

Woodlot Licence Key Information
from May 11, 2005, letter - regarding new submission procedures

1. New submission tracking system is a security, planning, and measurement tool
2. Quality of submissions and process times will be measured
3. Submissions meeting standards will be more quickly processed
4. Reviews will stop as soon as a submission fails to meet an expected standard
5. Deficient letters will be sent to licensees for those submissions not meeting standards
6. Re-submissions will be treated like new submissions and go to the bottom of the pile
7. Standards will vary depending on the submission type (eg. CP vs FDP, etc)
8. Standards will be communicated to licensees before implementation
9. Forms, templates, checklists, procedures will be likely changing often
10. All new application forms, plan templates, checklists, and district procedures are available at www.gov.bc.ca/ftp/DCC/external/publish/Woodlots
11. To cut costs, find out what you can do yourself – visit <http://www.rpf-bc.org>
12. Starting June 1, 2005, all cutting permit and road permit applications must use ESF
13. Improvements to record keeping of your activities on the woodlot is critical
14. Read all letters received from our district office, carefully – ask questions, if necessary
15. Good communication between all members of your woodlot licence team is vital