



BC Timber Sales—Kamloops Business Area—2016 CSA Z809-08 Audit

From October 17-20, 2016 an auditor from KPMG Performance Registrar Inc. (KPMG PRI) carried out a limited scope surveillance audit of BC Timber Sales – Kamloops Business Area (BCTS Kamloops or TKA)’s operations under the Nicola Thompson Fraser (NTF) sustainable forest management (SFM) plan against the requirements of the CSA Z809-08 SFM standard. This Certification Summary Report provides an overview of the process and KPMG’s findings.

Description of the BCTS Kamloops Operations within the Nicola Thompson Fraser Defined Forest Area

BCTS Kamloops has operations within the NTF defined forest area (DFA), which encompasses the Kamloops, Merritt and Lillooet Timber Supply Areas (TSAs) as well as Tree Farm Licence (TFL) 18. The Kamloops and Merritt TSAs are located in south central B.C. and cover approximately 2.77 and 1.13 million hectares of the Southern Interior Forest Region respectively. The Lillooet TSA is situated in southwestern British Columbia between the Coast Mountains and the Thompson-Okanagan Plateau and covers approximately 1.125 million hectares. TFL 18, which is held by Canadian Forest Products Limited (Canfor), covers a total area of 74,542 hectares and is located in central British Columbia (BC) in an area known as the North Thompson region.

A total of 5 organizations (Aspen Planers Ltd., BCTS Kamloops, Canadian Forest Products Ltd., Gilbert Smith Forest Products Ltd. and Tolko Industries Ltd.) are signatory to the NTF SFM plan. In addition, various non-signatory licensees (some of whom are certified to other SFM standards) also have operations within the area covered by the NTF DFA.

BCTS Kamloops has a total AAC apportionment of 1,264,496 m³/year within the NTF DFA, which equates to a prorated forest area under management of 583,451 hectares.

Scope of Certification

The BCTS Kamloops CSA Z809 certification includes forestry operations on Crown forest land including planning and performance on active and completed timber sales as well as SFM system conformance by individual participating BCTS licensees, permittees and contractors (LPCs) within the NTF DFA.

Audit Scope

The 2016 audit of BCTS Kamloops’ operations within the NTF DFA was a limited scope surveillance audit against selected requirements of the CSA Z809 standard, including those related to:

- Public Participation;
- Maintenance of the SFM plan;
- Monitoring of SFM performance, and;
- Implementation of various management system components (rights & regulations, DFA specific performance requirements, operational controls, monitoring and inspections, corrective & preventive actions, internal audits, management review) that are required under the CSA Z809 standard.

Note: BCTS Kamloops is included within the scope of multi-site ISO 14001:2004 and SFI 2015-2019 Forest Management certificates issued to BCTS by KPMG PRI.



However, the Kamloops Business Area was not included as a sample site for the 2016 BCTS ISO 14001 and SFI audits.

The Audit

- **Audit Team** – The audit was conducted by Dave Bebb, RPF, EP(EMSLA). Dave is an employee of KPMG PRI and has conducted numerous forest management audits under a variety of standards including ISO 14001, CSA Z809, SFI and FSC.
- **2016 CSA Z809 Surveillance Audit** – The audit included an off-site review of selected SFM system documents and an on-site assessment BCTS Kamloops’ implementation of their SFM system within the NTF DFA. Conclusions regarding conformance with the requirements of the standard were based on the collection of sufficient and appropriate audit evidence drawn from the following sources: (1) review of various SFM system procedures and records, (2) interviews with a sample of BCTS staff, LPCs and PAG (public advisory group) members, and (3) visits to a sample of field sites located within the Kamloops and Merritt TSAs (5 roads and 5 harvesting cutblocks) to evaluate conformance with the applicable requirements of the CSA Z809 standard.
- **NTF SFM Plan Public Advisory Group (PAG)**– Conformance with the public participation requirements outlined in the CSA Z809 standard was evaluated through: (1) review of the minutes of recent NTF PAG meetings, and (2) interviews with a sample of BCTS Kamloops staff.
- **BCTS Kamloops’s CSA Z809 Certification Representative** – Lorne Wood, RFT, Certification Standards Officer served as BCTS Kamloops’s representative during the audit.

Audit Objectives

The objective(s) of the audit were to evaluate the sustainable forest management system at BCTS Kamloops to:

- Determine its conformance with the requirements of CSA Z809-08;
- Evaluate the ability of the system to ensure that BCTS Kamloops meets applicable regulatory requirements;
- Evaluate the effectiveness of the system in ensuring that BCTS Kamloops meets its specified environmental objectives, and;
- Identify opportunities for improvement.

Follow-up on Findings from Previous Audits

At the time of this assessment there were a total of 1 open minor non-conformity and 6 opportunities for improvement from previous external BCTS Kamloops CSA Z809 audits. The lead auditor reviewed BCTS Kamloops’ efforts to address these issues and found that good progress had been made towards addressing all of them. As a result: (1) the one open minor non-conformity (which related to weaknesses in the implementation of fuel management procedures) has been downgraded to an opportunity for improved based on the improvements in performance noted during the audit, and (2) all 6 of the open opportunities for improvement from previous audits have now been closed.

BCTS Kamloops 2016 CSA Z809 Audit Findings

Open non-conformities from previous audits	0
New major non-conformities	0
New minor non-conformities	0
New opportunities for improvement	1

Types of audit findings

Major non-conformities:

Are pervasive or critical to the achievement of the SFM Objectives.

Minor non-conformities:

Are isolated incidents that are non-critical to the achievement of SFM Objectives.

All non-conformities require the development of a corrective action plan within 30 days of the audit. Corrective action plans to address major non-conformities must be fully implemented by the operation within 3 months or certification cannot be achieved / maintained. Corrective action plans to address minor non-conformities must be fully implemented within 12 months.

Opportunities for Improvement:

Are not non-conformities but are comments on specific areas of the SFM System where improvements can be made.

Good Practices

A number of good practices were identified during the course of the audit. Examples included:

- CSA Z809 Element 7.4.2: Interviews with a sample of LPC site supervisors and equipment operators on active harvest sites found that they possessed a good understanding of the applicable BCTS EMS requirements and site-specific environmental concerns applicable to the block.
- CSA Z809 Element 7.4.6: BCTS Kamloops has developed a flowchart as a component of the migratory bird strategy that was originally developed by Canadian Forest Products Ltd. The flowchart is being used as a means to tailor the strategy to better fit BCTS circumstances and provide additional guidance regarding the selection of BMPs (beneficial management practices) that are intended to help reduce the incidental take of migratory birds during forest operations.
- CSA Z809 Element 7.5.3: The audit found that BCTS Kamloops maintains a well-organized file containing evidence of the Business Area's implementation of the action plans that were developed to address the findings of the 2015 external audit.

New Areas of Nonconformance

No new non-conformities with the requirements of CSA Z809-08 were identified during the 2016 surveillance audit.

New Opportunities for Improvement

One new opportunity for improvement was identified during the audit in relation to the requirements of CSA Z809-08, as follows:

- CSA Z809 Element 7.4.2 requires the organization to make publicly available a report on its performance in meeting and maintaining the requirements specified in the SFM Plan. In addition, CSA Z809 Element 7.5.3 requires the organization to establish and implement procedures for the identification, maintenance and disposition of SFM requirement records. BCTS Kamloops participates in the preparation of an Annual Monitoring Report for the NTF SFM Plan. A responsibility matrix identifies the staff positions who are responsible for providing the required monitoring information for the various NTF SFM plan targets. This monitoring information is then collated in a monitoring report that is sent to the NTF SFM Plan Facilitator who combines this information with that provided by other plan signatories to produce the Annual Monitoring Report. However, although the audit found that BCTS Kamloops had provided the necessary monitoring information for the January 1, 2015 – December 31, 2015 NTF SFM Plan Annual Monitoring Report, the operation does not currently maintain a comprehensive file containing all of the SFM Plan monitoring information to support what it has reported to the NTF SFM Plan Facilitator.



The on-site portion of the audit included:

- (1) a review of various SFM system procedures and records,
- (2) interviews with a sample of BCTS staff, LPCs and PAG members, and
- (3) visits to a sample of field sites (5 roads, and 5 harvesting cutblocks) to evaluate conformance with the applicable requirements of the CSA Z809-08 standard.

Corrective Action Plans

No non-conformities with the requirements of the CSA Z809-08 standard were identified during the audit. As a result, a formal corrective action plan to address the findings of the audit is not required.

Audit Conclusions

The audit found that BCTS Kamloops’s SFM system:

- Was in full conformance with the requirements of the CSA Z809-08 standard included in the scope of the audit, except where noted other wise in this report;
- Continues to be effectively implemented, and;
- Is sufficient to systematically meet the commitments included in the Operation’s environmental and SFM policy, provided that the system continues to be implemented and maintained as required.

As a result, a decision has been made to continue to certify BCTS Kamloops’ operations within the NTF DFA to the CSA Z809-08 standard.

Focus Areas for the Next Audit

The following issues/topics have been identified as focus areas for the next audit:

- Completion of action plans developed to address: (1) the findings of this audit, and (2) the applicable open findings from previous CSA Z809 audits of other licensees conducted within the NTF SFM Plan DFA that relate to the SFM plan and the public participation process.
- The BC Timber Sales – Kamloops Business Area CSA Z809-08 certification expires on November 17, 2017. As a result, the 2017/18 BCTS audit will include a full-scope re-certification audit against the requirements of the CSA Z809-08 standard.
- Continued implementation and effectiveness of the FPOC (Forest Professional Oversight Certification) pilot study within the BCTS Kamloops Business Area.
- The 2017 BCTS Kamloops audit will be broader in scope than it was in 2016, and include an evaluation of the Business Area’s performance against CSA Z809-08, ISO 14001:2015 (assuming BCTS decides to transition to the new ISO 14001 standard) and the SFI 2015-2019 forest management standard (100 Mile House operation only).



The audit found that BCTS Kamloops had done a good job of identifying and protecting special resource features during forest operations, such as the post -1846 (i.e., after first contact between First Nations and European settlers) culturally modified tree (CMT) depicted above.

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