

CORRECTIVE ACTION REQUEST - DRAFT
ISO 14001:2004 Re-Registration & CSA Z809 Surveillance Audit (A2)

Audit Information		
Auditee Organization: Canadian Forest Products Ltd.	Audit Finding N°: 215- RA-NC-01 & 232-A2-NC-01 Minor Nonconformity	
Department/Branch: Vavenby Division	Date: May 16, 2007	
Auditee Representative: Dave Poole	PwC Client Code: 70-08-27285-72-006	
Audit Team Leader: Shawn Ellsworth	Audit Team Member: Bruce Eaket	
Audit Criteria Reference Section		
Standard and Clause N°: ISO14001 @ 4.4.5 & CSA Z809 @ 7.4.5.c		
<p>ISO 14001 @ 4.4.5 requires that documents required by the EMS and by this International Standard been controlled.</p> <p style="padding-left: 20px;">d) ensure that relevant versions of applicable documents are available at points of use,</p> <p>CSA Z809 @ 7.4.5 c) requires that the organization establish and maintain procedures for controlling all documents (paper or electronic) required by the CSA Z809-02 standard to ensure that the current versions of relevant documents are available at all locations where operations essential to the fulfillment of the SFM requirements and the SFM plan are performed.</p>		
Audit Finding and Description of Objective Evidence		
Some discrepancies were found between documents found on-line and in the ERP manual. For example some EI's found on line were out of date compared to the EPRP booklet (i.e. Silviculture and Trucking EIs). In addition, there are links to obsolete corporate level documents that are now managed by the Divisions.		
Intent (documentation): <input type="checkbox"/>	Implementation: <input checked="" type="checkbox"/>	Effectiveness: <input type="checkbox"/>
Auditee Representative Accepting Audit Finding: Dave Poole		Action Plan Due Date: July 16, 2007
Corrective Action Response		
Corrective Action Taken (if applicable, attach supportive documentation):		
Auditee Representative for proposed action: Dave Poole		Date Action Plan Received:
PwC Internal Use		
PwC comment(s): The corrective action developed by the auditee is/is not acceptable. PwC will review the implementation of the corrective action at the next surveillance assessment (A1/A2/etc). The status of this nonconformity is OPEN/CLOSED .		

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ISO 14001:2004 Re-Registration & CSA Z809 Surveillance Audit (A2)

Audit Information		
Auditee Organization: Canadian Forest Products Ltd.	Audit Finding N°: 215- RA-NC-02 & 232-A2-NC-02 Minor Nonconformity	
Department/Branch: Vavenby Division	Date: May 16, 2007	
Auditee Representative: Dave Poole	PwC Client Code: 70-08-27285-72-006	
Audit Team Leader: Shawn Ellsworth	Audit Team Member: Bruce Eaket	
Audit Criteria Reference Section		
Standard and Clause N°: ISO14001 @ 4.4.2 & CSA Z809 @ 7.4.2		
<p>ISO 14001 @ 4.4.2 requires that the organization ensured that any person(s) performing tasks for it or on its behalf that have the potential to cause a significant environmental impact(s) identified by the organization is (are) competent on the basis of appropriate education, training or experience and the organization shall establish, implement and maintain a procedure(s) to make persons working for it or on its behalf aware of:</p> <ul style="list-style-type: none"> d) the importance of conformity with the environmental policy and procedures and with the requirements of the EMS; e) the significant environmental aspects and related actual or potential impacts associated with their work, and the benefits of improved personal performance; <p>CSA Z809 @ 7.4.2 requires that the organization establish and maintain procedures to make its personnel at each relevant function and level aware of the importance of conformance with the SFM policy and with the SFM requirements.</p>		
Audit Finding and Description of Objective Evidence		
<p>In conjunction with Tolko, Canfor has developed tools to help staff identify habitat and management strategies related to specific Species at Risk. Interviews with field staff revealed inconsistent use and understanding of how to apply the habitat related tools. Most of the species at risk on the DFA are well known (i.e. Grizzly Bear and Badger), but for the less known species, no formal training or tools have been developed to assist field staff in their identification. In addition, a new contractor employee interviewed on his first day of the job had not been through introductory EMS/FMS training from his foreman (Flag person on R2 mainline, TFL 18).</p>		
Intent (documentation): <input type="checkbox"/>	Implementation: <input checked="" type="checkbox"/>	Effectiveness: <input type="checkbox"/>
Auditee Representative Accepting Audit Finding: Dave Poole		Action Plan Due Date: July 16, 2007
Corrective Action Response		
Corrective Action Taken (if applicable, attach supportive documentation):		
Auditee Representative for proposed action: Dave Poole		Date Action Plan Received:
PwC Internal Use		
PwC comment(s): The corrective action developed by the auditee is/is not acceptable. PwC will review the implementation of the corrective action at the next surveillance assessment (A1/A2/etc). The status of this nonconformity is OPEN/CLOSED .		

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Audit Information		
Auditee Organization: Canadian Forest Products Ltd.	Audit Finding N°: 215- RA-NC-03 & 232-A2-NC-03 Minor Nonconformity	
Department/Branch: Vavenby Division	Date: May 16, 2007	
Auditee Representative: Dave Poole	PwC Client Code: 70-08-27285-72-006	
Audit Team Leader: Shawn Ellsworth	Audit Team Member: Bruce Eaket	
Audit Criteria Reference Section		
Standard and Clause N°: ISO14001 @ 4.5.5.a.2 Internal Audit & CSA Z809 @ 7.5.4		
ISO14001 @ 4.5.5 requires that the organization shall ensure that internal audits of the environmental management system are conducted at planned intervals to a) determine whether the environmental management system 2) has been properly implemented and is maintained, CSA Z809 @ 7.5.4 requires that the organization shall a) establish and maintain procedures for annual internal audits to ensure that it conforms to the SFM requirements set out in this Standard; and		
Audit Finding and Description of Objective Evidence		
Canfor tracks the progress of implementing internal audit action plans and assigned due dates. Canfor met all required due dates, however, two of the completion dates recorded on the Internal Audit actions plans were overdue or were not filled in on the action plan tracking sheet.		
Intent (documentation): <input type="checkbox"/>	Implementation: X	Effectiveness: <input type="checkbox"/>
Auditee Representative Accepting Audit Finding: Dave Poole		Action Plan Due Date: July 16, 2007
Corrective Action Response		
The Action Plan Tracking sheets were updated and will be maintained on a regular basis.		
Auditee Representative for proposed action: Dave Poole		Date Action Plan Received: May 16, 2007
PwC Internal Use		
PwC comment(s): The corrective action developed by the auditee is acceptable. PwC has reviewed the development of the corrective action and the status of this nonconformity is CLOSED . (Shawn Ellsworth, May 16, 2007)		

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Audit Information		
Auditee Organization: Canadian Forest Products Ltd.	Audit Finding N°: 215-RA-NC-04 & 232-A2-NC-04 Minor Nonconformity	
Department/Branch: Vavenby Division	Date: May 16, 2007	
Auditee Representative: Dave Poole	PwC Client Code: 70-08-27285-72-006	
Audit Team Leader: Shawn Ellsworth	Audit Team Member: Bruce Eaket	
Audit Criteria Reference Section		
Standard and Clause N°: ISO14001 @ 4.6 – Management Review		
ISO14001 @ 4.6 – Management Review requires that input to management reviews shall include f) follow-up actions from previous management reviews, ...		
Audit Finding and Description of Objective Evidence		
There was no evidence that follow-up actions from previous management reviews were addressed during the Management Review and it is not an item on the agenda.		
Intent (documentation): <input type="checkbox"/>	Implementation: X	Effectiveness: <input type="checkbox"/>
Auditee Representative Accepting Audit Finding: Dave Poole		Action Plan Due Date: July 16, 2007
Corrective Action Response		
Corrective Action Taken (if applicable, attach supportive documentation): Canfor has updated the Management Review agenda template. This item will be reviewed during future Management Review meetings.		
Auditee Representative for proposed action: Dave Poole		Date Action Plan Received: May 16, 2007
PwC Internal Use		
PwC comment(s): The corrective action developed by the auditee is acceptable. PwC has reviewed the development of the corrective action and the status of this nonconformity is OPEN . (Shawn Ellsworth, May 16, 2007)		

OPPORTUNITIES FOR IMPROVEMENT - DRAFT
ISO 14001:2004 Re-Registration & CSA Z809 Surveillance Audit (A2)

Audit Information	
Auditee Organization: Canadian Forest Products Ltd.	Date: May 16, 2007
Department/Branch: Vavenby Division	PwC Client Code: 70-08-27285-72-006
Auditee Representative: Dave Poole	Audit Team Leader: Shawn Ellsworth Audit Team Member: Bruce Eaket
Audit Finding N°	Audit Criteria Reference Section
215-RA-OFI-01	Standard and Clause N°: ISO14001 @ 4.4.2 Documentation
Canfor supervisors are using a contractor training form to track contractor training. This form is updated and faxed back to Canfor when new training occurs. Canfor may wish to include a date for each new training entry so they will know when training has occurred.	
Client Response	
PwC Response	
- (Response By: Date:)	

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Audit Finding N°	Audit Criteria Reference Section
215-RA-OFI-03 & 232-A2-OFI-02	Standard and Clause N°: ISO14001 @ 4.4.7 Emergency Preparedness and Response, ISO14001 @ 4.5.3 Nonconformity, Corrective Action and Preventive Action & CSA Z809 @ 7.4.7 Emergency Preparedness and Response
<p>Canfor has conducted several tests of their EPRP. A review of the EPRP tests and documentation revealed recommendations to improve the EPRP made by the contractor who conducts the tests. Canfor followed up on the recommendations, however, there was no related documentation. Canfor may wish to include these recommendations in the action plan tracking system and record the implementation of these recommendations.</p>	
Client Response	
PwC Response	
- (Response By: Date:)	

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Audit Finding N°	Audit Criteria Reference Section
215-RA-OFI-06 & 232-A2-OFI-05	Standard and Clause N°: ISO14001 @ 4.6 Management Review & CSA Z809 @ 7.6 Management Review
Canfor has a strong internal audit program. However, there was no evidence that previous audit findings action plans are reviewed by the Internal Audit team and closed off in subsequent audits. Canfor may wish to include this as part of their internal audit program and document the close off of audit findings.	
Client Response	
PwC Response	
- (Response By: Date:)	

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Audit Finding N°	Audit Criteria Reference Section
232-A2-OFI-06	Standard and Clause N°: CSA Z809 @ 7.3.7 SFM Plan
<p>Canfor has begun sharing information with the PAG about carbon sequestration in the DFA. Canfor has identified this topic as needing further research and understanding. However, Appendix 1 of the SFM Plan, Research and Information needs does not identify carbon as a research requirement. Canfor may wish to update Appendix 1 with current and needed information about carbon.</p>	
Client Response	
PwC Response	
- (Response By: Date:)	

GOOD MANAGEMENT PRACTICES - DRAFT

Good Management Practices

- Canfor has created an on-line database called COPI (Creating Opportunities for Public Involvement). The purpose of this database is to create a single point of access to information about stakeholders and correspondence with them.
- Canfor has showed strong action toward Continual Improvement by updating several SFM Plan metrics and making others tougher to achieve.
- Canfor staff with Chain of Custody responsibilities demonstrated strong knowledge the PEFC standard and concepts, as well as their respective responsibilities.