



**Bureau Veritas Certification
North America, Inc.
SFI and/or PEFC Audit Report**

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Contract Number:	HQ11205	Certification Audit:		Re-Certification Audit:		Surveillance: (Indicate visit # or Pre-Assessment)	3
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Audit Summary

- Audit scope and objectives:** The scope of the certification audit was Washington State Department of Natural Resources (WA DNR) forest management operations in Western and Eastern Washington. The WA DNR is composed of six regions and the scope of this surveillance audit was forest management operations of the Olympic and Northwest Regions in Western Washington. The objective of the surveillance audit was to verify the ongoing effectiveness of WA DNR's SFI program and to demonstrate conformance to the policies and procedures on WA DNR lands. The Olympic and Northwest Regions are very productive tree growing areas located on the west side of the Cascade Mountains in Western Washington. The WA DNR manages approximately 758,000 acres of forested state trust lands in these two Regions and 2.1 million acres statewide.

Prior to the audit, the WA DNR provided the Lead Auditor with Planning & Tracking Reports of sites that had management activities occurring on them over the past year. A list of potential sites was selected by the auditor based on the surveillance plan. The plan identified Objectives 1, 2, 10, 12, and 13 as the primary focus; however, all objectives were subject to review. A variety of sites and management activities, both completed and active were selected. Lislie Sayers, Certification Program Coordinator and Allen Estep, Certification/PSF Program Lead for the WA DNR did an excellent job of preparing a field audit plan and working out the logistics to visit sites selected in a timely and efficient manner.

- Audit Plan and Time Period:** The surveillance audit of the Olympic Region was conducted on May 19-21, 2008 and the audit of the Northwest Region on June 19-20, 2008. The following was the audit plan.

Wednesday, May 19, 2008 Headquarters in Olympia, WA

3:00 p.m. – 3:30 p.m. Opening meeting at Headquarters in Olympia, WA.

3:30 p.m. – 6:00 p.m. Document review for Objectives 1, 2, 10, 12 & 13

6:00 p.m. – 10:00 pm Travel to Forks, WA

Thursday, May 20, 2008 Olympic Region

7:30 a.m. – 8:00 a.m. Opening meeting at Olympic Region office in Forks, WA.

8:00 a.m. – 10:00 a.m. Document review for Objectives 1, 2, 10, 12 & 13

10:00 a.m. – 5:30 p.m. Field audit of selected sites in Olympic Region-Coast District

5:30 p.m. – 5:45 pm. Daily Debriefing

Friday, May 21, 2008 Olympic Region

8:00 a.m. - 8:15 a.m. Arrive at Olympic Region office at Forks, WA and depart for field.

8:15 a.m. – 2:30 p.m. Field audit of selected sites in Olympic Region-Straits District

2:30 p.m. – 2:45 p.m. Summarize audit findings

2:45p.m. – 3:00 pm. Closing Meeting

Thursday, June 19, 2008 Northwest Region

8:00 a.m. – 8:30 a.m. Opening meeting at Northwest Region office in Sedro Woolley, WA.

8:30 a.m. – 10:00 a.m. Document review for objectives 1,2,10,12 & 13

10:00 a.m. – 5:30 a.m. Field audit of selected sites in Northwest Region-Cascade/Baker Districts

5:30 p.m. – 5:45 pm. Daily Debriefing

Friday, June 20, 2008 Northwest Region

8:00 a.m. - 8:15 a.m. Arrive at Northwest Region office in Sedro Woolley, WA and depart for field.

8:15 a.m. – 2:30 p.m. Field audit of selected sites in Northwest Region-Cascade/Baker Districts

2:30 p.m. – 2:45 p.m. Summarize audit findings

2:45p.m. – 3:00 pm. Closing Meeting

- **Audit Process:** The WA DNR was audited to the Sustainable Forestry Initiative Standard (SFIS) 2005-2009 Standard. Standard Bureau Veritas Certification protocols and field forms for SFI audits were used. The audit began with a document review at the WA DNR Olympia, WA Headquarters office and following the document review, the auditors travelled to Forks, WA for a two day field audit of the Olympic Region operations.

The opening meeting was held at the Washington Department of Natural Resources (WA DNR) Olympic Region office in Forks, WA on May 20, 2008. Lislie Sayers, Certification Program Coordinator; Allen Estep, Certification/PSF Program Lead; John Viada, Olympic Region Manager; David Cole, Olympic Region Management Forester; Dave Christiansen, Coast District Manager; Brian Turner, Straits District Manager and Al Vaughan, Olympic Region State Lands Manager were in attendance. The audit team, which consisted of Greg Bassler, Lead Auditor-in- training and Vincent Corrao, Lead Auditor introduced themselves and reviewed the audit plan. The logistics of the plan were discussed and the sites confirmed to conduct the field portion of the audit in a timely manner. Non-conformances and the requirements for clearing them, opportunities for improvement, and notable practices were also discussed. The two day field audit of the Olympic Region covered a total of 25 sites.

The closing meeting for the first portion of the surveillance audit was held on May 21, 2008 at the USFS Quilcene Ranger Station parking lot. Lislle Sayers, Certification Program Coordinator, Allen Estep, PSF/SFI Program Lead, Gretchen Nicholas, Land Management Division Manager, Al Vaughan, Olympic Region State Lands Manager; David Cole, Olympic Region Management Forester; Bill Wells, Silviculturist; Tami Miketa, Assistant Division Manager; John Viada, Olympic Region Manager; Brian Turner, Straits District Manager; Brian Broznitsky, Silviculturist were in attendance for the Olympic Region. The audit findings were presented and discussed at the closing meeting.

The second portion of the surveillance audit involved field verification of sites in the Northwest Region and began on June 20, 2008. An opening meeting was held at the Northwest Region office in Sedro Wooley, WA. Lislle Sayers, Certification Program Coordinator; Allen Estep, Certification/PSF Program Lead; Rich Sluss, NW Region Proprietary Forester; Brian Davis, Region Engineer; Bill Wallace, NW Region Manager; Chris Hankey, NW Region Silviculturist; Peter Hurd, Cascade District Silviculturist; Laurie Bergvall, NW Region Assistant Manager and Operations; Jeff May, Baker District Manager; Gretchen Nicholas, Land Management Division Manager; Bernie Strachila, T.S. Contract Administrator, Cascade District; and Jay Guthrie, Cascade District Manager were in attendance. The audit team, which consisted of Greg Bassler, Lead Auditor-in- training and Vincent Corrao, Lead Auditor introduced themselves and reviewed the audit plan. The logistics of the plan were discussed and the sites confirmed to conduct the field portion of the audit in a timely manner. Non-conformances and the requirements for clearing them, opportunities for improvement, and notable practices were also discussed. The two day field audit of the Northwest Region covered a total of 18 sites.

The final closing for both the Olympic and Northwest Region was held June 20, 2008 at the Park-N-Ride parking area in Everett, WA. Lislle Sayers, Certification Coordinator, Allen Estep, PSF/SFI Program Lead, Rich Sluss, NW Region Proprietary Forester; Bill Wallace, NW Region Manager; Peter Hurd, Cascade District Silviculturist; Laurie Bergvall, NW Region Assistant Manager and Operations; Calvin Ohlson-Kiehn, Starbird Unit Forester, Cascade District and Jay Guthrie, Cascade District Manager were present for the closing. The audit findings were presented and discussed at the closing meeting.

- **Review of previous non-conformances, verification of effectiveness of corrective action**

WA DNR did not have any substitution 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. The 2007 surveillance audit in the Pacific Cascade and South Puget Sound Regions identified one opportunity for improvement –Objective 3, PM 3.1, Indicator 2- WA DNR should require that all logging contractors have spill kits on site and be trained on how to contain and clear-up spills. The DNR has since added a Hazardous Materials Section (S-131) to their Timber Sales Contract, Reference Manual and Clause Admin Manual. 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. A SF 61 has been completed and contains specific information and audit notes.

- **Audit findings and conclusions:** The audit findings included:

Non-conformances issued: No non-conformances were issued during the audit.

Opportunities for Improvements: OFI's are weaknesses in the program that may lead to a non-conformance in the future if activities are not monitored for effectiveness. No Opportunities for Improvement were identified during the surveillance audit.

Notable Practices: NP's are practices and actions that are exemplary and indicate a strong commitment to the SFI intent and to continual improvement of their program.

Eight Notable Practices were identified during the surveillance audit.

1.) Objective 3, PM 3.2, Indicator 1- The WA DNR, in collaboration with the State Fish and Wildlife Service and local Tribes is conducting a Riparian Restoration Study looking at different Riparian Management Strategies.

- 2.) Objective 12, PM 12.2, Indicator 3- The WA DNR has done an exceptional job of collaborating with City & County Government, the USFS, Tribes, community and local special interest groups in establishing and maintaining recreational opportunities for the public.
- 3.) Objective 12, PM 12.4, Indicator 1- Cultural Resource training is being provided by the WA DNR. Recent training included Westside Identifying & Reporting Cultural Resources dated April 22-24-2008 and included instructors from the Squaxin, Lower Elwha, Skokomish and Jamestown S'Klallam Tribes.
- 4.) Objective 13, PM 13.1, Indicator 1-The WA DNR produced a forest certification training document and is presented to the DNR employees on the comparison of the SFI Objectives and the WA DNR Forest Policy requirements.
- 5.) Objective 13, PM 13.1, Indicator 1-SFI information is inserted into the Timber Auction Sale booklet sent to all prospective purchasers and the SFI information is on each Timber Notice of Sale.
- 6.) Objective 12, PM 12.1, Indicator 4 - The Bear Creek Parcel is an excellent example of protecting working forest that are at high risk of being developed and taking productive forestland out of production.
- 7) Objective 12, PM 12.2- The WA DNR bumper stickers recognizing SFI green certified for trust lands is an excellent example of public outreach.
- 8) Objective 12, PM 12.2, Indicator 3- The WA DNR works closely with stakeholders to provide recreation for all users. The planning efforts on the Blanchard and the Reiter Foothills Forest are excellent examples of the WA DNR commitment to providing recreational opportunities consistent with forest management objectives.

A total of 43 sites were inspected during the field audit of the Olympic and Northwest Regions. BVC auditors found WA DNR Lislle Sayers, Certification Program Coordinator and Allen Estep, Certification/PSF Program Lead to be very effective in managing the SFI program and preparing the field audit plan and schedule. The WA DNR staff has also done a good job of implementing the SFI standard and is very knowledgeable about forest management operations. Field files for all sites were complete and were reviewed to verify conformance. WA DNR meets the SFI requirements and continues to effectively implement the 2005-2009 SFI Standards in their forestry operations.

The WA DNR has done a tremendous job of public outreach in a number of different areas, especially with public recreation on its lands. Most forestland owners are hesitant or refuse to work with various recreational users and groups. The WA DNR has taken a pro-active approach and has been willing to meet, work, and collaborate with various recreational user groups. Recreational users are beginning to realize the value of the working forest and lending some support to the forest industry. WA DNR is commended for its work in this area.

Bureau Veritas Certification recommends that Washington Department of Natural Resources and Bureau Veritas continue certification.

- **Schedule for surveillance and recertification**

The surveillance audit schedule has been discussed and has been documented on an SF 17 to insure that all Objectives will be completed for meeting certification requirements.

- **Verification that the Previous Audit Report was submitted and posted.**

During the surveillance audit, verification of the SFI website was completed to ensure that the previous audit report was submitted and posted.

Use of Bureau Veritas Certification logo was reviewed

Summary of Audit Findings:											
Stage 1 Audit Dates:		From:				To:					
Stage 2, Renewal or Surveillance Audit Dates:		From: May 19-21, 2008				To: June 19-20, 2008					
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:											
All NCR's now cleared:		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Proceed to/Continue Certification		Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Date:	June 20, 2008										
Standard(s) audit conducted against:											
1)	SFI 2005-2009			3)							
2)				4)							
Team Leader (1):			Team Members (2,3,4...)								
Gregory Bassler			2) Vincent Corrao								
			3)								
			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. (2.1 million Acres)											
Accreditation's:				ANAB							
				X							
Number of Certificates:											
Audit Report Distribution											
Client: WA DNR – Lislle Sayers-Certification Program Coordinator-lislle.sayers@dnr.wa.gov											
BVC – Karen Rhodes-Customer Service Representative – Karen.Rhodes@us.bureauveritas.com											

Clause	Audit Report
Opening Meeting	<p>Participants: Lislle Sayers, Certification Program Coordinator; Allen Estep, Certification/PSF Program Lead; John Viada, Olympic Region Manager; David Cole, Olympic Region Management Forester; Dave Christiansen, Coast District Manager; Brian Turner, Straits District Manager; Al Vaughan, Olympic Region State Lands Manager; Gregory Bassler, Lead Auditor-in-training and Vincent Corrao, Lead Auditor.</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, Certification Program Coordinator, Allen Estep, PSF/SFI Program Lead, Rich Sluss, NW Region Proprietary Forester; Bill Wallace, NW Region Manager; Peter Hurd, Cascade District Silviculturist; Laurie Bergvall, NW Region Assistant Manager and Operations; Calvin Ohlson-Kiehn, Starbird Unit Forester, Cascade District; Jay Guthrie, Cascade District Manager; Gregory Bassler, Lead Auditor-in-training and Vincent Corrao, Lead Auditor.</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 ➤ Notable Practices - 8 ➤ Date for next audit. ➤ Reporting protocol and timing