

File: 18830-30/RESULTS

**SEP 19 2006**

To: Regional Executive Directors  
District Managers

From: Tim Sheldan  
Assistant Deputy Minister  
Operations Division

Re: **Loading Approved FSP Stocking Standards into RESULTS  
(Interim Procedures)**

**Issue:**

Site plans require stocking standards from approved Forest Stewardship Plans (FSPs). Once FSPs are approved, their stocking standards must be loaded, without delay, into RESULTS to enable licensees to assign applicable stocking standards to site plan standards units for RESULTS submissions. A district FSP coordinator is requested to direct this interim process.



At this time, approved FSP stocking standards must be manually loaded into RESULTS, through a three-step process:

1. An authorized individual (e.g., licensee or district staff, or service provider) electronically submits the stocking standards to the district InBox on behalf of the licensee.
2. An authorized district designate verifies and activates the standards in RESULTS.
3. Licensees assign the stocking standards to openings in RESULTS.

Licensee cutblock submissions to RESULTS will fail if their approved FSP stocking standards have not been loaded to RESULTS. If FSP standards are not in RESULTS, licensees cannot electronically apply the new FSP stocking standards to openings; nor meet their annual reporting commitments; and RESULTS cannot be used for compliance monitoring.

An electronic FSP Tracking Tool (under development) will provide improved tools and processes to automate stocking standard transfer into RESULTS; however, this is not anticipated to become available until November 2006.

Regional Executive Directors  
District Managers

***Scope:***

Provincially, as of the end of August 2006, a total 229 FSPs have been prepared to date. Of those:

- 50 FSPs have been approved by district managers (of which two have had their stocking standards loaded to RESULTS);
- 39 FSPs are under review (pending district manager approval); and
- A further 140 are out for public review and comment.

***Request:***

Until the new FSP tracking tool is released, districts are requested to assist the ministry in following the appended interim process to load approved FSP stocking standards into RESULTS.

Please ensure that district staff regularly process licensee RESULTS InBox stocking standards submissions.

Please ask your district FSP Coordinator to complete and return Table 1 (attached) to [fspapprovedstandards@gov.bc.ca](mailto:fspapprovedstandards@gov.bc.ca) by October 13, 2006.

***Questions:***

For questions related to RESULTS submissions, visit the RESULTS web site <http://www.for.gov.bc.ca/his/results/support.htm>.

Please address other questions to Denise McGowan (250-387-4768 or [fspapps@gov.bc.ca](mailto:fspapps@gov.bc.ca)).



Tim Sheldon  
Assistant Deputy Minister  
Operations Division

Enclosure

pc: C. Western, Senior Timber Tenures Officer, Resource Tenures & Engineering Branch  
B. Quinn (NIR); H. Jennings (SIR); C. Rowan (CR) – Regional FRPA 1 Team Leaders  
RESULTS Service Providers  
District RESULTS Coordinators  
District FSP Tracking System Representatives, Silviculture Reporting Task Team (SRTT)

Interim Process for loading approved FSP stocking standards into RESULTS:

This interim process (Figure 1, page 4) is proposed to complete the assignment of approved stocking standards to openings in RESULTS.

**STEP ONE: District FSP Coordinator completes Table 1.**

1. District FSP coordinator (FSPC) completes and sends status list in Table 1 to [fspapprovedstandards@gov.bc.ca](mailto:fspapprovedstandards@gov.bc.ca) by October 13, 2006. This will help the ministry determine stocking standards from which FSPs have already been entered into RESULTS (to avoid duplicate data entry by multiple parties).

**Table 1 List of Approved FSPs**

1 Name of Approved FSP	2 Unique FSP Identification Number  (if one has been assigned by MOFR)	3 Licensee Name(s)	4 District(s)	5 Date approved (by District Manager)	6 <u>All</u> stocking standards from the named FSP have been loaded to RESULTS. yes / no	7 (Complete Column 7 if Column 6=no) <u>A portion of</u> the stocking standards from the named FSP has been loaded to RESULTS. yes / no	8 (Complete Column 8 if Column 6 = no) Who will load outstanding stocking standards for the named FSP? a) licensee b) district staff c) FPB

2. List is forwarded to Forest Practices Branch (FPB) and tracked on a project tracking list, New FSP identification numbers are then assigned to all FSPs on the list without identification numbers.
3. FPB forwards FSP\_IDs to applicable district FSP coordinators (FSPCs).
4. District FSPC's forward FSP\_IDs to applicable licensees in their district.

## STEP TWO: Submit approved FSP Stocking Standards to RESULTS InBox

### Option 1<sup>1</sup>: Licensee data entry

1. Licensees can load the approved stocking standards to the RESULTS InBox, by using the Standards Administration menu (RESULTS501 screen) in RESULTS to access the Standards Proposal (RESULTS505) Screen.
  - a. Stocking standards IDs (SS IDs) are auto-generated in RESULTS through this process.
  - b. Refer to the *RESULTS FSP Stocking Standards Submissions* web page [http://www.for.gov.bc.ca/his/results/fsp\\_sss.htm](http://www.for.gov.bc.ca/his/results/fsp_sss.htm) for procedural guidelines.
2. Licensees send district FSPC (with cc to [fspapprovedstandards@gov.bc.ca](mailto:fspapprovedstandards@gov.bc.ca)) a list of the SS IDs submitted to the InBox, cross-referenced to the applicable FSP IDs (Table 2). This list enables districts to expediently confirm consistency of standards in the InBox with approved FSP document. Stocking standards reside in "InBox" until approved<sup>2</sup> status is set by district staff.

**Table 2 FSP\_ID – Standards ID Cross Reference**

<b>Date stocking standards loaded to RESULTS InBox</b>	<b>FSP_ID</b>	<b>Stocking Standards ID (SS_ID)</b>	<b>Licensee contact (to be informed when stocking standards are confirmed and authorized for use in RESULTS by the district)</b>

3. District staff review this list and the items in the InBox against the approved FSP.
  - a. Verify that the correct stocking standards have been submitted to the InBox, and that SS IDs have been correctly cross-referenced to the FSP\_IDs.
  - b. Send licensee a list of any errors that must be corrected.
4. District staff approve only those stocking standards in the InBox for which they have verified correctness and consistency with the approved FSP.
5. District FSPC forwards updated Table 2 (with a copy to [fspapprovedstandards@gov.bc.ca](mailto:fspapprovedstandards@gov.bc.ca)) to licensees to indicate which SS IDs are in RESULTS and available for use.
6. Licensees assign SS IDs to standards units through RESULTS Opening Definition submissions.

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<sup>1</sup> Most expedient option

<sup>2</sup> While the button in RESULTS is labelled "approve", this is not an approval of FSP stocking standards; it is a confirmation that the stocking standards entered in RESULTS are consistent with approved stocking standards in the FSP.

### **Option 2<sup>3</sup>: District staff data entry**

1. District staff can use the Standards Administration menu function (RESULTS501 screen) in RESULTS to access the Standards Proposal (RESULTS505) Screen.
  - a. District staff may load the stocking standards from approved FSPs to the RESULTS InBox on behalf of the licensee. Stocking standards IDs (SS IDs) are auto-generated in RESULTS through this process.
  - b. Refer to the *RESULTS FSP Stocking Standards Submissions* web page [http://www.for.gov.bc.ca/his/results/fsp\\_sss.htm](http://www.for.gov.bc.ca/his/results/fsp_sss.htm) for procedural guidelines.
2. District staff send licensee a list of the SS IDs submitted to the InBox, cross-referenced to the applicable FSP IDs (Table 2). (District staff do not approve the items in the InBox until licensee has verified the data in the following step).
3. Licensees review this list and the items in the InBox; then send confirmation to district staff that the correct stocking standards have been submitted to the InBox, and that SS IDs have been correctly cross-referenced to the FSP\_IDs on the list. Licensee includes a list of any errors that must be corrected to the standards in the InBox.
4. District staff approve only those stocking standards in the InBox for which licensees have verified correctness and consistency of the stocking standards with the approved FSP. District staff correct any errors identified by the licensee before approving stocking standards with errors.
5. District FSPC forwards updated Table 2 (with a copy to [fspapprovedstandards@gov.bc.ca](mailto:fspapprovedstandards@gov.bc.ca)) to licensees to indicate which SS IDs are in RESULTS and available for use.
6. Licensees assign SS IDs to standards units through RESULTS Opening Definition submissions.

### **Option 3<sup>4</sup>: FPB data entry**

1. Where licensees do not opt for Option 1 (for existing approved FSPs), and districts do not have sufficient staff to deploy Option 2, district staff notify FPB, [fspapprovedstandards@gov.bc.ca](mailto:fspapprovedstandards@gov.bc.ca), to request data entry services.
2. FPB enters data and sends district FSPC a list of the SS IDs submitted to the InBox, cross-referenced to the applicable FSP IDs (Table 2). Stocking standards IDs (SS IDs) are auto-generated in RESULTS through this process.
3. District staff review this list and the items in the InBox against the approved FSP.
  - a. Verify that the correct stocking standards have been submitted to the InBox, and that SS IDs have been correctly cross-referenced to the FSP IDs.
  - b. Send [fspapprovedstandards@gov.bc.ca](mailto:fspapprovedstandards@gov.bc.ca) a list of errors to be corrected to the standards in the InBox.
4. District staff approve only those stocking standards in the InBox for which they have verified correctness and consistency with the approved FSP.

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<sup>3</sup> Increased processing time over Option 1.

<sup>4</sup> Increased processing time over Options 1 and 2, possibility of introducing third-party transcription errors

5. FPB notifies district FSPC when corrections to Inbox stocking standards complete.
6. District FSPC forwards updated Table 2 to licensees (with a copy to [fspapprovedstandards@gov.bc.ca](mailto:fspapprovedstandards@gov.bc.ca) to indicate which SS IDs are in RESULTS and available for use.
7. Licensees assign SS IDs to standards units through RESULTS Opening Definition submissions.

**STEP THREE: Clients apply Standard IDs to opening SUs in RESULTS**

1. After licensees receive notice by the district FSPC that their FSP stocking standards have been loaded into RESULTS, along with a list of SS IDs (Table 2), they must assign the applicable SS IDs to opening standards units through RESULTS ESF Opening Definition submissions.
  - a. Clients can only assign SS IDs from approved FSPs to openings managed under that FSP.
  - b. Clients cannot assign stocking standards from other FSPs, unless the district has approved a district wide stocking standard regime for multiple licence holders, and if this approved regime has been loaded into RESULTS through Step One.

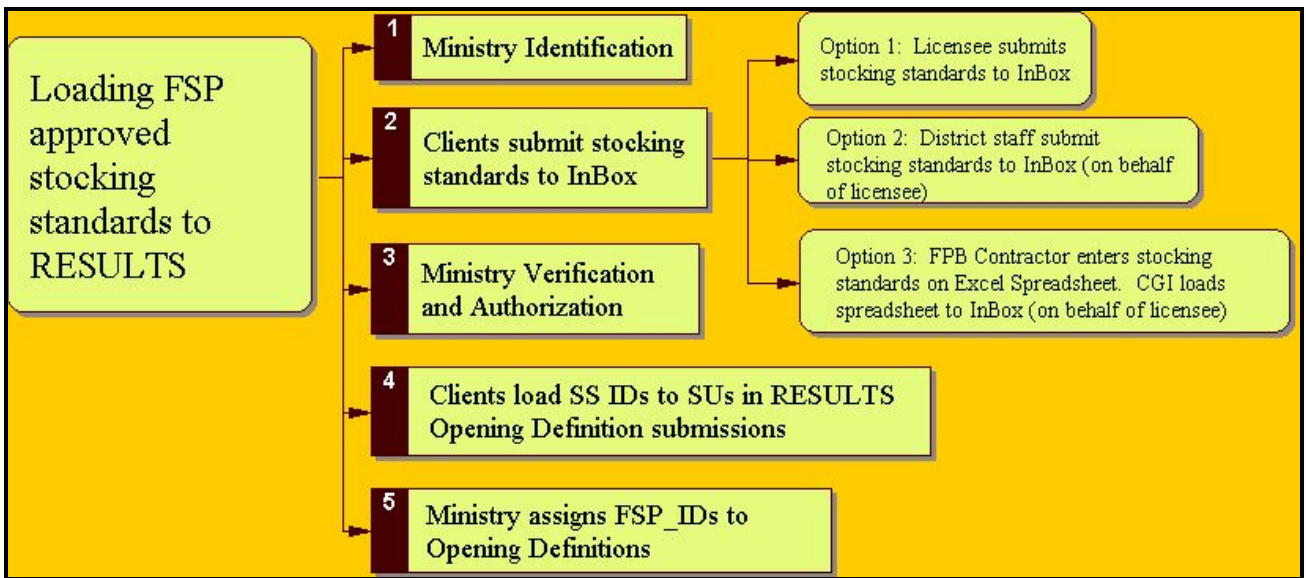


Figure 1 General process for loading FSP approved stocking standards to RESULTS