



**Bureau Veritas Certification
North America, Inc.
SFI Forest Management Audit Report**

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PQC Code	E01E
Contract Number	US.1933983

Certification Audit:		Re-Certification Audit:	X	Surveillance Audit:		Scope extension audit:	
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Audit Summary

Introduction

A renewal audit of the Washington State Department of Natural Resources (WA DNR) was conducted on June 23-26, 2015. The audit was conducted by Julie Stangell, Lead Auditor. Gregory Bassler, Team Auditor and Dr. Dan Varland, Ph.D. Wildlife Technical Expert.

Audit Scope, Objectives and Process

The scope of the renewal audit was the Washington State Department of Natural Resources forest management operations in Western and Eastern Washington. The objective was to verify the effectiveness of the Washington DNR's SFI Forest Land Management program and conformance to the Requirements of the SFI 2014-2019 Standard. All objectives and performance measures were audited as part of the renewal audit.

The opening meeting of the audit was held at the Washington Department of Natural Resources Headquarters in Olympia, WA on Tuesday, June 23, 2015. Lislie Sayers, Program Lead, Forest Certification; Doug Kennedy, Forest Certification Specialist; Allen Estep, Assistant Division Manager-HCP and Scientific Consultation Section; Tom Shay, Assistant Division Manager – Product Sales; David Bergvall, Assistant Division Manager - Forest Informatics and Planning Section; Calvin Ohlson-Keihn, Assistant Division Manager-Silviculture Section; Andy Hayes, Assismand Division Manager Leasing & Business Management; Kyle Blum, Deputy Supervisor; Julie Stangell, Team Lead Auditor and Greg Bassler, Team Auditor, were in attendance. Dan Varland, Ph.D. Wildlife Technical Expert joined by conference call.

The audit team introduced themselves and reviewed the audit plan. Logistics of the audit plan were discussed and the sites confirmed for the field portion of the audit to be conducted on Wednesday and Thursday. Non-conformances and the requirements for clearing them, Opportunities For Improvement, and Notable Practices were also discussed. The closing meeting time was confirmed to be held at the Olympia office on June 26 at 3 pm.

The surveillance audit was conducted under environmental auditing methodologies identified in the SFI 2015-2019 Audit Procedures and Auditor Qualifications and Accreditation (Section 9 of the Requirements for the SFI 2015-2019 Program) and standard Bureau Veritas Certification protocols and forms were applied throughout the verification. Prior to the audit, the auditor selected sites in both regions to be sampled based on management activities.

Audit Plan

The document review portion of the audit began immediately following the opening meeting on Tuesday and was completed on Friday following two days of field review. The field audit of the South Puget Sound Region was conducted on Wednesday, June 24, 2015 and the field audit of the Pacific Cascade Region was conducted on Thursday, June 25, 2015. Each team auditor visited separate sites with WA DNR staff on both field audit days. The Wildlife Technical Expert accompanied each of the auditors on separate days in both regions. The audit plan was reviewed and approved by DNR staff prior to the audit and is maintained on file by Bureau Veritas Certification.

Field files for each site were reviewed and used to determine effectiveness of the WA DNR forest management system and process. The Objectives, Performance Measures and Indicators were all verified through a review of documents and field verification of sites to meet the intent of the SFI 2015-2019 Standard. A debriefing was conducted at the end of each day by each team auditor. The Wildlife Technical Expert participated in the daily debrief on days and locations where he was present.

Company Information

The Washington State Department of Natural Resources manages 5.6 million acres of forest, range, agricultural, aquatic and commercial lands for the people of the State of Washington; 2.1 million acres are forested. To manage this work more effectively, the WA DNR has 11 Divisions focused on a specific business area and 6 Regions located throughout the state of Washington. Per the FY 2014 Annual Report, the lands generate more than \$290 million a year, much of it to support public schools, state institutions, and county services.

Multi-Site Requirements

The WA DNR is a multi-site organization and has a central office or headquarters (Olympia, WA) at which certain activities are planned, controlled or managed and a network of regional offices or sites at which such activities are carried out. The Olympia, WA central office provides regions with information and guidance on activities. The scope and scale of activities are similar at all regions. All regions or sites operate under a common forest management system, policies and set of procedures that are managed and administered by the central office.

For multi-site certifications, a site sampling method is generally used. The number of sites to be audited for renewal audits is equal to the square root of the number of sites x 0.8. Based on this sampling method, two regions or sites plus headquarters are to be audited on an annual basis. The WA DNR is composed of six regions (see below) and the surveillance audit plan for 2015 was to audit the South Puget Sound and Pacific Cascade Regions. The WA DNR manages approximately 756,548 acres in these two regions located on the Westside of the Cascade Mountains. Each region or site is audited on a three-year basis and these two regions were last audited in 2012. The WA DNR is in conformance with all multi-site requirements.

Sites	Sites Audited During this Renewal Event
Olympia, WA (Central Office)	X
South Puget Sound Region	X
Pacific Cascade Region	X
Northeast Region	
Southeast Region	
Northwest Region	
Olympic Region	

Audit Results

Objective 1-Forest Management Planning: The WA DNR is currently completing the Strategic Plan for 2014-2017. The Milestones Progress Report of the current plan and the new plan has not been released yet. The plan contains specific initiatives to be developed and/or implemented to reach stated goals. The WA DNR released a draft OESF HCP Planning Unit Forest Land Plan Revised draft EIS in 2013. Two public meetings

were held in November 2013 to present the revised information and request public comment on the analysis. The public comment period ended on December 16, 2013.

WADNR is currently going through the public scoping and purpose and need process in preparation for updating the Westside Sustainable Harvest calculation. The calculation is expected to be completed by the end of 2016. It is being done in coordination with the Marbled Murrelet Strategy. Inventory plots and LiDAR have been completed. Last updated was completed in 2007. The majority of the DNR central cascade ownership has now been flown with LiDAR. The remainder of the eastside lands located in the NE Washington is scheduled to be flown in the 15-17 biennium.

The inventory group released the new versions of the inventory system in December of 2014 known as RS-FRIS. The data is undergoing a soft release to region and division staff to allow for feedback to be gathered during the new implementation. This has resulted in refinements and process tweaks of the incoming and outgoing data. The inventory group has built a new data collection application in house that runs on Android based tablets. Known as the fast FRIS app, the data collection tool is now implemented by the inventory technicians and selected region staff. It allows for the data collection and transfer process to be streamed lined from field collection to corporate database.

DNR's Planning and Tracking System (P&T) is well maintained and provides excellent documentation of forest practices. The Timber Sales Document Center (TSDC) tracks planned, sold and completed timber sale documents since 2009. It also includes a forest management document library and functions as a central clearing house for all timber sale related documents.

Records indicate that current harvest levels fall within long-term sustainable levels. For the period 2004-2014, actual harvest was 91% target sustainable harvest level. Forest land ownership and depletions associated with timber harvests are periodically updated in the inventory system.

WA DNR has planted roughly 4,000 acres of red alder in the last 20 years. Very small acreages of various western Pacific conifer forest cover types have been planted to red alder. Of those, some may have been red alder stands previously, but most were likely conifer-dominated stands, since those tend to be better places to grow red alder than areas where it naturally dominates. This is not considered a conversion since if those stands were to rely on natural regeneration, many of the west side stands would become pure red alder or mixed red alder/conifer stands naturally, for 50 or more years, before the conifers started to take over in the normal stand development process. Forest lands converted to other uses are not included in the DNR certified land base.

Objective 2-Forest Health and Productivity: The WA DNR's policy is to use the minimum amount of chemical necessary to accomplish control objectives. Spray work is conducted by licensed contractors under the supervision of DNR foresters that are licensed applicators. All chemicals applied are registered and labeled for use in the States of Washington. DNR pesticide application records provide evidence that application was done in compliance with label and legal requirements. No overspray or drift was observed.

Use of herbicides in the South Puget Sound Region is minimal. Hand crews (Camp Crews) are utilized for vegetation management where possible. Where herbicides are required to achieve management objectives, hand backpack spraying of site preparation and release herbicide mixes are used. The least toxic and lowest application rate required to control target species is used. The Pacific Cascade Region's use of herbicides is more extensive due to a higher presence shrubs and invasive weeds. Growing population and recreational pressure has exacerbated the problem. Both aerial and hand backpack application methods are used. The least toxic and narrowest spectrum herbicide is used in order to achieve vegetative control. All BMP's associated with chemical use were implemented in both regions. The Regions continually seeking to implement IPM (Integrated Pest Management) strategies. Examples include planting alternate species (red alder) in root rot problem areas, hand slashing in lieu of chemical application in select areas and hand pulling of invasive weed species.

WA DNR has several systems which contain soils metadata and soils layers. The Planning and Tracking system (P&T) contains a soils report. WA State has soil inventory maps and the quick data loader has a folder

which contains digital information on soils and slope stability. Foresters are required to pull up information on soils in P&T and then appropriate methods for protection identified in the SEPA (State Environmental Policy Act) process. This is then communicated in the FPA (Forest Practices Application), Timber Sale Contract and Pre-Harvest Checklist.

Down woody debris is required to be retained on site during timber harvest. DNR has skid trail requirements and specific contract provisions preventing excessive soil disturbance. Contracts have provisions for skid trail layout with requirements for the contract administrator to approval locations in order to minimize the number of trails and impacts. Road construction contracts have provisions to minimize impacts. No evidence of accelerated erosion and rutting were observed. Excellent protection of residual trees was noted throughout.

Objective 3-Protection and Maintenance of Water Resources: The WA DNR follows and exceeds mandatory requirements of the Washington State Forest Practices Rules and comprehensive set of standards (BMPs) designed to protect soil, air, water and wildlife resources. The Washington Forest Practices Rules in conjunction with the Habitat Conservation Plan identify all of the water quality-related rules and best management practices. Specific to Westside lands, Forest Practices Rules for Northern Spotted Owl, Marbled Murrelet, and riparian areas have been replaced by the Habitat Conservation Plan rules as explained in the HCP. Contracts require the purchaser to comply with all laws including BMP's. Each timber sale contract addresses special considerations for wet weather (seasonal closures, rutting), if necessary. Contract clauses H-130/H-140 identify conditions to protect roads against seasonal damage from wet weather. The Contract Administrator specifically ensures that harvests comply with the Forest Practices Application.

The Forest Practices Program also conducts statewide compliance monitoring. Forest Practices Foresters evaluate active sales specifically for riparian and road issues as well as for other potential Forest Practices violations. HCP Implementation Monitoring is also conducted annually. The HCP Riparian Forest Restoration Strategy contains the implementation procedures for developing/maintaining riparian desired future condition with target thresholds. Lands not included in the HCP are covered by the Forest Practices Rules for riparian areas and wetlands. The DNR maintains complete water mapping (hydrography) that identifies all water types for both the Forest Practices Rules and the Habitat Conservation Plan. The GIS layer is updated regularly. Water typing information is included in timber sale contract maps. The Managing Wetlands Field Guide reviews the rules and other guidance documentation for managing wetlands on State lands. The DNR has also produced a Field Guide for recognizing wetlands.

Objective 4-Conservation of Biological Diversity: The Policy for Sustainable Forests states the DNR will identify special ecological features on state trust lands. Once identified, these areas are to be protected through transfer out of trust status, deferral, or other means. All special areas are mapped and identified by the Natural Heritage Program. All timber sale polygons are screened through the Natural Heritage Program to flag any identified special ecological areas. The bulk of the Habitat Conservation Plan covers preservation of rare, threatened, and endangered species and habitats. Specific strategies for protection of spotted owl, marbled murrelet, etc. are incorporated into the HCP. The HCP also covers federally-listed plant species that may include specific prescriptions. The Natural Heritage Program website has several web tools for mapping and looking up identified special sites and species including rare plants and animals. Natural Heritage continually updates the Rare Plants and Rare Animals GIS data on the Reference Desk of the Washington Natural Heritage Program website.

Management of Forest Stand Cohorts documents stand-level requirements. Prior to unit layout every unit is assessed for snags and down woody debris.

The Forest Land planning process includes a spatial assessment, collaborative planning, and public scoping process to identify unique areas, species, or other issues. The department defers from harvest of old growth stands as defined in the Definition and Inventory of Old Growth document. Individual and scattered old growth trees are also protected unless the Board approves harvest for special circumstances. An old growth assessment pathway has been developed for determining old growth characteristics and function in the field. Field guides for identifying Eastside and Westside old growth characteristics have been developed.

State RCWs (Revised Code of Washington) require control of noxious weeds through integrated pest management practices. Jurisdictions and duties have been granted to county noxious weed boards. In addition,

DNR pursues control of invasive species in areas where they have active projects.

The Cooperative Monitoring, Evaluation, and Research Committee (CMER) and the Forest Resources Conservation Division Adaptive Management Program are working on research and adaptive management strategies. Research results are incorporated into the forest management planning process. Adaptive Management is a systematic process to inform decisions on management practices. The Adaptive Management Program is the clearing-house of best available scientific information, thereby leading to continual assessment to improve ecosystem management.

Objective 5-Management of Visual Quality and Recreational Benefits: The DNR considers whether there are visual impacts of management activities and designs appropriate mitigation strategies based on whether impacts are of local or regional significance. The DNR has policies and guidelines addressing aesthetic considerations in areas of visual concern.

The DNR has policies and procedures in place regarding green-up requirements. The WAC requires that at least 90% of the unit's perimeter is in stands of trees that have survived on site a minimum of five growing seasons or if not, have reached an average height of four feet. Green up requirements were met on all sites observed.

Objective 6-Protection of Special Sites: Both the Natural Heritage Program and Natural Areas Program assist in identifying and selecting sites for protection. The Large Data Overlay is a compilation of all the GIS data layers available including old growth, spotted owl, soils, landslide hazards, local knowledge issues, heritage, cultural/historic sites, etc. The Landslide Hazard Zonation mapping program has spatially identified potentially unstable slopes. DNR routinely consults with local, state, Tribal, and federal agencies on matters related to potential special sites.

Objective 7-Efficient Use of Fiber Resources: Timber Sale contract provisions are in place intended to maximize utilization of forest products that are designated for removal. Penalties can be assessed when specifications aren't being met consistently. Biomass removal (chunks, slash and tops) may be optional on some timber sales. Generally, the sales must be located within a reasonable haul distance of a biomass processing facility for it to be offered.

Objective 8-Recognize and Respect Indigenous People's Rights: There are 29 Federally recognized tribes in Washington State that are notified of every proposed SEPA action and tribal representatives have the opportunity to provide input on those activities. This process is routine in every region and has been ongoing for many years.

The WA DNR works with indigenous peoples to allow access to State lands for a variety of purposes. The list includes culturally sensitive activities (i.e. cedar bark collection), monitoring activities in natural areas, seed collection, water quality data collection, and wildlife studies such as elk capture and collaring and blacktail deer study. In addition, The Commissioner hosts Tribal Summits to discuss all types of tribal issues including access to public lands, culturally modified trees, aquatics, etc.

Objective 9-Legal and Regulatory Compliance: A logging or silvicultural contract cannot be issued without an FPA (Forest Practices Application) permit. The WA DNR utilizes site visits and follows BMP Procedures to ensure compliance. These visits note compliance with laws and regulations. The USFWS (United State Fish and Wildlife Service) monitoring of HCP compliance has not raised any conformance issues. The DNR self-reports any suspected deviations, conducts root-cause analysis and institutes corrective actions as needed. The WA DNR has a formal Health and Safety program designed to ensure applicable federal and state requirements are met. Health and Safety requirements are posted in various locations as prescribed by law.

Objective 10-Forestry Research, Science and Technology: The DNR has contributed and is involved with numerous research projects. It has also set up numerous research sites for various research areas (silviculture, growth & yield, riparian management, ecology, genetics and pathology). This may involve collecting data, baseline direct funding, direct technical support covering research related to fish, wildlife and forest management. The majority of DNR's research is on the HCP and conducted in the Olympic Experimental

State Forest (OESF). The DNR OESF website contains information on past and present research projects. Riparian status and trends research started in 2012.

The WA DNR has prepared a draft document on Adapting to Changing Climate which discusses anticipated impacts and effects on Agency work. It also provides Climate Change Adaption recommendations. The WA DNR staff is very knowledgeable on climate change impacts and is preparing a document which discusses anticipated impacts to the agency lands and recommended adaptations for climate change.

Objective 11-Training and Education: The WA DNR's commitment to the SFI program is evident through the budget process and is well-documented. Numerous training modules are completed each year for DNR foresters and managers. The schedule is dynamic and documented throughout the year on the Human Resources and State Lands Training Calendars. Timber purchasers and operators receive training through the Washington Contract Logger's Association (WCLA) Master Logger Training Program. WA DNR requires stumpage sale purchasers to use trained contractors based on SIC recommendation. The WA DNR is an active participant in the Washington SIC, which regularly reviews the WCLA training programs to ensure all required topics are covered.

Objective 12-Community Involvement and Landowner Outreach: The WA DNR provides in-kind support to the SIC in lieu of dues. Lislle Sayers serves on the SIC Board as secretary and Duane Emmons maintains the WA SIC website. The DNR has developed or provides support for informational publications, field guides, etc. for forest landowners. The WA SIC publishes a publication- "Sustainable Forestry Practices for Landowners in Washington"- that is available on the WA SIC website which addresses special sites and biodiversity issues.

All of the WA DNR processes include stakeholder involvement. The WA DNR is well versed in regional conservation planning and working with a broad range of local stakeholders. DNR has multiple ways and processes to receive and respond to public inquiries. During the SEPA Process, the public is invited to public meetings and provide comment on planned activities. All inquiries are documented and addressed. The public can provide comments and complaints to the Commissioner via the website which are reviewed and redirected to the appropriate Regional and/or Division office and personnel. The WA SIC also has a process for reporting inconsistent practices.

Objective 13-Public Land Management Responsibilities: The Policy for Sustainable Forest requires the WA DNR to conduct forest land planning in units of similar geographic scale as the Habitat Conservation Plan. The objective of the forest land planning process is to identify landscape management strategies that achieve the policy goals outlined in the Policy and the HCP. These strategies help direct managers during the planning and execution of timber sales and other activities. The forest land planning process is intended to draw upon local stakeholders, Tribes, the public, and WA DNR resources for information that will help make informed decisions. Forest land planning processes include a public scoping phase to address appropriate stakeholder and public input and additional data collection. Special meetings are held with stakeholders representing beneficiaries, the timber industry and conservation community, at least annually to discuss upcoming sales, scoping for land planning processes, and other issues.

Objective 14-Communications and Public Reporting: The 2014 WA DNR Audit Report is posted on the SFI Website. All records necessary for reporting to SFI are maintained electronically and were reviewed as part of this audit.

Objective 15-Management Review: Currently, the WA DNR has three programs or committees that evaluate and monitor programs and procedures for effectiveness.

- The Adaptive Management Steering Committee was formed several years ago to implement an adaptive management monitoring program and identify specific areas or issues (work plan). The committee prepared a list of issues and prioritized those to work on and conduct research. The committee meets two or three times per year.
- The Implementation Monitoring Program is tasked with conducting HCP monitoring which is required to be reported annually. HCP monitoring is on-going and the Fiscal Year 2013 monitoring

report was completed.

- A Silviculture Monitoring Program is in place to monitor silvicultural activities. A summary of activities was provided. These three programs in addition to regular monitoring of Forest Practices and BMP's is an effective system to evaluate effectiveness and conformance to the SFI Standard. Forest Practices monitors operations and summarizes findings on an annual basis.

The Division Manager has weekly meetings with all Division Assistants and quarterly meetings with Teams. Division and Region Managers have quarterly meetings with the Department Supervisor. There is good communication with Executive Management on all issues, monitoring results and improvement goals. In summary, the WA DNR has a good, reliable internal audit program and monitoring system carried out at headquarters to determine conformance at all regions or sites and to implement corrective actions when appropriate. There is good coordination and communication between the central office and each region.

WA DNR did not have any substitutions or modifications to any of the Indicators. A review of previous audits was conducted to verify the effectiveness of previous audit findings and to evaluate WA DNR's past performance. There were no trends in the SFI implementation of the field audit or document review that would indicate that any particular area needs special attention. An SF61 was completed and contains specific information and audit notes.

Findings

Previous non-conformances:

One minor non-conformance was issued during the June, 2014 audit related to protection of water resources and monitoring best management practices.

1. *PM 3.1, Ind. 4: A small gap between concrete bridge deck slabs on two recently installed bridges was allowing sediment delivery to occur into typed waters.*

A root cause analysis and corrective action plan were completed and accepted July 16, 2014. The nonconformity was closed on June 26, 2015 following review of correspondence between DNR the bridge manufacturer and DNR Forest Roads Program ADM.

Non-conformances:

No nonconformities were identified during the audit.

Opportunities for Improvement:

One opportunity for improvement was identified during the audit:

1. *PM 2.2, Ind.2: The Treatment Effectiveness Guidelines for chemical application are out of date and need to be updated to exclude chemicals that are no longer applied and to include new chemicals (if any) that are being used.*

Notable Practices:

No notable practices were identified during the audit.

Logo/label use:

Logo and label use was reviewed and Washington State Department of Natural Resources utilizes the SFI logo, words and abbreviation in multiple locations for promotional use. Use of the logo was requested from SFI, Inc. twelve times since the previous audit. Uses included the DNR website, annual report and timber sale information. Each of the uses has documented approval and was in conformance with all logo/label use rules. DNR does not use the Bureau Veritas logo.

SFI reporting:

A review of the SFI, Inc. website provided evidence that the 2014 surveillance audit of the Washington State Department of Natural Resources SFI forest management program was submitted and posted as required for public notification.

Conclusions

The Closing Meeting for the surveillance audit was held on Friday, June 26, 2015 at DNR's office in Olympia, Washington. Julie Stangell, Lead Auditor, Gregory Bassler, Team Auditor and Dan Varland, Ph.D. Wildlife Technical Expert (by conference call) presented and reviewed the audit findings. Confidentiality of the audit results was assured. The previous nonconformity was closed. The Washington State Department of Natural Resources was recommended for immediate re-certification

SEE SF61 FOR AUDIT NOTES

Summary of Audit Findings:										
Audit Date(s):		From: June 23, 2015				To: June 26, 2015				
Number of SF02's Raised:				Major:		0		Minor:		0
Is a follow up visit required:		Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Date(s) of follow up visit:				
Follow-up visit remarks:										
Team Leader Recommendation:										
Corrective Action Plan(s) Accepted		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	Date:		
Proceed to/Continue Certification		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Date:	6/26/15	
All NCR's Closed		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	N/A	<input type="checkbox"/>	Date:	6/26/15	
Standard audit conducted against:										
1)	SFI 2014:2015			3)						
2)				4)						
Team Leader (1):			Team Members (2,3,4...)							
Julie Stangell, Lead Auditor			2) Gregory Bassler, Team Auditor							
			3) Dan Varland, Ph.D. Wildlife Technical Expert							
			4)							
			5)							
Scope of Supply: (scope statement must be verified and appear in the space below)										
Washington State Department of Natural Resource's forest management operations in Western and Eastern Washington.										
Accreditation's		ANAB								
Number of Certificates		1								
Proposed Date for Next Audit Event										
Date	June, 2016									
Audit Report Distribution										
Client: WA DNR -- Lislle Sayers, Forest Certification Lead, lislle.sayers@dnr.wa.gov										
Client: WA DNR – Doug Kennedy, Forest Certification Specialist, doug.kennedy@dnr.wa.gov										
BVC – Customer Service Representative – Melani Potts, melani.potts@us.bureauveritas.com										

Clause	Audit Report
Opening Meeting	<p>Participants: Lislle Sayers, Program Lead, Forest Certification; Doug Kennedy, Forest Certification Specialist; Allen Estep, Assistant Division Manager-HCP and Scientific Consultation Section; Tom Shay, Assistant Division Manager – Product Sales; David Bergvall, Assistant Division Manager - Forest Informatics and Planning Section; Calvin Ohlson-Keihn, Assistant Division Manager-Silviculture Section; Andy Hayes, Assisatnd Division Manager Leasing & Business Management; Kyle Blum, Deputy Supervisor; Julie Stangell, Lead Auditor and Greg Bassler, Team Auditor, were in attendance. Dan Varland, Ph.D. Wildlife Technical Expert joined by conference call.</p> <p>Discussions:</p> <ul style="list-style-type: none"> ➤ Introductions ➤ Scope of the audit ➤ Audit schedule/plan ➤ Nonconformance types – Major / Minor ➤ Review of previous nonconformances - 0. ➤ Process approach to auditing and audit sampling ➤ Confidentiality agreement ➤ Termination of the audit ➤ Appeals process ➤ Closing meeting timing
Closing Meeting	<p>Participants: Lislle Sayers, Program Lead, Forest Certification; Doug Kennedy, Forest Certification Specialist; Allen Estep, Assistant Division Manager-HCP and Scientific Consultation Section; Julie Stangell, Lead Auditor and Greg Bassler, Team Auditor, were in attendance. Dan Varland, Ph.D. Wildlife Technical Expert joined by conference call.</p> <p>Discussions:</p> <ul style="list-style-type: none"> ➤ Introductions and appreciation for selecting Bureau Veritas Certification. ➤ Review of audit process - process approach and sampling. ➤ Review of OFIs and System Strengths ➤ Nonconformances - 0 ➤ Date for next audit. ➤ Reporting protocol and timing



SF02/NA NONCONFORMITY REPORT

Company Name and Site:		<u>SF02#:</u>	
Washington State Department of Natural Resources, SW Texas Timber Sale		02	
Contract #:	Type of audit (e.g., initial, surveillance):	Team Leader:	
US.1215025	Surveillance #2	Gregory Bassler	
Date:	Standard and Clause #:	Team Member:	
6/11/14	SFI 2010:2014, 3.1.4	Julie Stangell	
Major	Minor	Other Documents (if applicable):	Company Representative:
	X		Lislie Sayers
REQUIREMENT OF AUDITED STANDARD:			
Program participants shall meet or exceed all applicable federal, provincial, state and local water quality law, meet or exceed best management practices and monitor overall best management practices implementation.			
OBSERVED NONCONFORMITY AND, for FSC only, CORRECTIVE ACTION REQUEST:			
A small gap between concrete bridge deck slabs on two recently installed bridges was allowing sediment delivery to occur into typed waters.			
ROOT CAUSE ANALYSIS AND CORRECTIVE ACTION PLAN (To be completed by the Company. Plan to be submitted in 30 days)			
Corrective Action Plan Date:	7/11/2014	Company Representative:	Lislie Sayers
Root Cause Analysis and Corrective Action			
Root Cause: A bridge design flaw by the bridge manufacturer was not caught by the District Engineer during plan review and installation.			
Corrective Action Plan:			
<ol style="list-style-type: none"> 1). Provide a temporary fix to avoid sediment delivery during active hauling and wet weather. 2). Consult with the bridge manufacturer to determine a permanent solution. 3). Implement measures to be taken to fill the gaps. 4). Periodically inspect bridges to make sure gaps are sealed and no delivery is occurring. 5). Review and revise DNR's statewide road plan template. Revisions will include requirements that all bridges be designed and constructed in a manner that bridge decks are continuous without openings. 			
ROOT CAUSE AND CORRECTIVE ACTION PLAN ACCEPTANCE REPORT (To be completed by Bureau Veritas Certification – Verify effective identification of Root Cause and acceptance of Corrective Action Plan)			
Root Cause: The root cause was properly identified as a design flaw in the bridge manufacturer's drawings.			
Corrective Action Plan: A temporary fix was immediately implemented and the manufacturer contacted for a permanent solution. Good response on the WA DNR's part to identify and implement corrective actions.			
Plan Accepted:	Yes	X	No
Comments:			
Auditor:	Gregory Bassler		Date: 7/16/2014
CORRECTIVE ACTION IMPLEMENTATION			
To be completed by Company – Provide objective evidence. Not to exceed: 1 year SFI <input checked="" type="checkbox"/> .			
Corrective Action Completion Date:	6/26/2015	Company Representative:	Lislie Sayers
Corrective Action Implementation: The corrective action plan has been implemented.			
Method used to verify effectiveness of action taken: Correspondence between Washington DNR and the bridge manufacturer was verified; bridges observed on field visit were in compliance.			
CORRECTIVE ACTION IMPLEMENTATION ACCEPTANCE REPORT (To be completed by Bureau Veritas Certification – Acceptance of Corrective Action taken)			

Accepted:	Yes	X	No		Nonconformance Closed:	Yes	X	No	
Follow Up Comments:	Continue observing bridges on future audits to ensure issue does not re-occur.								
Auditor:	Julie Stangell				Date:	6/26/2015			