



Ministry of  
Forests, Lands, Natural  
Resource Operations  
and Rural Development

**SMALL SCALE SALVAGE  
PROGRAM – Professional  
Checklist**

**Haida Gwaii  
Natural Resource District**

UPDATED: 2021-11-04

## **Professional Submission Checklist**

### **Step 1: Pre-application and Preliminary Status**

- Determine that the proposed salvage is consistent with the Haida Gwaii Natural Resource District (see HGNRD Small Scale Salvage Program Information and Procedures)
- Confirm the proposed application is not in conflict with existing tenures (see *Preliminary Land Status Guide*)
- Referral to major licensees, completed *HGNRD Referral Form*
- Confirm CFI completed within the past 10 years, if not, conduct a CFI survey

### **Step 2: Application and Field Report**

- Completed and Signed *Cover Letter*
- Completed Application for a Forestry License to Cut (*HGNRD Professional Application Form*)
- Operational Map, 1:5000, consistent with the HGNRD Mapping Standards
- Overview Map, 1:10,000 or 1:20,000, consistent with HGNRD Mapping Standards
- Completed *Miscellaneous Appraisal Data Submission Form*, signed by Forest Professional
- Road Use Agreements, Road Use Permits, and/or Road Permit Exemptions determined, as required.
- Map highlighting transportation route(s) for the salvaged materials
- GPS traversed polygon/shapefile(s) of application area(s), submitted through the Electronic Submission Framework
- GPS points and photos of live standing trees proposed for harvest
- Copies of written correspondences with other tenure holders and agencies where applicable
- Consideration of scale sites and licenced scaler by the applicant
- Culture Features Identification (CFI) survey report (completed within last 10 years)

**Step 5: Operations**

- Submit a *Notice of Commencement Form*
- Submit a *Notice of Transport Form*

**Step 6: Post Harvesting Inspection and Final Harvest Reporting**

- Submit a *Notice of Completion Form*
- Submit information into RESULTS
- Forest Professional to conduct a field report and submit *Post Harvesting Report* within 60 days of completion of harvest