



## STANDARD OPERATING PROCEDURES

CAMPBELL RIVER NATURAL RESOURCE DISTRICT

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**Topic: Program Direction for Small Scale Salvage Cash Sales  
<50m<sup>3</sup> in the Campbell River Natural Resource District.**

**Updated: February 12, 2026**

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This standard operating procedure (SOP) addresses the requirements for the harvesting of post-harvest material and damaged timber under a cash sale (<50m<sup>3</sup>) *Forest Act* s.47.6 (2) (b.1) Forestry Licence to Cut (FLTC). This SOP has been created to reflect current legislation, policy, the latest local District salvage strategies, and to set expectations for acceptable applications.

Cash sales are issued for the amount of time expected to complete licence obligations. Typically, between 1-6 months. The small-scale salvage program is discretionary as noted under section 47.6 (2) of the *Forest Act* and an application does not guarantee issuance. Applications may be prioritized based on their alignment with this SOP and other district priority work.

Authority for the District Manager to consider and issue FLTC's is derived from sections 47.6(2) (d), 72 and 73 of the *Forest Act*. The harvesting of salvage fibre from post-harvest material and damaged timber are separate cutting authorities and will be issued independent of each other.

### **DEFINITIONS**

**Damaged Timber** includes dead and down timber originating from a stand impacted by *an acute natural disturbance event*, such as fire, wind, landslides, pest, or pathogen and is at immediate risk of a significant loss in value and/or creating a forest health concern. Incidental blowdown in a standing forest will not be considered for application.

**Post-harvest material** includes residual fibre leftover from primary harvesting that has undergone a waste and residue survey. It may also include incidental decked timber (cut under another harvest authority but not removed), deactivated structure material, and roadside debris accumulations. Post-harvest salvage may occur in cut block areas less than age class 3, or 60 years old.

## **SAFETY**

The licence holder of an FLTC, as “owner of a workplace”, is required to ensure all operations are conducted in a safe and environmentally sound manner.

The “owner of a workplace” must:

- a) provide and maintain the owner's land and premises that are being used as a workplace in a manner that ensures the health and safety of persons at or near the workplace,
- b) give to the employer or prime contractor at the workplace the information known to the owner that is necessary to identify and eliminate or control hazards to the health or safety of persons at the workplace, and
- c) comply with the *Workers Compensation Act*, the Regulations and any applicable orders.

As required under sections 26.4 and 29.16 of the *Occupational Health and Safety Regulation*, operators are required to submit a Notice of Project form. More information can be found at <https://www.worksafefbc.com/en/for-employers/just-for-you/submit-notice-project>

Activities authorized under a FLTC may trigger numerous requirements under the *Wildfire Act* and Regulation, including (but not limited to):

- Section 5—firefighting hand tools.
- Section 6—high risk activities.
- Section 7—precautions to prevent escape of fire.
- Section 11—hazard assessment.
- Section 12.2—hazard abatement.

## **STANDING TREES**

The cutting of standing trees in a <50m<sup>3</sup> cash sale is not permitted. If a standing tree, live or dead poses a risk to the removal of a dead and down salvage log, the holder must leave that area as a ‘No work zone’. Cash sales are for dead and down material only.

## **GUIDELINES**

A FLTC for up to 50m<sup>3</sup> of Crown timber can be directly awarded based on requests made by an individual applicant. They are set up as a lump sum cash sale where a predetermined amount of stumpage is paid up front, negating the need for the harvested timber to be scaled.

If you believe there is more than 50m<sup>3</sup> in one area, a professional salvage application FLTC 50-2000m<sup>3</sup> will be required. The 50m<sup>3</sup> cash sale is not intended to bypass a professional application.

Damaged timber and post-harvest fibre is eligible for a cash sale, although post-harvest residual fibre (e.g., firewood) is most common. Harvest methods are limited to hand-logging.

The steps in acquiring a <50m3 cash sale FLTC include:

1. Ensure the area is in the correct district.
2. Provide photos of timber interested in salvaging with GPS coordinates. Please include an object in the photo to provide scale.
3. Complete and sign an application form derived from the small-scale salvage website, Campbell River District. Provide as much information as possible about the timber interested in salvaging, including post-harvest or damaged, if damaged please provide the cause of damaged timber.
4. Provide a simple map of the area.
5. Ensure the salvage operation will not negatively impact the environment, planted seedlings or any nearby streams.
6. Complete and submit a client information form if you do not currently have a provincial client number. This form is on the small-scale salvage website.
7. Complete the "Application to Purchase Incidental Volume of Crown Timber (50m3 or less)" as posted on the small-scale salvage website.

Once you have completed the steps to acquire a cash sale FLTC and you have submitted your application to the district, the salvage coordinator will review the application and ensure that the application is:

1. Consulted on with any overlapping First Nation groups.
2. Referred with any stakeholders and/or primary operators.
3. Unencumbered and free of any legal/operational conflicts.

If your application is approved for processing, you must:

1. Sign licence document.
2. Pay the required stumpage
3. Complete pre-work prior to beginning operations.
4. Notify DCR (via [Forests.CampbellRiverDistrictOffice@gov.bc.ca](mailto:Forests.CampbellRiverDistrictOffice@gov.bc.ca)) of operations at least five days prior to commencement and no more that 5 after completion of operations.

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**Distribution List:**

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