

**South Island Natural Resource District (SINRD)
Guidelines for Professional Salvage Applications
SMALL SCALE SALVAGE PROGRAM - SSS**

Small Scale Salvage: Professional Applications

All salvage applications that propose salvage of > 50m³ will need to be submitted through a Professional Salvage Application unless otherwise approved by the South Island Natural Resource District (SINRD) Salvage Coordinator. A Professional Application is a Forestry Licence to Cut - FLTC issued to salvage timber that is dead or in danger, as a result of insect infestation, fire, disease, or windthrow, of being significantly reduced in value, lost or destroyed in volumes between 50 m³ and 2000 m³.

Professional reliance is an important component of the Small Scale Salvage (SSS) application process. The District Manager, prior to approving an application must be satisfied the signing professional has proposed a professional quality plan that meets the District Guidelines. The professional application is composed primarily of check boxes, indicating a high level of professional reliance. Where a signing professional is unsure of any requirements in the application, they may contact the SINRD Salvage Coordinator for clarification.

In addition to the requirements listed in the attached professional application package, the guidelines must also be followed when preparing your application. Notes that these guidelines are periodically updated and you are encouraged to check the following web site to ensure you have the latest version.

See link to the district Minor Tenures / SSS web site:
http://www.for.gov.bc.ca/dsi/MTenures_Salvage.htm and to the

Ministry FLNR Small Scale Salvage web site at:

<http://www.for.gov.bc.ca/hth/timber-tenures/small-scale-salvage/fltc.htm>

Provincial Guidelines

PURPOSE

To establish an application and approval process for small scale salvage of crown timber that is efficient, effective and transparent.

GUIDELINES

For professional salvage application the Ministry of Forests, Lands and Natural Resource Operations (FLNR) will require a suitable application, signed by the applicant and a Professional, along with the required Electronic Submission Framework (ESF) submissions, prior to issuing a Forestry Licence to Cut (FLTC) under authority of section 47.6 of the *Forest Act*.

The FLNR also requires a Post Harvesting Report, signed by a Professional, as documentation that the holder of a FLTC has completed operating in compliance with the approved standards, guidelines and licence conditions. The post harvest reporting also includes a final ESF submission to RESULTS for disturbance and forest cover updates. The Post Harvest Report does not prevent the FLNR from carrying out inspections or audits, as it may deem appropriate.

SCOPE OF APPLICATION

1. Province wide
2. FLTC issued without advertising for the purpose of salvaging timber volumes between 50 m³ and 2000 m³.

DEFINITIONS

1. “*Applicant*” means the person or company who is the intended licensee for the FLTC.
2. “*Application*” means a written request, submitted to FLNR in a manner consistent with the procedures and standards outlines below.
3. “*Post Harvesting Report*” means a written report, submitted to the FLNR in a manner consistent with the procedures and standards outlines below.
4. “*Professional*” means a member of a professional regulatory body, who is registered to practice in BC, is qualified for the work and can be held accountable by the professional regulatory body.

PROCESS OVERVIEW

The cores process for SSS applicable throughout the province requires six basic steps. Each of these steps may have a number of components that may be unique to the particular area or circumstances.

STEP 1 (Pre-application) – Applicant or Professional

STEP 2 (Application) – Professional

STEP 3 (Review and approval) – District Manager or Forest Officer

STEP 4 (Operations) – Licensee

STEP 5 (Post Harvest Report) – Professional

STEP 6 (Closure) – District Manager or Forest Officer

For more information look up the Provincial Small Scale Salvage, web site at:

<http://www.for.gov.bc.ca/hth/timten/small-scale-salvage.htm>

Or the South Island Natural Resource District SSS web page at:

http://www.for.gov.bc.ca/dsi/MTenures_Salvage.htm#SMALL_SCALE_SALVAGE

District Guidelines and Procedures

GENERAL STANDARDS

STEP 1. Pre-application planning

To prepare an application for submission, the applicant, or professional acting for the applicant must take the necessary steps to assess the area and gather information needed for an application. These activities include, but are not limited to:

1. Confirming that the proposed application area will not be in conflict with an existing tenure or application.
2. Carrying out a referral to major licensee(s) and/or BC Timber Sales (BCTS) and obtains a written confirmation that they do not dispute the proposed application.
3. Consulting with other tenure holders or agencies where appropriate.
4. Verifying the land status and ownership.
5. Identifying potential conflict with any known archaeological features.

STEP 2. Application

Electronic Submission Framework - ESF Submissions

An ESF submission must be completed prior to submitting the professional application. The “Submission ID” number generated during the ESF submission must be recorded on the professional application. The auto generated FLTC number must also be recorded on the professional application.

Within 60 days of harvest completion the licensee must submit the following information into RESULTS: opening information with spatial data, stocking standards, disturbance updates, and forest cover via ESF.

A list of Service Providers for ESF & RESULTS Submissions can be found at the following link:

<http://www.for.gov.bc.ca/his/results/>

For more information regarding ESF submissions, or how to become an ESF submitter, visit the following link: <http://www.for.gov.bc.ca/his/esf/>

Or the South Island Natural Resource District ESF submissions web page:
<http://www.for.gov.bc.ca/dsi/esf.htm>

For more information regarding RESULTS submissions visit the following link:
<http://www.for.gov.bc.ca/his/results/business.htm>

Professional Application

The professional application must be submitted via the FTA INBOX (fta@dsi@gov.bc.ca). The application must contain the information set out below, in the “Professional Salvage Application – Template” form, and any additional information required by the District Manager in a local procedure or guideline. The Professional Salvage Application – Template can be found at the following link: http://www.for.gov.bc.ca/dsi/Salvage/SSS_Professional-Application-Template-Form.pdf

The location of the timber proposed for harvest and confirmation of land status.

1. The cause of the timber mortality (e.g. windthrow, disease, insects, fire, etc.)
2. The volume and species of the timber proposed for harvest, including and described separately: dead or down, endangered (timber that is damaged or attacked by insects and can reasonably be expected to die within one year), live interspersed, and live for access.
3. The method of harvest (silviculture system)
4. The proposed term of the licence.
5. Documentation of referrals to major licensees and BCTS. Including how concerns/comments have been addressed.
6. Information as is required by the district manager for establishment of a stumpage rate.
7. A map showing the boundaries of each harvest area, prepared to quality suitable for use as Exhibit A in the licence.
8. Information describing any road use agreements or requirements pertinent to the application.
9. A declaration signed by a qualified professional, that the application has been professionally prepared.
10. Signature of the applicant or a person authorized in writing by the applicant.

STEP 3. Review and Approval

The Ministry FLNR may approve an application made under this policy and issue a licence if the following criteria are satisfied:

1. The timer volume applied for does not exceed 2000m³.
2. The application is consistent with the applicable statutes, including the *Forest Act*, the *Forest and Range Practices Act*, and the *Forest Planning and Practices Regulation*.

3. The application is consistent with the Small Scale Salvage Program – South Island Natural Resource District Guidelines.
4. In the opinion of the District Manager, the applicant is capable of carrying out the salvage in a manner consistent with the objectives and guidelines for the area.
5. The applicant is not in default of another agreement with the Crown.
6. The District Manager is satisfied that a licence issued according to the application will not be in conflict with the Ministry Small Scale Salvage Strategy or associated policies.
7. Issuance of a licence or cutting permit will not unduly infringe on aboriginal rights and title.
8. A forestry licence to cut – FLTC must be consistent with Section 47.7 of the *Forest Act* and with a licence document format approved by the Director, Resource Tenures and Engineering Branch, and may include such additional conditions as are determined necessary by the District Manager to achieve the purpose of these guidelines.

STEP 4. Operations

Once the licence is issued, the licensee is required to comply with the obligations set out in the licence document as well as the SINRD Guidelines discussed here.

If the 2000m³ limit is exceeded it will result in a penalty as per Section 2 of the *Cut Control Regulation*.

STEP 5. Post Harvest Report

Within 60 days of completion of harvesting, a qualified professional may conduct a site inspection and must complete a SSS Post Harvesting Report. This report attests to the completion of obligations as set out in the licence document. This report can be found at the following link: http://www.for.gov.bc.ca/dsi/Salvage/SSS_Professional_Post-Harvesting-Report.pdf

The post harvest reporting requirements for SSS can be found at the following link: http://www.for.gov.bc.ca/his/results/Post_Harvest_Reporting_Requirements_SSS_LTC.pdf

Within 60 days of harvest completion the licensee must submit the following information into RESULTS: opening information with spatial data, stocking standards, disturbance updates, and forest cover via ESF.

STEP 6. Closure

Ministry FLNR salvage staff will prepare the licence for closing by checking for any outstanding compliance or enforcement issues, checking for completion of licence obligations, and releasing the appropriate deposit amount. The deposit cannot be returned to the licensee until the obligations within the license document have been met, as per the Post Harvest Report.

Specific Guidelines

The salvage program focus is centered on harvesting unsalvaged losses, specifically, dead and/or dying timber that would otherwise not be harvested by other tenure types.

The South Island Natural Resource District has developed criteria to define unsalvaged losses and determine the scope of the program. These criteria are used to evaluate the appropriateness of an application.

PROGRAM CRITERIA

The following criteria are used to evaluate a proposed SSS application to determine if the application is targeting unsalvaged losses. These criteria form the South Island Natural Resource District Guidelines as directed by the District Manager.

1. A single FLTC up to 2000m³ must be able to address the salvage for a particular area and therefore it is not acceptable to submit multiple SSS permits adjacent to each other.
2. Harvest strategies should be proposed where residual trees will be retained on the block or when selective harvesting proposed. Harvest strategies should detail the proposed stand structure post harvest and methods to protect understory, mid-story and merchantable stems.
3. For salvage operations the maximum total allowable harvest of non-target trees is 10% and should be minimized wherever possible.
4. Damage to existing plantations will not be permitted in most cases.

It is the signing professional's responsibility to ensure all aspects of the program criteria are met prior to submitting an application.

CLEARANCES AND REFERRALS

A FLTC can only be issued on vacant Crown Land. To ensure this, it is imperative that ALL potential land status conflicts are checked prior to submitting your application. Checking "YES" on the relevant sections of the application indicates these checks have been done to a complete and professional standard.

The following lands will not be considered for FLTC applications; private land, Indian Reserves, Agricultural Development Areas (Lands and Water BC), Settlement Reserve areas, Special Protections Areas (Treaty lands, Treaty selection lands), parks, protected areas, Ungulate Winter Range, Wildlife Habitat Areas, proposed Wildlife Habitat Areas.

APPRAISAL RATES

Appraisal Rates are determined using the Coast Appraisal Manual (CAM). Section 7.4 of the CAM describes relates to salvage. <http://www.for.gov.bc.ca/hva/manuals/coast.htm>

A Miscellaneous Appraisal Data Submission (Misc ADS) must be completed, and signed by a Professional. All possible species must be accounted for: therefore, volumes must be recorded as 1 m³ for each species. The Misc ADS form and Instructions can be found at the following link: <http://www.for.gov.bc.ca/rco/revenue/#Forms>.

DEPOSITS

If your application is approved, the FLNR may collect a deposit as per Section 9 of the *Advertising, Deposits, and Disposition Regulation*. The deposit must be in one of the following: certified cheque, bank draft, or money order. Make payable to the Minister of Finance.

ARCHAEOLOGICAL INFORMATION AND REVIEW

The district encourages all applicants to contact First Nations where salvage applications overlap with traditional territories. Information sharing can include details of the proposed salvage application.

Note that any Culturally Modified Tree or archaeological resources found on site must be recorded and discussed with District Staff.

ROAD USE

No new roads may be constructed under the Small Scale Salvage Program. However, if a road needs to be used to access the salvage area, the following parts of legislation apply:

- *Forest and Range Practices Act (FRPA) Section 22.1*
- *Forest Planning and Practices Regulation (FPPR) Section 79.1*

This legislation defines when a Road Use Permit or a Road Use Agreement is required. If applying for a Road Use Permit, please contact the District Engineering Officer directly.

MAPPING

The following describe minimum standards for a map that must accompany a Professional Salvage Application.

1. **Scale** 1:10000
2. **Reference** to appropriate 1:20000 forest cover map sheet number
3. **Geographic** description (name of nearest known feature or operating area)
4. **Access Description** from nearest town or well known point
5. **UTM coordinates** or latitude and longitude
6. **Legend**
7. **Jurisdictional/Tenure Boundaries** of private land, Indian reserve, parks, TFL's woodlot license, or other tenures must be included
8. **GPS Information** of the area proposed for harvesting under a FLTC application.

9. **Significant topographic features** within the application area, including non-classifiable drainages, streams, wetlands and lakes
10. **Stream Crossings and Machine Free Zones.**
11. **Water Supply** for domestic supply intakes and water supply infrastructure
12. **Resource features**, as defined by legislation, in the vicinity of the salvage area
13. **Clearcut areas, including plantations** adjacent to the areas proposed for salvage
14. **Access roads**
15. Government approved experimental projects, growth and yield plots, operational trials and research installations
16. **Recreation sites and known** features
17. **Cultural heritage** resource features
18. **Critical wildlife habitat areas**
19. **Other SSS Patches.** Any SSS patches the licensee has submitted or approved **must** be shown on the maps. These patches should be "greyed" out and labelled appropriately.

SILVICULTURE CONSIDERATIONS

The prescribing forester must carefully consider the impacts of harvesting the site. The responsibility to carry out silviculture obligations rests on the Crown; therefore, silvicultural considerations are a critical part of the application process. SSS applications should not be proposed on sites where extensive silviculture tending will be required. For SSS, extensive silviculture is defined as any site preparation activity or a stand tending activity that may be required more than once. It is unacceptable to propose salvage on a site that will be tough to regenerate and meet free growing obligations.

ECOLOGICAL CLASSIFICATION and STOCKING STANDARD ID

The Professional must determine the appropriate Biogeoclimatic Ecosystem Classification (BEC) and determine the associated Standards ID found in the "Reference Guide Standards". The Reference Guide Standards (in Excel format) can be found at the following link:
http://www.for.gov.bc.ca/hfp/silviculture/stocking_stds.htm

SELECTIVE HARVESTING RETAINING a FREE GROWING STAND

The Professional must determine whether or not a free-growing stand will be retained on site post harvest. To assess whether or not a free growing stand can be retained refer to the 'Single Entry Dispersed Retention System Stocking Standard Discussion Paper' found at the following link:

http://www.for.gov.bc.ca/rco/stewardship/CRIT/silviculture_working_group.htm

The submitting forester must determine whether or not the stocking will achieve free growing. Documentation of this is required on the application.

For more information look up the South Island Natural District Office Minor Tenures and Small Scale Salvage, web page at: http://www.for.gov.bc.ca/dsi/MTenures_Salvage.htm

Or contact our District Office during hours of operation (8:30am - 4:30pm) at:

Port Alberni Natural Resource District Office

Ministry of Forests, Lands and Natural Resource Operations
South Island Natural Resource District
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