



Ministry of  
Forests, Lands, Natural  
Resource Operations  
and Rural Development

# **BC Wildfire Service**

## **Standard Operating Guideline**

### **For**

## **Legal Orders, Exemptions and Authorization Letters**

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Program Area: Prevention

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## 1. Scope

This Standard Operating Guideline (SOG) applies to the prohibition and restriction of open fires (under section 10 of the *Wildfire Act*), restricting access to a specified area (under section 11 of the *Wildfire Act*), and prohibiting equipment, materials, substances and activities (under section 12 of the *Wildfire Act*). This SOG does not apply to orders under section 13 of the *Wildfire Act* requiring people to leave a specified area.

## 2. Purpose

The *Wildfire Act* and *Wildfire Regulation* provide the legal framework within British Columbia for the government to issue orders that prohibit or restrict open fires, equipment, activities, materials or substances; or to restrict access to a specified area. Orders may be made to limit the risk of human caused fires, to address a public safety concern or to avoid interference with fire control. Legal orders are the mechanism that provides this direction and they have the same enforceability as the *Act* and *Regulation*. As such they can have a significant impact on the BC public, stakeholders, clients, partners, industry and other businesses

This SOG provides a provincially standardized process for BC Wildfire Service (BCWS) staff to:

- Collect information to assist senior wildfire officials in determining when a prohibition or restriction should be considered;
- Write the legal order and prepare a map of the specified area;
- Review and approve the legal order and map by the delegated or designated authority;
- Develop exemptions to the legal orders under the *Act* and to restrictions imposed under the *Regulation*;
- Communicate internally and externally to partners, stakeholders and the public; and,
- Rescind legal orders.

## 3. Definitions

<b>Act</b>	The <u>Wildfire Act</u> (British Columbia) as it may be amended or replaced from time to time.
<b>Exemption</b>	A written letter by which an official under the <i>Act</i> provides a person release from requirement to adhere to certain aspects of the <i>Act</i> or <i>Regulation</i> , typically imposed with conditions.
<b>Legal Order</b>	Written direction by an official under the <i>Act</i> to prohibit or restrict open fires, equipment and activities in order to limit the risk of a fire or to address a public safety concern.
<b>Regulation</b>	The <u>Wildfire Regulation</u> (British Columbia) as it may be amended or replaced from time to time.
<b>Official</b>	See definition under <u>Wildfire Act</u> (British Columbia) as it may be amended or replaced from time to time.

## 4. Legal Order Planning Cycle

### 4.1 Background

Legal orders (orders) may be issued to limit the risk of human caused fires, to address a public safety concern, or to avoid interference with fire control. The process for issuing orders is essentially the same regardless of the type of order covered by this SOG is being issued. The order may apply to a specific geographic area (e.g. fire); one or multiple zones; or the entire fire centre. Generally, the procedure for issuing orders falls into three phases.



Figure 1 Legal order planning and implementation process

### 4.2 Situation Evaluation

During the evaluation phase, the Senior Wildfire Officer-Prevention (SWO-P) or their designate collects information that will inform the decision to enact an order.

The following factors should be considered:

- Current and predicted fire load;
- Current and forecast weather;
- Current and predicted fire behaviour (e.g. CFFDRS indices);
- Current and anticipated fire control resource availability;
- Consistency in fire centre application;
- Land use planning strategies;
- Federal and provincial park strategies; and,

- Additional input from BCWS senior management (e.g. political awareness of other compounding concerns).

As information becomes available that supports a decision to implement an order, designated fire centre staff will engage with stakeholders within the proposed prohibition or restriction area when the intent of the order is to limit the risk of new fires starting. These stakeholders may include, but are not limited to:

- BCWS Operational staff;
- FLNRO-RD staff
- Local governments (e.g. fire departments);
- BC Parks;
- Parks Canada;
- BC Government Parks and Recreation staff;
- Compliance and Enforcement Branch managers;
- Range tenure holders;
- Forest licensees; and,
- Adjacent Fire Centre(s).

#### **4.2.1. Campfire Prohibition**

Campfire prohibitions (S.10 Open Fire Prohibition) are a tool BCWS utilizes to reduce the number of human caused fires, which allows provincial firefighting resources to be available to more effectively respond to wildfires that threaten public safety and provincial natural resources. In addition to the general information to be considered (identified above), the SWO-P or other designated fire centre staff will follow the process outlined in Appendix 1.

#### **4.2.2. Category 2 and 3 Prohibition**

BCWS also prohibits category 2 and 3 open fires (S.10 Open Fire Prohibition) to reduce human caused fires and the associated fire load associated with these fires. The general information identified above is considered when considering implementing an order to prohibit this type of open fire use. Depending on the conditions across a given fire centre, category 2 and 3 orders may be implemented in part of (e.g. specific zones; all zones below specific elevations) or across the entire fire centre (e.g. all zones, all elevations). Generally speaking, category 2 and 3 open fires are allowed at a time when the risk of these types of fires is lower and good venting requirements are more readily achievable.

#### **4.2.3. Equipment and Activities Prohibition**

Generally, when an order prohibiting open fires is being considered for implementation, fire centre staff should also consider restricting equipment and activities under section 12 of the Act. A separate order will be prepared for prohibiting equipment and activities under section 12.

Equipment and activities that may be exempted include but are not limited to:

- Tiki and similar kinds of torches;
- Propane stoves or fire rings;
- Barbeques, including hibachis;
- Fireworks, including firecrackers;
- Outdoor stoves;
- Sky Lanterns;
- Driving or riding an all-terrain vehicle;
- Binary Exploding Targets;
- Burn Barrels or Burn Cages of any size or description; and,
- Air Curtain Burners

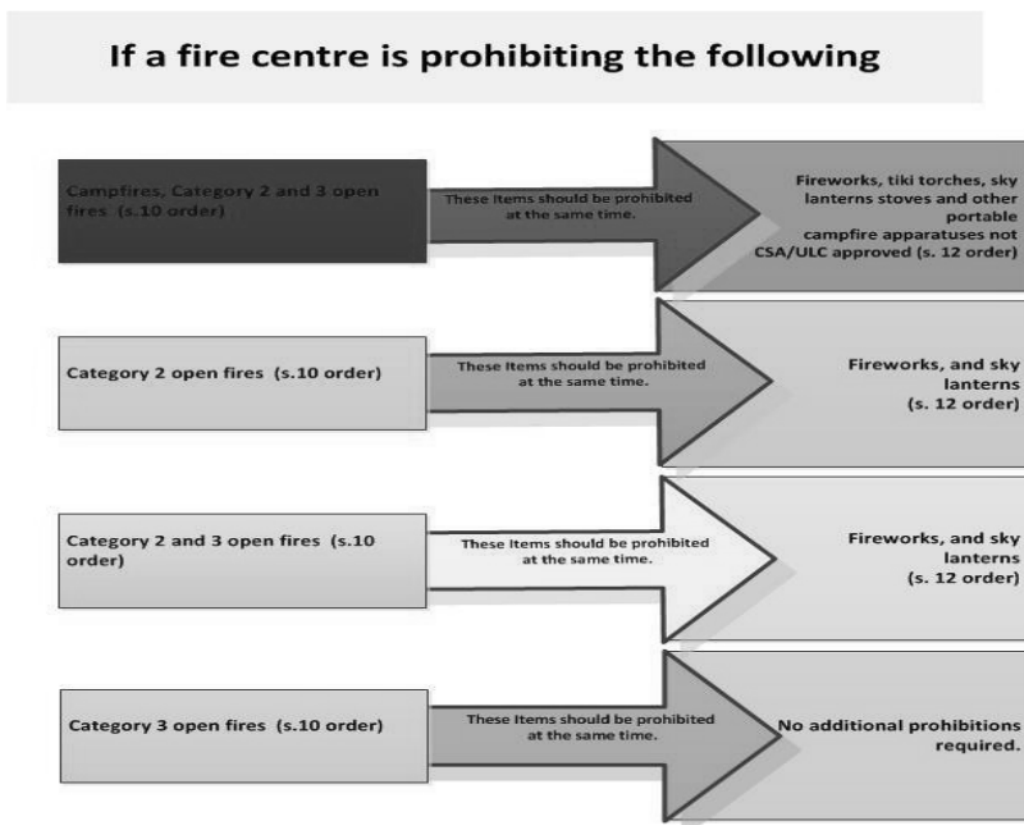


Figure 2. If a fire centre is prohibiting open fires, then consideration should be given to prohibiting equipment and activities under s.12

### 4.3 Order Development

Legal orders impact other program areas within BCWS, government enforcement agencies, other government program areas and the public. As such it is important that communication with internal staff, stakeholders, partners and the public occur prior to the implementation of the order. In emergency situations, it may not be possible to provide advance notice of the order to staff, stakeholders, partners and the public. In this case, BCWS will communicate in a

timely fashion with stakeholders, partners and the public, the reason for the order and the area impacted.

During the development of an order, the following should be considered:

- An order only applies within the boundary of the fire centre in which it is issued.
  - Where a prohibition or restriction is being implemented that crosses a fire centre boundary (for example, an area restriction on a road system), separate orders must be prepared and implemented in each affected fire centre.
  - For orders that prohibit or restrict activities or equipment in more than one fire centre at the same time, it is essential that ongoing communication between the affected fire centres and BCWS Executive occur. This will ensure consistency in messaging internally to staff as well as to stakeholders and partners (e.g. ORV prohibitions that applies to multiple fire centres).
- An order developed for a fire centre may apply to a portion of the fire centre (e.g. to one or more fire zones in a fire centre) or to the entire area of the fire centre depending on the factors outlined above and the type of prohibition or restriction being implemented.
  - The boundary to which the legal order applies must be clearly described. It is critical that enforcement agencies are able to enforce the prohibitions or restrictions outlined in the order and that stakeholders and the public clearly understand the geographic extent of the prohibition.
  - The boundary of the prohibition must follow legally described features (e.g. Natural Resource District boundaries) where possible and appropriate.
  - For area restriction orders, the boundary of the restricted area may be more challenging to define as it may follow geographic coordinates (e.g. latitude and longitude coordinates) or may follow natural features (creek or lakes) or man-made features (such as roads). In these instances it is critical that the boundary description be as thorough as possible and that the map that accompanies the order accurately portrays the restricted area.
- A separate legal order must be prepared and implemented for each section of the *Act* that is being prohibited or restricted. Where both an open fire prohibition under section 10 of the *Act* and an activities and equipment restriction under section 12 of the *Act* are being implemented at the same time and for the same area, a separate order must be prepared for each.
- All orders and rescinded orders will use the appropriate template located on the provincial FTP site<sup>s.15</sup>. The specified details within each highlighted section need to be updated at the time of development.
  - The effective time for an order must follow the provincial standard.

- All orders must indicate that the order takes effect “Immediately” or at “12:00 noon, Pacific Daylight Time (PDT)” on the indicated date.
- Where an end date and time is required in the legal order, the end date must indicate Pacific Daylight Time (PDT).
- An end time of midnight must be avoided as it may be unclear exactly when the order has ended.
- For section 11 and section 12 legal orders, the letter should indicate the end date and time for the prohibition or restriction. An end date and time is not required for a section 10 order.
- For each legal order created, a prohibition or restriction map must be created to accompany the order. These maps are created from BCWS Geospatial Services using the BCWSGEO General GIS Request form located at s.15
  - A separate map must be requested for each order being developed.
  - Sufficient lead time is required to ensure an accurate map is created in a timely manner, especially during times of elevated fire operations.
- The SWO-P or their designate will review the map prepared by BCWS Geospatial Services to ensure that it is complete and accurate for the order that is being prepared.

#### **4.3.1. Engagement and Communication**

Engagement and communication with potentially impacted BCWS staff, partners and stakeholders is important to ensure successful implementation of the order. Forward planning of 2-5 days prior to the implementation of the order where possible is recommended and includes, but is not limited to:

- Regional Wildfire Coordination Centre staff (e.g. Regional Wildfire Coordination Officer (RWCO), Plans Officer), to ensure that there is adequate lead time to prepare for impacts on incidents and inform planning activities.
  - The RWCO as part of their daily preparedness cycle should communicate with the Provincial Wildfire Coordination Officer (PWCO) of potential prohibitions;
- Compliance and Enforcement Branch Regional Manager(s) in the geographic area(s) impacted by the order, to ensure that enforcement staff are aware of the pending order and are able to adjust their patrols and enforcement actions accordingly;
- Regional and Headquarters fire centre communication staff, to ensure there is adequate time to develop both internal and public messaging and update the BCWS website;
- Adjacent fire centre SWO-P, to inform and provide information that may influence orders being considered in those fire centres;



- Provincial Forest Fire Reporting Centre (PFFRC), to ensure that burn registration numbers are not issued in an area where an open fire prohibition is being implemented s.15 ); and
- Other program areas within and outside of the provincial government such as FLNRORD Regional Management Teams, BC Parks, Parks Canada, and BC Recreation Sites and Trails to ensure they have time to adjust management strategies within these areas.

The SWO-P or a designate should liaise early in the development of the legal order with fire centre communication staff so that public media release can be prepared and approved in advance of the order being signed.

- The SWO-P should review the media release prior to its release to the public to ensure it accurately captures the prohibition coming into effect.
- If more than one legal order is being issued at a given time, the method of communicating these orders can be combined in one media release to the public if the language in the release is clear and the geographic boundaries are the same.

#### **4.3.2. Review and Authorization of Orders**

Once a legal order is written, if the SWO-P does not create the legal order, they are responsible for its review and confirmation of the content of the order before it is finalized.

The authority to issue an order is enacted under the Delegation of Minister Powers and Duties under the Wildfire Act and Regulations. When developing and issuing orders, BCWS staff must refer to the matrix to ensure the appropriate person approves and issues the order. Within fire centres, the Fire Centre Manager (FCM) or Deputy Fire Centre Manager (DFCM) are delegated to approve and sign final legal orders. The legal order must be approved and signed by the FCM or DFCM prior to issuing of the media release.

### **4.4 Implementation and Monitoring**

Communication and distribution of the order is critical to the effective and efficient implementation of the prohibition or restriction. Once an order is signed, the SWO-P or their designate will email a copy of the signed order to the following BCWS staff and partners:

- PFFRC (s.15 );
- Compliance and Enforcement Branch Regional Manager(s) in the geographic area(s) affected by the prohibition or restriction;
- Regional Conservation Officer Service Inspector(s) in the geographic for which the prohibition or restriction occur;
- Regional Wildfire Coordination Officer (RWCO);
- Zone Wildfire Coordination Officers (ZWCO);
- Provincial wildfire coordination staff (s.15 , s.15 );
- Fire centre communication staff (FLNR BCWS Information Officers).

Under Section 14 of the Act, the government has a requirement to provide a notice of an order. This occurs by the distribution of various methods by BCWS communications staff both at the regional fire centres and BCWS headquarters. The SWO-P or designate will liaise with the fire centre communications staff to ensure the legal order is appropriately communicated to the public using a “media release”. The media release provides the public with the details, intent and direction of prohibitions or restrictions.

Fire centre communications staff and BCWS headquarters communications staff are responsible to update the BCWS public website and public information line on the effective date of the restriction.

Forward planning and ongoing adaptive management are essential to ensure the prohibitions and restrictions in place meet the prevention needs for the area they apply to. During the life of the order, evaluation of the ongoing situation and conditions that exist within the area that the order applies need to occur to ensure the order that was initially implemented, continues to meet the needs that it was intended for. During this evaluation, the following should be considered:

- Has the weather changed such that the order is no longer required?
- Have exemptions been requested so that the order needs to be rescinded and replaced with a new order?
- Have the conditions of the fire changed such that an area restriction needs to be expanded?
- Has the threat to public safety or potential threat of interference to fire control decreased such that an area restriction can be reduced or removed?

As conditions change (e.g. fire load, new exemption request), the order may not continue to meet the needs within the fire centre and may require the order to be rescinded.

## **5. Exemptions and Written Authorization to Orders, the Act and Regulation**

BCWS has the authority to provide exemptions for individuals from specific provisions under the *Act* and *Regulation*. There are four main activities the *Act* and *Regulation* allows individuals or persons to be exempted from by following the exemption process. These include:

**Open Burning:** Section 10, Restrictions on open fires – includes all categories of open fires;

**High Risk Activities:** Section 12, prohibited and restricted activities: includes activities such as sky lanterns, fireworks, burn barrels, binary exploding targets etc. when it is considered that to continue to use could start or contribute to the spread of a wildfire;

**Restricted Areas:** Section 11: authorizes access to areas under evacuation orders to allow non-residents access for specific purposes for a designated period; and,

**High Risk Industrial Activities:** Regulation Section 6 and Schedule 3: limits the duration of work for the subset of industrial activities considered the most likely to start forest fires after 3 days of Fire Danger Classes III (moderate), IV (high) and V (extreme).

The exemption process allows for an official who has been given delegated authority to exempt a person, including a corporation, from a specific action or activity. This process allows the official to stipulate additional conditions or alternative requirements the person must undertake for the period of the exemption. The legislation also stipulates how the exemption must be issued.

An exemption cannot be considered unless the official understands the intention of the legislation, the nature of the activity being requested for exemption and the risk of forest fires in the area of the proposed activity subject to existing and forecasted fire weather indices. Application for exemption may occur at a number of entry points, such as through the local zone offices, the fire centre prevention specialist or other fire centre staff. Each application for exemption must be considered and decision rendered on a case-by-case basis. The key steps required to issue an exemption are:

- Ensure all officials whom may be expected to review and comment on any exemption request have received *Wildfire Act* training and have a clear understanding of the legislation.
- Submission of a request using the *Provincial Exemption Application* template.
- Determination of the need for a field inspection based on the nature of the activity and risk of wildfire. The SWO-P or Prevention Specialist will ensure the application is shared with the Fire Zone in which the proposed activity is requested. (Note: This is most easily done by sending it to the ZWCO mailbox where any change in ZWCO staff will be able to view the request).
- Review of the exemption request for the effectiveness of safety measures the applicant is proposing to take to reduce the risk of fire. Additional measures may be proposed by the Zone or Fire Centre staff and discussed with the applicant. All comments will be forwarded to the Fire Centre designate, typically the SWO-P and/or Prevention Specialist.
- Preparation of a draft exemption letter by the Fire Centre using the appropriate provincial exemption letter template for the FCM or DFCM signature. If the exemption letter is not drafted by the SWO-P, they will review and approve the content of the exemption prior to recommending signature.
- Engagement with the client by zone or fire centre representatives will ensure the client can comply with the exemption before the exemption is signed.

- Email the signed approved exemption letter to the applicant and the distribution list by the SWO-P or Prevention Specialist. The original signed exemption letter will be filed on the fire centre exemption file.
- Maintain an electronic copy in both the Fire Centre **!Workgroup\Prevention** file and post to <sup>s.15</sup>
- Review the Schedule B in existing open burning (Section 10) and restricted activity (Section 12) orders to determine if an exemption being issued requires the order to also be rescinded and a new one written.

Figure 2 outlines the general BCWS exemption process. This process is similar regardless of whether an exemption is being requested to a specific legal order issued under the Act, to a specific restriction imposed to high risk activities in the *Regulation* or if a written authorization is being requested in an area restriction.

When writing section 11 area restriction orders, BCWS staff need to clearly articulate that the person(s) entering the area must meet specific criteria (e.g. travelling to or from his or her primary residence). In some cases, the individual(s) may be authorized to enter the area by the order (e.g. entering the area for the purposes of engaging and/or participating in agricultural activities pertaining to livestock management on private or leased property), but may require an exemption to the restrictions in the *Regulation* (e.g. undertaking high risk activity to repair of fences damaged by wildfire). In cases where the order doesn't include the circumstance in question, written authorization to enter the area is required. The authority to issue a s.11 authorization is enacted under the **Delegation of Minister Powers and Duties under the Wildfire Act and Regulations**. This has been delegated to the field level (e.g. Incident Commander). Individuals issuing an s.11 authorization letter will do so using the provincial s.11 authorization letter template. When authorization to enter a restricted area is being allowed, it is prudent of BCWS staff to ensure an appropriate check-in/check-out procedure is implemented.

## Administering Exemption requests under the Wildfire Act

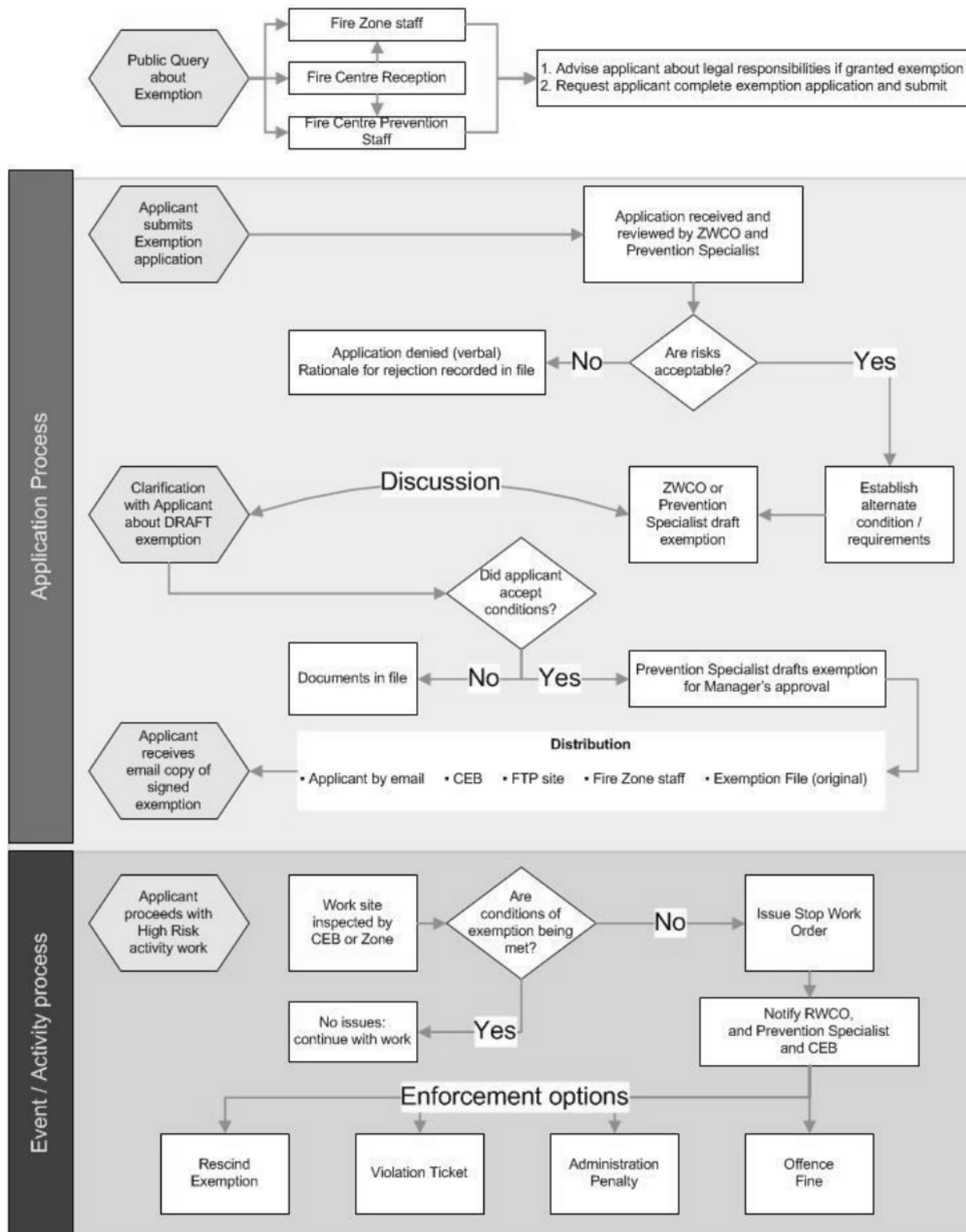


Figure 3 BCWS Exemption Process

The optimum time to consider an individual's application for an exemption occurs at the time of the initial writing of the order. For Section 10 orders, these are considered exceptions to the order and must be included in the appendix of the order for the exception to apply.

An exemption application may still be considered when an order is already in effect. If the decision is made to grant the exemptions, the existing legal order may need to be rescinded and a new order written to include the exemption(s), depending on the section of the act that applies. Table 1 outlines the differences between exemptions to legal orders.

Table 1 Comparison between section 10 , 11 and 12 legal orders

Section 10 of the Wildfire Act (Category, 2, 3 or Campfire)	Section 11 of the Wildfire Act (Area Restrictions)	Section 12 of the Wildfire Act (Equipment and Activities)
<ul style="list-style-type: none"> <li>Notification is required for an exception to the order to apply. The exception to the order must be included within the legal order as an appendix.</li> </ul>	<ul style="list-style-type: none"> <li>Notification is not required for an exemption under Section 11 of the Act.</li> </ul>	<ul style="list-style-type: none"> <li>Notification is not required for an exemption granted under section 12(4) of the Act.</li> </ul>
<ul style="list-style-type: none"> <li>If an order is already implemented, the designated official must rescind the order and a new order produced.</li> </ul>	<ul style="list-style-type: none"> <li>Section 11 of the Act provides the flexibility to grant authorization in writing by a designated official.</li> </ul>	<ul style="list-style-type: none"> <li>Section 12 of the Act provides the flexibility to grant exemptions in writing by a designated official.</li> </ul>
<ul style="list-style-type: none"> <li>Section 10 open fire prohibition order template will be used.</li> </ul>	<ul style="list-style-type: none"> <li>Section 11 area restriction order template will be used.</li> </ul>	<ul style="list-style-type: none"> <li>Section 12 equipment and activities prohibition order template will be used.</li> </ul>
<ul style="list-style-type: none"> <li>An letter may be issued to the applicant outlining conditions to be followed; however the appendix must be filled in for the exception to be legal.</li> </ul>	<ul style="list-style-type: none"> <li>An authorization letter will be issued to the applicant.</li> </ul>	<ul style="list-style-type: none"> <li>An exemption letter will be issued to the applicant.</li> </ul>

An exemption from the *Regulation* is another type of exemption request that may be considered. Typically, these types of exemptions are requested when high risk industrial activities have had restrictions applied (Schedule 3) for prolonged periods or may have significant economic impacts or project impacts (e.g. highway expansion projects) if are unable

to continue. These exemption requests may be submitted at various times during the summer months. The above key steps also apply to these types of exemption requests.

### **5.1. Exemptions and Communications**

During the consideration of any exemption request, and writing of the exemption letter, communication between the applicant, the ZWCO or zone designate, and the SWO-P or designate is essential. A number of factors should be considered during the application process including:

- The current and anticipated fire situation;
- The ability of the applicant to work within the restrictions identified under the *Regulation*;
- The level of need of the applicant for the exemption (e.g. the economic hardship impact of not being approved is significant);
- The sufficiency of the provisions in place to mitigate fire risk; and,
- Confirmation of the applicant's legal authority to request the exemption.

In addition, communication between the SWO-P and the FCM and DFCM is essential in order to facilitate incorporation of management consideration and signing of the exemption letter.

For exemptions that may influence multiple fire centres (e.g. pipeline works exemptions), communication between fire centres is essential to ensure provincial consistency of conditions.

Individuals requesting an exemption should do so using the provincial exemption request template located at: <sup>s.15</sup>

## **6. Rescinding Legal Orders**

Legal orders remain in effect until the specified periods end date has been reached or until the order is rescinded.

Orders are rescinded for a variety of reasons, such as identified below:

### **S.10 Open Fire - Campfire**

- Sufficient precipitation may have occurred within all or part of the fire centre to affect the BUI and bring it below removal threshold (Appendix 1).
- A down trend in weather is expected and the time of season is such that overnight recovery is good.
- A new exemption has been approved (e.g. an exemption has been issued and a new order created).
- Public safety is no longer at risk.

### **S.10 Open Fire Category 2 and 3**

- The risk of additional fire starts has been reduced e.g. precipitation has occurred.
- Nights are longer, improved over night recovery.

- A new exemption has been approved (e.g. an exemption has been issued and a new order created).
- Shorter days – narrower burn window, risk of spread potential has reduced.
- Public safety is no longer at risk.

### **S.11 Area Restrictions**

- The incident is at a stage of control that the number of resources on the fire is reduced and people entering the area would not be interfering with fire control efforts.
- The fire may be in a monitoring status or out.
- Public safety is no longer a concern.
- The fire has grown beyond the initial area restriction boundary and the area restriction needs to be enlarged to account for public safety and/or interference with fire control operations.
- An evacuation order is being lifted and there is no concern for public safety in a particular area of the fire, so the boundary changes.
- Limiting the risk of a fire is not a factor (e.g. the fire is located in a remote area).

### **S.12 Equipment and Activities**

- The risk of additional fire starts has been reduced (e.g. precipitation has occurred).
- Time of year: nights are longer, improved over night recovery.
- Shorter days – narrower burn window, risk of spread potential has reduced.
- A new exemption has been approved.

If rescinding a legal order is required, the appropriate rescinding legal order template located on the provincial FTP: [site<sup>s.15</sup>](#) should be used. The map that was created for the legal order that is being rescinded, may be used as part of the rescind order. Communication and distribution of the rescind order will occur at the same time the new legal order is distributed. If a new order is not being created once the order is rescinded, this needs to be communicated externally to the public and affected stakeholders. Data and records management procedures outlined in Section 7 should be followed when rescinding any legal orders.

## **7. Data and Records Management**

The SWO-P or other designated fire centre staff will document the process followed for enacting a prohibition or restriction, exemption or authorization. This is required to ensure that an order is able to withstand a legal challenge. (Note that where an emergency open fire prohibition or area restrictions order is required, the extent of documentation may be reduced.) Documentation setting out the rationale for ordering and rescinding a prohibition or restriction includes but is not limited to:

- Public safety concerns;
- Consideration of the current and anticipated forest fuel conditions;
- Current and forecast fire danger class;



- Current and forecast weather;
- Current number of fires in Centre and estimated number of new fire starts; and
- Fire activity forecasts.

The government has a responsibility to maintain an accurate filing and documentation system for legal orders, exemptions and authorizations. The SWO-P is responsible for ensuring this occurs.

The SWO-P will implement an ordering system for all legal orders. Order numbers will be sequentially, using the following numbering system: XXFCYEAR-ORDER NUMBER (e.g. CoFC2018-001). At the beginning of each fiscal year (April 1), this numbering system begins at 001 and continues consecutively for each order (including rescinding orders) signed. This includes all section 10, section 11 and section 12 orders.

File name nomenclature will adhere to ORCS/ARCS naming convention.

The original signed copy of all legal orders, rescinded orders and exemptions must be kept on file in a secure location at the fire centre following ORCS/ARCS procedures. A scanned copy of the signed legal order, rescinded legal order or exemption letter must be saved to the provincial FTP site <sup>s.15</sup> by year under the fire centre to which it belongs.

## 8. References, Resources and Links

- BC Wildfire Act:  
[http://www.bclaws.ca/civix/document/id/complete/statreg/04031\\_01#section10](http://www.bclaws.ca/civix/document/id/complete/statreg/04031_01#section10)
- BC Wildfire Regulation:  
[http://www.bclaws.ca/EPLibraries/bclaws\\_new/document/ID/freeside/11\\_38\\_2005](http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/11_38_2005)
- BCWS FTP Site for legal order templates, exemption letter templates and authorization letter templates:  
s.15

## 9. Document History

Version	Change Made	Effective Date

## 10. Approvals

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Mary Myers, Director of Corporate Governance  
BC Wildfire Service

## **Appendix 1 – Campfire Prohibition Procedure**

## **BCWS Campfire Prohibition Procedure**

### **Introduction**

Campfire prohibitions should only be implemented as part of the Fire Centre's plan to prevent human caused wildfires and should be implemented only in areas necessary to prevent wildfires and / or for public safety.

### **Process for Implementing Campfire Prohibition**

A campfire ban will be enacted when:

- It becomes evident that the majority (50 %+) of representative weather stations, within a geographic area, will reach the predetermined Build-Up Index (BUI) threshold, assigned by fuel type, for each weather station. Fire Centres will begin the consultation and communication process within their Fire Centre Command Group (FCCG).
- Campfire prohibitions may also be considered when less than 50% of representative weather stations for a geographic area haven't reached the predetermined BUI threshold, but the short term weather forecast indicates that the BUI will continue to rise.
  - If the short term weather forecast indicates that the BUI will decline, the decision to prohibit campfires may be delayed.

### **Process for Rescinding Campfire Prohibition**

Campfires prohibitions may be rescinded when:

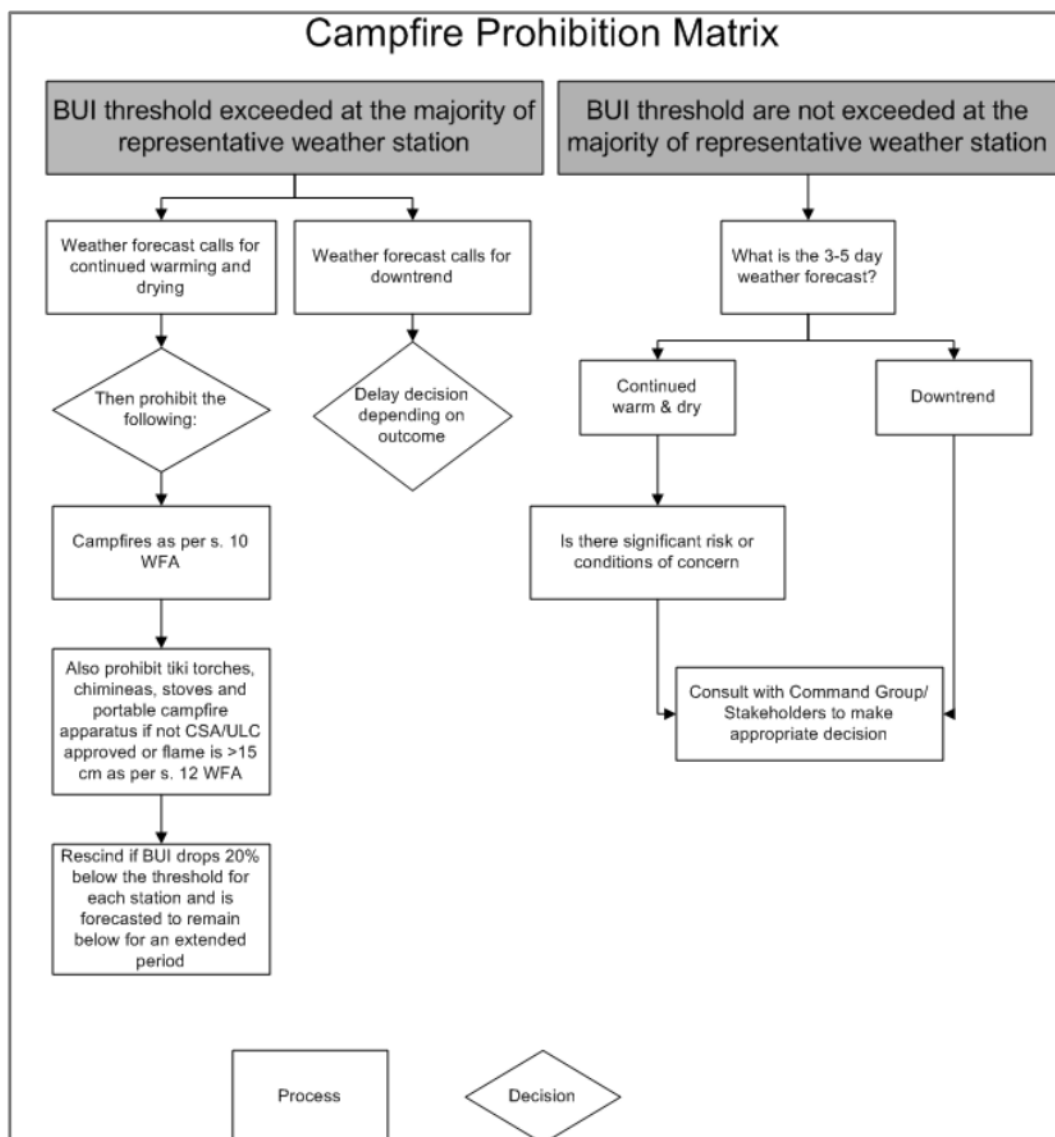
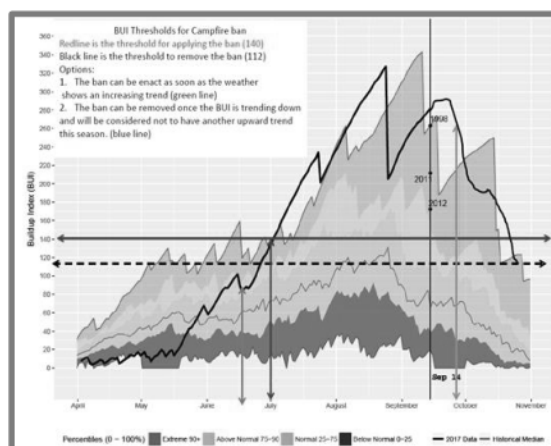
- The BUI drops below removal point (20% below the ban threshold) and is expected to remain below that point for a long period.
  - The 20% less BUI point should be used during the core fire season (June 15 – August 15).
  - This removal point is set up to allow for single rain events. This rain event may lower the BUI below the threshold, but is not sufficient to keep it below the threshold value for any length of time to consider a campfire ban removal.
- Outside of the core fire season, as days shorten and RH recoveries increase, Fire Centres may choose to use the actual BUI setting threshold as the point for the removal of the campfire ban. (e.g. The BUI setting threshold is 140 and the BUI is at 125 (still above the removal point of 112) and decreasing on September 15<sup>th</sup>, the ban could be rescinded.
  - This is left at the discretion of the FCCG to determine.
- Weather forecasts are normally based on the mid-range (3-5+ days) weather forecast.
- If there is a significant possibility that threshold conditions will return within a few days the decision to rescind should be delayed.

## Example:

### Fuel Type C-7

#### BUI Threshold

- Implementation -140
- Removal – 112+/-



## Build Up Index Thresholds by Fire Centre

### Northwest Fire Centre

Natural Resource District	Fire Zone	Representative Weather Station (RWS)	Fuel Type	BUI Threshold >50% RWS	BUI Removal Threshold (20% less)	Comments
Coast Mountain	Skeena	Kitpark Terrace Rosswood Van Dyke	C-3	100	80	At times will have to use the "old Kalum" district TSA as a boundary
Skeena/Stikine	Bulkley	Cranberry Kispiox Smithers Upper Fulton	C-3	100	80	If Kispiox (R-4) is close then implement prohibition for all of Bulkley
	Cassiar	Atlin Boya Lake Telegraph Ck. Iskut	C-3	100	80	Tough to enforce but not an excuse to implement.
Nadina	Nadina	Augier Lake McBride Lake East Ootsa Houston	C-3	100	80	Typically all of Nadina is ready for prohibition at the same time

### Southeast Fire Centre

Natural Resource District	Fire Zone	Representative Weather Station(s)	Fuel Type	BUI Threshold >50% RWS	BUI Removal Threshold (20% less)	Comments
Selkirk	Boundary	Beaverdell	C7	140	112	
		Grand Forks				
	West Kootenay	Eight Mile	C5	120	96	
		Powder Creek Trout Lake Nancy Green Octopus Creek Smallwood	C5	120	96	
		Pendoreille	C7	140	112	
Rocky Mountain	East Kootenay	Elko Emily Creek Johnson Lake Toby Hub	C7	140	112	
		Round Prairie Negro Creek	C5	120	96	
	North Columbia	Goldstream Revelstoke Blaeberry Marion Succour Creek	C5	120	96	

### Kamloops Fire Centre

Natural Resource District	Fire Zone	Representative Weather Station(s)	Fuel Type	BUI Threshold >50% RWS	BUI Removal Threshold (20% less)	Comments
Thompson Rivers	K2 - Kamloops	Clearwater Hub	C7	140	112	
		Berry Wells Gray	C5	120	96	
		Afton	O1	90	72	
		Sparks Lake	C7	140	112	
		Mayson	C3	90	72	
Okanagan Shuswap	K4 - Vernon	Salmon Arm Turtle Fintry	C7	140	112	
		Kettle 2 Seymour Arm	C5	120	96	
	K5 - Penticton	Penticton RS McCuddy	C7	140	112	
Cascades	K6 - Merritt	Merritt Hub August Lake	C7	140	112	
	K7 - Lillooet	Lillooet Splintlum Five Mile Gwynth Lake French Bar	C7	140	112	

### Coastal Fire Centre

Natural Resource District	Fire Zone	Representative Weather Station(s) <sup>1</sup>	Fuel Type	BUI Threshold >50% RWS	BUI Removal Threshold (20% less)	Comments
Chilliwack RD EC Manning Provincial Park	Fraser	Allison Pass	C-3	100	80	At BUI 60 commence campfire Prevention messaging.
		Big Silver Nahatlatch Haig Camp Ford Mtn	C-5	120	96	
Haida Gwaii RD (add 2 more wx stns)		Honna	C-5 <sup>2</sup>	100	80	Commence campfire Prevention messaging when campfires restricted
Sea to Sky RD	Pemberton	Meagher Creek Pemberton Base Callaghan Valley Squamish AP (EC)	C-5	120	96	At BUI 60 commence campfire Prevention messaging.
		D'Arcy	C-7	140	112	
Sunshine Coast RD	Sunshine Coast	TS McNabb Powell River West TS Theodosia Toba Camp	C-5	120	96	At BUI 60 commence campfire Prevention messaging.
		Scar Creek	C-7	140	112	
Nanaimo-Port	South Island –	Mesachie Saltspring	C-5	120	96	At BUI 60 commence

<sup>1</sup> Weather Stations were chosen to represent fuel types evenly across the weather zones and to avoid areas where local government burn bylaws exist. Only weather stations within the zone were selected so as to not artificially impact BUI averages. When predicting potential fire behaviour weather stations in proximity to the fire are used and when near zone boundaries may include stations outside the zone.

<sup>2</sup> BUI triggers for C-5 do not work for Haida Gwaii due to prescience of extreme marine climate. Experience has shown that triggers for (C-3 – 100↑ & 80↓) will work.

Renfrew-Victoria	South VI (former Duncan FD)	North Basin TS San Juan				campfire Prevention messaging.
Nanaimo-Bamfield-Tofino-Hornby Island	South Island – Mid VI (former Port Alberni FD)	Cedar Bowser Beaver Creek TS Effingham	C-5	120	96	At BUI 60 commence campfire Prevention messaging.
Campbell River-Gold River-Port Hardy	North Island – VI only	TS Maurelle Menzies Camp Woss Camp TS Artlish TS Naka	C-5	120	96	At BUI 60 commence campfire Prevention messaging.
Bella Coola-Rivers Inlet-Phillips Arm	North Island – Central Coast	Hagensborg 2 Machmell	C-5	120	96	At BUI 60 commence campfire Prevention messaging.
		Talchako	C-3	100	80	
2 km zone of VI from Pt Renfrew to Pt Hardy	Fog Zone	Tofino AP (EC) Estevan Pt (EC) Pt Hardy AP (EC)	C-5	120	96	

#### Cariboo Fire Centre

Natural Resource District	Fire Zone	Representative Weather Station(s)	Fuel Type	BUI Threshold >50% RWS	BUI Removal Threshold (20% less)	Comments
Resource District West of Fraser River	1 Quesnel	Nazko Tautri Bald Face Moose Lake Kluskus	C-3	100	80	Moose Lake and Kluskus are within the Prince George fire Centre however will be considered prior to implementing any



						prohibitions or removing any prohibitions
Cariboo Chilcotin Resource District East of Fraser River		Big Valley Benson	C-3 C-3	100	80	
		Mathew	C-5	120	96	
Cariboo Chilcotin Resource District East of Fraser River	2 Cariboo Chilcotin	Knife Place Williams Lake	C-7 C-7 C-7	100	80	Boundary shall fall from the Fraser River to the Horsefly TSA boundary
Cariboo Chilcotin Resource District West of Fraser River		Riske Alexis Churn Cr Nemiah Puntzi	C-7	140	112	
		Tatla Anahim Lk Bald Face Tautri Gaspard	C-3	100	80	
Cariboo Chilcotin (Horsefly/Likely)	3 Cariboo Chilcotin	Likely Horsefly	C-3	100	80	Boundary shall be the Horsefly TSA
		Gavin Prairie Cr	C-5	120	96	
100 Mile Resource District	4 100 Mile	<b>Wet Belt</b> Deception Timothy Windy Mtn	C-5 C-3 C-3	100	80	We are currently researching legal boundaries where we can differentiate between the Wet Belt and Dry Belt for prohibition
		<b>Dry Belt</b> Meadow Lk Lone Butte Young Lk	C-7 C-7 C-7	140	112	

**Prince George Fire Centre**

<b>Natural Resource District</b>	<b>Fire Zone</b>	<b>Representative Weather Station(s)</b>	<b>Fuel Type</b>	<b>BUI Threshold &gt;50% RWS</b>	<b>BUI Removal Threshold (20% less)</b>	<b>Comments</b>
Prince George	Prince George	Chilako Bednesti Hixon Bear Lake	C3	100	80	
	Robson Valley	Valemount Hub Valemount 2 McBride Hub	C3	100	80	
Stuart Nechako	VanJam	Moose Lake Vanderhoof Hub Witch Lovell Cove	C3	100	80	
Mackenzie	Mackenzie	Mackenzie FS Manson Ingenika Point	C3	100	80	
Peace	Dawson Creek	Hudson Hope Noel Chetwynd (EC) Tumbler (Denison)	C3	100	80	
	Fort St John	Osborn Wonowon Silver	C3	100	80	
Fort Nelson	Fort Nelson	Nelson Forks Sierra Fort Nelson (FS) Toad River Helmet	C2	100	80	

2022	Coastal	Campfire	07-Sep-22	<b>20-Sep-22</b>	Excludes Haida Gwaii and North Island Central Coast Forest Districts
2022	Coastal	Campfire	02-Sep-22	07-Sep-22	Excludes Haida Gwaii and portion of the Central Coast Regional District that falls within the North Island Central Coast Forest District
2022	Coastal	Campfire	<b>04-Aug-22</b>	02-Sep-22	Excludes Haida Gwaii
2021	Coastal	Campfire	28-Jul-21	16-Sep-21	Excludes Haida Gwaii
2020	Coastal	Campfire	none		None
2019	Coastal	Campfire	none		None
2018	Coastal	Campfire	18-Jul-18	11-Sep-18	Excludes Haida Gwaii and the Fog Zone
2017	Coastal	Campfire	25-Aug-17	<b>18-Sep-17</b>	Partial ban for specific areas
2017	Coastal	Campfire	<b>06-Jul-17</b>	25-Aug-17	Excludes Haida Gwaii and the Fog Zone
2016	Coastal	Campfire	30-Aug-16	<b>01-Sep-16</b>	Banned only on the southern third of Vancouver Island within the South Island Forest District.
2016	Coastal	Campfire	<b>17-Aug-16</b>	30-Aug-16	Full ban except Haida Gwaii and the "Fog Zone"
2015	Coastal	Campfire	28-Jul-15	<b>28-Aug-15</b>	Allowed in North Island/Central Coast, Haida Gwaii and 'Fog Zone'
2015	Coastal	Campfire	14-Jul-15	28-Jul-15	Allowed in Haida Gwaii and the Fog Zone
2015	Coastal	Campfire	30-Jun-15	14-Jul-15	Full ban
2015	Coastal	Campfire	<b>27-Jun-15</b>	30-Jun-15	Excludes the Fog Zone
2014	Coastal	Campfire	15-Aug-14	<b>28-Aug-14</b>	Partial ban
2014	Coastal	Campfire	01-Aug-14	15-Aug-14	Full ban
2014	Coastal	Campfire	<b>17-Jul-14</b>	24-Jul-14	Full ban
2013	Coastal	Campfire	16-Aug-13	<b>26-Aug-13</b>	Partial ban
2013	Coastal	Campfire	<b>01-Aug-13</b>	16-Aug-13	Full ban
2012	Coastal	Campfire	none		none
2011	Coastal	Campfire	none		none
2010	Coastal	Campfire	23-Jul-10	27-Aug-10	Full ban
2009	Coastal	Campfire	25-Aug-09	<b>4-Sep-09</b>	Partial ban
2009	Coastal	Campfire	24-Jul-09	25-Aug-09	Full ban
2009	Coastal	Campfire	<b>03-Jul-09</b>	24-Jul-09	Partial ban
2008	Coastal	Campfire	22-Jul-08	28-Jul-08	Full ban
2007	Coastal	Campfire	none		none
2006	Coastal	Campfire	none		none
2005	Coastal	Campfire	4-Aug-05	29-Aug-05	Full ban
2004	Coastal	Campfire	22-Jul-04	<b>23-Aug-04</b>	Full ban
2004	Coastal	Campfire	8-Jul-04	12-Jul-04	Partial ban
2004	Coastal	Campfire	<b>24-Jun-04</b>	8-Jul-04	Full ban
2003	Coastal	Campfire	8-Sep-03	<b>11-Sep-03</b>	Partial ban
2003	Coastal	Campfire	<b>31-Jul-03</b>	8-Sep-03	Full ban

2022	Coastal	CAT 2	06-Oct-22	<b>28-Oct-22</b>	Excludes Haida Gwaii
2022	Coastal	CAT 2	<b>15-Jul-22</b>	06-Oct-22	All Forest Districts
2021	Coastal	CAT 2	30-Jun-21	<b>16-Sep-21</b>	All Forest Districts
2021	Coastal	CAT 2	<b>23-Jun-21</b>	30-Jun-21	All Forest Districts except Haida Gwaii
2020	Coastal	CAT 2	24-Jul-20	<b>25-Sep-20</b>	All Forest Districts
2020	Coastal	CAT 2	<b>16-Apr-20</b>	19-Jun-20	All Forest Districts
2019	Coastal	CAT 2	29-Aug-19	<b>18-Sep-19</b>	All Forest Districts except Haida Gwaii
2019	Coastal	CAT 2	<b>30-May-19</b>	29-Aug-19	All Forest Districts
2018	Coastal	CAT 2	07-Sep-18	<b>19-Sep-18</b>	All Forest Districts except the Fog Zone and CAT 2 for Haida Gwaii
2018	Coastal	CAT 2	08-Aug-18	07-Sep-18	All Forest Districts except the Fog Zone
2018	Coastal	CAT 2	<b>18-May-18</b>	08-Aug-18	Excludes Haida Gwaii and the Fog Zone
2017	Coastal	CAT 2	07-Jun-17	29-Sep-17	Except Fog Zone and Haida Gwaii
2016	Coastal	CAT 2	13-May-16	21-Oct-16	Except Fog Zone and Haida Gwaii
2015	Coastal	CAT 2	14-Sep-15	<b>16-Oct-15</b>	
2015	Coastal	CAT 2	03-Sep-15	14-Sep-15	All Forest District except the South Island Forest District
2015	Coastal	CAT 2	10-Jun-15	03-Sep-15	Included Haida Gwaii
2015	Coastal	CAT 2	<b>26-May-15</b>	10-Jun-15	Except Fog Zone and Haida Gwaii
2014	Coastal	CAT 2	24-Sep-14	<b>15-Oct-14</b>	All Forest Districts
2014	Coastal	CAT 2	<b>03-Jun-14</b>	24-Sep-14	Except Fog Zone and Haida Gwaii
2013	Coastal	CAT 2	26-Aug-13	<b>15-Oct-13</b>	Forest Districts of Campbell River, Chilliwack, North Island – Central Coast, South Island, Squamish, Sunshine coast
2013	Coastal	CAT 2	20-Aug-13	26-Aug-13	All Coastal except the fog zone, North Island Central Coast Forest District, Campbell River Forest District, Haida Gwaii Forest District, Sunshine Forest District except the area covered by the Sunshine Coast RD
2013	Coastal	CAT 2	<b>24-Jun-13</b>	20-Aug-13	All Coastal except fog zone and Haida Gwaii
2012	Coastal	CAT 2	15-Sep-12	<b>15-Oct-12</b>	All Forest districts except Mount Waddington, Central Coast, Skeena-Queen Charlottes
2012	Coastal	CAT 2	16-Jul-12	15-Sep-12	All Forest districts except Skeena-Queen Charlottes
2012	Coastal	CAT 2	<b>18-May-12</b>	16-Jul-12	All Forest districts except Mount Waddington, Central Coast, Skeena-Queen Charlottes
2011	Coastal	CAT 2	19-Sep-11	<b>03-Oct-11</b>	All Forest districts except Skeena-Queen Charlottes
2011	Coastal	CAT 2	<b>09-May-11</b>	19-Sep-11	All Forest districts
2010	Coastal	CAT 2	15-May-10	15-Oct-10	All Forest districts
2009	Coastal	CAT 2	03-Jun-09	2-Oct-09	
2008	Coastal	CAT 2	25-Jun-08	28-Aug-08	
2007	Coastal	CAT 2	09-Jul-07	17-Sep-07	
2006	Coastal	CAT 2	30-Jun-06	18-Sep-06	
2005	Coastal	CAT 2	28-Jul-05	30-Sep-05	
2004	Coastal	CAT 2	20-May-04	16-Sep-04	
2003	Coastal	CAT 2	5-Jun-03	14-Oct-03	

2022	Coastal	CAT 2	15-Jul-22	28-Oct-22
2021	Coastal	CAT 2	23-Jun-21	16-Sep-21
2020	Coastal	CAT 2	16-Apr-20	25-Sep-20
2019	Coastal	CAT 2	30-May-19	18-Sep-19
2018	Coastal	CAT 2	18-May-18	19-Sep-18
2017	Coastal	CAT 2	07-Jun-17	29-Sep-17
2016	Coastal	CAT 2	13-May-16	21-Oct-16
2015	Coastal	CAT 2	26-May-15	16-Oct-15
2014	Coastal	CAT 2	03-Jun-14	15-Oct-14
2013	Coastal	CAT 2	24-Jun-13	15-Oct-13
2012	Coastal	CAT 2	18-May-12	15-Oct-12
2011	Coastal	CAT 2	09-May-11	03-Oct-11
2010	Coastal	CAT 2	15-May-10	15-Oct-10
2009	Coastal	CAT 2	03-Jun-09	2-Oct-09
2008	Coastal	CAT 2	25-Jun-08	28-Aug-08
2007	Coastal	CAT 2	09-Jul-07	17-Sep-07
2006	Coastal	CAT 2	30-Jun-06	18-Sep-06
2005	Coastal	CAT 2	28-Jul-05	30-Sep-05
2004	Coastal	CAT 2	20-May-04	16-Sep-04
2003	Coastal	CAT 2	5-Jun-03	14-Oct-03

2022	Coastal	CAT 3	06-Oct-22	<b>28-Oct-22</b>	Excludes Haida Gwaii
2022	Coastal	CAT 3	<b>15-Jul-22</b>	06-Oct-22	All Forest Districts
2021	Coastal	CAT 3	30-Jun-21	16-Sep-21	All Forest Districts
2021	Coastal	CAT 3	<b>23-Jun-21</b>	30-Jun-21	All Forest Districts except Haida Gwaii
2020	Coastal	CAT 3	24-Jul-20	<b>25-Sep-20</b>	All Forest Districts except Haida Gwaii
2020	Coastal	CAT 3	<b>16-Apr-20</b>	19-Jun-20	All Forest Districts
2019	Coastal	CAT 3			none
2018	Coastal	CAT 3	11-Sep-18	<b>19-Sep-18</b>	All Forest Districts except the Fog Zone
2018	Coastal	CAT 3	07-Sep-18	11-Sep-18	All Forest Districts except Haida Gwaii and the Fog Zone
2018	Coastal	CAT 3	08-Aug-18	07-Sep-18	All Forest Districts except the Fog Zone
2018	Coastal	CAT 3	<b>18-Jul-18</b>	08-Aug-18	All Forest Districts except Haida Gwaii and the Fog Zone
2017	Coastal	CAT 3	06-Jul-17	29-Sep-17	All Forest Districts except the Fog Zone and Haida Gwaii
2016	Coastal	CAT 3	17-Aug-16	26-Sep-16	
2015	Coastal	CAT3	03-Sep-15	<b>16-Oct-15</b>	All of Coastal except the South Island Forest District
2015	Coastal	CAT3	10-Jun-15	03-Sep-15	Expanded to include Haida Gwaii
2015	Coastal	CAT 3	<b>26-May-16</b>	10-Jun-15	All except the Fog Zone and Haida Gwaii
2014	Coastal	CAT 3	24-Sep-14	15-Oct-217	Throughtout the Coastal Fire Centre
2014	Coastal	CAT 3	17-Jul-14	24-Sep-14	All except the Fog Zone and Haida Gwaii
2013	Coastal	CAT 3	20-Aug-13	<b>15-Oct-13</b>	All Coastal except the fog zone, North Island Central Coast Forest District, Campbell River Forest District, Haida Gwaii Forest District, Sunshine Forest District except the area covered by the Sunshine Coast RD
2013	Coastal	CAT 3	16-Aug-13	20-Aug-13	All Forest District except Mount Waddington, fog zone and Haida Gwaii
2013	Coastal	CAT 3	<b>01-Aug-13</b>	16-Aug-13	All Coastal except fog zone and Haida Gwaii
2012	Coastal	CAT 3	15-May-12	15-Oct-12	All Forest districts except Mount Waddington, Central Coast, Skeena-Queen Charlottes
2011	Coastal	CAT 3			none
2010	Coastal	CAT 3	23-Jul-10	07-Sep-10	All Forest districts
2009	Coastal	CAT 3	03-Jul-09	16-Sep-09	
2008	Coastal	CAT 3	22-Jul-08	28-Jul-08	
2007	Coastal	CAT 3	01-Aug-07	17-Sep-07	
2006	Coastal	CAT 3	07-Jul-06	18-Sep-06	
2005	Coastal	CAT 3			none
2004	Coastal	CAT 3	20-May-04	16-Sep-04	
2003	Coastal	CAT 3	12-Jun-03	14-Oct-03	

2022	Coastal	CAT 3	15-Jul-22	28-Oct-22
2021	Coastal	CAT 3	23-Jun-21	16-Sep-21
2020	Coastal	CAT 3	16-Apr-20	25-Sep-20
2019	Coastal	CAT 3	none	
2018	Coastal	CAT 3	18-Jul-18	19-Sep-18
2017	Coastal	CAT 3	06-Jul-17	29-Sep-17
2016	Coastal	CAT 3	17-Aug-16	26-Sep-16
2015	Coastal	CAT 3	26-May-16	16-Oct-15
2014	Coastal	CAT 3	17-Jul-14	15-Oct-217
2013	Coastal	CAT 3	01-Aug-13	15-Oct-13
2012	Coastal	CAT 3	15-May-12	15-Oct-12
2011	Coastal	CAT 3	none	
2010	Coastal	CAT 3	23-Jul-10	07-Sep-10
2009	Coastal	CAT 3	03-Jul-09	16-Sep-09
2008	Coastal	CAT 3	22-Jul-08	28-Jul-08
2007	Coastal	CAT 3	01-Aug-07	17-Sep-07
2006	Coastal	CAT 3	07-Jul-06	18-Sep-06
2005	Coastal	CAT 3	none	
2004	Coastal	CAT 3	20-May-04	16-Sep-04
2003	Coastal	CAT 3	12-Jun-03	14-Oct-03