Road FSR			Bridge Structure ID			
Station Start	+100	Station End	1+500	Project Length	1.400	km	Project Type 9

- NOTE
- The ‘Project Description’ information is also auto populated at the top of each table in the “Equipment Details” worksheet.

End Haul Bank height plus Equipment Rates

This appraisal data element (outlined in blue Figure 10-56) is for an End Haul project that is under a contract that stipulates payment of work is a combination of bank height cost plus equipment rates.

Select **YES** from the drop-down menu if the End Haul is Bank height plus equipment rate if the cutting authority effective date is on or after December 15, 2021.

NOTE • See details in NDC Procedures – December 15, 2021.

If the cutting authority effective date is prior to December 15, 2021, this cost method for the end haul project is only acceptable if the contract is a result of a publicly tendering of the contract.

Figure 10-56 30 – End Haul Bank height plus Equipment Rates



The image shows a screenshot of a software interface. A green-bordered box contains the text "End Haul Bankheight plus Equipment Rates (NDC Project Type 6 ONLY!)". To the right of this text is a white dropdown menu with a blue border, which is currently open, showing a small red arrow pointing to the right. The background of the interface is light green.

The Bank height Categories are to be listed in the ECAS37 - Tabular Road screen if the cost method for the project is Bank height plus equipment rate.

NOTE • Ensure that the cost is NOT recorded in the NDC Form!

Only the 'extra' equipment rate specified in the contract above and beyond the bank height category is to be included in the NDC Form!

Labour Costs

The Labour Cost section provides the details of the labour actually used on the project. Labour rates are obtained from Appendix I subsection (d) of the appraisal manual. These rates are based upon the United Steelworkers Agreement. The applicable CAM or United Steelworkers Agreement is based upon the effective date of the cutting authority.

Figure 10-57 31 – Labour Costs

Labour Costs		Total All Labour Costs	
			\$2,776.08
Labour Description	Hours	Rate/Hr	Cost
Labourer	27.00	\$48.00	\$1,296.00
Rockdriller & Powderman	14.00	\$105.72	\$1,480.08

Total All Labour Costs

The Total All Labour Cost cell (dashed orange outline Figure 10-57) in the NDC Form is where the total of all the labour in the Labour Cost section that worked on the project is summarized (added together all Cost cells in the Labour Cost section).

Labour Description

Populate the labour description (outlined in red Figure 10-57) from Appendix 1 or the United Steelworkers Agreement based upon the Timecard information for the project.

NOTE • One Labour class (description) per row.

Hours

Populate the number of hours (outlined in blue Figure 10-57) for each labour Description Class based. These hours must be supported by the timecards.

Rate/Hr

Populate the dollar per hour rate (Rate/HR) (outlined in fuchsia Figure 10-57) for the Labour Description. This is obtained from the applicable CAM or if not available the United Steelworker Agreement for the effective date of the cutting authority.

Cost

The Cost (outlined in purple Figure 10-57) is where the resultant of multiplying the Hours by the Rate/Hr for the Labour Description that worked on the project is recorded.

Culvert Costs

The summary of culverts by diameter class section in the NDC Form is auto populated from the “Culvert Details” worksheet (outlined in red Figure 10-58). Go to the “Culvert Details” section for details on the Culvert Details worksheet.

Figure 10-58 – Culvert Costs

Labour Costs			Total All Labour Costs	Culvert Costs			Total All Culvert Costs		
			\$2,776.08				\$4,986.00		
Labour Description	Hours	Rate/Hr	Cost	Diameter	Length	Cost per metre	Diameter	Length	Cost per metre
Labourer	27.00	\$48.00	\$1,296.00	0.3	10	\$46.00	0.9	12	\$173.00

NDC Form Equipment Details **Culvert Details** (+)

Total All Culvert Costs

The Total All Culvert Cost cell (dashed fuchsia outline Figure 10-58) in the NDC Form is where the total of all the culverts in the Culvert Details worksheet are summarized.

Diameter

The diameter classes (outlined in blue Figure 10-58) for pipe culverts from the CAM.

Length

The Length is the total length for each pipe culvert (outlined in purple Figure 10-58) class that are within the road length for the project. The length by station number is populated in the “Culvert Details” worksheet (outlined in red Figure 10-58).

Cost per metre

The “Cost per metre” for each diameter class (outlined in orange Figure 10-58) or per wooden culvert based upon the applicable CAM.

- NOTE
- CRITICAL that the ‘Applicable CAM’ data element is correctly populated!
⇒ Reason for this is that the ‘Applicable CAM’ drives a VLOOKUP table that populates the pipe culvert and wooden culvert costs.

Wooden Culvert

The number of wooden culverts that are within the road length of the project. The wooden culvert locations are by station and is populated in the “Culvert Details” worksheet (outlined in red Figure 10-58).

Materials Costs

Material that was required and eligible for inclusion in the NDC Project.

Figure 10-59 33 – Material Costs

Materials Cost		Total All Materials Cost	
Type / Description	Cost	Type / Description	Cost
Blasting Material	\$1,780.25	(20) 6X6 by 16' fir beam @ \$550 each	\$6,600.00
		Total All Materials Cost: \$8,380.25	

Total All Material Costs

The Total All Material Cost cell (dashed fuchsia outline Figure 10-59) data element is auto-populated in the NDC Form is where the total of all the material costs populated in the “Cost” data element for each material type or description.

Type / Description

The type or description of materials column (outline orange Figure 10-59) that are required and eligible for the NDC Project.

Cost

The “Cost” of the material listed in the ‘Type / Description’ (outline blue Figure 10-59) that is supportable by invoice(s).

Freight and Haulage Cost for Material Only

Freight and haulage cost for materials that are required and eligible for the NDC project.

Figure 10-60 34 – Freight and Haulage Costs for Material Only

Freight and Haulage Costs for Material Only		Total Freight & Haulage Costs	
Description	Cost	Description	Cost
Haulage of 6X6 fir beams	\$1,800.00		
		Total Freight & Haulage Costs: \$1,800.00	

Total All Material Costs

The Total Freight & Haulage Costs cell (dashed orange outline Figure 10-60) data element is auto populated in the NDC Form of all the freight and haulage costs populated in the “Cost” data element for each row of description.

Description

The description of materials being moved column (outline blue Figure 10-60) of materials that are required and eligible for the NDC Project.

Cost

The “Cost” (outline red Figure 10-60) of the freight / haulage of materials required and eligible for the NDS Project that is supportable by invoice(s).

Certification & Supervision Cost

Certification & supervision cost required and eligible for the NDC Project.

Figure 10-61 35 – Certification & Supervision Costs

Certification & Supervision Costs		Total Certification & Supervision Costs	
Description	Cost	Description	Cost
Certification of Bridge	\$5,000.00	Supervision	\$1,200.00
		\$6,200.00	

Total Certification & Supervision Costs

The Total Certification & Supervision Costs cell (dashed red outline Figure 10-61) data element is auto populated in the NDC Form of all the Certification & Supervision costs populated in the “Cost” data element for each row of description.

Description

The description of the certification or supervision cost (outline orange Figure 10-61) that are required and eligible for the NDC Project.

Cost

The “Cost” (outline fuchsia Figure 10-61) of the certification or supervision costs required and eligible for the NDC Project that is supportable by invoice(s).

Engineering Costs

Engineering costs required and eligible for the NDC Project.

Figure 10-62 – Engineering Costs

Engineering Costs		Total Engineering Costs	
Description	Cost	Description	Cost
Bridge Design	\$7,500.00		
		\$7,500.00	

Total Engineering Costs

The Engineering Costs cell (dashed purple outline Figure 10-62) data element is auto-populated in the NDC Form of all the engineering costs populated in the “Cost” data element for each row of description.

Description

The description of the engineering cost (outline red Figure 10-62) that are required and eligible for the NDC Project.

Cost

The “Cost” (outline fuchsia Figure 10-62) of the engineering costs required and eligible for the NDC Project that is supportable by invoice(s).

Accommodation and Travel Costs

Accommodation and travel costs required and eligible for the NDC Project.

Figure 10-63 – Accommodation and Travel Costs

Accommodation and Travel Costs		Total Accommodation & Travel Costs	
Description	Cost	Description	Cost

Total Accommodation and Travel Costs

The Accommodation and Travel Costs cell (dashed red outline Figure 10-63) data element is auto populated in the NDC Form of all the accommodation and travel costs populated in the “Cost” data element for each row of description.

Description

The description of the accommodation and travel costs (outline orange Figure 10-63) that are required and eligible for the NDC Project.

Cost

The “Cost” (outline purple Figure 10-63) of the accommodation and travel costs required and eligible for the NDS Project that is supportable by invoice(s).

Equipment Details Worksheet

The “Equipment Details” Worksheet is where each piece of equipment that is eligible and required for the NDC Project is populated. The summary information from the Equipment Details worksheet is used to auto-populate the “NDC Form” worksheet’s in the EXCEL workbook for the:

1. Blue Book Section,
2. Blue Book Class,
3. Actual Equipment;
 - a. Manufacture, and
 - b. Model.
4. Operating
 - a. Hours, and
 - b. Rate/hr.
5. Standby;
 - a. Hours, and
 - b. Rate/hr.

Project Description

The “Project Description” is auto-populated at the top of each (dashed orange outline in Figure 10-64b) of the 6 pages (outlined in fuchsia Figure 10-64a) with two pages for the population of hours worked for 10 pieces of equipment (outlined in orange Figure 10-64a). The data elements are auto populated from the “Project Description” information populated by the SFP at the top of the ‘NDC Form’ worksheet.

Figure 10-64a 38b –Equipment Details Worksheet in EXCEL NDC Form

- NOTE
- Each of the six pages of equipment have a page number (outlined in purple Figure 10-64b).
 - A total of 30 different pieces of equipment can be populated into the NDC Form EXCEL workbook.

Figure 10-64b – Project Description in Equipment Details Worksheet in EXCEL NDC Form

Licence A12345		Cutting Permit 707		Blue Book Version 2021-2022		pg 1				
Road Name Dusty Road FSR		+100		1+500						
Equipment	Equipment # 1	Equipment # 2	Equipment # 3	Equipment # 4	Equipment # 5	Equipment # 6	Equipment # 7	Equipment # 8	Equipment # 9	Equipment # 10

Equipment

The NDC Form EXCEL workbook has the ability to record up to 30 different pieces of equipment. The 30 pieces of equipment are broken into 3 tables, with the ability to populate 10 pieces of equipment in each table (outlined in orange Figure 10-64a). Each piece of equipment (outlined in red Figure 10-64b) has the ability to populate 72 days’ worth of hours (top table has 32 days and bottom table has 40 days).

- NOTE
- The EXCEL worksheet is formatted to print each of the 6 groups onto a piece of 8.5 X 11 inch paper.

Each column of “Equipment #” cell (dashed burgundy outlined in Figure 10-65) corresponds to a specific location in the ‘Equipment’ section of the NDC Form worksheet. The hours are populated further down the column.

Figure 10-65 – Equipment # Details in Equipment Details Worksheet in EXCEL NDC Form

Equipment	Equipment # 1	
	Manufacture Full Name	Caterpillar
	Model Number	330 F L
	Year of Manufacture	2019
	Company Name	
	Company Equipment #	EX103
	Blue Book Section	7.3
	Blue Book Class	7
	Blue Book Equipment Rate	\$209.15 \$157.15
	Attachment(s)	
	Type of Attachment	thumb & brush guard
	Blue Book Section	7.4
	Blue Book Attachment Rate	\$20.92

Equipment

Manufacture Full Name

Populate in the manufacturer cell (outlined in orange Figure 10-65) the full name.

- NOTE
- Do not provide an abbreviated name such as “Cat” for ‘Caterpillar’!

Model Number

Populate the manufacturer model number cell (highlighted in purple Figure 10-65) the piece of equipment model number that the equipment manufacturer assigned.

Year of Manufacture

Populate the year of manufacturer cell (outlined in fuchsia Figure 10-65) with the year that the piece of equipment was manufactured.

- NOTE
- This is important information as one of The Blue Book segregations is by year. As some models of equipment have production run for many years the year of manufacture is important.

Company Name

Populate the Company Name cell (outlined in fuchsia Figure 10-65) who owns the piece of equipment.

- NOTE
- This is optional information but is important if more than one company provided equipment to complete the NDC project.

Company Equipment

Populate the Company Equipment # cell (outlined in purple Figure 10-65) with the number the piece of equipment was assigned by the company.

- NOTE
- This is critical information if the timecards only have the company equipment number!

Blue Book Section

Populate the Blue Book Section cell (highlighted in blue Figure 10-65) with the section number (outlined in fuchsia in Figure 10-66) of The Blue Book. See Module 5 on details regarding using The Blue Book.

Blue Book Class

Populate The Blue Book Class cell (outlined in red Figure 10-65) with the class (outlined in orange in Figure 10-66) of equipment from The Blue Book. See Module 5 on details regarding finding equipment in The Blue Book.

- NOTE
- Do not use the weight, power at fly wheel, etc. as has been past practice!
 - See section below on Equipment Rate and Module 5 for more information.

Figure 10-66 – The Blue Book Excavators Example

SECTION 7.3 EXCAVATORS				
HEAVY HYDRAULIC EXCAVATORS - OPERATING WEIGHT OVER 21,000 LBS (9,526 KG)				
CLASS 7				
68000 - 87999 lbs (30.84 - 39.92 Tones)	2021 - 2018	2017 - 2013	2012 - 2008	2007 - older
AF	\$ 209.75	\$ 202.00	\$ 194.60	\$ 187.60
MANUFACTURE	LO	\$ 155.25	\$ 147.50	\$ 140.10
Case	CX350D	CX350C	CX330	170C, 89050, 9050B
Caterpillar	330, 330 F L, 335, 335F L, 336, 336 GC, 336 F L, 336F L XE	328D, 329 E/E L/F, 335F CR, 336 E/E H/E L/E LH	328DL-CR, 330DL, 336DL	229, 330 BL, 330 CL, 330L, EL300B
Daewoo				330-3, 330C-V, 400LC3
Deere	300GLC, 345GLC, 350G-LC, 380GLC		350D-LC	330C-LC, 330-LC, 370C, 370-LC
Doosan	DX300LC-5, DX350LC-5	DX350LC		

Equipment Rate

Operating Equipment Rate

Populate the Operating Equipment Rate cell (highlighted in yellow Figure 10-65) with equipment's rate per hour from the hierarchy of;

1. The Blue Book (outlined in blue Figure 10-66),

- NOTE
- Most equipment can be found in The Blue Book using the weight, power at fly wheel, etc.
 - It is not often that an equipment rate cannot be found in The Blue Book!
 - For heavy excavator DO NOT apply the 10% in this cell. See the section below regarding "Attachment(s)".

2. Appendix 1, or

- NOTE
- Most the equipment list in Appendix 1 is source from The Blue Book.
 - Use of Appendix 1 is ONLY for equipment that cannot be sourced from The Blue Book.

3. Timecard (if there is no rate in "The Blue Book" for the equipment class specifics.

- NOTE
- If there is no equipment rate available in The Blue Book using the weight, power at fly wheel, etc. or in Appendix 1, then use the invoiced equipment rate.
 - It is not often that an equipment rate cannot be found in The Blue Book!

The "Blue Book Equipment Rate" cell (highlighted in yellow Figure 10-65), and "Blue Book Attachment Rate" cell (highlighted in orange Figure 10-65) are added together in the EXCEL NDC Form worksheet to populate each piece of equipment's "Equipment Rate" cell (dashed red outline in Figure 10-68).

See Module 5 on details regarding finding a piece of equipment rate per hour in "The Blue Book".

Stand-by Rate

Population of the Stand-by Rate cell (highlighted in green Figure 10-65) is required if there is stand-by time in the timecards that qualifies.

NOTE • If there is no stand-by time in the timecards, then leave blank!

See Module 5 for details regarding finding equipment stand-by rate.

Attachment(s)

The most common type of attachment is the thumb & brush guards for 'Section 7 - Heavy Excavators'. Remember that an excavator hourly rate in The Blue Book 'Section 17 - Forestry' already accounts for the thumb & brush guard. not receive add-on

NOTE • Remember to review to ensure that the 10% was not applied to the 'Section 7 - Heavy Excavator' rate in "Operating Equipment Rate" cell.

Figure 10-67 – Attachment(s) to Equipment Section in Equipment Details Worksheet

Attachment(s)	
Type of Attachment	thumb & brush guard
Blue Book Section	7.4
Blue Book Attachment Rate	\$20.92

Type of Attachment

Population of the Type of Attachment cell (highlighted in yellow Figure 10-67) if required and it qualifies.

The most common type of attachment is the thumb and brush guard to the operating equipment rate for 'Section 7.4A – Hydraulic Excavator Attachments'.

Blue Book Section

Population of The Blue Book Section cell (highlighted in red Figure 10-67) for the attachment.

The most common type of attachment is the thumb and brush guard to the operating equipment rate for 'Section 7 – Heavy Excavators'.

Blue Book Attachment Rate

Population of the Blue Book Attachment Rate cell (highlighted in green Figure 10-67) rate per hour for the attachments. If more than one attachment summarize the hourly rate

NOTE • The "Blue Book Equipment Rate" cell (highlighted in yellow Figure 10-65, and "Blue Book Attachment Rate" cell (highlighted in orange Figure 10-65) are added together in the EXCEL worksheet in the "Equipment Rate" cell (dashed red outline in Figure 10-68).

Equipment Daily Hours of Work

Is where details of each piece of equipment used in the NDC project is recorded. This information is then summarized and populated in the NDC Form worksheet.

Figure 10-68 – Equipment Daily Hours of Work Section in Equipment Details Worksheet

Equipment Daily Hours of Work		\$230.07	\$88.09
Invoice Number	Date (YYYY-MM-DD)	Operating Hours	Standby Hours
	2021-08-10	10.0	
	2021-08-16	10.0	1.0

Operating Rate Per Hour

The “Operating Rate Per Hour” (dashed red outlined Figure 10-68) will populate the is a summary of the;

1. Operating Equipment Rate (highlighted in yellow Figure 10-65), and
2. Blue Book Attachment Rate (highlighted in green Figure 10-67).

NOTE • The adding together of the two cells above is why it is critical not to add the attachment rate per hour into the “Operating Equipment Rate” cell.

Stand-by Rate Per Hour

The “Stand-by Rate Per Hour” (dashed blue outlined Figure 10-68) is half of the Equipment only Rate cell (highlighted in green Figure 10-65).

Invoice Number

Population of the Invoice Number cell (outlined in purple Figure 10-68) with the Invoice Number that the contains the information for the date in the next cell.

NOTE • This cell is optional.
• Purpose is to make population easier for the SFP to provide quick reference and ensure double entry of hours does not occur.

Date

The “Date” cell (outlined in yellow Figure 10-68) that equipment was operating for the hours recorded to the right.

- NOTE
- Remember that this “Date” is for only the 10 pieces of equipment in the table in the row to the right.
 - Other two tables can have a different date for their 10 pieces of equipment.

Operating Hours

The “Operating Hours” cell (outlined in orange Figure 10-68) is the hours that the piece of equipment was operating on the ‘Date’ recorded on the far left of the table.

Stand-by Hours

The “Stand-by Hours” cell (outlined in fuchsia Figure 10-68) is the hours that the piece of equipment was on Stand-by on the ‘Date’ recorded on the far left of the table.

See module 5 for more details.

Summary of Hours

There are two “Summary of Hours” for each piece of equipment in the 3 tables for quick reference. They are located

- between the two pages for the each of the 3 tables there is a summary of the first page:
 - Operating Hours (highlighted in yellow Figure 10-69a).
 - Stand-by Hours (highlighted in green Figure 10-69a).

Figure 10-69a – Summary of Daily Hours Page 1 in Equipment Details Worksheet

Hours Page 1	20.0	1.0	

- Bottom of the page for each of the 3 tables there is a:

Figure 10-69b – Summary of Daily Hours Page 2 and Page 1&2 in Equipment Details Worksheet

Hours Page 2	10.0	0.0	
Page 1&2 Total Hours	30.0	1.0	

- a. Summary of page 2:
 - i. Operating hours (outlined in orange Figure 10-69b).
 - ii. Stand-by hours (outlined in blue Figure 10-69b).
- b. Summary of page 1 & page 2:
 - i. Operating hours (highlighted in yellow Figure 10-69b).
 - ii. Stand-by hours (highlighted in red Figure 10-69b).

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Culvert Details Worksheet

“Culvert Details” worksheet (Figure 10-70) purpose is to identify all culverts that are being installed within the NDC Project. The summary of this worksheet culvert auto populated the ‘Culvert Cost’ section (see Figure 10-58) of the “NDC Form” worksheet by:

1. Pipe culvert diameter class.
2. Wooden Culvert #.

Figure 10-70 – Culvert Details Worksheet

LOCATION		Diameter (m)	Length (m)
Road Name	Station #		
Dusty Road FSR	11+555	0.3	10
Dusty Road FSR	11+560	0.4	10

Road Name

Must match the name(s) recorded in FTA and the road permit document. It is important that the name(s) used in ECAS match exactly (as well as on the appraisal map). Ensure that “local” or colloquial names are not used!

Station

Are obtained from field measurements and are to the nearest metre in a PHADS while it is an estimate in a IADS. Station numbers are recorded using engineering notations (i.e. 2+516).

- NOTE
- There should be no duplicate entry in the EXCEL NDC Form and in the ECAS36 - Culvert Details screen (or in the supporting documentation for the ECAS36 screen).

Diameter (m)

The pipe culvert diameter in metres.

- NOTE
- MUST USE metres to populate the pipe culvert diameter.
 - ⇒ Reason for this is the CAM, ECSA and GAS standard is metres.
 - ⇒ If metres are not used then the inaccurate information will result in a 10X error in cost.

Length (m)

The length in metres of the culvert.

Supporting Information for NDC Project

Timecard Information

Timecard information is the source for an NDC project's equipment and labour hours. Ensure that the equipment operators are aware of how important completed timecards are for supporting an NDC project cost as failure to provide full documentation may well result in the cost not being accepted. Information in a Timecard that is required to support the NDC project cost in an NDC form are:

1. **Project type** (outlined in brown Figure 10-71), best practice especially going forward into the future, is to have the Type # or specific descriptor (i.e. Type 6 or Type 9).
2. **Date** (outlined in orange Figure 10-71) equipment was operating.
3. **Equipment make & model** (outlined in red Figure 10-71).
4. **Hours of work of the equipment(s)** listed on that date (outlined in lime green Figure 10-71).
5. **Road name** (outlined in dusty rose or combined with stations outlined in purple Figure 10-71).
6. **station range** (start & end) that equipment worked on the date listed (outlined in purple Figure 10-71).
7. **Operator signature** (outlined in blue Figure 10-71).

Figure 10-71 – Required Information in a Timecard

Machine Report		
Operation:	Dusty Rd	Date: July 14, 19
Type of Equipment:	Kobelco SK350LC-10	Road or Area: SKIE 174
Unit	Description	Hours
E59	Road Reast	11
Comments: Dusty Road 21500 - 21700		
Project Type 9		
Operators: Big Operton		

Missing Information on Timecard Example

Example timecard in Figure 10-72 demonstrates missing information.

- ⇒ Road Name and stations are required. In this instance the 'operation area' was used in two locations (outlined in blue figure 10-72) one of which allows for a road name to be recorded. In this example the operator did provide the road name in the Comments section.
- ⇒ Year is missing from date of actual work (outlined in orange figure 10-72).
- ⇒ Project type (outlined in fuchsia Figure 10-72) in this example is "Road React" which is NDC project Type 9. The question is if it is a Type 10? Project type should be from what the SFP provided in initial ADS. Best practice to record actual project type based on the initial ADS.

Figure 10-72 – Missing Information in a Timecard

Machine Report		
Operation:	SKE	Date: July 14
Type of Equipment:	Excavator	Road or Area: SKE 124
Unit	Description	Hours
	Road React	11
Comments: Rahab Dusty Road access into SKE 124		
Operators: Big Operator		

- ⇒ Equipment make & model are missing in all that was recorded was the fact the equipment type was an 'excavator; (outlined in blue figure 10-72). Also not provided in this example is a company identification.

NOTE • Make & model of equipment is required information to accurately identify the equipment rate using "the Blue Book".

- ⇒ Station range equipment was working is missing from Time Card.

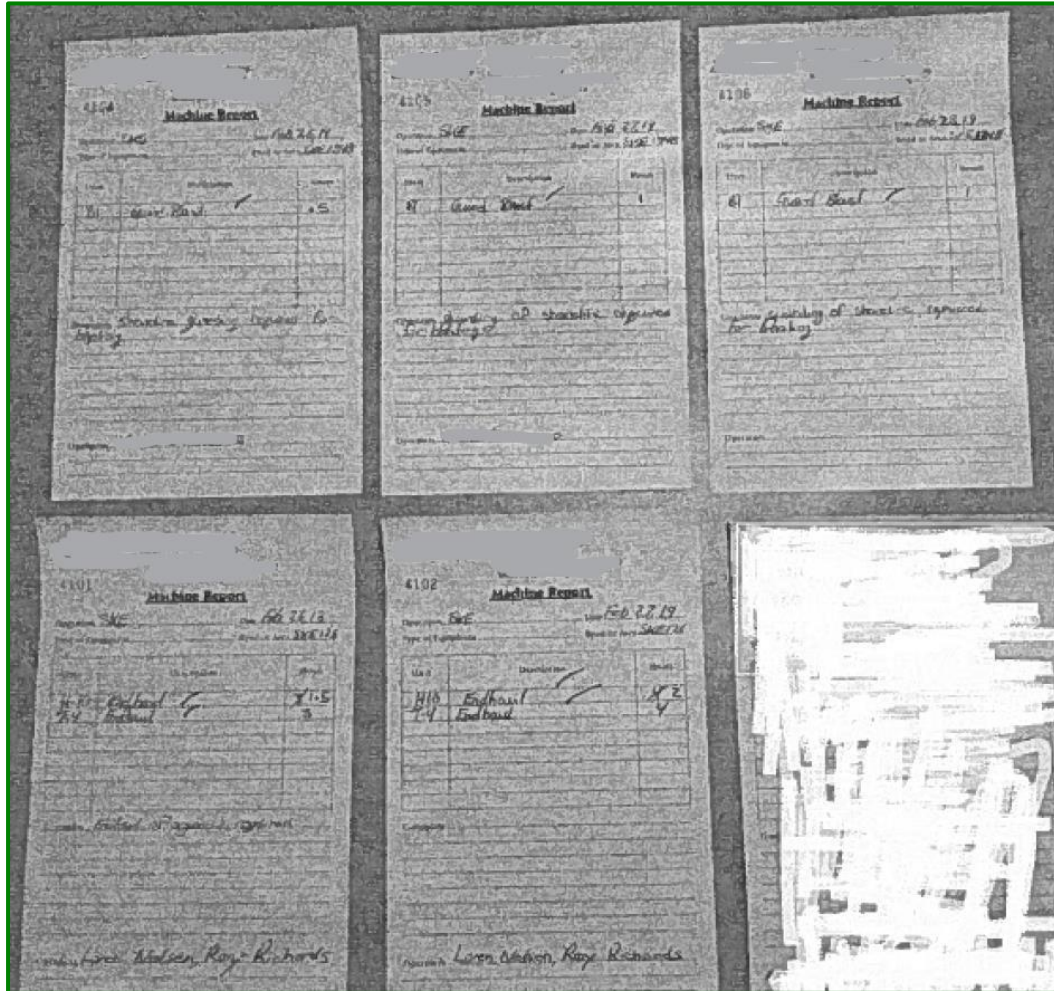
NOTE • Without the station range how can SFP or SDM know where the equipment was actually working.

Poor Supporting Information

Supporting information must be viewable. It is also best practice for an SFP to learn how their scanner works so that the orientation is all the same and right side up. This prevents the continual view rotation while review of supporting information.

Example of supporting information that is not acceptable is in Figure 10-73.

Figure 10-73 – Not Acceptable Supporting Information



Cruise Based Billing Reporting

Cutting authorities whose billing will be based upon the cruise compilation (billing not being based on weight scale returns or scale) must submit monthly an Area Harvested to Date (AHTD) report to the Coast Area Pricing billing section.

The AHTD must only report the area harvested in hectares to one decimal place and the timber mark (cutting authority and ECAS Id are not to be included in the AHTD). The AHTD is to be provided on or before the 7th day of the following month and emailed to FORRCOP.CoastBilling@gov.bc.ca

Example 1

Mark AEO405 is a cruise based billing cutting authority which reported by email harvesting to the end of April 2020 of 15.9 ha (see Figure 10-74a) on May 4, 2020. There were no harvesting activities during the month of May, a harvest report was still emailed (see Figure 10-74b) on June 1, 2020. Harvesting resumed on the cutting authority in the month of June resulting in 7.3 ha of harvest, which is included in the emailed AHTD report (see Figure 10-74c) July 6th, 2020.

Figure 10-74a – April Regular AHTD Email Example

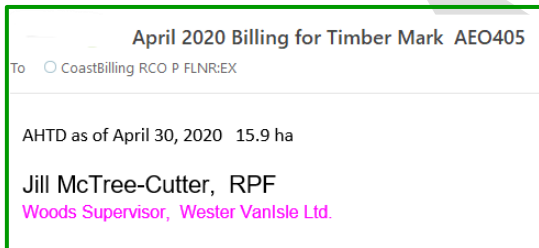


Figure 10-74b – May Regular AHTD Email Example

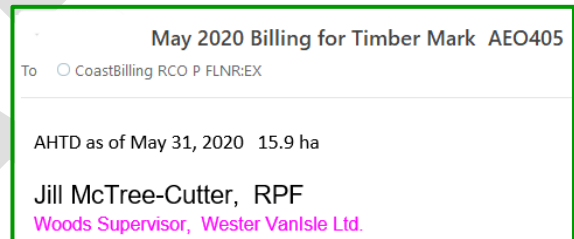
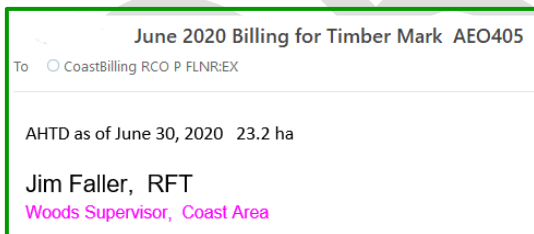


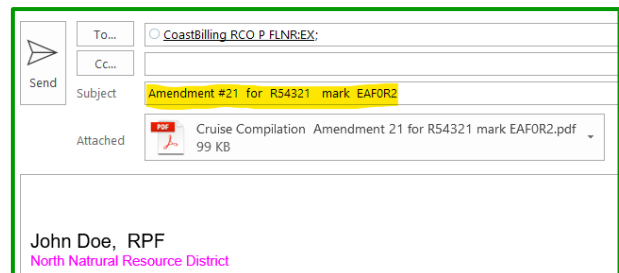
Figure 10-74c – June Regular AHTD Email Example



Example 2

An existing road permit mark EAFOR2 within the GBRN has an Amendment #21 request approved by the district manager. The licensee SFP has provided the cruise compilation (which has been approved by district cruising specialist) of the road length being amended into road permit mark EAFOR2. District appraisal staff sends to the CAP billing section an email with the cruise compilation attached using the subject line (highlighted in yellow Figure 10-75).

Figure 10-75 39 – June Regular AHTD Email Example



Great Bear Rainforest North – Road Permit

Road permits within the Great Bear Rainforest North (GBRN) timber supply area (TSA) that will be cruise based billed (exceptions to cruise based billed are those licences specified in CAM). Guidance has been provided by CAP that road permit marks in GBRN that are to be cruise based billed should specifically be using timber mark convention of **###0R2**.

Within GBRN for many road permit marks new road construction activity is done under amendments. For each amendment a full cruise of the length of road that is being amended into the road permit mark is required. For appraisal purposes, the licensee must provide with the amendment request to the district manager the cruise compilation for the road length that is being requested to be amended into an existing road permit mark.

CAP billing section once in receipt of the cruise compilation the road permit mark amendment will bill 100% of the cruise compilation volume. Should road permit volume marked '###0R2' subsequently be scaled and the scale submitted to HBS, an HBS document (volume reporting only) will automatically be issued. No monetary value will be billed since the invoice is issued under CBB process.

Critical to be aware that there is a different requirement between that for a new road permit mark and an amendment to an existing road permit mark. Requirements for a:

1. New road permit mark
 - a. Complete miscellaneous appraisal data submission (MADS or Misc ADS), and
 - b. Cruise compilation and tenure document.
2. Amendment to an existing road permit mark only requires a cruise compilation of the road lengths that are being amended into the existing road permit mark.

Natural resource district appraisal staff will send an email to CAP, once issuance is complete for a:

1. new road permit mark to RCOAppStaff@gov.bc.ca the:
 - a. in subject line of email MADS & Document – R##### mark ###0R2.
 - b. verified Miscellaneous Appraisal Data Submission.
 - c. cruise compilation.
2. amendment to an existing road permit mark:
 - a. send email to
 - To:** FORRCOP.CoastBilling@gov.bc.ca
 - cc:** RCOAppStaff@gov.bc.ca
 - b. in subject line of email Amendment ## for R##### mark ###0R2.
 - c. cruise compilation of the road length being amended into the road permit mark.

- NOTE**
- it is critical to be aware of the different email for a new road permit mark vs an amendment to an existing road permit mark in the GBRN TSA!
 - See example 2 on previous page.

Billing Questions

The following is for information purposes only. Clients are advised to contact the Ministry of Finance, Revenue Management Office (RMO) Victoria regarding their account.

Definition of Terminology

Post-Harvest stumpage rates – means stumpage rate(s) are based upon the post-harvest appraisal data submission appraisal data elements calculated on the effective date, quarterly adjustments, and minister direction.

Billed Stumpage Value – means all dollars invoiced for stumpage to a cutting authority. This does not include invoices from waste assessment.

Date Correct – means the date of scale of the original invoice and is the same date used to generate replacement invoices using post-harvest stumpage rates. This ensures that the stumpage rate the replacement invoices uses the same selling price information in the MPS equation.

Q1: How will the billed stumpage of a cutting authority be 'reconciled' after the Post-Harvest Appraisal Data Submission (PHADS) and resulting post-harvest stumpage rates determination?

Licensees can expect that the cutting authority's billed stumpage value will be reconciled using the post-harvest stumpage rates. Re-billing will occur in the Harvest Billing System (HBS) to capture the post-harvest stumpage rates resulting from the post-harvest appraisal data submission (PHADS).

Q2: What is the billing reconciliation process for a PHADS?

The reconciliation process is the cancellation of the original invoices that were issued using the stumpage rates resulting from the initial appraisal data submission (IADS) and any Minister Directed mass reappraisal. Replacement invoices are then generated using the date correct post-harvest stumpage rates.

Q3: What happens if the PHADS doesn't result in a change to the stumpage rates?

If the post-harvest stumpage rates are equal to the original stumpage rates, then there is no requirement for rebilling using the post-harvest stumpage rates.
(i.e. no rate change requires no further action by HBS.)

Q4: Is the post-harvest billing reconciliation process different from the rebilling process that occurs when a change circumstance reappraisal results in 'new stumpage rates'?

The reconciliation process is very similar to a stumpage rate rebilling process resulting from a change circumstance reappraisal.

Q5: Will there be any differences in the post-harvest billing rates process to a cutting authority that was subject to a postponement?

The post-harvest billing rate process will be the same.

However, for any volume billed 7 or more years earlier, the reconciling invoice will be issued in the General Billing Management System (GBMS). The invoice will represent the total value difference of the stumpage caused by the change from the initial stumpage rate to the post-harvest stumpage rate. The invoice will not be available from HBS but will be mailed out.

Q6: What happens to stumpage rate of an active cutting authority that is subject to a Minister Directed mass reappraisal for a new MPS equation?

The stumpage rate(s) using the MPS equation in-force prior to the date the Minister Directed the mass reappraisal will end the day before the date the Minister Directed the mass reappraisal is to occur.

The stumpage rate(s) resulting from the new MPS equation the Minister Directed to use in the mass reappraisal will take effect on and after the date the Minister Directed specified.

Q7: I have received cancelling and replacing invoices for some of my original invoices. Why didn't I receive them for all original invoices?



Fully appraised cutting authorities are subject to quarterly adjusting rates and now monthly. Therefore, it is possible that within a quarterly or monthly adjustment period, that both the initial stumpage rate and post-harvest stumpage rates are subject to the statutory minimum of \$0.25/m³. In this case, despite differences between the IADS and PHADS, the stumpage rates are equal for the quarter and no action is needed on the relevant invoice.

Also, it may be that for a quarterly or monthly adjustment period the initial stumpage rate and the post-harvest stumpage rate are the same. Thus, no action is needed on the relevant invoice.



Q8: Is the PH stumpage rates applicable to waste invoices?

Waste invoices are not calculated using the post-harvest billing rates.



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 <p>BRITISH COLUMBIA</p>	<h2 style="margin: 0;">Request for Approval of a Road Use Charge</h2>	
Step by Step Calculation of Road Use Charge in Agreement to per cubic metre entered into the cutting authority Appraisal Data Submission		
<p>2018 Cost per year of \$2,500 in the road use charge agreement has been included, has been included in this Request for Approval of a Road Use Charge.</p> <p>DL2468</p> <p style="margin-left: 40px;">$\\$1.20 \text{ per m}^3 * 24,753 \text{ m}^3 = \mathbf{\\$29,703.60}$</p> <p>DL2472</p> <p style="margin-left: 40px;">$\\$1.20 \text{ per m}^3 * 17,825 \text{ m}^3 = \mathbf{\\$21,390.00}$</p> <p>Total Cost for current cutting authority</p> <p style="margin-left: 40px;">$\\$2,500 + \\$29,703.60 + \\$21,390.00 = \mathbf{\\$53,593.60}$</p> <p>Cost Per Cubic Metre for current cutting authority</p> <p style="margin-left: 40px;">$\\$53,593.60 / 42,578 \text{ m}^3 = \mathbf{\\1.26 m^3}</p>		
<p>A copy of the signed agreement needs to be attached with this request.</p> <p>A map(s) of the parcel of land must be attached with this request.</p>		
Approval		
Approved by	<i>Paul Glenford</i>	Date <i>January 3, 2020</i>
Comments		
<i>For this cutting authority only!</i>		


APPENDIX 10-2

 <p>BRITISH COLUMBIA</p>	<h3 style="margin: 0;">DEVELOPMENT COST DISTRIBUTION AGREEMENT</h3>	
<p>This document constitutes an agreement to distribute a portion of the development cost estimate included in the appraisal of the first cutting authority to future cutting authority(s) in accordance with the <i>Coast Appraisal Manual</i> in effect on the effective date of the first cutting authority.</p>		
<p>The distributed costs may be included in future cutting authority(s) within the same Point of Origin Area up to ten (10) years from the original effective date of the first cutting authority.</p>		
Licensee Legal Name	First Cutting Authority	
Wester Vanisle Ltd.	Licence	A12345
Licensee Address	Cutting Permit	240
6700 Right of Way Nanaimo, BC V9S 2Q1	Mark (primary mark)	EF1240
	ECAS Id	103444
	Effective Date	2020-01-16
	Point of Origin Area	COCO
Total Development Cost	\$1,021,492	
Development Cost Retained in First Cutting Authority	\$695,607	
Development Cost to be Distributed into Future Cutting Authority(s)	\$325,885	
<p><i>This agreement is entered into only for the purposes of determining a stumpage rate and confers no obligation on the Crown to compensate the licensee for any undistributed amounts.</i></p>		
Approved by the Regional Executive Director (or designate)	Licensee Representative	
<i>Robert Glassford</i>	Jill McTree-Cutter	
Print Name	Print Name	
<i>Regional Appraisal Coordinator</i>	Woods Supervisor	
Print Title	Print Title	
Signature	Signature	
<i>Robert Glassford</i>	<i>Jill McTree-Cutter</i>	
Date Signed (yyyy-mm-dd)	Date Signed (yyyy-mm-dd)	
2020-02-04	2020-01-07	


APPENDIX 10-3

	<h3>RECEIVING CUTTING AUTHORITY(S) DISTRIBUTED DEVELOPMENT COST</h3>					
<p>This document is for submission purposes only of applicable amounts from a signed Development Cost Distribution Agreement into the receiving cutting authorities. It must be filled in and attached to the receiving cutting authority.</p> <p>In the receiving cutting authority ECAS Id the distribution development cost being amortized must be entered into the ECAS40 – Detailed Engineering screen in the ‘New Construction’ section with a Cost Estimate Identifier of ‘DDA’.</p>						
First Cutting Authority Distribution Information						
Licence	A12345	Initial ADS				
Cutting Permit	240	Pre-Amoritized Development Cost				
Mark (primary mark)	EF1240	Retained in 1st CP				
ECAS Id (initial ADS)	103444	\$1,021,492				
Effective Date	2019-11-01					
ECAS Id (post-harvest AD		\$695,607				
Point of Origin Area	COCO					
Receiving Cutting Authority(s)						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Initial ADS						\$0
Remaining Development Cost to Distribute to Future Cutting Authority(s)						\$325,885

APPENDIX 10-4



RECEIVING CUTTING AUTHORITY(S) DISTRIBUTED DEVELOPMENT COST




This document is for submission purposes only of applicable amounts from a signed Development Cost Distribution Agreement into the receiving cutting authorities. It must be filled in and attached to the receiving cutting authority.

In the receiving cutting authority ECAS Id the distribution development cost being amortized must be entered into the ECAS40 – Detailed Engineering screen in the ‘New Construction’ section with a Cost Estimate Identifier of ‘DDA’.


First Cutting Authority Distribution Information			
Licence	A12345	Development Cost Information	
Cutting Permit	240	Initial ADS	
Mark (primary mark)	EF1240	Pre-Amortized Development Cost	\$1,021,492
ECAS Id (initial ADS)	103444	Retained in 1st Cutting Authority	\$695,607
Effective Date	2020-01-14	Post-Harvest ADS	
ECAS Id (post-harvest A		Pre-Amortized Development Cost	
Point of Origin Area	COCO	Retained in 1st Cutting Authority	

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	NO	104569	\$100,000	
A85448	21	EB302	NO	105128	\$40,000	
A12345	255	EF1255	NO	106624	\$25,886	
Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Initial						\$165,886
Remaining Development Cost to be Distributed to Future Receiving Cutting Authority(s)						\$159,999

APPENDIX 10-5



RECEIVING CUTTING AUTHORITY(S) DISTRIBUTED DEVELOPMENT COST



This document is for submission purposes only of applicable amounts from a signed Development Cost Distribution Agreement into the receiving cutting authorities. It must be filled in and attached to the receiving cutting authority.

In the receiving cutting authority ECAS Id the distribution development cost being amortized must be entered into the ECAS40 – Detailed Engineering screen in the ‘New Construction’ section with a Cost Estimate Identifier of ‘DDA’.

First Cutting Authority Distribution Information			
Licence	A12345	Development Cost Information	
Cutting Permit	240	Initial ADS	
Mark (primary mark)	EF1240	Pre-Amortized Development Cost	\$1,021,492
ECAS Id (initial ADS)	103444	Retained in 1st Cutting Authority	\$695,607
Effective Date	2020-01-14	Post-Harvest ADS	
ECAS Id (post-harvest A		Pre-Amortized Development Cost	
Point of Origin Area	COCO	Retained in 1st Cutting Authority	

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	YES	116796	\$100,000	
A85448	21	EB302	NO	105128	\$40,000	
A12345	255	EF1255	NO	106624	\$25,886	
Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Initial						\$165,886
Remaining Development Cost to be Distributed to Future Receiving Cutting Authority(s)						\$159,999

APPENDIX 10-6



RECEIVING CUTTING AUTHORITY(S) DISTRIBUTED DEVELOPMENT COST



This document is for submission purposes only of applicable amounts from a signed Development Cost Distribution Agreement into the receiving cutting authorities. It must be filled in and attached to the receiving cutting authority.

In the receiving cutting authority ECAS Id the distribution development cost being amortized must be entered into the ECAS40 – Detailed Engineering screen in the ‘New Construction’ section with a Cost Estimate Identifier of ‘DDA’.

First Cutting Authority Distribution Information			
Licence	A12345	Development Cost Information	
Cutting Permit	240	Initial ADS	
Mark (primary mark)	EF1240	Pre-Amoritized Development Cost	\$1,021,492
ECAS Id (initial ADS)	103444	Retained in 1st Cutting Authority	\$695,607
Effective Date	2020-01-14	Post-Harvest ADS	
ECAS Id (post-harvest AD)	120244	Pre-Amoritized Development Cost	\$1,137,341
Point of Origin Area	COCO	Retained in 1st Cutting Authority	\$761,190

Receiving Cutting Authority(s) Distributed Amount Information						
Licence	Cutting Permit	Mark	Post-Harvest ADS	ECAS Id	Initial ADS Distributed Development Cost	Post-Harvest ADS Distributed Development Cost
A12345	249	EF1249	YES	116796	\$100,000	\$100,000
A85448	21	EB3021	NO	105128	\$55,250	\$55,250
A12345	255	EB1255	NO	106624	\$74,811	\$74,811
A12345	258	EF1258	YES	119012	\$95,825	\$95,825

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Development Cost Distributed to Receiving Cutting Authority(s) at 1st CP Post-harvest ADS	\$325,886
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Remaining Development Cost to be Distribute to Future Receiving Cutting Authority(s)	\$50,265
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