

**Appendix 8**

**Memorandum of Understanding for the Administration of the  
Small Business Forest Enterprise Program**

## **APPENDIX 8**

### **MEMORANDUM OF UNDERSTANDING SMALL BUSINESS FOREST ENTERPRISE PROGRAM (SBFEP) ADMINISTRATION GUIDELINES**

The following outlines the guidelines that will be used in the administration of the SBFEP during the term of MP #3 for TFL #53. Specific volume data for the administration of the SBFEP are detailed in the Forest Development Plan.

#### **1.0 FOREST MANAGEMENT RESPONSIBILITY**

##### **1.1 SBFEP Plans**

- 1.1.1 The TFL holder will propose SBFEP blocks as a component of the Forest Development Plan application process. The Ministry of Forests will review the licensee's Development Plan and incorporate the appropriate SBFEP blocks into their own SBFEP plan for the District Manager's approval. Timber Sale Licences shall be designated and scheduled for a five year period based on the SBFEP AAC. The plan will be updated annually to provide for a continuous, steady state level of activity for the term of the plan.
- 1.1.2 The SBFEP Plan will be in harmony with the management objectives and strategies of this Management Plan and will meet the objectives of the SBFEP and the TFL.
- 1.1.3 Consultation and resolution of issues with other resource users, and resource agencies will be the responsibility of the TFL holder at the Forest Development Plan level. Site specific assessments and issues will be the responsibility of the Ministry of Forests.
- 1.1.4 Revisions to the SBFEP shall be prepared by the TFL holder in consultation with and subject to approval by the District Manager.

##### **1.2 Selection of Timber**

- 1.2.1 The timber made available for harvest under the SBFEP will have net values that will not be less than the average for the TFL. The average profile of timber stands selected will be comparable to the timber profile of the TFL and will conform to the principles of priority stand harvesting as outlined in the MP.

1.2.2 The District Manager will maintain records on the timber profile offered to the SBFEP and compare this profile annually with that being harvested by the TFL holder. The TFL holder will facilitate this analysis by keeping similar records of cut and providing the information annually or upon request by the Ministry of Forests.

### 1.3 TSL Establishment

1.3.1 TSL's under the SBFEP will be cruised, access roads engineered and cut block boundaries established in accordance with current Ministry of Forest's policies.

1.3.2 The Silviculture Prescriptions will be the responsibility of the Ministry of Forests

1.3.3 Utilization standards stated in the approved TFL MP shall provide the basis for utilization requirements for SBFEP TSL's.

### 1.4 Primary Access Roads

1.4.1 The TFL holder will be responsible for the construction of all primary access roads, which will be jointly used by the TFL holder and the SBFEP licensee.

1.4.2 The District Manager will issue a road permit to the SBFEP licensee, subject to the SBFEP licensee reaching an agreement with the Willow-Ahbau Road Users Association or the Company for appropriate sharing of road maintenance costs. The permit may require closure during periods when inordinate road damage may result from its use.

1.4.3 The Ministry of Forests will be responsible for the construction of primary access roads to a suitable standard when the roads will be used exclusively by the SBFEP.

### 1.5 Protection

1.5.1 The TFL holder's protection obligation under Part 10 of the Forest Act applies to the TFL area except active SBFEP TSL's.

## 2.0 MOF ADMINISTRATIVE AND FINANCIAL RESPONSIBILITIES

### 2.1 SBFEP Account

- 2.1.1 The Ministry of Forest will allocate, approve and expend funds in accordance with the Ministry policy for the SBFEP TSL's.
- 2.1.2 The SBFEP account may be used for payment to the TFL holder for services contracted to the SBFEP at competitive rates.

### 2.2 SBFEP Administration

- 2.2.1 The District Manager will be responsible for the approval of the SBFEP plan.
- 2.2.2 The District Manager will complete the TSL tender packages, advertise the sales, and sell the timber under the SBFEP in accordance with Ministry policy.
- 2.2.3 Cut control for the SBFEP will be consistent with the Ministry of Forests cut control policy for the SBFEP. The volume from all minor licences administered by the Ministry such as Licence to Cuts, Road Permits for mining access and Free Use Permits will be applied to the SBFEP cut control.

### 2.3 Logging Supervision

- 2.3.1 TSL logging inspections will be conducted by the Ministry of Forests staff to ensure compliance.
- 2.3.2 The Ministry of Forests will notify the TFL holder of all SBFEP trespasses, site degradation, charges, etc.

### 2.4 Protection

- 2.4.1 Protection of "occupied areas" under the SBFEP will be the responsibility of the TSL licensee and/or the Ministry of Forests.
- 2.4.2 The Ministry of Forests will be responsible for all residual fires as a result of the SBFEP licensee activities.

## 2.5 Post-harvesting Activities/Silviculture

2.5.1 The Ministry of Forests will be responsible for all post-harvesting activities including slash disposal and basic silviculture standards approved in the TFL MP. Post-harvesting activities will be planned in consultation with the TFL holder and will be consistent with the strategies contained in the approved MP.

2.5.2 The Ministry of Forests will review proposed burning projects on SBFEP area with the TFL holder, prior to its implementation, and endeavour to coordinate the program with the TFL holder's program.

## 2.6 Annual Report

The Ministry of Forests will provide to the TFL holder reports and information of an acceptable standard concerning activities of the SBFEP for use in annual or other reports as required in the TFL agreement.