

VRI Business Flow
September 21, 2006

The Ministry of Forests and Range (MoFR) Forest Analysis and Inventory Branch (FAIB) has developed a business planning process to ensure the successful implementation of Vegetation Resources Inventory (VRI) ground sampling and photo interpretation projects. This process includes the preparation of VRI Strategic Inventory Plans (VSIPs) and Project Implementation Plans (VPIPs).

Information included in this document is meant as a supplement to the VRI Planning Flow 101 PowerPoint slides. The item numbers in brackets refer to the individual items contained within those PowerPoint slides.

VRI Strategic Inventory Plan (VSIP)

The VSIP is a working document in which stakeholders identify inventory issues and priorities in relation to Timber Supply Review (TSR), the mountain pine beetle epidemic and other management concerns. A VSIP broadly outlines the VRI activities and products needed to address the management issues. For any VRI activities that are completed on Crown land, completion of a VSIP is a mandatory activity to ensure that key stakeholders understand the technical and business issues associated with the VRI investment.

The Recipient either independently or in consultation with the MoFR determines if there is a need (item 1) for the completion of one or more inventory activities within their unit of interest. Early consultation (item 2) with MoFR staff increases the speed and efficiency of completion of the inventory plan.

The Recipient submits a project plan to PwC for funding to prepare the VSIP. PwC determines whether the project is eligible for funding (item 4) and can reject the submission (item 5), approve the submission as submitted, or require amendments to the project plan before providing approval.

Once the Recipient has received approval to complete the VSIP, a stakeholder meeting must be held (item 6) to determine the needs of the range of stakeholders in the unit. This meeting must include Regional and / or Headquarters forest inventory program staff and may include First Nations and Ministry of Environment representatives. After the inventory needs have been determined, the Recipient is responsible for completion of the VSIP (item 7) in accordance with Ministry guidelines. Regional and Headquarters MoFR staff must be consulted (item 8) to determine if the draft Plan is clear and complete, or if any modifications are required. Early involvement of MoFR staff in the development of the Plan helps to make this consultation process flow more smoothly.

After the business needs have been addressed and there is agreement between the Recipient and the MoFR as to the contents of the VSIP, the Recipient and FAIB sign off the VSIP (item 9) for business requirements and standards. The VRI Manager informs

PwC that sign off is complete (item 10) and the Recipient can begin preparation of the strategic inventory plan (item 11).

VRI Project Implementation Plan (VPIP)

For any one particular inventory unit in the province (TSA, TFL), only one VSIP is required, but for each inventory unit, a separate VPIP is required for each of photo interpretation and ground sampling. Revisions to previous VSIP and / or VPIP documents or replacement of existing Plans may be required where significant changes have occurred within the existing Plan or on the land base. For any VRI activities that are completed on Crown land, completion of a VPIP is a mandatory activity to ensure that key stakeholders understand the technical and business issues associated with the VRI investment.

The photo interpretation VPIP is a working document that details the specific operational activities associated with the implementation and documentation of a photo interpretation inventory project. It identifies the target areas for new photo interpretation, data sources, availability of existing aerial photographs or acquisition plan for new aerial photographs, format of base files, project scheduling, costs, deliverables, etc.

The ground sampling VPIP is a working document that details the specific operational activities associated with the implementation and documentation of a ground sampling inventory project. It identifies the target areas for ground sampling, the population of interest, definition of strata, documentation of the Net Volume Adjustment Sampling (NVAF) to be conducted, project scheduling, costs, deliverables, sample lists, etc. A graphic comparison between the population and the intended sample must be included in this document.

The completed VSIP (item 12) is used as the basis for determining the inventory activities and priorities in the unit. As with the VSIP document, early consultation with MoFR staff increases the speed and efficiency of completion of the inventory plan.

The Recipient submits a project plan to PwC for funding to prepare the VPIP (item 13). PwC determines whether the project is eligible for funding (item 14) and can reject the submission (item 15), approve the submission as submitted, or require amendments to the project plan before providing approval.

Once the Recipient has received approval to complete the VPIP, existing stakeholder feedback from the VSIP development must be reviewed (item 16) or a separate VPIP stakeholder meeting may be held. After the inventory needs have been confirmed, the Recipient is responsible for completion of the VPIP (item 17) in accordance with Ministry guidelines. Ground sampling plans must include specifications for both VRI ground sampling as well as NVAF sampling. Regional and Headquarters MoFR staff must be consulted (item 18) to determine if the draft Plan is clear and complete, or if any modifications are required. Early involvement of MoFR staff in the development of the Plan helps to make this consultation process flow more smoothly.

After the business needs have been addressed and the Recipient and the MoFR agree to the contents of the VPIP, the Recipient and FAIB sign off the VPIP (item 19) for technical requirements and standards. The VRI Manager informs PwC that sign off is complete (item 20) and the Recipient can begin collection (item 21) of either the photo interpretation data or the ground sampling data. The Recipient is also responsible for ensuring that the collected data has been scrutinized by a qualified third-party, independent source.

All data must be delivered to FAIB (item 22) for appropriate quality assurance and preparation for loading to the Ministry corporate data repository. Deliverables include: new data (photo interpreted attributes and graphics or digital ground sampling files); quality assurance summaries; analysis reports; adjustment reports; and project reports indicating the activities that were completed in the inventory project. FAIB will inform PwC that the appropriate deliverables have been received in an acceptable format.