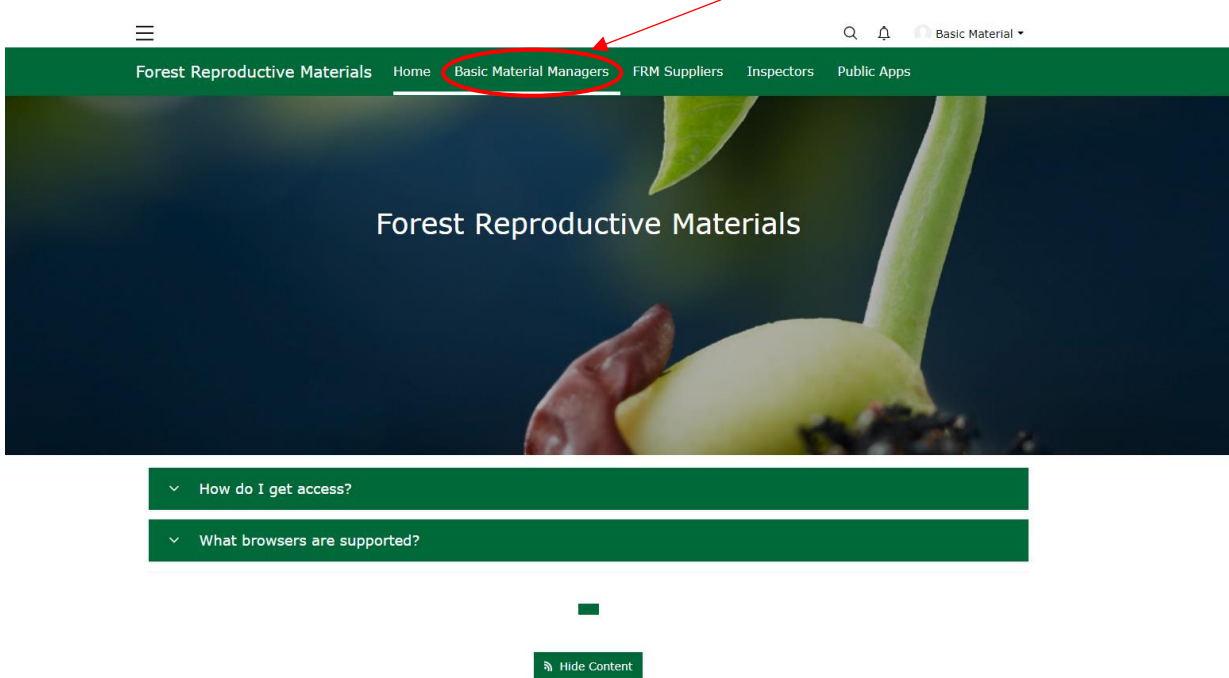


How to register Basic Material on the online FRM system

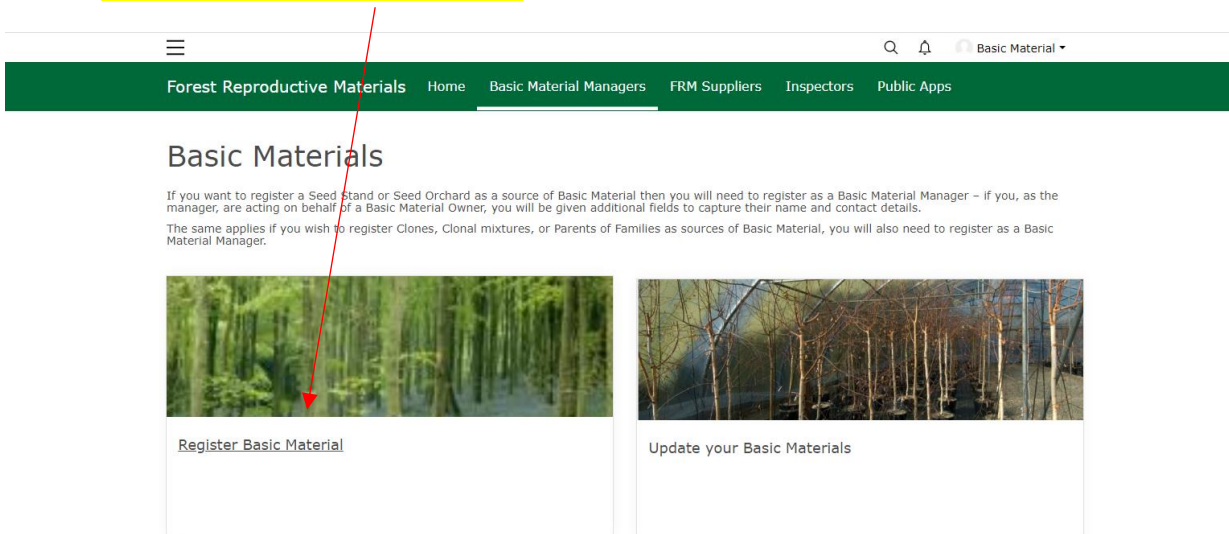
1. Sign in to your account, and click on the 'Basic Material Managers' tab



Click here to select your role. You can select multiple roles. Further explanation of each of the roles is given once you click into the next screen. Please note that all role applications will be reviewed by an FRM officer. If you are unsure of which role to

actronic.hush.arsmhc.com/na/mhc/basic-material-managers

2. Click on 'Register Basic Material'



3. The system will load an application form to fill in. If you are both the owner and manager of the Basic Material, choose 'Yes'. If you are only the manager but not the owner, choose 'No' and fill in the details of the owner. Then click 'Next'.

Basic Material

Basic Material

Owner Details

Is the Basic Material Owner also the Basic Material Manager?

Yes

No

Next

Page 2 of 2

Basic Material

Owner Details

Is the Basic Material Owner also the Basic Material Manager?

Yes

No

Owner Title

Mr Mrs Miss Dr

Owner First Name*

Owner Surname*

Organisation Name

Organisation Position

Owner Address*

4. The second page of the application form will appear (you can go back at any time by clicking 'Back' at the bottom of the form). All the fields marked with a * are mandatory. Choose the type of Basic Material you wish to register.

Basic Material

Information

Basic Material ID

Type*
Clone, Clonal Mixture and Parents of Families do not require location information. Seed Orchard and Stand will require location information to be captured.

Clone

Clonal Mixture

Parents of Families

Seed Orchard

Stand

Species*
Search and select the species code from the drop down list. The species code will be presented below.

Selected species code:

Is the selected species native:

Purpose*

Multi-purpose forestry

[Back](#)

[Submit](#)

5. If you are registering a seed orchard or a stand, a map will appear.

Basic Material

Information

Basic Material ID

Type*

Clone, Clonal Mixture and Parents of Families do not require location information. Seed Orchard and Stand will require location information to be captured.

Clone


Clonal Mixture

Parents of Families

Seed Orchard

Stand

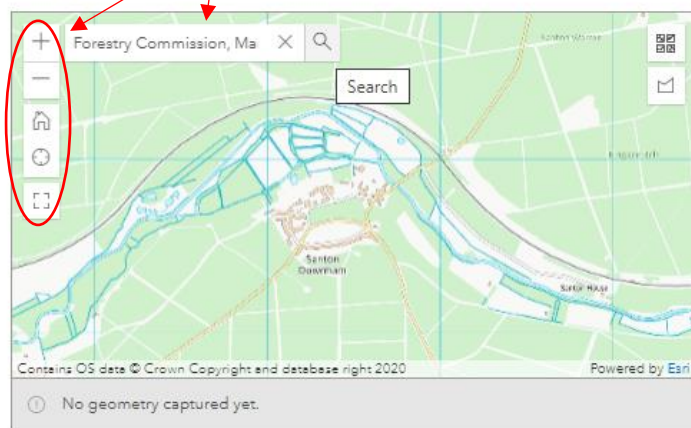
Basic Material Boundary



The map shows the United Kingdom with labels for Northern Ireland, Republic of Ireland, England, Wales, and Scotland. Major cities like London, Edinburgh, and Cardiff are marked. The map is powered by Esri and contains OS data. A status bar at the bottom indicates 'No geometry captured yet.'

6. Use the search function to type in a name of a place, or a postcode. Then zoom in using our mouse or the buttons on the left to the area of your Basic Material.

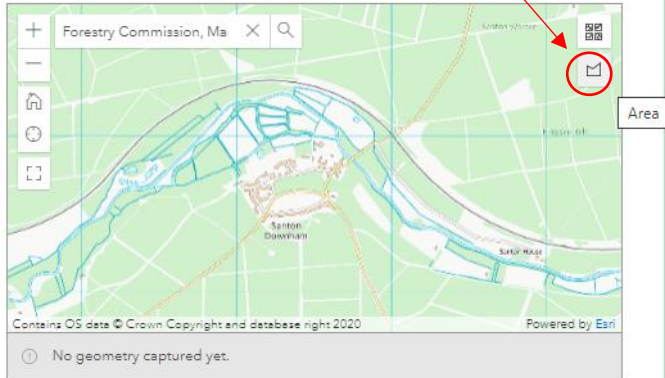
Basic Material Boundary



The map is zoomed in to show a specific area with a search bar at the top containing 'Forestry Commission, Ma'. The search bar has a magnifying glass icon and a close button. Below the search bar is a 'Search' button. The map shows a green area with a blue boundary. A red circle highlights the navigation controls on the left side of the map, including the zoom in (+) and zoom out (-) buttons, a home button, a refresh button, and a full screen button. The status bar at the bottom indicates 'No geometry captured yet.'

7. Press on the 'Area' shape and draw the boundary of your basic material. You do this by clicking your mouse on the map for each vertex of the boundary, and then double-clicking to confirm the complete boundary. You can edit or delete a boundary by using the tools on the right side.

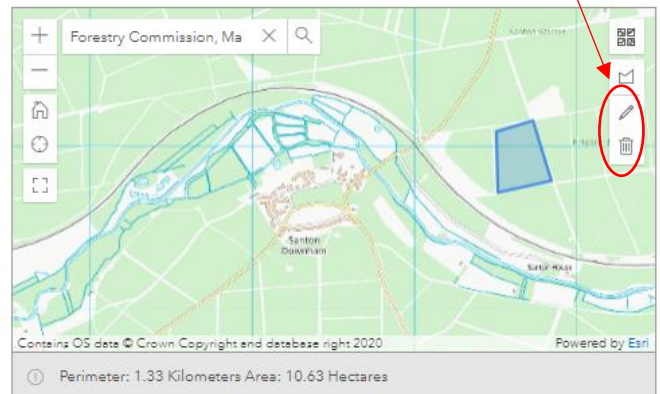
Basic Material Boundary



Basic Material Boundary



Basic Material Boundary



8. Choose the species name from the drop-down list

Species*

Search and select the species code from the drop down list. The species code will be presented below.

- Abies alba
- Abies ambalis
- Abies cephalonica
- Abies grandis
- Abies pinsapo
- Abies procera
- Acer campestre
- Acer platanoides
- Acer pseudoplatanus
- Alnus glutinosa
- Alnus incana
- Alnus rubra
- Betula nana
- Betula pendula
- Betula pubescens
- Buxus sempervirens
- Carpinus betulus
- Castanea sativa
- Cedrus atlantica

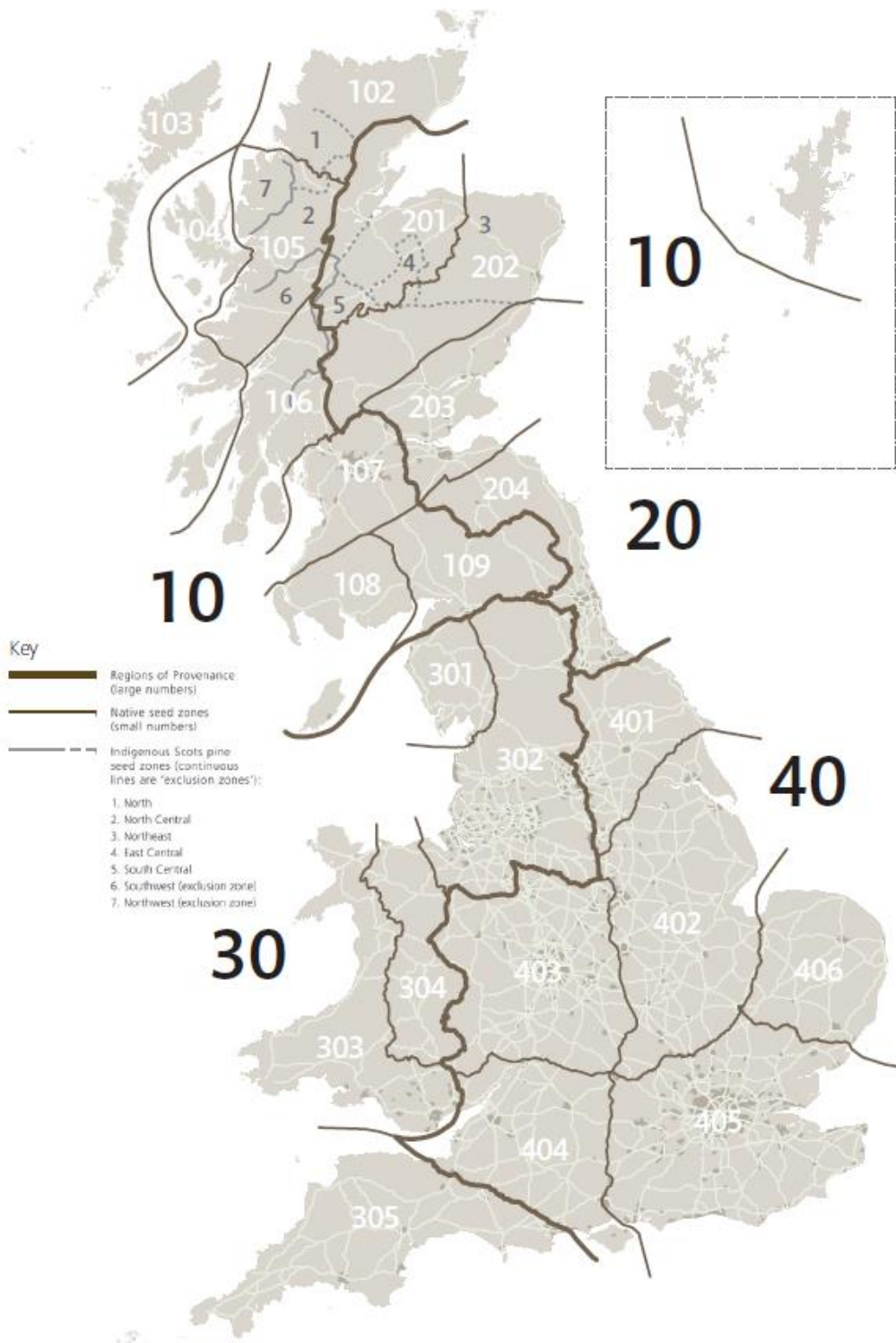
9. If the species is native, choose the seed zone. If you are unsure, see the map below.

Seed Zone*

Because the species is native, please provide the Seed Zone.

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 101
- 102
- 103

Figure 1: Regions of provenance and seed zones in Great Britain (including zones for indigenous Scots pine.)



10. Scroll down and enter the Purpose, Category and Basic Material Region (see map again).

Seed Zone*

Because the species is native, please provide the Seed Zone.

Purpose*

 Multi-purpose forestry Other

Category*

 Selected Source Identified Tested

Basic Material Region*

11. Fill in the latitude, longitude and altitude of the centre of your stand/orchard.

Degrees Latitude*

Subject to change

Degrees Longitude*

Subject to change

Altitude*

Altitude in Meters

If you are unsure, visit www.gridreferencefinder.com. You can enter location descriptors such as post code, road, town, grid reference and what3words, then press 'Go' and then the red location marker on the map. A box will appear, which includes the latitude and longitude. Please use the decimals units.

Instructions: Simply right click on the map to find a grid reference at that point. Enter a location search below to zoom to the approximate location.

Zoom All Points | Link for All Points | Auto Show Info **On**

Post Code: Go

Location (Road, Town): Go

Grid Reference: Go

X (Easting) Y (Northing): Go

Lat Long: Go

What3Words: Go

Metric

Point B

Grid Reference
TL 82635 87997
Grid Reference (6 figure)
TL826879
X (Easting) , Y (Northing)
582635 , 287997
Latitude , Longitude (decimal)
52.459376 , 0.68670452
Latitude , Longitude (degs, mins, secs)
52°27'34"N , 000°41'12"E
What3Words :
brains.vesting.receiving
Address (near) :
Fire Road 22, Lynford, Breckland, Norfolk, East of England, England. IP27 0TT, United Kingdom
Postcode (nearest) :
IP27 0TT
Maps For Point :
[Ordnance Survey](#) | [Google](#) | [Bing](#) | [Streetview](#)
Tools for Point :
[QR Code](#) | [Info](#) | [Zoom here](#)
Share :
[Link For Point](#)

Link for All Points | Elevation Chart | Show Points on OS Map | Show Points on OpenStreetMap | Distance Matrix | Heatmap | Toggle Show Pin Labels

Degrees Latitude*

Subject to change

Degrees Longitude*

Subject to change

Altitude*

Altitude in Meters

12. Fill in as many of the rest of the fields as possible, so we have the maximum information. The 'Area (ha)' field will automatically populate after you draw the boundary on the map.

Origin*

Subject to change

Indigenous

Non-indigenous

Unknown

Origin Description

255

Year Planted Earliest

¹² 1998

Year Planted Latest

¹² 2021

Area (ha)

¹² 10.6079

Seed Identity

'Location Description' can include any details of nearby sites, land features, utilities, rivers, roads, etc.

Country GB

England

Wales

Scotland

Forest Estate Name

Santon Downham

Location Description

Between railway track and Santon Road
East of Forestry Commission office

183

Nearest Town

Thetford

Compartment Wood Number

OS Map Number

12³

Use www.gridreferencefinder.com to find the Grid Reference if you are unsure. The 'Year Registered' field will automatically populate. Finally click 'Submit' to finish.

Grid Reference*


Please enter a valid OS Grid Reference in the format SO123456

Year Registered

Page 2 of 2

13. A message will appear on the screen to confirm your application. The FRM team will review your application and get back to you on the outcome.

Basic Material



Thank you for applying to register Basic Material. Your application will be reviewed and an FRM officer or Basic Material Inspector may be in contact with you to arrange an inspection prior to this material being accepted or rejected. You should expect to hear from us within 14 days.

Click [here](#) to return to the Forest Reproductive Materials website