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Sent: Tuesday, May 13, 2003 12:30 PM

To: FOR BC Timber Sales Managers; FOR District Managers; FOR HQ Directors; FOR Regional Managers

Cc: FOR HIS IMG Staff List

Subject: eFM (electronic Forests Management) communication

In the January senior managers' meeting, and in subsequent RMT meetings, I inform you that we would be moving to electronic submissions from industry in the near future. The purpose of the attached document is to give you more specific information concerning some of the work that will be needed in the next several months to make this happen.

Two new systems, FTA and RESULTS, are scheduled for delivery and testing in October. A major feature of both systems is that they are designed to receive both spatial and tabular input directly from licensees, using a utility called the Electronic Submission Framework (ESF). FTA will receive electronic permit applications with associated Exhibit "A"s, and RESULTS will receive electronic versions of Forms A, B, and C for silviculture regulation and reporting.

The key advantages to the ministry of going to this approach is the elimination of workload associated with transcribing paper input into electronic systems, and workload reduction and improvement in data quality because all data is checked and corrected before acceptance, and spatial and tabular data is explicitly linked. Also the need to keep paper copies of industry submissions is eliminated, as a "record" version of all licensee input is captured for audit purposes on receipt. As well, all data is instantly accessible at all times to staff. Spatial data will be stored in MSRM's Integrated Resources Data Warehouse, and is viewed using MapView, a tool which has been in production for some time.

Licensees are being asked to submit no more information than they would have done in paper format, and they too will find that there are advantages to this new approach. Response to applications should be faster, since the transcription steps are eliminated. Also the system comes with a tracking facility, so they can check the status of each submission as it is processed. They too will be able to access the warehouse via MapView, and this should be very helpful for planning.

I recognize that this is a major transition in business practices, and that there is work to be done before it is completed. Some effort will be required from licensees to prepare themselves to make electronic submissions that are of acceptable quality. We have been meeting with major integrated forest management systems (IFMS) vendors and with consultants who provide systems support to the forest industry. We are asking for no better data quality than they were already providing to their clients. A pilot transmission site will be available in July, so that they can test their submission software.

Smaller firms will likely find it harder to achieve this data quality standard than larger ones. If they are not using one of the standard IFMS packages, we recommend that they engage the services of a consultant to help them with this. They will not all be expected to make the conversion for some time - the target date for complete conversion is March, 2005.

Licensees will also need to register with BCeID, a government wide electronic client registry utility. Once registered, they will be able to use various tool, and they will find that they will be able to use this I.D. to transact many different kinds of business with the government.

The major implementation task facing ministry staff is restoration of consistency between electronic spatial and tabular records. We have been doing some testing, and the results show that there are major discrepancies in some areas. Inconsistency in our records will cause a licensee's submission to be incorrectly rejected.

The attached Electronic Business Information document provides information on the Electronic Submission Framework (ESF) initiative. Presented is a description of the business and technological strategies and impacts, including key messages, that must be considered and communicated to all stakeholders, including ministry staff and the forest and information technology clients, when moving towards the goal of electronic business within ministry offices.

ESF is a developing strategy and as we consult with you and the client base on the best opportunities and plan for achieving the delivery of ESF, you can expect to receive communication updates such as this on a timely basis to keep all stakeholders informed.

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