

State of California

Natural Resources Agency

Memorandum

To: ALL REGISTERED PROFESSIONAL FORESTERS, LICENSED TIMBER OPERATORS, PLAN SUBMITTERS, AND OTHER INTERESTED PARTIES

Date: June 3, 2024

Telephone: 707-608-8017

Website: www.fire.ca.gov

A blue square stamp with the letters 'DS' in the top right corner and a handwritten signature 'MR' in the center.

From: MATTHEW REISCHMAN, Deputy Director, Resource Management
California Department of Forestry and Fire Protection (CAL FIRE)

Subject: Online THP Submittal through CalTREES and Revised THP Form

Starting June 10, 2024, the California Timber Regulation Environmental Evaluation System (CalTREES <https://caltreesplans.resources.ca.gov/caltrees/>) will begin accepting online submittal of timber harvesting plans (THPs). This online submittal functionality will still allow Registered Professional Foresters (RPFs) the flexibility to develop the format of a THP. The online submission process will feature a combination of uploaded attachments with a moderate amount of data input. As this new online THP submission functionality is launched, THP submittal methods currently in use will still be an option.

Using the online submission process, the submitter will notice a number of advantages that include notifications during the many phases of THP review process. This will allow the RPF, and other parties of a submitted plan, to know the status of a THP without having to contact the Review Team or log into CalTREES. The data inputs at submittal will also have some automated error checking to help identify any possible mistakes that in the past would potentially be subject to a return. A revised CalTREES manual will be available at the website link above when the online submission of THPs goes live on June 10, 2024.

In coordination with online THP submittal functionality, CAL FIRE has revised the THP and Notice of Intent (NOI) forms, with Forest Practice Rule-related updates and improved formatting. It is anticipated these new forms will be available to download the first week of June 2024 from the Forest Practice forms webpage on the CAL FIRE website. The Department respectfully requests these new forms be used for all submitted THPs starting Monday, October 14, 2024. In the spirit of Assembly Bill 2889 [Caballero, Ch. 640, Stats. 2018] and Public Resources Code Section 4592.5, the Department believes use of the new forms will promote consistency in THP submissions and efficiency in THP review. For this reason, the Department will cease from accepting new THP submissions on the old forms Friday, October 11, 2024 at 12:00pm. Additionally, a new revised preharvest inspection (PHI) report will also be deployed in early summer, with Forest Practice Rule-related updates and items consistent with the revised THP form.

Questions or comments regarding the content of this memorandum may be directed to Deputy Chief, Shawn Headley at 707-608-8017 or by email at shawn.headley@fire.ca.gov