



MANAGEMENT COMMITMENT INSTRUCTIONS

Note: The information on the Management Commitment form is collected to process your application for managed forest land classification. Confidentiality of information contained within the form and information gathered by the Managed Forest Council is governed by the *Freedom of Information and Protection of Privacy Act*.

Instructions for Completing Management Commitment

Application for managed forest land class includes the Management Commitment and accompanying map(s).

A complete application for managed forest land class must be received by the Council Office by August 31 of each year to be processed in time for the next year's assessment roll.

Management Commitment Part	Required Information	Instruction
Part 1: Registered Owner	Names	Identify all owner names as they appear on land titles. Attach a list if space is limited.
	Contact Person	Identify one owner contact who will receive all communication and correspondence from Council
	Telephone/ Email/ Address	Provide information for the designated contact person. Written correspondence is done via email.
Part 2: Identification of Lands	Local Government	Identify municipality or regional district.
	Legal description	Available on property assessment notice and land title.
	Assessment Roll #	Available on property assessment notice and land title.
	Parcel Identifier (PID)	Available on property assessment notice and land title.
	Area	Enter area in hectares for each parcel.
	Residence/dwelling	For the parcels listed in Part 2, state if there is a residence/dwelling and the associated hectares of residential use.
	Other non-forestry use land	For the parcels listed in Part 2, identify if there is other non-forestry use land and the associated hectares. Examples are hay fields, commercial gravel pits. Do not include natural nonproductive areas such as water bodies and rock and in this category, Identify the non-forestry use areas on the forest cover map.
	Location Map	Show location of property within the local region. The map should be small scale that shows the property in relation to towns and/or major water bodies.
Part 3: Long Term Forest Management Objectives	Objectives	Provide brief, concise long-term forest management objectives. Objectives need to address the use of the land for the production and harvesting of timber, and the key environmental values identified in the Private Managed Forest Land Act: water quality, fish habitat, soil conservation, reforestation and critical wildlife habitat.
Part 4: Strategies to Achieve Forest Management Objectives	Strategies	Describe your strategies for achieving the Part 3 long term forest management objectives

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Part 5: Soil Quality Assessment	Site Class by hectares	<p>Soil quality/ site class is required by BC Assessment for assessing the bare land value. Site class is summarized in hectares.</p> <p>Enter the hectares included in each of the good (G), medium (M), poor (P), inoperable and nonproductive site classes.</p> <p>Do not include areas within the parcels that will be used for residential or other non-forestry purpose as itemized in Part 2.</p> <p>Section 2 of BC Assessment's Managed Forest Land and Cut Timber Values Regulation provides the reference for converting site index to soil quality.</p>
Part 6: Inventory of Existing Roads	Map	Include a map that shows existing roads on the property. Road locations may be shown on the same map required by Part 7.
Part 7: Forest Cover Information	<p>Stratify forest cover into distinct polygons & provide inventory labels</p> <p>Identify LTR</p>	<p>Forest cover information is shown for discreet areas that have significant differences in major tree species, age class, height class, or site class. A forest cover label is required to identify these attributes for each outlined polygon. Forest cover labels can be shown on the map or on an attached inventory list.</p> <p>The map must include identification of the Land to Reforest (LTR) areas of one hectare and greater. These are areas where timber has been harvested or destroyed, and not yet restocked per definition in the Private Managed Forest Land Council Regulation section 31.</p>
Part 8: Commercial Species	List of commercial tree species	Identify the commercial species that are suitable for planting or natural regeneration, whether or not reforestation is needed at the time of application.
Part 9: Restrictions on Forest Activities	Restrictions	<p>Local government bylaws and covenants/ conservation agreements on the property may place restrictions or prohibitions on the growing and harvesting of trees.</p> <p>Identify restrictions/ prohibitions from the following:</p> <ol style="list-style-type: none"> 1. Official Community Plan (OCP) 2. Zoning bylaw or other landuse bylaw 3. Any other bylaw that may restrict forest activity. A tree cutting bylaw is one example. 4. Registered covenant on title
Part 10: Declaration	<p>Commitments</p> <p>Authority for entry onto land</p>	<p>The commitments specified in this section are required to apply for managed forest class. Refer to the Legislation webpage for links to the <i>Private Managed Forest Land Act</i> (Act) and regulations.</p> <p>Under sections 23 and 24 of the Act, Council and persons authorized by the Minister responsible for the administration of the Wildlife Act may enter private managed forest land at reasonable times and with reasonable grounds to determine compliance with the Act and regulations or for any purpose related to the management of critical wildlife habitat.</p>

Management Commitment Part	Required Information	Instruction
Signature	Owner(s) or authorized agent	<p>Must be signed by all owners. If there is more than one owner, the Management Commitment can be signed by one of the owners if all other owners sign the authorization to act as managed forest agent form.</p> <p>In the case of a corporation, a signing officer of the corporation must sign the commitment and provide documentation showing the signatory is a director of the company or has been assigned signing authority by a director.</p>
Signature	Forest Professional	Management Commitments and amendments require signoff by a forest professional as specified in Council's Policy AP0-10: Management Commitments and Forest Professionals
Attachments	Maps	Maps for property location, existing roads, and forest cover are identified in Parts 2, 6, and 7 above. The requirements for all 3 parts can be submitted on one map if practicable.
	Land Titles	Include land titles for all parcels in application
Submission	PDF documents or hardcopy	<p>Send completed Management Commitment and accompanying maps to:</p> <p>office@mfcouncil.ca</p> <p>OR</p> <p>Managed Forest Council 211 - 2840 Peatt Road Victoria, BC V9B 3V4</p>
Contact Us		Email office@mfcouncil.ca or call us at 250-386-5737