FSP Tracking System Communiqué 7

Ministry of Forests and Range

Communiqué Contents—2008 Year end update

This communiqué contains an update of the recent activities in the development and usage of the **F**orest **S**tewardship **P**lan (FSP) Tracking System in the fall and winter of 2008.Included in this update are the changes recently made and planned for the FSP Tracking System, training and quality assurance activities and usage of the application.

Changes made to the FSP Tracking System

Several changes in the form of maintenance releases have been made to the FSP Tracking System since Release 1.3 was implemented on September 9, 2008. The majority of these are minor changes in processing logic that should not impact users of the FSP Tracking System. Three significant changes impacting users are listed below.

Deleting Amendments

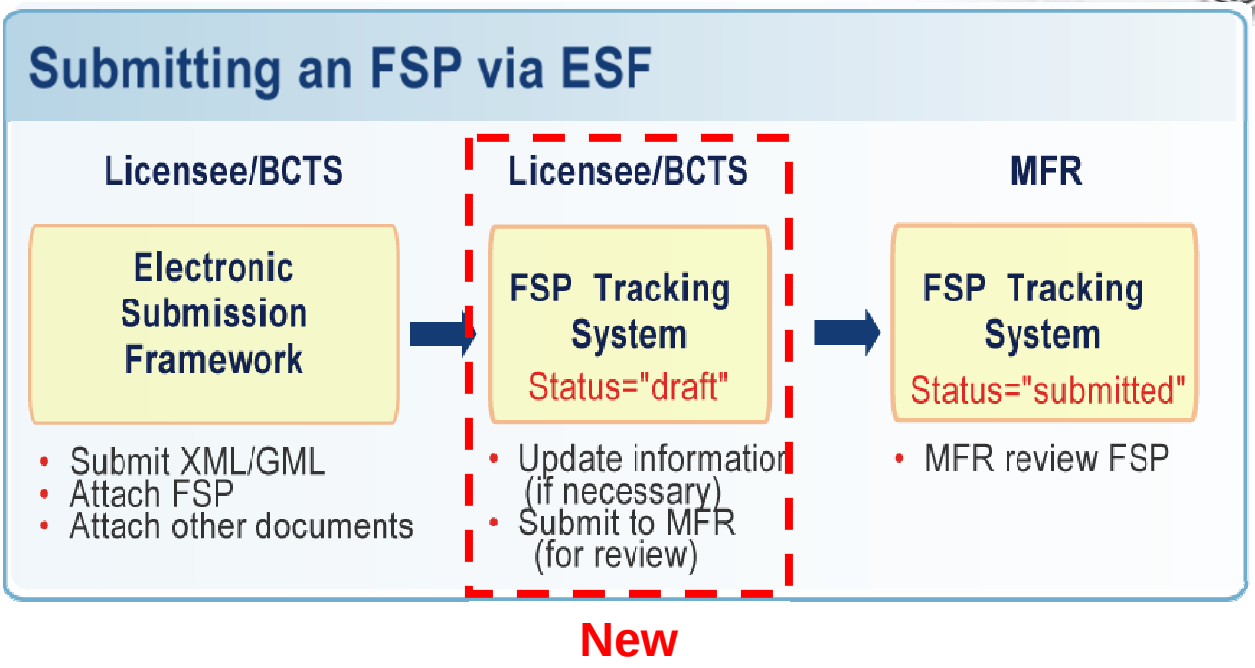
The Delete Amendment button has been changed to delete the amendment record so that the amendment number can be re-used. The delete function is only available when the amendment is in "draft" status. All records related to the amendment number are now removed from the database. This will only apply to the most recent amendment. If there are subsequent amendments already initiated, they would need to be deleted as well in order to re-number all of the amendments.

Concurrent amendment initiation

A confirmation message has been added when a user initiates an amendment when there are existing unapproved amendments warning that any updates to the previous draft amendments will not be replicated to the new amendment. When an amendment is initiated, it is initiated from the last "approved" amendment, and the FSPTS does not recognize other "draft" amendments that are in progress. Therefore, any changes made in those amendments must be manually added to the current amendment to keep the amendment information in sync.

Submitting an FSP via ESF

A significant change has been made to the FSP Tracking System in the most recent maintenance release. This change involves the workflow for licensees and BCTS users (submitters) who submit FSPs and amendments via the Electronic Submission Framework (ESF). Based on user feedback, we have implemented a step in the submission process where submitters can edit and/or enhance their submission in the FSP Tracking System before it is submitted to the MFR for review. The section highlighted in red in the diagram below illustrates the new step. Submitters will continue to setup and submit their information through the ESF as shown in the box on the far left. Once the submission is accepted, submitters will go into the FSP Tracking System and find their FSP in "draft" status. They can then review their submission and add or revise information as necessary. Once they are comfortable with their submission, they can then submit the FSP to the MFR via the FSP Tracking System—where the status is changed to "submitted" or "approved" (if it is an amendment not requiring approval).



Changes Planned to the FSP Tracking System (Release 1.4)

The development of Release 1.4 of the FSP Tracking System (FSPTS) is well underway with the requirements identified and the design expected to be complete in December. The changes are anticipated to be implemented around the end of this fiscal year. Some of the changes you will find in Release 1.4 include the following:

- **Copying forward FDU spatial information in new amendments**—currently, FDU spatial information is copied from the original FSP or previous amendment to each subsequent new amendment. This will change so that spatial is no longer carried forward in every amendment. An amendment will only contain spatial information if the amendment changes FDUs, *FRPA* Section 196 and/or declared areas. Otherwise, the spatial information can be viewed in the previous amendment and/or original FSP.
- **Viewing spatial information in "draft" plans**—users with the appropriate access role will be able to view spatial information such as FDU boundaries in MapView for FSPs with a status of "draft". Currently, users can only view spatial information in FSPs with a status of "submitted" and "approved". The ability to view "draft" plans is limited to users with an access role of "submitter", "reviewer" and "decision maker". Users will also be able to compare and highlight where the spatial information is different from the previous approved version.
- **FSP Extensions**—extensions to the term of an FSP are currently handled as an amendment requiring approval. Submitters can modify the proposed new term and/or expiry date while the amendment is in "draft" status. Upon submission the DDM, after discussion with appropriate parties, will be able to modify the proposed new term and/or expiry date while the amendment is in "submitted" status. No change can be made to the term or date once the amendment is in "approved" status.

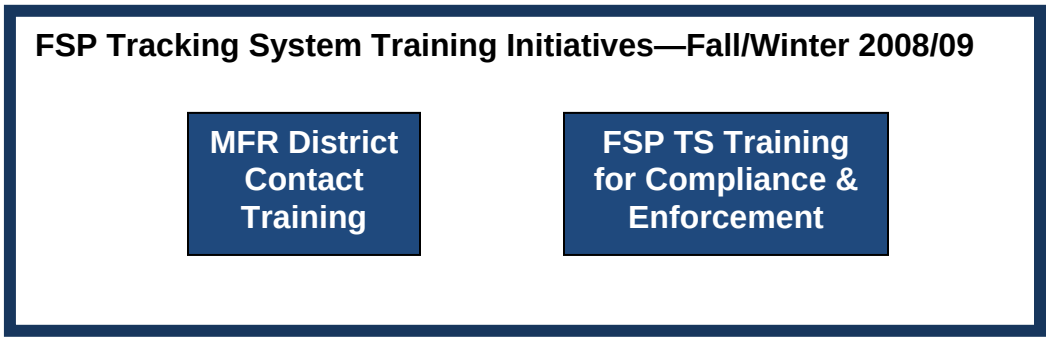
- **Viewing information on the History screen**—changes will be made to enable users to sort the history of an FSP's amendments on the history screen and be able to identify amendments not requiring approval through a new status category.
- **Enhancements to MapView**—a number of enhancements to MapView are planned to increase the ability to query on specific FSP information, and to more easily navigate between FSPTS and MapView.

More information on the functionality and changes in Release 1.4 will be provided closer to implementation date.

Training Activities

Two major training initiatives are currently underway with the FSP Tracking System:

- MFR District Contact Training; and
- FSP TS Training for Compliance & Enforcement.



MFR District Contact Training

At least one contact in each MFR district office has the opportunity to enhance and deepen their understanding of the FSP Tracking System through 1.5 day training sessions being delivered in 6-8 locations throughout BC. The training is designed to deepen their hands-on skills in using the application in order that they can provide training and support to local users in industry and government. District contacts are also provided tools and training on how to check the completeness and accuracy of the FSPs and amendments from their district that are stored in the FSP Tracking System. The training started in November and is expected to be complete by the end of the fiscal year. Interested users should contact Grant Neville at Grant.Neville@gov.bc.ca for more information on this training initiative.

FSP TS Training for Compliance & Enforcement

A one-half day training session on how to find and view approved FSPs, and amendments, in the FSP Tracking System is being delivered to C&E personnel, and other users, who need to find and view approved FSPs and amendments (e.g., viewing FSPs to prepare FSP inspection plans or preparing to conduct an inspection). The training is being delivered in the same locations and timeframes as the MFR District Contact Training described above. Users interested in attending one of these sessions should contact Grant Neville at Grant.Neville@gov.bc.ca.

Quality Assurance of FSPs in FSP Tracking System

The FSP Tracking System project team is reviewing the completeness of the FSPs, and amendments, that have been entered into the FSP Tracking System to ensure the integrity of information in the application. On a district by district basis, all FSPs and amendments are being reviewed for completeness and accuracy as per a pre-defined checklist and process. Joanne Pickford is leading this effort and is contacting each district as she undertakes the review to discuss and resolve any data quality issues. A subset of this activity is also undertaken as part of the MFR District Contact Training described in the training section of this communiqué. As of December 15, the review had started in over 24 districts. Please contact Joanne at bijopick@telus.net if you have any questions about this activity.

Application Usage

As of early December, there were 209 FSPs in the FSP Tracking System—of which over 80% were complete and ``approved" in the application. The remaining FSPs are having the necessary data entry and approval activities completed. Over half of the approved FSPs in the application have had amendments submitted electronically into the FSP Tracking System.

The biggest users of the FSP Tracking System continue to be MFR users. However, the number of licensees who are using the application is growing rapidly based on recent activity levels.

Other News and Information

Management Support

The functionality and vision for the FSP Tracking System has been discussed with the government leadership teams—including recent presentations to the Joint Management Committee (JMC), Joint Steering Committee (JSC) and the Operations Leadership Team (OLT). All three groups are excited about the benefits and potential of the application and fully endorse the continued development, training, support and quality assurance activities.

Declared Areas

Release 1.2 of the FSP Tracking System provided the functionality to capture and store spatial information on declared areas. The loading of spatial information describing the areas declared into the FSP Tracking System is well underway. Information on submission tips and best practices is being developed and will be circulated soon. The project team is providing support for the next three months to districts who wish to load areas declared into the FSP Tracking System on behalf of licensees. Districts interested in this option should contact Doug Macdonald at dmacdonald@VividSolutions.com. Information on submission standards can be obtained from Bill Beard at bill.beard@gov.bc.ca.