

## Forest Management Annual Surveillance Audit of LZD w Siemianicach located at ul. Kasztanowa 1/1, Siemianice, 63-645 Łęka Opatowska, Poland May 29<sup>th</sup>, 2018

Introduction - NEPCon is conducting forest management and chain of custody Annual Surveillance Audit of the LZD w Siemianicach located in ul. Kasztanowa 1/1, Siemianice, 63-645 Łęka Opatowska, Poland. The audit will be carried out between June and July, 2018.

Scope of the Annual Surveillance Audit – The forest management annual audit will assess the environmental, silvicultural and socioeconomic aspects of the forests managed by LZD w Siemianicach, using the FSC-STD-POL-01-01-2013. To obtain a copy of the applicable guidelines or to make comments about these standards, please contact NEPCon by telephone, fax, email or website listed below. Please note that the standard may be modified to take account of stakeholder comments. NEPCon is accredited by the Forest Stewardship Council and this evaluation process must follow procedures which have been approved. The standard mentioned above may be downloaded from FSC Poland website <https://pl.fsc.org/pl/dokumenty> or FSC IC website <https://ic.fsc.org/en/document-center/id/217>.

The forest under evaluation contains areas either identified as High Conservation Value Forests or where high conservation values, as defined by the FSC, are likely found. NEPCon evaluates the identification, management and protection of these High Conservation Values and solicits related comments from stakeholders.

Evaluation Team Composition: to be set.

Due to the small area, only one auditor will conduct the audit. This is in line with the LoE requirements set by the ASI accreditation body (Accreditation Services International) as specified in ASI-ADV-20-007-Audit time D1-1 (2).

Evaluation Steps and Schedule – Following is a short description of the audit process and a tentative agenda:

- Evaluation organization – NEPCon auditor will meet the forest manager team in LZD w Siemianicach on the first date of the audit.
- Field evaluation – The auditor will visit sites managed by LZD w Siemianicach during the audit.
- Stakeholder consultation – Throughout the fieldwork, the auditor will contact local stakeholders regarding LZD w Siemianicach forest management in villages surrounding the forest area. This will include private interviews and discussions, and public stakeholder meetings.
- Public stakeholder meetings – A public stakeholder meeting will be held in the office of NEPCon Sp. z o.o., ul. Emaus 7/11, 30-201 Krakow, Poland on June 8<sup>th</sup>, 2018.
- Final evaluation briefing – Prior to departure the auditor will meet with LZD w Siemianicach managers and other parties to finalize their data collection and present preliminary findings.
- Draft report production – The auditor will produce a confidential draft report that will be circulated for comment to LZD w Siemianicach. This should occur 28 days after completion of the audit.
- Certification decision – Upon receipt of comments on the draft report from LZD w Siemianicach forest managers and other general stakeholder comments, NEPCon will reach a certification decision. Barring unforeseen obstacles, this should occur not later than in the end of August, 2018.

Your Input Sought – As a part of the forest certification evaluation process we invite stakeholders to offer comment and feedback on LZD w Siemianicach forest management in relation to conformance with the requirements of the forest management standard referenced above as well as comments on the FME's management and protection of the forest under evaluation. We welcome input, either public or confidential, in whatever form is easiest and most secure for you. Your input will be valuable at any stage of the evaluation process, but we would prefer to receive your comments either prior to the on-site

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evaluation during the evaluation so that we can take them into consideration in reaching a certification decision. Your options for communicating your observations to us are as follows.

1. Meet with a NEPCon auditor during or shortly before the fieldwork.
2. Call and give comments to NEPCon staff.
3. Submit written comments by mail, fax or email to NEPCon staff. Unless you request otherwise, these comments will be kept confidential and are solely for the purposes of assessing the LZD w Siemianicach.
4. During the meeting held in NEPCon office on June 8<sup>th</sup>, 2018.

The source of any information provided will be kept confidential available only to FSC, ASI and NEPCon staff.

Stakeholders who may wish to dispute any aspect of the forest certification process or decision can access NEPCon's Dispute Resolution Policy at <https://www.nepcon.org/library/policy/dispute-resolution-policy-polish>

Contacting NEPCon

- Email: [poland@nepcon.org](mailto:poland@nepcon.org)
- Worldwide Website – [www.nepcon.org/pl](http://www.nepcon.org/pl)
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I look forward to discussing this with you,

Michał Wajnberger  
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SBP Coordinator