



STANDARD OPERATING PROCEDURES

CAMPBELL RIVER NATURAL RESOURCE DISTRICT

**Topic: Program Direction for Small Scale Salvage in the
Campbell River Natural Resource District. Professional
Applications 50m³-2000m³**

Updated: February 12, 2026

This standard operating procedure (SOP) addresses the requirements for the harvesting of post-harvest material and damaged timber under a professional application (50m³-2000m³) Forestry Licence to Cut (FLTC). This SOP has been updated to reflect current legislation, policy, the latest local District salvage strategies, and to set expectations for acceptable applications.

FLTCs may be granted up to a 2-year term with the possibility of extension up to 5 years. The small-scale salvage program is discretionary as noted under section 47.6 (2) (d) 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 FLTCs is derived from sections 47.6 (2) (d), 72 and 73 of the *Forest Act*, as well as the *Licence to Cut Regulation*. As per the *Licence to Cut Regulation*, direct award FLTCs must not exceed 2000m³. FLTCs that exceed 2000m³ up to 5000m³ must be the result of a competitive process. 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 section s26.4 and 9.16 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.worksafebc.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 dead standing trees in a professional FLTC application (up to 2000m³) may only be permitted where the damage has affected standing timber, i.e., wildfire or insect damage. The cutting of live standing trees is not permitted.

DANGER TREES

Any danger trees encountered should be avoided and a ‘no work zone’ be established. If no practicable alternative exists, proponents must submit a Danger Tree Assessment and mitigation plan to the District Manager for approval to fell a danger tree. The removal of felled danger trees will not be authorized and must be left as coarse woody debris unless utilization is authorized by the District Manager.

GUIDELINES

Any salvage application that exceeds 50m³ must be submitted by a Forest Professional; RFT or RPF. Before approving a professional application, the District Manager must be satisfied that the signing Forest Professional has submitted a professional quality plan that meets the district salvage guidelines as follows:

- Applications may not contain both S.72 (i.e., TFLs, TLs) and S.73 (i.e., FLs) areas within one licence application.
- Applications may not contain both post-harvest and damaged timber in one licence.
- Applicant must meet eligibility requirements of section 81 of the *Forest Act*.
- Applicant should be in good standing with the Province and not in default of another agreement (including with BCTS).
- Volume authorized under a FLTC must not exceed 2000m³ and active FLTCs may not exceed 5000m³ per applicant at any given time. This includes expired licenses not closed, active, and pending licenses.
- The submitting Forest Professional must assess the site prior to applying. This may be done by a site walk, drone footage or helicopter flight.
- Salvage operations are not allowed in any area within 5 years after planting in order to mitigate impacts to stand stocking and reforestation investments.

A) Post-harvest specific

- Must, at minimum, meet the definition of post-harvest material in *Coast Appraisal Manual* section 7.4(1) and as defined in this document.

B) Damaged Timber specific

- Applications must meet the definition of Damaged Timber as defined in this document.
- In age class 5+, 100 years and older, applications should clearly demonstrate how a disturbance event has significantly altered stand structure as well as consider risks related to forest health/loss of value. Significant alteration of stand structure is an acute event that caused damage to 60% or greater of the timber. In age class 5 and below, applications should clearly demonstrate how a disturbance event has impacted at least 40-60% of the stand.
- Application areas should reflect amount of salvageable volume available and the nature of disturbance. Large, unrefined application areas will not be considered.
 - Field layout and use of drone imagery are strongly encouraged.
 - This process will require greater pre-submission planning. Indiscriminate combing of incidental blowdown under forest canopy may not be permitted.
- Damaged timber salvage areas included in a FLTC application should not be adjacent or contiguous to an active cutting authority.
- If an application includes helicopter yarding, submission of flight track data will be required throughout the licence and/or upon submission of the post-harvest report.
- In circumstances where salvagers are creating clear-cut openings (i.e., felling standing fire or insect damaged timber), those openings should be <1ha in size. Where opening created by salvage operations will be larger than 1 ha, a silviculture levy will be applied.
- Salvage in reserves derived from a silviculture system should consider FRPA, FSPs/FLPs, and the existing site plan results and strategies.

Professional Application Steps:

The core process for salvage applications that propose salvage volumes greater than 50m³ requires 8 basic steps. Each of these steps may have several components unique to the salvage area or circumstances.

- 1) **Pre-application**—to be completed by applicant or submitting professional
 - i. Confirm that the proposed application area will not conflict with an existing tenure.
 - ii. Carry out referral process to major licensees and/or BCTS.
 - iii. Consult with other tenure holders or agencies where appropriate.
 - iv. Verify the land status for constraints and conflicts (WHAs, OGMAs, Old Growth Deferrals, etc.)
 - v. Identify potential impacts with First Nations via info sharing. Information on the proponent’s role in information sharing can be found on the BC government web page:
<https://www2.gov.bc.ca/gov/content/environment/natural-resource-stewardship/consulting-with-first-nations>.

- 2) **Application**—to be completed by the submitting professional
 - i. Use ESF and FTA.DCR@gov.bc.ca to submit the Professional Application. Document submission components forwarded to FTA.DCR@gov.bc.ca include:
 - Professional Salvage Application form
 - Miscellaneous Appraisal Data Submission form
 - Client Information form (if applicable)
 - Referral & info share documentation
 - Photos of target timber (with reference to location)
 - Maps (overview and site maps)
 - Digital data such as shapefiles or KMLs (optional)

Note: Incomplete applications will not be accepted

- 3) **Review & Decision**—District staff
 - i. District staff review application for completeness, accuracy, and alignment with DCR salvage strategy.
 - ii. Conduct further referrals and/or consultation if necessary.
 - First Nation Consultation is required by an agreement such as a Forest Consultation and Revenue Sharing Agreement, Strategic Engagement Agreement or Treaty; in absence of an agreement, staff follow the Updated Procedures for Meeting Legal Obligations when Consulting First Nations.
 - Primary operators or forest tenure holders within the area under application will be referred as per s.72 or s.73 of the *Forest Act*.
 - iii. Application and review package forwarded to Delegated Decision Maker for decision.

- 4) **Pre-work**
 - i. After licence issuance, but prior to commencement of operations, a face-to-face meeting will be conducted between DCR staff and Applicant/ Professional to review plans and FLTC obligations.

5) Operations

- i. Once the licence is issued, the licensee must comply with the obligations set out in the licence document as well as the DCR Guidelines stated above. Exceeding the licence volume limit will result in a penalty as per Section 2 of the *Cut Control Regulation* and DCR may consider adherence to authorized volume for future applications.

6) Post-Harvest Reporting

- i. Within 60 days of completion of harvesting or expiration of the licence, a qualified forest professional must conduct a site inspection and complete a SSS Post Harvest Report. This report attests to the completion of obligations as set out in the licence document and affirms all legislation has been adhered to.
- ii. Include the submission of a fire hazard assessment form.
- iii. Include the submission of helicopter flight tracks/logs, where applicable.
 - ▶ Note: DCR may require waste assessments when deemed necessary.

7) Closure

- i. MOF staff will prepare the licence for closing by reviewing any outstanding compliance or enforcement issues and any outstanding licence obligations. Once closed, MOF will release the appropriate deposit amount. (The deposit cannot be returned to the licensee until the obligations within the licence document have been met and reported in the Post Harvest Report.)

8) Compliance with licence conditions and applicable legislation

- i. The licensee, on behalf of themselves as well as any employees or contractors conducting work on their behalf, has the obligation to follow all applicable laws related to their operations and adhere to licence conditions.
- ii. Licensees that have failed to meet licence conditions or have a finding of non-compliance under the *Forest and Range Practices Act* or the *Forest Planning and Practices Regulation* may be restricted from operating in the Campbell River Natural Resource District or have additional conditions applied to subsequent licences.



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Distribution List:

All DCR Salvage Licencee Contacts

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