

Title:	Directive - Standards for Spatial Digital Data Submissions
Number:	AF, Forestry Policy, 2015, No. 1
Program Name:	Forest Management Branch – Forest Resource Analysis
Effective Date:	May 15, 2016
This document was updated on:	May 6, 2016

Purpose

To establish the spatial data submission standards and specifications for submissions to Alberta, for timely and effective decision-making and approvals.

Policy Context

Activity reporting and monitoring ensure legislated requirements are met. Activity reporting confirms approved activities have occurred, and where and when they occurred. Spatial data enables Alberta to accurately monitor and report on approved activities.

The department will assist/coordinate spatial data submissions for operators harvesting 10,000 cubic metres or less of timber annually from public land. Table 1 presents the spatial data requirements by operator type.

AF / Standards for Spatial Digital Data Submissions
AF, Forestry Policy, 2015, No. 1

Table 1 – Spatial Digital Data Requirements

TENURE TYPE	FHP	AOP	OGR As-built	Silvicultural Activities	Final Cutblock
FMA	FMA clauses 10 & 13 OGR ¹ 3.4 FMA ² 15 FMP Annex 2 ³	FMA clauses 13, 18, 19 TMR ⁴ 98.1 OGR 3.5 FMA 15, 18 (2), (3) FMP Annex 2	FMA Clauses 13 - 16 TMR 105, 106, 107	FMA clauses 21 - 23 TMR 143.2(2) OGR 12.0 FMP Annex 2	FMA clauses 21 - 23 TMR 143.2(2) OGR 12.0 FMP Annex 2
Quotas within FMA	OGR 3.4	TMR 98 OGR 3.5 FMP Annex 2 Clause 2.2	TMR 100 (2)	TMR 114 TMR 143.2(2) FMP Annex 2 Clause 2.3	TMR 114 TMR 143.2(2) FMP Annex 2 Clause 2.3
Quotas 10,000 m³ or less	FMA 13.3	OGR 3.5	Permit holder under applicable OGRs	FR ⁵ IAA or FMB (depending on reforestation obligation)	Timber License holder or FMB
FR⁶IAA	n/a	n/a	n/a	TMR 143.2(2) FMP Annex 2	FMB
CTP/ CCTP 10,000 m³ or less	Coordinated by AF	Permit holder responsible	FMB TMR 115.1(1)b	FR ⁶ IAA	FMB

Note: *Forests Act 29(2)* addresses records “complete and accurate records of the holder’s or party’s reforestation operations” and shall produce the records at the request of a forest officer; applies to all holders of a timber licence or timber permit.

¹ Alberta Timber Harvest Planning and Operating Ground Rules Framework for Renewal

² Forest Management Agreement clause

³ Alberta Forest Management Planning Standard, Annex 2

⁴ Timber Management Regulation

⁵ Forest Resource Improvement Association of Alberta

⁶ Forest Resource Improvement Association of Alberta

Procedure

Spatial Data Formats

Spatial data must be submitted as an ESRI® polygon, line or point feature class contained in a shapefile or file geodatabase (FGDB). A zip file that can be unzipped into FGDB format is also acceptable.

Shape Files

A minimum of 5 files are required for shape file submissions, including:

1. <filename>.shp
2. <filename>.shx
3. <filename>.dbf
4. <filename>.prj
5. <filename>.xml

File Geodatabase

Data can be stored as independent feature classes, or as feature classes in a feature dataset.

Projection and Datum

Spatial data will be submitted in the North American Datum of 1983 in UTM Zone 11N or UTM Zone 12N.

General Documentation Requirements

Every submission needs to include appropriate metadata that defines:

- Dates
- Operational area
- Source organization
- Contact for data issues.

A data dictionary must be included with each data set submitted. Each data dictionary must include:

- The file name
- The file type
- The name and version of the software used to create the file
- Attribute table(s) structure(s).

For each field provide:

- Field name
- Field type
- Field width
- Number of decimal places (where applicable)
- Valid codes
- A description/definition for each valid code.

Media

A secure FTP site can be used to upload data. Details about the site will be provided upon request. Otherwise, delivery media (e.g. CD, DVD or USB device (hard drive or memory stick)) must be labeled. A complete label includes submission date, stakeholder name and a listing of media contents. Upon specific request, the USB device shall be returned to the owner following data download.

Enforcement/Compliance

AF / Standards for Spatial Digital Data Submissions
AF, Forestry Policy, 2015, No. 1

Enforced through Section 143.2(2) of the Timber Management Regulation and associated Schedule 2
– Penalties for Contravention

Contact Information

Daryl Price, Director, Forest Resource Analysis Section, Forest Management Branch, Forestry
Division, Agriculture and Forestry
(780) 422-0329

Authorities

Annex 1 of the Alberta Planning Standard Manual 2006
Forests Act 29(1) Records
Timber Management Regulation 98(1), 98(3), 105, 106, 107, 115.1(1)b, 115.1(2)
FMA Data Sharing Clauses 13 or 14 or 15 or 16

Original signed by

Date

May 11, 2016

Darren Tapp
Executive Director
Forest Management Branch