

FOREST MANAGEMENT AND STUMP-TO-FOREST GATE CHAIN-OF-CUSTODY SURVEILLANCE EVALUATION REPORT

Mendocino Redwood Company Resource Manager Certificate

SCS-FM/COC-00001G

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CERTIFIED	EXPIRATION
17 Sept 2012	16 Sept 2017

DATE OF FIELD AUDIT
18-20 Nov 2013
DATE OF LAST UPDATE
26 Dec 2013

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Foreword

Cycle in annual surveillance audits			
<input checked="" type="checkbox"/> 1 st annual audit	<input type="checkbox"/> 2 nd annual audit	<input type="checkbox"/> 3 rd annual audit	<input type="checkbox"/> 4 th annual audit
Name of Forest Management Enterprise (FME) and abbreviation used in this report:			
Mendocino Redwood Company Resource Manager (MRCRM)			

All certificates issued by SCS under the aegis of the Forest Stewardship Council (FSC) require annual audits to ascertain ongoing conformance with the requirements and standards of certification. A public summary of the initial evaluation is available on the FSC Certificate Database <http://info.fsc.org/>.

Pursuant to FSC and SCS guidelines, annual / surveillance audits are not intended to comprehensively examine the full scope of the certified forest operations, as the cost of a full-scope audit would be prohibitive and it is not mandated by FSC audit protocols. Rather, annual audits are comprised of three main components:

- A focused assessment of the status of any outstanding conditions or Corrective Action Requests (CARs; see discussion in section 4.0 for those CARs and their disposition as a result of this annual audit);
- Follow-up inquiry into any issues that may have arisen since the award of certification or prior to this audit; and
- As necessary given the breadth of coverage associated with the first two components, an additional focus on selected topics or issues, the selection of which is not known to the certificate holder prior to the audit.

Organization of the Report

This report of the results of our evaluation is divided into two sections. Section A provides the public summary and background information that is required by the Forest Stewardship Council. This section is made available to the general public and is intended to provide an overview of the evaluation process, the management programs and policies applied to the forest, and the results of the evaluation. Section A will be posted on the FSC Certificate Database (<http://info.fsc.org/>) no less than 90 days after completion of the on-site audit. Section B contains more detailed results and information for the use by the FME.

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SECTION A – PUBLIC SUMMARY

1. General Information

1.1 Annual Audit Team

Auditor Name:	Liz Forward	Auditor role:	Lead Auditor
Qualifications	Ms. Forward is a Certification Forester in the SCS Forest Management program. She holds a B.A. in Human Biology from Stanford University and Masters of Environmental Management and Masters of Forestry degrees from Duke University’s Nicholas School of Earth and Environmental Science. She has worked in rural land use planning in Colorado and Montana and in forest certification and sustainable agriculture in Indonesia. She is an ISO accredited lead auditor and a Registered Professional Forester (RPF #2974) in the state of California. She has conducted forest management and Chain of Custody evaluation and surveillance audits throughout the United States and Indonesia.		

1.2 Total Time Spent on Evaluation

A. Number of days spent on-site assessing the applicant:	3
B. Number of auditors participating in on-site evaluation:	1
C. Additional days spent on preparation, stakeholder consultation, and post-site follow-up:	2
D. Total number of person days used in evaluation:	5

1.3 Standards Employed

1.3.1. Applicable FSC-Accredited Standards

Title	Version	Date of Finalization
FSC US Forest Management Standard	V1-0	8 – July – 2010
FSC standard for group entities in forest management groups (FSC-STD-30-005)	V1-0	31 – August – 2009
All standards employed are available on the websites of FSC International (www.fsc.org), the FSC-US (www.fscus.org) or the SCS Standards page (www.scsglobalservices.com/certification-standards-and-program-documents). Standards are also available, upon request, from SCS Global Services (www.SCSglobalServices.com).		

2 Annual Audit Dates and Activities

2.1 Annual Audit Itinerary and Activities

Date Nov 18	
FMU/Location/ sites visited	Activities/ notes

MRC office, Ukiah (MRCRM Staff)	Opening Meeting: Introductions, client update, review audit scope, audit plan, intro/update to FSC and SCS standards and protocols, review of open CARs/OBS, final site selection, group member database review.
JDSF (JAG members)	<ul style="list-style-type: none"> • Discussed Caspar Creek Watershed study and control unit • Site visit to Upper Hare THP, group selection prescription with single tree selection between groups. JAG review against more groups, so previous group openings (harvested in the 80's) are thick with regeneration and may eventually need a thinning; harvested across diameter classes between groups. • Discussed role of the JAG • Discussed current ongoing recreation survey (contracted with Cal Poly) and task force • Discussed contract arrangements and CoC procedures and firewood sale at landing (use a JDSF specific brand on logs now) • Entered the site along a "road and trail corridor" which triggers aesthetic requirements along a 100' road buffer. • Discussed NTFP permit system and sales. Last year's OBS closed.
Cooper property (Landowner)	No operations this year, replaced two small culverts himself. Visited lower part of property to see spread of invasive French broom. Discussed rules for herbicide application. Discussed how his forester wants him to thin the area previously logged by Hawthorne prior to his ownership – considering it, but not sure about the cost of a PCT. Not planning any operations for the next 5 years.
Parker 10 Mile (Landowners and manager)	<ul style="list-style-type: none"> • Manchester Grove – never cut, scattered old growth individuals. Discussed property history, management philosophy, old growth management, legacy trees, recent inventory updates and cruising, Habitat Retention Agreement with USFWS • Selection harvest from two years ago, border with small piece of recently purchased ground in the middle of the ownership. Discussed FSC marketing • Reviewed trip tickets, no FSC claim
Date Nov 19	
FMU/Location/ sites visited*	Activities/ notes
Families Blue Lakes	<ul style="list-style-type: none"> • Great Blue Heron rookery, surveys conducted in spring, seasonal operational restrictions triggered, and for osprey. • 2013 harvest, second entry into stand, first entry was a thin from below 14 years ago, single tree selection this past harvest. On the North block two groups were opened, 2 acres each. Reviewed stream buffer protections on class 2 and NTO buffers. • Discussed sales admin – complicated because of ownership pattern • Reviewed two landings and selection area – observation about landing size, residual stand damage due to number of skid trails, downed hardwoods. • Discussed trespass and marijuana gardens • Visit to bridge replacement project on class 1 stream – dewatered

	<p>stream and had special bridge constructed for the site.</p> <ul style="list-style-type: none"> • Spruce stand – possible RSA. Discussed RSA requirements and NDDB listing. Internal audit notes reference the spruce grove as well.
Stiver property	<p>Small property harvested under an NTMP – no plans to re-enter for at least ten years. Skidded over a paved road – small issue with rilling on steep skid trail, but no alternate skid route likely available. Some discussion of possible high grading due to small property size and need to increase harvest volume to make the plan economically feasible. Small patch cuts and many leave trees marked – overmarked leave on trees previously marked for take, possibly by owner rather than forester. Harvest finished two years ago. Small patches of young trees left.</p>
Date Nov 20	
FMU/Location/ sites visited*	Activities/ notes
Perry Gulch	<ul style="list-style-type: none"> • Discussed property ownership, acreage, management philosophy • 1st stop at culvert replacement project on Perry Gulch; DFG permitted process, installed 8 foot culvert, rocked stream and embedded culvert, built two in-stream weirs to help fish pull upstream. Used NRCS funding. • Discussed harvest schedule (avg every three years) and removal goals. Two NSO activity centers, have a Habitat Retention Agreement: NSO surveys conducted every year and no wait for harvest in exchange for annual reporting and retention. • 2nd stop: Gulch 6 culvert replacement project, similar project as above. • Discussed legacy tree program • 3rd stop 2009 harvest, heel boom loader with tractor on top. Cable corridors barely visible. • No internal audit conducted this year, since previously certified under group certificate with SW.
Anderson Miner Ranch	<ul style="list-style-type: none"> • NTMP recently completed for the property because of management philosophy of owners, but no intention for commercial harvest • SOD surveyed by air by CalFire – been removing SOD trees every year, cut it out, pile and burn it and replant with redwood. Large bays along streams likely host sites, but don't want to cut out the stream buffers. Aggressive TO removal for SOD has decreased fire risk and infection area seems to be decreasing, not getting much reinfection. • Primarily a DF forest, lots of TO (though removing much of it for SOD treatment) and mixed oak woodlands. Last harvested in 60's. • Large arch site identified when surveyed for the NTMP. • Owners allow some hunting, allow tours to local horticultural groups to see the SOD treatment, firewood cutting with donations to local high school.
Date: Nov 21	
Closing meeting phone call, SCS office	Closing meeting conducted by phone – reviewed findings from this year's audit, discussed closure of last year's findings and next steps re. report.

2.2 Evaluation of Management Systems

SCS deploys interdisciplinary teams with expertise in forestry, social sciences, natural resource economics, and other relevant fields to assess an FME’s conformance to FSC standards and policies. Evaluation methods include document and record review, implementing sampling strategies to visit a broad number of forest cover and harvest prescription types, observation of implementation of management plans and policies in the field, and stakeholder analysis. When there is more than one team member, team members may review parts of the standards based on their background and expertise. On the final day of an evaluation, team members convene to deliberate the findings of the assessment jointly. This involves an analysis of all relevant field observations, stakeholder comments, and reviewed documents and records. Where consensus between team members cannot be achieved due to lack of evidence, conflicting evidence or differences of interpretation of the standards, the team is instructed to report these in the certification decision section and/or in observations.

3. Changes in Management Practices

There have been no significant changes in management practices for the group over the past year. The Humboldt County group manager will be retiring in April, which may lead to changes in staff responsibilities vis-à-vis management of the group certificate. Whatever procedures and management practices are changed following the change in staffing should be reviewed at next year’s annual audit.

4. Results of the Evaluation

4.1 Existing Corrective Action Requests and Observations

Finding Number: 2012.1	
Select one: <input type="checkbox"/> Major CAR <input checked="" type="checkbox"/> Minor CAR <input type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): All group members	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator(s): FSC US Forest Management Standard, Indicator 1.6.a	
Non-Conformity: Although all group members demonstrate their commitment to the FSC Principles and Criteria and FSC and FSC-US policies through both their participation in the group and their management practices, a publicly available statement of commitment was not found in the management documents of either SLIMF group members or non-SLIMF members.	
Corrective Action Request: All group members, regardless of size or style of management documentation, shall have a publicly	

available statement of commitment to manage the FMU in conformance with FSC standards and policies.	
FME response <i>(including any evidence submitted)</i>	Since most group members do not have individual websites or methods for publishing a public commitment, MRCRM group manager decided to publish the participants' public commitment on MRC's website in mid-2013. The public commitment includes all certified managers in the program. The website address for the public commitment is: http://www.mrc.com/key-policies/forest-stewardship-council-fsc-certification/ the link "public commitment" at the end of the page takes the reader to the page with the public commitment of each participant. This was reviewed during the MRC RM annual meetings and reviewed with individual participants as well.
SCS review	The auditor has reviewed the above website and finds that the statement there meets the requirement of the standard for the group members.
Status of CAR:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2012.2	
Select one: <input checked="" type="checkbox"/> Major CAR <input type="checkbox"/> Minor CAR <input type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Jackson Demonstration State Forest	
Deadline	<input checked="" type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator(s): FSC US Forest Management Standard, Indicator 1.6.b	
Non-Conformity: JDSF currently uses an MOU with MRC in lieu of signing the standard MRCRM participation agreement, due to legal restrictions governing partnerships and state lands. The MOU specifies that the area covered by the scope of the certificate is the area in active THPs in the given year of the MOU – not the entire forest area. Given this arrangement, there is no fixed certified forest area covered by the certificate, as the THP area changes every year, nor has JDSF documented their reasons for seeking partial certification, as per the requirements under Indicator 1.6.a.	
Corrective Action Request: MRC and JDSF shall update their MOU to include a fixed area of JDSF to be covered by the scope of the certificate. If the choice is made to continue with partial certification, JDSF shall document the reasons for seeking partial certification, the location of other managed forest units, the natural resources found on the holdings being excluded from certification, and the management activities planned for the holdings being excluded from certification.	
FME response <i>(including any evidence submitted)</i>	MRCRM received (June 29, 2012) an updated MOU from CalFire regarding Jackson State Demonstration Forest in which they requested that the entire acreage of Jackson State Demonstration Forest be included for participation in MRCRM's group certification program. MRCRM will now cover the entire acreage of JDSF as part of our group.

	MRCRM participation letter dated January 11, 2013 states that the entire area of JDSF shall be covered as FSC-certified. Also, in an addendum to the original participation letter in 2012, a letter dated June 14 th , 2013 includes the entire area of JDSF in the MRC RM FSC program.
SCS review	SCS has reviewed the updated MOU and verified that JDSF has requested to include their entire acreage under the scope of the group certificate. JDSF is not seeking to excise any portion of their FMU – other CA State Forests not covered under the scope of this certificate are described in the body of the report.
Status of CAR:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> <i>Other decision (refer to description above)</i>

Finding Number: 2012.3	
Select one: <input type="checkbox"/> Major CAR <input checked="" type="checkbox"/> Minor CAR <input type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): All group members except for JDSF	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator(s): FSC US Forest Management Standard, Indicator 4.2.b	
Non-Conformity: Forest owners (and managers and their employees and contractors) were found to demonstrate a safe work environment. Appropriate safety precautions were noted at all active operations visited during the audit. However, of the three contracts reviewed, two were found to not include safety requirements. Of the three contracts, only the contract from JDSF contained the necessary safety requirements – as the other contracts were from a SLIMF and a non-SLIMF member respectively, contract language pertaining to safety should be reviewed for all other group members, regardless of size to ensure safety requirements are met.	
Corrective Action Request: The group entity shall work with group members to ensure that all contracts or other written agreements include safety requirements.	
FME response <i>(including any evidence submitted)</i>	MRC RM program manager audited all participants’ contracts who harvested in 2013. All participants with ongoing operations in 2013 were found to be in conformance by having safety requirements included in contracts. See <u>safety_requirements_con</u> table in participant database.
SCS review	SCS reviewed the MRCRM database and a sample contract for Families Blue Lakes (which required safety measures compliance with Cal OSHA). The Group Entity process of reviewing the contracts of those members with active operations in that audit year should ensure that contracts include safety requirements – further audits of contracts should be performed by SCS to ensure the internal audit process is working well.

Status of CAR:	<input checked="" type="checkbox"/> Closed
	<input type="checkbox"/> Upgraded to Major
	<input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2012.4	
Select one: <input type="checkbox"/> Major CAR <input type="checkbox"/> Minor CAR <input checked="" type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Jackson Demonstration State Forest	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator(s): FSC US Forest Management Standard, Indicator 5.6.d	
<p>Non-Conformity: JDSF requires permits for commercial mushroom harvests on their property. A commercial harvest is considered any harvest over 1 gallon per day; permits cost \$100 and the collector may harvest as many pounds of mushrooms as they want. The total amount harvested per permit is not tracked.</p> <p>Although calculation of quantitative sustained yield harvest levels for NTMPs is required only in cases where products are harvested in significant commercial operations or where traditional or customary use rights may be impacted by such harvests, JDSF is not currently tracking the total volume of mushrooms harvested. As such they are unable to determine if the current harvest levels could be considered a significant commercial operation, or if casual mushroom collectors' harvests are impacted.</p>	
<p>Corrective Action Request: JDSF should consider tracking commercial harvests of mushrooms in order to determine if current collecting intensity is impacting harvest levels or is significant enough to warrant calculating a sustained yield.</p>	
FME response <i>(including any evidence submitted)</i>	Please see attached response from JDSF staff.
SCS review	The auditor reviewed the letter from JDSF explaining the system for tracking NTFP permits on the forest. JDSF tracks the number of mushroom permits and the location on the forest for which they were issued (three zones are demarcated on map), which can be used as a proxy for the approximate amount of mushrooms collected.
Status of CAR:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2012.5	
Select one: <input type="checkbox"/> Major CAR <input checked="" type="checkbox"/> Minor CAR <input type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Jackson Demonstration State Forest	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator(s): FSC US Forest Management Standard, Indicator 8.2.b	
Non-Conformity: Although JDSF issues commercial harvest permits for mushrooms, the actual amount harvested under these permits is not tracked (see findings under 5.6.d and OBS 2012.4).	
Corrective Action Request: JDSF shall maintain records of harvested NTFPs (volume and product and/or grade), sufficient to ensure that the requirements under Criterion 5.6 are met.	
FME response <i>(including any evidence submitted)</i>	Please see attached response received directly from JDSF staff.
SCS review	The auditor reviewed the "Class 1 Sales Annual Summary Report" provided by JDSF foresters, which tracks the number of permits issued for all NTFP categories, including mushrooms, greenery, poles, ferns and roots and the income generated from such sales. Since permit types correspond to the amount harvested (commercial permits are for amounts greater than 1 gallon/day with the intent to sell) and to a location on the forest, records are maintained on harvested NTMPs.
Status of CAR:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

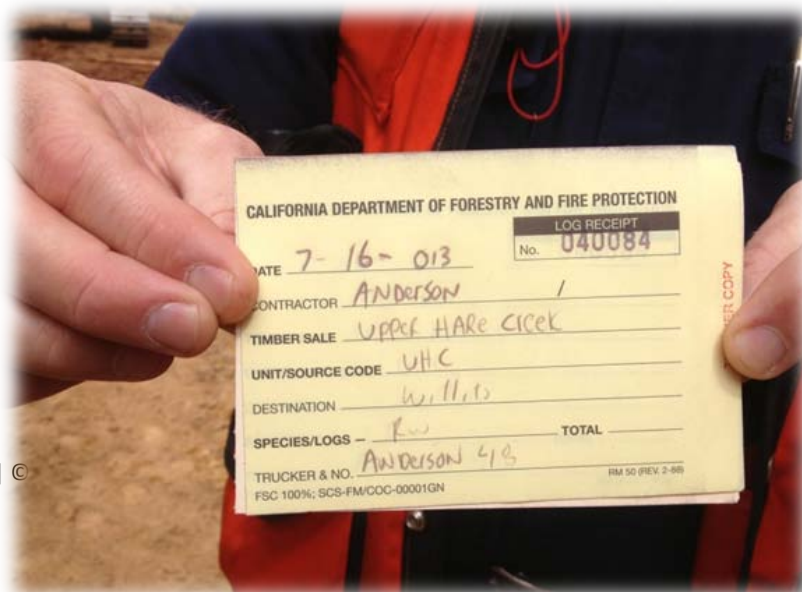
Finding Number: 2012.6	
Select one: <input type="checkbox"/> Major CAR <input type="checkbox"/> Minor CAR <input checked="" type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Participants with an NTMP	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator(s): FSC US Forest Management Standard, Indicator 8.5.a	
Non-Conformity: MRCRM posts annual summaries of group participants monitoring on its website (http://www.mrc.com/key-policies/forest-stewardship-council-fsc-certification/). The annual report covers many of the monitoring topics listed under Criterion 8.2 and references group participants' THPs and NTMPs should further information be needed. These documents are part of the public record and can be accessed through the CalFire website. However, conformance to this indicator would be improved if	

<p>the annual monitoring report provided more explicit information on monitoring conducted on NTMPs in conjunction with Notices of Timber Operation (NTOs) and if the information listed in the reports more closely matched the specific monitoring requirements listed under Criterion 8.2.</p>	
<p>Corrective Action Request: MRCRM should consider updating their monitoring report template to more closely match the monitoring criteria listed under Criterion 8.2 and to ensure that the most up to date monitoring information is available for those group participants with an NTMP.</p>	
<p>FME response <i>(including any evidence submitted)</i></p>	<p>MRCRM program manager and group continues to review the annual report to determine if changes need to be made – most monitoring information is found in NTMPs Notice of Operation on CalFire Website as well as on JDSF website.</p>
<p>SCS review</p>	<p>A review of the internal audit reports written by MRC staff confirm that the new monitoring report template fully conforms to the requirements under 8.2 and provides up to date information on group participants.</p>
<p>Status of CAR:</p>	<p><input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)</p>

Finding Number: 2012.7	
<p>Select one: <input type="checkbox"/> Major CAR <input checked="" type="checkbox"/> Minor CAR <input type="checkbox"/> Observation</p>	
<p>FMU CAR/OBS issued to (when more than one FMU): Jackson Demonstration State Forest</p>	
<p>Deadline</p>	<p><input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):</p>
<p>FSC Indicator(s): SCS FM/COC Indicator 2.4</p>	
<p>Non-Conformity: Load tickets for the active harvest on the Waldo THP in JDSF were found to not include all required information as per the SCS FM/COC indicator 2.3. Specifically, although the certificate code was correctly included, the claim (FSC 100%) was not. It should be noted that the CoC for the sale was relatively complicated, as the operator was sorting three sizes at the landing for three different buyers, only one of whom was certified. The operator had clearly received instructions regarding CoC and was aware that the load tickets for the certified buyer had to include the certificate code (which was written in by hand on each ticket) but was unaware of the requirement regarding the claim.</p> <p>Although the information required on load tickets is listed under Indicator 2.3, the CAR is issued to Indicator 2.4. This is because JDSF sales documents (purchase agreements/invoices) are issued separately from related delivery documents (load tickets) and are not included with the shipment of the product, raw logs. Therefore, the delivery documents are required to contain all the information required on the related sales documents to which they are linked.</p>	
<p>Corrective Action Request: JDSF shall ensure that all sales documents issued for products sold with FSC claims include the information specified under SCS FM/COC indicator 2.3, specifically:</p>	

a) name and contact details of the <i>organization</i> ; b) name and address of the customer; c) date when the document was issued; d) description of the product; e) quantity of the products sold; f) the organization's FSC Forest Management (FM.COC) or FSC Controlled Wood (CW/FM) code; g) clear indication of the FSC claim for each product item or the total products as follows: i) the claim "FSC 100%" for products from FSC 100% product groups; ii) the claim "FSC Controlled Wood" for products from FSC Controlled Wood product groups; h) If separate transport documents are issued, information sufficient to link the sales document and related transport documentation to each other.	
FME response <i>(including any evidence submitted)</i>	MRCRM specifically trained and audited group participants on trip tickets during 2013 audits. All trip tickets were found to be in conformance with the FSC requirements (including JDSF).
SCS review	A review of notes and the power point slide from the group participant meeting confirmed CoC training conducted with group participants. The internal audit of JDSF specifically covered a review of trip tickets, which were in conformance with requirements.
Status of CAR:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2012.8
Select one: <input type="checkbox"/> Major CAR <input checked="" type="checkbox"/> Minor CAR <input type="checkbox"/> Observation
FMU CAR/OBS issued to (when more than one FMU): All group participants



Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator(s): SCS FM/COC Indicator 5.1	
Non-Conformity: Many group participants are conducting harvest operations this season. Although only one of the active harvests visited was found to be missing required CoC information (see CAR 2012.6), several group participants and forest managers interviewed were confused about, or unaware of, CoC requirements associated with group membership. Although the tracking requirements only become necessary when group participants are selling their wood to certified buyers, and the chain of custody is particularly simple for SLIMF participants, further training on CoC requirements might improve participants understanding and implementation.	
Corrective Action Request: All relevant FME staff and group participants or managers shall be trained in their respective CoC control system commensurate with the scale and intensity of their operations and shall demonstrate competence in implementing the CoC control system.	
FME response <i>(including any evidence submitted)</i>	MRCRM staff organized annual meetings for group participants in both Mendocino and Humboldt counties on 3/4/13 (Mendocino) and 3/13/13 (Humboldt) where we reviewed with attendees the requirements for COC on FSC trip tickets and invoices. This was also a point of emphasis on field audits in 2013. See attached sign-in sheets and powerpoint presentations.
SCS review	A review of notes and the power point presentation from the group participant meeting confirmed CoC training conducted with group participants. Most group participants visited during the 2013 audit were clear on CoC procedures and requirements.
Status of CAR:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2012.9	
Select one: <input type="checkbox"/> Major CAR <input checked="" type="checkbox"/> Minor CAR <input type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Group Entity: MRCRM	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator(s): FSC Group Management Standard 30-005, Indicator 9.3	
Non-Conformity: See findings above under CAR 2012.7. Although it is the responsibility of each participant to correctly implement a CoC system for their FME, the group entity needs to also ensure that the CoC system is being implemented correctly, and tracking and tracing documentation includes all necessary information. As	

<p>one group participant was found to be missing some information on load tickets, and other new participants were not clear on what CoC information was required for certified sales, it seems that further CoC training or monitoring on the part of the group entity is warranted.</p>	
<p>Corrective Action Request: The group entity shall ensure that all invoices (or where invoices are not issued, related delivery documentation) for sales of FSC certified material are issued with the required information (as listed under FM/COC indicator 2.3) and are filed by the group members.</p>	
<p>FME response <i>(including any evidence submitted)</i></p>	<p>MRCRM staff organized annual meetings for group participants in both Mendocino and Humboldt counties on 3/4/13 (Mendocino) and 3/13/13 (Humboldt) where we reviewed with attendees the requirements for COC on FSC trip tickets and invoices. This was also a point of emphasis on field audits in 2013. See attached sign-in sheets and Powerpoint presentations.</p>
<p>SCS review</p>	<p>The sign in sheets and power point presentation confirm that adequate training on CoC procedures and requirements has taken place for group participants. The internal audit reports indicate that CoC requirements are being met.</p>
<p>Status of CAR:</p>	<p><input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)</p>

4.2 New Corrective Action Requests and Observations

Finding Number: 2013.1	
<p>Select one: <input type="checkbox"/> Major CAR <input type="checkbox"/> Minor CAR <input checked="" type="checkbox"/> Observation</p>	
<p>FMU CAR/OBS issued to (when more than one FMU): JDSF</p>	
<p>Deadline</p>	<p><input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):</p>
<p>FSC Indicator:</p>	<p>US Forest Management Standard Indicator 4.4.a</p>
<p>Non-Conformity: JDSF monitors many aspects of social impacts, including recreational use, NTFP permits issued, archeological sites maintained and many aspects of community engagement through the JAG. An annual report is prepared for the Board of Forestry, but this report is not readily available to the community or the CB.</p>	
<p>Corrective Action Request: JDSF should make a summary of the social impacts of management activities and forest use available to the CB.</p>	

FME response <i>(including any evidence submitted)</i>	Pam Linstedt, Deputy Chief and Manager of JDSF, submitted the JDSF Annual Report for 2012 to the CB on 12/2/13.
SCS review	A review of the above mentioned report confirms that JDSF staff are well aware of the impacts of JDSF management activities on the local community. The report provides summary information on management activities on the forest, research and demonstration projects, sales of timber products and NTFPs, outreach and educational activities, recreation statistics, and biological and wildlife resources and law enforcement activities. The report thoroughly meets the requirements of indicator 4.4.a.
Status of CAR:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2013.2	
Select one: <input type="checkbox"/> Major CAR <input type="checkbox"/> Minor CAR <input checked="" type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Families Blue Lakes	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator:	US Forest Management Standard Indicator 6.4.a Family Forest
Non-Conformity: The 2013 internal audit of Families Blue Lakes identified a Natural Heritage ranked Sitka Spruce stand of scattered old growth individuals (60-100 years old) most likely last entered for harvest prior to current ownership. Sitka spruce stands of this age class are categorized as S1.1 on the NDDDB. The stand is mostly within a class 2 WLPZ buffer (150 ft) and blow down was salvaged in 2001. An internal audit by the group entity identified the stand as a potential RSA due to its natural heritage ranking, age and old growth features.	
Corrective Action Request: Given the natural heritage ranking and old growth characteristics of the stand, the manager should consider designating the stand as an RSA and managing it to maintain its conservation features.	
FME response <i>(including any evidence submitted)</i>	
SCS review	
Status of CAR:	<input type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2013.3	
Select one: <input type="checkbox"/> Major CAR <input type="checkbox"/> Minor CAR <input checked="" type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Group Entity	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator:	US Forest Management Standard Indicator 6.4.d
<p>Non-Conformity: The group entity typically conducts RSA assessments for group participants upon entry into the group or acquisition of new land, using the HCVF/RSA Assessment Form as guidance. However, different assessment forms are in use for group participants in Humboldt County versus Mendocino County, with different potential RSA types listed on the two different forms. For example, the assessment form for Humboldt County participants includes RSA types of Western Lily, Chinquapin stands and Oregon White Oak stands, which are not included on the form in use in Mendocino County. Not only do the potential RSA and HCVF types differ between forms, but the understanding of the definitions of and differences between HCVF and RSAs may differ among internal auditors.</p>	
<p>Corrective Action Request: The internal auditors for group participants should coordinate a review of the HCVF/RSA assessment form so that the need for HCVF and RSA designation can be reviewed and the types revised based on more current assessments and a common understanding of the area under the scope of the group certificate.</p>	
FME response <i>(including any evidence submitted)</i>	
SCS review	
Status of CAR:	<input type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision <i>(refer to description above)</i>

Finding Number: 2013.4	
Select one: <input type="checkbox"/> Major CAR <input type="checkbox"/> Minor CAR <input checked="" type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Families Blue Lakes	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator:	US Forest Management Standard Indicator 5.3.b
<p>Non-Conformity: While visiting a site on the most recent harvest block the auditor noted an area above the landing where skid trail width and concentration seemed high and residual stand damage greater than that noted at other harvest sites, particularly for an operation under an NTMP. Between skid trails several leave trees has been damaged or snapped during operations and several hardwoods (bays) knocked down. The internal audit by the group entity also noted the area for excessive skid trails and an excessively large landing, though conversation during the audit confirmed that the landing was being reused from past harvests and had not been opened up recently. The forester for the property noted that he was not entirely pleased with the level of residual stand damage following the harvest, though the operators were otherwise skilled and trustworthy and had been working the property for many years without major incident. The auditor noted with harvests conducted every year the intensity of operations could be considered higher than that usually associated with an NTMP.</p>	
<p>Corrective Action Request: Harvest practices should be managed to protect residual trees and techniques implemented to minimize impacts to vegetation, soil and water resources whenever possible.</p>	
FME response <i>(including any evidence submitted)</i>	
SCS review	
Status of CAR:	<input type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2013.5	
Select one: <input type="checkbox"/> Major CAR <input checked="" type="checkbox"/> Minor CAR <input type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Parker 10 Mile Ranch	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator:	SCS Chain of Custody Indicators for FMEs Indicator 2.3
<p>Non-Conformity: A review of trip tickets for a recent sale on Parker 10 Mile confirmed that while the forester has begun using the group certificate code, the claim (FSC 100%) is not in use. It should be noted that this is a new participant in the group this year and the forester was unable to attend the CoC training offered by the Group Entity, which likely resulted in confusion over required CoC procedures.</p>	
<p>Corrective Action Request: The FME shall ensure that all sales documents issued for outputs sold with FSC claims include the following information:</p> <ul style="list-style-type: none"> a) name and contact details of the organization; b) name and address of the customer; c) date when the document was issued; d) description of the product; e) quantity of the products sold; f) the organization’s FSC Forest Management (FM/COC) or FSC Controlled Wood (CW/FM) code; g) clear indication of the FSC claim for each product item or the total products as follows: <ul style="list-style-type: none"> i. the claim “FSC 100%” for products from FSC 100% product groups; ii. the claim “FSC Controlled Wood” for products from FSC Controlled Wood product groups. <p>If separate transport documents are issued, information sufficient to link the sales document and related transport documentation to each other.</p>	
FME response <i>(including any evidence submitted)</i>	
SCS review	
Status of CAR:	<input type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2013.6	
Select one: <input type="checkbox"/> Major CAR <input checked="" type="checkbox"/> Minor CAR <input type="checkbox"/> Observation	
FMU CAR/OBS issued to (when more than one FMU): Perry Gulch	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> Other deadline (specify):
FSC Indicator:	SCS Chain of Custody Indicators for FMEs Indicator 3.2
Non-Conformity: Perry Gulch has a sign at the entrance to the property which uses the FSC logo and references the other CB under which the FME was previously certified.	
Corrective Action Request: 3.2 The FME shall replace the sign to reference the correct CB and certificate number and shall request authorization from SCS to use any FSC on-product labels and/or FSC trademarks for promotional use, including signage.	
FME response <i>(including any evidence submitted)</i>	
SCS review	
Status of CAR:	<input type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision <i>(refer to description above)</i>

5. Stakeholder Comments

In accordance with SCS protocols, consultation with key stakeholders is an integral component of the evaluation process. Stakeholder consultation takes place prior to, concurrent with, and following field evaluations. Distinct purposes of such consultation include:

- To solicit input from affected parties as to the strengths and weaknesses of the FME’s management, relative to the standard, and the nature of the interaction between the company and the surrounding communities.
- To solicit input on whether the forest management operation has consulted with stakeholders regarding identifying any high conservation value forests (HCVFs).

Principal stakeholder groups are identified based upon results from past evaluations, lists of stakeholders from the FME under evaluation, and additional stakeholder contacts from other sources (e.g., chair of the regional FSC working group). The following types of groups and individuals were determined to be principal stakeholders in this evaluation:

5.1 Stakeholder Groups Consulted

Group Entity staff	JAG members
Consulting foresters	DFG, USFWS, CalFire representatives
Group participants - owners	

Stakeholder consultation activities are organized to give participants the opportunity to provide comments according to general categories of interest based on the three FSC chambers, as well as the SCS Interim Standard, if one was used. The table below summarizes the major comments received from stakeholders and the assessment team’s response. Where a stakeholder comment has triggered a subsequent investigation during the evaluation, the corresponding follow-up action and conclusions from SCS are noted below.

5.2 Summary of Stakeholder Comments and Responses from the Team, Where Applicable

<input type="checkbox"/> FME has not received any stakeholder comments from interested parties as a result of stakeholder outreach activities during this annual audit.	
Stakeholder comments	SCS Response
Economic concerns	
What is FSC doing about marketing redwood? What good does certification do to increase market recognition of high quality redwood products and increase market share for certified material? How can we develop better branding and get the word out that family forests are providing a high quality product?	The landowners and group entity had extensive discussions during the audit about how to improve branding and market certified redwood products. The group entity informed landowners about recent marketing efforts undertaken by MRC and shared ideas for how to involve more landowners in the area in the group certificate opportunity.
Social concerns	
None received	
Environmental concerns	
None received	

6. Certification Decision

The certificate holder has demonstrated continued overall conformance to the applicable Forest Stewardship Council standards. The SCS annual audit team recommends that the certificate be sustained, subject to subsequent annual audits and the FME’s response to any open CARs.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Comments:	

7. Changes in Certification Scope

Any changes in the scope of the certification since the previous audit are highlighted in **yellow** in the tables below.

Name and Contact Information

Organization name	Mendocino Redwood Resource Manager Certification Program		
Contact person	Sarah Billig		
Address	Mendocino Redwood Company P.O. Box 996 Ukiah, California 95482	Telephone	707-463-5125
		Fax	707-466-5530
		e-mail	sbillig@mendoco.com
		Website	http://www.mrc.com/

FSC Sales Information

<input checked="" type="checkbox"/> FSC Sales contact information same as above.			
FSC salesperson			
Address		Telephone	
		Fax	
		e-mail	
		Website	

Scope of Certificate

Certificate Type	<input type="checkbox"/> Single FMU	<input type="checkbox"/> Multiple FMU
	<input checked="" type="checkbox"/> Group	
SLIMF (if applicable)	<input type="checkbox"/> Small SLIMF certificate	<input type="checkbox"/> Low intensity SLIMF certificate
	<input type="checkbox"/> Group SLIMF certificate	
# Group Members (if applicable)	15	
Number of FMU's in scope of certificate	17	
Geographic location of non-SLIMF FMU(s)	Latitude & Longitude:	
Forest zone	<input type="checkbox"/> Boreal	<input checked="" type="checkbox"/> Temperate
	<input type="checkbox"/> Subtropical	<input type="checkbox"/> Tropical
Total forest area in scope of certificate which is:		Units: <input type="checkbox"/> ha or <input checked="" type="checkbox"/> ac
privately managed	27,840ac	
state managed	48,652 ac	
community managed	0	
Number of FMUs in scope that are:		
less than 100 ha in area	6	100 - 1000 ha in area 8
1000 - 10 000 ha in area	2	more than 10 000 ha in area 1
Total forest area in scope of certificate which is included in FMUs that:		Units: <input type="checkbox"/> ha or <input checked="" type="checkbox"/> ac
are less than 100 ha in area	560 ac	

are between 100 ha and 1000 ha in area	9559 ac
meet the eligibility criteria as <i>low intensity</i> SLIMF FMUs	0
Division of FMUs into manageable units:	
Most group participants represent one FMU – most properties are further divided into management units. Two resource managers (Gill and Lindren) represent multiple FMUs as resource managers. Jackson Demonstration State Forest (JDSF) and Mailliard Ranch, due to their size, further divide their land for management according to standard stand classifications and treatment options.	

Non-SLIMF Group Members

Name	Contact information	Latitude / longitude of Non-SLIMF FMUs	
Jackson Demonstration State Forest	Pam Linstedt, Forester Cal Fire	39.352260	-123.558623
Mailliard Ranch	Todd McMahan, NCRM	39.125488	-123.475307
Families Blue Lakes	Bob Kelley, NRM		

Production Forests

Timber Forest Products	Units: <input type="checkbox"/> ha or <input checked="" type="checkbox"/> ac
Total area of production forest (i.e. forest from which timber may be harvested)	76,492
Area of production forest classified as 'plantation'	0
Area of production forest regenerated primarily by replanting or by a combination of replanting and coppicing of the planted stems	76,492
Area of production forest regenerated primarily by natural regeneration, or by a combination of natural regeneration and coppicing of the naturally regenerated stems	0
Silvicultural system(s)	Area under type of management
Even-aged management	
Clearcut (clearcut size range)	0
Shelterwood	2,700
Other:	0
Uneven-aged management	
Individual tree selection	73,792 (will be a mix of IT selection, GS, and other)
Group selection	0
Other:	0
<input type="checkbox"/> Other (e.g. nursery, recreation area, windbreak, bamboo, silvo-pastoral system, agro-forestry system, etc.)	
The sustainable rate of harvest (usually Annual Allowable Harvest or AAH where available) of commercial timber (m3 of round wood)	39.7 million board feet for all group members
Non-timber Forest Products (NTFPs)	
Area of forest protected from commercial harvesting of timber and managed primarily for the production of NTFPs or services	0

Other areas managed for NTFPs or services	0
Approximate annual commercial production of non-timber forest products included in the scope of the certificate, by product type	0
Explanation of the assumptions and reference to the data source upon which AAH and NTFP harvest rates estimates are based:	
All data based on inventory, growth, and yield assessments of group members, all of which are reviewed by the State timber regulatory agency, Cal-Fire, under THP or NTMP review.	
Species in scope of joint FM/COC certificate: <i>Scientific/ Latin Name (Common/ Trade Name)</i>	
<i>Sequoia sempervirens (redwood);</i> <i>Pseudotsuga menziesii (Douglas-fir);</i> <i>White fir (Abies concolor);</i> <i>Hemlock (Tsuga heterophylla);</i> <i>tanoak (Lithocarpus densiflorus);</i> <i>Madrone (Arbutus menziesii);</i> <i>(Abies grandis) Grand fir;</i> <i>(Picea sitchensis) Sitka Spruce</i>	

FSC Product Classification

Timber products		
Product Level 1	Product Level 2	Species
W1	W1-1 – Roundwood (logs)	<i>Sequoia sempervirens</i> (Redwood), <i>Pseudotsuga menziesii</i> (Douglas fir)
W1	W1-2 – Fuel wood	Any of the species listed save redwood and Douglas fir
W3	W3-1 – Wood chips	<i>Sequoia sempervirens</i> (Redwood), <i>Pseudotsuga menziesii</i> (Douglas fir)
Non-Timber Forest Products		
Product Level 1	Product Level 2	Product Level 3 and Species

Conservation Areas

Total area of forest and non-forest land protected from commercial harvesting of timber and managed primarily for conservation objectives	ha or ac		
High Conservation Value Forest/ Areas			
High Conservation Values present and respective areas:			
Units: <input type="checkbox"/> ha or <input checked="" type="checkbox"/> ac			
Code	HCV Type	Description & Location	Area
<input checked="" type="checkbox"/> HCV1	Forests or areas containing globally, regionally or nationally significant concentrations of biodiversity values (e.g. endemism, endangered species, refugia).	Type I and II old growth (JDSF and Mailliard Ranch); NSO core areas (most participant sites); MAMU areas (JDSF);	7,236
<input type="checkbox"/> HCV2	Forests or areas containing globally, regionally or nationally significant large		

		landscape level forests, contained within, or containing the management unit, where viable populations of most if not all naturally occurring species exist in natural patterns of distribution and abundance.		
<input type="checkbox"/>	HCV3	Forests or areas that are in or contain rare, threatened or endangered ecosystems.		
<input type="checkbox"/>	HCV4	Forests or areas that provide basic services of nature in critical situations (e.g. watershed protection, erosion control).		
<input type="checkbox"/>	HCV5	Forests or areas fundamental to meeting basic needs of local communities (e.g. subsistence, health).		
<input type="checkbox"/>	HCV6	Forests or areas critical to local communities' traditional cultural identity (areas of cultural, ecological, economic or religious significance identified in cooperation with such local communities).		
Total Area of forest classified as 'High Conservation Value Forest/ Area'				7,236 ac

Areas Outside of the Scope of Certification (Partial Certification and Excision)

<input type="checkbox"/> N/A – All forestland owned or managed by the applicant is included in the scope.		
<input checked="" type="checkbox"/> Applicant owns and/or manages other FMUs not under evaluation.		
<input type="checkbox"/> Applicant wishes to excise portions of the FMU(s) under evaluation from the scope of certification.		
Explanation for exclusion of FMUs and/or excision:	Jackson Demonstration State Forest is owned and managed by the State of California. JDSF is the only one of the eight state forests to be certified. Information on the other state forests may be found at http://www.fire.ca.gov/resource_mgt/resource_mgt_stateforests.php	
Control measures to prevent mixing of certified and non-certified product (C8.3):	None of the state forests are contiguous, nor do they conduct harvests or sales jointly – there is no risk of mixing certified wood products from JDSF with non-certified wood products from other state forests.	
Description of FMUs excluded from or forested area excised from the scope of certification:		
Name of FMU or Stand	Location (city, state, country)	Size (<input type="checkbox"/> ha or <input checked="" type="checkbox"/> ac)
LaTour	Shasta	9,033
Mountain Home	Tulare	4,807
Boggs Mountain	Lake	3,493
Soquel	Santa Cruz	2,681
Las Posadas	Napa	796
Mount Zion	Amador	164
Mount Zion	Amador	164

8. Annual Data Update

8.1 Social Information

Number of forest workers (including contractors) working in forest within scope of certificate (differentiated by gender):		
119 of male workers	2 of female workers	
Number of accidents in forest work since last audit:	Serious: 1	Fatal: 0

8.2 Annual Summary of Pesticide and Other Chemical Use

<input type="checkbox"/> <i>FME does not use pesticides.</i>				
Commercial name of pesticide / herbicide	Active ingredient	Quantity applied annually (kg or lbs)	Size of area treated during previous year	Reason for use
Glyphosate	Glyphosate	105 lbs	4 miles	Control of exotics
Glyphosate	Glyphosate	80 lbs	60 acres	Timber stand improvement, road maintenance