



Short-Form Annual Operating Plan (AOP)  
for Commercial or Community Timber Permits

TIMBER PERMIT NUMBER: \_\_\_\_\_

PERMITTEE NAME: \_\_\_\_\_

OPERATING PERIOD: \_\_\_\_/\_\_\_\_/\_\_\_\_ TO \_\_\_\_/\_\_\_\_/\_\_\_\_ (MM/DD/YY)

GENERAL DEVELOPMENT PLAN (for allocated permits only):

DISPOSITION	SPECIES	HARVESTED VOLUME (m <sup>3</sup> )	ESTIMATED REMAINING VOLUME (m <sup>3</sup> )	5 YEAR PROPOSED PRODUCTION SCHEDULE					
				Current	Year 2	Year 3	Year 4	Year 5	TOTAL
	CONIFEROUS								
	DECIDUOUS								

TIMBER PRODUCTION:

a. The total **coniferous** production to date on this permit is: m<sup>3</sup>  
**Coniferous** production for the period covered by this timber year is: m<sup>3</sup>

b. The total **deciduous** production to date on this permit is: m<sup>3</sup>  
**Deciduous** production for the period covered by this timber year is: m<sup>3</sup>

1) All of portions of the primary species ( \_\_\_\_\_ ) will be delivered to the following mills:

- Mill # \_\_\_\_\_ Name and Location: \_\_\_\_\_  
 Weigh Scale  Tree Length Scale:  Production Based Accounting:
- Mill # \_\_\_\_\_ Name and Location: \_\_\_\_\_  
 Weigh Scale  Tree Length Scale:  Production Based:
- Mill # \_\_\_\_\_ Name and Location: \_\_\_\_\_  
 Weigh Scale  Tree Length Scale:  Production Based:

2) All of portions of the secondary species ( \_\_\_\_\_ ) will be delivered to the following mills:

- Mill # \_\_\_\_\_ Name and Location: \_\_\_\_\_  
 Weigh Scale  Tree Length Scale:  Production Based Accounting:
- Mill # \_\_\_\_\_ Name and Location: \_\_\_\_\_  
 Weigh Scale  Tree Length Scale:  Production Based:
- Mill # \_\_\_\_\_ Name and Location: \_\_\_\_\_  
 Weigh Scale  Tree Length Scale:  Production Based:

Has submission authority been given to the receiving mill? Yes  No

If Yes, agreement must be submitted with the AOP

**OUTSTANDING OPERATIONS:**

DISPOSITION	BLOCK	OUTSTANDING OPERATIONS (CLEAN-UP REQUIRED)	SCHEDULED COMPLETION DATE

All burning operations from the previous timber year have been inspected and all piles are extinguished.

**OPERATING SCHEDULE (Blocks proposed for harvest under the authority of this submission):**

BLOCK	SEASON OF OPERATION		LAYOUT APPROVAL		GROUND RULE DEVIATION		WATERCOURSE WITHIN BLOCK		DEBRIS DISPOSAL			DETAILED HARVEST AREA PLAN REQUIRED*	
									METHOD		COMPLETION DATE		
	S	W	PHP*	FHP*	YES	NO	YES	NO	LS*	PB*	(MM/YYYY)	YES	NO

**PHP** – Block has design approval. Layout and GPS has not yet been completed or approved. FHP approval will be granted simultaneously with the AOP approval  
**FHP** – Block is laid out and has been GPS'd. GPS shape file has been submitted to the Forestry Division Office.  
**LS** – Lop and Scatter – Limbs and tops are returned to the block after the trees are processed at the landing. Debris is to be evenly spread throughout the block and crushed to lie flat to the ground  
**PB** – Pile and Burn – Landing debris is to be piled and burned when suitable burning conditions exist. Disposal shall be in accordance with the Forest and Prairie Protection Act and Regulations. A fire permit is required for any burning that is done during the fire season (typically April 1st to October 31st each year)

A Fire Control Supplement (Form TM 118C) must be submitted with the AOP submission if any harvesting is scheduled between April 1st and October 31st of any year, or if the debris disposal method is pile and burn.

Detailed Harvest Area Plans (DHAP) – Required with the AOP submission if ground rule deviations are identified or if watercourse crossings are present within the block. See Point number 4 on page 4 for more detail regarding the DHAP.

Watercourse Crossing locations have been identified on the attached maps

**GROUND RULE DEVIATION EXPLANATION:**

**HARVEST OPERATIONS:**

1. Cut Method: Feller Buncher  Hand falling
2. Extraction Method (method of skidding): Wheeled Skidders  Tracked   
Skidders Other
3. Log Length (processing of trees to the landing): Full Tree  Log Length   
Tree Length

**NON-LOC ROADS AND WATERCOURSE CROSSING PLAN:**

BLOCK	ROAD CLASS	WATERCOURSE CROSSINGS			DURATION OF USE	CONSTRUCTION AND RECLAMATION*	
		YES	NO	CROSSING STRUCTURE*		PROPOSED DATE OF CONSTRUCTION	PROPOSED DATE OF RECLAMATION

**Crossing structures** - must be appropriate according to the watercourse classification, and must be in accordance with the applicable operating ground rules (acceptable structures include, but are not limited to: Snow fills, Log fills, Culverts and Bridges).

**Roads** – All non-LOC access or inner block roads that will be used for more than 5 years will require a LOC to be taken out by the Permittee.

**STAKEHOLDER NOTIFICATIONS:**

Notification to any overlapping disposition holders (examples include but are not limited to registered trappers<sup>1</sup>)

DISPOSITION	DISPOSITION HOLDER	REFERRAL DATE	CONTACT METHOD

This permit is subject to a Grazing Timber Agreement (GTA# \_\_\_\_\_). All Grazing and Timber Agreement (GTA) conditions have been addressed, and the holder has been notified as listed above

**ANNUAL OPERATING PLAN PREPARATION AND SUBMISSION:**

- One electronic copy of the Annual Operating Plan and map or two hardcopies of the Annual Operating Plan and map must be submitted. The plan must be developed in compliance with the Forests Act, the Timber Management Regulation, the Public Lands Act, the applicable Operating Ground Rules, and any special operating conditions identified on the permit document.
- As per section 98(1) of the Timber Management Regulation, Annual Operating Plans are to be submitted:
  - before the 1st day of March if operations are to begin between the 1st day of May and the 31st day of October
  - before the 1st day of September if operations are to begin between the 1st day of November and the following 30th day of April.

<sup>1</sup> Trappers are to be contacted as per section 2.7 of the Alberta Timber Harvest Planning and Operating Ground Rules. Documentation of the contact may be requested if a dispute arises.

(c) notwithstanding clauses (a) and (b), before a time specified by the Minister

3. Annual Operating Plan maps shall be prepared at a scale of no less than 1:15 000

At a minimum, all AOP maps shall show the following information, unless requested otherwise:

Permit boundary

- Current years and future years blocks, as well as previously harvested blocks with outstanding operation from this disposition
- Access routes and main haul roads
- Watercourse buffers, crossing locations and types of crossing structures
- Pipeline crossing locations
- Landing locations

4. Detailed Harvest Area Plans (DHAP) shall be prepared at a scale of 1:5 000 and are required where:

Operations deviate from the applicable operating ground rules

- Watercourses (including springs and seepages) and/or watercourse crossings are present within the block  
Watercourse buffers are applied
- There are areas of steep topography requiring specific road locations and construction (numerous cuts and fills)
- The permit document identifies a DHAP requirement or one is subsequently requested by the department

The DHAP shall show the locations of deviations, watercourses and watercourse crossings, and will describe the proposed operations and/or crossing structure to be used.

**SUBMISSION:**

PERMITTEE NAME:	CONTACTS AND SIGNATURE:
PERMITTEE ADDRESS: POSTAL CODE:	TELEPHONE (BUSINESS): (HOME): EMAIL ADDRESS:
SUBMISSION DATE:	PERMITTEE SIGNATURE:

**ANNUAL OPERATING PLAN APPROVAL**

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_