

General overview of typical documentary evidence required for forest certification in Ireland in addition to the FMP (where applicable)

Subject	All Woodlands
Forest Law	Felling Licence
Legal	Non compliance with legal requirements in last 5 years documented, investigated, addressed and recurrence prevented
Fees, taxes, charges paid	Tax clearance certificate or Verification of Tax clearance , vat returns
Unauthorised activity	Steps to prevent recurrence documented
Commitment to Certification Scheme	Signed application to join Group Scheme
Ownership of forest	Folio or title deeds including map
3rd party rights	Folio or title deeds including map and any other legal documents describing the rights
Tenure disputes	Record of disputes and efforts made to resolve
Local employment	Documentary evidence of employment and supply contracts offered to local workers/service providers
3rd party access	3rd party users informed of FSC certification status, public liability insurance of 3rd party i.e. deer stalker, contractors, other user groups.
Health and Safety	contingency plan / emergency procedure for any accidents, copies of FISA codes of practice
Health and Safety Training	Copies of certificates of competence for all workers and risk assessments for all operations
Accident records	Accident book, documented investigation and actions taken to prevent recurrence
Insurance	Copy of current employers liability insurance when staff are employed by owner/manager/contractor
Stakeholder consultation	Records / logs of consultation with local people
Grievances	Record of pro-active steps taken to avoid grievances
Annual budget	budget based on income and expenditure
Local products / markets	Records of timber sales
Harvesting plans	Clauses in timber sale / harvesting contracts
Prompt despatch of timber	Clauses in timber sale / harvesting contracts
Whole tree harvesting	Documented appraisal where whole tree harvesting is carried out
Best practice in forest management	Clauses in timber sale / harvesting contracts
Sustainable harvest	Forest Inventory (included in FMP template)
Harvesting records	clear, accurate and up to date records of sales of commercial timber and non-timber forest products
Environmental impacts	Documented assessment of all site-disturbing forest operations and activities
3rd party rights (hunting)	3rd party users informed of certification status
Native species	Certificates of provenance
Soil protection	Clauses in timber sale / harvesting contracts
Brash management	Clauses in timber sale / harvesting contracts
Fertilizer use	Foliar analysis results, documented impact assessment, records of fertilizer application
Deer	Deer Management Plan
Erosion control	Clauses in timber sale / harvesting contracts

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Road construction / maintenance	Records of consents, impact assessments,
Chemical use	Integrated Pest Management Strategy
Waste disposal	Records of waste disposal
Accidental spillages	Documented procedure for controlling and clean up
Accidental spillages	records of actions taken, outcomes evaluated, procedures adopted
Biological control agents	Records of use
Monitoring	Monitoring plan and records
FSC chain of custody	Timber sales procedures and sales records
Monitoring summary	Usually documented at time of 5 year forest plan review
Native species in HCVF	Certificates of provenance
Annual monitoring of HCVs	Annual monitoring plan, annual monitoring reports" - include results, interpretation and recommendations for management changes.
Fire Plan	Fire plan includes both preventative measures and emergency response procedures