

DOCUMENTARY REQUIREMENTS FOR FOREST MANAGEMENT CERTIFICATION IN IRELAND

- for indicators which may not be covered in the Forest Management Plan

- The following documents could be used as Means of Verification for the subjects listed.

- For full description of Indicators and Verifiers please refer to the Irish Certification Standards

NB. Verifiers are examples of how forest owners/managers can demonstrate compliance with particular indicators, they are not Normative.

If in doubt consult your Certification Manager

IRL	Subject	All Woodlands
1.1	Forest Law	Felling Licence and other compliance documents, licences and permits.
1.2	Ownership of forest	Folio or title deeds, including map
1.2.3	3rd party rights	Folio or title deeds including map and any other legal documents describing the rights or burdens
1.3	Legal	Full compliance. Non-compliance with legal requirements in last 5 years documented, investigated, addressed and recurrence prevented
1.3.2	Fees, taxes, charges paid	Tax clearance certificate , VAT returns, receipts for licence fees paid
1.4	Unauthorised activity	Records of Unauthorised activity & Steps to prevent recurrence documented
1.5	Trade & Transport	licences/permits; haulage records; sales records; EUDR compliance
1.6	Tenure disputes	Record of disputes and efforts made to resolve. Dispute resolution plan/policy.
1.7	Anti-corruption	Anti-corruption policy, or statement (SLIMF)
1.8	Commitment to Forest Management Certification	Signed application to Certification Scheme stating commitment. Statement to commit to adhering to certification principles.
2.1	Labour	Employment policy showing no child labour; no forms of forced/compulsory labour; no discrimination; work force free to join union
2.2	Labour (Gender equality)	Employment policy showing equal treatment of all genders, equal opportunities and rewards
2.3	Health and Safety	Contingency plan / emergency procedure for any accidents, copies of FISA codes of practice
2.3.1	Health and Safety Training	Copies of certificates of competence for all workers and risk assessments for all operations
2.3.3	PPE requirements/enforcement	Contracts; Pre-commencement records; monitoring reports
2.3.4	Accident records	Accident book, documented investigation and actions taken to prevent recurrence
2.6.1	Grievances	Record of pro-active steps taken to avoid grievances
2.6.4	Insurance	Copy of current employers liability insurance when staff are employed by owner/manager/contractor [DAFM requirement for registered foresters]
4.1.2	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.
4.3.1	Local employment	Documentary evidence of employment and supply contracts offered to local workers/service providers
4.4.2	Local products / markets	Records of timber sales / opportunities for local communities
4.5.1.1	Public Safety	Operational contracts; Risk assessments; signage; monitoring reports (e.g. dangerous tree surveys)
4.7	Stakeholder consultation	Records / logs of consultation with local people / site notices
5.2.1	Harvesting plans	Clauses in timber sale / harvesting contracts

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5.2.1	Sustainable harvest	Forest Inventory and assessment of annual allowable cut
5.2.3	Harvesting records	clear, accurate and up to date records of sales of commercial timber and non-timber forest products
5.5.1	Annual budget	budget based on income and expenditure, showing sufficient funds available/allocated to implement management plan and certification requirements
6.1.1	Environmental impacts	Documented assessment of all site-disturbing forest operations and activities
6.6.5	Deer	Deer Management Strategy
6.6.7	3rd party users	3rd party users informed of certification status
7.2.1	Best practice in forest management	Clauses in timber sale / harvesting contracts / forest management planning
8.1.1	Monitoring	Monitoring plan and records
8.4.1	Monitoring summary	Up to date record of monitoring
8.5.1	Chain of custody	Timber sales procedures and sales records - Track & Trace system
9.4.1	Periodic monitoring of HCVs	Monitoring plan, monitoring reports - incl. results, interpretation and recommendations for management changes.
10.1.1	Whole tree harvesting	Documented appraisal where whole tree harvesting is carried out
10.1.1.1	Brash management	Clauses in timber sale / harvesting contracts
10.2.1	Native species	Certificates of provenance
10.3.4	Invasive Species	Control plan - evidence of control in conjunction with neighbours and/or statutory authority
10.6.3	Fertilizer use	Foliar analysis results, documented impact assessment, records of fertilizer application
10.7.1	Chemical Use (IPMS)	Integrated Pest Management Strategy (IPMS)
10.7.2	Chemical Use (ESRA)	Environmental and Social Risk Assessment (ESRA)
10.7.3	Chemical Use	Records of usage
10.8.3	Biological control agents	Records of use
10.9.1	Fire Plan	Fire plan includes both preventative measures and emergency response procedures
10.10.2	Soil protection	Clauses in timber sale / harvesting contracts
10.10.2	Erosion control	Clauses in timber sale / harvesting contracts / operational plans / monitoring records
10.10.3	Road construction / maintenance	Records of consents, impact assessments
10.11.3	Prompt despatch of timber	Clauses in timber sale / harvesting contracts - Optimise the use of the forest products and merchantable materials
10.12.1	Waste disposal	Records of waste disposal; plan to dispose of waste responsibly and to remove redundant materials
10.12.1.1	Accidental spillages	Documented procedure for controlling and clean up / spill kits on machines on site
10.12.1.2	Accidental spillages	records of actions taken, outcomes evaluated, procedures adopted
Other	GDPR	Demonstrating compliance with General Data Protection Regulation