



Details for Checklist Training Sessions (April 20, 2006)

The trainers will be contacting each district prior to holding these training sessions. It is important that district contacts and trainers communicate in advance of the training sessions in order to finalize facilities, training sites, training materials, transportation and other logistics. District contacts are responsible for notifying the Ministry of Environment and inviting them to the training. The trainers are:

Dean McGeough: (Ph: 250-642-2666)
Derek Tripp: (Ph: 250-714-0754; Cell: 250-751-5052)
Bryce Bancroft: (Ph: 250-652-6509; Cell: 250-216-3255)
Ken Zielke: (Ph: 604-921-6077; Cell: 604-222-8911)
Nancy Densmore: (Ph: 250-356-5890)
Richard Thompson: (Ph: 250-356-5467)

Logistics:

Training will start with Stand Level Biodiversity on Day 1, Riparian on Day 2-4.

Training is field-based and pre-reading is beneficial and highly recommended.

1. **Initial meeting – DAY 1** – 8:30AM start; depart from the field site at 4:30PM.
 - Everyone should plan on meeting at a boardroom, preferably in the district office, on the first day for an 8:30AM start (usually the Tuesday...this gives the Monday for staff travel and trainers time to look at the training site(s))
 - Day 1 session begins with a 1-2 hour indoor session for introductions, a short description of the training schedule for the week, go through the training materials and answer questions that people have about the session. The rest of the day is field training – departure from the field site at 4:30PM.
 - **DAY 2-4**: Everyone will meet at 8:00 AM for debriefing and then out to the field by 8:30AM; departure from the field sites will be 4:30PM (some flexibility is available on the last day). Length of day depends upon travel.

The board room should be large enough to hold 18-20 people. A laptop and LCD projector are needed for the introduction session; however, an overhead projector will suffice if required. A white board/flip chart is also a good resource.

There will be handouts, mainly the field forms and a handbook (protocols) for the riparian and stand level biodiversity assessments.

2. **Training materials** – With the exception of the Castlegar session (and possibly the next week – Vernon and Vanderhoof), the plan is to have all training checklists and protocols out to everyone before the training. Please review the package in advance to be sure it is complete. The riparian and stand level biodiversity checklists (field cards) and protocols (handbooks) will be printed during the week of April 24th and mailed out to the district



contacts as soon as possible. The protocols and checklists will also be posted on the FREP web site ASAP (to permit pre-reading).

3. **Transportation** - It is the responsibility of the district contacts to organize vehicles for transporting participants to the training site(s). Other districts attending training will have vehicles that can also be used for transporting staff. The trainers have budgeted for their own vehicles to get to and from training sites (site selection, set up and training) so these vehicles can also help provide transportation to and from sites.

4. **Equipment** - Each team of two should have a hip chain and thread, flagging tape and marking pen, 30 m tape, DBH tape, prisms (BAF 4-10), a compass, clinometer, a notebook or clip board for the field forms, pencils, caulk boots, rain gear.

Optional equipment for training: increment borer, laser range finder, GPS, binoculars, calculator, 1 can of log-marking spray paint.

Other equipment will be supplied as needed for these sessions. Equipment purchased by the FRPA Resource Evaluation Program (FREP) will remain with the pilot districts. This equipment will either be shipped to pilot districts prior to training or brought up with the trainers.

5. **Sites – Training site(s)**: Each District should pick at least 2-3 field sites that can be used for training the checklists (riparian, stand level biodiversity). Ideally, select sites that can be used for training both checklists.

- Select sites that will provide at least 2 stream reaches per site (ideally S2 or S3 streams, but also with S4-S6 streams). Ensure at least one of these sites will provide at least one Wildlife Tree Patch for the stand level biodiversity training.
- Sites do not need to be selected from the District block list, nor be age-appropriate (sites can be slightly older or younger than the FREP site selection criteria – the key is to have a range of stream classes and impacts)
- Training at sites close to the district office will save time on travel and focus more on the checklist training. Try also to avoid heavy traffic haul roads.
- One set of maps, access route map, and SP is needed for each site. A spare working SP map is advisable. If there is air photo coverage, one set is optional.

6. **Sign-up**: Please contact the district contact to register for the training sessions. Indicate whether you are attending the entire training session, or only wanting refresher training. If seeking refresher training, please indicate the dates you will be in attendance and be sure to arrive promptly (or before) the start-up times.

7. **Lunches**: Everyone is responsible for their own lunches. Lunches will not be supplied as part of the training session.

8. **Field gear**: All staff are responsible for their own field gear. It is advisable to prepare for the worst weather (layered clothing is best).



9. **Operational Implementation:** Following training, implement your effectiveness evaluations as soon as possible, so the training is still fresh and practiced on sites applicable to your district.
 - Follow the site selection protocol. Select your target number of sites from the randomly generated population of cut blocks produced for each district by the Forest Practices Branch.
 - Ideally, select a minimum of 15 sites for stand-level biodiversity and 15 streams from at least 10 blocks for riparian.
 - A randomly generated population list of cut blocks from 1996-2003 was produced from RESULTS by Forest Practices Branch for each district and posted on our FTP external publish site:

F:\HFP\external\publish\FRPA Evaluation Program\Resource Stewardship Monitoring\2006 RSM Pilots\Site Selection\Master Random List