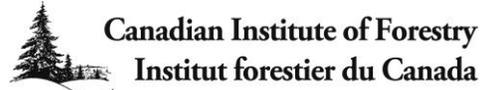


Ministry of Natural Resources
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Regional Operations Division
Integration Branch
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Ministère des Richesses naturelles et
des Forêts
Division des opérations régionales
Direction de l'intégration
300, rue Water, 5S
Peterborough (Ontario) K9J 3C7



May, 30 2016

Dear Key Stakeholder,

Subject: Announcement - New Tree Marking Course Delivery Model

The Ministry of Natural Resources and Forestry (the Ministry), the Canadian Institute of Forestry (CIF) and Forests Ontario (FO) are pleased to announce that we have recently entered into an agreement to deliver the Ontario Tree Marking Courses. The Canadian Institute of Forestry will act as the course administrators while Forests Ontario will deliver the courses in the field.

The new delivery model does include some changes, however, the courses themselves and framework of Level 1 and Level 2 courses, refresher courses and examinations will remain the same. The course content and high standards for course delivery will be maintained and the program will continue to uphold the highest standards of practice for silvicultural tree marking.

The Ministry's website www.ontario.ca contains updated information about the course. Search for "tree marking courses". CIF and FO will also be updating their websites to include reference to the tree marking courses.

Administration of the program will be significantly streamlined through the online registration system "<https://learningcompass.learnflex.net>". Anyone interested in a Level 1 or Level 2 tree marking course or requiring a Refresher Course must submit their name to the waiting list on the Learning Compass. People that maintained their certificate in good standing up until 2014 have had their information migrated to the Learning Compass. The Learning Compass will be the authoritative site for your tree marking course status and your contact information. Please ensure your contact information is always up to date so we can contact you about courses that you've registered for or any other course updates. More information about the use of the Learning Compass is attached below.

There is also a change to the Level 1 field evaluation audit process. Once a student has successfully completed the Level 1 examination and acquired field experience, they are to contact a Level 2 Tree Marking Auditor to conduct the field audit. Note that the auditor will likely need to be paid for their services. More information can be found at www.ontario.ca and more specific information will be sent to all active Level 2 Tree Marking Auditors shortly.

As a result of the ministries changes to the delivery model, student registration fees will be increasing to ensure cost recovery. The new fees will be available once courses are scheduled.

If you have any questions about registrations and upcoming courses, please contact the Canadian Institute of Forestry (CIF) at 1-704-744-1715 ext. 609 or submit your request by email to admin@cif-ifc.org. If you have any questions about the delivery model changes, please contact Doris Krahn at doris.krahn@ontario.ca or 705-755-5435.

Sincerely,

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Tips when using the Learning Compass for Tree Marking Courses

The link to the Learning Compass login page is <https://learningcompass.learnflex.net>

The following tree marking records have been migrated into the Learning Compass.

- All Level 1 or Level 2 tree markers in good standing
- Level 1 or Level 2 tree markers that expired in the past 2 years that require a refresher course this year.
- Students that have taken a Level 1 course within the past 2 years and still requiring a field audit
- Students on the waiting list to take Level 1 Course

Aside: Since few refresher courses were available in the past couple of years, anyone that expired since 2014 must take a refresher course this year to remain in good standing. Anyone that does not complete a refresher course within 2 years of their initial expiry date must re-take the exams.

Prior users of the Learning Compass can access their tree marking status by logging in as usual.

New users to the Learning Compass and new to tree marking courses may “Create a new account” and then log in.

New users to the Learning Compass who are also prior tree marking course students and have had their tree marking course information migrated to the Learning Compass have been assigned a default user name consisting of the first four digits of your last name and the first two digits of your first name. Then choose the “reset your password” link. The Learning Compass will automatically send you a temporary password to log in with. If the previous database did not have an email address for you, or it has changed, you will need to contact our system administrator using the “contact us” link on the login page of Learning Compass. Note that neither the CIF nor Forests Ontario will be able to assist you in setting up your user name and password in the Learning Compass.

If you have questions about the Learning Compass or identify any data migration errors, please contact the Canadian Institute of Forestry (CIF) at 1-704-744-1715 ext. 609 or submit your request by email to admin@cif-ifc.org.