



PORT TOWNSEND PAPER CORPORATION

A DIVISION OF CROWN PAPER GROUP

DESCRIPTION OF COMPANY

Port Townsend Paper Corporation (PTPC) is a manufacturer of kraft paper, containerboard, and unbleached kraft pulp located in Port Townsend, Washington.

BACKGROUND

During the period of November 3 to 5, 2015 PTPC underwent a re-registration audit to the SFI 2015-2019 Fiber Sourcing Standard standard. The registration cycle is over 3 years with surveillance audits conducted annually. This report summarizes the audit process and the results of the SAI Global evaluation.

SCOPE OF CERTIFICATION

Sourcing of fiber from Washington, Oregon, Idaho, and British Columbia.

EXECUTIVE SUMMARY

The Sustainable Forestry Initiative® (SFI®) program third-party audit was undertaken by SAI Global. SAI Global is an independent third party registrar that is accredited by the ANSI-ASQ National Accreditation Board (ANAB) for registrations to SFI 2015-2019 Forest Management Standard and SFI 2015-2019 Fiber Sourcing Standard. This ensures the integrity and credibility of the audit process.

The audit assessed active and completed harvest operations through interviews with the company staff and contractors. The audit also assessed the SFI documentation and records at the company's office.

THE AUDITORS

The SAI Global audit team who performed the audit consisted of Cindy Hutchison, RPF (BC), audit team leader. The auditors are Professional Foresters and a certified lead auditor.

AREAS OF NON-CONFORMANCE

None noted.

CORRECTIVE ACTION PLANS

None required.

COMPLAINTS

No complaints have been received; therefore the complaint handling process could not be verified.



OPPORTUNITIES FOR IMPROVEMENT

Consider

- consolidating a single policy statement for all SFI principles.
- giving the “audit summary” to the logger reviewed as feedback to promote improvement.
- although the risk based monitoring approach is reasonable, consider including a component of reviews of practices of Master Loggers.
- providing further information on fire and spill reduction in the landowner package.
- keeping a log of non-conformances and corrective actions for issues noted as a result of the monitoring program.
- better aligning the Washington SFI Implementation Committee Inconsistent Practices Process with the SFI standard section 11 Public Inquiries and Official Complaints requirements.

POSITIVE ASPECTS

- Letter outlining requirements for use of Qualified Logging Professionals for harvesting.
- Providing scholarship to an untrained logging professional to attend Washington Contract Logger Association training.
- Demonstrated promotion of scholarship to untrained logging professional while on site visit.
- Un-even aged management done by George Lawrence is exemplary use of Best Management Practices.

SFI 2015-2019 Fiber Sourcing Standard Periodic Assessments

Major non-conformances:	0
Minor non-conformances:	0
Opportunities for Improvement:	6
Positive Aspects:	4

Major Non-Conformances

Pervasive or critical to the achievement of the SFI objectives.

All major non-conformances require an action plan to be implemented by the auditee within 90 days of an initial audit and subsequently 60 days or registration cannot be achieved/maintained.

Minor Non-Conformances

Isolated incidents that are non-critical but must be addressed before the next surveillance audit to maintain compliance to the SFI standard.

Opportunity for Improvement

Are not non-conformances but are comments on specific areas where improvements can be made.

Positive Aspects

Areas that are deemed to be of best practices.

EVIDENCE OF CONFORMITY TO SFI 2015-2019 FIBER SOURCING STANDARD

Objectives Audited

Fiber Sourcing Within the United States and Canada		
Objective 1	Biodiversity in Fiber Sourcing	X
Objective 2	Adherence to Best Management Practices	X
Objective 3	Use of Qualified Resource and Qualified Logging Professionals	X
Objective 4	Legal and Regulatory Compliance	X
Objective 5	Forestry Research, Science, and Technology	X
Objective 6	Training and Education	X
Objective 7	Community Involvement and Landowner Outreach	X
Objective 8	Public Land Management Responsibilities	N/A
Objective 9	Communications and Public Reporting	X
Objective 10	Management Review and Continual Improvement	X

Fiber Sourcing Outside the United States and Canada		
Objective 11	Promote Conservation of Biological Diversity, Biodiversity Hotspots and High-Biodiversity Wilderness Areas	N/A
Objective 12	Avoidance of Controversial Sources including Illegal Logging	N/A
Objective 13	Avoidance of Controversial Sources including Fiber Sourced from Areas without Effective Social Laws	N/A

Evidence Observed

Environmental management system(EMS) Manual		SFI Annual Report	X
Written policies	X	SFI and company websites	X
Standard Operating Procedures (SOPs) for best management practices		SFI brochure	
EMS and SFI field handbook		SFI Implementation committee (participation/support)	X
Training records (staff and contractors)	X	External audit field inspections	X
SFI/EMS training agenda	X	External audit interviews (office and field)	X
Cutting/harvesting permits (Decisions)	X		
Operational plans (annual, cutblock level)	X		
Wet/adverse weather plans or guidelines	X		
Reforestation plans			
Best management practices monitoring records	X		
Evaluation of best management practices	X		
Government compliance records	X		
Pre-work discussions/meeting records			
Monitoring records for non-timber values			
Utilization records			
Laws, legislation, regulations records	X		
Corrective action logs			
Education/community involvement records	X		
Records of public inquiries and complaints			
Stakeholder communications records			
Logging agreements and/or contracts	X		
Wood producer training programs	X		
Wood producer information package	X		
Policies provided to wood producers	X		
Education and outreach to forest landowners	X		
List of qualified logging professional/certified logging professional	X		
Agreements for purchased stumpage			
Program to assess and address risk of illegal logging	X		
Research and discussion papers	X		
Support for research and science	X		
Climate change information and/or meeting minutes	X		

Additional evidence for Objectives 11 -13 Sourcing from Outside Canada and USA			
Use of information from sources such as: Biodiversity hot spots, high biodiversity wilderness areas, rare species, habitat information		When identified, Program to address significant risk for countries without effective laws	
Info about direct supplier's application of principle of sustainable forestry		When identified, Program to address significant risk of illegal logging	
Program in place to reduce risk of illegal logging			
Program in place to assess risk for countries without effective laws			

CERTIFICATION DECISION SFI 2015-2019 FIBER SOURCING STANDARD

Re-registration Audit

Based on the results of this re-registration audit it has been determined that the management system of PTPC is effectively implemented and meets the requirements relative to the scope of registration and audit criteria, therefore, a recommendation for registration is made to SAI Global.

SAI Global forestry specialist group registers/certifies forest companies to ISO 14001, OHSAS 18001, CSA Z809 and CSA Z804 SFM, SFI Forest Management, SFI CoC, SFI Fiber Sourcing, SFI Certified Sourcing Label, PEFC CoC, FSC® Forest Management, FSC® CoC.

The group, led by Sylvain Frappier, Technical Manager - Forestry, consists of a highly qualified team of professional foresters, technical and industry experts.

Contact certification.americas@saiglobal.com for more information.

Company Contact:

John Northey
Port Townsend Paper Company
100 Mill Road Port Townsend, WA 98368
Company Tel.: 360-379-2032
Company Website: www.ptpc.com

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