



Small-Private Woodlot Certification Program: ENTRY PROCESS

The steps for enrolling into our Small-Private Woodlot Certification Program (SPWCP) are as follows:

1. Become a member of the Federation of Nova Scotia Woodland Owners (FNSWO): Applications can be printed off our website at www.fnswo.ca. There is a one-time \$20.00 fee to join. Please mail in the application and a cheque to the address on the form.
2. Print off an SPWCP application from the website, or request one be sent to you. Fill out the application and mail it to FNSWO c/o Mike Hutchinson, PO Box 755, Berwick, NS B0P 1E0.
3. Once received, your name will be entered on the list of participants for the SPWCP. From that time forward, you will receive newsletters about the program, and invitations to any training programs being put on (free for SPWCP participants) in your area. These could include Best Management Practices training, chainsaw safety, wildlife management, ecosystem management etc.
4. In year two or three of the SPWCP (beginning Nov.2009), a staff member or representative from the FNSWO will visit you and explain the SPWCP in full detail. Pre-entry documents will be filled-out and recommendations or requirements for your woodlot may be outlined to make your woodlot eligible (if there are any major non-conformances.) Upon confirmation that the recommended course of action has been completed and the woodlot is eligible to join the Program, a woodlot management plan (WMP) will be prepared for your woodlot. This will include: consultation with a qualified forest technologist or forester to discuss your objectives for the woodlot, a qualitative cruise of your woodlot, and a delivered WMP for a 10-year period. (Details of the WMP are available upon request. WMPs are free of charge for Program participants.)
5. Once the WMP is completed, delivered, and you sign off on it, you are an official member of the certified pool of landowners in the SPWCP. Your woodlot is then covered by the Federation's group certificate, provided by our Registrar, acknowledging certification to the CSA Z804 Standard.
6. From this point forward, you are expected to manage your woodlot according to the objectives and recommendations of your WMP, and in conformance with the CSA Z804 Standard. Your woodlot will be subject to periodic monitoring to ensure that operations and activities are within the requirements. All participants in the SPWCP are subject to annual third-party audits. A sample of the membership will be selected by the auditor each year. Certification of participating woodlots depends on the results of



- these audits. All monitoring and auditing activities are for verification of conformance, and to promote continual improvement to the program.
7. If at any time you do not feel comfortable with the system, there are complaint/appeal documents and corrective action request documents in place to deal with any issues that may arise. Ultimately, if there are major non-conformances that cannot be resolved, you may opt to exit the SPWCP, or may be asked to leave. At this point, you have no further obligations to the FNSWO or any affiliations with the SPWCP. Reasonable attempts will be made to resolve issues in a way that is fair for the landowner.
 8. At the end of the three-year funding program (November 2011), the FNSWO will make every reasonable effort to continue work with the participants in the SPWCP. However, forest certification of small-private woodlots is a relatively new concept in Nova Scotia, and depends on support from government and industry to be economically feasible. The FNSWO is working to: secure additional funding, find a way to work with industry, and to create a large enough certification pool to make the SPWCP economically sustainable before the end of the existing funding from the Community Development Trust Fund.
 9. The FNSWO has received a letter of support from New Page, Port Hawkesbury for our efforts in establishing group certification for small-private woodlots. New Page has agreed to pay \$2.00/tonne (approximately \$60/ load) for pulp wood delivered by a member of SPWCP, into a trust fund designed to help the FNSWO cover the costs of maintaining the program. New Page has also stated that they will give purchasing preference to pulp wood from certified woodlots.

Revision 2, July 23, 2009

Mike Hutchinson
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Federation of Nova Scotia Woodland Owners