

March 2009 Check Cruise Submissions Content Checklist

The following are the minimum requirements for Check Cruise submissions sent to the Quesnel Forest District by using either the DQU mailbox (digitally) or hard copy.

A submission will not be considered complete until all the information is submitted as indicated on the checklist.

Deficient submissions may result in the entire cruise package being returned to the licensee.

Item	Description	
Cover Letter	<ol style="list-style-type: none"> 1. Licence (if uncertain-do not include), CP number, Licensee Contact name 2. Number of plots, plots per type, grid spacing. (Can be provided in the area summary table on the map) 3. Date Cruise Plan was submitted -Indicate number of amendments if applicable and if submitted under a different licence/CP number. 4. Rationale must be provided if there are any changes from the cruise plan to the final cruise submission. 5. Access- Specific location and access directions including km's etc. Also indicated restricted access--i.e. 4x4, ATV, walk or helicopter 	
Access Map (optional):	Please provide a map if access to the block(s) is not straight forward. Indicate access road designation and distances.	
Cruise Cards	<p>Consultants who do not utilize a handheld data logger:</p> <ol style="list-style-type: none"> 1. ORIGINAL FIELD CARDS-SIGNED 2. DAT FILE (if available to you at the time of check cruise submission) <p>Consultants who DO utilize a handheld data logger and are submitting digitally:</p> <ol style="list-style-type: none"> 1. COPY OF THE DIGITAL FIELD CARDS-SIGNED as a pdf file if you cannot send the files listed below. 2. CKF file is preferred. The CMP file is acceptable if the software to convert to a CKF is not available to you. 	
Final Cruise Map	As per Sections 3.1.7.1 and 3.1.7.2 of <i>BC Cruising Manual</i>	
Typed air photo or ortho photo (Optional)		
DQU Mailbox email address	DQUPREAW@gov.bc.ca Please note the previous direction dated November 19, 2008 regarding digital data submissions. Just a reminder you will not receive verification that your email was received when using the DQU mailbox. During this transition phase, it might be prudent to follow up with Gord Wall via email or a member of pre-award to ensure that your submission was received.	