Woodlot EFM Project – “FINAL” WASTE Waste “Annual Plan” & “Survey” Submission (Online) Business Process Mapping

Dated June 12, 2008

#21 (Online)
From Woodlot Overview BP

NOTE: WASTE Annual Plan not represented on Woodlot Overview BP map

LEGEND

- Annual Plan Submission
- Waste Survey Submission

Assumptions:

Comments:
1. Only minimal submission requirements shown – anything more is district specific
2. This flowchart is based on the TEST environment of WASTE Version 01.12.06 on the TURQUE server at the following website address: http://testapps30.for.gov.bc.ca/waste/index/Action.do with username IDIR\SJMOONEY for organization 00012797 – Ministry of Forests

UPDATES
(**bold** indicates who did Visio update)

June 11, 2008 by **S. Mooney** = pink shadowed post-it notes &
May 21, 2008 by **S. Mooney** = blue shadowed post-it notes &

April 2008
Original Re-Design Team Members
TBD

May 12 & April 19, 2008
Original Visio completed by:
Stephanie Mooney

Original Design completed by:
May 5-6, 12, June 11-12, 2008
Stephanie Mooney

April 15, 2008
Coleen MacLean Marlow
Stephanie Mooney
Susan Prosser
Dave Haley (half)

START

Annual Plan (AP) Start

WL Click Annual Plan Tab Click “Create Annual Plan” (screen 501)

Finding WASTE application is an issue since it’s called “Production” on Waste website

WL Enter Year Select District

WL Do I know my client #?

No

WL Click 3 dots next to Licensee Client # Enter last name Click Search

WL Review list & find name associated with your woodlot Click Select

Yes

WL Enter Licensee Client # (autopopulates if did search)

Appears as though client location cannot be changed from 00 despite some woodlot licensees having several client #s and 00 might not be the client # associated with woodlot licence

WL Click Create Plan (“Save successful” message should appear)

AP Shell End

OPTIONAL WL Record Annual Plan ID #

AP Reporting Unit (RU) Start

What kind of waste sampling is planned?

Aggregate

WL Page down to Aggregate Option

WL Enter proposed dispersed (CV%) Enter proposed accumulated (CV%)

WL Click Save

Ocular Estimate

WL Page down to Ocular Estimate Option

WL Click Create New (ie. Reporting Unit)

Why does it only come up as a warning instead of saying no – you can’t have more than one cutblock to create new plan (apparently can add new blocks later??)
ANSWER: If want more than 1 block under 1 reporting unit, should choose aggregate

Cutblock

WL Page down to Cut Block Option

WL Enter proposed dispersed (CV%) Enter proposed accumulated (CV%)

WL Click Save

AP RU shell End

OPTIONAL WL Record Reporting Unit ID# from Screen 501

Survey reporting process & requirements appear to be the same no matter which “Option” is chosen?? If only certain types of assessment methods are applicable for each option, then only those methods should be available to select on Screen 102

AP submission (Screen 303)

AP RU details Start

WL Page up or down to type of waste sampling planned Click Details

What’s definition of net area?
Why can’t this come from FTA or RESULTS?
ANSWER: Net area = gross area – roads
Normally provided from but FTA is plan and areas may not be the same. WASTE requires info sooner than RESULTS

WL Enter Licence # Block Timbermark Net Area

WL Click Save (should indicate “save successful”)

Don’t use submit button on block screen 101

Training powerpoint presentation different than reality – no “Save New” button available

Yes

WL Do I plan to conduct a waste survey on more than one block this year?

No

WL Click Back

WL Page up to top of Screen 501 Click Submit

WL Click 1st checkbox Select Role = unlicensed surveyor (most probable)

WL Scroll to bottom of page Click Submit

Why does waste plan submitted within 1 month of expiry of previous plan? – workload with amending plan if block not logged??

What’s purpose of plan?

Options:

1. Clarify use of ocular estimate
2. Estimate base level of wast & bill accordingly

WASTE PLAN – requires null report – why??
Why not cross reference with FTA & CIMS (NOC) to determine if monitoring is required??

Use annual Plan ID for Woodlot
Don’t require reporting unit for each cutblock
Map - same process as RESULTS for copy map as a short term solution

No direct link from help screens to training manual --- welcome screen application link takes you to waste homepage and can then click on Training Manual

Plan gets approved (Status changes from Draft to Approved)

WL Is my woodlot within the Coast Region?

Yes

WL Wait for Approval by MFR regional staff

Conflicting advice - user’s guide indicates approval required on Coast but in reality approval automatic by system

Now

WL Submitting waste survey info now or later?

Later

AP RU details end

Survey Submission Start

WL Go to Annual Plan Tab

Annual Plan should be done in accordance with Waste Manual (ie. before submitting survey info)

WL Do I know Annual Plan ID #?

Yes

WL Click “Annual Plan Details” Enter “Annual Plan ID #” Click Go

WL Scroll down to type of sampling option chosen in annual plan (usually ocular)

WL Click details

WL Go to appropriate block Click details

OPTIONAL WL Record or print screen to have copy of Annual Plan ID & Reporting Unit ID

No

WL Click on Annual Plan Search Enter Year From Enter Year To Click Search

WL Click Details for appropriate plan

Start Survey Block Details (Screen 102)

What’s difference between “year logged to” and “primary logging complete date”?

Why not have “primary logging complete date” auto-fill “year logged to” field?

WL Enter Year logged from Year logged to Primary logging complete date

WL Enter Survey date Return number Waste survey licence #

(eg. 1, 2, etc) WACO/WASI/WANI

WL Where is woodlot located?

Coast

WL Select Mature or Immature

Interior

WL Select Zone type and Select Condition

WL Multiple marks or amalgamated blocks?

No

WL Complete section (Primary Mark, etc) Click Save

Yes

WL Did I have waste that would be categorized as dispersed waste?

Yes

WL Go to Dispersed section

No

WL Did I have waste that would be categorized as accumulated waste?

Yes

WL Go to Accumulation section

No

WI Did I have standing trees left on block that were suppose to be harvested but were not?

Yes

WL Have I entered accumulated waste?

No

Yes

WL Do I have another category of waste to enter?

No

Yes

WL Do I have another waste type to enter?

No

Cold deck is different as it needs to be submitted separately and benchmarks do not apply

There are different types of waste under each waste category and there could be more than one category and/or type of waste associated with a block

End Survey Waste Details (Screen 205)

Yes

WL Select Waste type Harvest method Assessment method Waste level Enter Area

Easy link to definitions of waste types would be useful

Assume “area” to be entered here is actual estimated area of waste only

Start Survey Waste Details (Screen 205)

WL Was “Plot” the assessment method?

No

WL Click Save Click Details

WL Select Species Kind Waste class Grade

“kind” are these letters defined anywhere? = user’s manual. Why not include as part of drop down box??

“species” are given as codes only – these codes differ from species codes in RESULTS. Why not include species names as part of drop down box??

WL Was assessment method ocular estimate?

Yes

WL Enter either: Estimate (m3/ha) or Estimate volume (m3)

Estimate or estimate volume does not appear to be mandatory but is – why no * = one or the other is mandatory

WL Click save

WL Another species of waste to be recorded?

Yes

No

WL Was Plot assessment method used?

No

WL Click Back (to Screen 102)

Yes

WL Enter Plot Size Click Save Click Details

Plot size is shown as mandatory even if haven’t selected “Plot” as assessment method

WL Enter Plot and Measure Factor (Screen 204)

WL Select borderline

plot

WL Type of assessment method?

% estimate

WL Enter Total Estimated Volume Click Save

WL Enter % Estimate

100% Scale

WL Enter Length, Top & Select End Enter Butt & Select End

OPTIONAL WL Enter Deductions Length, Top, Butt Select Decay Type & Comm Code

WL Is there another plot to be entered?

No

Yes

Start Survey Waste Details (Screen 205)

WL Select assessment method Enter net area Click Save

WL Click Save Click Details

WL Select Species Kind Waste class Grade

WL Type of assessment method?

100% Scale

% estimate

WL Enter Length, Top & Select End Enter Butt & Select End

WL Enter Deductions Length, Top, Butt Select Decay Type & Comm Code

WL Enter % Estimate

WL Click Save

WL Another species of waste to be recorded?

Yes

No

End Survey Waste Details (Screen 205)

WL Click Back

WL Click Back button on screen 102 to return to screen 101

End Survey Block Details (Screen 102)

WL Click submit

WL Any error messages?

Yes

No

WL Fix errors

WL Click 1st checkbox Select Role Enter Comments (if necessary/desired)

WL Was Plot assessment method used?

Yes

WL Attach waste survey map

No

WL Click submit

WL Receive email acknowledgement of submission

Survey Submission End

STOP