BRITISH COLUMBIA

Ministry of Forests

Executive

MEMORANDUM

File: 6450-20RESULTS

August 6, 2003

To: Regional Managers
District Managers
BC Timber Sales Offices

From: Tim Sheldan
A/Assistant Deputy Minister
Operations Division and BC Timber Sales

Re: Provincial RESULTS Orientation Sessions, September and October 2003

In the fall of 2003 the Integrated Silviculture Information System (ISIS) and the Major Licence Electronic Data Transfer (MLSEDT) applications will be replaced by the Reporting Silviculture Updates and Land Status Tracking System (RESULTS) and the Electronic Submission Framework (ESF) system. These applications will enable clients to electronically submit silviculture information and accompanying maps. These applications have involved over a years worth of analysis, designing, building, and testing. The final stage is to launch these applications and involves district and the licensee orientation sessions to allow users to become familiar and comfortable with these new applications.

VANCOUVER 2010 CANDIDATE CITY

IT'S OUR TIME TO SHINE

Recently, district staff have been involved in testing these applications and providing feedback on how to best change and improve these applications. These applications will launch us into the e-commerce world and will provide easy and secure access to silviculture information for district staff, BCTS staff, and licensee staff. It will provide unprecedented access to spatial opening information and the framework to keep that information up-to-date on a timely and consistent manner.

The orientation plan and schedule are attached. It will involve orientation sessions with objectives intended to enable key district and regional staff, as well as licensees (or their forestry consultants) to manage silviculture and land status (forest cover) tracking under the electronic forest management model.

District managers should advise their staff and their top 3 licensees (identified in the attached 'Proposed Orientation Schedule') of the specified locations and dates. Submit your district/licensee participants to your regional training co-ordinator, and they will complete the 'participants spreadsheet' identified in the attachment. Regional managers should identify 3 staff for RESULTS orientation and submit to their regional training co-ordinator.

The strategy to orient licensees is to initially involve the 3 largest licensees in each district. Based on the analysis of current ISIS openings, the attached table shows the suggested top

three licensees. **Please forward this to those licensee contacts in your district and ensure those licensees are aware of these sessions**. Licensees should identify a staff individual or consultant who would best represent them in managing their silviculture program. Issues they should be familiar with include silviculture amendments, standard unit proposals, milestone obligation declarations and FS708 submissions (standards, activities, and forest cover).

Licensees that are not targeted at this time will be advised to complete the introductory web based tutorial for RESULTS. As we get closer to the October release date, the tutorial location will be communicated. Training for licensees is not initially targeted in 'this round' but will be determined based on demand and resources when we schedule subsequent and follow-up training. A training strategy for BCTS staff is being determined.

District managers that are requested to host orientation sessions, please confirm with your training co-ordinator your agreement to hold the session at your office, that your conference room is available and that it can accommodate the numbers attending.

Thank you for your attention to this matter. Please return your session responses to your regional training co-ordinators by August 25, 2003.

Any questions may be directed to John Gallimore, Information Management Group, RESULTS Project Manager by email address John.Gallimore@gems5.gov.bc.ca or call to clarify any questions at 250-356-6986.

for Tim Sheldan
A/Assistant Deputy Minister
Operations Division and BC Timber Sales

Attachment

pc: Ralph Winter, Forest Practices Branch, RESULTS Business Lead

Orientation Plan

Schedule and Locations
The majority of RESULTS orientation is proposed for September and October prior to the October 20th, 2003 RESULTS/ESF start date. The plan allows coverage of all regions given available time and resources. Licensees providing the bulk of the district's silviculture program will be oriented first. Proposed session locations are centralised geographically to minimize the number of sessions. Please see the following schedules for each region.

At each session location the CITS district systems staff and/or the field IT staff will be responsible for ensuring the technical environment is operational once the laptop computers arrive. The laptop set up and program installation requirements are minimal.

Orientation delivery will be in a classroom style with a facilitator and participants, which lasts about a half day for districts and three quarters of a day for licensees. The sessions for district staff are scheduled to start on Wednesday mid - morning and finish on Wednesday afternoon. For licensees the sessions are scheduled to take most of the next day (Thursday) and will start at 9 am. The exception to this is the RSI sessions in Kamloops which have two sessions back-to-back.

The schedule allows for facilitators to travel to sites, get materials organised and confirm laptop and equipment set up. Similarly it also allows staff to travel to and from sites during regular hours as much as possible.

Key Audience
The orientation targets key district staff from forest stewardship (foresters/technicians), compliance and enforcement (foresters/technicians), and administration (statutory decision-maker or their designate). Regional staff session objectives include nominating a regional contact to support the RESULTS system for the districts. The session objective is to have the facilitators impart the working essentials and principles of RESULTS and ESF through demonstrations and exercises that reflect the new silviculture business model and computer systems to be used at the district and regional offices. Staff attending will become a source of information for other staff when returning back to the office.

Each session will have ten laptops available for participants. A maximum of 10 participants is expected at each session, which provides a suitable instructor/participant ratio.

Travel Funding
Note that funding to allow key district and region staff to attend this orientation initiative will be the responsibility of the district/regional office. Similarly, licensees are responsible to attend at their own cost. All other costs to develop and deliver the sessions will be paid from the project.

Participants Spreadsheet
Districts should advise the licensees and then forward their participants as well as the licensees to the regional training co-ordinator.

Regional Training co-ordinators are:

Region	Contact	Phone	e-mail
Coast	Maureen Tilbury	250 751-008	Maureen.Tilbury@gems6.gov.bc.ca
Southern Interior	Ellen Bryden	250 365-8615	Ellen.Bryden@gems7.gov.bc.ca
Northern Interior	Anna Monetta	250 565-4120	Anna.Monetta@gems3.gov.bc.ca

Regional training co-ordinators are asked to complete a coordinated regional reply by the end of August 25, 2003 to allow completion of the orientation plan. Please link to the following ftp site to view and complete the participants spreadsheet:

http://www.for.gov.bc.ca/ftp/HIS/gov_internal/!publish/RESULTS%20Orientation%20Sessions/

Go to the relevant worksheet for your region.

Future Training and Support
Follow up sessions will be held in the winter months. Initial support immediately after orientation will be through the Business Application Support Center (APPHELP) and if needed via Learn Linc meetings on a periodic basis (e.g. weekly subject matter expert and staff meetings).

RESULTS/ ESF Build Complete	RESULTS/ ESF System Integration Test Start	RESULTS/ ESF Test Version Delivery to MOF	MoF Quality Assurance Test Dates	MoF User Acceptance Test Dates	Develop The Orientation Session	Provincial Orientation Key Staff	RESULTS Convert\ Shut-down	RESULTS/ ESF Start-up
April 15	April 22	May 30	May 20-June 13	July 7-11	July -Aug	Sept 3 - Oct 17	Oct 10	Oct 20

Coast Region Proposed Orientation Schedule

Date (Wednesday and Thursday)	Session Location	District/ Region Office	Maximum Participants per District/Region	Staff to be Oriented	Facilitators (Laptop Set)
Sept 3(MoF) Sept 4(Licensees)	Campbell River District Office (Campbell River)	DIC DCR DSC RCO	3 3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/BF RW/PR (MSRM)
Sept 10(MoF) Sept 11(Licensees)	Forest Service Training School (Surrey)	DSI DSQ DCK RCO	3 3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/PR RW (MSRM)
Oct 15(MoF) Oct 16(Licensees)	North Coast District Office (Prince Rupert)	DQC DNC RCO	3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/PR RW (MSRM)

Top 3 Licensees in each Forest district:

DIC - 1) INTERNATIONAL FOREST PRODUCTS 2) CANADIAN FOREST PRODUCTS LTD / WESTERN FOREST PRODUCTS LIMITED.3)WEYERHAEUSER COMPANY LIMITED

DCR- 1) WEYERHAEUSER COMPANY LIMITED 2) DOMAN-WESTERN LUMBER LTD.3) TFL FOREST LTD.

DSC - 1) INTERNATIONAL FOREST PRODUCTS 2) WEYERHAEUSER COMPANY LIMITED 3) TERMINAL FOREST PRODUCTS LTD.

DSQ - 1)INTERNATIONAL FOREST PRODUCTS 2) WEYERHAEUSER COMPANY LIMITED 3) DOMAN-WESTERN LUMBER LTD.

DCK 1) INTERNATIONAL FOREST PRODUCTS, 2)J.S. JONES TIMBER LTD., 3) LAKESIDE PACIFIC FOREST PRODUCTS

DQC – 1) WEYERHAEUSER COMPANY LIMITED 2) HUSBY FOREST PRODUCTS LTD. 3) TFL FOREST LTD.

DNC – 1) INTERNATIONAL FOREST PRODUCTS 2) TRIUMPH TIMBER LTD 3) THOMSON INDUSTRIES LTD./ WESTERN FOREST PRODUCTS LIMITED

DSI – 1) WEYERHAEUSER COMPANY LIMITED 2) TFL FOREST LTD. 3) INTERNATIONAL FOREST PRODUCTS

Northern Interior Region Proposed Orientation Schedule

Date (Wednesday and Thursday)	Session Location	District/ Region Office	Maximum Participants per District/Region	Target District Staff	Facilitators (Laptop Set)
Oct 8(MoF) Oct 9(Licensees)	Kalum District Office (Terrace)	DKM DSS DND RNI	3 3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/MS RW/PR (MSRM)
Oct 1(MoF) Oct 2(Licensees)	Prince George District Office (Prince George)	DJA DVA DPG RNI	3 3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/MS RW/PR (MSRM)
Oct 15(MoF) Oct 16(Licensees)	Peace District Office (Dawson creek)	DMK DPC DFN RNI	3 3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/MS RW/PR (MSRM)

Top 3 Licensees in each Forest district:

DKM – 1)West Fraser Mills Ltd.; 2)New Skeena Forest Products Inc.; 3)Buffalo Head Forest Products or Orenda Logging Ltd

DSS – 1)West Fraser Mills Ltd.;2)New Skeena Forest Products Inc;3)Kitwanga Lumber Co. Ltd

DND – 1)West Fraser Mills Ltd.;2)Canadian Forest Products Ltd.; 3)Babine Forest Products Limited

DJA – 1)Appollo Forest Products; 2)Canadian Forest Products Ltd.; 3)Tanizul Timber Ltd or Stuart Lake Lumber Co. Ltd;

DVA – 1)West Fraser Mills Ltd.; 2)Canadian Forest Products Ltd.;3)L. & M. Lumber Ltd or Plateau Forest Products

DPG – 1) Canadian Forest Products Ltd.;2)The Pas Lumber Company; 3)Northwood Inc

DMK – 1)Norske Skog Canada Limited; 2)Slocan Forest Products; 3)Abitibi Consolidated Company
DPC – 1)West Fraser Mills Ltd.; 2)Canadian Forest Products Ltd.;3)Louisiana-Pacific Canada Ltd.

DFN – 1) Slocan Forest Products; 2)Tackama Forest Products; 3)Canadian Chopstick Manufacturing

Southern Interior Region Proposed Orientation Schedule

Date (Wednesday and Thursday)	Session Location	Target Office	Maximum Participants per District/Region	Target District Staff	Facilitators (Laptop Set)
Sept 16(MoF) Sept 17(Licensees)	Kamloops District Office (Kamloops)	DKA DHW DCO RSI	3 3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/PR RW (MSRM)
Sept 18((MoF) Sept 19(Licensees)	Kamloops District Office (Kamloops)	DCS DOS DMH RSI	3 3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/PR RW (MSRM)
Sept 24(MoF) Sept 25(Licensees)	Central Cariboo District Office (Williams Lake)	DCC DQU DCH	3 3 3	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/PR RW (MSRM)
Sept 10(MoF) Sept 11(Licensees)	Arrow Boundary District Office (Castlegar)	DRM DKL DAB RSI	3 3 3 1	C and E (1) Forest Stewardship (1) SDM Designate (1)	JG/PR RW (MSRM)

Top 3 Licensees in each Forest district:

DRM – 1) TEMBEC INDUSTRIES INC. 2) SLOCAN FOREST PRODUCTS LTD, 3) GALLOWAY LUMBER COMPANY LTD.

DKL – 1) TEMBEC INDUSTRIES INC. 2) CELCREST TIMBER LTD, 3) MEADOW CREEK CEDAR LTD / J.H. HUSCROFT LTD.

DAB – 1) POPE & TALBOT LTD., 2) SLOCAN FOREST PRODUCTS LTD, 3) ATCO LUMBER LTD.

DCC – 1) LIGNUM LIMITED, 2) WEST FRASER MILLS LTD., 3) RIVERSIDE FOREST PRODUCTS LIMITED

DQU – 1) WEST FRASER MILLS LTD., 2) WELDWOOD OF CANADA LIMITED 3) SLOCAN FOREST PRODUCTS LTD

DCH – 1) LIGNUM LIMITED, 2) RIVERSIDE FOREST PRODUCTS LIMITED, 3) RFP TIMBER LTD./ WEST FRASER MILLS LTD

DCS – 1) WEYERHAEUSER COMPANY LIMITED, 2) AINSWORTH LUMBER CO. LTD., 3) TOLKO INDUSTRIES LTD.

DOS – 1) RIVERSIDE FOREST PRODUCTS LIMITED, 2) WEYERHAEUSER COMPANY LIMITED,3) FEDERATED CO-OPERATIVES LIMITED

DMH – 1) WELDWOOD OF CANADA LIMITED, 2) WEST FRASER MILLS LTD. 3) AINSWORTH LUMBER CO. LTD.

DKA – 1) TOLKO INDUSTRIES LTD. 2) WEYERHAEUSER COMPANY LIMITED, 3) WEST FRASER MILLS LTD.

DHW – 1) SLOCAN FOREST PRODUCTS LTD 2) WEYERHAEUSER COMPANY LIMITED 3) INTERNATIONAL FOREST PRODUCTS

DCO – 1) LP ENGINEERED WOOD PRODUCTS LTD, 2) DOWNIE STREET SAWMILLS LTD. 3) REVELSTOKE COMMUNITY FOREST