



Communiqué Contents—Changes in Release 1.2

This communiqué contains a summary of the changes to the Forest Stewardship Plan (FSP) Tracking System that will occur with the implementation of Release 1.2—scheduled for implementation in the early May timeframe. These changes are based on feedback from users over the past year as well as input from the FSP Tracking System Working Group—containing representative users from across BC.

Information on training to support this release will be available on the FSP Tracking System website in mid-March. Visit the “What’s new” section of the Training Resource Centre at:

<http://www.for.gov.bc.ca/his/fsp/training.htm>.

Improvements to the processing of amendments

Amendments may now be initiated, submitted and approved concurrently and out of sequence. Licensees/BCTS will no longer have to wait until the previous amendment is approved before submitting the next amendment.

Submitters will be able to specify a unique name for each amendment to make it easier to search for and identify amendments.

Amendments may be submitted by any one of the agreement holders on an approved FSP. New amendments will prompt the submitter to describe what changes are being made in the amendment, including indicating if there are changes to forest development units (FDU), identified areas (i.e., section 196 blocks, declared areas), or stocking standards, and whether the amendment requires approval.

Amendments that include a change to the forest development units or identified/declared areas will require spatial updates prior to approval. Amendments marked as including changes to stocking standards must contain new information on the stocking standards tab.

Other changes include enabling licensees/BCTS to add or remove a forest licence from an existing FDU through an amendment. At least one licence owned by one of the agreement holders in the FSP must be specified for each FDU.

Improvements to submitting FSPs and amendments through the FSP Tracking System

Improvements to attaching and viewing document

The attachments tab of the FSP Tracking System has been significantly redesigned to aid the submission and viewing of attachments—particularly attachments for amendments. Documents attached and displayed for a particular amendment will reflect only the material relevant to that amendment (e.g., the attachments screen will no longer carry forward files from previous amendments to the FSP).



The delete button will be removed as it is no longer needed to manage attachments. Once an amendment is approved, attached documents cannot be deleted.

Access to supporting documents will be limited to the corresponding agreement holder(s) and MFR users. Other licensees/BCTS not listed in the FSP are prevented from viewing the supporting documents for confidentiality reasons.

Submitters will indicate whether the attached FSP (legal document) in an amendment is a “consolidated” version incorporating the original FSP and all amendments to date or a “1-pager” containing just the amendment.

Except for the FSP Legal Document section, all other sections will allow multiple documents for each attachment type. Only one FSP legal document can be attached to an amendment or the original FSP.

Improvements to handling stocking standards

The FSP Tracking System will distinguish between two types of stocking standards—standards created by licensees/BCTS and Ministry default standards. Default stocking standards are created by an MFR district, region or headquarters for use by licensees/BCTS.

Licensees/BCTS will be able to search for any existing stocking standard(s) and apply them to their FSP. Stocking standards that are default standards may be added to an FSP as an approved standard or copied and changed—in which case they are no longer default standards and must be approved by the DDM. Stocking standards that are created by other licensees/BCTS may be copied and changed in an FSP before submitting for adjudication by the DDM.

The effective date of a stocking standard will be derived from the effective date of the FSP or amendment. Only MFR staff (DDM or Administrator) can specify the expiry date of a stocking standard—at the request of an agreement holder. This is to enable stocking standards that are no longer applicable to the FSP to be removed, and can be done at any time. This does not apply to default stocking standards as these standards do not expire.

The status of stocking standards in the FSP Tracking System will more closely match the status of the FSP. For example, if the FSP is set back to draft, all stocking standards in that FSP will be set back to draft. If the FSP is rejected, all stocking standards in the rejected FSP will also be set to rejected.

Other changes in handling stocking standards include the following:

- Submitters can now delete draft stocking standards entered in error during the amendment process;
- When an org unit and client (agreement holder) is added to or removed from an FSP, all stocking standards associated with that FSP will be updated to include or remove those org units and clients; and
- The RESULTS application will now display the FSP ID of the FSP under which the stocking standard was approved.



New ability to submit Transitional FSPs

Transitional FSPs can now be submitted to the FSP Tracking System. They do not require approval and will be identified as a transitional FSP and stored in the same central repository as other FSPs and amendments. Users with the applicable access levels will be able to search and view transitional FSPs through the same search screen as other FSPs.

Transitional FSPs must include spatial representations for the section 196 cutblocks and roads in the plan (see “New ability to submit declared areas / other identified areas” below). These can be in the form of submitted spatial files, or attachments in the form of PDF and SHAPE files. Subsequent amendments to a transitional FSP will be processed the same as other amendments.

Other changes to entering or viewing FSPs and amendments in the FSP Tracking System

The expiry date of the FSP is displayed in the tombstone area of the application. Any change in this date will automatically change the amendment to one that requires approval.

The term of the FSP can now be defined in years and months—not just years, or by entering an explicit Expiry Date.

Improvements to submitting FSPs and amendments through ESF

The attachment component of submitting an FSP and/or an amendment through the Electronic Submission Framework will be enhanced to keep track of the numbers of documents submitted. ESF will count down, and display, the number of documents that remain to be attached to a submission through ESF. ESF will also require an FSP legal document to be attached before the plan can be submitted to the FSP Tracking System.

ESF will no longer “reject” FSPs (i.e., set the FSP status to “rejected”) if the submission is not successful. Only DDMs will be able to “reject” an FSP. Invalid submissions to the ESF (e.g., technical issues in the XML/GML file), will be rejected by ESF before they get to the FSP Tracking System.

Improvements to workflow management

The DDM will be able to specify the submission, effective and/or decision dates when approving the FSP or amendment requiring approval. The DDM can also change the status of amendments submitted without requiring approval to “Opportunity To Be Heard (OTBH)” or “rejected”.



A new menu item labelled “Admin” enables MFR districts to setup an email notification system for staff to receive an email when an FSP or amendment is submitted. This includes amendments requiring approval and those submitted without requiring approval. The submission of a transitional FSP will also trigger an email notification.

Ministry submitters will now be able to make submissions to an FSP with a status of “submitted” or “approved” in order to add or correct spatial information. Ministry FSP Administrators will also be able to make corrections to FSPs while they are in Approved status in order to correct information that is not consistent with the approved paper copy of the FSP or amendment.

Searching for FSPs and amendments has been enhanced in release 1.2. Searching on dates such as initiated, submitted, decision, effective and expiry can now be accomplished through one search parameter field. Searches can also be done on full or partial names of the FSP and/or amendment. Users will also be able to search and identify amendments that were submitted without requiring approval.

Ministry users with reviewer and decision maker access will be able to use the “search” screen to find and access FSPs in draft and other status—not just approved FSPs as was the case under release 1.1.

New ability to submit declared areas / other identified areas

Licensees/BCTS can now submit their declared areas and information on section 196 areas through a new tab in the FSP Tracking System labelled “Identified Areas/Map”. Corresponding spatial information must be submitted before the FSP or amendment can be approved. Licensees/BCTS can submit spatial data through the ESF as part of their XML/GML file. Licensees can also submit their spatial information via the FSP Tracking System attachment tab as a zipped folder containing the spatial files and a PDF of the boundaries. Similar to submitting FDU boundaries through the FSP Tracking System, this approach must be discussed with the MFR district manager prior to making the submission to ensure the district has the resources to load the information into the LRDW on behalf of the licensee.

The FSP Tracking System stores the spatial information on declared areas and other identified areas (i.e., section 196 cut blocks and roads) in the Land and Resource Data Warehouse (LRDW). Once stored in the LRDW, the information can be viewed in the FSP Tracking System via the MapView application.

Improvements to viewing spatial information through MapView

FDU boundaries viewed in the FSP Tracking System via MapView will be labelled with the FSP ID and FDU ID. Amendments viewed in MapView will only show the spatial information representing the amendment being viewed.