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FM-06 Oct 2005



# SmartWood

*Practical conservation through certified forestry*

## Forest Management **2006 Annual audit** Report for:

Sdružení obecních a  
soukromých vlastníků lesa  
Svitavy  
in  
Květná, Czech Republic

Type of Certificate: FM/COC  
Report Finalized: 01. May 2008  
Audit Dates: 13<sup>th</sup> – 14<sup>th</sup> March, 2006  
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# 1. AUDIT PROCESS

## 1.1. Auditors and qualifications:

Ing. Václava Hrubá, Czech Republic citizen, M.Sc. in forest management - Mendel University of Agriculture and Forestry, Brno, The Faculty of Forestry and Wood Processing, specialization on silviculture and protection of forests. She has experiences from Forest Management Institute, Brno, where she has worked as GIS expert. She is employee of Czech and Slovak office of Nature, Ecology and People Consult (NEPCon) from 2004. She has participated in one forest management certification assessment, one forest management audit evaluation, five chain of custody certification assessments and two pre-assessments in the Czech Republic and Slovakia. Ing. Hrubá has been through SmartWood's lead assessor training course.

## 1.2. Audit schedule

Date	Location /main sites	Main activities
13th March 2006	Brněnec	Meeting with group manager, the meeting included presentation of audit methods. Interview with owner and accountant, inspection of documents.
	Bělá nad Svitavou	Group manager gave a presentation of the area; sites with finished harvest were visited.
	Květná	Interview with group manager, review of documents for verification of compliance with CARs.
14th March 2006	Květná	Interview with group manager, review of documents for verification of compliance with CARs.
	Chmelík	Group manager gave a presentation of the area. Sites with finished harvest were visited.
	Kamenná Horka	Group manager gave a presentation of the area. Harvesting sites were visited and contractors were interviewed.
Total number of person days used for the audit: 2 = number of auditors participating 1 times total number of days spent for the audit 2		

### 1.3. Sampling methodology:

FMU or Site audited	Rationale for selection	Group FMU belongs to and number of FMUs in the group
Květná	Central office of group, where documents related to certification was presented to auditor.	Central office of the group.
Brněnec	Inspection of documents, interview with the owner.	One of the group members.
Bělá nad Svitavou	This member was not visited during main assessment, harvesting sites.	One of the group members.
Chmelík	Sites with finished harvest, transport reasons.	One of the group members.
Kamenná Horka	This member was not visited during main assessment, harvesting sites. Harvesting group was working in this location.	One of the group members.

### 1.4. Stakeholder consultation process

Stakeholder type (NGO, government, local inhabitant etc.)	Number of stakeholders informed	Number of stakeholders consulted or providing input

### 1.5. Changes to Standards (if applicable)

For the conduction of main assessment “Draft SmartWood Baltic Interim Standards Including Non-Timber Forest Products (NTFP) such as seeds, seedlings, Christmas trees and greenery February 2003” has been used.

For the conduction of this audit the following standard was used: SmartWood Interim Standards for the Czech Republic SW-STD-CZ-2006-03. This standard is based on based on “Draft SmartWood Baltic Interim Standards Including Non-Timber Forest Products (NTFP) such as seeds, seedlings, Christmas trees and greenery February 2003”.

## 2. AUDIT FINDINGS AND RESULTS

### 2.1. Changes in the forest management of the FMO

Upon request of the group manager the status of the group is changing to SLIMF.

### 2.2. Stakeholder issues

During the main assessment were interviewed stakeholders (state authorities, ENGOs), all of them had very positive comments and remarked the group manager as an exceptional forester. During this audit stakeholders were not interviewed with the exception of harvest group.

### 2.3. Compliance with applicable corrective actions

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 noncompliances being upgraded from minor to major noncompliances with compliance required within 3 months or face suspension or termination of the SmartWood certificate. 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 noncompliance.
<b>Open</b>	Certified operation has <u>not met</u> the CAR; underlying noncompliance is still present. CAR becomes a Major CAR with a 3 month deadline for compliance

Condition 1:	Reference Standard 2.1.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Borders are sometimes marked with color painted “railing” or green stripes drawn on trees or follow natural boundaries. However in many sites it is difficult to distinguish properties from each other.
Corrective Action Request: RM shall prepare and implement a system for clear marking boundaries of properties.	
Timeline for Compliance: Within 1 year.	

Audit findings: The auditor observed well marked forest boundaries of properties. Group manager issued working instruction No 05-01 which regards boundary marking. There are specified places, where the boundaries shall be marked, the terms, when the staff shall mark boundaries and the method

of marking as well as the required steps in case of harvesting near the boundaries.
Status: Closed.
Follow-up Action (if applicable):

Condition 2:	Reference Standard 4.2.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Most of visited contractors had H&S equipment, however for example boots with steel tops were lacking. Contracted chainsaw workers sometimes work alone. Staff visiting contractors on logging sites was not clearly visible in the forest and have no helmet. There was reported lack of first aid kit in the logging site (was only in car on the log yard). The tractor is not equipped with crash bar. Warning signs were not posted at access roads to sites with ongoing logging operation.
Corrective Action Request: ACPFOS members shall ensure that own employees and contractors have appropriate H&S equipment mentioned under criterion 4.2.	
Timeline for Compliance: Within 1 year.	

Audit findings: Visited contractors had the most of H&S equipment including boots with steel tops and crash bars on the tractor, the tractor operator had first aid kit, but logger's first aid kit was in the car (about 400m from working place). The chainsaw worker declared that never works alone. The group manager visiting contractors on logging site was not clearly visible in the forest and did not have helmet.	
Status: Open. Condition converted to Major CAR 2/04; timeline is 3 months from finalization of this report.	
Follow-up Action:	

Condition 3:	Reference Standard 4.4.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	External licensed companies prepare management plan, and process of preparation, according to Czech Forest Act, does not include public consultation. Owners of the lands, state authorities and forest managers are invited for final meeting for approval of FMP. Local NGOs or local people were not invited. Forest management plan is in theory publicly available upon request on every municipality, but staff sometimes cannot find the plan (because never anybody asked for it and they did not use the management plan - all decisions are made together with RM).
Corrective Action Request: ACPFOS shall elaborate procedures that ensure that representatives of local communities and interested NGOs are invited to participate in forest management planning process when new management planning or revision starts.	
Timeline for Compliance: Within 1 year.	

Audit findings: There was no new forest management plan in the period from last assessment in the evaluated group. The nearest new forest management plan is planned for the year 2008. The group manager issued new working instruction No 05-02 regarding invitation of NGO to participation in the forest management planning process. Forest management plan is publicly available upon request on every municipality. The interviewed staff of municipality declared that nobody asked FMP in the period from the main assessment.	
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Status: Closed.
Follow-up Action:

Condition 4:	Reference Standard 4.4.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	RM possess “ecological” map of endangered and rare species localities, recreational activities, nature values, reserves, steep slopes, etc., but it is still not finished.
Corrective Action Request: ACPFOS shall elaborate and implement system of gathering information and mapping areas of cultural or spiritual value for local communities.	
Timeline for Compliance: Within 1 year.	

Audit findings: The ecological map is improved continuously; there are marked Terrestrial System of Ecological Stability (ÚSES) sites and endangered and rare species localities, wetlands and protected areas as well as negative elements of system (e.g. illegal waste dump). The group manager issued working instruction No 05-03 concerning to gathering of data for this ecological map.	
Status: Closed	
Follow-up Action:	

Condition 5:	Reference Standard 5.5.:
Non-compliance: Major <input checked="" type="checkbox"/> Minor <input type="checkbox"/>	Team did not found negative effects of forest management on other services. Only in few cases buffer zones along open spaces were too narrow (less than 10 m), what could cause wind blows and negatively impacts landscape. Working instructions for ACPFOS contractors does not cover these issues
Corrective Action Request: ACPFOS shall review, update and distribute among contractors working instructions to ensure that there will be left sufficient buffer zones along forest edges.	
Timeline for Compliance: Within 1 year.	

Audit findings: The auditor observed appropriate buffer zones along open spaces. All trees destined for harvesting are marked; the contractors are informed about protection of buffer zones by group manager and ranger before work. There is no working instruction covers this issue. However, work instructions is not required by the current version of the standard.	
Status: Closed.	
Follow-up Action (if applicable):	

Condition 6:	Reference Standard 6.1.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	At few visited sites the team observed damage to remaining trees after finished harvesting operations or along extraction roads. The team found that harvesting methods could be improved.  The impact of game on forest regeneration is assessed each year by hunting clubs. State authorities approve the annual plan of game control. The RM and members of ACFPO found that game population is so high that regeneration without fencing or using chemicals is not possible.
Corrective Action Request: In order to assess impact of harvesting operations on environment and ensure high quality of performed activities, existing forms of work orders for contractors and forms of post-harvest protocols shall be supplemented with: 1) draft plan showing location of valuable nature	

objects, felling directions, and extraction paths; 2) checklist of environmental factors like deadwood, hollow trees, patches of natural regeneration etc, which should be protected during work. RM representative and contracted company or person shall sign them before and upon completion of works.  
 Timeline for Compliance: Within 1 year.

Audit findings: Neither the group manager nor ranger use no forms of post-harvest protocol. However, due to change of the status to SLIMF, this is not any longer required by the standard. According to group manager contractors work for this group for nine years and the handover of work place working well, but informally. The auditor observed a few damages of remaining trees that was not treated, but the Group Manager developed in implemented working instruction O5-04 that imposed to contractors paint damaged trees before end of daily work (in months IV.-X.) and during one week (in months XI.-III.).  
 The impact of game of forest regeneration was lower than other years, because the game stock was lowered due to nature condition. Relations between assessed Group and hunting clubs were improved. The Group and hunting clubs made an agreement concerning to game damages: hunting clubs shall participate at forest protection not only financially but also by their work. The interviewed owner declared content with the game stock and amount of game damages on his property.  
 Status: Closed  
 Follow-up Action:

Condition 7:	Reference Standard 6.2.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Biodiversity trees in mature stands or hollow trees are not marked. RM reported that regional state authorities responsible for nature protection, which possess information on protected species and ecosystems' localities, were not willing to share information with ACPFOS members. They were afraid that protected species and ecosystems will be damaged during forest operations. According to RM he started to persuade to authorities to exchange these information.
Corrective Action Request: ACPFOS shall prepare and implement system of regular gathering and documentation of information concerning rare species and ecosystems in forest. Furthermore, ACPFOS shall ensure that this information is taken into consideration during planning process and during all operations. Additionally, within one year ACPFOS shall implement system of regular trainings of field personnel in nature issues, including identification of protected species and ecosystems, as well as aspects of their protection.	
Timeline for Compliance: Within 1 year.	

Audit findings: The Group manager prepared and implemented working instruction No 05-03 concerning to gathering information about rare and endangered species, wetlands and protected areas as well as negative elements of system (e.g. illegal waste dump). Every work project has remark regarding nature issues, e.g. appearance of orchids. The Group cooperates with ENGOs Rybák and A21 to find species and ecosystems that are qualify to protection.  
 The Group does not implement system of regular trainings in natural issues. The contractors are informed about protected species, nest trees etc. orally by group manager or ranger. The group manager declared that the training is planed for the beginning of April.  
 The current version of the standard does not require training under criterion 6.2.  
 Status: Closed.  
 Follow-up Action:

Condition 8:	Reference Standard 6.3.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	In most of visited and completed final cuttings, team observed low amount of left deadwood. Biodiversity trees in mature stands or hollow trees are not marked.
Corrective Action Request: ACPFOS shall assure leaving sufficient volume of deadwood (10 cbm per ha) or leaving some mature trees in final felling. They will be left uncut forever. These biodiversity trees shall be chosen among the most biologically valuable and wind stable trees, as well represent species diversity of the stand and shall be marked.	
Timeline for Compliance: Within 1 year.	

Audit findings: The auditor observed well marked biodiversity trees in mature stands and deadwood in final felling. The Group Manager developed and implemented the working instruction No 05-04, that include among others strategy for leaving deadwood and increasing of noble hardwood species in stands. The Group cooperates with ENGO Friends of Earth to identify and mark biodiversity trees and deadwood.	
Status: Closed.	
Follow-up Action :	

Condition 9:	Reference Standard 6.3.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Current members of ACPFOS have successes in using natural regeneration (about 30% of total regeneration). Planned and observed species composition of regeneration areas and thinning techniques favor the development of mixed forests. Group and cluster forms are preferred. Currently clear cut is used in about 30 percent of final cutting area. The assessment team finds that shelter wood systems can be used on bigger scale in order to mimic natural processes.
Corrective Action Request: ACPFOS shall prepare procedure, which will allow using clear cuts only exceptionally. RM shall keep record of clear cut use, with explanation why clear cut system has been selected for specific cases and area of single clear cut shall not exceed 0,5 ha.	
Timeline for Compliance: Within 1 year.	

Audit findings: On forest regeneration is mainly used the nature regeneration. The Group Manager developed and implemented working instruction No 05-04, there is statement about clear cut as undesirable management system. The working instruction specifies the cases, when the clear cuts could be used, there is also remainder that clear cut can not exceed 0,5 ha. The Group Manager has evidence about clear cut used, but has not reasoning for their using in writing. The Group Manager presented reasons for use of clear cuts orally; the main reason was over mature stands with less chance to nature regeneration. The current version of the standards does not require records of clear cut use.	
Status: Closed.	
Follow-up Action:	

Condition 10:	Reference Standard 6.3.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Burning branches is not common but forest workers reported that during last winter some burning was done.
Corrective Action Request: ACPFOS shall stop burning branches.	
Timeline for Compliance: Effective immediately.	

Audit findings: Branches were not burned in the period from the main assessment. Branches were
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burned only in two exceptional cases: 20 cbm for clean the access path, at the sides were places with nature regeneration and the branches could damage it. The second case of branch burning 55 cbm was made for protection against bark beetle, in that way could be excluded chemical protection of branches. The Group plans to produce wood chips from branches.
Status: Closed.
Follow-up Action :

Condition 11:	Reference Standard 6.4.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Representative samples of ecosystems are not identified.
Corrective Action Request: ACFPO shall identify forest areas in a close to nature stage and set aside samples as protected areas.	
Timeline for Compliance: Within 1 year.	

Audit findings: The Standard requires protecting representative samples of stands on forest properties bigger than 1000ha, the area of the biggest properties in the certified group is 200ha. All members of group are considered as SLIMF so standard not require creating new representative plots. The auditor decided to close the condition.
Status: closed
Follow-up Action (if applicable):

Condition 12:	Reference Standard 6.5.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	<p>Skidding trails are not marked in the field or in the maps and are not of permanent nature.</p> <p>In ACPFOS working instructions for contractors there is no description of silvicultural operations, biological conservation, technical specifications for skid trail (location, width and density), log landing, road design, however there are about handling of chemicals.</p> <p>Assessment team in few cases noted the lack of sufficient width buffer zone along open landscape as well as lack of broadleaved species and mixture that could create ecotone zones.</p> <p>In few visited sites they were observed damages to remaining trees during harvesting and damages to soil resulting from using tractors. According to explanation of RM they will be harvested at the end of planned activities.</p> <p>According to declaration of RM and field visits vehicles with chains are not used in seasons when soil is not frozen.</p>
Corrective Action Request: RM shall update and distribute among contractors guidelines, which will cover issues from criterion 6.5., among others erosion control, minimizing forest damage during harvesting, road construction, need for leaving ecotone buffer zones among open landscape, and all other mechanical disturbances; and protection of water resources. Permanent skidding trails shall be established and marked in the field or on maps.	
Timeline for Compliance: Within 1 year.	

Audit findings: The Group Manager developed and implemented working instruction No 05-04 that covers issues from criterion 6.5., among others minimalization of forest damages during the work in the forest, steps for minimalization of erosion and cleaning and reparation of forest roads. The Group Manager is improving marking of skidding trails in the field. The auditor observed well
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marked skidding trails in the forest.
Status: closed
Follow-up Action :

Condition 13:	Reference Standard 6.6.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	There are no available written guidelines or rules of safe using and recording use of chemicals, beside of mentioning types of chemicals that are prohibited by FSC in ACPFOS.
Corrective Action Request: All contractors shall be supplied with ACPFOS working instructions, which require detailed conditions of proper use recording of use of all chemicals according to H&S and FSC requirements.	
Timeline for Compliance: Within 1 year.	

Audit findings: There are no written guidelines or rules for safe using chemicals. The Group Manager has electronic records of chemical used, there is mentioned using of no chemicals banned by FSC.	
Status: Open. Condition converted to Major CAR 13/06; timeline is 3 months from finalization of this report.	
Follow-up Action:	

Condition 14:	Reference Standard 6.6.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	All chemicals are stored and distributed to contractors directly by RM or two rangers. Storage places are not approved as chemical storages. There are no available written guidelines or rules of safe using and recording use of chemicals, beside of mentioning types of chemicals that are prohibited by FSC in ACPFOS.
Corrective Action Request: RM shall receive approval for storage places of chemicals.	
Timeline for Compliance: Within 1 year.	

Audit findings: All chemicals are stored in the Group Manager house, the storing place fails to satisfy condition for storing of chemicals.	
Status: Open. Condition converted to Major CAR 14/04; timeline is 3 months from finalization of this report.	
Follow-up Action:	

Condition 15:	Reference Standard 6.7.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Oil absorbent kits were present for one skidding tractor but in the logs yard, about 300 m from harvesting site and not inside the cabin of the tractor. Chain saw operators were not using oil absorbent kits.
Corrective Action Request: ACPFOS shall ensure that contractor companies conducting forest operations with chain saws will be equipped with oil absorbent kits and absorbents will be directly on machineries.	
Timeline for Compliance: Within 1 year.	

Audit findings: An oil absorbent kit was presented in a skidding tractor, but chain saw operator does not use any oil absorbent kit. Contractors used biodegradable oil for chain saw. The auditor appreciates group manager efforts and suggests issuing new minor CAR in order to comply with standards.	
Status: Closed.	

Follow-up Action: CAR 4/06 has been issued.

Condition 16:	Reference Standard 6.7.:
Non-compliance: Major <input checked="" type="checkbox"/> Minor <input type="checkbox"/>	Chemicals are bought only if necessary, thus, they are generally not stored. The small quantities used in nurseries are stored in RM garage or in rangers' houses.
Corrective Action Request: Effective immediately RM shall ensure that chemicals are stored on safe places by appropriate manner.	
Timeline for Compliance: Effective immediately.	

Audit findings: All chemicals are stored in the Group Manager house, the storing place fails to satisfy condition for chemical storing.	
Status: Open. Condition converted to Major CAR 14/04; timeline is 3 months from finalization of this report	
Follow-up Action:	

Condition 17:	Reference Standard 7.1.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	FMP includes general description of the history, including ownership and use of the forest management area, the management system used, description and justification of types of silvicultural systems as well as management goals, including long-term goals that pass beyond the validity of the management plan. However, there is no written policy detailing management goals for entire ACPFOS.
Corrective Action Request: RM shall prepare written policy detailing: i) management goals, including a commitment to managing forests in the spirit of the FSC P&C, ii) pool membership requirements documentation, including procedures and rules of entry and exit from the certified pool, iii) monitoring of properties in the certified pool. The document shall be forwarded to SmartWood.	
Timeline for Compliance: Within one month.	

Audit findings: The Group Manager developed and implemented instruction No 05-05 that specify in detail requirements and rules for entering and resignation on membership in the Group. The instruction contains also statement about will of all members of the Group to managed forest properties according to FSC requirements and monitoring of properties area in the certified pool.	
Status: Closed.	
Follow-up Action:	

Condition 18:	Reference Standard 7.1.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Currently there is no environmental map depicting specially protected territories and their protective belts, registered significant elements of the landscape, referential areas, elements of ÚSES (Territorial Systems of Ecological Stability), and high conservation value forests, as well as other environmentally sensitive locations such as water reservoirs and courses, wetlands, spring areas, outcrops and scree areas.
Corrective Action Request: There shall be prepared environmental map depicting specially protected territories and their protective belts, registered significant elements of the landscape, representative areas, elements of ÚSES (Territorial Systems of Ecological Stability), and all known endangered species locations, high conservation value forests, as well as other environmentally sensitive locations such as water reservoirs and courses, wetlands, spring areas, outcrops and screen areas. Such map shall	

be updated when new findings occurs.
Timeline for Compliance: Within 1 year.

Audit findings: The ecological map is improved continuously; there are marked Terrestrial System of Ecological Stability (ÚSES) sites and endangered and rare species localities, wetlands and protected areas as well as negative elements of system (e.g. illegal waste dump). The group manager issued working instruction No 05-03 concerning to gathering of data for this ecological map. (See CAR 4/04.)
Status: Closed.
Follow-up Action:

Condition 19:	Reference Standard 7.3.:
Non-compliance: Major <input checked="" type="checkbox"/> Minor <input type="checkbox"/>	Staff and contractors did not received training on biodiversity issues including rare and threatened species. See findings and condition under criterion 6.1.
Corrective Action Request: ACPFOS shall organize training on biodiversity issues including rare and threatened species for rangers and make sure that knowledge is transferred to contractors.	
Timeline for Compliance: Within 1 year.	

Audit findings: The Group does not implement system of regular trainings in natural issues. The contractors are informed about protected species, nest trees etc. orally by group manager or ranger. The group manager declared that the training is planed for the beginning of April. According to the current standard, training is not required for SLIMF operations.
Status: Closed.
Follow-up Action:

Condition 20:	Reference Standard 8.2.:
Non-compliance: Major <input checked="" type="checkbox"/> Minor <input type="checkbox"/>	The team found that there are problems with incomplete identification, monitoring, and documentation of rare, endangered, and protected species.
Corrective Action Request: ACPFOS shall elaborate and implement a written monitoring strategy, which will be carried out within ACPFOS and addresses the need for additional monitoring. Specifically, this plan shall ensure appropriate monitoring of regeneration including species composition and quality; damage caused by game or logging operations, protection of conservation zones and management of areas for improved biodiversity, identification and monitoring of protected species and nesting places.	
Timeline for Compliance: Within 1 year.	

Audit findings: The Group manager prepared and implemented working instruction No 05-03 concerning to gathering information about rare and endangered species, wetlands and protected areas as well as negative elements of system (e.g. illegal waste dump). Every work project has remark regarding nature issues, e.g. appearance of orchids. The Group cooperates with ENGOs Rybák and A21 to find species and ecosystems that are qualify to protection. The Group Manager has electronic evidence of nature regeneration including species composition as well as game damages; the evidence is divided according to properties and stands.
Status: Closed.
Follow-up Action (if applicable):

Condition 21:	Reference Standard 8.3.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	All assortments are marked and numbered with special chalk. Waybills are being drawn by forest rangers. All applicable documentations related to forest products are kept in RM and send to members' offices and they are easily available for control. Currently RM did not decided how use COC code on invoices. According to ACPFOS's procedures certified wood on the log yards must be kept separately from non-certified, but it is not mentioned how it will be indicated.
Corrective Action Request: ACPFOS shall elaborate and implement procedure for marking certified wood and relevant sale documents. Procedure shall also ensure that illegally logged wood confiscated by the member organizations is not sold as certified. There shall be prepared written documentation regarding certified material that shall clearly indicate certified status, including means of identification and marking.	
Timeline for Compliance: Prior to sales of products as certified.	

Audit findings: The Group Manager developed and implemented the working instruction No 05-05, that specify in detail on-product logo using including relevant documents as well as of-product logo using and the way of marking certified wood. The instruction contains except others the statement that ensure illegally logged wood confiscated by the member will be not sold as certified. The auditor observed an invoice covering sales of certified wood, which did not contain a declaration about FSC certification.	
Status: Open. The Condition converted to Major CAR 21/04. Timeline is prior to next sales of certified product but within three months from finalization of this report	
Follow-up Action:	

Condition 22:	Reference Standard 8.5.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Currently no public summaries of monitoring result exist.
Corrective Action Request: ACFPO shall publish annually report contain results of monitoring mentioned in criterion 8.2.	
Timeline for Compliance: Within 1 year.	

Audit findings: The Group Manager wrote articles regarding monitoring results into forest owners' news papers; the Group Manager elaborates annually a report for each owner that mentions except others results of monitoring mentioned in criterion 8.2., the report is publicly available upon request.	
Status: Closed.	
Follow-up Action:	

Condition 23:	Reference Standard 9.2.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Consultations regarding HCVPs identification are rare and irregular.
Corrective Action Request: ACPFOS members shall consult with relevant researchers, protected areas managers, NGOs and other stakeholders to get information on potential HCVPs within the forest managed by ACPFOS.	
Timeline for Compliance: Within 1 year.	

Audit findings: The Group contacted the management of Protected Landscape Area and treats with them	
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about Natura 2000 place (find of <i>Cypripedium calceolus</i> ), the Group has frequent relations to ENGOS Rybák and A21 (the Group Manager is vice chairman of A21). The Group was participant of act with state authorities regarding to creation of the Terrestrial System of Ecological Stability (ÚSES).
Status: Closed.
Follow-up Action :

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

CAR 2/04:	Reference Standard 4.2.:
Non-compliance: Major <input checked="" type="checkbox"/> Minor <input type="checkbox"/>	Visited contractors had the most of H&S equipment including boots with boots with steel tops and crash bars on the tractor, the tractor operator had first aid kit, but the worker with chain saw it has in the car (about 400m from working place). The tractor operator had not helmet. The group manager visiting contractors on logging site was not clearly visible in the forest and had not the helmet.
Corrective Action Request: The Group shall ensure that own employees and contractors have appropriate H&S equipment mentioned under criterion 4.2.	
Timeline for Compliance: Within three months from finalization of this report	
CAR 13/04:	Reference Standard 6.6.:
Non-compliance: Major <input checked="" type="checkbox"/> Minor <input type="checkbox"/>	There are no written guidelines or rules for safe using chemicals. The Group Manager demonstrated to auditor an electronic records of chemical used, there is no mentioned any using of chemicals banned by FSC.
Corrective Action Request: The Group shall develop and implement procedures that will ensure that chemicals are only according to the FSC rules including ensuring that staff are qualified for safe using of chemicals and proper records of chemicals used are maintained..	
Timeline for Compliance: Within three months from finalization of this report	
CAR 14/04:	Reference Standard 6.6.:
Non-compliance: Major <input checked="" type="checkbox"/> Minor <input type="checkbox"/>	All chemicals are stored in the Group Manager house, the storing place fails to satisfy condition for chemical storing.
Corrective Action Request: The Group Manager shall ensure that chemicals are stored according to standard requirements.	
Timeline for Compliance: Within three months from finalization of this report	
CAR 1/06:	Reference Standard 6.7.:
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	Chain saw operator does not use any oil absorbent kit.
Corrective Action Request: The Group shall ensure that all operators with chain saw are equipped by oil absorbent kits or spill proof tanks and that contractors use them.	
Timeline for Compliance: 1 year.	

CAR 21/04:	Reference Standard 8.3.:
Non-compliance: Major <input checked="" type="checkbox"/> Minor <input type="checkbox"/>	The Group Manager developed and implemented the working instruction No 05-05, that specify in detail on-product logo using including relevant documents as well as off-product logo using and the way of marking certified wood. The instruction contains except others the statement that ensure illegally logged wood confiscated by the member will be not sold as certified. The auditor observed an invoice of wood, sold as certified, that does not contain a declaration of FSC certification.
Corrective Action Request: The Group shall ensure that information about FSC certification will be included on all documents regarding certified products.	
Timeline for Compliance: Prior to next sales of certified product but within three months.	

CAR 2/06:	Reference Standard: COC 9
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	The Group Manager does not have a system which ensures that all use of the FSC/SW trademarks, as well as public information related to certification is submitted to SmartWood for review and approval.
Corrective Action Request: The Group shall establish a system that all use of the FSC/SW trademarks, as well as public information related to certification is submitted to SmartWood for review and approval.	
Timeline for Compliance: Prior to use of the SmartWood and FSC trademarks and not later than next annual audit.	

CAR 3/06:	Reference Standard: GC 6
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	There is no “consent form” or its equivalent signed by each member.
The Group shall develop and each member shall sign a “consent” or its equivalent.	
Timeline for Compliance: Prior to next annual audit	

CAR 4/06:	Reference Standard: GC 8
Non-compliance: Major <input type="checkbox"/> Minor <input checked="" type="checkbox"/>	The group manager monitors meeting the FSC P&C and group membership requirements personally. There is no written policy regarding this issue.
The Group Manager shall develop and implement a written policy for monitoring of the properties in the certified pool to ensure that they are meeting the FSC P&C and group membership requirements.	
Timeline for Compliance: Prior to next annual audit	

## 2.5. Audit observations

Observation	Reference Std #
No observations have been issued.	

## 2.6. Audit decision

In the auditor’s opinion, the Group has demonstrated the compliance with the most of FSC requirements and the SmartWood standards. There has been taken a number of actions to improve the management of the Group in accordance with the FSC’s spirit and intentions.

The Group manager developed and implemented five new working instructions regarding marking of property boundaries, ensuring participation of NGOs on forest management plan creation, gathering information about certified forest properties, forest management on the certified area and management of the group of certified forest owners. There was improved finding and marking of biodiversity trees, care of buffer zones along open spaces, cooperation with NGOs, nature state protection authorities and hunting clubs. The Group stopped brush burning. The Group Manager published reports with results of forest properties monitoring.

There were 23 active conditions with which compliance was evaluated during the audit. As a result 4 conditions were considered not met and were converted to major CAR-s with three months deadline. 19 conditions were closed. There were issued four new CAR-s as a result of the audit.

In summary auditor recommends maintenance of SmartWood certificate for Sdružení vlastníků obecních a soukromých lesů Svitavy in Květná in the Czech Republic in case Major CARs are addressed immediately and properly.