



FTA Training

User Guide

Miscellaneous Enhancements

Version 3.0
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This guide is one component of the FTA Training Program. This program has been jointly developed by the Information Management Group in partnership with Forsite and Knowledge Solutions Consulting Inc.

FTA Participant Guide –



FTA Miscellaneous Enhancements

About this Guide

In this topic, you will learn:

- What the purpose of this guide is;
- Who this guide is intended for; and,
- How this guide is structured.

What is the purpose of this guide?

This guide details miscellaneous modifications which have been made to the Forest Tenure Administration Application (FTA) Version 4.2. These modifications have been made to ensure FTA meets the current business requirements.



Appendix A: FTA 4.0 Miscellaneous Enhancements details miscellaneous enhancements which were made to FTA Version 4.0.

Version 4.2 – Significant Modifications

Significant changes were made to the Recreation Tenure Management process and pages in FTA Version 4.2. This guide does **not** include a discussion of these modifications. These changes are detailed in the **FTA Training Module 4: Recreation**. If you have not attended the training for this module, you may wish to do so. Note: This training includes a comprehensive Participant Guide, Facilitator Guide, and PowerPoint Presentation.

Version 4.0 – Significant Modifications

Significant changes were made to the Roads Tenure Management process and pages in FTA Version 4.0. This guide does **not** include a discussion of these modifications. These changes are detailed in the **FTA Training Module 6: Roads**. If you have not attended the training for this module, you may wish to do so. Note: This training includes a comprehensive Participant Guide, Facilitator Guide, and PowerPoint Presentation.

FTA Version 4.0 also includes new functionality targeted at managing the Fort St. John Pilot tenures. This guide does not include a discussion of these enhancements. The changes are detailed in the **FTA FSJP User Guide**.



All FTA Training Materials can be downloaded from the following ftp site:
http://www.for.gov.bc.ca/ftp/his/external!/publish/OnLineClassroom/FTA_ESF/

Pre-requisites

It is recommended that you complete the following training prior to using this guide:

- An Orientation to MOF Business Applications (Web-based Tutorial)
- Module 1.1 Overview of FTA/ESF

Who is this guide intended for?

All users of FTA Version 4.2 will find this guide useful.

How is this guide structured?

This guide is comprised of a number of topics explained in the table below. You may read the guide in its entirety or select only those topics of interest to you.

Topics	Learning Objectives
Topic 1: Inbox Modifications	In this topic, you will understand: <ul style="list-style-type: none"> How to upload/regenerate an Exhibit A as a BCTS User
Topic 2: Key File Level Changes	In this topic, you will understand how: <ul style="list-style-type: none"> FTA supports new Purpose Codes FTA supports no Timber Marks for FLTC with a Purpose Code of Decked Timber Private Marks may no longer have a status of HA Tenures may be closed with AAC at zero FTA supports the Sales Method Code of N-Direct Award First Nations
Topic 3: Key Search Changes	In this topic, you will understand: <ul style="list-style-type: none"> Changes to the Tenure Search parameters-Client Number and Client Type Changes to the Tenure Search parameter-Associated File ID
Topic 4: Miscellaneous Changes	In this topic, you will understand: <ul style="list-style-type: none"> How to regenerate an Exhibit A for retired Road Sections/Branches Where to examine the B10 File Type in FTA
Topic 5: Wrap Up	In this topic, you will understand: <ul style="list-style-type: none"> The learning objectives achieved Where to go for additional assistance

What's included in this guide?

In this guide you will find the following details for each of the changes in FTA:

- What is the change?
- Why has the change been made?
- What screens and/or functions are impacted in FTA?

Remember that the Online Help Guide is also available to assist you while using FTA. You can access the On-Line Help Guide from FTA by clicking the **help** link in the upper right corner of each screen.

It is important to remember that the help guide is context sensitive. This means, you are automatically navigated to a help page which is directly applicable to the screen of FTA which you were working on when you clicked the **help** link.

Understanding symbols used in this guide

Look for...	Denotes...
	Tip – Important information that you should pay close attention to.
	Warning – Information around tasks which you should be extremely careful performing.

FTA Participant Guide –



FTA Miscellaneous Enhancements

Topic 1: Inbox Modifications

In this topic, you will understand:

- How to upload/regenerate an Exhibit A as a BCTS User

Understanding FTA300 and FTA950 Changes for BCTS Users – Upload/Regenerate an Exhibit A

What is the change?

BCTS Users can upload and/or regenerate an Exhibit A on the **FTA300-Inbox** page and the **FTA950-Tenure Application List** page.

This change is reflected in FTA Version 4.2.

Why has the change been made?

This change has been made to reflect the business needs of BCTS Users. In the past, BCTS Users had to make a request to Operations Division for the uploading or regeneration of an Exhibit A.

What screens/functions are impacted?

The following screens will have active **Upload** and **Regenerate Exhibit A** buttons for BCTS Users

- **FTA300-Inbox**
- **FTA950-Tenure Application List**

2007-07-23	36150	Okanagan Shuswap Forest District	R14249	B01 - Road Permit	60033	RP	New	00133890	DIST. MGR	OKANAGAN SHUSWAP (DOS)	Y	Y	NO	TOC	N	Map Feature	Unclear	APP	REJ	Adj Rpt	Upload Exhibit A	Regenerate Exhibit A
------------	-------	----------------------------------	--------	-------------------	-------	----	-----	----------	-----------	------------------------	---	---	----	-----	---	-------------	---------	-----	-----	---------	------------------	----------------------

FTA950 - Tenure Application List

File:
Type: B01 - Road Permit
Admin Org: DOS - Okanagan Shuswap Forest District

CP/HVA ID:
File Status: PI - Pending Issuance
As of: 2007-08-20

Award Date:
Expiry Date:

Licensee: 00133890 00 DIST. MGR OKANAGAN SHUSWAP (DOS)

1 row returned

ESF Submission		Tenure Application		Ex A		Regen in				
ID	Date	Org	ID	Status	Description	Purpose	Location	PoC	Image	Progress
36150	2007-07-23	DOS	60033	Inbox	A79605 Access	New			Y	N

Steps to Follow – Understanding the Upload Exhibit A Button

Clicking the **Upload Exhibit A** button will navigate you to the **FTA307-Upload Exhibit A** page. This page can be used to upload an Exhibit A in a high risk situation. There may be circumstances in which the quality of the existing spatial data is not sufficient for the automatically generated Exhibit A. The upload function allows you to upload your own Exhibit A. It is highly recommended that you ensure your file size is between 200 – 500KB.

To use this page:

1

Enter the location of the PDF file or use the **Browse** button to locate the file.

- You may upload a non-PDF file but the system will provide a warning first.

2

Click the **Upload** button.

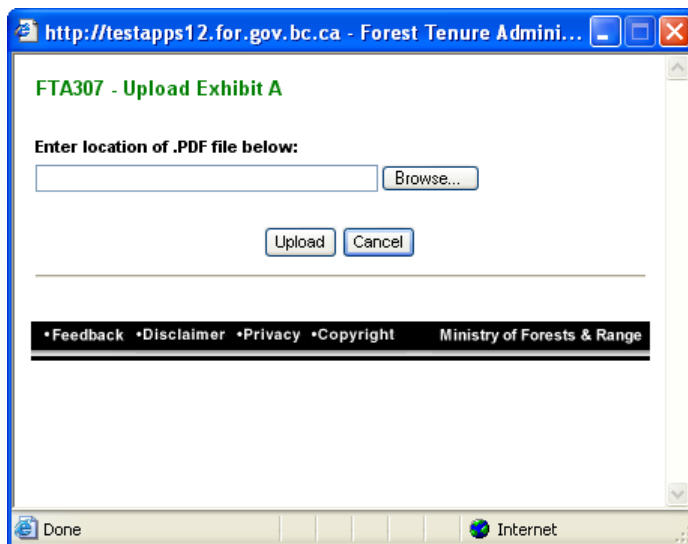
- You cannot upload or re-generate another Exhibit A until this one is complete. The **Upload Exhibit A** button and **Regenerate Exhibit A** button will be deactivated.



Once the upload function is in progress, you cannot:

- Clear;
- Approve; or,
- Reject

the application until the upload process is complete.



Steps to Follow – Understanding the Regenerate Exhibit A Button

Clicking the **Regenerate Exhibit A** button will navigate you to the **FTA306-Regenerate Exhibit A** page. This page can be used to regenerate the Exhibit A and its feature images via the automatic generation process.



If a change is made to the Road Tenure segments prior to approval then the Exhibit A must be regenerated or uploaded.

To use this page:

- 1 Select the **Map Size** using the drop list.
- 2 Select the **Map Orientation** using the drop list.
- 3 Select the **Map Scale** using the drop list.
- 4 Click the **Regenerate** button.
 - You cannot regenerate or upload another Exhibit A until this one is complete. The **Regenerate Exhibit A** button and **Upload Exhibit A** button will be deactivated.



Once the regeneration function is in progress, you cannot:

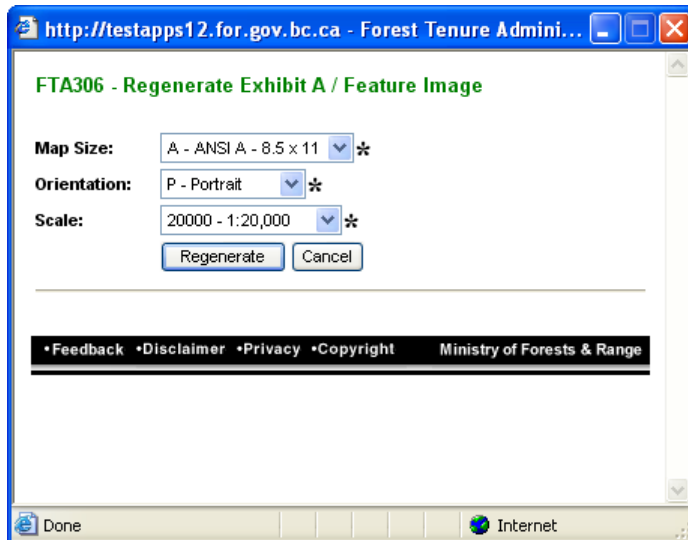
- Clear;
- Approve; or,
- Reject

the application until the regeneration process is complete.



Warning:

Note that regenerating the Exhibit A after you have uploaded an Exhibit A will overwrite the uploaded file.



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FTA Miscellaneous Enhancements

Topic 2: Key File Level Changes

In this topic, you will understand how:

- FTA supports new Purpose Codes
- FTA Supports No Timber Marks for FLTC with a Purpose Code of Decked Timber
- Private Marks may no longer have a status of HA
- Tenures may be closed with AAC at zero
- FTA supports the Sales Method Code of N-Direct Award First Nations

Understanding Purpose Codes

What is the change?

The **FTA100-Tenure** page now supports the following additional purpose codes:

File Type	Additional Codes
B05	
	TR - Trails (ski, horse)
	RE - Recreation Lease (Cat., heli skiing)
	CO - Communications
	GP - Gravel Pit
	UT - Utility (BC Hydro)
	TN - Transportation
	WL - Waterlines
	PR - Parks
B07	
	CT - Christmas Trees
	TC - TSL (major) Conversion.
	<p>Note:</p> <ul style="list-style-type: none"> This purpose code will only be available if the BCTS Fund Indicator is set to Yes. Once this purpose code is selected, FTA will allow the Quota Type to be D – Small Business Apportionment for BCTS files.

This change is reflected in FTA Version 4.0 and further modifications made in FTA Version 4.2.

Why has the change been made?

This change supports district and regional needs.



The “TC-TSL (major) Conversion” purpose code is used when a Timber Sale Licence is converted to a Forestry Licence to Cut for a BCTS jurisdiction.

What screens/functions are impacted?

The **Purpose** field displays on the **FTA100-Tenure** page as indicated on the two screen prints below.

Topic 2: Key File Level Changes

The below screen print shows an **Occupant Licence to Cut Tenure (B05 Tenure)**.

FTA100 - Tenure

Back Back To Search Add New

File: L07744 Go Status: HI - Issued * As of: 1992-04-01 *

Type: B05 - Occupant Licence To Cut * Admin Org: RSI - Southern Interior Forest *

Licensee: 00048564 00 MINISTRY OF TRANSPORTATION AND DISTRICT: DOS - Okanagan Shuswap Forest * Sec. Licensee? N

Mgmt Unit: V 22G * Okanagan TSA Block 7 Zone: DSA *

Award Date: 1992-04-01 Expires: 1993-03-31

Ext. Count: 12 Extended Date: 2008-03-31 Reason: P - Management Discretion

Location: Salmon Arm F.D. HWY RAW Sched B (ha):

Purpose: RW - Right of Way *

Mark: L07744 Mark Issued: Y *

Quota Type: C - Forest Service Reserve

Catastrophic: Y Deciduous: N Cruise Based: N

Compliance Method: S - Full, Standard Marking * Instrument: H - Hammer Land Region:

Occupation Authorities Granted By:

Other Marks Used by this Licence:

Save Delete Retire

Harvest History

The below screen print shows a **Forestry Licence to Cut Tenure (B07 Tenure)**.

FTA100 - Tenure

Back To Search Add New

File: A72507 Go Status: HI - Issued * As of: 2005-01-18 *

Type: B07 - Forestry Licence to Cut * Admin Org: RCO - Coast Forest Region *

Licensee: 00013412 00 TACKAMA FOREST PRODUCTS LTD. DISTRICT: DNI - North Island - Central C * Sec. Licensee? N

Mgmt Unit: U 33 * Kingcome TSA Zone: LK *

Award Date: 2008-01-02 Term: 0 yr 3 mo Expires: 2008-04-01

Ext. Count: 0 Extended Date: Reason:

Location: Test Sched B (ha):

BCTS Fund: Y * BCTS Org: TCH - Chinook Timber Sales Off * Payment Method: C - Cash *

Purpose: TC - TSL (major) Conversion *

Mark: 72507

Quota Type: D - Small Business Apportionment

Catastrophic: N Deciduous: N Cruise Based: N

Compliance Method: S - Full, Standard Marking * Instrument: H - Hammer Land Region:

Save Delete Retire

Harvest History

Understanding Timber Mark Display for FLTC with a Purpose Code of Decked Timber

What is the change?

A BCTS Forest Licence to Cut (FLTC) Tenure (B07) that has a purpose code of Decked Timber is not assigned a Timber Mark. The District hammer is used to mark the timber; therefore, the word “Org” will appear in the Timber Mark field in FTA.

This change is reflected in FTA Version 4.2.

Why has the change been made?

Decked Timber should not have a Timber Mark.

What screens/functions are impacted?

The following changes have been made to FTA:

- A BCTS B07 file with a purpose code of Decked Timber which is created either via an ESF Submission or online in FTA will **not** have a Timber Mark generated.
- The Timber Mark will display as “Org” in FTA for all existing and new BCTS B07 files with a purpose code of Decked Timber on the following pages:
 - o FTA100-Tenure
 - o FTA950-Tenure Application List
 - o FTA952-Tenure Application Detail
 - o FTA903-Cut Block List
 - o FTA904-Cut Block Details
 - o FTA905-Cut Block Amendment
- The search function on the **FTA905-Cut Block Amendment** page will be limited to “tenure” for BCTS B07 files with a purpose code of Decked Timber.

Sample FTA100-Tenure Page

The following page illustrates the display of “Org” in the Timber Mark field for a BCTS B07 file with a purpose code of Decked Timber.

Topic 2: Key File Level Changes

FTA100 - Tenure

[Back To Search](#) [Add New](#)

File:  **Status:** * **As of:**  *

Type: * **Admin Org:** *

Licensee: 00132195 00 TIMBER SALES MGR
OKANAGAN-COLUMBIA **District:** * **Sec. Licensee?** N

Mgmt Unit:  * Lillooet TSA **Zone:** *

Award Date:  **Term:** yr mo **Expires:** 

Ext. Count: **Extended Date:**  **Reason:**

Location: **Sched B (ha):**

BCTS Fund: * **BCTS Org:** **Payment Method:** *

Purpose: *

Mark:

Quota Type:

Catastrophic: **Deciduous:** **Cruise Based:**

Compliance Method: * **Instrument:** * **Land Region:**

[Save](#) [Delete](#) [Retire](#)

[Harvest History](#)

Understanding Private Mark's Status – Mark Status HA is Expired

What is the change?

Private Marks can not have a status of HA. This code will no longer be available for selection and applying to a Private Mark. The code will remain available for searching historical files.

This change is reflected in FTA Version 4.2.

Why has the change been made?

This change ensures that users are not able to accidentally select this code.

What screens/functions are impacted?

A change has been made to the FTA Version 4.2 database. The code of "HA" has been expired in the code table.

Closing Tenure Files with AAC at Zero

What is the change?

A Tenure File can now be set to a status of **HC-Closed** with an Annual Allowable Cut greater than or equal to zero.

This change is reflected in FTA Version 4.2.

Why has the change been made?

This change ensures that FTA is able to support the need for licensees to harvest undercut volume remaining in a TSL. Previously, FTA required AAC to be greater than zero prior to closing the tenure. In FTA Version 4.2, FTA will allow AAC to be greater than or equal to zero prior to closing the tenure.

What screens/functions are impacted?

The status change occurs on the **FTA100-Tenure** page.

FTA100 - Tenure

Back To Search Add New

File: A18681 Go Status: HC - Closed As of: 2008-07-07

Type: A03 - TSL Major, with AAC Admin Org: RSI - Southern Interior Forest Note(s) Attached

Licensee: 00002530 00 M.J. REID & CO. LTD. Sec. Licensee? N

Mgmt Unit: U 11 Kamloops TSA

Award Date: 1982-11-15 Term: 10 yr 0 mo Expires: 1992-11-14

Rep.Count: 3 Replacement Date: 2012-11-14 Reason: E - Equipment Failure

Designate: UH4

Licence (ha): 0.0 Schedule A AAC(m³): 0 Schedule B AAC(m³): 0 Total AAC(m³): 0

BCTS Fund: N BCTS Org:

Change Mark Designate Save Delete Retire

Understanding the Sales Method Code of N-Direct Award First Nations

What is the change?

A new Sales Method Code of N-Direct Award First Nations has been added to FTA.

This change is reflected in FTA Version 4.2.

Why has the change been made?

This change ensures that the following file types can be denoted with a Sales Code of N-Direct Award First Nations on the **FTA940-Sale Info** page:

- A18-Forestry Licence to Cut with Cutting Permits
- A31-Community Salvage Licence
- A41-Forest Licence (Section 47.3 of the *Forest Act*)
- A44-Woodlot Licence (Section 47.3 of the *Forest Act*)
- B04-Forestry Licence to Cut (Section 47.3 of the *Forest Act*)

What screens/functions are impacted?

The new Sales Method Code is available on the **FTA940-Sale Info** page.

Tenure
CP/Mark
Cut Block
Assoc. Files
Assoc. Client
AAC
Sale Info
Tenure Appl.
Notes

G Rotation
H Rotation
Cpy Rotation
TL Blk
CP/CB Amend.
Rec Project
Sctn Brnch
Road History

FTA940 - Sale Info

File:

File Status: HI - Issued

Award Date: 2007-01-27

Licensee: 00151387 00 ATCO WOOD PRODUCTS LTD.

Type: A44 - Woodlot Licence, Sec 47.3 F.A.

As of: 2008-03-17

Expiry Date: 2010-01-26

Admin Org: DOS - Okanagan Shuswap Forest District

Sale Method Code: N - Direct Award First Nations

Security Deposit: A - Auction, Oral

Within Admin Area: B - Bid Proposal

Annual Rent: D - Direct Award

Planned BCTS Cat.: N - Direct Award First Nations

Lump Sum Bonus Offer: T - Auction, Sealed Tender

Payment Method Cd: A - Automatic Invoice

Planned Sale Date:

BCTS Fund Indicator: N

Total Bidders:

Minor Processing Facility: ☐ Yes ☒ No

Sale Type: Sawlog

Other Deposit:

Salvage Indicator: ☐ Yes ☒ No *

Sold BCTS Cat.: ▼

Bonus Bid:

Admin Area File:

Tender Date:

BCTS Org: ▼

Sales Volume:

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Topic 3: Key Search Changes

In this topic, you will understand:

- Changes to the Tenure Search parameters – Client Number and Client Type
- Changes to the Tenure Search parameter – Associated File ID

Understanding Changes to the Tenure Search – Client Number and Type

What is the change?

The **FTA001-Tenure Search** page has been modified to allow broader searching of **Client Numbers** and **Client Types**. The parameters and search results for Client Number and Client Type have been modified as follows:

- If a Client Number is entered but the Client Type is left blank then the search will return all files related to that client regardless of the Client Type.
- If a Client Number and a Client Type is entered then the search will return all files related to that specific Client Number and Client Type.



If the Client Number and Client Type fields are both left blank then the search will only return files with a Client Type of A-Licensee.

This change is reflected in FTA Version 4.2.

Why has the change been made?

In the past, if a Client Number was entered and the Client Type was left blank then the search would have returned only files which were **active** licences for that client. If the client was a historical client to a file, this file would not be displayed. For example, files for which the client was a Previous Main Licensee, Previous Joint Venture/Partner, or a Previous Licensee Operating Division would not be displayed.

What screens/functions are impacted?

A change has been made to the **FTA001-Tenure Search** page.

The following screen prints show how including a Client Number and a Client Type display specific files.

FTA001 - Tenure Search

Admin Org Unit: DOS - Okanagan Shuswap Forest * Mgmt Unit: [] [] []

File ID: [] Tenure Type: T - Timber Tenures []

File Type: [] File Status: []

Client Number: MEYER 00 [] Client Name: []

Client Type: A - Licensee []

Assoc. File & ID: [] File Project Name: []

Issue Date From: [] To: [] Expiry Date From: [] To: []

Salvage: [] Cash Sale: []

Sort By: ☒ Admin Org ☐ Client Name ☐ File Type

[Search] [Clear]

2 rows returned

Admin Org Unit	Client Name	Type	Type ID	Status	Issue Date	Expiry Date	File
DOS	WEYERHAEUSER COMPANY LIMITED	A - Licensee	S01	S11348 HI - Issued	1988-10-01	2003-09-30	[Details]
DOS	WEYERHAEUSER COMPANY LIMITED	A - Licensee	S01	S23735 HA - Awarded for Harvesting	2001-08-30	2006-08-29	[Details]

Topic 3: Key Search Changes

FTA001 - Tenure Search

Admin Org Unit: DOS - Okanagan Shuswap Forest * Mgmt Unit:

File ID: Tenure Type: T - Timber Tenures

File Type: File Status:

Client Number: WEYER 00 Client Name:

Client Type: C - Previous Main Licensee

Assoc. File & ID: File Project Name:

Issue Date From: To: Expiry Date From: To:

Salvage: Cash Sale:

Sort By: ☒ Admin Org ☐ Client Name ☐ File Type

1 rows returned

Admin Org Unit	Client Name	Type	Type ID	Status	Issue Date	Expiry Date	
DOS	WEYERHAEUSER COMPANY LIMITED	C - Previous Main Licensee	S01	S20039	HI - Issued	1994-03-01	2013-02-28 <input type="button" value="Details"/>

The following screen print shows how only including the Client Number displays all files, regardless of Client Type.

FTA001 - Tenure Search

Admin Org Unit: DOS - Okanagan Shuswap Forest * Mgmt Unit:

File ID: Tenure Type: T - Timber Tenures

File Type: File Status:

Client Number: WEYER 00 Client Name:

Client Type:

Assoc. File & ID: File Project Name:

Issue Date From: To: Expiry Date From: To:

Salvage: Cash Sale:

Sort By: ☒ Admin Org ☐ Client Name ☐ File Type

4 rows returned

Admin Org Unit	Client Name	Type	Type ID	Status	Issue Date	Expiry Date	
DOS	WEYERHAEUSER COMPANY LIMITED	B - Joint Venture/Partner	B01	R13955	HI - Issued	2007-04-15	<input type="button" value="Details"/>
DOS	WEYERHAEUSER COMPANY LIMITED	A - Licensee	S01	S11348	HI - Issued	1988-10-01	2003-09-30 <input type="button" value="Details"/>
DOS	WEYERHAEUSER COMPANY LIMITED	C - Previous Main Licensee	S01	S20039	HI - Issued	1994-03-01	2013-02-28 <input type="button" value="Details"/>
DOS	WEYERHAEUSER COMPANY LIMITED	A - Licensee	S01	S23735	HA - Awarded for Harvesting	2001-08-30	2006-08-29 <input type="button" value="Details"/>

Understanding Changes to the Tenure Search – Associated File ID

What is the change?

The **FTA001-Tenure Search** page has been modified to allow for the entry of the following in the Assoc. File ID search field:

- alpha;
- numeric;
- special characters; and/or,
- a combination of the above.

Wildcard searches will also be allowed using this field.



The **Assc. File** and **ID** must both be entered when using this search criterion.

This change is reflected in FTA Version 4.2.

Why has the change been made?

In the past, the **FTA001-Tenure Search** page would only allow a search by:

- alpha; or,
- numeric

entries in the Assc. File ID search field; however, this was limiting users ability to find files which included a combination of alpha and numeric and/or special characters.

What screens/functions are impacted?

A change has been made to the **FTA001-Tenure Search** page.

The following screen print shows how a search may be made using alpha, numeric and special characters.

FTA001 - Tenure Search

Admin Org Unit: DOS - Okanagan Shuswap Forest * Mgmt Unit:

File ID: Tenure Type:

File Type: File Status:

Client Number: Client Name:

Client Type:

Assc. File & ID: D - Ministry of Regional and Econ **DSI AA86*** File Project Name:

Issue Date From: To: Expiry Date From: To:

Salvage: Cash Sale:

Sort By: ☒ Admin Org ☐ Client Name ☐ File Type

1 rows returned

Admin Org Unit	Client Name	Type	Type ID	Status	Issue Date	Expiry Date	
DOS	WEYERHAEUSER COMPANY LIMITED	A - Licensee	S01	S20039	Hi - Issued	1994-03-01	2013-02-28 <input type="button" value="Details"/>

FTA Participant Guide –



FTA Miscellaneous Enhancements

Topic 4: Miscellaneous Changes

In this topic, you will understand:

- How to regenerate an Exhibit A for retired Road Sections/Branches
- Where to examine the B10 File Type in FTA

Roads – Regenerating an Exhibit A for Retired Sections/Branches

What is the change?

The **FTA950-Tenure Application List** page now allows a user to regenerate an Exhibit A for an approved Road Tenure which contains retired Road Sections/Branches. These retired Road Sections/Branches may have been retired via an ESF submission or directly online within FTA. The Road Tenure must have an associated map feature and be within the user's district.



Refer to the **FTA Training Module 6: Roads** for additional details around the Exhibit A and the retirement of Roads Sections/Branches.

Recall that the Exhibit A map will mark the sections which have been retired by putting the symbol “XXXX” over top.

This change is reflected in FTA Version 4.2.

Why has the change been made?

Road Sections/Branches can be retired via an ESF submission or online in FTA. Road Sections/Branches which have been retired:

- via an ESF submission can have their corresponding Exhibit A regenerated on the **FTA300-Inbox** page or the **FTA950-Tenure Application List** page.
- directly in FTA will **not** appear on the **FTA300-Inbox** page and; therefore, can not have their corresponding Exhibit A re-generated on this page.

FTA users required the ability to regenerate an Exhibit A for Road Sections/Branches which have been retired in FTA and do not display on the **FTA300-Inbox** page.

What screens/functions are impacted?

The **Regenerate Exhibit A** button is active on the **FTA950-Tenure Application List** page for Road Tenures that have had corresponding Sections/Branches retired within FTA.

FTA950 - Tenure Application List

File: R03363 Type: B01 - Road Permit Admin Org: DVA - Vanderhoof Forest District

CP/HVA ID: File Status: HI - Issued As of: 0003-07-22

Award Date: 1990-07-23 Expiry Date:

Licensee: 00002009 00 L. & M. LUMBER LTD.

2 rows returned

ESF Submission				Tenure Application				Ex A Regen in							
ID	Date	Org	ID Status	Description Purpose	Location	PofC	Image	Progress							
0	2003-12-15	DVA	3942	Approved	9267	Amendment		Y	N	<input type="button" value="Details"/>	<input type="button" value="Upload Exhibit A"/>	<input type="button" value="Regenerate Exhibit A"/>	<input type="button" value="Traverse Report"/>	<input type="button" value="Map View"/>	<input type="button" value="Adjudication Report"/>
0	2007-09-25	DVA	60471	Approved	S S SEG BW MEGW	Amendment		Y	N	<input type="button" value="Details"/>	<input type="button" value="Upload Exhibit A"/>	<input type="button" value="Regenerate Exhibit A"/>	<input type="button" value="Traverse Report"/>	<input type="button" value="Map View"/>	<input type="button" value="Adjudication Report"/>

B10 File Type- Available on the Tenure Application List Page

What is the change?

The **FTA950-Tenure Application List** page now allows a user to examine a **B10-Free Use Permit**.

This change is reflected in FTA Version 4.2.

Why has the change been made?

Prior to FTA Version 4.2, the **B10-Free Use Permit** file type did not display on the **FTA950-Tenure Application List** page.

What screens/functions are impacted?

The **FTA950-Tenure Application List** page now displays this file type.

[Tenure](#)
[CPMark](#)
[Cut Block](#)
[Assoc. Files](#)
[Assoc. Client](#)
[AAC](#)
[Sale Info](#)
[Tenure Appl.](#)
[Notes](#)

[G Rotation](#)
[H Rotation](#)
[Cpy Rotation](#)
[TL Blk](#)
[CP/CB Amend.](#)
[Rec Project](#)
[Sctn. Brnch.](#)
[Road History](#)

• NOTE: Information may not be displayed correctly for FTC submissions.

FTA950 - Tenure Application List

File:
Type: B10 - Free Use Permit
 Admin Org: DCK - Chilliwack Forest District

CP/HVA ID:
File Status: HI - Issued
 As of: 2007-05-19

Award Date:
Expiry Date:

Licensee: 00030011 00 DISTRICT MANAGER CHILLIWACK (DCK)

1 row returned

ESF Submission				Tenure Application				Area	Ex A	Regen in			
ID	Date	Org	ID Status	Description	Purpose	PofC	(ha)	Image	Progress				
35609	2007-05-19	DCK	59866	Approved	Free Use Permit	New			Y	N			

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FTA Miscellaneous Enhancements

Topic 5: Wrap-Up

In this topic, you will understand:

- The learning objectives achieved
- Where to go for additional assistance

The Learning Objectives Achieved

You have completed the **FTA– Miscellaneous Enhancements Module**. You should now understand the following key changes in FTA 4.2.

- Understand key changes to the inbox including how to upload/regenerate an Exhibit A as a BCTS User
- Understand File Level changes including how;
 - o FTA supports new Purpose Codes
 - o FTA supports no Timber Marks for FLTC with a Purpose Code of Decked Timber
 - o Private Marks may no longer have a status of HA
 - o Tenures may be closed with AAC at zero
 - o FTA supports the Sales Method Code of N-Direct Award First Nations
- Understand changes to the search function
- Understand additional miscellaneous changes

Other Resources Available

There are additional resources available to assist you with learning how to use other features and functions of FTA. These include the:

- **FTA Training Materials FTP Website** – this site includes the Participant Guides & Training Materials for other training modules. Visit the site at:
http://www.for.gov.bc.ca/ftp/his/external!/publish/OnLineClassroom/FTA_ESF/
- **On-Line Help** – available by clicking the **Help** button in the upper right of each FTA page. Remember that this is context sensitive. This means you will receive a help page which corresponds to the page you are on in FTA.
- **Business Application Support Center** – available by calling 250-387-8888 or emailing: FORHISP.APPHELP@gov.bc.ca
 - o Please place the text “FTA” in the subject line of the email.
- **Ministry of Forests and Range Learning Store:**
<http://www.learningstore.com/bcmof>

FTA Participant Guide –



FTA Miscellaneous Enhancements

Appendix A: FTA 4.0 Miscellaneous Enhancements

This appendix details Miscellaneous Enhancements that were incorporated into FTA Version 4.0.

FTA Participant Guide –



FTA Miscellaneous Enhancements

Inbox Modifications

In this topic, you will understand:

- FTA300 Template Changes
- Cut Block amendments in LC or S Status

Understanding the FTA300 Template Change

What is the change?

The automatically generated template text for the Confirmation of Approval or Rejection has been modified. The text for approval now reads: "Your [Application Type] [ID] is in the process of completion. Contact the District Office if you have questions or special processing requirements." The text for rejection now reads: "[Application Type] [ID] has been rejected."

This change is reflected in FTA Version 4.0.

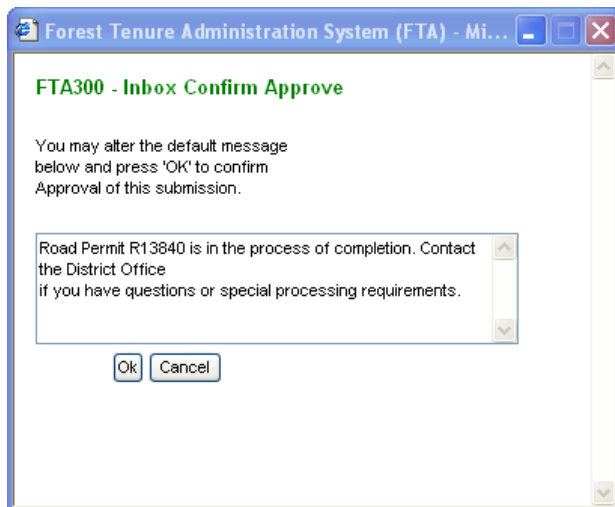
Why has the change been made?

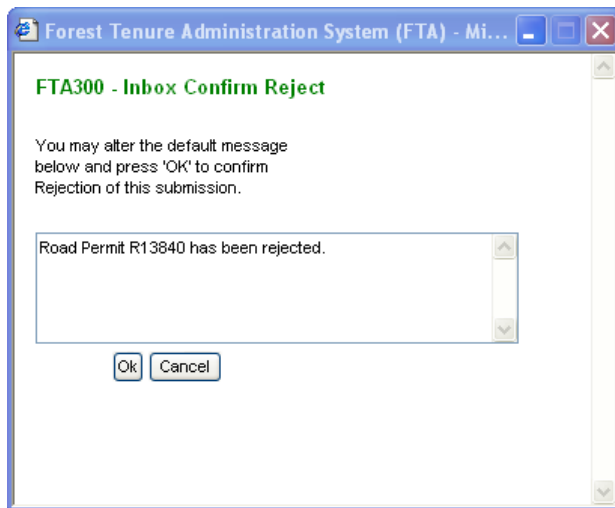
The text has been modified to provide the licensee with clear instructions.

What screens/functions are impacted?

The following screens will display the modified text:

- **FTA300-Inbox Confirm Approve**
- **FTA300-Inbox Confirm Reject**





Understanding Cut Block Amendments in LC or S Status

What is the change?

Cut Blocks may be amended if they are in a status of **LC-Logging Complete**, **S-Silviculture**, or **HB-Approved for Harvesting** and the Cutting Permit is in a status of **HI-Issued**. Upon approval of the amendment, FTA will automatically set the Cut Block status to **HB-Approved for Harvesting**.

In the past, ESF rejected amendments to Cut Blocks which had a status of LC or S. ESF will no longer reject these amendments.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change has been made to reflect the business where an amendment is required on a Cut Block that is in LC or S status. For example, a blow down. Previously, users had to rollback the status of the Cut Block prior to issuing an amendment. Users will no longer be required to rollback the status of the Cut Block.

What screens/functions are impacted?

- ESF will no longer reject amendments to Cut Blocks which have a status of LC or S.
- FTA will automatically set the Cut Block status to HB once the amendment is approved.

FTA Participant Guide –



FTA Miscellaneous Enhancements

Cut Block/Cutting Permit Modifications

In this topic, you will understand how:

- Volume Harvested is linked to the Management Unit
- Tenures are Retired
- Salvage Type is part of Schema 9
- Waste Assessments are Tracked
- New Cut Blocks are Added
- FTA Allows Actual Harvest to be less than Planned Harvest
- Cutting Permits are Squared Off
- Cut Blocks are Relabeled
- Cut Blocks are Deleted

Linking Volume Harvested to the Management Unit

What is the change?

A Management Unit field has been added to the **FTA902-Cutting Permit Details** page.



The Management Unit field is an optional field on the **FTA902-Cutting Permit Details** page.

This field, Management Unit, also displays on the **FTA100-Tenure** page. It is a mandatory field on this page for Harvest Applications with Cutting Permits.

This change is reflected in FTA Version 4.0.

Why has the change been made?

The addition of this field allows FTA to tie the volume harvested by Cutting Permit/Timber Mark to a specific Management Unit. Each Management Unit has its own Allowable Annual Cut (AAC).

The Management Unit data is then examined by staff that use the Electronic Commerce Appraisal System (ECAS) and the General Appraisal System (GAS) to determine the volume harvested by Timber Mark. These systems must track the allowable annual cut by Management Unit.

In the past, the Management Unit was captured only at the File level in FTA. This posed problems when a File contained multiple Cut Blocks in more than one management unit.

What screens/functions are impacted?

The **FTA902-Cutting Permit Details** page displays the Management Unit field. Users may enter and modify this field in FTA.

Note that the first part of this field is the Management Unit Type and this is mandatory (except for Oil & Gas Cutting Permits). The second part of this field is the Management Unit ID and it is optional. The Management Unit Type and Management Unit ID must be a valid combination.

This field will default to the File level Management Unit for Cutting Permits which exist in FTA prior to the release of Version 4.0. Users may modify this field in FTA.



If you modify the Management Unit field on the **FTA902-Cutting Permit Details** page, FTA will **NOT** automatically update the Management Unit field on the **FTA100-Tenure** page. The Tenure may have more than one Cutting Permit with various Management Units.

The following screen print shows the **Management Unit** field on the **FTA902-Cutting Permit Details** page.

FTA902 - Cutting Permit Details

File:	A18151	Type:	A01 - Forest Licence	Admin Org:	RNI - Northern Interior Forest Region
CP/HVA ID:	239	File Status:	HI - Issued	As of:	2007-05-28
		Award Date:	1982-11-01	Expiry Date:	2013-11-30
		Licensee:	00001271 07 CANADIAN FOREST PRODUCTS LTD.		

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[Back To Search](#)

CP:	239	Status:	HI - Issued		As of:	2001-08-17
Mark:	EK5239	District:	DPC - Peace Forest District		Zone:	2
Location:	Clear Creek		Area (ha):			
Issue Date:	2001-06-30	Mark Term:	2 yr 0 mo	Expires:	2003-06-29	
Extension Count:	1	Extended Date:	2008-06-01	Reason:	P - Management Discretion	
Quota Type:	A - Normal replaceable AAC		Salvage Type:			
Catastrophic:	No	Deciduous:	No	Cruise Based (Y/N):	No	
Mgmt Unit:	U 08		Instrument:	H - Hammer		
Compliance Method:	S - Full, Standard Marking		Land Region:	8 - PEACE		

[Print CP Approval](#)
[Harvest History](#)
[Save](#)
[Delete](#)
[Retire](#)

Retiring Tenures

What is the change?

FTA Version 4.0 allows for the retirement of the following:

- Timber Tenures (Single Mark TSL's) with spatial data if they are in a status of HX-Cancelled.
 - o All Cut Blocks must have a status of HX-Cancelled or EE-Entered in Error.

This change is reflected in FTA Version 4.0.

Why has the change been made?

Prior to Version 4.0 of FTA, the retirement function was only available if:

- Timber Tenures (Single Mark TSL's) with spatial data were in a status of HC-Closed.
 - o All Cut Blocks required a status of LC-Logging Complete or S-Silviculture.
- Range Tenures with spatial data were in a status of AR-Archived.

What screens/functions are impacted?

The **FTA100-Tenure** page will have the **Retire** button enabled when the following conditions are met:

- Timber Tenures (Single Mark TSL's) with spatial data if they are in a status of HX-Cancelled or HC-Closed
 - o All Cut Blocks must have a status of HX-Cancelled, EE-Entered in Error, LC-Logging Complete or S-Silviculture.

Appendix A: FTA 4.0 Miscellaneous Enhancements

- Range Tenures with spatial data if they are in a status of AR-Archived.

FTA100 - Tenure

File: **Status:** * **As of:** *

Type: * **Admin Org:** *

Permittee: **District:** * **Sec. Licensee?**

Mgmt Unit: * **Zone:** *

Award Date: **Expires:**

Ext. Count: **Extended Date:**

Location: **Sched B (ha):**

BCTS Fund: * **BCTS Org:**

Mark:

Quota Type:

Catastrophic: **Deciduous:** **Cruise Based:**

Compliance Method: * **Instrument:** * **Land Region:**

Addition of Salvage Type to Schema 9

What is the change?

Salvage Type may now be submitted via ESF using Schema V9.0 for Harvest with Cutting Permit submissions. Salvage type is only applicable to **new** Cutting Permits. It is an optional element in the submission. The only **Salvage Type Code** is Small Scale Salvage (SSS) or this field may be left blank.

Note: This value will be derived for amendments to **existing** Cutting Permits. Data previous to FTA 4.0 may display Bark Beetle Regulation (BBR) as a Salvage Type Code.



If a Cutting Permit has a Salvage Type Code of SSS then Cut Blocks are optional. Cut Blocks may be submitted via ESF at a later time.



A submission for a Harvest with Cutting Permit or No Cutting Permit may include a **Cut Regulation Code**. This is the code which defines the regulation the cut block is harvested under. The only available Cut Regulation Code is Bark Beetle Regulation (BBR) or this field may be left blank. If the Cutting Permit has a Salvage Type Code of SSS then the Cut Regulation Code **cannot** be included. The Cut Regulation Code must be left blank.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change allows the Salvage Type to be identified. Previously, the ESF schema only included a Salvage Indicator. The Salvage Type element replaces the Salvage Indicator element.

What screens/functions are impacted?

The Salvage **Type** will display on the:

- FTA901-Cutting Permit List page.
- FTA902-Cutting Permit Details page.
- FTA903-Cut Block List page.
- FTA904-Cut Block Details page.



The **FTA100-Tenure** page includes a **Salvage Indicator**. If this indicator is set to **yes** then at least one Cutting Permit within the file must have a Salvage Type of SSS.

Sample FTA901-Cutting Permit List Page

FTA901 - Cutting Permit List

File:

Type: A01 - Forest Licence

Admin Org: RSI - Southern Interior Forest Region

CP/HVA ID:

File Status: HI - Issued

As of: 1982-11-15

Award Date: 1982-11-15

Expiry Date: 2013-11-14

Licensee: 00001086 00 TOLKO INDUSTRIES

Road Timber Marks

3 rows returned

District	Timber Mark
DHV	ES40R1
DKA	ES40R2
DOS	ES40R3

Cutting Permits

1 rows returned

District	CP/HVA ID	Timber Mark	Salvage Type	Status	Issue	Mark	Expiry	Extend To	
DOS	953	ES4953	SSS	HI Issued	2007-05-31		2011-05-30		<input type="button" value="Details"/> <input type="button" value="Cut Block"/>

Appendix A: FTA 4.0 Miscellaneous Enhancements

Sample FTA902-Cutting Permit Details Page

FTA902 - Cutting Permit Details

File: A18686 **Type:** A01 - Forest Licence **Admin Org:** RSI - Southern Interior Forest Region
CP/HVA ID: 953 **File Status:** HI - Issued **As of:** 1982-11-15
Award Date: 1982-11-15 **Expiry Date:** 2013-11-14
Licensee: 00001086 00 TOLKO INDUSTRIES

[Back](#) [Back To Search](#)

CP: **Status:** * **As of:** *
Mark: ES4953 **District:** * **Zone:** *
Location: **Area (ha):**
Issue Date: * **Mark Term:** yr mo **Expires:** *
Extension Count: **Extended Date:** * **Reason:** *
Quota Type: * **Salvage Type:** *
Catastrophic: * **Deciduous:** * **Cruise Based (Y/N):** *
Mgmt Unit: *
Compliance Method: * **Instrument:** * **Land Region:** *

[Print CP Approval](#) [Harvest History](#) [Save](#) [Delete](#) [Retire](#)

Sample FTA903-Cut Block List Page

FTA903 - Cut Block List

File: **Type:** A01 - Forest Licence **Admin Org:** RSI - Southern Interior Forest Region
CP/HVA ID: **File Status:** HI - Issued **As of:** 1982-11-15
Cut Block: **Award Date:** 1982-11-15 **Expiry Date:** 2013-11-14
Licensee: 00001086 00 TOLKO INDUSTRIES

[Back To Search](#) [Add New](#)

2 rows returned

CP/HVA ID	Timber Mark	Salvage Type	Mark Status	CutBlock	Status	Harvest Date		Harvest Area (ha)			Authorized		Links
						Start	Complete	Planned Gross	Planned Net	Actual Gross	File	CP	
953	ES4953	SSS	HI	1	HB			22.5430	22.5431				Details Results Map View Delete
953	ES4953	SSS	HI	2	HB			20.5052	20.5053				Details Results Map View Delete

Sample FTA904-Cut Block Details Page

FTA904 - Cut Block Detail			
File:	<input type="text" value="A18686"/>	Type:	A01 - Forest Licence
CP/HVA ID:	<input type="text" value="953"/>	File Status:	HI - Issued
Cut Block:	<input type="text" value="1"/>	Award Date:	1982-11-15
		Expiry Date:	2013-11-14
		Licensee:	00001086 00 TOLKO INDUSTRIES
<input type="button" value="Back"/> <input type="button" value="Back To Search"/> <input type="button" value="Add New"/>			
Mark:	ES4953	District:	DOS - Okanagan Shuswap Forest District
Mark Status:	HI - Issued	Location:	FTA Misc Harvest App w/ CP no Salvage
Issue Date:	2007-05-31	Mark Term:	4 yr 0 mo
Area (ha):	43.0482	Expires:	2011-05-30
Total Logged Area (ha):	0.0000	Salvage Type:	SSS
<input type="button" value="Map View"/>			
Cut Block:	<input type="text" value="1"/>	Status:	HB - Approved for Harvesting
		As of:	<input type="text" value="2007-05-31"/>
		Cut Regulation:	
Planned Harvest: Gross Area (ha): <input type="text" value="22.5430"/> * Net Area (ha): <input type="text" value="22.5431"/> * Start Date: <input type="text" value="2007-09-20"/>			
Actual Harvest: Logged Area (ha): <input type="text"/> Start Date: <input type="text"/> Complete Date: <input type="text"/>			
SP Exempt:	No	Opening:	
Block Description: <input style="width: 100%;" type="text"/>			
<input type="button" value="Save"/> <input type="button" value="Re-label"/>			

Tracking Waste Assessments

What is the change?

The Waste Assessment Status is now displayed in FTA on the **FTA904-Cut Block Detail** page. The Waste Assessment Status is populated in FTA from the **WASTE System**. If the status does not exist in the WASTE System, then this field will be blank in FTA.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change allows a user to efficiently determine the Waste Assessment Status of a Cut Block in FTA.

What screens/functions are impacted?

The Waste Assessment Status field on the **FTA904-Cut Block Detail** page displays both the code and description from the WASTE System. This field is display only.

FTA904 - Cut Block Detail

File:	<input type="text" value="A19203"/>	Type:	A01 - Forest Licence	Admin Org:	RCO - Coast Forest Region
CP/HVA ID:	<input type="text" value="112"/>	File Status:	HI - Issued	As of:	1982-09-01
Cut Block:	<input type="text" value="HP3211"/>	Award Date:	1982-09-01	Expiry Date:	2013-08-31
		Licensee:	00002176 00 INTERNATIONAL FOREST PRODUCTS		

Mark:	EA3112	District:	DCK - Chilliwack Forest District
Mark Status:	HI - Issued	Location:	
Issue Date:	2002-10-02	Mark Term:	3 yr 0 mo
Area (ha):	144.0000	Expires:	2005-10-01
Total Logged Area (ha):	144.0000	Salvage Type:	
Waste Assessment Status:	SUB - Submitted		

Cut Block:	<input type="text" value="HP3211"/>	✱	Status:	<input type="text" value="HB - Approved for Harvesting"/>	As of:	<input type="text" value="2002-10-02"/>
				Cut Regulation:	<input type="text"/>	

Planned Harvest:

Gross Area (ha):	<input type="text" value="14.2000"/>	✱	Net Area (ha):	<input type="text" value="8.7000"/>	✱	Start Date:	<input type="text" value="2002-10-02"/>
-------------------------	--------------------------------------	---	-----------------------	-------------------------------------	---	--------------------	---

Actual Harvest:

Logged Area (ha):	<input type="text" value="14.2000"/>	Start Date:	<input type="text" value="2003-09-01"/>	Complete Date:	<input type="text"/>
--------------------------	--------------------------------------	--------------------	---	-----------------------	----------------------

SP Exempt:	<input type="text" value="No"/>	✱	Opening:	<input type="text" value="92H 024 0.0 84"/>
-------------------	---------------------------------	---	-----------------	---

Block Description:

Adding New Cut Blocks

What is the change?

Cut Blocks may be added to FTA using the **FTA903-Cut Block List** page. The **Add New** button is only enabled for user roles that have access to this function within their organizational unit. The user roles which have access to this function are:

- FTA_OIL_GAS_COMMISSION
- FTA_RTEB_HEADQUARTERS
- FTA_SENIOR_ADMIN_STAFF
- FTA_DIST_FOREST_TECH
- FTA_ADMIN_STAFF

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change allows the button to be enabled for specific user roles. In past versions of FTA, unauthorized users were able to access this button, but were then provided with an error message.

What screens/functions are impacted?

The **Add New** button displays on the **FTA903-Cut Block List** page.

Tenure
CP/Mark
Cut Block
Assoc. Files
Assoc. Client
AAC
Sale Info
Tenure Appl.
Notes

G Rotation
H Rotation
Cpy Rotation
TL Blk
CP/CB Amend.
Rec Project
Sctn/Branch
Road History

FTA903 - Cut Block List

File:

CP/HVA ID:

Cut Block:

Type: A01 - Forest Licence

File Status: HI - Issued

Award Date: 1982-12-01

Licensee: 00001402 00 TEMBEC INDUSTRIES INC.

Admin Org: RSI - Southern Interior Forest Region

As of: 1982-12-01

Expiry Date: 2013-11-30

3 rows returned

CP/HVA ID	Timber Mark	Salvage Type	Mark Status	CutBlock	Status	Harvest Date		Harvest Area (ha)			Authorized		Links
						Start	Complete	Planned Gross	Planned Net	Actual Gross	File	CP	
670	EZ5670		HI	1	HB	2004-01-01		1.5000	1.3000	1.5000			<input type="button" value="Details"/> <input type="button" value="Results"/> <input type="button" value="Map View"/> <input type="button" value="Delete"/>
670	EZ5670		HI	2	HB	2004-01-01		2.6000	2.3000	2.6000			<input type="button" value="Details"/> <input type="button" value="Results"/> <input type="button" value="Map View"/> <input type="button" value="Delete"/>
670	EZ5670		HI	5	HB	2004-01-01		6.1000	5.6000	6.1000			<input type="button" value="Details"/> <input type="button" value="Results"/> <input type="button" value="Map View"/> <input type="button" value="Delete"/>

Actual Harvest < Planned Harvest

What is the change?

FTA Version 4.0 will allow entry of the Actual Logged Area to be less than that of the Planned Harvest. Previously, FTA generated an error message when this occurred.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change meets the business case that often the Actual Logged Area is less than that of the Planned Harvest.

What screens/functions are impacted?

The actual and planned harvest data is tracked on the **FTA904-Cut Block Detail** page.

FTA904 - Cut Block Detail

File:	<input type="text" value="A15429"/>	Type:	A01 - Forest Licence	Admin Org:	RSI - Southern Interior Forest Region
CP/HVA ID:	<input type="text" value="BB1"/>	File Status:	HI - Issued	As of:	1982-11-15
Cut Block:	<input type="text" value="1"/>	Award Date:	1982-11-15	Expiry Date:	2013-11-14
Licensee: 00020681 00 MCBRIDE FOREST INDUSTRIES LTD					

Mark:	EK1BB1	District:	DOS - Okanagan Shuswap Forest District
Mark Status:	HI - Issued	Location:	dtuwwm6truwwm65uwr6u
Issue Date:	2006-07-31	Mark Term:	4 yr 0 mo
Area (ha):	127.9005	Expires:	2010-07-30
Total Logged Area (ha):	120.0000	Salvage Type:	

Cut Block:	<input type="text" value="1"/>	Status:	HB - Approved for Harvesting	As of:	2005-07-06
				Cut Regulation:	<input type="text"/>

Planned Harvest:

Gross Area (ha):	<input type="text" value="127.9005"/>	Net Area (ha):	<input type="text" value="127.9000"/>	Start Date:	<input type="text" value="2005-06-27"/>
-------------------------	---------------------------------------	-----------------------	---------------------------------------	--------------------	---

Actual Harvest:

Logged Area (ha):	<input type="text" value="120.0000"/>	Start Date:	<input type="text" value="2006-07-31"/>	Complete Date:	<input type="text"/>
--------------------------	---------------------------------------	--------------------	---	-----------------------	----------------------

SP Exempt:	Yes	Opening:	
-------------------	-----	-----------------	--

Block Description:

Understanding Squared Off Cutting Permits

What is the change?

FTA Version 4.0 now includes a database table with contains the squared off geometry associated with existing Cutting Permits (pre FTA 4.0). Recall that the geometry for a new Cutting Permit is the sum of the Cut Blocks which make up that Cutting Permit.

This change allows for the following:

- If a user wishes to submit amendments to an existing Cutting Permit (pre FTA 4.0), the user may include the squared off geometry of the Cutting Permit. FTA will then validate this geometry against the database table to ensure there is an exact match. If the geometry included in the submission:
 - Matches the database table, then the squared off geometry will be utilized for the Cutting Permit.
 - Does not match the database table, then the geometry existing in the database table will be utilized.
- If a user wishes to submit amendments to an existing Cutting Permit (pre FTA 4.0) but does not include the geometry for the Cutting Permit then a new Cutting Permit is created. The geometry for the new Cutting Permit is the sum of the Cut Blocks.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change allows the user to decide if he/she wishes to use the squared off geometry for existing (pre FTA 4.0) Cutting Permits.

Re-labeling a Cut Block

What is the change?

In FTA Version 4.0, the Cut Block Transfer Screen is now changed to be the **FTA231-Cut Block Re-label** Screen. The **FTA231-Cut Block Re-label** page is accessed by clicking the **Re-label** button on the **FTA904-Cut Block Detail** page. Re-labeling a Cut Block allows the user to enter a new label for the Cut Block. The spatial data remains the same.

Upon a successful re-label, you will receive a message in FTA that indicates that you must create a new Exhibit A and upload this via FTA and provide a copy to the licensee.



You **cannot** re-label a Cut Block if:

- The File (Tenure) has a status of PE (Pending).
- The Cut Block has a status of PE (Pending).
- The Cutting Permit is retired.
- It will affect foreign keys to other systems.
 - You will receive a warning message if foreign keys will be affected.



Only users with the **FTA Feature Admin** role will have access to the Cut Block Re-label function in FTA.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change supports the business need to re-label a Cut Block rather than transfer a Cut Block. The transfer of a Cut Block is against policy.

The Re-label function is useful if you need to correct or rename the Cut Block to match the proper Cut Block identifier.

What screens/functions are impacted?

The **Re-label** button is visible on the **FTA904-Cut Block Detail** page. Clicking the Re-label button navigates the user to the **FTA231-Cut Block Re-label** page.

Sample FTA904-Cut Block Detail Page

FTA904 - Cut Block Detail

File:	<input type="text" value="A15429"/>	Type:	A01 - Forest Licence	Admin Org:	RSI - Southern Interior Forest Region
CP/HVA ID:	<input type="text" value="BB1"/>	File Status:	HI - Issued	As of:	1982-11-15
Cut Block:	<input type="text" value="1"/>	Award Date:	1982-11-15	Expiry Date:	2013-11-14
Licensee: 00020681 00 MCBRIDE FOREST INDUSTRIES LTD					

Mark:	EK1BB1	District:	DOS - Okanagan Shuswap Forest District		
Mark Status:	HI - Issued	Location:	dtYuwm6truwm65uwr6u		
Issue Date:	2006-07-31	Mark Term:	4 yr 0 mo	Expires:	2010-07-30
Area (ha):	127.9005	Salvage Type:			
Total Logged Area (ha):	120.0000				

Cut Block:	<input type="text" value="1"/>	Status:	<input type="button" value="HB - Approved for Harvesting"/>	As of:	<input type="text" value="2005-07-06"/>
				Cut Regulation:	<input type="button" value="v"/>

Planned Harvest:

Gross Area (ha):	<input type="text" value="127.9005"/>	Net Area (ha):	<input type="text" value="127.9000"/>	Start Date:	<input type="text" value="2005-06-27"/>
-------------------------	---------------------------------------	-----------------------	---------------------------------------	--------------------	---

Actual Harvest:

Logged Area (ha):	<input type="text" value="120.0000"/>	Start Date:	<input type="text" value="2006-07-31"/>	Complete Date:	<input type="text" value=""/>
SP Exempt:	<input type="button" value="Yes"/>	Opening:			
Block Description:	<input type="text" value="Block borders Provincial Forest"/>				

Sample FTA231-Cut Block Re-label Page

FTA231 - Cut Block Re-label

File	<input type="text" value="A15429"/> ...	*
Cutting Permit	<input type="text" value="BB1"/>	
Timber Mark	<input type="text" value="EK1BB1"/>	
Current Cut Block Label	<input type="text" value="1"/>	*
	New Cut Block Label	<input type="text"/>

Steps to Follow – Re-label a Cut Block

There are certain steps staff should follow to use the **FTA231-Cut Block Re-label** page. These are outlined below:

- 1 Click the **Re-label** button on the **FTA904-Cut Block Detail** page to navigate to the **FTA231-Cut Block Re-label** page.
- 2 Examine the **File** field. Ensure that it is referencing the File (Tenure) which you wish to re-label the Cut Block for.
- 3 Examine the **Cutting Permit** field. Ensure that this field references the Cutting Permit which you wish to re-label the Cut Block for.
- 4 Verify that the **Timber Mark** displayed is correct.
- 5 Verify that the **Current Cut Block Label** displayed matches that of the Cut Block you wish to re-label.
- 6 Enter the new label you wish this Cut Block to have in the **New Cut Block Label** field.
- 7 Click the **Save** button. The **FTA231-Confirm Cut Block Re-label** page is displayed.
If you do not wish to Re-label the Cut Block, click the **Clear** button.
- 8 Enter the reason for the Cut Block re-label in the text field.
- 9 Click the **OK** button.
 - Once the Cut Block is successfully re-labeled an entry is made in the Audit Log. This entry includes the reason for the re-label as entered in Step 8.



Upon a successful re-label, you will receive a confirmation message that indicates that you must create a new Exhibit A and **upload** this via FTA and provide a copy to the licensee.

The Exhibit A must be uploaded using the most recent chronological row on the **FTA950-Tenure Application List** page.

Deleting a Cut Block

What is the change?

The **FTA903-Cut Block Detail** page contains a **Delete** button. You must only delete Cut Blocks which have been entered into FTA as a mistake (i.e. the status of the Cut Block is EE-Entered in Error).

Upon deletion of a Cut Block, you will receive a message in FTA confirming the deletion and reminding you that you must create the Exhibit A and upload this to FTA and send it to the licensee.

FTA will automatically re-calculate the area of the Cutting Permit to reflect the Cut Blocks which have been removed unless the Cutting Permit:

- Is of Salvage Type = Small Scale Salvage.
- Is “squared off”.



You **cannot** delete a Cut Block if:

- The File (Tenure) has a status of PE (Pending).
- The Cut Block has a status of PE (Pending). The Cut Block is still in the **FTA300-Inbox**; therefore, it should be rejected and a re-submission requested.
- The Cutting Permit is retired.
- The Cut Block is retired.
- It will affect foreign keys to other systems.
 - o You will receive a warning message if foreign keys will be affected.



Only users with the **FTA Feature Admin** role will have access to the Cut Block Delete function in FTA.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change ensures that the **Delete** button matches the business needs. Deletion removes the spatial data associated with the Cut Block (and any amendments on the Cut Block) from the Land and Resource Data Warehouse (LRDW).

What screens/functions are impacted?

The **Delete** button is visible on the **FTA903-Cut Block List** page. Clicking this button navigates you to the **FTA903-Confirm Delete Cut Block** page.

Appendix A: FTA 4.0 Miscellaneous Enhancements

FTA903 - Cut Block List

File: Type: A01 - Forest Licence Admin Org: RSI - Southern Interior Forest Region

CP/MVA ID: File Status: HI - Issued As of: 1982-11-15

Cut Block: Award Date: 1982-11-15 Expiry Date: 2013-11-14

Licensee: 00001086 00 TOLKO INDUSTRIES

1 rows returned

CP/MVA ID	Timber Mark	Salvage Type	Mark Status	CutBlock	Status	Start	Complete	Planned Gross	Planned Net	Actual Gross	File	CP	Links
999	ES4999		HI	365	EE			2.7000	2.7000	2.7000			<input type="button" value="Details"/> <input type="button" value="Results"/> <input type="button" value="Map View"/> <input type="button" value="Delete"/>

Forest Tenure Administration System (FTA) ...

FTA903 - Confirm Delete Cut Block

Please enter reason for cut block deletion.

Steps to Follow – Delete a Cut Block

There are certain steps staff should follow to use the **Delete** button. These are outlined below:

- 1 Click the **Delete** button on the **FTA903-Cut Block List** page for a Cut Block which has been entered in error (i.e. has a status code = EE). The **FTA903-Confirm Delete Cut Block** page is displayed.
- 2 Enter the reason for the Cut Block deletion in the comments box.
- 3 Click the **OK** button. The Cut Block and any associated spatial data will be deleted.
- 4 You will receive a confirmation message for the deletion.
 - Once the Cut Block is successfully deleted an entry is made in the Audit Log. This entry includes the comment entered in Step 2.
- 5 You will receive a message reminding you that you must create the Exhibit A and send it to the licensee. The Exhibit A must be created using the Tenure Update Tool and uploaded to FTA via the **Upload** function adjacent to the most recent chronological row on the **FTA950-Tenure Application List** page.
No changes will be made to the Tenure Application or Tenure Application Map Feature. The Exhibit A must reflect the removal of the cut block.

FTA Participant Guide –



FTA Miscellaneous Enhancements

Key File Level Changes

In this topic, you will understand how:

- FTA no longer allows orphaned appraisals
- FTA supports the change of a mark designate
- Cash Payment Amounts are entered in FTA
- FTA Supports various methods for adding a new B07 File Type

Orphaned Appraisals

What is the change?

FTA Version 4.0 resolves the issue of Orphaned Appraisals by separating the Timber Mark from the Cutting Permit.

In past versions of FTA, a new ESF Submission created a Timber Mark. The General Appraisal System (GAS) utilized this Timber Mark. If the ESF Submission was rejected in FTA then the Timber Mark would be deleted; however, the appraisal (created in GAS) would then be orphaned.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change ensures that orphaned appraisals are not created in GAS.

What screens/functions are impacted?

A change has been made to the FTA Version 4.0 database. The change is not seen by the user in FTA.

Changing Mark Designates

What is the change?

FTA Version 4.0 allows users to change the Timber Mark designate for a new licence. The Timber Mark designate is displayed on the **FTA100-Tenure** page.

This function is limited to:

- Files which contain Mark Designates.
- Users who have authority to update a file and are members of the following roles: FTA_SENIOR_ADMIN, FTA_BCTS_OFFICE, FTA_RTEB_HEADQUARTERS, and FTA_FPB_HEADQUARTERS.

This change is reflected in FTA Version 4.0.

Why has the change been made?

The ability to change the Timber Mark designate was included because some users wish to utilize an existing Timber Mark designate from an old licence.

What screens/functions are impacted?

The following screens are impacted:

- **FTA100-Tenure** page: A "Change Mark Designate" button now appears on this page (as shown in the screen print below). Clicking this button will navigate the user to the **FTA101-Change Mark Designate** page.
- **FTA101-Change Mark Designate** page has been added to FTA Version 4.0. This is shown in the screen print below. The steps to follow to change the Mark Designate, using this page, are also explained below.

Appendix A: FTA 4.0 Miscellaneous Enhancements

Sample FTA100-Tenure Page

The following screen print shows the original Mark Designate (GU8) for this file. Note the **Change Mark Designate** button is active.

FTA100 - Tenure

[Back](#) [Back To Search](#) [Add New](#)

File: [Go](#) **Status:** * **As of:** *

Type: * **Admin Org:** *

Licensee: 00002930 00 WEYERHAEUSER CANADA LTD. **Sec. Licensee?** N

Mgmt Unit: * COMMUNITY FOREST **Salvage:** *

Award Date: **Term:** yr mo **Expires:**

Rep.Count: **Replacement Date:** **Reason:**

Designate:

Licence (ha): 0.0 **Schedule A AAC(m³):** **Schedule B AAC(m³):** **Total AAC(m³):** 0

[Change Mark Designate](#) [Save](#) [Delete](#) [Retire](#)

Sample FTA101-Change Mark Designate Page

The following screen print shows the new designate (GU9) to apply to the File.

FTA101 - Change Mark Designate

File: **Type:** A01 - Forest Licence **Admin Org:** RCO - Coast Forest Region

File Status: PP - Proposed **As of:** 2007-06-06

Award Date: **Expiry Date:**

Licensee: 00002930 00 WEYERHAEUSER CANADA LTD.

[Back](#)

Source File: [Go](#)

Designate:

[Save Designate](#)

Sample FTA100-Tenure Page

The following screen print shows the new Mark Designate (GU9) which has been successfully applied to the File.

The screenshot displays the 'FTA100 - Tenure' web interface. At the top, there are buttons for 'Back', 'Back To Search', and 'Add New'. The main form contains several fields: 'File:' with value 'A72667' and a 'Go' button; 'Status:' with a dropdown set to 'PP - Proposed'; 'As of:' with a date '2007-06-06'; 'Type:' with a dropdown set to 'A01 - Forest Licence'; 'Admin Org:' with a dropdown set to 'RCO - Coast Forest Region'; 'Licensee:' with text '00002930 00 WEYERHAEUSER CANADA LTD.'; 'Mgmt Unit:' with a dropdown set to 'C' and text 'COMMUNITY FOREST'; 'Sec. Licensee?' with text 'N'; 'Award Date:' with a date picker; 'Term:' with '0 yr' and '0 mo' fields; 'Expires:' with a date picker; 'Rep.Count:' with a text field; 'Replacement Date:' with a date picker; and 'Reason:' with a dropdown. The 'Designate:' field, located below 'Rep.Count:', contains the value 'GU9' and is highlighted with a red rectangular box. At the bottom, there are summary fields: 'Licence (ha):' with value '0.0', 'Schedule A AAC(m³):', 'Schedule B AAC(m³):', and 'Total AAC(m³):' with value '0'. Below these are buttons for 'Change Mark Designate', 'Save', 'Delete', and 'Retire'.

Steps to Follow – Change Mark Designate

There are certain steps staff should follow to use the **FTA101-Change Mark Designate** page. These are outlined below:

1. Navigate to the **FTA100-Tenure** page for the file you wish to modify the Mark Designate for.
2. Click the **Change Mark Designate** button on the **FTA100-Tenure** page to navigate to the **FTA101-Change Mark Designate** page.
3. Verify the File displayed in the **File** field is correct. It represents the Target File that the Mark Designate will be modified for.
4. Enter the file that contains the Mark Designate you wish to use in the **Source File** field.
 - The Source File must belong to the same organizational unit as the Target File.
 - The Source File must be the same File Type as the Target File.
 - The Source File must have the same Licensee as the Target File.
5. Click the **Go** button to display the Mark Designate associated with the Source File. The Mark Designate appears in the **Designate** field.
6. Click the **Save Designate** button to save the Mark Designate (displayed in the **Designate** field) to the Target File (displayed in the **File** field). Upon a successful save, you will be navigated back to the **FTA100-Tenure** page.

Entering Cash Payment Amounts

What is the change?

The **FTA940-Sale Information** page tracks BCTS specific sale details. In FTA Version 4.0, a user who selects a payment method code of cash must also complete the **Cash Sale Only** portion of this page. The **Cash Sale Only** portion includes entry of the following two fields:

- **Estimated Volume** – this refers to the approximate volume of timber sales (as measured in m³).
- **Total Dollars Received** – this field refers to the total dollars received for a cash sale.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change supports the revenue tracking requirements of MoFR.

What screens/functions are impacted?

The tracking of **Payment Method Code**, **Estimated Volume**, and **Total Dollars Received** occurs on the **FTA940-Sale Information** page.

If the **Payment Method Code** is set to Cash, then the **Estimated Volume** and **Total Dollars Received** are mandatory fields for File Types of A21, B07, and B21 which are in HA (Awarded for Harvesting) or HI (Issued) Status.

Appendix A: FTA 4.0 Miscellaneous Enhancements

FTA940 - Sale Info

File: **Type:** B21 - SB Direct TSL S23 single mark **Admin Org:** DOS - Okanagan Shuswap Forest District

File Status: HI - Issued **As of:** 2003-03-13

Award Date: 2003-03-06 **Expiry Date:** 2003-04-30

Licensee: 00011042 00 BENTLEY, LESTER SAMUEL

Sale Method Code: **Sale Type:**

Security Deposit: **Other Deposit:**

Within Admin Area: ☐ Yes ☒ No **Salvage Indicator:** ☐ Yes ☒ No *

Annual Rent: N/A **Sold BCTS Cat.:**

Planned BCTS Cat.: **Bonus Bid:**

Lump Sum Bonus Offer: **Payment Method Cd:** **Admin Area File:**

Planned Sale Date: **Tender Date:**

BCTS Fund Indicator: **BCTS Org:**

Total Bidders: **Sales Volume:**

Minor Processing Facility: ☐ Yes ☒ No

Cash Sale Only

Estimated Volume: **Total Dollars Received:**

Adding a New B07 File Type

What is the change?

In FTA Version 4.0 a B07 File Type has four options for creation:

- Create and save a B07 File Type online with a payment method of cash. Upon save, if the payment method is Cash, the licence will be a D mark.
- Create and save a B07 File Type online with no spatial data.
- Create and save a B07 File Type online and indicate if the spatial data will be submitted in the future.
 - o If the spatial will be submitted in the future then the status of the file will be set to PA (Pending Application). This allows the user to submit an ESF Application with a purpose of **new** which includes the spatial data.
 - o If the spatial will not be submitted in the future then the status of the file will be set to PP (Proposed).
- Submit a new B07 File Type ESF Application to FTA. The File ID will be assigned upon submission (i.e. it is automatically generated in FTA). The File ID must only be included in the ESF Submission if there is an amendment.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This change allows B07 files to be added efficiently. Prior to FTA Version 4.0, the method for adding a B07 File Type (with a Payment Method of Cash) was inefficient. This method involved changing the status of an existing B07 file to HI (Issued) and then submitting the spatial data as an amendment. The spatial data for a new file should **not** be submitted as an amendment. This change allows spatial data to be submitted via a new ESF Application.

What screens/functions are impacted?

The **FTA100-Tenure** page now includes:

- A **Submit Spatial Later** field. This allows a user to add a B07 file online and then submit the spatial in the future via an ESF Application.
- The automatic generation of a D Mark upon save of a B07 File Type with a payment method of Cash. Note that after an initial save of the file, the payment method cannot be modified. This ensures D Marks always have a payment method of cash.

Sample FTA100-Tenure Page

The following page illustrates the use of the **Submit Spatial Later** field:

FTA100 - Tenure

File:

Status: PA - Pending Application *

As of: *

Type: B07 - Forestry Licence to Cut *

Admin Org: RSI - Southern Interior Forest *

Licensee: 00133890 00 DIST. MNA GER OKANAGAN SHUSWAP (DOS)

District: DOS - Okanagan Shuswap Forest *

Sec. Licensee? N

Mgmt Unit: U 22 * Okanagan TSA

Zone: 1234 *

Award Date:

Term: 0 yr 0 mo

Expires:

Ext. Count:

Extended Date:

Reason:

Location:

Sched B (ha):

BCTS Fund: N *

BCTS Org:

Payment Method: A - Automatic Invoice *

Submit Spatial Later: Y *

Purpose: FH - Forest Health Contract *

Mark: 72663

Quota Type: A - Normal replaceable AAC

Catastrophic: N

Deciduous: N

Cruise Based: N

Compliance Method: S - Full, Standard Marking *

Instrument: H - Hammer *

Land Region:

Appendix A: FTA 4.0 Miscellaneous Enhancements

Sample FTA100-Tenure Page

The following page illustrates the use of the **Payment Method = Cash** and the generation of the **D Mark**:

FTA100 - Tenure

Back To SearchAdd New

File: D82544Go

Status: PP - ProposedAs of: 2007-05-30

Type: B07 - Forestry Licence to CutAdmin Org: RSI - Southern Interior Forest

Licensee: District: DOS - Okanagan Shuswap ForestSec. Licensee? N

Mgmt Unit: U22Okanagan TSAZone: 2345

Award Date:Term: 0 yr 0 moExpires:

Ext. Count:Extended Date:Reason:

Location:Sched B (ha):

BCTS Fund: NBCTS Org:Payment Method: C - Cash

Submit: NSpatial Later:

Purpose: CI - Community Interface

Mark: D82544

Quota Type: A - Normal replaceable AAC

Catastrophic: NDeciduous: NCruise Based: N

Compliance Method: S - Full, Standard MarkingInstrument: H - HammerLand Region:

SaveDeleteRetire

Harvest History

FTA Participant Guide –



FTA Miscellaneous Enhancements

Key Security Changes

In this topic, you will understand:

- The FTA Submitter Role

Understanding the FTA Submitter Role

What is the change?

A new role, FTA_SUBMITTER is now required for users who wish to submit data to FTA via ESF. To obtain this role, a request should be sent to the Manager of Tenure Data, Resource Tenures and Engineering Branch.

This change is reflected in FTA Version 4.0.

Why has the change been made?

In the past, the role ESF_SUBMITTER allowed users to submit data to FTA via ESF. Increased security measures now require users to have the FTA_SUBMITTER role.

What screens/functions are impacted?

A user with only the ESF_SUBMITTER role will no longer be able to submit data via ESF to FTA. The user must have the FTA_SUBMITTER role. If a user attempts to make a submission to FTA without the FTA_SUBMITTER role, then the user will receive the following error message: "You are not a known FTA user. Please talk to your system administrator and re-submit."

FTA Participant Guide –



FTA Miscellaneous Enhancements

Miscellaneous Changes

In this topic, you will understand:

- Why INCOSADA Updates are no longer added online
- Why INCOSADA References have been removed
- The MoFR Name Change Impact
- Updates to the Welcome Screen

INCOSADA Updates No Longer Added Online

What is the change?

The following file types cannot be added online in FTA Version 4.0:

- B02 – Christmas Tree Permit
- B04 – Forestry Licence to Cut, Forest Act Sec. 47.3
- B05 – Occupant Licence to Cut
- B06 – Occupant Licence to Cut, Short Form Appraisal
- C01 – Administrative Area
- S01 – Special Use Permit, Forestry

This change is reflected in FTA Version 4.0.

Why has the change been made?

These files were originally permitted to be added online as part of the INCOSADA Tool. This tool is no longer supported by MoFR. There is no business need to add these files online.

What screens/functions are impacted?

This change impacts the file types displayed on the **FTA010-Add New Tenure** page.

Sample FTA010-Add New Tenure Page

The following page illustrates the File Types available on the **FTA010-Add New Tenure** page.

The screenshot shows the 'FTA010 - Add New Tenure' page. At the top, there is a navigation bar with 'Application Home' and 'Forest Tenure Administration (FTA)'. Below this is a tabbed interface with 'Search', 'Inbox', 'Tenures', 'Private Marks', 'Recreation', and 'Admin'. The 'Tenures' tab is selected. The main content area has a title 'FTA010 - Add New Tenure' and a 'File Type:' dropdown menu. The dropdown menu is open, showing a list of file types. To the right of the dropdown is an 'Add New' button. On the left side of the page, there is a 'Feedback' link.

File Type:

- A01 - Forest Licence
- A02 - Tree Farm Licence
- A04 - Woodlot Licence
- A06 - Timber Licence
- A11 - Master Licence to Cut Sec 47.4
- A18 - Forestry Licence to Cut with Cutting Permits
- A28 - Community Forest Agreement
- A29 - Community Forest Agreement, Sec 43.5 F.A.
- A30 - Consolidated Timber Licence
- A31 - Community Salvage Licence
- A41 - Forest Licence, Sec 47.3 F.A.
- A44 - Woodlot Licence, Sec 47.3 F.A.
- B01 - Road Permit
- B07 - Forestry Licence to Cut
- B40 - Forest Service Road
- E01 - Grazing Licence
- E02 - Grazing Permit
- E03 - Non-Replaceable Grazing Permit
- H01 - Haycutting Licence
- H02 - Haycutting Permit
- H03 - Non-Replaceable Haycutting Permit
- U1 - BCTS Licence # only
- U2 - BCTS Licence # & Mark Designate

INCOSADA References Removed

What is the change?

All references to INCOSADA have been removed from FTA Version 4.0.

This change is reflected in FTA Version 4.0.

Why has the change been made?

INCOSADA is no longer a tool supported by the MoFR.

What screens/functions are impacted?

Various FTA screens have been updated to reflect this change.

MoFR Name Change

What is the change?

All references to the ministry now contain the correct name: Ministry of Forests and Range.

This change is reflected in FTA Version 4.0.

Why has the change been made?

This reflects the proper ministry name.

What screens/functions are impacted?

Various FTA screens have been updated to reflect this change.

Welcome Screen Updates

What is the change?

The **FTA Welcome Page** includes a link to the **FTA Communications Website** (<http://gwww.for.gov.bc.ca/his/fta/index.htm>)

This change is reflected in FTA Version 4.0.

Why has the change been made?

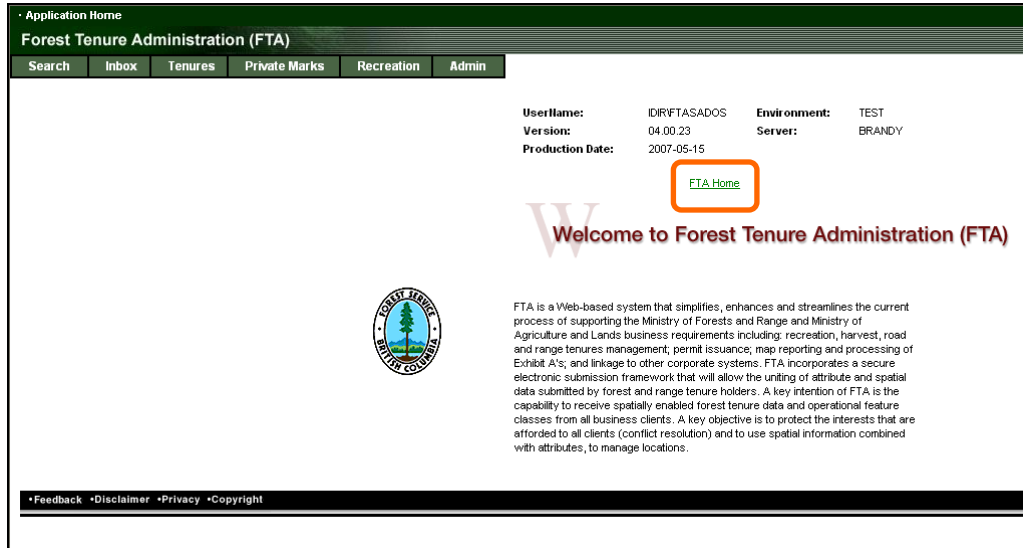
This link allows users to easily access the FTA Communications Website from within FTA. This website includes detailed information about FTA including background information, production statements, technical specifications, error message reference, an online Q&A, the FTA newsletter, and links to all FTA Training Materials.

What screens/functions are impacted?

This link is displayed on the FTA Home Page as shown below.

Sample FTA Application Home Page & FTA Information Website

The following page illustrates the **FTA Welcome Page**. Clicking the FTA Home link will navigate the user to the FTA Information Website (<http://www.for.gov.bc.ca/his/fta/index.htm>).



The following page illustrates the FTA Information Website.

