



Province of
British Columbia
Ministry of
Forests
File: 215550-01

Prince George
REGION
Standard Operating Procedure
Number: **1B.1**

SUBJECT:

**Procedure for measuring, billing and
administration of Decked Timber.**

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1

MANUAL
SCALING

SECTION
1B.1

This procedure cancels and replaces the Standard Operating Procedure 1B.1

Procedure for measuring, billing and administration of Decked Timber.

1.0 Purpose

To provide procedures for administration of requests for decking of unscaled timber in order to control the correct and timely collection of stumpage revenue.

2.0 Scope of Applications

These procedures apply to all unscaled timber decked in the Prince George Forest Region that will not be scaled as soon as possible as determined by the District Manager.

3.0 Definitions within the context of this letter.

3.1 Timber not scaled as soon as possible:

Refers to all timber harvested and not scaled concurrently with the harvesting phase of the operation.

3.2 Field Scale:

Is a scale performed by an authorized and licensed scaler, completed under authority of section 3(1) of the Scaling Regulation.

3.3 Decking:

Refers to all felled timber specified as mandatory utilization in the harvesting authority, not scaled as soon as possible.

3.4 Estimate:

Estimate of volume submitted by the licensee to the Ministry of Forests (M.O.F.). This is not the official field scale, but may become the field scale if an event occurs to effect the volume of decked timber and an official field scale isn't possible as determined by the District Manager. M.O.F. staff may verify the accuracy of the estimate.

4.0 Application to Deck

The licensee will apply in writing to the District Manager or designated Forest Officer 14 days prior to the commencement of proposed decking of timber.

4.1 The application will include:

- Reason for decking
- Tenures
- Maps of deck locations and estimated deck volumes
- Hauling and scaling schedules
- Licencee contact person(s)

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5.0 Approval

On approval of the plan the District Manager may attach conditions regarding marking and scaling of the decked timber.

6.0 Instructions to Transport Timber

Where timber is not scaled as soon as possible and that timber can be transported to the designated scale site using the existing infrastructure, the District Manager or designated Forest Officer may order the timber to be transported to the scale site.

6.1 Order to Field Scale:

If the licensee refuses to transport or ignores the instructions to transport the timber, within 14 days of receiving the instructions, the District Manager may order a field scale of that timber.

6.2 Timber allotted for Field Scale:

The field scale must be submitted to the district office within 14 days of receiving the order to field scale.

7.0 Field Scale Methods

Field scales are to be conducted in accordance with the “*guideline for estimating decked timber volumes*” and the *Scaling Manual*. In the Prince George Forest Region, one of the following methods will be used:

- Stacked volume methods should be used in cases where there are relatively uniform decks of processed timber. Occular estimates could be used if the scaler is experienced in estimating load sizes.
- Cruise volume based estimates should be used if timber is felled and dispersed throughout the cutblock. This method could also be used if the scaler is confident of the accuracy of the cruise.
- A piece count method using average piece size should be used in estimating small volumes on a licence (ie. Under 2 loads).
- The bundle count method could be used if timber is prebundled in uniform bundles.

8.0 General Conditions

The field scale is subject to the applicable provisions in part 6 of the *Forest Act* and *Scaling Regulations*(ie. Scaling procedures, data submission, check scaling guidelines, provision for second scale).

- 8.1 When timber has been scaled using a field scale, where feasible, the ministry will require a replacement scale to be undertaken when the timber is delivered to the designated place of scale. **Note:** a replacement scale may be waived if the licensee and ministry agree that the field scale will be the basis of final billing. If a replacement scale is not feasible, the field scale will be the basis of final billing.
- 8.2 The type or scaling to be used for the replacement scale will determine the format of the scale return and invoice for the field scale(Weight Scale or Piece Scale).
- 8.3 A replacement scale must be completed and submitted within 12 months of the field scale. If a replacement scale is not completed within this period the field scale stands.

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- 8.4 Field procedures, timber marking and documentation must be in place to ensure field scale timber retains its identity and integrity. Field scale timber should be hauled from the cutblock and replacement scaled before new harvesting resumes on the cutting area.
- 8.5 Where a field scale is ordered, the field scale is deemed to be a scale for purposes of the *Forest Act* and the date of the field scale sets the date for stumpage and interest determination.

9.0 Enforcement

Failure to submit a field scale as ordered by the District Manager is a violation of section 2 of the Scaling Regulation and 97(1) of the *Forest Act* and may be dealt with as an offense under the Offense Act.

The timber may also be subject to Forfeiture to the Crown under section 115 of the Forest Practices Code of the British Columbia Act.

10.0 Invoicing Procedures

Invoicing of field scaled timber is outlined in "*Scaling and Invoicing Procedures for Field Scaled Timber*". Some additional points not covered in that procedure are:

- If possible use existing sample loads for the marks field scaled to get a Species/Grade breakdown for each stratum.
- If a sample is not available in that strata, then a "dummy" sample is created. The species breakdown should be derived from the timber cruise compilation and the grade breakdown from the applicable strata from the previous year.
- Where the volumes have been field scaled in one sample year, but will not be delivered till the following sample year, extend the sample year the field scale was done, to accommodate the time required to deliver the field scaled volumes. Place only the strata for the field scaled volumes in the previous sample year.

11.0 Responsibilities

11.1 Licencees

For Field Scale:

- Advise Ministry of Forests (MOF) where timber will not be scaled within a time frame set by the ministry.
- Ensure field scale timber is uniquely marked and identified on the ground to ensure it is not mixed with regular production.
- Determine and advise the MOF the form of the replacement scale (ie. Weight scale or piece scale).
- If replacement scale will be a weight scale, advise MOF of proposed stratification.
- Complete the field scale if ordered by District Manager.
- Submit field scale results in the required format.

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11.1 Licencees (con't)

For Replacement Scale:

- Throughout transport and handling at the scale site ensure field scale timber is clearly distinguished from normal production and there is an accurate match between the timber which is field scaled and that receiving the replacement scale.
- Advise MOF when all field scale timber under each mark has been replacement scaled and is complete.

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For Field Scale:

- Instruct licencees to transport decked timber when applicable and where this doesn't happen in the prescribed time frame, order a field scale of the decked timber.
- For timber to be field scaled, assign a unique identity to distinguish field scale timber from normal production.
- If the replacement scale will be a weight scale, ensure existing plans will accommodate field scale timber.
- Receive, check and process field scale returns.
- Reconcile scale returns to invoices.

For Replacement Scale:

- Order replacement scale where feasible.
- Receive, check and process replacement scales and issue an adjustment invoice.
- Reconcile scale returns to invoices.
- Ensure the field scale and the replacement scale always reflect the volume and quality of the timber existing at the time the timber should have been scaled.

**References: Part 6 of the Forest Act (particularly sections 93, 94, 96, 97, 98 and 99).
Sections 2, 3, and 21 of the Scaling Regulation of the Scaling Manual.**

**Ray L. Schultz, R.P.F.
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