



Confidential

February 16, 2004

Robert Mather, Director
Bureau of Forest Management
WI Department of Natural Resources
PO Box 7921, Madison, WI 53707-7921

RE: Audit Report, Wisconsin DNR State Forests (Facility # FRS 1Y941)

Dear Mr. Mather:

Congratulations, WI DNR's SFI program for its state forests has successfully achieved a recommendation for pending certification to the SFI Standard, according to the auditing procedures of NSF-ISR! Upon becoming a SFI Licensee and committing formally to adhere to the 2002-2004 SFI Standard® requirements we will finalize the project by changing to a recommendation for certification.

The SFI Certification Audit was performed on your forestry program for the Wisconsin State Forests. The audit was performed by NSF-ISR on November 10 to 15, 2003. The lead auditor was Michael Ferrucci and the audit team included Robert Hrubes and Gary Zimmer. Kevin Lehner served as a witness auditor and co-lead auditor. The audit team is fully qualified to conduct the SFI Certification Audit, with members of the audit team having worked in the forest and paper products industry and having extensive knowledge of the SFI Standard and of ISO Environmental Management Systems requirements and practices of the land management field within your region.

NSF-ISR SFI Audit Reporting

The NSF-ISR Audit Report consists of all documents used in the three-step audit process, including the Off-Site Document Review, the On-Site Readiness Review, and the Certification Audit.

The NSF-ISR SFI Certification Audit Process began with a review of your SFI Program documentation on October 4, 2003. The preliminary Off-Site Document Review was conducted to identify the scope of your operations and which SFI Performance Measures apply. The review also determined whether your SFI Program was sufficiently documented to proceed with the On-site Readiness Review. The Off-site Document Review Report is contained in Appendix I.

The next step was a two-day On-Site Readiness Review and development of a detailed Audit Plan on October 16 & 17, 2003 at your offices at GEF 2 in Madison, WI. The findings of the On-Site Readiness Review Report are contained in Appendix A. (Note that Appendix A, the full On-Site Readiness Review report, contains several attachments, some of which are referred in this report.)

Because WI DNR was well prepared and had a fully developed SFI Program, NSF-ISR was ready to conduct the independent SFI Certification Audit on November 10 to 15, 2003.

The actual NSF-ISR SFI Certification Audit was governed by a detailed Audit Plan (Attachment 7 of Appendix A) that was prepared specifically for your SFI Audit. The Audit Plan was focused on helping the audit team determine whether there were any deficiencies and inconsistencies between your SFI Program and the SFIS Performance Measures that apply to your organization. We determined that several of the SFI Performance Measures were outside of the scope of your SFI program and were excluded from the scope of the SFI Certification Audit (Appendix I).

The objective of the audit was to assess conformance of your SFI Program to the requirements of the Sustainable Forestry Initiative® Standard, 2002-2004 Edition. The scope of the SFIS Audit included sustainable forestry activities of the Wisconsin DNR and land management operations on Wisconsin State Forests encompassing over 490,000 acres of publicly owned forests, including the following properties:

Black River State Forest	Kettle Moraine- Northern and Southern Units
Brule River	Northern Highland/American Legion
Coulee Experimental	Peshigo River
Flambeau River	Point Beach
Governor Knowles	

The possible findings of the audit included Full Conformance, Major Non-conformance, Minor Non-conformance, Opportunities for Improvement, and Practices that exceeded the Basic Requirements of the SFIS. The detailed spreadsheets addressing the above findings are contained in Appendix B, the SFI Certification Audit Matrix (the interim matrix following the On-site Readiness Review is Attachment 9 of Appendix A). Five minor non-conformances were fully documented and reported using the NSF-ISR Corrective Action Request (CAR) forms (Appendix D).

NSF-ISR conducted an audit of the written documentation that your organization assembled to provide objective evidence of SFIS Conformance. NSF-ISR also selected a number of field sites for inspection based upon the risk of environmental impact, likelihood of occurrence, special features, and other criteria outlined in the SFI-Standard Operating Procedure (Appendix H). We also provided criteria for the selection of alternative sites by WI DNR managers at Kettle Moraine State Forest and Northern Highlands American Legion State Forest. These sites are listed in the document Sites Visited (Appendix C). Forest practices that were inspected focused on recent or ongoing harvests, but included a sample of harvests that have occurred over the past 5 years to assess regeneration success.

NSF-ISR also selected contract loggers and employees within your organization to interview to confirm that the SFI Standard was understood and actively implemented.

The Opening and Closing Meeting Attendance Form for the Certification Audit is attached in Appendix E (for On-site Readiness Review the Attendance Sheets are Attachment 4 of Appendix A). The names of those external personnel interviewed during the SFI Certification Audit are contained in the SFI Certification Audit Matrix.

Summary of Audit Findings

No major non-conformances were identified as part of the NSF-ISR SFI Certification Audit Process. Five minor non-conformances identified during the On-Site Readiness Review were identified, and corrective action plans have been approved by the lead auditor, as documented on the NSF-ISR Corrective Action Requests (CAR) in Appendix D. As such, your SFI Program has achieved conformance with the SFI Standard, 2002-2004 Edition.

NSF-ISR identified thirteen Opportunities for Improvement (OFI) for your SFI Program, listed in the Certification Audit Matrix (Appendix B). These findings do not indicate a current deficiency, but serve to alert your organization to potential future deficiencies if not addressed. The OFIs not only alert you to areas that need future attention, but also can be a focus of continual improvement efforts. Your SFI Team has already made some changes in response to these OFIs.

NSF-ISR also determined that your practices exceed the basic requirements of the SFI Standard in these areas:

- Provision of recreation and education opportunities for the public.
- Reforestation after final harvest.
- Protection of riparian areas.
- Application of scientific knowledge in the management of habitat and the conservation of biodiversity
- Managing the visual impact of harvesting and other forest operations
- Managing lands of ecologic, geologic, cultural or historic significance in a manner that recognizes their special qualities.

These practices are documented in the SFI Certification Audit Matrix. WI DNR is to be commended for performance above and beyond the basic requirements of the SFIS.

This Final Report is the sole property of the WIDNR. The report is intended for use by Wisconsin DNR in understanding your conformance with the SFI Standard and for purposes of improving your SFI Program over time.

The attached SFI Audit Summary (Appendix F) is intended for public disclosure *after the successful completion of the audit*. Be advised that the SFI Verification Process Principles and Procedures require you to provide the Audit Summary to the AF&PA and Sustainable Forestry Board two weeks prior to making any public claims regarding successful independent certification of conformance with the SFI Standard.

When the certification process is complete NSF-ISR will issue a formal Certificate of Conformance to the SFI Standard to the Wisconsin DNR. The Certificate includes the NSF-ISR Logo, the client's name, the standard certified to, the date of the certification, and signatures of responsible authorities.

Surveillance Audit and Other Periodic Costs

Periodic surveillance audits are not required for maintenance of your SFI Certification, but are highly recommended. A surveillance audit is suggested for the summer of 2005, approximately 18 months after the certificate is issued. The timing of the audit is flexible enough to conduct it in conjunction with any annual audit required under your FSC Certification. For SFI purposes, the recommended Surveillance Audit will require 1 auditor for 2 days, at a cost of \$2,300 plus expenses. The NSF SFI Annual Registration fee is \$650. There is also a \$500 annual Program Participant Fee payable to AF&PA. Recertification would be required in three years, with costs expected to be approximately \$30,000 to \$32,000 provided the scope did not change.

It has been a pleasure serving the WI DNR Bureau of Forest Management in providing Sustainable Forestry Initiative® Standard certification services. The support provided by you and your staff and by the managers and specialists at all of the sites visited was terrific, and greatly appreciated. We look forward to working with you during any scheduled surveillance audits and the three-year re-audit process to further improve your SFI Program.

If I may be of further assistance, or answer any of your questions regarding any aspect of the NSF-ISR SFI Certification Audit Process, please feel free to give me a call.

Sincerely yours,

Mike Ferrucci, Lead Auditor
175 North Main Street, Branford, CT 06405

cc: NSF-ISR Audit Program Manager, File FRS 1Y941
Audit Team Members

Attachments:

- Appendix A On-Site Readiness Review Report and Audit Plan
- Appendix B SFIS Certification Audit Matrix
- Appendix C Sites Visited - Certification of Wisconsin State Forests
- Appendix D NSF-ISR Corrective Action Requests (CAR)
- Appendix E Opening and Closing Meeting Attendance Form
- Appendix F SFI Audit Summary for Public Disclosure
- Appendix G Confidentiality Statement
- Appendix H NSF-ISR SFI-Standard Operating Procedure
- Appendix I Off-Site Document Review, Including Cover Letter and Agenda

Appendix A
On-Site Readiness Review Report and Audit Plan

ON-SITE READINESS REVIEW REPORT

SUSTAINABLE FORESTRY INITIATIVE® STANDARD



NSF International Strategic Registrations, Ltd.

789 N. Dixboro Road
Ann Arbor, Michigan
<http://www.nsf-isr.org>

ORGANIZATION: Wisconsin DNR – Division of Forestry

FRS No: 1Y941

DATE(S): 10-16-03 to 10-17-03

Total Number of Pages to this Report: _____

Page _____

Wisconsin DNR State Forests - Facility # FRS 1Y941
Appendix A: On-Site Readiness Review Report and Audit Plan

Include copies of paper forms here: pages 9 thru 12 (of 25)

ATTACHMENT 1

Opening and Closing Meeting Sign-in Sheets

ATTACHMENT 2

Corrective Action Requests (CARs)

ATTACHMENT 3

Agreement(s) Not to Disclose and Not Consult

ATTACHMENT 4

SFI Audit Plan

Sustainable Forestry Initiative® Standard

Audit Plan for the

State Forests of Wisconsin



This Audit Plan describes the conduct of the NSF-ISR SFIS Certification Audit Process, which is consistent with the requirements outlined in the SFI® Verification/Certification Principles and Procedures (SFI-V/PPP) guideline document revised in 2002-2004. It also includes some steps and planning processes that are unique to NSF-ISR that have been adapted from its ISO 14001 EMS Certification Process.

Additional details about how NSF-ISR's SFIS Certification Audits are conducted are contained in the SFIS Certification Process Standard Operating Procedure (SOP).

Section 1 Introduction

WI DNR is seeking assessment of State Forests under both FSC and SFI forest certification programs. The DNR will be providing the assessment information to the Governor's Council on Forestry and the Natural Resources Board for exploration of options early in 2004. The assessment being conducted under this plan involves whether the WI DNR's SFI Program conforms to the requirements of the Sustainable Forestry Initiative® Standard, 2002-2004 Edition. An audit team assembled by NSF-ISR will make a determination of conformance according to the SFI® Verification/Certification Principles and Procedures (SFI-V/PPP).

1.1 SFIS Certification Scope and Objective

The initial scope of the proposed SFIS Certification Audit encompasses sustainable forestry activities of the Wisconsin DNR and land management operations on Wisconsin State Forests encompassing over 490,000 acres of publicly owned forests, including the following properties:

- Black River State Forest
- Brule River
- Coulee Experimental
- Flambeau River
- Governor Knowles
- Kettle Moraine- Northern and Southern Units
- Northern Highland/American Legion
- Peshigo River
- Point Beach.

This scope was confirmed during the On-site Readiness Review.

The SFIS Performance Measures that are included in and excluded from the scope of the SFIS Certification Audit are outlined in the Off-Site Document Review Summary Sheet. For three SFIS Performance Measures it was determined that the WI DNR SFI program does not involve any of the relevant activities:

- 4.2.1.1.7 Mill inventory/procurement policies – No procurement activities occur.
- 4.2.1.1.8 Illegal Logging – All activities are in North America.
- 4.2.1.1.9 Biodiversity Hotspots/Major Tropical Wilderness Areas - No procurement activities occur.

For several relevant SFIS Performance Measures it was determined that the WI DNR SFI program does not involve the activities of certain Core Indicators:

- 4.1.3.1.2 Riparian protection measures -
Core Indicator 7: Where regulations or BMPs do not currently exist to protect riparian areas, experts are involved in identifying appropriate protection measures. Such regulations do exist.
- 4.1.5.1.3 “Green-up” requirements -
Core Indicator 5: A system to achieve continual compliance with applicable regulatory requirements. There are no such regulatory requirements.
Core Indicator 6: Available regulatory action information demonstrates a commitment to legal compliance. There are no such regulatory requirements.
- 4.2.1.1.1 Encourage landowners to reforest following harvest and to use BMPs -
Core Indicator 3: BMP or regeneration training courses, as appropriate, provided for procurement staff. No procurement activities occur.
Core Indicator 4: A verifiable auditing or monitoring system in place to evaluate the results of promoting reforestation and use of Best Management Practices within wood supply systems, and the use of that information to set goals for continual improvement. No procurement activities occur.

The objective of the third-party SFIS Certification Audit is to determine if the Program Participant’s SFI Program is in conformance with the SFI Standard, 2002-2004 Edition.

1.2 The SFI Standards and Performance Measures

Determination of conformance to the SFI Standard will be based entirely and solely on the requirements of the Sustainable Forestry Initiative® Standard - Principles and Objectives (2002-2004 Edition). The SFIS Certification Audit will be based upon the literal language of the SFIS Objectives, Performance Measures and Core Indicators. The NSF-ISR Audit Team will not add additional requirements that are not specified in the SFI Standard. Audit procedures and auditor qualifications shall be consistent with the SFI® Verification/Certification Principles and Procedures (SFI-V/PPP) and SFI® Qualification Criteria for Verifiers (SFI-QCV), respectively.

The verification indicators to be used are attached to this plan in **Appendix A** and were approved as the criteria to be used to conduct the SFIS Certification Audit in consultation between the Program Participant and the lead auditor during the On-site Readiness Review process.

The lead auditor will be solely responsible for recommending a finding of conformity of the Program Participant’s SFI Program with the SFI Standard, using the specific procedures of the SFI® Verification/Certification Principles and Procedures (SFI-V/PPP).

1.3 Roles and Responsibilities

The Program Participant's management representative with respect to this SFIS Certification Audit is Robert Mather Bureau Director, Forest Management mather@dnr.state.wi.us
work: 608-266-1727 home: 608-835-8811

Other members of the Program Participant's SFI Team that will be involved in the SFIS Certification Audit Process include:

Paul Schultz, Forester schulp@dnr.state.wi.us
work: 715-358-9220 home: 715-479-6405 mobile: 715-892-0093

Paul Pingrey, Private Forestry Specialist pingrp@dnr.state.wi.us
work: 608-267-7595 home: 608-356-7393 fax: 608-266-8576

Jeffrey Barkley, County Forests Specialist jeffrey.barkley@dnr.state.wi.us
work: 608-264-9217 home: 608-846-5045 608-266-0290

Darrell Zastrow, Bureau Director, Forest Sciences
work: 608-264-9224

Paul Delong, Division Administrator, Forestry
work: 608-266-2694

Timothy Mulhern, Deputy Division Administrator, Forestry
work: 608-266-2694

The NSF-ISR lead auditor will be Mike Ferrucci. The other members of the audit team will include Gary Zimmer, Wildlife Biologist and Dr. Robert Hrubes, Forester. Kevin A. Lehner will be observing the audit, serving as the co-lead for RAB purposes.

The specific audit processes and procedures that will apply to this audit are specified in the SFI® Verification/Certification Principles and Procedures (SFI-V/PPP). The lead auditor will not use other auditing guidelines of other international or domestic standards

1.4 Confidentiality Agreement

All NSF-ISR auditors will maintain complete and strict confidentiality regarding all aspects of the audit. The Program Participant reserves the right to release NSF-ISR and its subcontractors from specific terms of this confidentiality agreement in writing. NSF-ISR will retain only one copy of the Program Participant's SFIS Indicators and evidence for its records. All other Program Participant materials and documentation, including detailed evidence, will be destroyed at the conclusion of the final report.

2. On-site Readiness Review and Report

An On-site Readiness Review meeting between the Program Participant's staff and the lead auditor was held at the Program Participant's offices on October 16 and 17, 2003. A thorough document review was

performed at that time, the lead auditor's credentials were confirmed, and the overall substance of the audit plan was discussed and agreed to. As an outcome of that meeting, the lead auditor determined that the Program Participant is prepared, and necessary documentation is sufficient, to undergo a full SFIS Certification Audit as outlined in this plan.

The Program Participant and the lead auditor also reviewed and came to agreement on the specific indicators of conformance that will be used to judge conformance with the SFI Standard. These are contained in **Appendix A**. The lead auditor and audit team members will not introduce additional or modified indicators during the field audit. Agreement on the indicators of conformance is necessary to avoid surprises during the SFIS Certification Audit process.

The lead auditor has prepared an On-site Readiness Review Report documenting that the Program Participant is ready to proceed with the SFIS Certification Audit.

3. Field Sites and Interviewees

The lead auditor and Program Participant's representatives reviewed the criteria for selecting field sites and interviewees in order to obtain objective evidence of conformance to the SFI Standard. A preliminary list of field sites that were agreed to is contained in **Appendix B**. WI DNR's SFI Team will assemble information about the selected sites and develop travel routes prior to the start of the certification audit. A tentative list of categories of interviewees is contained in **Appendix C**.

4. SFIS Certification Audit Schedule

Schedule Overview: The audit will occur over a 7-day (Sunday through Saturday) period. 4 days will involve the Team and the Division of Forestry visiting field sites. The Division of Forestry would be needed from Monday morning through Friday mid-day, and (selected personnel) on Saturday afternoon for the closing meeting. The schedule for the office and field audit is detailed below:

Sunday November 9 Madison, WI

Audit Team travel and evening team meeting, Fairfield Inn by Marriott
4765 Hayes Road, Madison, WI 53704 (arranged by Mike Ferrucci)

Monday November 10 Kettle Moraine State Forest Southern Unit

7:30 a.m. Audit Team arrives Kettle Moraine State Forest headquarters
(S91w39091 State Road 59, Eagle, WI 53119-1126)
7:45- 10 Opening Meeting
10-12 Office Discussions
12-5 Field Audit: *Kettle Moraine State Forest*
5 to 8 pm Travel to Black River Falls, WI – dinner location tbd

Tuesday November 11 Black River State Forest

7:15 a.m. Audit Team arrives WI DNR office
7:30 to 8:30 Daily Opening Meeting and Office Discussions
8:30 to 5 pm Field Audit: *Black River State Forest*
5 to 8 pm Travel to Ladysmith, WI – dinner location tbd

Wednesday November 12 Flambeau River State Forest

7:15 a.m. Audit Team arrives WI DNR office
7:30 to 8:30 Daily Opening Meeting and Office Discussions
8:30 to 5 pm Field Audit: *Flambeau River State Forest*
5 to 8 pm Travel to Eagle River, WI – dinner location tbd

Thursday November 13 NHAL State Forest

7:15 a.m. Audit Team arrives WI DNR office
7:30 to 8:30 Daily Opening Meeting and Office Discussions
8:30 to 5 pm Field Audit: *Northern Highlands State Forest*

Dinner: audit team to dine privately, arranged by Mike Ferrucci

Friday November 14 NHAL State Forest and Madison

7 to 11:45 Field Audit: *American Legion State Forest*
11:45 to 12:30 Lunch with Division of Forestry team
Note: Field portion of audit ends, team scoring begins at this time
12:30 to 5 pm Travel to Madison, WI (audit team in their own vehicle):
 SFI final analysis & scoring
 FSC Scoring
7 to 10 pm FSC Scoring (continued)

Saturday November 15 Madison, WI

7 to 10 am FSC scoring
10 to 11 am Prepare for Closing Meeting
11:00 to 1:00 Checkout from hotel, lunch, travel to WI DNR office
1 to 3:30 pm Closing meeting WI DNR office, Madison, WI
3:30 pm Audit Team Madison airport to travel home

4.1 Audit Team Meeting

Following the mailing of introductory materials and preliminary e-mail and telephone discussions, the NSF-ISR's Audit Team will meet prior to conducting the Program Participant's SFIS Certification Audit to review the audit plan and make any final adjustments. This meeting will occur the night before the Opening Meeting at 9 pm at the Fairfield Inn by Marriott, 4765 Hayes Road, Madison, WI 53704

4.2 Opening Meetings

The Opening Meeting will be held at the WI DNR office of the Kettle Moraine State Forest Southern Unit at 7:30 a.m. on Monday, November 10, 2003. Location: Kettle Moraine - Southern Unit, S91 W 39091 Hwy 59, Eagle, WI 53119 Phone: 262-594-6200

Attendance at the Opening Meeting will include the Program Participant's SFI Team and NSF-ISR's Audit Team. The purpose of the meeting is to introduce all parties, review the SFIS Certification Indicators, confirm the audit plan and responsibilities, and attend to any outstanding issues.

At the start of the Opening Meeting, the Program Participant will present an overview of its operations,

SFIS Indicators and Evidence, and other details regarding its conformance with the SFI Standard. Any health and safety and emergency procedures will be discussed.

The lead auditor will explain the audit procedures contained in the SFIS Certification Audit Matrix and the appropriate lines of communication between the NSF-ISR lead auditor and the Program Participant's management representative. The specific field sites and routes to be traveled will be finalized, based upon weather and access constraints. The interviewees will be identified and contact information will be confirmed.

The audit schedule will be reviewed including the dates, times and locations of meetings. Other aspects of the audit plan will be discussed including the content of the final and summary reports, tentative dates of publication of the final and summary reports, procedures in the event that the final report is delayed, confidentiality procedures, the NSF-ISR dispute resolution process, and the tentative date for issuance of the NSF-ISR certificate of SFIS conformance.

4.3 Daily Briefings

Each day of the SFIS Certification Audit will begin with a brief opening meeting to document the day's schedule, responsibilities, and arrangements; to obtain any needed documents; and to answer other preliminary questions. Each day will conclude with a brief closing meeting to review the day's findings, to confirm plans for the evening, and to plan for activities the following day.

Any potential areas of minor or major non-conformance shall be identified during the field audit and discussed at the daily closing meeting. Any additional evidence or field site investigations that could clarify the areas of non-conformance should be identified and prepared for the following day.

4.4 Daily Audit Activities

Following the Opening Meeting and presentation of the Program Participant's SFIS Indicators and Evidence, each audit team member will be paired up with a representative of the Program Participant to begin conducting the SFIS Certification Audit. Gary Zimmer will focus on office and field evidence for Objectives 4 and 6 and riparian protection aspects of Objective 3. Robert Hrubes and Mike Ferrucci will be responsible for all other aspects of the audit.

During the office portion of each state forest visit Mr. Ferrucci will focus on office evidence for SFI indicators and may conduct phone interviews. He will also consider complementary indicators and evidence that also meet FSC needs. Likewise, Dr. Hrubes will focus on office evidence for FSC indicators, with attention paid to indicators and evidence that also meet SFI needs.

Field sites will be visited by audit team members in the company of the manager responsible for that site. Approximately six to eight sites will be visited during each day of the audit, four of which will be based on the harvest treatment sample. Selection of harvest-related sites was based on lists of all harvest treatments and activities within the last 5 years. Sufficient harvesting sites were selected to allow the audit team choices regarding actual sites, and those choices will generally be made at the morning meeting.

Harvest-related stops will take between half and three-fourths of the daily time allocated for field audits. Additional stops (as suggested by WI DNR representatives) will be included to visit the following:

- Management practices or sites with important habitat related issues
- Special sites of geologic, historic, or cultural significance

- Recreation sites
- Natural areas, reserves, Big-tree silviculture areas
- Site preparation activities
- Pre-commercial treatments
- Forest health treatments or forests with health issues
- Road construction, maintenance, or bridges and other stream crossings

The selection of these stops will be made in consultation between the audit team and the WI DNR team during the daily meeting. Changes will be made during the audit following consultation between the team leader (Mike Ferrucci) and the management representative for the forest being visited. Note: The FSC team leader Robert Hrubes will participate in these discussions. Some sites may be visited due to FSC specific needs.

4.5 Closing Meeting

The audit team will meet on Friday afternoon to review findings. The formal closing meeting will include the WI DNR's SFI Team and the full NSF-ISR Audit Team. The closing meeting will be held in the Program Participant's headquarters office 101 S Webster Street, Madison, WI on Saturday November 15th from 1 to 3:30 pm.

The audit team will make an oral presentation of audit findings, review any minor or major non-conformances, and the lead auditor's recommendation regarding overall conformance with the SFI Standard. Overall audit recommendations including Immediate Certification, Pending Certification and Deny Certification are detailed in NSF-ISR's SFIS Certification Process SOP.

Any minor or major non-conformances shall be fully documented in the SFIS Certification Audit Matrix and Corrective Action Requests (CARs) and presented to the Program Participant for review and discussion. The Program Participant will have the opportunity to discuss and clarify any outstanding issues related to the CARs and any other aspects of the audit. Each of the Corrective Action Request forms need to be signed by the Program Participant's management representative.

Every effort will be made to resolve all questions and issues related to the SFIS Certification Audit before the end of the Closing Meeting. The audit team shall fully explain the next steps of producing the draft final and summary reports for review by the Program Participant. Timeframes for completing the audit report process and issuing the Certificate of SFIS Conformance will be finalized.

5. Dispute Resolution Process

If there are disagreements over interpretations of the SFI Standard or any other aspect of the certification audit, the Program Participant will have the opportunity to raise the issue with the NSF-ISR Audit Manager. If the dispute is not resolved at that level, the dispute will be addressed according to the formal NSF-ISR Dispute Resolution Process.

6. Final Report

The lead auditor will draft an unofficial final report consistent with the format and contents

outlined in the NSF-ISR SFIS Certification Process SOP. The lead auditor shall forward the draft final report to the Program Participant for a review of factual accuracy within three weeks of the Closing Meeting. The Program Participant will have up to four weeks to submit comments to the lead auditor. The lead auditor will incorporate appropriate suggestions from the Program Participant and forward the Final Report to the NSF-ISR Audit Manager within one week of receipt of comments.

The Audit Manager will review the Final Report for thoroughness and completeness. Upon approval, the Audit Manager will forward the official copy of Final Report to the Program Participant within two weeks of receipt of the report from the lead auditor.

The Final Report will be provided to WI DNR within six to eight weeks of the completion of the field audit.

If there are unresolved Minor Non-conformances that must be brought to the attention of the Governor's Council on Forestry and the Natural Resources Board the final report can be delayed. Normally NSF would require Corrective Action Plans (on CAR forms) to be submitted and approved by the Lead Auditor within 30 days of completion of the field audit. In this case, up to 10 weeks can elapse between the end of the field audit and acceptance of the Corrective Action Plans. Any delay beyond that time period may require addition verification time and expense.

<i>Projected Schedule</i>	<i>Phase - Task</i>
Mid-November	III) Certification Audit (6 days)
Mid-December	IV) Draft Reports Issued
Mid-January	IV) Comments due from State
Mid-February	IV) Final Report
as requested by DNR	IV) Presentation and Certificates

7. Summary Report

The lead auditor will work with the management representative to prepare an audit summary for public disclosure. The summary shall include the audit scope and process, the names of the auditors, the indicators used, and a summary of relevant findings. This summary must be provided to the SFI Sustainable Forestry Board (<http://www.aboutsfb.org/>) at least two weeks prior to making any public claims or statements.

The content of the summary report will be agreed to by NSF-ISR and the Program Participant to ensure that it captures all of the relevant findings.

8. Distribution of Reports

The final and summary reports are the sole property of the Program Participant. The distribution of the final and summary reports will be at the discretion of the Program Participant. Consistent with the requirements of the SFI® Verification/Certification Principles and Procedures, the Program Participant should submit a copy of the summary report to the Sustainable Forestry Board and AF&PA.

All working documents, draft and final and summary reports in the possession of the audit team members and lead auditor shall be destroyed at the end of the SFIS Certification Audit process, unless agreed to in

writing by NSF-ISR and the Program Participant. NSF-ISR and the lead auditor shall retain one copy of all documents related to the SFIS Certification in permanent files for purposes of conducting surveillance audits and re-audits, and for other legitimate purposes.

9. Certificate of Conformance

WI DNR is seeking assessment of State Forests under the SFI forest certification programs. The DNR will be providing the assessment information to the Governor's Council on Forestry and the Natural Resources Board for exploration of options early in 2004. The final statement of conformance can not be provided unless the state makes a formal decision to pursue SFI certification. Provided the state makes such a decision, and upon successful completion of the SFIS Certification Audit process as contained in this Audit Plan, NSF-ISR shall issue a formal certificate of conformance with the SFI Standard. The content of the SFIS Certificate is outlined in the NSF-ISR SFIS Certification Process Standard Operating Procedure.

10. Surveillance Audit and Re-audit Schedule

If certification is received, the initial re-audit will be scheduled for three years following the initial audit, and generally five years thereafter.

The final step in the audit planning process is to tentatively schedule periodic surveillance audits. The periodic surveillance audits will generally be scheduled within twelve months of the initial audit, and will generally occur annually. Surveillance audits are not required for organizations not seeking an on-product label. However, since customers of WI DNR may be interested in seeking such label it is suggested that WI DNR consider annual surveillance audits.

Appendices

Appendix A Program Participant's SFIS Indicators and Evidence

Appendix B Potential Field Sites

Appendix C Potential Interviewees

**Appendix A:
SFI Indicators for WI DNR
November, 2003**

Note: additional indicators to be provided by WI DNR: 4.1.5.1.4; 4.2.1.1.6; 4.3.2.1.1,

4. Sustainable Forestry Initiative Objectives, Performance Measures and Indicators

4.1 Objectives for Sustainable Forestry

4.1.1 Objective 1. Broaden the implementation of sustainable forestry by employing an array of economically, environmentally and socially sound practices in the conservation of forests – including appropriate protection, growth, harvest and use of those forests – using the best scientific information available.

4.1.1.1 Performance Measures

4.1.1.1.1 Program Participants shall have policies to implement and achieve the Sustainable Forestry Standard Principles and Objectives.

Core SFI Indicators:

1. A written policy for implementing and achieving the SFIS Objectives and Performance Measures.
2. A long-term resource analysis to guide forest management planning at a level appropriate to the size and scale of the operation, including:
 - a. a periodic or ongoing forest inventory;
 - b. a land classification system;
 - c. soils inventory and maps, where available;
 - d. access to growth and yield modeling capabilities;
 - e. up-to-date maps or a Geographic Information System (GIS);
 - f. recommended sustainable harvest levels; and
 - g. a review of non-timber issues (e.g., including pilot projects and economic incentive programs to promote water protection, carbon storage, or biological diversity conservation).
3. Staff roles and responsibilities for achieving SFIS Objectives are assigned and fully understood.
4. Access to relevant laws and regulations in appropriate locations.

4.1.1.1.2 Program Participants shall (individually, through cooperative efforts or through associations) provide funding for forest research to improve the health, productivity and management of all forests.

Core SFI Indicator:

1. Current financial or in-kind support of research to address forest health and productivity.

4.1.1.1.3 Program Participants shall provide recreation and education opportunities for the public where they are consistent with their forest management objectives.

Core SFI Indicator:

1. Written policy describing public recreation and education efforts, consistent with forest management objectives.

4.1.1.1.4 Program Participants shall ensure that long-term harvest levels are sustainable and consistent with appropriate growth and yield models and written plans.

Core SFI Indicators:

1. Recommended sustainable harvest levels.
2. Documentation of annual harvest trends in relation to sustainable forest management plan.
3. A forest inventory system and a method to calculate growth.
4. Periodic updates of inventory and recalculation of planned harvests.
5. Documentation of forest practices (e.g., planting, fertilization, thinning, etc.), consistent with assumptions in harvest plans.

4.1.2 Objective 2. Ensure long-term forest productivity and conservation of forest resources through prompt reforestation, soil conservation, afforestation and other measures.

4.1.2.1 Performance Measures

4.1.2.1.1 Program Participants shall reforest after final harvest by planting or direct seeding within two years or two planting seasons, or by planned natural regeneration methods within five years.

Core SFI Indicators:

1. Written policy specifying the time frame for reforestation.
2. Designation of all management units for either natural or artificial regeneration.
3. Clear criteria to judge adequate regeneration and appropriate actions to correct under-stocked areas.
4. Compliance with applicable state laws and regulations mandating successful reforestation.
5. Plantings of exotic tree species are minimized.
6. Research documentation is available that exotic tree species, planted operationally, pose minimal risk.
7. Protection of desirable or planned advanced natural regeneration during harvest.

4.1.2.1.2 Program Participants shall promote state-level reporting of the overall rates of reforestation success and afforestation.

Core SFI Indicator:

1. A system to accurately report reforestation information for the SFI annual report and, where applicable, State Implementation Committee (SIC) reports.

4.1.2.1.3 Program Participants shall minimize chemical use required to achieve management objectives while protecting employees, neighbors, the public and the forest environment.

Core SFI Indicators:

1. Written policy for the appropriate application and handling of forest chemicals, including legal compliance, storage, transport, spills, drift, signage, public notification and information, restriction of access and retention of records.
2. Minimize chemical use required to achieve management objectives.
3. Use of narrowest spectrum and least toxic pesticides necessary to achieve management objective.
4. Use of Integrated Pest Management where feasible.
5. System to achieve continuing compliance with applicable regulatory requirements.
6. Available regulatory action information demonstrates a commitment to legal compliance.
7. All persons involved in forest chemical application required to have appropriate training.
8. Designated state-trained or certified applicators supervise forest chemical applications.
9. Relevant copies of state and federal laws for forest chemical use are accessible at appropriate locations.

10. Participation in research projects to:
 - a. increase efficiency;
 - b. reduce chemical use rates; and
 - c. apply Integrated Pest Management where feasible.
11. Chemicals applied using Best Management Practices appropriate to the situation; for example:
 - d. compliance with label instructions and requirements;
 - e. adjoining landowners or nearby residents notified of applications and chemicals used;
 - f. appropriate multi-lingual signs or oral warnings used;
 - g. public road access controlled during and after applications;
 - h. streamside and other needed buffer strips appropriately designated;
 - i. positive shut-off and minimal drift spray valves used;
 - j. drift minimized by aerially applying forest chemicals parallel to buffer zones;
 - k. water quality monitored or other methods used to assure proper equipment use and stream protection;
 - l. granular formulations and spot or strip applications used appropriately;
 - m. chemicals stored at appropriate locations; or
 - n. state reports filed as required.

4.1.2.1.4 Program Participants shall implement management practices to protect and maintain forest and soil productivity.

Core SFI Indicators:

1. Written policy to protect and maintain forest and soil productivity.
2. Soils maps used where available.
3. A process to identify soils vulnerable to compaction and use appropriate methods to avoid excessive soil disturbance.
4. Use of erosion control measures to minimize the loss of soil and site productivity.
5. Field observations indicate that post harvest conditions are conducive to maintaining site productivity (e.g., limited rutting, retained down woody debris, minimized skid trails, etc.).
6. Field observations indicate that, where practicing partial harvesting, vigorous trees are retained consistent with silvicultural norms for the area.
7. Criteria to address harvesting and site preparation to protect soil productivity in place.
8. Road construction is kept to the minimum necessary to meet management objectives efficiently.

4.1.2.1.5 Program Participants shall manage so as to protect forests from damaging agents such as wildfire, pests and diseases to maintain and improve long-term forest health, productivity and economic viability.

Core SFI Indicators:

1. Written policy to protect forests from damaging agents.
2. Forests managed in a healthy and productive condition to minimize susceptibility to damaging agents.
3. Participation in, and support of, fire and pest prevention and control programs.

4.1.2.1.6 Program Participants that utilize genetically improved seedlings, including those derived through biotechnology, shall use sound scientific methods and follow all appropriate federal and state regulations and other internationally applicable protocols.

Core SFI Indicators:

1. Written policy for appropriate research, testing, evaluation and deployment of genetically improved seedlings.
2. All applicable federal and state regulations and international protocols followed for research and deployment of trees derived from genetic tree improvement and biotechnology.

4.1.3 Objective 3. Protect the water quality in streams, lakes and other waterbodies.

4.1.3.1 Performance Measures

4.1.3.1.1 Program Participants shall meet or exceed Best Management Practices developed under Environmental Protection Agency (EPA)-approved state water quality programs and meet or exceed all applicable state water quality laws and regulations and the requirements of the federal Clean Water Act.

Core SFI Indicators:

1. Written policy to implement state BMPs during all phases of management activities.
2. Field staff and contractors trained in water quality laws and state BMPs.
3. A system to achieve continuing compliance with applicable regulatory requirements.
4. Available regulatory action information demonstrates a commitment to legal compliance.
5. Contract provisions specify BMP compliance.
6. Plans are in place to address wet weather events (e.g., inventory systems, wet weather tracts, defining acceptable operational conditions, etc.).
7. Monitoring of overall BMP implementation.

4.1.3.1.2 Program Participant shall develop (where they do not currently exist), implement and document riparian protection measures based on soil type, terrain, vegetation and other applicable factors.

Core SFI Indicators:

1. Written policy addressing management and protection of waterbody and riparian zones.
2. Perennial streams, lakes and other riparian zones mapped as specified in state BMPs and, where appropriate, identified on the ground.
3. Field observations indicate that waterbody and riparian zone management and protection plans are implemented.
4. Non-forested wetlands, including bogs, fens, vernal pools and marshes of significant size, are identified and protected.
5. A system in place to achieve continuing compliance with applicable regulatory requirements.
6. Available regulatory action information demonstrates a commitment to legal compliance.
7. Where regulations or BMPs do not currently exist to protect riparian areas, experts are involved in identifying appropriate protection measures.

4.1.3.1.3 Program Participants shall, individually, through cooperative efforts, or through AF&PA, provide funding for water quality research.

Core SFI Indicator:

1. Current financial or in-kind support for research.

4.1.3.1.4 Program Participants shall require BMP training for employees in forest management and wood procurement operations and shall encourage training for forest management and harvesting contractors.

Core SFI Indicators:

1. Written policy to train those employees and operators responsible for implementing BMPs to protect water quality.
2. BMP training sessions for employees are required and documented and similar sessions are encouraged and documented for contractors.

4.1.4 Objective 4. Manage the quality and distribution of wildlife habitats and contribute to the conservation of biological diversity by developing and implementing stand- and landscape-level measures that promote habitat diversity and the conservation of forest plants and animals including aquatic fauna.

4.1.4.1 Performance Measures

4.1.4.1.1 Program participants shall have policies to promote habitat diversity at stand- and landscape-levels.

Core SFI Indicators:

1. Written policy to promote wildlife habitat diversity, forest types, ecological or natural community types and the conservation of biological diversity.
2. Programs to protect federally listed threatened and endangered species.
3. Plans to locate and protect known sites associated with viable occurrences of critically imperiled and imperiled species and communities. Plans for protection may be developed independently or collaboratively, and may include Program Participant management, cooperation with other stakeholders, or use of easements, conservation land sales, exchanges or other conservation strategies.
4. Training or education for appropriate personnel in endangered species identification and protection, and critically imperiled and imperiled species and communities.
5. Policy or plan that sets criteria for stand-level wildlife habitat elements to be retained (e.g., snags, mast trees, down woody debris, den trees, nest trees, etc.).
6. System to achieve continual compliance with applicable regulatory requirements.
7. Available regulatory action information demonstrates a commitment to legal compliance.

4.1.4.1.2 Program participants shall, individually, through cooperative efforts or through AF&PA, provide funding for research to improve the science and understanding of wildlife management at stand- or landscape-levels, ecosystem functions and the conservation of biological diversity.

Core SFI Indicator:

1. Current financial or in-kind support for direct or cooperative research.

4.1.4.1.3 Program participants shall apply knowledge gained through research, science, technology and field experience to manage wildlife habitat and contribute to the conservation of biological diversity.

Core SFI Indicators:

1. Collection of information on critically imperiled and imperiled species and communities and other biodiversity-related data through forest inventory processes, mapping or participation in external programs such as NatureServe, state or provincial heritage programs or other credible systems. Such participation may include providing non-proprietary scientific information, time and assistance by staff, or in-kind or direct financial support.

2. Training or education for appropriate personnel in identifying and conserving rare and unique biological communities.
3. A methodology to incorporate research results and field applications of biodiversity and ecosystem research into forest management decisions.

4.1.5 Objective 5. Manage the visual impact of harvesting and other forest operations.

4.1.5.1 Performance Measures

4.1.5.1.1 Program Participants shall have policies to manage the impact of harvesting on visual quality.

Core SFI Indicators:

1. Written policy to address visual quality management.
2. Incorporation of aesthetic considerations in harvesting, road, landing design and management and other management activities where visual impacts are a concern.
3. Foresters trained in principles of landscape architecture or visual quality management.

4.1.5.1.2 Program Participants shall develop and adopt appropriate policies for managing the size, shape and placement of clearcut harvests.

Core SFI Indicators:

1. Written policy to monitor and report on clearcut size and number.
2. Average size of clearcut harvest areas does not exceed 120 acres, except when necessary to respond to forest health emergencies or other natural catastrophes.
3. Documentation through internal records of clearcut size and the process for calculating the average size.
4. Access to state laws regulating clearcut size and arrangement at appropriate locations.
5. System to achieve continual compliance with applicable regulatory requirements.
6. Available regulatory action information demonstrates a commitment to legal compliance.

4.1.5.1.3 Program Participants shall adopt a “green-up” requirement or other, more comprehensive methods that provide age, habitat, and aesthetic diversity.

Core SFI Indicators:

1. Written policy implementing the “green-up” requirement.
2. Harvest area tracking system to demonstrate compliance with the “green-up” requirement.
3. Trees in clearcut harvest areas are at least 3 years old or 5 feet high at the desired level of stocking before adjacent areas are clearcut, or a more comprehensive method to reach the performance measure exists.
4. Copies of state laws requiring green-up are on file at appropriate locations, where applicable.
5. A system to achieve continual compliance with applicable regulatory requirements.
6. Available regulatory action information demonstrates a commitment to legal compliance.

4.1.5.1.4 Program Participants shall use harvest methods, age classes and judicious placement of harvest units to promote diversity across the forest landscape.

Core SFI Indicator:

1. Written policy to promote diversity of forest cover across the landscape.

Other SFI Indicators:

4.1.6 Objective 6. Manage Program Participant lands of ecologic, geologic, cultural or historic significance in a manner that recognizes their special qualities.

4.1.6.1 Performance Measures

4.1.6.1.1 Program Participants shall identify special sites and manage them in a manner appropriate for their unique features.

Core SFI Indicators:

1. Written policy to identify, map and manage special sites.
2. Obtain existing natural heritage data and cooperate with those with expertise in identifying or selecting sites for protection of significant ecologic, geologic, cultural or historic qualities.
3. Map and catalog existing sites.

4.1.7 Objective 7. Promote the efficient use of forest resources.

4.1.7.1 Performance Measures

4.1.7.1.1 Program Participants shall employ appropriate forest harvesting technology, “in-woods” manufacturing processes and practices to minimize waste and ensure efficient utilization of trees harvested, where consistent with other SFIS objectives.

Core SFI Indicators:

1. Written policy to address efficient utilization of trees.
2. Auditing or monitoring system to ensure efficient utilization.

Other SFI Indicators:

4.2 Objectives for Sustainable Forestry by Program Participants in the Procurement of Wood and Fiber

4.2.1 Objective 8. Broaden the practice of sustainable forestry by cooperating with forest landowners, wood producers, consulting foresters and Program Participants’ employees who have responsibility in wood procurement and landowner assistance programs.

4.2.1.1 Performance Measures

4.2.1.1.1 Program Participants shall encourage landowners to reforest following harvest and to use Best Management Practices.

Core SFI Indicators:

1. Written policy to supply information or services to forest landowners.
2. Support for the development of educational materials, including information packets for use with forest landowners.
3. BMP or regeneration training courses, as appropriate, provided for procurement staff.

4. A verifiable auditing or monitoring system in place to evaluate the results of promoting reforestation and use of Best Management Practices within wood supply systems, and the use of that information to set goals for continual improvement.
5. Cooperation with federal, state or regional government resource assessments.

4.2.1.1.2 Program Participants shall work closely with state logging or forestry associations, or appropriate agencies and others in the forestry community, to foster improvement in the professionalism of wood producers.

Core SFI Indicators:

1. Written policy promoting professional training of wood producers.
2. Participation in or support of SFI Implementation Committees in the development and administration of wood producer training courses that include:
 - a. awareness of sustainable forestry principles;
 - b. Best Management Practices, including road construction and retirement, site preparation, streamside management, etc.;
 - c. regeneration, forest resource conservation and aesthetics;
 - d. awareness of responsibilities under the Endangered Species Act and other measures to protect wildlife habitat;
 - e. logging safety;
 - f. Occupational Safety and Health Administration (OSHA) and wage and hour rules;
 - g. transportation issues;
 - h. business management; and
 - i. public policy and outreach.

4.2.1.1.3 Program Participants shall annually report relevant information.

Core SFI Indicators:

1. Maintenance of a system to report information annually including:
 - a. the number of landowners who receive information about the SFI program, forest regeneration, BMPs, and wildlife habitat management from contractors, company employees and others; and
 - b. the percentage of wood delivered by qualified logging professionals.
2. Support of SFI Implementation Committee efforts to collect and report appropriate information.

4.2.1.1.4 Program Participants shall encourage landowners to utilize the services of qualified resource professionals and qualified logging professionals in applying principles of sustainable forest management on their lands.

Core SFI Indicators:

1. Written policy to promote the use of qualified resource and logging professionals.
2. List of qualified logging professionals maintained.

4.2.1.1.5 Program Participants shall ensure that their commitment to the SFIS Principles is communicated throughout their organization.

Core SFI Indicators:

1. Written policy statement of commitment to the SFIS that is communicated throughout the organization, particularly to mill and woodland managers, wood procurement operations and field foresters.
2. Participation in training programs for appropriate personnel.

3. The number of staff completing training programs is documented and reported.

4.2.1.1.6 Program Participants shall support and promote efforts by consulting foresters, state and federal agencies, state or local groups and programs like the American Tree Farm System®, to educate and assist forest landowners, and to encourage them to apply principles of sustainable forest management.

Core SFI Indicator:

1. Support for efforts of SFI Program Implementation Committees.

Other SFI Indicators:

4.2.1.1.7 Program Participants shall clearly define and implement their own policies to ensure that mill inventories and procurement practices do not compromise adherence to the Principles of Sustainable Forestry.

Core SFI Indicators:

1. Procurement policy in place for the purchase of raw material from qualified logging professionals, wood producers and other wood suppliers.
2. Policies in place to address adverse weather conditions.

4.2.1.1.8 Procurement practices contribute to protection of legally designated conservation areas.

Core SFI Indicator:

1. Procurement policies in place that contribute to elimination of illegal logging.

4.2.1.1.9 Procurement policies promote conservation of biodiversity hotspots and major tropical wilderness areas.

Core SFI Indicator:

1. Procurement policies that promote conservation of forests in areas outside of North America identified as biodiversity hotspots and major tropical wilderness areas.

4.3 Objectives for Program Participants for Public Reporting and Involvement in the Practice of Sustainable Forestry

4.3.1 Objective 9. Publicly report Program Participants' progress in fulfilling their commitment to sustainable forestry.

4.3.1.1 Performance Measures

4.3.1.1.1 Program Participants shall report annually to the SFI program on their compliance with the SFIS.

Core SFI Indicators:

1. Record keeping tracks all the categories of information needed for annual progress reports.

2. Prompt response to the annual SFI survey questionnaire.
3. Copies of past reports maintained to document progress and improvements to demonstrate conformance to the SFIS.

4.3.2. Objective 10. Provide opportunities for the public and the forestry community to participate in the commitment to sustainable forestry.

4.3.2.1 Performance Measures

4.3.2.1.1 Program Participants shall support and promote, at the state or other appropriate levels, mechanisms for public outreach, education and involvement related to forest management.

Core SFI Indicator:

1. Support for the SFI Implementation Committee program to address outreach, education and technical assistance (e.g., 800 numbers, environmental education, or private and public sector technical assistance programs).

Other SFI Indicators:

4.3.2.1.2 Program Participants shall establish, at the state, or other appropriate levels, procedures to address concerns raised by loggers, consulting foresters, employees, the public or Program Participants regarding practices that appear to be inconsistent with the SFIS Principles and Objectives.

SFI Core Indicator:

1. Support for SFI State Implementation Committee efforts to address concerns raised by loggers, consulting foresters, employees, Program Participants and the public.

4.4. Objectives for Program Participants for Continual Improvement in the Practice of Sustainable Forestry

4.4.1 Objective 11. Promote continual improvement in the practice of sustainable forestry and monitor, measure and report performance in achieving the commitment to sustainable forestry.

4.4.4.1 Performance Measures

4.4.4.1.1 Program Participants shall establish a management review system to examine findings and progress in implementing the SFI program and policies, to make appropriate improvements in policies, and to inform their employees of changes.

Core SFI Indicators:

1. A system to review commitments, policies and procedures to evaluate effectiveness.
2. A system for collecting, reviewing and reporting information to senior management regarding progress in achieving SFI Objectives and Performance Measures.
3. Senior management annually reviews progress and determines what changes and improvements are necessary to continue achieving SFI conformance.

Appendix B: Potential Field Visit Sites

PROPERTY NAME	row number	final rank	Sale #	Town	Range	Sec.	Stand #	Timb. type	Proposed Acres by Stand	Total Proposed even-aged acres or uneven-aged acres	Sale estab. Date	Sale sold date	Final Report date	Total Cut acres - Even aged	Total Cut ac - thin or Uneven-aged	
Primary Sample, all stands within selected sales are included																
BRSF	111	1	990	22	03W	22	2	PR	18	35	10/7/2002	12/15/2002	7/8/2003		35	
	112						3	PJ	17							
BRSF	4	2	921	20	02W	31	7	PR	121	180	10/13/1998	1/1/1999	11/9/2000		180	
	5						13	OX	59							
BRSF	77	3	965	20	02W	12	9	O	82	114	3/28/2001	5/9/2001	11/27/2002		114	
	78						11	O	32							
BRSF	13	4	930	22	02W	01	8	O	31	50	3/23/1999	5/17/1999	8/6/2001		0	
	14						14	O	19							
BRSF	76	5	964	22	02W	07	6	PJ	78	78	3/20/2001	5/11/2001				
BRSF	114	6	994	22	03W	19	5	O	72	72	3/3/2003	5/1/2003				
BRSF	87	7	970	20	02W	32	1	PR	40	40	3/28/2001	5/9/2001	12/17/2002		40	
BRSF	30	8	939	20	02W	25	1	PR	11	7	154	10/20/1999	12/1/1999	1/23/2003	7	154
	31						2	PR	97							
	32						5	PR	24							
	33						15	O	7							
BRSF	55	9	953	20	02W	01	5	O	50	52	10/30/2000	12/6/2000	4/9/2001		52	
	56						16	O	2							
BRSF	27	10	938	21	02W	23	2	PJ	10	40	10/14/1999	12/1/1999	5/13/2003		40	
	28						3	O	26							
	29						5	O	4							
BRSF	118	11	996	21	02W	28	4	MR	23	35	3/3/2003	5/1/2003				
	119						5	PJ	12							
BRSF	83	12	969	20	02W	03	1	PR	112	187	2/21/2001	5/9/2001				

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	84						2	O	39							
	85						3	PR	4							
	86						4	PR	32							
BRSF	75	13	962	20	02W	05	2	OO	34	14	20	3/20/2001	5/11/2001	4/9/2003	14	20
BRSF	126	14	1001	22	03W	26	9	PW	5	26	5	3/16/2003	5/3/2003			
	127						17	PJ	26							
BRSF	43	15	945	21	02W	07	2	O	35		72	10/14/1999	11/23/1999	7/18/2001		72
	44						3	PJ	37							
BRSF	120	16	997	20	02W	28	4	PW	75	63	75	3/3/2003	5/1/2003			
	121						7	PJ	63							

PROPERTY NAME
row number
final rank
Sale #
Town
Range
Sec.
Stand #
Timb. type
Proposed Acres by Stand
Total Proposed even-aged acres or uneven-aged acres
Sale estab. Date
Sale sold date
Final Report date
Total Cut acres - Even aged
Total Cut ac - thin or Uneven-aged

Primary Sample, all stands within selected sales are included																
FRSF	9	1	545	36	03W	08	2	NH	9		55	4/8/1997	1/1/2000	6/25/2002		55
	10						3	NH	46							
FRSF	66	2	580	39	03W	23	4	NH	34	25	67	10/23/2001	10/23/2001	2/17/2003	25	67
	67						5	NH	23							
	68						16	A	25							
	69						17	NH	10							
FRSF	29	3	559	39	03W	22	13	PR	14	81	70	4/20/2000	6/21/2000	4/25/2003	81	70
	30						19	NH	70							
	31						20	A	67							
FRSF	14	4	549	39	03W	28	19	NH	21		115	4/13/1999	1/1/2000	2/26/2002		115
	15						20	NH	8							
	16						33	NH	86							

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FRSF	85	5	595	37	03W	31	5	NH	126		126	6/9/2003	8/7/2003		
FRSF	37	6	562	39	03W	09	10	FS	5	18		4/27/2000	6/21/2000	12/8/2000	18
	38						11	FS	8						
	39						12	A	5						
FRSF	11	7	546	37	03W	33	13	MR	28		28	1/29/1998	1/1/2000	5/30/2001	28
FRSF	19	8	552	37	03W	28	14	NH	46		61	4/5/1999	1/1/2000	3/12/2002	61
	20						31	NH	15						
FRSF	48	9	568	38	03W	16	6	PR	10	30		5/30/2001	8/6/2001	4/17/2003	30
	49						13	PR	11						
	50						19	PR	9						
FRSF	7	10	543	36	04W	01	4	NH	94		94	3/31/1998	7/8/1999	7/23/2002	56
FRSF	32	11	560	36	03W	07	14	NH	16		70	4/27/2000	6/21/2000	4/25/2003	70
	33						15	NH	18						
	34						16	SH	18						
	35						29	SH	18						
FRSF	59	12	574	39	03W	27	3	NH	39		39	10/23/2001	10/23/2001	6/27/2003	39
FRSF	76	13	585	39	03W	28	4	NH	124		150	8/7/2002	8/7/2002		
	77						8	NH	26						
FRSF	46	14	567	39	02W	04	13	NH	27		139	5/30/2001	8/6/2001		
	47						14	NH	112						
FRSF	78	15	586	39	02W	08	18	NH	18	29	58	8/8/2002	8/8/2002		
FRSF	1	16	539	37	03W	18	4	MR	12		64	4/8/1997	7/8/1999	1/4/2001	64
	2						7	SH	34						
	3						18	MR	18						

Appendix C

Potential Audit Interviewees

Contractors on Active Northern and Southern State Forest Timber Sales (all)

Property Name	Contractor Name	Active Sales	Street	City	State	Zip
AMERICAN LEGION S.F.	WIITALA VOZKA LOGGING	4	W7978 CTH D	WESTBORO	WI	54490
AMERICAN LEGION S.F.	TSI LOGGING	3	PO BOX 2206	EAGLE RIVER	WI	54521
AMERICAN LEGION S.F.	BROWN TRUCKING	2	7710 TROUT CREEK RD	RHINELANDER	WI	54501
AMERICAN LEGION S.F.	FINK FOREST PRODUCTS	2	PO BOX 1064	WOODRUFF	WI	54568
AMERICAN LEGION S.F.	CENTRAL TIMBER INC	1	PO BOX 2221	EAGLE RIVER	WI	54521
AMERICAN LEGION S.F.	DEBOTH BROTHERS LOGGING	1	W5050 CO X	PRENTICE	WI	54556
AMERICAN LEGION S.F.	HAENEL FARMS & LOGGING	1	N6260 SETTLEMENT DR	MEDFORD	WI	54451
AMERICAN LEGION S.F.	HALVERSON LOGGING	1	W10213 CO T	SUMMIT LAKE	WI	54485
AMERICAN LEGION S.F.	HOWERTON, ARNOLD	1	10275 SHERMAN LANE	CRANDON	WI	54520
AMERICAN LEGION S.F.	MCKEE, RANDY	1	RT 2, BOX 830	CRANDON	WI	54520
AMERICAN LEGION S.F.	STORA ENSO NORTH AMERICA	1	PO BOX 8050	WISCONSIN RAPIDS	WI	54495
AMERICAN LEGION S.F.	WICKHAM, DENNIS	1	W794 HILTS LAKE DR	RHINELANDER	WI	54501
BLACK RIVER STATE FOREST	LAMBERT FOREST PRODUCTS	5	19332 ARCADIA AVE.	WARRENS	WI	54666
BLACK RIVER STATE FOREST	DELANEY FOREST PRODUCTS 608 378-4925	2	W 2990 CTY HH	WARRENS	WI	54666
BLACK RIVER STATE FOREST	WIITALA VOZKA LOGGING	2	W7978 CTH D	WESTBORO	WI	54490
BLACK RIVER STATE FOREST	BIEWER WI SAWMILL	1	PO BOX 230	PRENTICE	WI	54556
BLACK RIVER STATE FOREST	BLOCZYNSKI, INC.	1	901 CLINTON RD.	BLACK RIVER FALLS	WI	54615
BLACK RIVER STATE FOREST	D & D MECHANIZED PULPING	1	W8896 STATE HWY 12	BLACK RIVER FALLS	WI	54615

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BLACK RIVER STATE FOREST	LAMBERT, TROY	1	19332 ARCADIA AVE.	WARRENS	WI	54666
BRULE RIVER STATE FOREST	GRINDSTONE ENTERPRISES	3	7716 N BIRCH ISLAND RD	HAYWARD	WI	54843
BRULE RIVER STATE FOREST	KOSKI LOGGING	3	1507 TOWER AVE SUITE 222	SUPERIOR	WI	54880
FLAMBEAU RIVER S.F.	STORA ENSO NORTH AMERICA	5	PO BOX 8050	WISCONSIN RAPIDS	WI	54495
FLAMBEAU RIVER S.F.	DASSOW, STEVE	3	W2638 CTY RD M	MEDFORD	WI	54451
FLAMBEAU RIVER S.F.	BIEWER WI SAWMILL	2	RT 1	PRENTICE	WI	54556
FLAMBEAU RIVER S.F.	JIM LANE LOGGING	2	614 COURT	HAWKINS	WI	54530
FLAMBEAU RIVER S.F.	WARSHALL, PHILLIP	2	W6427 HWY 70	PARK FALLS	WI	54552
FLAMBEAU RIVER S.F.	WIITALA VOZKA LOGGING	2	W7978 CTH D	WESTBORO	WI	54490
FLAMBEAU RIVER S.F.	JOHNSON TIMBER CORP	1	BOX 810, 9476 N KRUGER RD	HAYWARD	WI	54843
FLAMBEAU RIVER S.F.	MICHAEL PIONTEK LOGGING	1	ROUTE 1, BOX 256	WABENO	WI	54566
FLAMBEAU RIVER S.F.	PATTERSON, RICHARD	1	455 SAUNDERS AVENUE	PARK FALLS	WI	54552
FLAMBEAU RIVER S.F.	PINE RIVER LUMBER CO., LTD	1	P.O. BOX 96	LONG LAKE	WI	54542
GOVERNOR KNOWLES S.F.	ERICSON LOGGING	2	PO BOX 278	MINONG	WI	54859
GOVERNOR KNOWLES S.F.	GAY, DAVID	2	24891 LAKEVIEW DRIVE	SIREN	WI	54872
GOVERNOR KNOWLES S.F.	GILLER, GARY	2	1231 300TH AVE	FREDERIC	WI	54837
GOVERNOR KNOWLES S.F.	STORA ENSO NORTH AMERICA	2	PO BOX 8050	WISCONSIN RAPIDS	WI	54495
GOVERNOR KNOWLES S.F.	JERROLD R RAND & IRENE J RAND, PTR	1	PO BOX 97	WEBSTER	WI	54893
GOVERNOR KNOWLES S.F.	T&T RANCH & LOGGING	1	32761 HIGHWAY 35	DANBURY	WI	54830
KETTLE MORaine S.F. NU	WEEKLY TIMBER & PULP INC.	5	PO BOX 652	WAUTOMA	WI	54982
KETTLE MORaine S.F. NU	KOERNER, JOHN	3	5628 W. FISK AVENUE	OSHKOSH	WI	54904
KETTLE MORaine S.F. NU	BIEWER WI SAWMILL	1	PO BOX 230	PRENTICE	WI	54556
KETTLE MORaine S.F. NU	KIRSCHLING, MARK	1	W4123 KIEKHAFER PARKWAY	FOND DU LAC	WI	54935
KETTLE MORaine S.F. NU	JT FOREST PRODUCTS	1	408 SPRING STREET	MUKWONAGO	WI	53149

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KETTLE MORAINES S.F. NU	WEEKLY TIMBER & PULP INC.	1	PO BOX 652	WAUTOMA	WI	54982
NORTHERN HIGHLAND S.F.	WIITALA VOZKA LOGGING	8	W7978 CTH D	WESTBORO	WI	54490
NORTHERN HIGHLAND S.F.	CENTRAL TIMBER INC	6	PO BOX 2221	EAGLE RIVER	WI	54521
NORTHERN HIGHLAND S.F.	TSI LOGGING	3	PO BOX 2206	EAGLE RIVER	WI	54521
NORTHERN HIGHLAND S.F.	DEBOTH BROTHERS LOGGING	1	W5050 CO X	PRENTICE	WI	54556
NORTHERN HIGHLAND S.F.	FINK FOREST PRODUCTS	1	PO BOX 1064	WOODRUFF	WI	54568
NORTHERN HIGHLAND S.F.	GREAT LAKES TIMBER INC	1	PO BOX 7	PHELPS	WI	54554
NORTHERN HIGHLAND S.F.	IVES LOGGING AND LUMBER	1	5860 FOREST LOOP	RHINELANDER	WI	54501
NORTHERN HIGHLAND S.F.	STORA ENSO NORTH AMERICA	1	PO BOX 8050	WISCONSIN RAPIDS	WI	54495
PESHTIGO RIVER S.F.	MEYERS, GERALD	1	8692 RICHFIELD DR	PORTERFIELD	WI	54159

Other Potential Interviewees

The NSF-ISR lead auditor has identified the following categories of other potential interviewees that may be contacted during the SFIS Certification Audit. Program Participant personnel are requested to develop and organize a list of names and phone numbers so that the audit team may conduct appropriate interviews.

1. State Implementation Committee representative
2. Pesticide regulatory officials (license and enforcement, if applicable)
3. Pesticide application contractors
4. Wetlands regulatory officials (enforcement)
5. Regulators for Endangered or threatened wildlife (federal and state, if applicable)
6. FISTA representative

WI DNR will provide information on name, organization, and phone number at the start of the certification audit on Monday November 10, 2003.

Wisconsin Dept. Ag. contact for pesticide complaints (re: SFI 4.1.2.1.3 Core Indicator #11):

David Fredrickson, Director of Investigation and Compliance Department of Agriculture Trade and Consumer Protection 2811 Agriculture Drive Madison, WI 53718

phone #: 608.224.4525

email: Dave.Fredrickson@datcp.state.wi.us

The two principal contractors who apply pesticides on State Forests:

1. Sundance Silviculture
Rich Hendricks
P.O. Box 16358
Duluth, MN 55816
(218)723-1511

Sundance did work for DNR in the summer of 2002.

2. Future Forests, Inc.
George Swanson
7220 N. County Rd. 33
Askov, MN 55704
(320) 838-3473

Future forests sprayed for DNR this summer (2003).



Appendix B
SFI Certification Audit Matrix

Appendix C**Appendix C****Sites Visited - Certification of Wisconsin State Forests:****Monday November 10, 2003: Southern Unit Kettle Moraine State Forest**

- Stop 1: Timber Sale # 83 Western Eagle Sale (Hanson & Leia L. Co.) 26 acres
Shelterwood harvest, controlled burn, chemical brush control
- Stop 2: Wilton Road buckthorn control and tree planting 41 acres
Third thinning of Red Pine plantation, chemical control of invasive brush
- Stop 3: 1993 Tree Planting Site 33 acre field
Machine planted to mixture of pine, spruce and oak
- Stop 4: Timber Sale # 75-Scuppernong Trails Sale 98 acres
Pine thinning, various stages (first, second, or third entry), recreation and endangered/threatened resource considerations, chemical control of invasive brush
- Stop 5: Timber Sale # 81-Vulture East Sale (JT Forest Products) 55 acres
Pine thinning, second and third entry, recreation concerns of Pinewoods Campground
- Stop 6: Timber Sale # 82-Main Pinewoods Sale size of sale not provided
Marked but not started Pine thinning including major sections of Pinewoods Campground
- Stop 7: 1993 Tree Planting Site 48.5 acre field
Machine planted to mixture of pine, walnut and oak
- Stop 8: Scuppernong River Habitat Area 3,500 acre prairie & related habitats
This area had centered on a marsh, which was drained and farmed, with loss of most natural conditions. Fire exclusion led to brush encroachment. Also invasive problems. Restoration work included fund raising, cut and chip brush, chemical treatment of stumps, periodic prescribed burning. Site includes 25 to 30 T&E species

Tuesday November 11, 2003: Black River State Forest

- Stop 1: Tribal Mitigation Site
After harvest started managers worked with tribal members to designate no-harvest area around a culturally important area. Some confusion occurred in the tribe, but managers were able to determine an acceptable appropriate course of action.
- Stop 2: Jack Pine Clearcut with clumped retention size not provided
Discussed site preparation and replanting issues and options, saw evidence of monitoring of planting success and replanting as needed, also retention patches observed
- Stop 3: Timber Sale # 990 (MC Logging, Inc.) 35 acres

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red pine first thinning of 34-year old plantation 7-08-03 complete

Stop 4: Timber Sale # 964 (Wiitala Vozka Logging) 78 acres
active clearcut to perpetuate Jack Pine, interviewed Randy Vozka, Forwarder operator, son of one of owners of company

Stop 5: Timber Sale # 938 (D&D Mechanized Pulping) 40 acres
clearcut near Dike 17 Wildlife Management Area selected because 84-year old oak not healthy, brache scarified (scalped in spots), trying to maintain Jack Pine component

Stop 6: Timber Sale # 953 (Magnum Timber Corporation) 52 acres
Commercial improvement thinning, retained some marked wood on steep slopes, adjacent to recently purchased inholding (extended discussion)

Stop 7: Timber Sale # 965 (Becker Forest Products, Inc.) 114 acres
Partial harvest, releasing red and white pine while retaining mixture of other species, located in a wild area, consultation area, and surrounds popular X-C ski trail

Stop 8: Timber Sale # 996, (Lambert Forest Products) 35 acres
regeneration harvest for aspen and Jack pine, also active, interviewed Chad Jensen

Wednesday November 12, 2003 Flambeau River State Forest

Stop 1: Timber Sale 545 (Steve Dassow) 28 acres
Selection harvest in poorly-drained red maple/hardwood stand. Also saw old silvicultural trials for yellow birch regeneration (experimented with scarification and pattern of cuts).

Stop 2: Timber Sale 568 (Biewer Wisconsin Sawmill) 30 acres
Red pine thinning to produce natural looking stands (viewed Tepaske Lane unit bordering Flambeau River). Within wilderness zone, esthetic management to gradually eliminate artificial appearing rows.

Stop 3: Timber Sale 585 (Pine River Lumber Company) 150 acres
Selection harvest in northern hardwood stand to grow quality sugar maple and increase ash and yellow birch. Road control and maintenance issues discussed. Joint federal-state BMP monitoring protocol assessment team interviewed.

Stop 4: Timber Sale 559 (Jack Hartwig) 151 acres
Selection harvest in northern hardwood stand to grow quality sugar maple, thinning in red pine stand, and clearcutting of 45-year old aspen stands. Also looked at new road construction. One water turnoff directed water towards small wetland, no harmful impact.

Stop 5: Timber Sale 580 (Steve Dassow) 107 acres
Salvage of tornado and wind-damaged timber, portions along important ATV / Snowmobile trail.

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Thursday November 13, 2003 NHAL State Forest, Northern Highlands

Stop 1: Timber Sale 634 Northeast Trout Lake (Stora Enso) 94 acres
Esthetic issues: lake buffer, nature trail, roadside along Highway M, and parking lot. Also had some cultural and historic considerations. White pine and Red oak thinning, white birch scarification, management of invasives, Removal of overmature Jack pine over dense white pine.

Stop 2: Timber Sale 532 South Trout Triangle (Wiitala Vozka Logging) 160 acres
Red pine and hardwood thinnings along high use public roads (Highway M and US Route 51) near natural area and historic sign / photo documentation site.

Stop 3: Snowmobile Trail (drive through)

Stop 4: Timber Sale 649 Mud Creek Fur Farm Sale (Ives Logging) 85 acres
Red pine thinning, jack pine, birch, and aspen regeneration, scattered retention trees for snags and coarse woody debris development.

Stop 5: Timber Sale 658 Little Cloud Lake (Wiitala Vozka Logging) 234 acres
Management of pine for old-growth characteristics (big tree silviculture). Sale borders proposed Mud Creek Natural Area. Stand-level habitat retention example: biologist marked retention aspen near regulated wetland.

Stop 6: Timber Sale 665 Star Lake Oak (Fink Forest Products) 283 acres
Half completed timbersale. Most of site being managed long-term for oak and white pine mixture. Where white birch is a component will scarify post sale. Also there are some aspen clearcuts to maintain aspen type, and same for some Jack Pine areas to be planted following harvest.

Stop 7: Plum Lake Hemlocks Natural Area

Friday November 14, 2003 NHAL State Forest, American Legion

Stop 1: Timber Sale 669 County H Pine (Fink Brothers) 80 acres
Active red pine thinning using feller-buncher with live saw, grapple skidder and valmet forwarder.

Stop 2: Timber Sale 517 Powerline Oak (Superior Milling) 145 acres
Shelterwood overstory removal harvest completed in 1999.

Appendix D
NSF-ISR Corrective Action Requests (CAR)

Appendix E
Opening and Closing Meeting Attendance Form

Appendix F

**Appendix F
Wisconsin State Forests
SFI Audit Summary for Public Disclosure**

The SFI Program of the Wisconsin DNR for the Wisconsin State Forests has achieved conformance with the SFI Standard®, 2002-2004 Edition, according to the NSF-ISR SFIS Certification Audit Process.

The SFI Certification Audit was performed on sustainable forestry activities of the Wisconsin DNR and land management operations on Wisconsin State Forests encompassing over 490,000 acres of publicly owned forests, including the following properties:

Black River State Forest	Kettle Moraine- Northern and Southern Units
Brule River	Northern Highland/American Legion
Coulee Experimental	Peshtigo River
Flambeau River	Point Beach
Governor Knowles	

The audit was performed by NSF-ISR on November 10 to 15, 2003 by an audit team including Michael Ferrucci of Branford, Connecticut, Dr. Robert Hrubes of Oakland, California, Gary Zimmer of Laona, Wisconsin, and Kevin Lehner of Madison, Wisconsin. These audit team members fulfill the qualification criteria for conducting SFIS Certification Audits contained in the SFI Qualification Criteria for Verifiers (SFI-QCV).

SFIS Audit Process

NSF-ISR initiated the SFIS audit process with an Off-Site Document Review to identify the scope of the SFI Program and which SFI Performance Measures were relevant. We then conducted an On-Site Readiness Review to prepare a detailed audit plan, confirm the SFI Indicators to be used to assess conformance, and to verify that Wisconsin was prepared to proceed to the SFIS Certification Audit. We then conducted the SFIS Certification Audit of conformance to the SFI Standard. Annual follow-up Surveillance Audits will be scheduled, commencing in the fall of 2004.

Summary of Audit Findings

Wisconsin's SFI Program on its state forest lands was found to be in full conformance with the SFIS Standard 2002-2004 Edition. The NSF-ISR SFI Certification Audit Process determined that there were five minor non-conformances, and the WI DNR Bureau of Forest Management has developed plans to address these issues, most of which related to SFI procedural issues. Thirteen opportunities for improvement were also identified. These findings do not indicate a current deficiency, but served to alert Wisconsin DNR to areas that could be strengthened or which could merit future attention. Wisconsin has already improved its SFI Program in response to the identified opportunities for improvement.

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NSF-ISR also identified the following areas where forestry practices on Wisconsin's state forests exceed the basic requirements of the SFI Standard:

- Provision of recreation and education opportunities for the public.
- Reforestation after final harvest.
- Protection of riparian areas.
- Application of scientific knowledge in the management of habitat and the conservation of biodiversity
- Managing the visual impact of harvesting and other forest operations
- Managing lands of ecologic, geologic, cultural or historic significance in a manner that recognizes their special qualities.

Relevance of Forestry Certification

The third-party certification of the state forests of Wisconsin assures all citizens that their lands are being managed under the principles of sustainable forestry:

“1) Sustainable Forestry: To practice sustainable forestry to meet the needs of the present without compromising the ability of future generations to meet their own needs by practicing a land stewardship ethic that integrates the reforestation, managing, growing, nurturing and harvesting of trees for useful products with the conservation of soil, air and water quality, biological diversity, wildlife and aquatic habitat, recreation and aesthetics.

2) Responsible Practices: To use in forests, and promote among other forest landowners, sustainable forestry practices that are economically, environmentally and socially responsible.

3) Forest Health and Productivity: To protect forests from wildfire, pests, diseases and other damaging agents to maintain and improve long-term forest health and productivity.

4) Protecting Special Sites: To manage forests and lands of special significance (e.g., biologically, geologically, culturally or historically significant) in a manner that takes into account their unique qualities.

5) Legal Compliance: To comply with applicable federal, state or local forestry and related environmental laws and regulations.

6) Continual Improvement: To continually improve the practice of forest management and also to monitor, measure and report performance in achieving the commitment to sustainable forestry.”
(source- 2002-2004 SFI Standard®)

Appendix G
Confidentiality Statement
Agreement(s) to Not Disclose and to Not Consult for all audit team members



Appendix H

Appendix H
NSF-ISR SFI-Standard Operating Procedure

Purpose/Subject

This Standard Operating Procedure (SOP) describes the Sustainable Forestry Initiative® Standard Certification Audit Process used by NSF-ISR to prepare for and conduct SFIS Audits. It is intended for the information of prospective clients and audit team members, as well as provides a summary of additional details and supporting procedures.

The audit methodology described in this SOP is consistent with the requirements outlined in the SFI® Verification/Certification Principles and Procedures (SFI-V/PPP) guideline document revised in 2002. The NSF-ISR audit process is also consistent with the ISO series of standards for environmental auditing (ANSI-ISO 19011) that NSF-ISR uses for conducting registration audits under the ISO 14001 EMS Standard.

SFIS Certification Audit Process

As specified in the SFI® Verification/Certification Principles and Procedures (SFI-V/PPP), the NSF-ISR SFIS Certification Audit shall establish whether the Program Participant's SFI program is in conformance with the SFIS Objectives and Performance Measures, as well as any additional self-imposed requirements.

1. Firm dates will be confirmed for the SFIS Certification Audit.
 - 1.1 The lead auditor shall confirm certification audit dates in writing to the Program Participant during the On-site Readiness Review with copies to the audit team members.
 - 1.2 If the dates are not acceptable to the client, alternative dates shall be determined. The Facility Record Sheet (FRS) shall be updated to reflect the revised schedule.
 - 1.3 Any adjustments in the composition of the audit team will be made to reflect appropriate areas of technical expertise needed on the audit team and to accommodate scheduling issues.
2. The lead auditor shall work with the Program Participant to provide all necessary background information and documents to the audit team members prior to the scheduled audit dates. The lead auditor will coordinate the travel arrangements of the audit team members, but each member will be responsible for making their own travel arrangements. Information that will be forwarded to the audit team members includes:
 - 2.1 the SFIS Indicators and Evidence that will be used to assess the Program Participant's conformance to the SFI Standard; and
 - 2.2 the On-site Readiness Review Report containing the final Audit Plan.Audit team members shall download the following documents from the NSF-ISR Extra-net and bring them to the audit:
 - 2.3 the SFIS Certification Audit Matrix to document conformance to the SFIS;
 - 2.4 copies of Corrective Action Request (CARs) forms; and
 - 2.5 NSF-ISR - Agreement to not Disclose and to not Consult.
3. Notification to the Sustainable Forestry Board

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Any Program Participant seeking independent certification or recertification in accordance with the SFI Standard shall, if it plans to publicly state its intentions, notify the Sustainable Forestry Board (SFB) prior to undertaking the audit.

4. Prior to the SFIS Certification Audit, the audit team shall hold a planning meeting to discuss the efficient implementation of the audit plan. The planning meeting will generally be held the night before the opening meeting.
 - 4.1 The audit team shall address all SFIS Performance Measures and Core Indicators, as well as any additional self-imposed requirements.
 - 4.2 The schedule shall be reviewed and modified as appropriate. Attention to local weather conditions, road access, and other logistics will be needed to efficiently utilize the time allocated for the SFIS Certification Audit.
 - 4.3 The audit team members shall use the SFIS Certification Audit Matrix to document conformance to the SFIS.
5. The SFIS Certification Audit will begin with a brief **opening meeting**. Items to cover at this meeting include:
 - 5.1 introductions to describe the SFIS Certification Audit Process and introduce the audit team and Program Participant's SFI team;
 - 5.2 record of attendees;
 - 5.3 the Program Participant's management representative, or designated staff, shall present an overview of the company's SFIS indicators and evidence of conformance to the audit team.
 - 5.4 confirm the scope of the audit and indicators of conformance to be used;
 - 5.5 discuss the certification audit process. It should be emphasized that auditors will be recording objective evidence of conformance as the basis for SFIS certification. Audit team members will document any major or minor non-conformances against the SFI Standard on the Corrective Action Request (CAR) form. The audit team members and lead auditor will confirm all non-conformances and bring them to the attention of the Program Participant's management representative at the earliest opportunity. NSF-ISR's process of completing a Corrective Action Request (CAR) and providing the Program Participant an opportunity to correct the deficiency prior to the end of the audit shall be explained;
 - 5.6 the lead auditor shall review the field site and interviewee selection process and criteria and notify the Program Participant of the field sites and interviewees that have been selected for follow-up;
 - 5.7 discuss definitions of terms related to findings (major non-conformance, minor non-conformance, opportunities for improvement, practices that exceed the basic requirements of the SFIS, and full conformance); The following definitions will apply regarding findings:
 - 5.7.1 Full Conformance – achievement of the spirit and intent of the SFI Standard Objectives and Performance Measures.
 - 5.7.2 Major non-conformance – any or all of the following:
 - 5.7.2.1 one or more of the SFIS Objectives or Performance Measures have not been addressed or implemented

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- 5.7.2.2 several non-conformances exist that, taken together, lead a auditor to conclude that one or more of the SFIS Objectives or Performance Measures have not been adequately addressed or implemented.
 - 5.7.3 Minor non-conformance – an isolated audit finding which does not preclude the Program Participant from meeting the SFIS Objectives or Performance Measures.
 - 5.7.4 Opportunity for Improvement - findings that, in the judgment of the lead auditor, represent areas for potential improvement in the Program Participant’s SFI program. Corrective action plans are not required for Opportunities for Improvement.
 - 5.7.5 Practices that Exceed the Basic SFIS Requirements – forest or procurement practices that go beyond the basic requirements of the SFI Standard Objectives and Performance Measures.
 - 5.8 confirm escort/guide and conference room arrangements and schedules;
 - 5.9 establish the official communication links (i.e., official communication shall be between the lead auditor and the management representative.) Concerns by members of the audit team shall be expressed to the lead auditor and concerns by the Program Participant’s staff shall be expressed to the management representative;
 - 5.10 the lead auditor shall inform the Program Participant that evidence and information collected by the audit team will remain confidential and discussed only with the Program Participant or NSF-ISR;
 - 5.11 confirm the Program Participant’s working hours/lunch arrangements;
 - 5.12 address any safety and emergency preparedness procedures;
 - 5.13 confirm the schedule for daily debriefings where preliminary findings can be discussed;
 - 5.14 the lead auditor shall confirm the date, time, and place for the closing meeting;
 - 5.15 review any other outstanding issues contained in the audit plan; and
 - 5.16 adjourn the meeting.
6. The audit team shall follow the audit plan to evaluate and verify, through objective evidence (inspection of documents, interviews, field visits, etc.) that the Program Participant’s SFI Program conforms to the SFI Standard. Audit team members shall complete the SFI Certification Audit Matrix for each appropriate SFIS requirement.
- 6.1 The lead auditor shall, on a daily basis, review with the other audit team members the status of the audit (completion of items on the matrices and the time schedule) to ensure the audit is progressing in an orderly and timely fashion. During the discussions, the time schedule may be modified as appropriate to ensure that all of the requirements of the SFI Standard are addressed.
 - 6.2 The audit team members shall document findings of major or minor non-conformance in writing using the Corrective Action Request (CAR) form prior to leaving the area where the finding is identified. The lead auditor shall request that the Program Participant make an appropriate number of photocopies of each CAR.
 - 6.2.1 In the event the auditor documents a potential nonconformity (e.g., one or more of the SFIS Objectives or Performance Measures have not been addressed or implemented), the auditor shall promptly communicate this finding to the lead auditor only. The lead auditor shall review the finding to determine whether it is in fact a nonconformity. If it is a nonconformity, the lead auditor shall promptly inform the management representative.

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- 6.2.2 Auditors shall not advise or consult with the Program Participant about how to solve any major or minor nonconformity.
- 6.3 The audit team will summarize its findings to the Program Participant at the end of each day. Each auditor should discuss his/her own findings with the Program Participant.
- 6.4 The audit team shall verify that all CAR's identified during the ORR have been adequately addressed.
- 6.5 If the Program Participant chooses to take corrective action or submit a corrective action plan to address a non-conformance during the audit process (this includes any audit phase such as the on-site readiness review, certification audit, surveillance audit, etc.) the lead auditor has the authority to make a decision as to whether the corrective action is acceptable or unacceptable. If all of the corrective action plans for minor non-conformances are approved, the lead auditor can make a recommendation for immediate certification.
- 7. With the guidance of the lead auditor, the audit team will rate each finding as being in full conformance, major or minor non-conformance, opportunity for improvement, or exceeds the basic requirements of the SFIS.
- 8. Based upon the findings, the lead auditor will make a certification recommendation at the closing meeting. NSF-ISR's Audit Manager will use this recommendation to decide whether to grant SFIS Certification to the Program Participant. Three possible recommendations exist.

8.1 Recommendation for Immediate Certification

This recommendation will be made if no non-conformances have been identified and reported to the Program Participant, or if corrective action plans for all minor non-conformances have been approved by the lead auditor. All major non-conformances must be closed before certification can be granted.

8.2 Recommendation for Pending Certification

Pending SFIS Certification may be recommended where there are outstanding minor non-conformances, but corrective action plans have not been developed by the Program Participant and approved by the lead auditor during the SFIS Certification Audit.

The Program Participant will generally be allowed 30 days within which to develop corrective action plans to address the deficiency identified in the Corrective Action Request and resolve any outstanding minor non-conformances. These corrective action plans should be sent to the lead auditor and will be immediately reviewed to determine if the proposed corrective action is appropriate to close the minor non-conformance.

If the corrective action plan is deemed acceptable by the lead auditor, the corrective action plan will be approved and a recommendation for immediate certification shall be sent to the Audit Manager and forwarded to the assigned Certification Board Member for approval. (Continuing progress in addressing the corrective action and closing the minor non-conformance will be addressed during the periodic surveillance audit process, as well as the re-audit.)

8.3 Recommendation to Deny Certification

This recommendation will be made when, in the judgment of the lead auditor, there is a major non-conformance with one or more of the SFIS Objectives and Performance Measures, or several minor non-conformances exist that, taken together, contribute to a determination by the lead auditor that one or more of the SFIS Objectives or Performance Measures have not been adequately addressed or achieved.

For all major non-conformances, a corrective action plan will need to be developed by the Program Participant, approved by the lead auditor, and the non-conformance closed before certification can be granted. The Program Participant will have 30 days to develop the corrective action plan and submit it to the lead auditor. The lead auditor shall notify the Program Participant in writing that the plan has been received.

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The lead auditor is required to revisit the Program Participant to verify the implementation of the approved corrective action plan and the closure of the major non-conformance. Once the major non-conformance has been closed, the lead auditor shall recommend to the Audit Manager that SFIS Certification be granted.

The assigned Certification Board Member shall review the corrective action plan and recommendation by the lead auditor to grant SFIS Certification. The Audit Manager shall notify the Program Participant of NSF-ISR's decision in writing.

9. In the event that there is an internal dispute between the lead auditor and the Program Participant over any issues involved in the certification audit, the first step is for the management representative to call the Audit Manager to resolve the dispute. If the dispute continues, the dispute resolution processes of NSF-ISR will be followed. (See Dispute Resolution Process in AE-989-0002)
10. The audit team and the Program Participant's SFI Team will conduct a closing meeting at the conclusion of the SFIS Certification Audit. The following issues shall be discussed:
 - 10.1 the closing meeting attendance form shall be circulated;
 - 10.2 the lead auditor shall restate the audit scope;
 - 10.3 the findings recorded on the SFIS Certification Audit Matrix and Corrective Action Request (CAR) forms will be presented;
 - 10.4 overall certification findings and recommendations shall be presented;
 - 10.5 any corrective action plans to resolve non-conformances will be discussed and procedures finalized;
 - 10.6 the Program Participant's management representative will sign all relevant CAR forms;
 - 10.7 the process for reviewing and issuing the final and summary reports will be decided;
 - 10.8 the process for issuing the certificate of conformance will be reviewed;
 - 10.9 all other details of the audit plan including surveillance audits will be addressed; and
 - 10.10 the closing meeting will be adjourned.
 - 10.11 the lead auditor will leave a copy of the CARs with the Program Participant
11. The lead auditor is responsible for preparing the Draft Final Report and forwarding it to the Program Participant for a review of factual accuracy. The Program Participant should submit any comments to the lead auditor within 15 days.
12. The lead auditor shall Priority Mail the final report to the assigned Certification Board Member.
13. The Certification Board Member is responsible for reviewing the Final Report. NSF-ISR shall issue a Final Report within two weeks of receiving approval by the Certification Board Member.
 - 13.1 The Certification Board Member is responsible for notifying the Program Participant if the two week timeframe will not be met and establishing a new, mutually acceptable date.
 - 13.2 The minimum contents of the Final Report shall include:
 - 13.2.1 the certification audit scope and objectives;

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- 13.2.2 the certification process, including audit planning and execution;
 - 13.2.3 the audit team members;
 - 13.2.4 full conformance, major non-conformance, minor non-conformance, opportunities for improvement, and practices that exceed the basic requirements of the SFI Standard;
 - 13.2.5 audit recommendations; and
 - 13.2.6 appendices;
 - 13.2.6.1 On-site Readiness Review Report and Audit Plan
 - 13.2.6.2 SFIS Certification Audit Matrix
 - 13.2.6.3 Corrective Action Requests
 - 13.2.6.4 Opening and Closing Meeting Form
 - 13.2.6.5 SFIS Audit Final and Summary Reports
 - 13.2.6.6 Confidentiality Statement
14. The report package from the lead auditor needs to contain the following documents (it is best if they are presented in the order listed below):
- 1. Completed Financial Invoice/Expense package, which includes:
 - Client Invoice Request (AC-989-0002)
 - Quote (if adjusted, must be signed by client)
 - Auditor(s) Invoice(s) and Expense Forms (original receipts stapled to form)
 - 2. Reviewed/updated FRS (signed)
 - 3. Certification Management Review Form
 - 4. Final Certification Report
15. Audit Summary for Public Disclosure
- If the Program Participant intends to make any public statement about the results of the SFIS Certification Audit, the lead auditor will work with the Program Participant to prepare an audit summary for public disclosure that will be part of the final report. The audit summary shall include the audit scope and process, the names of the auditors, and a summary of the findings and recommendation.
- The contents of the summary report will be agreed to by NFS-ISR and the Program Participant to ensure that it captures the relevant findings and recommendation of the Final Report. The Program Participant is responsible for providing a copy of the summary report to both the AF&PA and the Sustainable Forestry Board at least 2 weeks prior to any public statement or claim about its certification or recertification.
16. Certificate of SFIS Conformance
- Upon successful completion of the SFIS Certification Process, NSF-ISR shall issue a formal certificate of conformance with the SFI Standard to the Program Participant. The goal is to issue the certificate within thirty (30) days of receiving the final report from the lead auditor. The declaration of conformance shall include the Program Participant's name, standard certified to, the date of certification, NSF-ISR's logo and signature(s) of responsible authorities.
17. Document Distribution and Retention

Appendix H

SFIS Audit final and summary reports and certificates are the sole property of the Program Participant and confidentiality shall be safeguarded. The Program Participant will determine the distribution of the final report and summary.

All working documents, draft and final and summary reports in the possession of the audit team members shall be destroyed at the end of the SFIS Certification Audit process, unless agreed to in writing by NSF-ISR and the Program Participant. NSF-ISR and the lead auditor shall retain one copy of all documents related to the SFIS Certification in a permanent file for purposes of conducting surveillance audits and re-audits, and for other legitimate purposes.

18. Use of the SFI Label

The SFI Label has been approved for use by SFI Program Participants that have successfully achieved third party certification.. SFI Program Participants wanting to use the SFI Label will need to apply to the AF&PA “Office of Label Use” for authorization.

Certain SFI Program Participants may need an independent audit of their sources of wood supply in order to use the SFI Labels. NSF-ISR is available to conduct such audits as needed and appropriate.



Appendix I - Off-Site Document Review Cover Letter and Agenda

Confidential

October 4, 2003

Robert Mather, Director
Bureau of Forest Management
WI Department of Natural Resources
PO Box 7921, Madison, WI 53707-7921

Re: SFI Standard Off-Site Document Review Report

Dear Mr. Mather:

The NSF-ISR desk review of your SFI program documentation is complete and enclosed is a copy of the resulting Off-Site Document Review Report. You are now ready to proceed to the On-Site Readiness Review (ORR).

The Summary Sheet indicates whether or not your documentation appears to be complete and whether the SFIS Objectives and Performance Measures apply to your SFI Program. The Off-Site Document Review Report will be reviewed with you during our On-site Readiness Review visit. Attached is a general agenda for the On-site Readiness Review scheduled for October 16-17.

The overall objective of the upcoming Readiness Review is to provide confirmation of your preparedness, gain familiarity with your operations and your staff, and to complete the planning for the SFI (and FSC) Certification Audit.

During the ORR visit the Lead Auditor will:

- Provide an overview of the NSF-ISR SFI Certification process;
- Discuss the scope of your SFI Program identified in your application;
- Discuss Performance Measures that are identified in the Off-Site Document Review Report as “Does Not Apply”;
- Review evidence that supports each Performance Measure of your SFI program, in particular, whether you will rely on documented evidence, interviews, or on-site field inspections;
- Receive any safety and health training required by your organization;
- Tour your offices; and
- Complete the detailed Audit Plan.



Appendix I - Off-Site Document Review Cover Letter and Agenda

In terms of preparation for the On-site Readiness Review (ORR), I would ask you to: organize the documented evidence in a manner that allows an efficient review; provide logistical support as needed; consider your process for developing maps showing where forest management activities have occurred over the past year and lists of these activities; compile a list of logging contractor names with contact information for possible interviews; and provide our team with indicators and evidence to demonstrate conformance with the SFI Standard Objectives, Performance Measures, and Core Indicators.

Following the ORR I will prepare an On-site Readiness Review Report documenting whether your SFI program is ready to undergo a full SFIS Certification Audit.

Once again, thank you for selecting NSF-ISR to provide high quality SFI Standard certification services. If you have any questions regarding the SFIS Off-Site Document Review Report, please feel free to call me at 203-483-4316.

Sincerely yours,

Mike Ferrucci, Lead Auditor
175 North Main Street, Branford, CT 06405

Enclosures Proposed General Agenda
 NSF-ISR Desk Audit Report
 NSF-ISR Desk Audit SFI Documentation Review Summary

Copy: NSF-ISR Audit Program Manager, File FRS 1Y301



Appendix I - Off-Site Document Review Cover Letter and Agenda

**Proposed General Agenda
On-site Readiness Review
SFIS And FSC Audit for Wisconsin DNR (1Y301)
101 South Webster, Madison, WI**

Thursday October 16

7:45 a.m.	Auditors arrive at Conference Room 317 at GEF 2
8:00 to 10:00 a.m.	Opening meeting, including Management Presentation
10:00 to 12:00 a.m.	Document & program review, Objectives 1-7 (SFI Land Mgmt.)
12:00 to 1:00 p.m.	Lunch (in conference room)
1:00 to 2:00 p.m.	Initial Discussion of Sampling Scheme
2:00 to 5:00 p.m.	Program review and discussion, Principles 1-10 (FSC)
5:00 to 6:00 p.m.	Document and program review, Objectives 8 - 11(SFI Other)
6:00 to 6:30 p.m.	Daily debriefing
6:30 p.m.	Adjourn meeting

Friday October 17

7:45 a.m.	Auditors arrive at Conference Room 511 GEF 2
8:00 to 9:00	Outstanding Issues from Previous Day
9:00 to 11:00 a.m.	Review list of program activities: land management, outreach Field Site Selection Process
11:00 to 12:00 pm	Prepare Audit Plan
12:00 to 1:00 p.m.	Lunch
1:00 to 2:00 p.m.	Review Audit Plan and Site Selection
2:30 to 3:30 p.m.	Auditor preparation for closing meeting
3:30 to 4:00 p.m.	Closing Meeting
4:00 p.m.	Depart site

Wisconsin DNR State Forests

Standard: SFI Standard: 2002-2004 Edition

SFIS Management Representative: Robert Mather, Director, Bureau of Forest Management

NSF-ISR Lead Auditor: Mike Ferrucci

**SFIS Audit for Wisconsin DNR
Madison, WI**

Dates of ORR: May 27 to 28

Company: Wisconsin DNR 1Y301

Location: Madison, WI

Standard: SFI Standard: 2002-2004 Edition

SFIS Management Representative:

Robert Mather, Director, Bureau of Forest Management

Scope: The SFI program of Wisconsin DNR on the State Forests including land management operations and related sustainable forestry activities. State Forests included are: Black River State Forest, Brule River, Coulee Experimental, Flambeau River, Governor Knowles, Kettle Moraine-Northern and Southern Units, Northern Highland/American Legion, Peshtigo River, and Point Beach

Submitted by: Michael Ferrucci, SFIS Lead Auditor; Date October 3, 2003

The following report is an initial appraisal of the Organization's SFI Program scope and documentation. This review was conducted prior to undertaking a formal Readiness Review at the organization's offices to determine if any significant omissions or deviations from the requirements of SFI Standard exist prior to the formal assessment.

The initial scope of the proposed SFIS Certification Audit encompasses sustainable forestry activities of the Wisconsin DNR and land management operations on Wisconsin State Forests encompassing over 490,000 acres of publicly owned forests, including the following properties:

- Black River State Forest
- Brule River
- Coulee Experimental
- Flambeau River
- Governor Knowles
- Kettle Moraine- Northern and Southern Units
- Northern Highland/American Legion
- Peshtigo River
- Point Beach.

This scope will be confirmed during the On-site Readiness Review.

The attached SFI Documentation Review Summary includes references to documentation that your organization has developed to support conformance with the SFI Standard. For each performance measure, the lead auditor has indicated on the SFIS Documentation Review Summary whether or

not the documentation appears to be complete. You will note that our discussions revealed that your program is not complete in two areas:

- 4.1.1.1.1 SFI-specific policies, and
- 4.1.2.1.3 Forest chemicals

The SFI Documentation Review Summary also indicates whether or not the specific SFIS Performance Measures apply to the scope of your operations and activities. The scope of your SFI Program will be reviewed in more detail during the On-site Readiness Review. Based upon our initial program review and discussion, NSF-ISR has determined that 33 of the SFIS Performance Measures apply to your organization.

For three SFIS Performance Measures it was determined that your program does not involve **any** of the relevant activities:

- 4.2.1.1.7 Mill inventory/procurement policies – No procurement activities occur.
- 4.2.1.1.8 Illegal Logging – All activities are in North America.
- 4.2.1.1.9 Biodiversity Hotspots/Major Tropical Wilderness Areas - No procurement activities occur.

For several relevant SFIS Performance Measures it was determined that your program does not involve the activities of **certain** Core Indicators:

- 4.1.3.1.2 Riparian protection measures -
Core Indicator 7: Where regulations or BMPs do not currently exist to protect riparian areas, experts are involved in identifying appropriate protection measures. Such regulations do exist.
- 4.1.5.1.3 “Green-up” requirements -
Core Indicator 5: A system to achieve continual compliance with applicable regulatory requirements. There are no such regulatory requirements.
Core Indicator 6: Available regulatory action information demonstrates a commitment to legal compliance. There are no such regulatory requirements.
- 4.2.1.1.1 Encourage landowners to reforest following harvest and to use BMPs -
Core Indicator 3: BMP or regeneration training courses, as appropriate, provided for procurement staff. No procurement activities occur.
Core Indicator 4: A verifiable auditing or monitoring system in place to evaluate the results of promoting reforestation and use of Best Management Practices within wood supply systems, and the use of that information to set goals for continual improvement. No procurement activities occur.

These issues will be reviewed directly with you during the on-site readiness review.

Wisconsin DNR State Forests - Facility # FRS 1Y941
Appendix I: NSF-ISR Off-Site Document Review Report

Reviewed by: Michael Ferrucci **Date of Review:** 10-03-03 **Standard:** SFI Standard: 2002

Client Name: Wisconsin DNR 0Y301 **Client Location:** Madison, WI

Clause Number	SFI Performance Measure Description	Addressed	Not Addressed	Does Not Apply
4.1.1.1.1	Policies		X	
4.1.1.1.2	Research	X		
4.1.1.1.3	Education	X		
4.1.1.1.4	Sustainability	X		
4.1.2.1.1	Reforestation	X		
4.1.2.1.2	Reporting	X		
4.1.2.1.3	Forest Chemicals		X	
4.1.2.1.4	Forest & Soil Productivity	X		
4.1.2.1.5	Forest Protection	X		
4.1.2.1.6	Genetics & Biotechnology	X		
4.1.3.1.1	Best Management Practices	X		
4.1.3.1.2	Riparian Protection Measures	X		
4.1.3.1.3	Research	X		
4.1.3.1.4	Training	X		
4.1.4.1.1	Policies	X		
4.1.4.1.2	Research	X		
4.1.4.1.3	Management	X		
4.1.5.1.1	Policies	X		
4.1.5.1.2	Clear-cut Size	X		
4.1.5.1.3	“Green Up”	X		
4.1.5.1.4	Landscape Diversity	X		
4.1.6.1.1	Identification & Management of Special Sites	X		
4.1.7.1.1	Efficient Utilization	X		
4.2.1.1.1	Written Information to Landowners & Wood Suppliers	X		
4.2.1.1.2	Professionalism of Wood Producers	X		
4.2.1.1.3	Annual Reporting	X		
4.2.1.1.4	Use of Qualified Professionals	X		
4.2.1.1.5	Communications	X		
4.2.1.1.6	Educate & Assist Forest Landowners	X		

Wisconsin DNR State Forests - Facility # FRS 1Y941
Appendix I: NSF-ISR Off-Site Document Review Report

4.2.1.1.7	Policies to Ensure Conformance			X
4.2.1.1.8	Illegal Logging			X
4.2.1.1.9	Biodiversity Hotspots			X

Clause Number	SFI Performance Measure Description	Addressed	Not Fully Addressed	Does Not Apply
4.3.1.1.1	Report Compliance with SFIS	X		
4.3.2.1.1	Mechanisms for Public Outreach	X		
4.3.2.1.2	Inconsistent Practices	X		
4.4.4.1.1	Management Review System	X		