

SCALE EVENT ANOMALIES

Background

The Harvest Billing System (HBS) designed by the Ministry of Forests and Range was built to operate in a sequential numbering environment. For example, every truck load of timber arriving at a scale site would be assigned a sequential number . . . 4, 5, 6, 7, 8, 10, 11, and so on. The Harvest Billing System would examine that list, looking for gaps, duplicates, and mismatches. All HBS scale returns are subject to sequential numbering, and the movement of all loads to and from a scale site are tracked with this mechanism.

In the sequence above, the HBS Scale Event Anomalies would identify the number 9 as a gap. When a gap is identified, the scale return for that load must be investigated and addressed.

As previously stated, HBS was designed to operate in a sequential numbering environment. The scaler return numbers are sequential. In the Weight Scale environment, the weigh slip numbers are sequential. In the Piece Scale world, the load arrival and departure numbers are sequential. When we search for an anomaly, in fact we are searching for a violation of the sequential numbering environment. We may be searching for a gap, a duplicate, or a mismatch as described below.

The Search for Scale Event Anomalies, also known informally as the Anomaly Reporter, can be found in the Harvest Billing System, under the Scale Control tab.

Search for Scale Event Anomalies

* indicates a required field

Anomaly Status	All
Anomaly Type	Scaling Event Gaps and Duplicates
* Event Date [Scale Date] (yyyymmdd)	Scaling Event Gaps and Duplicates
From	Weighing Event Gaps and Duplicates
	Arrival Event Gaps and Duplicates
	Arrivals without matching Departures
	Departures without matching Arrivals
	Weigh Slips without matching Samples
	Samples without matching Weigh Slips
	Weigh Slips without matching Red Tag Scales
	Red Tag Scales without matching Weigh Slips
* Scaling Criteria	
☐ Primary Scaler Licence	
☐ All Sites	
☐ Sites in Region/District	Coast Forest Region
☒ Single Site	
☐ Sites in Associated Districts	

Submit

HOW should you use the Scale Event Anomalies?

The Scale Event Anomalies module has a built-in moving assessment window that lags the current run date by 3 days. That lag period allows most scale returns to clear in HBS without creating an unreasonable number of false anomalies due to timing.

Gaps are created when the next sequential return number arrives at HBS before its immediate numeric predecessor.

Duplicates are created when a scale return number is repeated.

Mismatches are created when the scale submission is supposed to have a counterpart, (example, weigh slips and samples, or weigh slips and red tags,) and it does not.

The cause of these issues can be timing, or the cause can be technical. Either way, each has to be addressed and resolved. The onus is on the submitter to ensure that the data is received in a format that can be successfully processed by HBS.

The HBS Ministry Reference Guide, the HBS Industry Reference Guide, and the HBS User Manual have good descriptions on the actual procedures to activate searches by a particular anomaly type. The mechanics of each search are straightforward.

WHO is to use the Scale Event Anomalies?

Ministry staff including district scaling supervisors, regional scaling specialists and billing clerks should use the Scale Event Anomalies to confirm scale submission, and to monitor their districts and regions to ensure that the anomalies are being addressed in an orderly and timely fashion, and that the problems and issues are being cleared.

Scale site operators should use the Scale Event Anomalies to confirm scale return submission, and to identify missing samples and load arrival events.

Scalers should use the Scale Event Anomalies to confirm their own scale submission, and to search for gaps or duplicate return numbers.

Industry Scaling Administrators (ISA's) also need to confirm scale submission.

WHY should you use the Scale Event Anomalies?

Industry is responsible for ensuring that all timber harvested is scaled, and that all scale returns are submitted for billing, in a timely manner as specified in the scale site authorization. The Ministry is responsible to ensure that all timber harvested is scaled and all scale information is submitted. The ministry is also responsible to ensure that all of the timber harvested produces an invoice or a volume statement. HBS Scale Event Anomalies is a system that tracks each load arriving at a scale site.

The Scale Event Anomalies is a Harvest Billing System reporting tool designed to confirm scale submission, including the identification of missing scale returns, duplicated scale returns, and mismatched scale returns. The identification of these elements, and correction to source data where appropriate, support the completeness and accuracy of scale return submissions required by legislation.

The Office of the Auditor General in a review of Ministry of Forests practices in 1997 and 2000 recommended that the Ministry should enforce penalties and bill forest

companies when scale submission is delayed. The Scale Event Anomalies is a mechanism to assist both parties, the Ministry and Industry, in meeting legislated scaling requirements.

WHEN should you use the Scale Event Anomalies?

Scale return submissions should be reviewed in sufficient time to ensure that problem or missing scale submissions are resolved within the time limits identified in the scale site authorization.

Scale return submissions must be in compliance with the conditions stated in the scale site authorization. One of those conditions contains the schedule for scale return submissions. Industry must meet the terms of those authorizations. The Forest Act provides a grace period of seven days after the end of the period stated in the scale site authorization, after which time financial penalties may be assessed. (Forest Act 97 (1), and Regulations 11 (1)).



- **Help**

Scale Return Menu

Search for Scale Return

- A Single Return: **Summary; Detail**
- Returns in Submitted Batches: **Summary; Detail**
- A Set of Returns: **Summary; Detail**

Search for Batches and Transmissions

- Submitted Batches: **Summary; Detail**
- Sent Batches: **Summary**
- Detail Scale Transmissions: **XML**

Submit a File

- **Detail Scale Data**

Paper Batch Tracking

- **Generate a Batch Slip**
- **Search for Batch Slips**

Add a Scale Return

- Summary Scale Return: **Piece; Weight; Sample**
- **Detail Scale Return**
- Volume Estimate Return: **Cruise; Field; Waste; Other**

Search for Profiles

Industry should be checking their scale return submissions **daily** using alternative means such as one of the available batch and transmission searches, or detail document searches, for indications of non acceptance, and then by using the Scale Event Anomalies on a regular basis **three** days after each submission for a clear determination of the existence of an anomaly. The batch and transmission search will provide the status of the submission of the batch through the three edit processes (1. Received, 2. Unpacked, and 3. Edited), and thereby an indication of a problem, if any, while the detail document search provides the actual status of each scale return document.

Industry is responsible for ensuring that all of their scale returns are successfully received by HBS. The anomaly reports will assist them in achieving that goal.

The district staff are responsible to monitor industry to ensure that all scaled timber has been submitted. Therefore, district staff are expected to user clear these anomalies within the bi-weekly billing cycle period. For anomalies listed between the 1st and 15th of each month, district staff are expected to have them cleared by the close of business on the 19th, for billing on the 20st. And for anomalies listed between the 16th and 31st, district staff are expected to have them cleared by the close of business on the 4th, for billing on the 5th.

Regional staff may also do a final verification as part of the scale data audit process.

Once a scale return has been identified as an anomaly, it will continue to be reported as such in the anomaly reports, with present status clearly indicated, until the anomaly assessment window closes.

The sliding assessment window for anomalies has been pre-set to allow sufficient time for HBS to clear the false anomalies or errors that would occur in the normal course of events due to timing issues such as scaler movement, varying scale site scale return submission schedules, and other operational reasons. The scale returns within the assessment window, typically 3 days prior to the current run date, extending to 360 days prior to the current run date, are tracked and compared to subsequent assessment windows. Anomalies will auto clear or stale date if not present in the latest assessment window. Stated another way, anomalies will auto clear if the missing return appears, and will stale date if not addressed.

Scale returns in Incomplete (INC) status will be considered as missing, and therefore a gap in the anomaly analysis. However, scale returns in Held (HLD), Accepted (ACC), Awaiting Approval (AWP), Digital Signature Failure (DSF), and Superseded (SPR) status will not be identified as gaps or duplicates in the anomaly search. Therefore, industry and ministry staff must search for these separately by a detail scale return search.

NOTE: the successful transmission of scale data from scale sites or related corporate administrative offices to HBS is not sufficient to meet MoFR scale data submission requirements. ***ISA's must also ensure that the scale data is successfully received by the Harvest Billing System in a useful format.*** Scale returns that are rejected by HBS do not meet the requirements of the *Electronic Transactions Act* and, as a result, *have not been delivered* for the purposes of

section 97 of the Forest Act. Industry must act promptly to address scale returns that are in error.

In other words, industry must go into HBS to ensure that their scale data has been successfully received by the system. The Scale Event Anomalies is an excellent means to ensure that the transmitted scale data has been received.

Corrections to a scale return anomalies by a ministry employee will be documented by the auto recording of the individual's user id, along with a required comment field. As ministry staff move through the clearing procedures, each anomaly now identifies the User ID of the representative who investigates and clears each gap, duplicate, or mismatch, and records his/her comments explaining the cause of and resolution of each anomaly. Thereby we have created an audit trail for each anomaly and recorded our judgement and explained our decision making criteria.

Full explanations of the cause and resolution of these issues are required of all ministry staff engaged in this procedure.

WHAT are the anomaly types, and how are they used?

The Search For Scale Event Anomalies screen (was updated with Maintenance Release 10 allowing a wider choice of search criteria and) allows the selection of anomalies derived from a choice of the current anomaly status, anomaly type, date range, and a single selectable scaling criteria.

All anomaly types are based on sequence verification – the use of consecutive numbers – if the number is missing, or duplicated, then there must be an explanation.

The choices of Anomaly Types include:

1. Scaling Event Gaps and Duplicates – HBS looks for sequence gaps and duplicates in the scaler return number, for the primary scaler.
2. Weighing Event Gaps and Duplicates – HBS looks for sequence gaps and duplicates in the weigh slip number for a given scale site.
3. Arrival Event Gaps and Duplicates – HBS looks for sequence gaps and duplicates in arrival scale events (log and sample tallies, plus arrival ledgers) in load arrival numbers for a given scale site.
4. Arrivals Without Matching Departures – HBS looks for scale returns at scale sites, where an arrival event expressed as an incoming Load Description Slip (LDS) has occurred, and where a corresponding LDS departure is expected, but is missing (SB4 rescale, remote red tag, remote sample, scaled before).
5. Departures Without Matching Arrivals – HBS looks for scale returns at scale sites where departures, expressed as an outgoing Load Description Slip (LDS) number on a weigh slip, have occurred, and where a corresponding LDS arrival at another site is expected, and is missing. (remote sample, primary departure, remote red tag).

6. Weigh Slips Without Matching Samples – HBS reviews weigh slips to find designated weigh slips without samples. A weigh slip is selected as a sample which is to be sample scaled at the weigh station site or another site. The weigh slip number on a weigh slip selected for sampling should match the weigh slip number on the sample tally, or the remote sample tally.
7. Samples Without Matching Weigh Slips – HBS reviews sample tallies to find samples without weigh slips. A sample scale is to be performed for a weight scale load at the same or other site where the load was weighed. The weigh slip number on the sample tally should match the weigh slip number on the weigh slip that was selected for sampling at that same or remote site where it was weighed.
8. Weigh Slips Without Matching Red Tag Scales – Red Tags are unscaled timber needing piece scaling at the weigh station scale site, or other scale site, because it does not meet strata specifications. HBS looks for weigh slip scale returns identified as red tag, but do not have the expected tally. The weigh slip number on a weigh slip, that is red flagged or selected for sampling, should match the weigh slip number on a piece scale log tally.
9. Red Tag Scales Without Matching Weigh Slips – Red tags are unscaled timber needing piece scaling at the weigh station scale site, or other scale site, because it does not meet strata specifications. HBS looks for red tag tallies without a weigh slip. The weigh slip number on a piece scale log tally should match the weigh slip number on a weigh slip for a load that was red flagged and is piece scaled at the same site, or different site from, where it was weighed.