



BCTS Cariboo-Chilcotin Woodland Operations – 2010 SFI Surveillance Audit

In July 2010, an audit team from KPMG Performance Registrar Inc. (KPMG PRI) carried out an annual surveillance audit of BC Timber Sales' Cariboo-Chilcotin (TCC) woodlands operations against the requirements of the 2010-2014 edition of the Sustainable Forestry Initiative® (SFI) standard. To provide for a more efficient audit, an ISO 14001 surveillance audit was conducted at the same time. This Certification Summary Report provides an overview of the audit process and KPMG's findings.

Description of BCTS Cariboo-Chilcotin Woodlands Operations

The Cariboo-Chilcotin Business Area (BA), situated in southcentral British Columbia (B.C.), encompasses the Central Cariboo, Chilcotin and Quesnel Forest Districts. Within these Forest Districts, the Cariboo-Chilcotin BA operates in the Williams Lake and Quesnel Timber Supply Areas (TSAs) and Tree Farm Licence (TFL) 52.

The Cariboo-Chilcotin BA has developed a Sustainable Forest Management Plan (SFMP) which describes how the operation will achieve the broad objectives of higher level plans, such as the Cariboo-Chilcotin Land Use Plan (CCLUP), developed through various public involvement processes. It also guides the development and content of other planning documents including the forest stewardship plan (FSP). The SFMP reflects the bounds established by higher level plans and through the regulatory framework described above. TCC ensures that all lower-level plans it is responsible for developing (e.g.: the FSP, and all site level plans) are consistent with the commitments made in their SFMP.

Cariboo-Chilcotin BA crown land woodlands operations are managed from the timber sales office in Williams Lake, B.C. with field teams located in offices in Williams Lake and Quesnel

Audit Scope

The audit was conducted against the requirements of the 2005-2009 edition of the SFI standard as well as implementation of the requirements of the 2010-2014 standard, and incorporated a limited scope assessment against the SFI program objectives for:

- Long-term Harvest Levels
- Efficient Use of Forest Resources,
- Training and Education,
- Compliance with Legal and Regulatory Requirements,



- Public and Forestry Community Involvement in the Practice of Sustainable Forestry
- Management Review and Continual Improvement.

The scope of the 2010 SFI surveillance audit of BCTS TCC woodlands operations included all of the woodlands operations noted above.

History BCTS Cariboo-Chilcotin SFI Certifications

BC Timber Sales' Cariboo-Chilcotin business area has been certified to the SFI sustainable forest management standard since December 2007.

The Audit

- **Audit Team** – The surveillance audit was conducted by Sylvi Holmsen, RPF, CA, CEA(SFM), EMS(LA), and Dennis Lozinsky EMS (A). Sylvi Holmsen is an employee of KPMG PRI, and has conducted numerous forest management audits under a variety of standards including SFI, ISO 14001, CSA Z809 and FSC. Dennis Lozinsky is an independent consultant with experience in conducting forest against the ISO 14001, SFI, and CSA Z809 standards.
- **SFI Surveillance Audit** – Annual SFI surveillance audits are conducted to ensure that the requirements of these standards continue to be met. The 2010 SFI surveillance audit involved an on-site assessment of TCC's SFI program, and included visits to several field sites to evaluate the extent to which the operation's forest management plans and practices conform to the requirements of the SFI standards.
- BCTS TCC Program Representative –Leanne Kaupp, Andrew Morrell, and Brenda Mann, served as the BCTS – TCC SFI program representative during the audit.

Use of Substitute Indicators

No substitute indicators were evaluated during the audit:

Audit Objectives

The objectives of the 2010 SFI surveillance audit were to:

- Evaluate the progress of BCTS - Cariboo-Chilcotin's woodlands operations towards implementing the corrective actions developed to address the findings of previous audit visits.
- Assess the extent to which the Operation's EMS, forest management plans and practices conform to the requirements of the 2005-2009 version of the SFI standard, as well as implementation of the requirements of the 2010-2014 standard.

Audit results

Minor non-conformities from previous audits that remain open	1
New major non-conformities	0
New minor non-conformities	2
New opportunities for improvement	1

Types of audit findings

Major nonconformities:

Are pervasive or critical to the achievement of the SFM Objectives.

Major non-conformities must be addressed immediately or registration cannot be achieved / maintained.

Minor nonconformities:

Are isolated incidents that are non-critical to the achievement of SFM Objectives.

All non-conformities (major and minor) require an action plan within 30 days and must be addressed by the operation.

Opportunities for Improvement:

Are not non-conformities but are comments on specific areas of the SFM System where improvements can be made.

Audit Conclusions

The audit found that:

- The Operation’s EMS, forest management plans and practices continue to meet the requirements of the 2005-2009 version of the SFI standard in all material respects.
- BCTS - Cariboo-Chilcotin’s woodlands operations have made adequate progress towards addressing the findings of previous SFI audits (with one exception – one minor non-conformance remains open, and will be assessed for implementation in 2011).

Evidence of Conformity with SFI 2005-2009

Primary sources of evidence assessed to determine conformity with the SFI 2005-2009 standard are presented in Table 1 below.

SFI Objective #	Key Evidence of Conformity
1. Long-term Harvest Levels	Interviews with planning staff and Woodlands Manager, review of apportionment and harvest tracking information.
7. Efficient Use of Forest Resources	Waste regulations, timber sale license (TSL) documentation, waste assessment process and EMS.
10. Training and Education	Training records, interviews with staff and contractors, Western SFI Implementation Committee (WCSIC) website, interviews with staff, review of WCSIC minutes.
11. Compliance with Legal and Regulatory Requirements	BCTS procedures, Enviro issue tracking system and Cognos reports, and field inspection of a sample of harvesting, roads and silviculture sites and associated records, SFM Plan, the Environmental Policy, and interviewed staff.
12. Public and Forestry Community Involvement in the Practice of Sustainable Forestry	WCSIC minutes and interviewed selected planning staff, WCSIC website, SFMP, referrals and public review of FSPs and interviewed selected planning staff, FN consultation processes and interviews with planners, EMS and FSP communication records, public complaints records and interviews with planners and acting TSM, BCTS forest management information systems and records and TCC submission to BCTS for roll up into the BCTS annual SFI report.



The Cariboo-Chilcotin Business Area has significant cultural heritage features such as First Nations rock paintings and old homesteads.



SFI Objective #	Key Evidence of Conformity
13 Management Review and Continual Improvement	Management review procedures, internal audit and associated records and action plans, interviewed staff responsible for implementing and maintaining the EMS and SFI program, including the TSM.

Good Practices

During the course of the audit, a number of good practices were identified including:

- SFI Objective 10 (Training and Awareness) – Overall good awareness of site features and associated practices by the harvesting contractor supervisors interviewed during the audit.
- SFI Objective 2 (Forest Productivity and Conservation of Forest Resources) – Innovative Timber Sales have encouraged more prompt completion of licensee obligations such as pile burning following harvesting.
- SFI Objective 2 (Forest Productivity and Conservation of Forest Resources) – Prompt planting of recently harvested sites in Quesnel.
- SFI Objective 2 (Forest Productivity and Conservation of Forest Resources) – Excellent documentation of the silviculture pre-work information package reviewed in Williams Lake.
- SFI Objective 4 (Conservation of Biological Diversity) – To gain more knowledge of management strategies related to rare plant communities, the Business Area has implemented a series of operational trials examining harvesting impacts on trapper’s tea plant communities.

Follow-up on Findings from Previous Audits

The 2010 surveillance audit found that BCTS - Cariboo-Chilcotin’s woodlands operations continue to make adequate progress towards addressing the findings of previous SFI audits. However, one minor non-conformity that was identified during the previous audit has yet to be adequately addressed by the Business Area. This was:

- SFI Objective 2 (Forest Productivity and Conservation of Forest Resources) – The 2009 field inspection identified several incidents of non-conformance with the fuel handling requirements.

The next audit will include a follow-up assessment of this issue to confirm that the corrective action plans developed to address it have been implemented as required.



BCTS considers a wide range of forest values in planning forest operations. Wildlife, recreation and cultural heritage values are just a few of the values that are incorporated into management plans.



BCTS staff participate in various educational and outreach opportunities within the business area such as leading forestry field trips.

New Areas of Nonconformity

The 2010 surveillance audit of BCTS – Cariboo-Chilcotin’s woodlands operations identified a total of two new minor non-conformities. These included:

- SFI Objective 13 (Management Review and Continual Improvement) – The audit identified weaknesses with the development and implementation of a new action plan to address implementation of the fuel handling procedures. The audit found that the timeline and actions were inadequate to address the ongoing issue. :
- SFI Objective 13 (Management Review and Continual Improvement) - The field audit identified an inconsistency between the documentation of harvesting obligations in a final inspection report and the actual status in the field. The field inspection of one timber sale indicated that deactivation had not been fully completed, however, the inspection report documented that the deactivation had been completed.

New Opportunities for Improvement

One new opportunity for improvement was identified during the 2010 surveillance audit:

- SFI Objective 2 (Forest Productivity and Conservation of Forest Resources) – The audit identified an opportunity to improve the documentation of the emergency response drills and tests. The emergency scenario is not clearly described, and, as a result, it is difficult to properly evaluate the implementation of the emergency response.

Corrective Action Plans

Corrective action plans designed to address the root cause(s) of the non-conformities identified during the audit have been developed by BCTS - Cariboo-Chilcotin and reviewed and approved by KPMG PRI. The next surveillance audit will include a follow-up assessment of these issues to confirm that the corrective action plans developed to address them have been implemented as required.



BCTS staff participate in continuing education such as field training in ecological classification.

Contacts:

David Bebb, RPF, CEA (604) 691-3451
 Chris Ridley-Thomas, RPBio, CEA (604) 691-3088

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