**WL #:**  **CP: Block(s) or Opening(s):**

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| **PRE HARVESTING REMINDERS** |
| 🗹 | **TOPIC** | **REMINDER** | **DATE[[1]](#footnote-1)** |
| **[ ]**  | **Cutting Permit** | Do you have an approved CP? Check the expiry date to make sure it hasn’t expired and won’t expire while the planned operations are underway. |  |
| **[ ]**  | **Road Permits &/or** **Road Use Agreement** | Do you have all the necessary Road Permits (RP), Road Use Agreements and/or Road Use Permits (RUP) required to conduct industrial operations and transport your wood to market? |  |
| **[ ]**  | **Management Plan** | Is your Management Plan valid? Most don’t, but some have an expiry date.  |  |
| **[ ]**  | **Woodlot Licence Plan** | Ensure you have an approved WLP that has not expired?  |  |
| **[ ]**  | **Boundaries** | Ensure all planned operations are within the WL and that boundaries of wildlife tree patches, riparian areas, streams, scenic areas, etc. are known.  |  |
| **[ ]**  | **Overlapping****Resource** **Values**  | If any of the planned harvesting and/or road construction operations overlap with resource values (e.g. cultural or spiritual sites, old blocks, ungulate winter range, wildlife tree patches, visuals, riparian areas, etc.) ensure you have done all required assessments, planning, notifications, etc. |  |
| **[ ]**  | **Reforestation**  | Have you made the necessary plans and arrangements to meet your reforestation and free growing obligations? If planting will be required, have seedlings from a species approved in the applicable stocking standard and from an appropriate seedlot been ordered or purchased? |  |
| **[ ]**  | **First Nations** | Did you make a commitment in your WLP to share information about cutting or road permits with First Nations? If so, has it been done? |  |
| **[ ]**  | **Cut Control/AAC** | Check your licence’s cut control situation. Verify that there is adequate volume left in the current cut control period to accommodate the planned harvest. If not and harvesting is essential, you will need to get a cut control exemption or an AAC uplift. |  |
| **[ ]**  | **Bridges** | Are there any bridges or engineered structures on the industrial access route to the harvest area(s)? If yes, have they been professionally inspected and found to be safe for industrial use? |  |
| **[ ]**  | **Timber Mark**  | Do you have a valid timber mark for Schedule A (private) and/or Schedule B (crown) land? Do you have a marking hammer? |  |
| **[ ]**  | **Invasive Plants** | Have you taken action to ensure you comply with any pre-harvesting measures in your WLP to prevent the introduction or spread of invasive plants? |  |
| **[ ]**  | **Natural Range Barriers (NRB)** | Are there any NRBs that will be rendered ineffective by the proposed harvesting? If so, what measures must be taken to mitigate the impact? |  |
| **[ ]**  | **Pre-Harvest Map** | Have you prepared a pre-harvest map that shows the biogeoclimatic classification (BEC) to site series level and applicable stocking standards? |  |
| **[ ]**  | **Community Watershed** | If you are going to construct or deactivate a road in a community watershed, have you notified licensed water users? |  |
| **[ ]**  | **Migratory Birds** | Is the forest planned for harvest being used by migratory birds?  |  |
| **[ ]**  | **Don’t Trespass** | Check harvest boundaries that abut the WLs boundaries and private land. |  |
| **[ ]**  | **Notification of Commence Work** | Notify the district office before starting logging or road building.  |  |
| **[ ]**  | **Safety** | Have you exercised due diligence with respect to safety? Do you have a safety plan? Have you designated a principle contractor, notified WorkSafeBC, etc.? |  |
| **[ ]**  | **Fire Contact** | Provide contact information to the local Fire Center by March 31st.  |  |
| **[ ]**  | **Fire Tools** | Do you and/or your contractors have proper fire-fighting equipment on site? |  |
| **[ ]**  | **Fire Hazard Assessments** | Industrial operations occurring during fire season require periodic fire hazard assessments.  |  |

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| **POST HARVESTING REMINDERS** |
| 🗹 | **TOPIC** | **REMINDER** | **DATE** |
| **[ ]**  | **Notification of Completion**  | If required, did you notify the district when timber harvesting &/or road construction was complete and/or when the last load of timber was shipped from a block.  |  |
| **[ ]**  | **Blocks not harvested** | Did you inform the district of any blocks that were not harvested so they can update FTA so RESULTS isn’t looking for reports? |  |
| **[ ]**  | **Reconcile harvest volume** | Check scaled volume against AAC and cut control to verify no overcutting has occurred.  |  |
| **[ ]**  | **Reforestation**  | Are plans in place to meet your reforestation and free growing obligations?  |  |
| **[ ]**  | **Disturbance Report - RESULTS** | A RESULTS report for areas where harvesting has been completed during the previous calendar year must be submitted on or before May 31st.  |  |
| **[ ]**  | **Road Deactivation** | Do any roads need to be deactivated, access barriers restored, or bridges, culverts or cattle guards removed? |  |
| **[ ]**  | **Road Reporting** | Have road reporting obligations been met?  |  |
| **[ ]**  | **Exemptions** | Do any of the harvesting obligations qualify for an exemption; e.g. waste assessment, intermediate cutting survey, free growing, etc.? If so, have you applied? |  |
| **[ ]**  | **Waste Assessment** | If required, have you completed a waste assessment?  |  |
| **[ ]**  | **Waste Reporting** | Has waste been reported?  |  |
| **[ ]**  | **Hazard Assessment**  | Have fire hazard assessments been completed?  |  |
| **[ ]**  | **Hazard Abatement** | Have fire hazards been abated and waste disposed of in accordance with the Wildfire Regulation? |  |
| **[ ]**  | **Debris Disposal** | See above.  |  |
| **[ ]**  | **Grass Seeding**  | Do you need to grass seed; e.g. erosion control, prevent the introduction or spread of invasive plants, etc.?  |  |
| **[ ]**  | **Pest Control** | Is any post harvesting action required to control pests; e.g. trap trees or baits?  |  |
| **[ ]**  | **Intermediate Cutting Survey** | If you harvest using intermediate cutting, you must do a survey between 1 and 3 years following harvesting unless exempted. |  |
| **[ ]**  | **Documentation** | Have you documented and safely stored all relevant records (plans, assessments, notices, approvals, exemptions, inspections, rationales, etc.)? |  |

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| ***This list of reminders was developed by the FBCWA to help woodlot licensees meet their obligations. Each WL can be different, so licensees should check to ensure it includes all commitments and obligations for their WL.*** |

1. Licensees are encouraged to use this column to record the expiry date of a plan or permit and/or the due date for an obligation. [↑](#footnote-ref-1)