COMMUNICATIONS AND PUBLIC REPORTING

SECTION 11



forests.org



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PART 1: PREPARING AND SUBMITTING A PUBLIC REPORT — SFI 2022 FOREST MANAGEMENT STANDARD

A *Certified Organization* shall provide a summary audit report (one copy must be in English) to *SFI Inc.* after the successful completion of certification, recertification, or surveillance audit to the *SFI 2022 Forest Management Standard*. The summary audit report will be posted on the *SFI Inc.* website for public review.

1.1 The *certification body* shall prepare the *SFI 2022 Forest Management Standard* summary audit report, which shall include, at a minimum:

a. a description of the audit process, *objectives* and scope;
   This shall include:
   - the specific *SFI objectives* that were within the scope of the audit;
   - a description of the sampling approach (consistent with IAF MD-1 and, where appropriate, adopting a risk-based approach) outlining the strata, location and number of sites sampled and the percentage of sites sampled within each stratum;
   - the sampling size, including the number of roads, harvesting blocks and silviculture sites physically inspected during the audit.

b. a description of substitute *indicators,* if any, used in the audit and a rationale for each;

c. the name of *Certified Organization* that was audited, including its *SFI* representative;

d. a general description of the *Certified Organization*'s forest land included in the audits;
   This shall include:
   - **a general description** of the management plan outlining forest management policies and objectives;
   - **an outline** of the area of ownership (including the number of acres/hectares under management and provide a description of key ecological features);
   - **a general description** of major timber types with a general characterization of management approaches used (natural regeneration vs. planting, thinning regimes, even-aged vs. uneven-aged silvicultural);
   - The *long-term* harvest level and the participant's conformance to this.

   > **Guidance to *Certification Bodies* per Section 7 – Long-term Sustainable Harvest Levels — Temporal Scale:** It is *SFI*'s expectation that certification bodies shall audit sustainable harvest levels based on the criteria specified in Performance Measure 1.1, taking into account the maintenance of *landscape* level *biodiversity,* and confirming that any increases in planned harvest level(s) are consistent with the *SFI Certified Organization*'s forest management plan. Additionally, sustainable harvest levels or government regulated allowable annual harvest should not be exceeded for extended periods of time unless a substantive ecological rationale is developed to justify the elevation, examples of which could include a response to forest health emergencies such as beetle epidemics or sanitation logging of forests impacted by catastrophic wildfire, ice storm or wind damage. In instances where harvest levels are exceeded for extended periods, a documented plan must be in place to demonstrate how harvest planning will achieve a return to the *long-term* sustainable harvest levels over one rotation.

e. a description of the *audit team*. This shall include the names and professional qualifications of the lead *auditor*, all *audit team* members and any *technical experts* who participated in the audit. This may include the names and affiliations of any audit observers and an explanation of their roles;

f. the dates the audit was conducted and completed. This shall include the number of auditor days spent to conduct the audit, broken down by *auditor* time spent off and on-site. This shall include the specific woods operations visited if there is more than one operation/region associated with the certificate, and;

g. a summary of the findings, including general descriptions of **evidence of conformity and any nonconformities** (reported at the *Performance Measure* level) and corrective action plans to address them, opportunities for improvement, and exceptional practices.
   This shall include:
   - a description of the evidence examined for each *SFI objective* within the scope of the audit.
   - an update on the status of previous non-conformities, if any.

h. the certification recommendation.



PART 2: PREPARING AND SUBMITTING A PUBLIC REPORT — SFI 2022 FIBER SOURCING STANDARD

A *Certified Organization* shall provide a summary audit report (one copy must be in English) to *SFI Inc.* after the successful completion of certification, recertification, or surveillance audit to the *SFI 2022 Fiber Sourcing Standard*. The summary audit report will be posted on the *SFI Inc.* website for public review.

2.1 The *certification body* shall prepare the *SFI 2022 Fiber Sourcing Standard* summary audit report, which shall include, at a minimum:

a. a description of the audit process, *objectives* and scope;
   This shall include:
   - the specific SFI *objectives* that were within the scope of the audit
   - a description of the sampling approach (consistent with IAF MD-1 and, where appropriate, adopting a risk-based approach) outlining the strata, location and number of sites sampled and the percentage of sites sampled within each stratum;
   - the sampling size, including the number of roads, harvesting blocks and silviculture sites physically inspected during the audit.

b. a description of substitute *indicators,* if any, used in the audit and a rationale for each;

c. the name of *Certified Organization* that was audited, including its *SFI* representative;

d. a general description of the *Certified Organization's fiber sourcing* and manufacturing operations included in the audit.
   This shall include:
   - **an outline** of the manufacturing operations within the scope of the certificate (including the types of mills and their relative reliance of procurement for their fiber needs);
   - **a general description** of the *fiber sourcing* program, specifically indicating whether or not the organization has a *purchased stumpage* program;
   - **a general description** of the *verifiable monitoring system* in place and
   - **an outline** of the area from which fiber is procured.

e. a summary of the *Certified Organization's* assessment for *Forests with Exceptional Conservation Values* within its *wood and fiber supply area.*

f. a description of the *audit team.* This shall include the names and professional qualifications of the lead auditor, all *audit team* members and any *technical experts* who participated in the audit. This may include the names and affiliations of any audit observers and an explanation of their role.

g. the dates the audit was conducted and completed. This shall include the number of *auditor* days spent to conduct the audit, broken down by *auditor* time spent off and on-site. This shall include identification of the *Certified Organization's* manufacturing units (if any) that are supplied from the sites inspected.

h. a summary of the findings, including general descriptions of **evidence of conformity and any nonconformities** (reported at the *Performance Measure* level) and corrective action plans to address them, opportunities for improvement, and exceptional practices.
   This shall include:
   - a description of the evidence examined for each SFI *s* within the scope of the audit.
   - an update on the status of previous non-conformities, if any.

i. the certification recommendation.



PART 3: PREPARING AND SUBMITTING A PUBLIC REPORT — SFI URBAN AND COMMUNITY FOREST SUSTAINABLITY STANDARD

A *Certified Organization* shall provide a summary audit report (one copy must be in English *except in jurisdictions that legislate official language(s) i.e., province of Quebec), to *SFI Inc*. after the successful completion of certification, recertification, or surveillance audit to the *SFI Urban and Community Forest Sustainability Standard*. The summary audit report will be posted on the *SFI Inc*. website for public review.

3.1 The *certification body* shall prepare the *SFI Urban and Community Forest Sustainability Standard* summary audit report, which shall include, at a minimum:

a. a. the name of the *Certified Organization* that was audited, including its *SFI Urban and Community Forest Sustainability Standard* representative;

b. a general description of the *Certified Organization's urban or community forest* included in the audit scope;
This shall include:
- **a general description** of the *urban or community forest management plan* outlining urban or community forest management policies and objectives;
- **an outline** of the area where *urban or community forest* management and operations take place. This includes the number of acres/hectares under management and a brief description of the land-use types of these areas (e.g., park, green space, right-of-way, school campus, commercial property, working forest);
- where the *Certified Organization* has an ongoing harvesting program, the long-term harvest level and the *Certified Organization's* conformance to this, if applicable (e.g., for working forests under active management).

c. the name of the *certification body* and lead *auditor* (names of the audit team members, including *technical experts*, may be included at the discretion of the *audit team* and *Certified Organization*). Member(s) of the *audit team* that possess the ISA Certified Arborist or ISA Board Certified Master Arborist credential must be identified. The names and affiliations of any audit observers and an explanation of their roles must also be identified;

d. a description of the audit process, *objectives* and scope;
This shall include;
- the specific *SFI objectives* that were within the scope of the *audit*, including the certification type: full or thematic (Community Well-Being and Human Health, Environmental and Conservation Leadership, Climate and Disaster Resilience, Urban Forest Improvement);
- If the scope is less than the full standard, the selected theme(s) with the rationale for the themes selected.
- where appropriate, a description of the sampling approach (consistent with IAF MD-1 and, where appropriate, adopting a risk-based approach) outlining the strata, location and number of sites sampled and the percentage of sites sampled within each stratum;
- a general description and number of sites (parks, green spaces, roads, harvesting blocks. silviculture sites or properties) physically inspected during the audit along with an overview of *urban or community forestry* operations such as arboriculture, silviculture and other site management approaches.

e. the dates the *audit* was conducted and completed. This shall include the number of *auditor* days spent conducting the *audit*, broken down by *auditor* time spent off and on-site. This shall include the specific operations visited if there is more than one operation/region/land use associated with the certificate;

f. a description of substitute *indicators*, if any, used in the *audit* and a rationale for each;

g. a summary of the findings, including general descriptions of evidence of conformity and any nonconformities and corrective action plans to address them, opportunities for improvement, and exceptional practices
- a description of the evidence examined for each *SFI objective* within the scope of the *audit*.
- an update on the status of previous non-conformities, if any.

h. the certification decision.