

Instructions for Preparing the Works Permit (NRS103)

“Authorization to Construct Works within a Forest Service Road Right-of-Way for a Purpose other than the Passage of Vehicular or Pedestrian Traffic”

NOTE: The following blue text sections are for your convenience only in completing the Works Permit template, and they do not form a part of the final Works Permit package. Schedules A to F of the Works Permit template may include **red hidden text**. ****If you cannot see the red hidden text in this document, turn on the hidden text display option in MS Word.**

This Works Permit template, consisting of a 2-page Works Permit form (NRS103) and specimen **Schedules A to F**, is an MS Word document. If you experience word processing difficulties, contact your office systems specialist for assistance.

These front-end instructions also include some final checks before printing. Refer to the final checks section of these instructions to ensure the prepared Works Permit is complete and that no steps in the process are overlooked.

Once the final Works Permit has been prepared, delete all the instructions (in blue text), and in **red hidden text** that may be included with specimen **Schedules A to F**, to prevent proponents from viewing information intended for internal ministry use only.

Guidance on Use and Preparation of a Works Permit (NRS103)

Complete the 2-page Works Permit (NRS103) Form:

1. In accordance with Section 11 of the Forest Service Road Use Regulation under the *Forest and Range Practices Act*, a person must not **construct** Works on any part of a Forest Service road (FSR) right-of-way for any purpose other than the passage of vehicular or pedestrian traffic, except under, and in accordance with, a permit issued by the District Manager.

A Works Permit may be issued to give permission for construction of Works such as for example: domestic use water line pipe; electric power or communications lines, poles, and guy wires; penstock (an enclosed pipe that delivers water to hydraulic turbines); oil and gas pipeline; temporary gravelled levelling pads to support heavy drilling equipment for geotechnical subsurface investigation; electric cable; and fibre optics cable, among other types of proposed temporary or permanent infrastructure wanted for a purpose other than the passage of vehicular or pedestrian traffic.

Notes:

- To efficiently or effectively install the principal Works within the FSR right-of-way, the proponent could request authorization to make ancillary modifications to the road alignment, prism, or structures (e.g., bridges, culverts) of the FSR. Permission for any proposed material ancillary modifications to the FSR—subject to District Manager review and acceptance—can be authorized by a Works Permit only if those modifications to the FSR are
 - purposefully required to accommodate the general arrangement, and implementation or construction of the principal Works,
 - expressly authorized in **Schedule C** of the Works Permit,
 - carried out at the Permittee’s expense, and to ministry standards that may be specified in **Schedule C** and/or in other schedules, maps or other supporting documents attached to this Permit, and
 - identified and detailed in construction documents prepared by a professional engineer who is a member of the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC).

Example: Suppose a Clean Energy Project (formerly called IPP project or Independent Power Producer project) involves installation of a buried penstock within an FSR right-of-way. Any proposed modifications to the FSR horizontal or vertical alignment to accommodate the general arrangement and construction of the penstock requires District Manager review and acceptance. A Works Permit can be used to authorize the construction of the principal penstock Works including any District Manager approved ancillary modifications to the road alignment, prism, or structures (e.g., bridges, culverts) of the FSR that are required to accommodate construction of the principal Works.

- If the District Manager authorizes a shift of the horizontal alignment of the FSR outside of the current FSR right-of-way to accommodate construction of the principal Works, the district must follow the **“Road Establishment procedures” in Section 1.5 of the Engineering Manual** to re-status the FSR right-of-way.
- The proponent of the example Clean Energy Project above may also need to obtain a Road Use Permit (RUP) to use the FSR.
- **NOTE:** If a proponent requires upgrades / modifications to the FSR for safe passage of its vehicular traffic (e.g., bridge replacement to accommodate higher loading), a Road Use Permit is required to authorize those upgrades / modifications.

2. The Works Permit is issued only for the period of **construction** of the Works as per the current legislation, and **not** for both the period of construction and on-going operation. The Expiry Date of the Works Permit should coincide with the projected end date of Works construction. Typically, the Expiry Date is often less than 2 years past the Issuance Date. For the sections of FSR right-of-way under permit, the period of construction, for example, might be 2 years but the period of operation could be 40 years. In this case, the Works Permit will have an effective term of 2 years (**not** 2 years plus 40 years).
3. Districts over the many years have established their own numbering convention for Works Permits, and they should continue to use their established Works Permit numbering convention. For your information, below are examples of Works Permit Number (and associated ORCS classification Ministry File Number) conventions currently used in two districts:

Example 1:

Works Permit Number = year (yy) - consecutive numbers – FSR Road Number with a “W” after it to denote Works Permit

Ministry File Number = FOR-11250-32/Works Permit Number

e.g., **Works Permit Number: 14-01-7575W**

Ministry File Number: FOR-11250-32/14 01 7575W

Example 2:

Works Permit Number = “WP” to denote Works Permit followed after by FSR Road Number – year (yy) - consecutive numbers

Ministry File Number = FOR-11250-32/Works Permit Number

e.g., **Works Permit Number: WP-8125-12-01**

Ministry File Number: FOR-11250-32/WP 8125 12 01

4. For a Clean Energy Project, the responsibilities of the tenure holder for appropriate operation, maintenance, inspection, and required repairs of the principal Works that may be authorized for placement within the FSR right-of-way should be included in the terms and conditions of the License of Occupation, since the Works Permit issued by the District Manager only covers the period of Works construction.
5. Complete the form fields shown in “grey” coloured shading.
6. Do not change the text in the 2-page Works Permit form. The wording in the form has been reviewed by the Ministry of Attorney General.
7. Do not issue the completed Works Permit package to the Permittee until the Permittee has signed and returned the **Schedule B** agreement form, and **Schedule D** agreement form (if applicable). All applicable Schedules together with other necessary attachments must be included with the Works Permit package before it is issued to the Permittee.

Complete the Applicable Schedule Attachments:

Keep Schedule lettering in sequential order as per the Schedule list on page 1 of the Works Permit form. Schedules A, B, and C are mandatory and are to be included in all Works Permits. Add other possible Schedules and attachments as appropriate. Write, “NOT APPLICABLE” next to the Schedules that don’t apply in the Schedule list on page 1 of the Works Permit, and delete the Schedule attachment(s) that does not apply.

- Schedule A – Permit Area: Exhibit A Map and Works Location Plan Maps (*mandatory schedule*);
- Schedule B – Indemnification & Insurance Agreement (*mandatory schedule*). Do not change the “Indemnity” clause in Schedule B as the wording has been reviewed by the Ministry of Attorney General. The “Insurance” requirements in Schedule B have also been reviewed by the Ministry of Attorney General; however, on occasion, those requirements could be adjusted to suit the specific hazards and risks associated with the Works. The NRS1289 (Insurance Requirement Matrix) available on the Forms Index may supply some helpful guidance: <https://www.nrs.gov.bc.ca/csnr/fsb/procurement-forms-index>

NOTE: Also, a Certificate of Insurance form (FIN 173) must be completed prior to issuance of the Works Permit. This form is available at: <http://www.fin.gov.bc.ca/pt/rmb/forms.shtml>

- Schedule C – Site & Project Specific Requirements (*mandatory schedule*);
- Schedule D – Financial & Security Deposits Agreement (*as applicable depending on outcome of risk assessment*). Do not change the text in this schedule, as the wording has been reviewed by the Ministry of Attorney General;
- Schedule E – Statement of Works Construction Conformance (*as applicable*);
- Schedule F – Permittee’s Construction Documents for Proposed Works within an FSR Right-of-Way (*as applicable*);
- Include other schedules as may be needed, and assign sequential lettering. To add additional schedules, save the document under a new name to eliminate the ‘read only’ restriction and allow you to modify the document. **To move through the form fields using your F11 key you must save again as ‘read only.’**

District's Review of Permittee's Proposed Works

1. The Permittee must provide the district with location plans or maps, and construction documents (e.g., design plans and supporting documents such as sketches, cross-sections, and profiles, or engineering design drawings and specifications) or other suitable documentation describing the Works and appropriate for the size and complexity of the project. Prior to issuance of the Works Permit, district staff should conduct a review of the supplied information for overall suitability, defined as a general review to determine if the supplied information is satisfactory for the project and addresses concerns and requirements.
2. For a Clean Energy Project, the district should check that a Licence of Occupation (tenure under the *Land Act*) that gives the proponent access to Crown land is in place before the Permittee is issued a Works Permit. Similarly, if the proponent requires a Water License, the district should check that the Water License is in place before the Permittee is issued a Works Permit.

Final Checks before Printing

1. Before printing the final Works Permit package:
 - Delete all of the instructions in blue text.
 - Delete all of the red hidden text in the Schedule templates.
 - Check that the Schedule contents of the Works Permit template are all listed in the Schedule list on the first page of the Works Permit and the appropriate boxes are marked with an . Delete all of the Schedule templates that do not form part of the Works Permit terms and conditions.
 - While in Print Preview and starting at the beginning of the template check the headers and footers and dates of all pages of the document.
 - It is unlikely that you will have to create page breaks, as the heading styles have been formatted to ensure they are kept with at least the first line of the following paragraph. However, create or delete "hard" page breaks as necessary.
 - As a final check before processing the Works Permit, (1) **request a colleague to do an independent suitability review** of the document and (2) **check a hard copy** version of the document for any formatting errors.



Works Permit

Authorization to Construct Works within a Forest Service Road Right-of-Way for a Purpose other than the Passage of Vehicular or Pedestrian Traffic

WORKS PERMIT NUMBER:

MINISTRY FILE NUMBER:

WORKS PERMIT ISSUED BY:

WORKS PERMIT ISSUED TO:

DISTRICT MANAGER

at the following address:

(the "Permittee") at the following address:

Telephone: Fax:
Email Address:
Name of District Manager:

Telephone: Fax:
Email Address:
Permittee Representative:
Corporate Business Number:
WorkSafe BC No.:

WHEREAS:

In accordance with Section 11 of the Forest Service Road Use Regulation under the *Forest and Range Practices Act*, a person must not construct works on any part of a Forest Service road (FSR) right-of-way for any purpose other than the passage of vehicular or pedestrian traffic, except under, and in accordance with, a permit issued by the District Manager.

The District Manager issues this Works Permit to authorize the Permittee to carry out such works within an FSR right-of-way for the purpose stated herein and in accordance with the terms and conditions of this Works Permit.

The works under this Works Permit relevant to the affected sections of FSR right-of-way are defined in attached or referenced location plans or maps, and construction documents or other suitable documentation, supplied by the Permittee (**the Works**). The following background description summarizes the significant project components of the Works within the Permit Area:

{State the FSR Name and FSR Project Number (i.e., Road No. & Branch No.) and briefly describe the nature of the Works}

Permit Area: The sections of FSR right-of-way under Works Permit are illustrated and described on the location plan(s) or map(s) attached to this Works Permit in **Schedule A**, and define the "Permit Area."

THIS WORKS PERMIT IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

The attached Schedules of conditions, if specified (marked in the appropriate square), are applicable to and form a part of this Works Permit:

<input checked="" type="checkbox"/>	Schedule A <i>(mandatory)</i>	Permit Area: Exhibit A Map and / or Other Works Location Plans or Maps
<input checked="" type="checkbox"/>	Schedule B <i>(mandatory)</i>	Indemnification & Insurance Agreement
<input checked="" type="checkbox"/>	Schedule C <i>(mandatory)</i>	Site & Project Specific Requirements
<input type="checkbox"/>	Schedule D	Financial & Security Deposits Agreement
<input type="checkbox"/>	Schedule E	Statement of Works Construction Conformance
<input type="checkbox"/>	Schedule F	Permittee's Construction Documents for Proposed Works within an FSR Right-of-Way

Expiry Date of Works Permit: yyyy/mm/dd

schedules, maps or other supporting documents attached to this Works Permit (if applicable).

- If specified as a condition in **Schedule C**, and within *{Enter a Number or "Not Applicable"}* weeks after completion of the Works, the Permittee must submit record drawings and documents to the District Manager as a record to document what was constructed or implemented within the FSR right-of-way, including measurements, elevations, sizes or notes added to the construction documents as applicable.
- If specified as a condition in **Schedule C**, the Permittee must submit a signed **Statement of Works Construction Conformance (Schedule E)** to the District Manager within *{Enter a Number or "Not Applicable"}* weeks after completion of all the Works authorized by this Works Permit that were constructed or implemented within the FSR right-of-way.
- The Permittee must ensure that all Works authorized by this Works Permit are carried out at a time and in a manner that will not cause a material adverse effect on fish or fish habitat, water quality, and other known elements of social, environmental, and economic value defined as humans, property, the environment, and other things of value (including those listed in section 149(1) of the *Forest and Range Practices Act*), or some combination of these that are put at risk.

PERMITTEE'S OBLIGATIONS

ENGINEERING

- The Permittee must carry out the construction of the Works according to its **construction documents** (design plans and supporting documents such as sketches, cross-sections, and profiles, or engineering design drawings and specifications) or other suitable documentation describing the Works, attached or referenced herein in **Schedule C** or **Schedule F**, and to special requirements specific to the Works that may be specified in **Schedule C** and/or in other



Works Permit

Authorization to Construct Works within a Forest Service
Road Right-of-Way for a Primary Purpose other than the
Passage of Vehicular or Pedestrian Traffic

NOTICE TO COMMENCE WORKS

- 5) The Permittee must provide a notice in writing to the District Manager of the intention to begin the Works, which must be received by the District Manager at least two calendar weeks before beginning the Works or interfering with any FSR.

MONITORING COMPLIANCE WITH THIS WORKS PERMIT

- 6) The Permittee must allow free access to all parts of the Works to any person appointed by the District Manager for the purpose of monitoring the Works for compliance with the terms and conditions of this Works Permit.

PROTECTION OF INFRASTRUCTURE, ROAD USE AND SAFETY

- 7) The Works for which this Works Permit is issued must be designed and constructed in a manner that will
 - a) not negatively affect the stability, condition or function of the road prism, including the structural integrity and load carrying capacity of the road running surface, road cuts and fills, and any bridge, culvert, ditch or other existing infrastructure located within or adjacent to the FSR right-of-way, and
 - b) not result in increased frequency, intensity, and cost of road inspections and road maintenance, and
 - c) maintain natural surface drainage patterns on the affected areas and the stability of adjoining natural slopes,
both during and after completion of construction.
- 8) All open or potentially hazardous excavations, materials or other obstructions are to be adequately guarded and delineated by substantial railings or barriers, adequately illuminated, and at all times every reasonable precaution must be taken to ensure the safe use of the FSR by the public.
- 9) Where the Works for which this Works Permit is issued might disrupt the flow or type of vehicle traffic on any FSR, the Permittee, in carrying out the Works or in the use thereof, must keep the FSR free and clear and open to traffic at all times, and will forthwith remove debris, equipment or any other thing to allow unhindered use of said road. Otherwise, if temporary and short-term road closures are necessary during implementation of the Works, the Permittee must, after consultation with affected Road Use Permit holders, (1) provide the District Manager with a traffic management plan (including a schedule of road closures) for suitability review by the District Manager and (2) if required by **Schedule C**, comply with the traffic management plan and schedule of road closures that has been accepted by the District Manager.

INDEMNIFICATION & INSURANCE

- 10) The Permittee will sign an indemnification and insurance agreement **Schedule B** before constructing any Works within the FSR right-of-way.

FINANCIAL AND SECURITY DEPOSITS

- 11) As security for the Permittee's performance of its obligations under or in respect of this Works Permit, and to indemnify the Province as required under Schedule B (Indemnity), the District Manager may request the

Permittee to pay a deposit to the Province in accordance with **Schedule D**.

- 12) If a security deposit is required, the Permittee must pay the deposit **before** constructing any Works within the FSR right-of-way. Where a security deposit is required, it will be held until the Permittee has met all the terms and conditions of this Works Permit.

AUTHORIZATION TO MODIFY AN FSR

- 13) The Works for which this Works Permit is issued may include ancillary modifications to the road alignment, prism, or structures (e.g., bridges, culverts) of the FSR only if those modifications are
 - a) purposefully required to accommodate the general arrangement and implementation or construction of the principal Works,
 - b) expressly authorized in **Schedule C**,
 - c) carried out at the Permittee's expense, and to ministry standards that may be specified in **Schedule C** and/or in other schedules, maps or other supporting documents attached to this Works Permit, and
 - d) identified and detailed in construction documents prepared by a professional engineer who is a member of the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC).

RIGHTS OF THE PROVINCE

- 14) The right is reserved for the District Manager to grant the use of the FSR right-of-way for any purpose across the Works herein before mentioned.

NOTICE OF WORKS COMPLETION

- 15) The Permittee must provide a notice in writing to the District Manager that the Works have been constructed, which must be received by the District Manager within two business days after completion of the Works.

COMPLIANCE WITH CONDITIONS OF THIS WORKS PERMIT

- 16) The Permittee must comply with the terms and conditions of this permit.
- 17) The District Manager may cancel this Works Permit on notice in writing to the Permittee, for the following reasons:
 - a) for any breach of the terms and conditions of this Works Permit,
 - b) for failure to begin the Works authorized by this Works Permit prior to yyyy/mm/dd

This Works Permit is issued subject to the above limitations and attached schedules and maps.

DATE OF ISSUANCE: yyyy/mm/dd

SIGNATURE OF DISTRICT MANAGER

PRINT NAME →: _____



Works Permit

Schedule A – Permit Area: Exhibit A Map and /or Other Works Location Plans or Maps

Permit Area: The sections of FSR right-of-way under Works Permit are illustrated and described on the location plan(s) or map(s) attached to this Works Permit in **Schedule A**, and define the “Permit Area.”

Instructions for Schedule A (delete before printing)

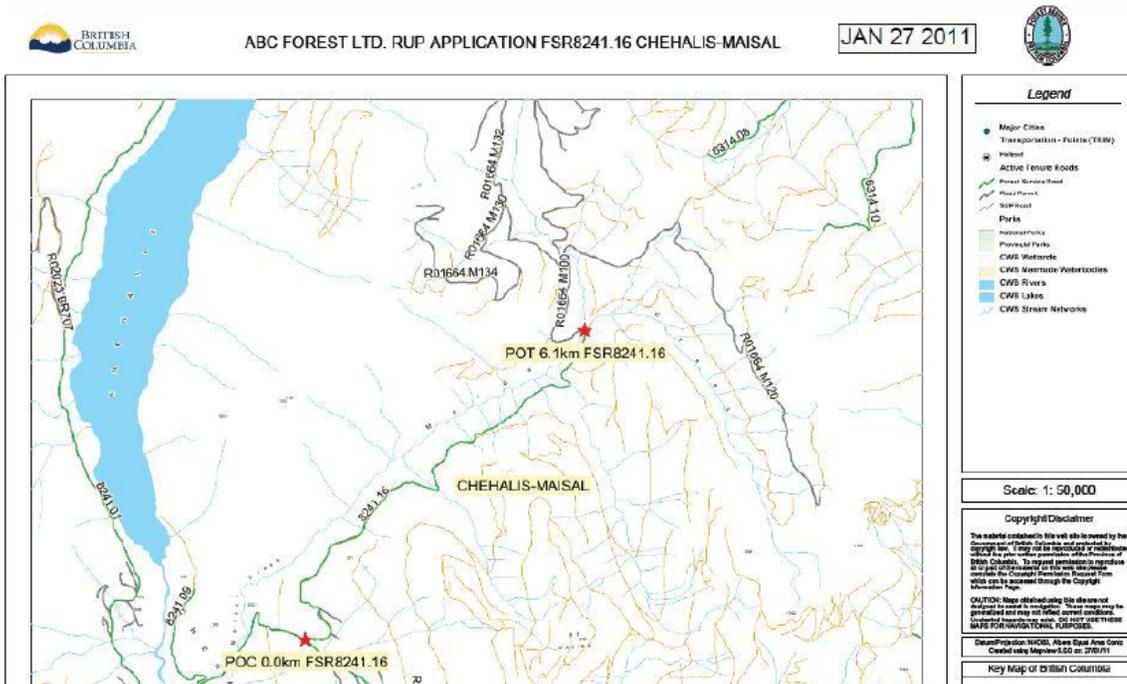
In **Schedule A**, the permit area is the area shown outlined on an Exhibit A map **and / or** other Works location plans or maps, at an appropriate scale showing the location of proposed Works within the FSR right-of-way. Check that the location plan(s) or map(s) and/or construction documents show the affected road segments, and the location, width and boundaries of the FSR right-of-way.

Reminder: Use **Schedule C or Schedule F** (not Schedule A) to attach and/or reference construction documents (i.e., design plans and supporting documents such as sketches, cross-sections, and profiles, or engineering design drawings and specifications) or other suitable documentation describing the Works that were supplied by the Permittee to the District Manager for overall suitability review and that are applicable to and form a part of this Works Permit.

Example of Other Works Location Map Information:

- Identify scale used.
- Use Scale most appropriate: 1:10,000, 1:20,000, 1:30,000, 1:50,000, 1:100,000,
- Show POC (point of commencement) and POT (point of termination) for each section of application (KM).
- Identify FSR name, number and branch.
- Place North arrow.

Location Map Example:





Works Permit

Schedule B - Indemnification & Insurance Agreement

THIS AGREEMENT APPLIES TO WORKS proposed for implementation or construction within the *(Enter Name)* Forest Service road (FSR) right-of-way under **Works Permit Number** *(Enter Number)*.

THIS AGREEMENT **dated for reference** *yyyy/mm/dd*

AGREEMENT BETWEEN

AND

HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA, represented by the MINISTER OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS

(the "Province" or "District Manager") at the following address:

(the "Permittee", "you", "your", or "yourself" as applicable) at the following address:

Telephone: _____ Fax: _____
Email Address: _____
Name of District Manager: _____

Telephone: _____ Fax: _____
Email Address: _____
Permittee Representative: _____
Corporate Business Number: _____
WorkSafeBC No.: _____

INDEMNITY

1) The Permittee agrees to indemnify and save harmless the Province and its employees and agents from any losses, claims, damages, actions, causes of action, costs and expenses that the Province or any of its employees or agents may sustain, incur, suffer or be put to at any time either before or after this Works Permit expires, including any claim of infringement of third-party intellectual property rights, where the same or any of them are based upon, arise out of or occur, directly or indirectly, by reason of any act or omission by the Permittee or by any of its agents, employees, officers, directors, Contractors or Subcontractors with respect to any activity engaged in or operation carried out in respect of this Works Permit (each a "Loss"), excepting always liability arising out of the independent acts or omissions of the Province and its employees and agents.

INSURANCE

2) The Permittee agrees, during the full period of implementation or construction of the Works and without limiting its obligations or liabilities herein and at its own expense, to provide and maintain with insurers licensed in British Columbia and in forms and amounts acceptable to the Province, Commercial Liability Insurance (formerly known as Comprehensive General Liability) in an amount not less than \$2,000,000 inclusive per occurrence against bodily injury and property damage.

3) The Permittee agrees, at its own expense, to take special precaution to prevent fires occurring in or about the Works and shall observe and comply with all insurance policy warranties and all laws and regulations in force respecting fires. The Permittee's insurance for Forest Fire Fighting Expense Coverage must be in the amount of not less than: *(mark one as applicable)*

- \$1,000,000 \$500,000 Not Applicable

4) The Permittee agrees, without limiting its obligations or liabilities or restricting the generality of the indemnification provisions contained in this Agreement, at its own expense, to provide and maintain the following additional insurance(s) coverage as applicable and any additional insurance which it is required by law to carry to cover risks not otherwise covered by insurance specified in this Agreement:

- a) Sudden and Accidental Pollution
- b) Aviation liability; Watercraft liability; Automobile liability
- c) Shoring, Blasting, Excavating, Underpinning, Demolition, Removal, Pile Driving and Caisson Work, Work Below Ground Surface, Tunnelling and Grading
- d) Operation of Machinery.

5) The Permittee agrees that the duration of each coverage and insurance policy must be from the date of commencement of Works under this Works Permit and must remain in full force and effect until all conditions of the Works Permit have been fully complied with. The Permittee agrees to name the Province as an additional insured. The Permittee agrees to provide the District Manager with certified copies of required insurance policies as proof of insurance. The Permittee acknowledges that its failure to provide insurance documentation to the District Manager will result in termination of this Works Permit.

The Parties have executed this Agreement as follows:

SIGNED AND DELIVERED on behalf of the Province by the District Manager	SIGNED AND DELIVERED by the Permittee
(District Manager)	(Permittee)
(PRINTED NAME of District Manager)	(PRINTED NAME of Permittee)
Dated this ____ day of _____, 20__	Dated this ____ day of _____, 20__



General Instructions for Schedule C (delete before printing)

This is a mandatory Schedule, and an important one to complete fully and accurately.

- The Permittee must provide the district with location plans or maps, and construction documents (e.g., design plans and supporting documents such as sketches, cross-sections, and profiles, or engineering design drawings and specifications) or other suitable documentation describing the Works and appropriate for the size and complexity of the project. The location plan(s) or map(s), and/or construction documents or other suitable documentation, should show the affected road segments, and the location, width and boundaries of the FSR right-of-way. **Prior to issuance of the Works Permit, district staff should conduct a review of the supplied information for overall suitability, defined as a general review to determine if the supplied information is satisfactory for the project and addresses district concerns and requirements.**
- The district should complete this **Schedule C** based on its (1) good knowledge of the principal Works proposed for implementation or construction authorized under this Works Permit within the FSR right-of-way, (2) suitability review of construction documents showing these principal Works, and (3) local knowledge of the terrain, types of FSR use, affected road users and Road Use Permit holders, and risks to the FSR infrastructure, road user safety, and environmental, social and economic values located within or adjacent to the affected sections of the road.
- Based on the specific type of project and under the section heading called “**Project Type**”, retain only one of either **Box A** or **Box B** text supplied, and delete the other box.
- Under the section heading called “**Authorization to Modify an FSR**”, specify (by completing the appropriate checkbox) if the District Manager authorizes the Permittee to make any proposed ancillary modifications to the FSR (to accommodate the general arrangement and implementation or construction of the principal Works).
- As applicable under the section heading called “**Road Engineering Specific Requirements for Authorized Ancillary Modifications to FSR**”, and supplementary to the “Works Design, Construction, and Post-construction Requirements” provided in Box B, as necessary provide additional road engineering project specific requirements regarding any authorized ancillary modifications to the FSR.
- Under the section heading called “**Special Clauses (in regards to principal Works)**”, add the district’s special site & project specific requirements that apply to the principal Works (as applicable).
- The requirements contained in Box A or B, and the district’s special clauses, should be regarded as supplementary conditions to the requirements specified in the Permittee’s supplied construction documents that illustrate and detail the principal Works. **The district can add text to the requirements in Box A or B as appropriate.**
- If the project is a Clean Energy Project involving penstock construction, oil and gas pipeline project involving pipeline construction, or an electric power transmission line project, or if any project involves ancillary, material modifications to the FSR that are purposefully required to accommodate the general arrangement and implementation or construction of the principal Works, it will be necessary to attach a hard copy of the ministry document called, **Clean Energy Projects -- Requirements for Planning, Design and Construction to Protect Forest Roads and Timber Tenures.**

Instructions for Box B (delete before printing)

Considerations for District Staff (Re: Clean Energy Project or electric power transmission line project):

One example of a Clean Energy Project (there are different types) is a run-of-river hydro power project that may involve installation of penstock (an enclosed pipe that delivers water to hydraulic turbines), a hydro power station with turbines, and associated electric power transmission lines, and other related Works. General descriptive information about run-of-river hydro power projects is described in the following article:

http://www.runofriverpower.com/media/documents/CEBC_FS-RunOfRiver_WEB354.pdf



Works Permit

Schedule C – Site & Project Specific Requirements

- A Licence of Occupation (a tenure under the *Land Act*) that gives a Clean Energy Project proponent access to Crown land should be in place before the Permittee is issued a Works Permit.
- In advance of the ministry issuing a License of Occupation to a Clean Energy Project proponent, it is very important for the district to make contact with the ministry's Clean Energy Project office (Project Lead) for the project.
- Early during the planning phase of the Clean Energy Project, and **far in advance** of the District Manager issuing a Works Permit, the district is encouraged to:
 - obtain a copy of the draft License of Occupation tenure document, and review the provisions. Discuss with the ministry Project Lead how best to address any concerns about the Works proposed for implementation or construction within the FSR right-of-way, either as site and project specific conditions in **Schedule C** of the Works Permit, or alternatively in the License of Occupation, as appropriate, prior to issuance of the Works Permit and License of Occupation;
 - request the Permittee to retain a Registered Professional Forester (RPF) to (1) review the proposed Works to identify any potential impacts on current or planned forestry operations in the affected watershed, including potential impacts on holders of permits and timber tenures, and (2) provide recommendations to the Permittee to mitigate any identified impacts, as necessary to prevent a potential significant deletion from the timber harvesting land base. The district should request the Permittee to incorporate those recommendations into the planning and design of the Works proposed for implementation or construction within the FSR right-of-way. [For guidance, refer to **Clauses 3.14 and 5.4** of the ministry document called, *Clean Energy Projects -- Requirements for Planning, Design and Construction to Protect Forest Roads and Timber Tenures.*]
- For projects involving installation of electric power transmission lines and poles, refer the Permittee to Section 5 of the ministry document called, *Clean Energy Projects -- Requirements for Planning, Design and Construction to Protect Forest Roads and Timber Tenures.*] The clauses in Section 5 of that document were adapted from Engineering Bulletin #3 - Considerations for Transmission Line Crossings of Forest Service Roads (FSRs), but the language drawn from that bulletin was reinforced and other clauses were added to produce suitable terms and conditions to include in a Works Permit.



Works Permit

Schedule C – Site & Project Specific Requirements

Project Type: *(retain Box A or Box B below, and delete the other)*

Box A: *For low hazard Works activities, and / or low risk to road user safety, FSR infrastructure, and other known elements of social, environmental and economic value.*

1. The Permittee must:

- a) comply with the construction documents [*design plans and supporting documents such as sketches, cross-sections, and profiles, or engineering design drawings and specifications, or plans with clear dimensions of proposed Works and offset distances of the Works to FSR infrastructure components*], or other suitable documentation describing the Works and appropriate for the size and complexity of the project, that the Permittee submitted to the District Manager for overall suitability review (prior to issuance of the Works Permit) and that form a part of this Works Permit as hard copy attachments to **Schedule C**, and
- b) comply with any construction techniques or requirements specified herein in **Schedule C** by the District Manager under the section called “**Special Clauses (in regards to principal Works)**,” and
- c) if specified by the District Manager in the checkbox below, prepare ‘record drawings and documents’ (as they pertain to the affected parts of the FSR right-of-way) as a record to document what was constructed or implemented within the FSR right-of-way, and submit them to the District Manager, within the time period specified in **Clause 2** of the Works Permit form (NRS103).
 NO – ‘Record drawings and documents’ **are not required**.
 YES - ‘Record drawings and documents’ **are required**.

OR

Box B: *For higher hazard Works activities, and /or higher risk to road user safety, FSR infrastructure, and other known elements of social, environmental and economic value, and for the following types of larger or more complex projects with potentially higher risk of damage to the FSR:*

- Clean Energy Projects (formerly called IPP projects or Independent Power Producer projects) that involve penstock construction works within the FSR right-of-way;
- Oil and gas pipeline projects that involve pipeline construction works within the FSR right-of-way;
- Electric power transmission line projects that involve installation of power poles, transmission line conductors, and other associated ancillary infrastructure within the FSR right-of-way;
- Any projects involving planned ancillary, material modifications to the road alignment, prism, or structures (e.g., bridges, culverts) of the FSR within the defined limits of the Permit Area to purposefully accommodate the general arrangement and implementation or construction of the principal Works where such proposed road modifications have been authorized in **Schedule C** under the section called “**Authorization to Modify an FSR.**”

Works Design, Construction, and Post-construction Requirements

1. Prior to construction, the Permittee must ensure that its construction documents (engineering design drawings and specifications) have appropriately addressed identified potential impacts and agency review comments, and incorporated the applicable design requirements described in the following cited sections and clauses of the **attached** ministry document called, **Clean Energy Projects -- Requirements for Planning, Design and Construction to Protect Forest Roads and Timber Tenures**:
 - a) **Section 3 [Ref: Clauses 3.1 to 3.16]** for Clean Energy Projects and oil and gas pipeline projects involving penstock or pipeline construction works, respectively;
 - b) **Section 4 [Ref: Clauses 4.1 to 4.31]** for Clean Energy Projects and oil and gas pipeline projects involving penstock or pipeline construction works, respectively, **and** for any other projects involving planned and authorized ancillary, material modifications to the FSR road alignment, prism, or structures;
 - c) **Section 5 [Ref: Clauses 5.1 to 5.11]** for electric power transmission line projects (e.g., either associated with a Clean Energy Project or oil and gas pipeline project or as a stand-alone project).

Works Permit

Schedule C – Site & Project Specific Requirements

2. Prior to construction and if specified by the District Manager in the checkbox below, the Permittee must retain a Terrain Stability Professional (APEGBC Professional Engineer or Professional Geoscientist) to review the construction documents to ensure that its engineering design drawings and specifications for the project have properly addressed any **landslide and sedimentation hazards and risks** along the FSR right-of-way, and in adjacent areas or connected areas to the FSR right-of-way, that could be adversely affected by the Works.
- NO** – Review of construction documents **is not required** by a Terrain Stability Professional
- YES** - Review of construction documents **is required** by a Terrain Stability Professional.
3. During construction, the Permittee must:
- a) comply with its construction documents (engineering design drawings and specifications) prepared by a Professional Engineer registered with the Association of Professional Engineers and Geoscientists of BC (APEGBC), that were submitted to the District Manager for overall suitability review (prior to issuance of the Works Permit) and that form a part of this Works Permit as hard copy attachments and/or a referenced document list in **Schedule F**, and
- b) retain a Professional Engineer registered with APEGBC to carry out field reviews during construction to ascertain whether the implementation or construction of the Works **within the FSR right-of-way** substantially complies in all material respects with the engineering design or intent reflected in the construction documents prepared for the Works, and who must
- i) prepare 'record drawings and documents' as a record to document what was constructed or implemented within the FSR right-of-way, including any District Manager approved ancillary modifications to the road alignment, prism, or structures (e.g., bridges, culverts) of the FSR that are required to accommodate construction of the principal Works, and
- ii) complete and sign attached **Schedule E**.
4. After construction, the Permittee must submit a copy of the above described **record drawings and documents** (as they pertain to the affected parts of the FSR right-of-way) and completed **Schedule E** to the District Manager, within the time period specified in **Clauses 2 and 3** of the Works Permit form (NRS103), respectively.



Works Permit

Schedule C – Site & Project Specific Requirements

Authorization to Modify an FSR: *(complete checkbox below if Box B is retained; otherwise delete)*

Instructions (delete before printing)

The District Manager may authorize the Permittee to make material ancillary modifications to the FSR only if all of the following conditions are met:

1. ancillary modifications to the road alignment, prism, or structures (e.g., bridges, culverts) of the FSR are purposefully required to accommodate the general arrangement and implementation or construction of the principal Works, and
2. the Permittee has agreed to carry out the proposed modifications to the FSR at its expense, and
3. the district has reviewed the Permittee’s construction documents (engineering design drawings and specifications) for overall suitability, and determines the drawings are satisfactory for the proposed modifications to the FSR, and
4. the proposed modifications to the FSR are identified and detailed in construction documents prepared by a professional engineer who is a member of the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC).

The Works for which this Works Permit is issued may include ancillary modifications to the road alignment, prism, or structures (e.g., bridges, culverts) of the FSR if needed to purposefully accommodate the general arrangement and implementation or construction of the principal Works (as they pertain to specific segments of the FSR right-of-way affected by the Works) only if those modifications meet the conditions of **Clause 13** of the Works Permit form (NRS103), and only if the District Manager has given authorization for those modifications by completing the appropriate checkbox below:

- No** - The District Manager **does not authorize** any ancillary modifications to the FSR.
- YES** - The District Manager **authorizes** ancillary modifications to the FSR identified and detailed in construction documents prepared by a professional engineer who is a member of APEGBC, and briefly described in the table provided below, as needed to accommodate the general arrangement and implementation or construction of the principal Works. *(expand the table as needed)*

If the District Manager authorizes permission for the Permittee to make modifications to the FSR, the district must complete the table below to specify (1) the road segments of the FSR that are authorized for modification, (2) the types of modifications that can be made, and (3) the corresponding construction documents that detail the modifications by road segment. The completed table forms part of the Works Permit.

Location of Authorized Ancillary Modifications to FSR (identify affected points or road segments) km to km	Description of Authorized Ancillary Modifications to FSR	Corresponding Permittee’s Construction Documents Drawing and Revision No. / Name of Designer / Date

Road Engineering Specific Requirements for Authorized Ancillary Modifications to FSR: *(may be applicable if the District Manager authorizes ancillary modifications to the FSR; delete if not applicable)*

If specified below, and supplementary to the “Works Design, Construction, and Post-construction Requirements” provided in **Box B**, the Permittee must also comply with other road engineering specific requirements (e.g., ministry standards for FSRs) related to any District Manager authorized ancillary modifications to the road alignment, prism, or structures (e.g., bridges, culverts) of the FSR that are needed to accommodate construction of the principal Works:

{If applicable, include additional numbered road engineering specific requirements here (as applicable to District Manager authorized ancillary modifications to the FSR that are required to accommodate construction of the principal Works.)}



Special Clauses (in regards to principal Works):

{Include numbered special clauses here (as applicable to the principal Works installed within the FSR right-of-way)}

Instructions for Special Clauses (delete before printing)

This part of **Schedule C** should include the district's site and project specific requirements (in the form of text and/or supporting attachments). These requirements may also be comprised of any specific instructions or directions (written or verbal) provided by district and other ministry staff to the Permittee prior to issuance of the Works Permit. For example, these instructions could have been communicated by letter or email, or verbally in meetings or telephone communication, or in referral comments during the project planning stage.

On application to the ministry for a Works Permit, the district should request the Permittee to identify:

- any holders of Road Use Permits who use the FSR for harvesting of Crown timber or other industrial purposes;
- names and contact numbers of road user groups that may be affected by the Works under the Works Permit;
- the names of stakeholders who are currently responsible for FSR road maintenance.

Below are examples of possible site and project specific requirements that could be included under the section above called (Special Clauses)

Some 'example clauses' have been rough drafted and presented below to illustrate the types of clauses that could be included in this "Special Clauses" part of Schedule C. They are not intended to represent the only types or full ranges of clauses that can be added. Some of these example clauses, if applicable to a project, could be adapted in whole or in part as **appropriate**. Otherwise, delete them, and add other relevant site & project specific requirements as may be necessary.

Traffic Plan and Warning Signs

Prior to construction, the Permittee must provide the District Manager with a **traffic management plan** for suitability review that describes how vehicle traffic on the FSR will be managed, including provisions for use of flag personnel and how traffic interruptions will be managed with a focus on road user safety. The amount of time the FSR is closed during construction (if closure is permitted by the District Manager) must be limited to no more than **XX hours** during the **period XX to XX** to allow users an opportunity to pass through the work site. The traffic management plan must be satisfactory to the District Manager, and the Permittee must address the District Manager's concerns and requests (if applicable) prior to construction. The Permittee must comply with the accepted traffic management plan.

(Alternative clause: The Permittee must provide a detailed schedule and **traffic management plan** that will be applicable for the entire duration of the proposed Works within and adjacent to the FSR right-of-way. The Permittee must provide a copy of this schedule and traffic management plan to all affected parties, such that agreement on scheduling can be obtained by the Permittee prior to starting the Works. The Permit holder will ensure that all affected stakeholders have been contacted and are fully aware of the scheduling of the Works and are aware of impacts to road access and passage of vehicular and pedestrian traffic during construction of the Works. The Permittee must comply with the accepted traffic management plan.)

During construction, hazard warning signs must be posted along the FSR alignment in each direction of travel advising FSR users of the potential safety hazard.

The District Manager may advise the Permittee that a formal advertising of the intent to construct the Works within or adjacent to the FSR is required in order to notify road users of proposed changes to road access and to solicit input on those changes.

Erosion and Sediment Control Plan

The Permittee must prepare and implement an erosion and sediment control plan during construction.

The Permittee must retain an Environmental Monitor during construction.

The Permittee must implement an accepted revegetation plan and /or drainage plan after completion of the Works.



Removal of Timber

All merchantable timber and vegetation that must be removed within the FSR right-of-way or on Crown land adjacent to the right-of-way, to facilitate implementation or construction of the Works authorized by this Works Permit must be carried out in accordance with the requirements of an Occupant Licence to Cut or Forestry Licence to Cut, as appropriate, issued by the forest district office: <http://www.for.gov.bc.ca/ftp/HTH/external/!publish/Web/publications/LTC-Manual-Ver1-2010Mar10.pdf>

If the Permittee intends to burn slash, the Permittee must also obtain a Burning Permit from the forest district office.

Other Requirements

During construction, the Permittee must promptly notify the District Manager if the location, type or scope of the Works will undergo any material design changes that have the potential to negatively affect the condition of the FSR infrastructure, safe use of the FSR by the public or industrial users, or other values at risk of damage.

Special Conditions for Electric Power Transmission Lines

General

The main issues in establishing the transmission line right-of-way and where it is located within the FSR right-of-way is determining the horizontal offset distances and vertical clearances from the travelled portion of the road surface, including allowance for wire conductor swings out over the roadway and maximum conductor sags among other technical requirements. The Permittee must retain the services of an APEGBC Professional Engineer experienced and qualified in transmission line design to prepare engineering drawings and to make calculations to determine these distances and clearances to meet applicable technical standards and legislative requirements including but not limited to:

- Canadian Standards Association (CSA) standards;
- BC Occupational Health and Safety (OHS) Regulations;
- Section 5 of *Clean Energy Projects -- Requirements for Planning, Design and Construction to Protect Forest Roads and Timber Tenures*;
- Works Permit terms and conditions;
- BC Hydro policies where mandated by BC Hydro (if applicable to the project), or where the minimum vertical clearances in CSA are too low and have been modified by BC Hydro to suit conditions in British Columbia (if applicable);
- BC Ministry of Transportation and Infrastructure (BCMOT) policies (where the transmission line right-of-way will cross an FSR right-of-way that junctions with a highway under the jurisdiction of the BCMoT).

Prior to construction of the transmission line within the FSR right-of-way, the Permittee must provide a copy of the engineering design drawings to the District Manager for general suitability review at least **XX days in advance** of any transmission line construction activity within the FSR right-of-way. The drawings must show in plan, profile and x-section the transmission line right-of-way in relation to the FSR right-of-way boundaries, including the transmission line right-of-way width, horizontal offset distances from the outside edge of the FSR running surface (or centreline), and vertical clearances from the ground surface and road surface (measured from the road surface to the lowest point on corridor). The drawings must also show power pole locations (with all poles numbered for identification and reference), with horizontal offset distances and vertical clearances shown in tabular format. It is expected that additional right-of-way width for the transmission line will be required for curved road sections of the FSR.

Overhead electric power transmission lines may run parallel with the FSR and cross the FSR (at locations approved by the District Manager) provided that the required transmission line right-of-way horizontal distances and vertical clearances are achieved.

The Permittee must inform the District Manager if underground cable is proposed for installation within the FSR right-of-way.

Restrictions on Transmission Line Design and Construction

Number and location of crossings

The engineering drawings must show all transmission line crossings of the FSR right-of-way. The number of overhead transmission line crossings of the FSR must be limited to **XX at locations** satisfactory to the District Manager. [[Possible wording for consideration: *The number of overhead transmission line crossings of spur roads or branch roads under Road Permit or Special Use Permit that junction with the FSR must be limited to XX at locations satisfactory to the holders of those permits, and the District Manager.*]]

Horizontal offset distances

The Permittee must ensure that the transmission line design (e.g., location of the transmission line towers, poles, guy lines and other associated structures) does not interfere with future road maintenance and modifications. Future road improvements within the current established 75 m wide FSR right-of-way, including possible re-alignment of the FSR, are known likely to occur within the following road segments:

- XX
- XX

In locating poles, guy lines and other structures along an FSR right-of-way, the Permittee must ensure the transmission line design provides for the greatest possible horizontal setback distance from the edge of the road running surface. Unless otherwise approved by the District Manager, all transmission line poles, guy lines, anchors and other associated structures must be located outside the clearing width, 3 m minimum horizontal distance away from both the top of road cuts and toe of road fills to maintain the integrity of the road prism.

The following reduced horizontal setback distances are authorized by the District Manager for the following road segments based on recommendations received from the Permittee's APEGBC professional engineer of record and derived from evaluation of terrain conditions, slope gradients and ground elevations, required space to safely carry out FSR road maintenance operations, average daily traffic, vehicle speeds, road curves, and WorkSafeBC requirements among other considerations.

- XX
- XX

Vertical Clearances

When defining vertical clearances of overhead lines from the ground surface or road surface, the Permittee must consider future development as well as other utilities in the FSR right-of-way that will have an effect on clearances. Minimum vertical clearances at approved road crossings and where the transmission line right-of-way is adjacent to the FSR right-of-way must comply with all standards and legislation, which ever governs, to ensure the safety of the public and workers, and to prevent restriction of industrial operations of authorized road users. The vertical clearances must be acceptable to all industrial users of the FSR.

The Permittee will ensure vertical clearances are based on the following governing vehicle load heights or equipment height conditions and normal transportation requirements:

- Road station XX to XX:
 - Vehicle type: XX
 - Load Height: XX (based on equipment height of xx m transported on a low bed of xx m)
- Road station XX to XX:
 - Vehicle type: XX
 - Load Height: XX (based on equipment height of xx m transported on a low bed of xx m)

Attachments to Schedule C (as applicable):



Works Permit

Schedule D – Financial & Security Deposits Agreement

Instructions for Schedule D (delete before printing)

Attach **Schedule D** if financial and security deposits are required at the discretion of the District Manager.

Risk assessment is a useful tool to determine if a security deposit is necessary, and to help determine an appropriate amount of deposit. Various risk assessment methodologies may be used to identify the frequency, likelihood and intensity of a potential impact during implementation or construction of the Works within the Forest Service road (FSR) right-of-way, as well as the magnitude of the resulting consequences that could be realized.

One available risk assessment tool called, *Guidelines for Determining Security Deposit Amount for Works Permit (NRS103)* may be helpful to determine if a security deposit should be taken and the security deposit amount. No matter what risk assessment tool is used, the district should provide documentation on the Works Permit project file for its rationale to take a security deposit and the amount of security deposit.

If the district has questions about the application of a security deposit, it should seek the advice and assistance from Risk Management Branch & Government Security Office.

If **Schedule D** will be used, enter the security deposit amount in the supplied form field of Clause 1 of the Schedule D, then request the prospective Permittee to sign and return the form for the District Manager's signature.

Attach the signed Schedule D to the Works Permit before issuance.

- 1) As security for the Permittee's performance of its obligations under or in respect of this Works Permit, and to indemnify the Province as required under Schedule B (Indemnity), the Permittee must pay a deposit of **\$ 0.00** to the Province in a form acceptable to the District Manager before constructing any Works covered by the Works Permit.
- 2) If the Permittee fails to perform its obligations under this Works Permit, the applicable acts or regulations, or fails to properly remedy any damage to person or property caused by the Permittee's acts or omissions referred to in paragraph 1, the District Manager may take from the deposit referred to in paragraph 1:
 - a) an amount sufficient to cover all costs incurred by the District Manager in remedying the failure, and
 - b) an amount sufficient to indemnify the Province for any liability which the Province might incur as described in paragraph 1,and for such purposes a security included in the deposit may be realized. The District Manager will immediately notify the Permittee of the amount and the purpose for which the District Manager deducted the amount from the deposit.
- 3) Within four weeks of the date on which a District Manager gives notice to the Permittee that an amount has been taken from the deposit referred to in paragraph 1, the Permittee shall pay to the Province, in a form acceptable to the District Manager, an amount sufficient to replenish the deposit.
- 4) Subject to paragraphs 6, 7 and 8, if
 - a) the District Manager, under paragraph 2, takes from the deposit an amount equal to the District Manager's estimate of costs which the District Manager could reasonably expect to incur, and
 - b) the costs incurred by the District Manager are less than the amount taken from the deposit,the Province will, as soon as feasible, return to the Permittee an amount equal to the difference between the amount taken from the deposit and the costs incurred by the District Manager.
- 5) If:
 - a) the District Manager, under paragraph 2, takes from the deposit an amount equal to the District Manager's estimate of costs which the District Manager could reasonably expect to incur, and
 - b) the costs incurred by the District Manager are greater than the amount taken from the deposit,the District Manager may take from the deposit an additional amount equal to the difference between the costs incurred by the District Manager and the amount originally taken from the deposit, and for that purpose a security included in the deposit may be realized.
- 6) If the District Manager, under paragraph 2, takes from the deposit an amount equal to the District Manager's estimate of costs which the District Manager could reasonably expect to incur, the District Manager is under no obligation to remedy the failure.



Works Permit

Schedule D – Financial & Security Deposits Agreement

- 7) If:
- a) the District Manager, under paragraph 2, takes from the deposit an amount equal to the District Manager's estimate of costs which the District Manager could reasonably expect to incur,
 - b) the District Manager does not remedy the failure, and
 - c) the District Manager gives a notice to the Permittee indicating that the Province will not be remedying the failure, subject to paragraph 8, the Province may retain the amount taken from the deposit under paragraph 2.
- 8) If, after receiving a notice referred to in paragraph 7, the Permittee:
- a) remedies the failure, and
 - b) gives a notice to that effect to the District Manager within one month of the date on which the notice referred to in paragraph 7 is given to the Permittee, or within such longer period as the District Manager may approve,
- the Province will return to the Permittee an amount equal to the difference between the amount taken from the deposit and any costs incurred by the District Manager in respect of the failure.
- 9) The Province will return to the Permittee the deposit, less deductions made under paragraphs 2, and 5, when:
- a) this Works Permit terminates,
 - b) the District Manager is satisfied that the Permittee has fulfilled its obligations under or in respect of this Works Permit, and
 - c) the District Manager is satisfied that the Province will not be subject to any losses, damages or liabilities as described in paragraph 1.

The Parties have executed this Agreement as follows:

SIGNED AND DELIVERED on behalf of the Province by the District Manager	SIGNED AND DELIVERED by the Permittee
(District Manager)	(Permittee)
(PRINTED NAME of District Manager) Dated this ____ day of _____, 20__	(PRINTED NAME of Permittee) Dated this ____ day of _____, 20__



Works Permit

Schedule E - Statement of Works Construction Conformance

Works Permit Number: _____		Ministry File Number: _____	
Forest Service Road Name / Branch No: _____			
Description of Project Covered by this Statement of Works Construction Conformance: _____			
Road Section Identification	Construction Documents (include attachments if needed)	Date yyyy/mm/dd	

I am the APEGBC Professional Engineer for the above-described project, and I have undertaken professional responsibility for all field reviews required with respect to the implementation or construction of Works under the above Works Permit Number, and relevant to the affected road sections within the right-of-way of the Forest Service road (FSR). I have taken the appropriate steps as required under the Legislation for my profession, APEGBC Professional Practice Guidelines, APEGBC Quality Management Guidelines and by good practice, in order to sign and seal this Statement.

“Field review” for the purpose of this Statement, means the reviews conducted at the site of implementation or construction of the engineering work within the FSR right-of-way by a Professional Engineer or his or her subordinate acting under his or her direct supervision, that the Professional Engineer in his or her professional discretion considers necessary to ascertain whether the implementation or construction of the work substantially complies in all material respects with (1) the engineering design or intent reflected in the construction documents prepared for the Works.

Based on the results of the field reviews, I confirm that:

- 1) the significant aspects of the implemented or constructed Works **within the FSR right-of-way for the road sections identified above** are in general conformance with the above-noted construction documents (engineering design drawings and specifications) for the project “stamped for construction” and signed and sealed by the APEGBC Professional of Record, showing all the Works to be implemented or constructed within the FSR right-of-way, including all revisions, and
- 2) significant revisions to the design drawings and supporting documents have been **documented and marked on the drawings** or described in documents for this project, and have been noted on the “record drawings and documents.”

Signature of APEGBC Professional Engineer		(please affix professional seal here)
Name of APEGBC Professional Engineer (please print)	DATE SIGNED YYYY MM DD	
EMPLOYER'S NAME AND ADDRESS (please print)		
PHONE NO.	E-MAIL ADDRESS	

“APEGBC” means Association of Professional Engineers and Geoscientists of the Province of British Columbia;
 “APEGBC Professional Engineer” or “Professional Engineer” means a professional engineer licensed to practice by APEGBC;
 “APEGBC Professional of Record” means the professional engineer with the lowest level of direct professional responsibility for the engineering design work produced for the project Works authorized for construction within the Forest Service road right-of-way and whose seal appears on the design documents; a test of “direct professional responsibility” is the ability of that professional engineer to alter or revise the engineering content in the master design documents.



Works Permit

Schedule F – Permittee’s Construction Documents for
Proposed Works within an FSR Right-of-Way

Instructions for Schedule F (delete before printing)

- After district staff have conducted a general suitability review of relevant construction documents to identify any potential impacts of the proposed Works on the FSR infrastructure, all the relevant and reviewed drawings and supporting documents that define the Works (e.g., location, dimensions, sizes, materials, specifications) should be attached to this Schedule F as forming a part of this Works Permit, together with a tabular document list below.
- Alternatively, the relevant and reviewed engineering drawings that will form a part of this Works Permit can be identified in the tabular document list below rather than attaching them in physical (hard copy) format to this schedule but the reviewed drawings and supporting documents must be put on file with the Works Permit.

The Permittee must carry out the construction of the Works according to its construction documents (design plans and supporting documents such as sketches, cross-sections, and profiles, or engineering design drawings and specifications) that the Permittee submitted to the District Manager for overall suitability review (prior to issuance of the Works Permit) and that form a part of this Works Permit, attached or referenced herein in **Schedule F**, and to special requirements specific to the Works that may be specified in **Schedule C** and/or in other schedules, maps or other supporting documents attached to this Permit (if applicable).

During construction, the Permittee must promptly notify the District Manager if the location, type or scope of the Works will undergo any material design changes that have the potential to negatively affect the condition of the FSR infrastructure, safe use of the FSR by the public or industrial users, or other values at risk of loss or damage.

The construction documents that form a part of this Works Permit are: *(mark one in the appropriate square)*

attached in hard copy format **and** referenced in the tabular document list below.

referenced in the tabular list below (only)

Tabular Document List

Prepared by:	Document Name or Drawing Number	Document Title	Date (yyyy/mm/dd)