

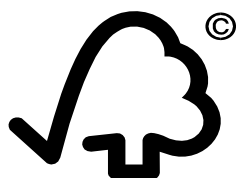
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FM-06 April 2007



**Rainforest  
Alliance**

*SmartWood Program*

Forest Management  
**2008 Annual audit**  
Report for:

**Grodno RFB**  
in  
**Grodno region, Belarus**

Certificate code:	SW-FM/CoC-001866
Auditors:	<b>Aleksei Klochihin, Aliaksandr Zubkevich</b>
Audit Dates:	<b>11-14 August 2008</b>
Report Finalized:	<b>19 December 2008</b>
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### Standard Conversions

1 mbf = 5.1 m<sup>3</sup>  
1 cord = 2.55 m<sup>3</sup>  
1 gallon (US) = 3.78541 liters

1 inch = 2.54 cm  
1 foot = 0.3048 m  
1 yard = 0.9144 m  
1 mile = 1.60934 km  
1 acre = 0.405 hectares

1 pound = 0.4536 kg  
1 US ton = 907.185 kg  
1 UK ton = 1016.047 kg

# 1. INTRODUCTION

The purpose of this report is to document annual audit conformance of Grodno RFB group which consist of 5 members: FMU "Grodnenski leshoz", FMU "Volkovyski leshoz", FMU "Shchuchinski leshoz", FMU "Ostrovecki leshoz", FME "Novogrudski leshoz", hereafter referred to as Forest Management Enterprise (FME). The report presents the findings of SmartWood auditors who have evaluated company systems and performance against FSC forest management standards and policies. Section 2 of this report provides the audit conclusions and any necessary follow-up actions by the company through corrective action requests.

SmartWood audit reports include information which will become public information. Sections 1-3 will be posted on SmartWood's website according to FSC requirements. All appendices will remain confidential.

Dispute resolution: If SmartWood clients encounter organizations or individuals having concerns or comments about Rainforest Alliance / SmartWood and our services, these parties are strongly encouraged to contact SmartWood regional or Headquarters offices directly (see contact information on report cover). Formal complaints or concerns should be sent in writing.

## 2. AUDIT FINDINGS AND RESULTS

### 2.1. Audit conclusion

<b>Based on Company's conformance with FSC and SmartWood requirements, the audit team makes the following recommendation:</b>	
<input checked="" type="checkbox"/>	<b>Certification requirements <u>met</u>, certificate maintenance recommended</b> Upon acceptance of CAR(s) issued below
<input type="checkbox"/>	<b>Certification requirements <u>not met</u>:</b> Conformance with Major CAR(s) required
Additional comments:	
Issues identified as controversial or hard to evaluate.	

### 2.2. Changes in the forest management of the FME

No changes since last audit.

### 2.3. Stakeholder issues

Interviewed during audit interested parties (the Vselyubski district local authorities, v. Vcelyub, Podolski local district authorities, v.Podoltsy, lyubchanski local forest district and public representatives, v.Lyubcha ) only positively responded about work of the of group members (FME Novogrudski leshoz and FME Ostrovecki leshoz). Especially they have noted, that the leshozes of group respond to all requests connected with beautification of settlements and maintenance of their infrastructure in a satisfactory

condition. Also it has noted, that the group members provide the population with firewood, conduct educational work with youth, through school forestry. Interviewed interested parties didn't remember any conflict situation with FMEs.

## 2.4. Conformance with applicable corrective action requests

The section below describes the activities of the certificate holder to address each applicable corrective action issued during previous evaluations. For each CAR a finding is presented along with a description of its current status using the following categories. Failure to meet CARs will result in nonconformances being upgraded from minor to major status with conformance required within 3 months with risk of suspension or termination of the SmartWood certificate if Major CARs are not met. The following classification is used to indicate the status of the CAR:

CAR Status Categories	Explanation
<b>Closed</b>	Certified operation has successfully met the CAR and addressed the underlying nonconformance.
<b>Open</b>	Certified operation has <u>not met</u> the CAR; underlying nonconformance is still present. CAR becomes a Major CAR with a 3 month deadline for conformance

<b>CAR FM 01/07</b>		<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 4.4.1</b>
<b>Nonconformance</b>		In Grodno RFB auditors were presented with documentation about cooperation between SFEs with local communities. Besides, each SFE has a complaint and suggestion book, where anyone can leave a note with his suggestions. However RFBs and SFEs did not demonstrate how this system allows local population and stakeholders to participate in the process of planning of forestry activities.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Grodno RFB and certified SFEs shall elaborate procedures of taking into consideration opinions and suggestions of local population and stakeholders in the process of planning of forestry activities.		
<b>Timeline for conformance:</b>		Prior to the next annual audit
<b>Evidence to close CAR:</b>		The decree of the president of the republic of Belarus dated October, 15th 2007г. №498 « About additional measures on work with applications of citizens and legal entities» explains the operating procedure with applications of citizens and legal entities at the companies of any pattern of ownership. The group manager and the FME of group (FME Novogrudski leshoz and FME Ostrovecki FME) are used this normative document and count, that development of own procedures, after coming into force of the decree, became irrelevant. Auditors have decided that steps undertaken by the manager and the FMEs of group, sufficient to close CAR.
<b>CAR Status:</b>		CLOSED
<b>Follow-up Actions (if app.):</b>		

<b>CAR FM 02/07</b>		<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 6.2.5</b>
<b>Nonconformance</b>		In Grodno SFE all protected areas and the majority of habitats of rare and endangered species are mapped and easy accessible for the workers. At the same time some habitats of rare species of animals and plants are not mapped.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Gdrono RFB and certified SFEs shall ensure that all identified habitats of rare and endangered species are mapped and passed to the forest inventory organization.		
<b>Timeline for conformance:</b>		Prior to the next annual audit
<b>Evidence to close CAR:</b>		Forest management plan preparation works are actually conducted in RFB Grodno by forest inventory organization. FMEs of group (FME Novogrudski leshoz and FME Ostrovecki leshoz) transmitted all information related new places of rare and endangered species found in revision period to forest inventory organization. Auditors count that group manager and FMEs of group made sufficient steps to close CAR
<b>CAR Status:</b>		CLOSED
<b>Follow-up Actions (if app.):</b>		

<b>CAR FM 03/07</b>		<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 1.4.1</b>
<b>Nonconformance</b>		Grodno RFB and certified SFEs do not have a list of potential contradictions between national laws and FSC requirements. These contradictions are not solved on the RFB and SFE levels, as they shall be solved on the level of Ministry of forestry of Belarus.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Grodno RFB and certified SFEs shall make a list of potential contradictions between national laws and FSC requirements.		
<b>Timeline for conformance:</b>		Prior to the next annual audit
<b>Evidence to close CAR:</b>		Group manager and group's FMEs (FME Novogrudski leshoz and FME Ostrovetski leshoz) prepared list of list of potential contradictions between national laws and FSC requirements. Group manager applied to the Ministry of Forestry with request to help in solving these problems. Most of contradictions was solved by FMEs before audit. Auditors decided that group manager and FME took sufficient steps to close CAR.
<b>CAR Status:</b>		CLOSED
<b>Follow-up Actions (if app.):</b>		

<b>CAR FM 04/07</b>		<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 4.2.5</b>
<b>Nonconformance</b>		During a logging site visit in Schuchinskiy SFE, where thinning cut was conducted, auditors observed that a logger didn't have cut-proof trousers according to the FM standard requirements
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Grodno RFB and certified SFEs shall ensure all loggers working with chainsaws with cut-proof trousers.		

<b>Timeline for conformance:</b>	Prior to the next annual audit
<b>Evidence to close CAR:</b>	Review of individual inventory cards of personnel in offices of FME Novogrudski leshoz and FME Ostrovetski leshoz, field inspections of sites with ongoing operations confirmed that all works with chainsaws equipped with cut-proof trousers, protected boots, helmets with eyes and ears protection, high visible vests and first aid kits. Auditors decided that group manager and FME took sufficient steps to close CAR.
<b>CAR Status:</b>	CLOSED
<b>Follow-up Actions (if app.):</b>	

<b>CAR FM 05/07</b>	<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 6.1.1, 6.1.2</b>	
<b>Nonconformance</b>		Grodno RFB developed a written procedure of ecological aspects evaluation and monitoring at the forest management activities planning. This procedure includes checklists with evaluation criteria. By the time of the audit those checklists were not filled in.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Grodno RFB and certified SFEs shall ensure that Provision for assessment and monitoring of ecological aspects at planning forest management activities for certified SFEs of Grodno RFB is implemented with filling in corresponding checklists (appendicies) to this Provision.		
<b>Timeline for conformance:</b>	Prior to the next annual audit	
<b>Evidence to close CAR:</b>	Specialists of FMEs conduct monitoring of ecological aspects at planning forest management activities, during conducting logging activities and after completing logging activities. Revisions acts were checked by auditors during visiting offices of FME Novogrudski leshoz and FME Ostrovetski leshoz. Auditors decided that group manager and FME took sufficient steps to close CAR.	
<b>CAR Status:</b>	CLOSED	
<b>Follow-up Actions (if app.):</b>		

<b>CAR FM 06/07</b>	<b>Reference to Standard: (Criteria and indicator): 6.2.1</b>	
<b>Nonconformance</b>		Grodno RFB developed for certified SFEs the Provision of identification, recording, monitoring and protection of habitats of rare and endangered species listed in Red book of Belarus, which defines the system of identification, protection and monitoring species included in Red book of Belarus. During forest districts visits auditors were submitted signal lists, which are filled in by forest district staff in case of rare and endangered species or its habitat identification. Then these lists are passed to Inspection of nature protection for checking such areas. In visited forest districts of Grodno and Schuchinskiy SFEs staff submitted maps with identified rare and endangered species habitats. However, auditors observed that the main attention is paid to big birds and mammals and little attention to plants and small species of animals.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Grodno RFB and certified SFEs in consultation with stakeholders shall identify, record and protect rare and endangered species of animals and plants included		

in Red book of Belarus. Additional attention shall be given to plant species and species of small animals.	
<b>Timeline for conformance:</b>	Prior to the next annual audit
<b>Evidence to close CAR:</b>	Forest management plan preparation works are actually conducted in Grodno RFB by forest inventory organization. FMEs of group (FME Novogrudski leshoz and FME Ostrovetski leshoz) during first meeting with representatives of forest inventory organization made a statement that necessary take measures for identification and recording of habitats of rare and endangered species during forest management plan preparation. It's also was stated that special regime for these habitats necessary include in database of forest inventory organization. Auditors decided that group manager and FME took sufficient steps to close CAR.
<b>CAR Status:</b>	CLOSED
<b>Follow-up Actions (if app.):</b>	

<b>CAR FM 07/07</b>		<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 6.3.7</b>
<b>Nonconformance</b>		During field visits in Schuchinskiy SFE auditors observed that not always a necessary number of biologically valuable live trees were left per hectare.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Certified SFEs shall ensure that at least 10 big trees per hectare (5 in case of hardwoods) are left valuable for biodiversity conservation		
<b>Timeline for conformance:</b>		Prior to the next annual audit
<b>Evidence to close CAR:</b>		Review of forest tickets and field audit of FME Novogrudski leshoz and FME Ostrovetski leshoz showed that at least 10 big trees per hectare (5 in case of hardwoods) valuable for biodiversity conservation both planned to leave and left on completed cutting areas. Auditors decided that group manager and FME took sufficient steps to close CAR.
<b>CAR Status:</b>		CLOSED
<b>Follow-up Actions (if app.):</b>		

<b>CAR FM 08/07</b>	<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 6.4.3, 6.4.4</b>
<b>Nonconformance</b>	In the scope of the Global ecological foundation project, UN

<b>Major</b>	<b>Minor X</b>	<p>development program and Ministry of Forestry of Belarus with a participation of Institute of experimental botany, Birdlife Belarus, Belgosles the GIS map of HCVF in Belarus was developed. Results of HCVF mapping were presented in electronic view to RFBs and SFEs. Also the workshop of results presenting was conducted which representatives of RFBs and SFEs attended.</p> <p>Grodno RFB and certified SFEs selected sites from defined HCVFs which compose at least 5% of SFEs area where no cutting are provided. These sites data are intended to pass to forest inventory for fixing the protection status of the sites in forest management plans. However the detailed analysis of the defined sites in terms, how much they represent all forest types of SFEs, wasn't carried out.</p>
<b>Corrective Action Request:</b>		
Grodno RFB and certified SFEs shall ensure that identified sites are set aside as long term protected kept in natural conditions without any commercial activities.		
<b>Timeline for conformance:</b>	Prior to the next annual audit	
<b>Evidence to close CAR:</b>	<p>FME Novogrudski Ieshoz and FME Ostrovetski Ieshoz made the detailed analysis of the defined sites in terms, how much they represent all forest types of FMEs. Analyzes confirmed that representative sites represent all forest types of FMEs. FMEs of group take under protection these sites until completing planned forest inventory works. FMEs of group during first meeting with representatives of forest inventory organization made a statement that special regime for these sites necessary include in database of forest inventory organization.</p> <p>Auditors decided that group manager and FME took sufficient steps to close CAR.</p>	
<b>CAR Status:</b>	CLOSED	
<b>Follow-up Actions (if app.):</b>		
<b>CAR FM 09/07</b>	<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 7.4.1, 8.5.1</b>	
<b>Nonconformance</b>	Certified SFEs developed leaflets which include information of Forest	

<b>Major</b>	<b>Minor X</b>	<p>management plans and monitoring listed in criteria 7.1 and 8.2. These leaflets are available in SFE offices. Some information about SFEs activities is posted in local administrations and presented at meetings with local communities. Grodno SFE prepared a stand near to the office, which includes some necessary information. However, auditors noted that these information sources didn't include all points of criteria 7.1 and 8.2, although their major part is publicly available. Following aspects of 7.1 are not publicly available:</p> <ul style="list-style-type: none"> <li>- forest management objectives;</li> <li>- plans for rare and endangered species identification and protection;</li> <li>- maps describing forest resources including protected areas and HCVF;</li> <li>- description and justification of harvesting techniques and equipment to be used.</li> </ul> <p>Following aspects of 8.2 are not publicly available:</p> <ul style="list-style-type: none"> <li>- yield of harvested wood;</li> <li>- changes in flora and fauna.</li> </ul>
<p><b>Corrective Action Request:</b> Grodno RFB and certified SFEs shall ensure that information of all points listed in criteria 7.1 and 8.2 is included in developed leaflets or is publicly available with other way (for example with Internet).</p>		
<b>Timeline for conformance:</b>		Prior to the next annual audit
<b>Evidence to close CAR:</b>		<p>The Ministry of Forestry of the Republic of Belarus assigned RFBs by letter #03-1-15/66 dated 22.05.08 create internet site and post next information:</p> <ul style="list-style-type: none"> <li>- information about developments of forest managements projects on the next revision period for each FME (during period of base forest inventory);</li> <li>- short resumes of main chapters of the actual forest management plans of FMEs;</li> <li>- information about FSC certification in leshozes and about FSC standards.</li> </ul> <p>After browsing internet site of FME Novogrudski leshoz (<a href="http://www.novogrudokleshoz.at.tut.by/NL.htm">www.novogrudokleshoz.at.tut.by/NL.htm</a>) auditors concluded that all relevant information are public available.</p> <p>All lacking information concerning harvesting volumes and changes in flora and fauna have been included in public reports by FMEs of group. Field inspection of FME Novogrudski leshoz and FME Ostrovetski leshoz showed that booklets with public information are posted on stands in offices of FMES and local authorities.</p> <p>Auditors decided that group manager and FME took sufficient steps to close CAR.</p>
<b>CAR Status:</b>		CLOSED
<b>Follow-up Actions (if app.):</b>		

<b>CAR CoC 01/07</b>		<b>Reference to Standard: (Criteria and indicator):</b> FSC-POL-40-005 (2001) EN
<b>Nonconformance</b>		Certified SFEs stamp with the certificate code is used on the invoices of special exporter “Bellesexport”, where “Bellesexport” is defined as a seller and there are no references to certified SFE name. Furthermore, payments for the goods are transferred to “Bellesexport” and not to the certified SFE. “Bellesexport” is therefore considered as a broker in accordance with the FSC definition. Brokers are according to FSC-POL-40-005 (2001) EN required to be covered by a Chain of Custody certificate in order to transfer claims about certification status
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Grodno RFB and certified SFE shall ensure their certification code is only used on invoices clearly identifying the SFE as seller.		
<b>Timeline for conformance:</b>		Effective immediately. To be verified at first annual audit after re-installment of certificate.
<b>Evidence to close CAR:</b>		Transport and financial documentation review of FME Novogrudski leshoz and FMU Ostrovetski leshoz confirmed that stamp with certification code is only used on invoices clearly identifying the FME as seller. Auditors decided that group manager and FME took sufficient steps to close CAR.
<b>CAR Status:</b>		CLOSED
<b>Follow-up Actions (if app.):</b>		

<b>CAR CoC 02/07</b>		<b>Reference to Standard: (Criteria and indicator):</b> SW COC standard Limited Scope (Dec 2005) 9.1.2; FSC-STD-40-201 1.4, 1.7
<b>Nonconformance</b>		Certified SFEs use labels with FSC trademarks. The FSC on-product trademark is stamped with blue color. At the same time requirements to the color of FSC on-product label define that it shall be black or green on the white background.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Grodno RFB and certified SFEs shall ensure that FSC on-product labels are stamped with black or green color on the white background.		
<b>Timeline for conformance:</b>		Effective immediately. To be verified at first annual audit after re-installment of certificate.
<b>Evidence to close CAR:</b>		Check of on-products labels used by FME Novogrudski leshoz and FME Ostrovetski leshoz confirmed that FMEs use black inks on white backgrounds. Auditors decided that group manager and FME took sufficient steps to close CAR.
<b>CAR Status:</b>		CLOSED
<b>Follow-up Actions (if app.):</b>		

<b>CAR GS 01/07</b>		<b>Reference to Standard: (Criteria and indicator):</b> GC 5
<b>Nonconformance</b>		Grodno RFB doesn't have detailed procedures and rules for entry and leaving the certified multitude.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b>		

Grodno RFB shall elaborate detailed procedures and rules for entry and leaving the certified multitude.	
<b>Timeline for conformance:</b>	Prior to the next annual audit
<b>Evidence to close CAR:</b>	Group manager improved the procedure "Provision of FSC group certification in Grodno RFB". This procedure was endorsed by the order #8/1 dated 11.01.08 and includes clear rules for entry and leaving the certified multitude. Auditors decided that group manager and FME took sufficient steps to close CAR.
<b>CAR Status:</b>	CLOSED
<b>Follow-up Actions (if app.):</b>	

## 2.5. New corrective actions issued as a result of this audit

<b>CAR FM 01/08</b>		<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 6.5.3</b>
<b>Nonconformance</b>		Field audit of Palushskoe forest district territory of FME Ostrovetski leshoz showed that in in compartment 146 subcompartment 49 have not been saved buffer zone along open space (agriultural field). Auditors raised minor CAR
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Group manager and certified FMEs shall ensure leaving buffer zone near water objects and open spaces.		
<b>Timeline for conformance:</b>		Prior next annual audit
<b>Evidence to close CAR:</b>		Pending
<b>CAR Status:</b>		OPEN
<b>Follow-up Actions (if app.):</b>		

<b>CAR FM 02/08</b>		<b>Reference to Standard: (Criteria and indicator): FSC P&amp;C 6.6.2</b>
<b>Nonconformance</b>		Documents review in Grodno RFB showed that certified FMEs of group used in revision period in nurseries pest "Fundazol" (active component "benomyl") which is dangerous and prohibited for use in FSC certified forests. Because of finishing of season work in nurseries the risk of repeated use of pest is excluded. That's why auditors decided to issue minor CAR.
<b>Major</b>	<b>Minor X</b>	
<b>Corrective Action Request:</b> Group manager and certified FMEs shall revise all available chemicals in accordance with FSC police (FSC-GUI-30-001 vers.2-0) and utilize prohibited by FSC pest in ecological safety manner. Group manager and certified FMEs shall develop measures which guarantee that FMEs will not buy and use prohibited chemicals.		
<b>Timeline for conformance:</b>		Prior next annual audit
<b>Evidence to close CAR:</b>		Pending
<b>CAR Status:</b>		OPEN
<b>Follow-up Actions (if app.):</b>		

<b>CAR COC 01/08</b>		<b>Reference to Standard: (Criteria and indicator): FSC-TMK-50-20</b>
<b>Nonconformance</b>		Transport and financial documents review showed that stamp with FSC

<b>Major</b>	<b>Minor X</b>	trademark used by FMEs of group (FME Novogrudski leshoze and FME Ostrovetski experimenta leshoze) do not meet requirements in accordance with FSC-TMK-50-20. Auditors issued minor CAR
<b>Corrective Action Request:</b> Group manager with certified FMEs shall prepare new stamps for transport and financial documents marking in accordance with <b>FSC-TMK-50-20</b> . New stamps shall be agreed with SmartWood. Besides is case of missing in new stamps claim “FSC-Pure” this claim shall be added in transport and financial documentation for certified products.		
<b>Timeline for conformance:</b>		Prior next annual audit
<b>Evidence to close CAR:</b>		Pending
<b>CAR Status:</b>		OPEN
<b>Follow-up Actions (if app.):</b>		

<b>CAR COC 02/08</b>		<b>Reference to Standard: (Criteria and indicator):</b> FSC-STD-50-201, 2.3
<b>Major</b>	<b>Minor X</b>	During document review in FME Novogrudski leshoz office was found that publication with monitoring data for 2007 include FSC logotype. Interview showed that FME didn't consult and didn't agree with Smartwood use of logotype. Auditors issued minor CAR
<b>Corrective Action Request:</b> Group manager with certified FMEs shall ensure that all publications or other material which include FSC trademark ((«Forest Stewardship Council», «FSC», logotype FSC) or/and Rainforest Alliance/SmartWood trademark (name and stamps) shall be agreed before use.		
<b>Timeline for conformance:</b>		Prior next annual audit
<b>Evidence to close CAR:</b>		Pending
<b>CAR Status:</b>		OPEN
<b>Follow-up Actions (if app.):</b>		

<b>CAR COC 03/08</b>		<b>Reference to Standard: (Criteria and indicator):</b> SW COC standard Limited Scope (Dec 2005)
<b>Major</b>	<b>Minor X</b>	FMEs of group (FME Novogrudski leshoz and FME Ostrovetski leshoz) use both for financial and transport documentation and labeling of final products old certificate code. Auditors issued minor CAR
<b>Corrective Action Request:</b> Group manager with certified FMEs shall ensure use of new code SW-FM/COC-001919 for financial and transport documentation and labeling of final products.		
<b>Timeline for conformance:</b>		Prior next annual audit
<b>Evidence to close CAR:</b>		Pending
<b>CAR Status:</b>		OPEN
<b>Follow-up Actions (if app.):</b>		

## 2.6. Audit observations

**Observations** are very minor problems or the early stages of a problem which does not of itself constitute a non-conformance, but which the auditor considers may lead to a future non-conformance if not addressed by the client. An observation may be a warning signal on a particular issue that, if not addressed, could turn into a CAR in the future (or a pre-condition or condition during a 5 year re-assessment).

<b>OBS FM 01/08</b>	<b>Reference Standard &amp; Requirement: 1.1.2</b>
Field inspection of Palushski forest district showed that personnel periodically break normative document concerning designing of forest marks. Auditors raised observation.	
<b>Observation:</b> Auditors recommended ensure fulfillment of relevant normative documents related designation and implementation of forest marks and take measures in case of violation of normative documents.	

<b>OBS FM 02/08</b>	<b>Reference Standard &amp; Requirement: 6.7.5</b>
FMEs of group (FME Novogrudski experimental leshoz and FME ostrovetski experimental leshoze) do not use biodegradable oil in chain saws and forest machines. Auditors issued recommendation.	
<b>Observation:</b> Auditors recommended use biodegradable oil in chain saws and forest machines.	

### 3. AUDIT PROCESS

#### 3.1. Auditors and qualifications:

##### Lead auditor:

##### **Aleksei Klochikhin (NEPCon/SmartWood, Russia)**

Mr. Klochikhin has graduated forestry faculty and postgraduate studies (silviculture) at Arkhangelsk State Engineering University. During 2001-2004 he worked as forestry engineer at Innovation Group of Komi Regional Non-Profit Foundation "Silver Taiga" He prepared Priluzje Leskhoz to main assessment and annual audits of FSC certification. During 2004- 2006 he was a certification expert of forestry department at JSC "Mondi Business Paper Syktyvkar". He was responsible for preparation of Sysolskiy and Koigorodskiy Leskhoz, as well as logging companies affiliated to Mondi, to FSC certification. Mr. Klochikhin participated in several SmartWood forest management assessments and audits in European Russia, Siberia and Russian Far East. Since April 2006 he works in NEPCon/SmartWood.

##### National auditor:

##### **Aliaksandr Zubkevich (NEPCon/SmartWood, Belarus)**

Mr Zubkevich has education of engineer-economist in timber industry. He has post-graduate education in Belarusian state technological university and writes a post-graduate dissertation on the topic: Organization and economic base of harvesting development in Belarus. Aliaksandr Zubkevich is trained with several programs in Poland and Sweden, where prepared scientific reports. Also he wrote some scientific articles regarding forest sector development in Belarus. Till 2005 Mr. Zubkevich leaded republican NGO involved in ecological issues and education in ecology. Now Mr. Zubkevich works for NEPCon as representative in Belarus. He has been

through SmartWood's CoC assessor training course in 2007 year. He participated in audits of leskhoz in Belarus, Latvia and Poland, in main assessment in Ukraine

### 3.2. Audit schedule

Date	Location /Main sites	Principal Activities
11.08.2008	Grodno	Introduction meeting in Grodno group manager office Interview with managers and other responsible persons Document review
	Novogrudok	Introduction meeting in FME Novogrudski leshoz office Interview with managers and other responsible persons Document review
	Novogrudok	Internal meeting of auditors
12.08.2008	v. Vselyub	Field inspection of Vselyub forest district office (FME Novogrudski leshoze) Interview with managers and other responsible persons Document review
	v. Vselyub	Consultation with member of local municipality
	Vselyub forest district office (FME Logois experimental leshoze)	Field inspection of Kozyri forest district Interview with managers and other responsible persons Document review
	Lyubcha	Field inspection of Lyubcha forest district office Interview with managers and other responsible persons Document review
	Lyubcha	Consultation with member of local municipality
	Botarovka	Field inspection of production department Botarovkai Interview with managers and other responsible persons Document review Preliminary results of audit presenting
	Novogrudsk forest district of FME Novogrudski leshoz	Field inspection of sites with HCVF category 6 (place of religion importance selected through consultation process with local people)
	Novogrudok	Meeting with managers of FME Novogrudski leshoze preliminary results presenting
	Ostrovets	Internal meeting of auditors
	13.08.2008	Ostrovets
Podoltsy		Field inspection of Podoltsy forest district office (FME Ostrovetski leshoz) Interview with managers and other responsible persons Document review
Podoltsy		Consultation with member of local municipality

	Podoltsy forest district of FME Ostrovetski leshoz	Field inspection Interview with managers and other responsible persons Document review
	Ostrovets forest district of FME Ostrovetski leshoz	Field inspection Interview with managers and other responsible persons Document review
	Palushi	Field inspection Palushi forest district of FME Ostrovetski leshoz Interview with managers and other responsible persons Document review
	Palushi forest district of FME Ostrovetski leshoz	Field inspection Interview with managers and other responsible persons Document review
	Ostrovets	Internal meeting of auditors
14.08.2008	Bekishina	Field inspection of production department Bekishina Interview with managers and other responsible persons Document review Preliminary results of audit presenting
	Ostrovets	Field inspection of based forest nursery Interview with managers and other responsible persons Document review
	Ostrovets	Interview with managers and other responsible persons Document review Meeting with managers of FME Ostrovets leshoz Preliminary results of audit presenting
	Grodno	Final meeting with managers of RFB Grodno Preliminary results of audit presenting

Total number of person days used for the audit:8  
= number of auditors participating 2 times total number of days spent for the audit 4

### 3.3. Sampling methodology:

Grodno group consist of 5 members. For the purpose of audit two members was randomly selected: FME Novogrudski leshoz and FME Ostrovetski leshoz. Sites for field inspection in FME FME Novogrudski leshoz and FME FME Ostrovetski leshoz was selected with aim to estimate quality of forest management system of group and new member and changes in revision period. Sites with final cutting (clear cutting and selective), sites with commercial and pre-commercial thinning, sites with artificial reforestation, protected sites and HCVF sites were visited during audit. Main attention was paid to fulfillment of labor safety rules, abidance of technology, influence of conducted activities on soil and biodiversity. Totally were visited 12 different sites in FME Novogrudski leshoz and 15 in FME FME Ostrovetski leshoz. Also wood processing facilities (Botarovka)of FME Novogrudski leshoz andFME Ostrovetski leshoz (Ostrovets) and forest nursery were inspected. Main attention was paid to labor safety,

abundance of ecological and preventive fire-fighting regulations. Also chain of custody system was estimated during audit. Documents were reviewed, personal were interviewed.

### 3.4. Stakeholder consultation process

Stakeholder type (i.e. NGO, government, local inhabitant etc.)	Stakeholders notified (#)	Stakeholders consulted or providing input (#)
National and regional NGO	1	
Research institution	1	-
Local people	2	3
Inspections	2	
Wood processing companies	2	2

### 3.5. Changes to Certification Standards

Forest stewardship standard used in audit:	SmartWood FM interim standard for Belarus, vers.1.3 dated 01.09.2005
Revisions to the standard since the last audit:	<input checked="" type="checkbox"/> No changes to standard. <input type="checkbox"/> Standard was changed (detail changes below)
Changes in standard:	
Implications for FME:	Conformance to new requirements verified

