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Forest Management **2015 Annual audit** Report for:

Nova Scotia Landowners and
Forest Fibre Producers
Association (NSLFFPA)
In
Port Hawkesbury, Nova Scotia,
Canada

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Audit Team: Will Martin

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Standard Conversions

1 mbf = 5.1 m³
 1 cord = 2.55 m³
 1 gallon (US) = 3.78541 liters

 1 inch = 2.54 cm
 1 foot = 0.3048 m
 1 yard = 0.9144 m
 1 mile = 1.60934 km
 1 acre = 0.404687 hectares

 1 pound = 0.4536 kg
 1 US ton = 907.185 kg
 1 UK ton = 1016.047 kg

LIST OF ACRONYMS & ABBREVIATIONS

AOC	Areas of Concern
AR	Annual Report
AWS	Annual Work Schedule
CBPP	Cape Breton Privateland Partnership
CoC	Chain of Custody
DNR	Department of Natural Resources
ELC	Ecological Land Classification
EMS	Environmental Monitoring System
ENGO	Environmental Non-Governmental Organization
FME	Forest Management Enterprise
FMP	Forest Management Plan
FMU	Forest Management Unit
FRI	Forest Resource Inventory
FSC	Forest Stewardship Council
ha	Hectares
HCV	High Conservation Value
HCVF	High Conservation Value Forest
KMKNO	Kwilmu'kw Maw-klusuaqn Negotiation Office
LLLF	Large Landscape Level Forests
LTMD	Long Term Management Direction
MOU	Memorandum of Understanding
NCR	Non-Conformance Report
NSLFFPA	Nova Scotia Landowners and Forest Fiber Producers Association
OBS	Observation
RA	Rainforest Alliance
SAR	Species at Risk
SOP	Standard Operating Procedures
UINR	Unama'ki Institute of Natural Resources
WHMIS	Workplace Hazardous Materials Information System

1. INTRODUCTION

The purpose of this report is to document annual audit conformance of Nova Scotia Landowners and Forest Fiber Producers Association, hereafter referred to as NSLFFPA or the Forest Management Enterprise (FME). The report presents the findings of Rainforest Alliance auditors who have evaluated company systems and performance against the Forest Stewardship Council™ (FSC®) forest management standards and policies. Section 2 of this report provides the audit conclusions and any necessary follow-up actions by the company through nonconformity reports.

The Rainforest Alliance founded its previous SmartWood program in 1989 to certify responsible forestry practices and has grown to provide a variety of auditing services. Rainforest Alliance certification and auditing services are managed and implemented within its RA-Cert Division. All related personnel responsible for audit design, evaluation, and certification/verification/validation decisions are under the purview of the RA-Cert Division, hereafter referred to as Rainforest Alliance or RA.

This report includes information which will become public information. Sections 1-3 and Appendix I will be posted on the FSC website according to FSC requirements. All other appendices will remain confidential. A copy of the public summary of this report can be obtained on the FSC website at <http://info.fsc.org/>.

Dispute resolution: If Rainforest Alliance clients encounter organizations or individuals having concerns or comments about Rainforest Alliance and our services, these parties are strongly encouraged to contact Rainforest Alliance regional or Headquarters offices directly (see contact information on report cover). Formal complaints or concerns should be sent in writing.

2. AUDIT FINDINGS AND RESULTS

2.1. Audit conclusion

Based on Company's conformance with FSC and Rainforest Alliance requirements, the audit team makes the following recommendation:	
<input checked="" type="checkbox"/>	Certification requirements <u>met</u>, certificate maintenance recommended Prior NCRs closed, no new NCRs issued.
<input type="checkbox"/>	Certification requirements <u>not met</u>:
Additional comments:	
Issues identified as controversial or hard to evaluate.	

2.3 Changes in FMEs’ forest management and associated effects on conformance to standard requirements:

The past year has marked continued growth in the forest management program overseen by the NSLFFPA. The certification system has been developed to include new tools in the analysis of conservation values and for site assessments, both in inspection of operations and monitoring. The group has also grown by 41 new members to bring the total number of FMUs in the group to 362 FMUs covering over 36,626 ha of forest.

Much of this growth can be attributed in part to the development of “Cape Breton Privateland Partnership” (CBPP). The CBPP was formed by the NSLFFPA, North Inverness Forest Management Co-op, and Baddeck Valley Wood Producers Co-op to establish a new model of forest management service delivery and silviculture funding for private woodlots in the region. The province of Nova Scotia is providing direct support to the CBPP as a 5-year pilot project to support good forest management on private woodlots. Woodlot owners who sign on with the CBPP are also given direct access to join NSLFFPA’s FSC certification group. Although the CBPP only covers a portion of the operating region for NSLFFPA, there is a clear intention to expand the model to the rest of eastern mainland Nova Scotia in time.

2.4 Excision of areas from the scope of certificate

Not applicable. Check this box if the FME has not excised areas from the FMU(s) included in the certificate scope as defined by FSC-POL-20-003. *(delete the rows below if not applicable)*

2.4. Stakeholder issues *(complaints/disputes raised by stakeholders to FME or Rainforest Alliance since previous evaluation):*

No stakeholder complaints or issues have been identified during the past audit period.

2.5. Conformance with applicable nonconformity reports

The section below describes the activities of the certificate holder to address each applicable non- conformity report (NCR) issued during previous evaluations. For each NCR a finding is presented along with a description of its current status using the following categories. Failure to meet NCRs will result in non-conformances being upgraded from minor to major status with conformance required within 3 months with risk of suspension or termination of the Rainforest Alliance certificate if Major NCRs are not met. The following classification is used to indicate the status of the NCR:

Status Categories	Explanation
Closed	Operation has successfully met the NCR.
Open	Operation has either <u>not met</u> or has <u>partially met</u> the NCR.

Check if N/A (there are no open NCRs to review)

Major NCR 04/13 Closed during CVA in March 2014.

NCR#:	01/14	NC Classification:	Major	Minor X
Standard & Requirement:	FSC-STD-CAN-Maritimes-SLIMF-2008, indicator 9.1.1 and 9.1.4			
Report Section:	Appendix IV, Section 9.1			
Description of Nonconformance and Related Evidence:				
<p>The scale and scope of this group certificate has changed significantly since the original assessment, going from 5 members to over 200 today. Consequently the level of requirements to meet the intent of principle 9 has changed.</p> <p>The existing strategy for assessing the presence of attributes consistent with high conservation value forests is to carry out the assessment on each individual management plan using a standard data set provided by the Department of Natural Resources (DNR). This GIS data includes identified SAR habitat, core wildlife habitats, significant old and unique forests, municipal watersheds, and restricted land use mapping. If features that have the potential to be HCVs are identified on GIS mapping overlap with an individual property further investigation would be carried out by the planner through field inspections and direct correspondence with DNR biologists. The results of these assessments tend to result in management strategies of establishing protecting areas or reserves on individual properties to exclude forest management activities.</p> <p>While this strategy may have been effective with fewer group members, it is no longer clear that this approach is appropriate as a coherent strategy for the assessment of the high conservation value forests at the current and expanding scale of the membership. In particular, the GIS mapping datasets provided by DNR as the basis for the identification of HCVs do not include all of the potential attributes covered by the assessment Framework in Appendix F in the Maritime standard. These mapped GIS layers also only capture attributes with distinct geographic boundaries and may miss species and features that are not dependent on a fixed location over time. The current approach also does not address the opportunity to manage for HCVs within operational areas outside of reserves and likely does not capture the full scope of HCV considerations across the landscape.</p> <p>Where HCV assessments are only made for each individual plan and the NSLFFPA Policies and Procedures document does not show a clear evaluation framework for how all the attributes covered in Appendix F have been addressed it is difficult to determine if an HCVF assessment has completed across the full scope of the member landbase. This assessment framework has also not been included in the public summary of management plans or external reporting on the activities of the group certificate.</p>				
Corrective Action Request:	<p>Organization shall implement corrective actions to demonstrate conformance with the requirement(s) referenced above.</p> <p>Note: Effective corrective actions focus on addressing the specific occurrence described in evidence above, as well as the root cause to eliminate and prevent recurrence of the nonconformance.</p>			
Timeline for Conformance:	By the next annual audit			
Evidence Provided by Organization:	<ul style="list-style-type: none"> • HCV Matrix <ul style="list-style-type: none"> ▪ Habitat matrixes ▪ Significant ecosites matrix ▪ Old Forest matrix ▪ SAR matrix ▪ Flora and Fauna matrix ▪ Restricted and Limited Use Landbase matrix • Evidence of stakeholder participation and review • HCV evaluation included in Public summary document and posted on NSLFFPA website 			

Findings for Evaluation of Evidence:	<p>In order to address this NCR, NSLFFPA engaged in a very thorough review of available data sets for potential conservation values in the region of their operations. This data was then evaluated through the HCV framework in Appendix F in the Maritime Standard and assessed through a matrix to identify applicable values, management options, and monitoring strategies. Each of these separate matrices was then rolled up into a combined HCVF matrix that addressed each HCV category and question in Appendix F.</p> <p>The full HCV matrix used by NSLFFPA includes:</p> <ul style="list-style-type: none"> • HCV criteria • Value • Data source • HCV determination (Yes/No) • Management Strategy • Verification of Strategy • Verification Source • Monitoring Procedure • Effectiveness monitoring • Additional comments/guidance <p>The HCVF matrix was reviewed by outside stakeholders with comments and recommendations incorporated into the final result.</p> <p>Once completed, the HCV assessment was applied through an analysis of all woodlots currently in the NSLFFPA certification group and results were added to the public summary document posted on the NSLFFPA website.</p> <p>See www.nslffpa.org/woodbox for a link to the public summary report including results of HCVF assessment.</p> <p>Where HCVs are identified on an individual property they are added to the management plan and are identified as a primary filter in operational planning.</p> <p>NSLFFPA management staff were then trained on the HCVF assessment process, including the applicable management and monitoring strategies.</p> <p>Where the NSLFFPA certification group is now a large group of small forests, it is found that the HCVF assessment framework is very robust to meet this scale and intensity of activity.</p> <p>Through the implementation of this new HCV assessment framework all requirements under Criterion 9.1 have been met.</p>
NCR Status:	CLOSED
Comments (optional):	

NCR#:	02/14	NC Classification:	Major	Minor X
Standard & Requirement:	FSC-STD-CAN-Maritimes-SLIMF-2008, indicator 9.2.1			
Report Section:	Appendix IV, section 9.2			
Description of Nonconformance and Related Evidence:				
NSLFFPA has not clearly included consideration of HCV attributes in the course of meeting the public				

consultation requirements included under Criterion 4.4.	
Requirements for public consultation have changed in scope from previous audit periods. Some requirements that were previously deemed not applicable for small low intensity forests, are now required under the current membership within the group certificate.	
Corrective Action Request:	Organization shall implement corrective actions to demonstrate conformance with the requirement(s) referenced above. Note: Effective corrective actions focus on addressing the specific occurrence described in evidence above, as well as the root cause to eliminate and prevent recurrence of the nonconformance.
Timeline for Conformance:	By the next annual audit
Evidence Provided by Organization:	<ul style="list-style-type: none"> • HCV Matrix • Evidence of stakeholder participation and review • HCV evaluation included in Public summary document and posted on NSLFFPA website
Findings for Evaluation of Evidence:	<p>NSLFFPA consulted with stakeholders and government through the development of the new HCV Assessment framework. Informal discussions were held in early stages of the analysis and two rounds of formal review were carried out. The first review was sent to stakeholders with specific expertise or primary stakeholder interest. The second review was then sent to a broader list of stakeholders to ensure all values and concerns had been addressed. Both reviews included proposed assessment methods, management strategies, and monitoring protocols.</p> <p>In total, 8 government representatives, 3 eNGO representatives, 1 First Nations representative, and 1 industry representative were notified during the review process. A total of 5 responses were received with recommendations. Details were provided for how recommendations were addressed and incorporated into the final HCV assessment.</p> <p>A summary of the HCVF assessment framework and results of the analysis on the current landbase have been posted on the NSLFFPA website. See www.nslffpa.org/woodbox for a link to the public summary report including results of HCVF assessment.</p> <p>Based on the above evidence it is found that appropriate consultation with interested parties has occurred in the development of the new HCVF assessment framework for this private woodlot owner group. The requirements of indicator 9.2.1 have been met.</p>
NCR Status:	CLOSED
Comments (optional):	

NCR#:	03/14	NC Classification:	Major	Minor X
Standard & Requirement:	FSC-STD-CAN-Maritimes-SLIMF-2008, indicator 9.3.2			
Report Section:	Appendix IV, section 9.3			
Description of Nonconformance and Related Evidence:				
The NSLFFPA includes some description of management approaches for HCVF in its annual public summary report. However, the measures described are generic and a rationale is not provided that links management approaches to HCVF attributes that are identified through the HCVF assessment framework in Appendix F of the Maritime Standard.				

<p>While this information may be considered confidential on an individual property or may be seen to pose a risk to the identified features and values, the general approach and management strategies used within the group are not communicated at a sufficient level to meet the intent of public oversight and information sharing in the standard requirements.</p>	
Corrective Action Request:	<p>Organization shall implement corrective actions to demonstrate conformance with the requirement(s) referenced above.</p> <p>Note: Effective corrective actions focus on addressing the specific occurrence described in evidence above, as well as the root cause to eliminate and prevent recurrence of the nonconformance.</p>
Timeline for Conformance:	By the next annual audit
Evidence Provided by Organization:	<ul style="list-style-type: none"> • HCV Matrix including management strategies and sources • HCV evaluation included in Public summary document and posted on NSLFFPA website
Findings for Evaluation of Evidence:	<p>The new HCVF assessment framework now includes a management strategy for each of the identified HCVs as well as credible sources used to inform the strategy. Information has also been provided for how these sources were verified and for monitoring effectiveness.</p> <p>A review of the strategies listed for HCVs that may be found within the NSLFFPA certification group has found that they are appropriate to the scale and intensity of operations. The strategies have also been strengthened considerably through a clear description for how they were verified and in how they will be monitored.</p> <p>When HCVs are identified on member properties, strategies are incorporated in the management plan and operational planning.</p> <p>The strategies have also been incorporated into the public summary document posted on the NSLFFPA website (www.nslffpa.org/woodbox).</p> <p>The requirements of indicator 9.3.2 have now been met.</p>
NCR Status:	CLOSED
Comments (optional):	

NCR#:	04/14	NC Classification:	Major	Minor X
Standard & Requirement:	FM-35, 1.3 and 3.1			
Report Section:	Appendix V: Chain of Custody Conformance, Section 1.3 and 3.1			
Description of Nonconformance and Related Evidence:				
<p>The existing tracking procedure for FSC sales by NSLFFPA members relies on reporting from the mill gate at the primary buyer of FSC certified logs from member properties. Port Hawkesbury Paper (PHP) maintains a current list of Property Identification numbers (PIDs) for NSLFFPA group members and when loads arrive at the scale house the source PID is cross referenced with the member list. A regular report is provided by PHP to the NSLFFPPA group managers to check and track FSC sales from member properties. Landowners are provided with a scale slip by PHP as requested.</p> <p>While these procedures are detailed in NSLFFPA's Policies and Procedures document Section 5.2, the procedure does not cover all required elements of CoC tracking. In particular requirement (c) for procedures to include the FME's FSC certificate registration code and FSC claim (FSC 100%) on all sales and shipping</p>				

<p>documentation for sales of FSC certified products.</p> <p>While it is recognized that Nova Scotia does not have a bill of lading system and often sales documentation is managed by the contractor with no formal invoices recorded between the buyer and landowner, the requirements for FSC claim and certification code is not applied adequately to meet the intent of the CoC system.</p> <p>Furthermore, on one site visit with active harvesting the landowner did have scale slips for loads sold to PHP by the contractor and the wood was not identified as FSC material on that record.</p> <p>The PID tracking report provided by PHP also does not include an FSC claim and is using an outdated FSC certification code for member properties.</p>	
Corrective Action Request:	<p>Organization shall implement corrective actions to demonstrate conformance with the requirement(s) referenced above.</p> <p>Note: Effective corrective actions focus on addressing the specific occurrence described in evidence above, as well as the root cause to eliminate and prevent recurrence of the nonconformance.</p>
Timeline for Conformance:	By the next annual audit
Evidence Provided by Organization:	<ul style="list-style-type: none"> • Updated CoC procedure • PHP delivery tracking sheet • Product tracking sheet
Findings for Evaluation of Evidence:	<p>To address this NCR, NSLFFPA has established a tracking system capable a verifying the certification status of products in the absence of a formalized bill of lading system in Nova Scotia.</p> <p>The primary means of tracking certification status is through a requirement for members to include their PID on sales documentation. The only buyer currently making an FSC claim on material from the NSLFFPA group is Port Hawkesbury Paper (PHP). To ensure chain of custody requirements are met, NSLFFPA provides PHP a list of members linking PIDs and individual certification codes on a monthly basis. PHP then sends a weekly summary of deliveries from group members to NSLFFPA so that certification status can be confirmed.</p> <p>Evidence was provided to demonstrate clear tracking of all products sold from member properties and specific tracking of deliveries to PHP. Copies of weekly emails confirming certification status between PHP and NSLFFPA were also reviewed.</p> <p>A record of communication with the membership (March 2014) was also provided that outlines member COC obligations when marketing their products as FSC. As sales occur to other producers members are required to notify NSLFFPA.</p> <p>Any purchasing mill would be required to contact NSLFFPA with the PID of the seller to confirm certification status prior to making an FSC claim in their chain of custody control system.</p> <p>Although not strictly based on an exchange of sales documentation it is found that this verification process adequately meets the requirements for a control system capable of ensuring certification status.</p>
NCR Status:	CLOSED
Comments (optional):	

2.6. New nonconformity reports issued as a result of this audit

No new Non-conformances identified during this annual audit.

2.7. Audit observations

Observations can be raised when issues or the early stages of a problem are identified which does not of itself constitute a nonconformance, but which the auditor considers may lead to a future nonconformance if not addressed by the client. An observation may be a warning signal on a particular issue that, if not addressed, could turn into a NCR in the future (or a pre-condition or condition during a 5 year re-assessment).

OBS 01/15	Reference Standard & Requirement: FSC-STD-CAN-Maritimes-SLIMF-2008, Principle 7
Description of findings leading to observation: In the past year, NSLFFPA has implemented a “rapid plan” process in order to carry out an initial assessment of forest lands. These rapid plans are based on a GIS review of the area, a site visit, and preliminary assessment of key attributes for the property. A full management plan will now only be prepared when management activities are scheduled for an individual woodlot. A full planning assessment and detailed inventory is required by NSLFFPA before activities on a member property can be carried out. Members are now being added to the certification group on the basis of a rapid plan only.	
Observation: NSLFFPA should ensure that the combination of rapid plan, generic NSLFFPA procedures, HCVF assessment, or any other general management systems applied to the whole group combine to fully meet the requirements under P7 for a “management plan”. All Criteria and indicators under Principle 7 will be evaluated in next year’s FSC re-assessment.	

2.8. Notes for future audit teams

There were no new Notes issued during this annual audit.

3. AUDIT PROCESS

3.1. Auditors and qualifications

Auditor Name	Will Martin	Auditor role	Lead Auditor
Qualifications:	<p>With over twelve years of experience in forest management and environmental planning, Will Martin offers a unique background that combines forestry expertise, landscape ecology, and community planning. Will graduated from the Maritime Forest Ranger School in 2001 and spent the next four years running his own consulting company, helping build Atlantic Canada's first FSC Certified woodlot group. Following this work Will completed a degree in Environmental Planning at Dalhousie University, specializing in the areas of conservation planning and community based resource development. Since that time Will has worked as protected areas planner with the Province of Nova Scotia, as provincial stewardship program manager with the Ontario Forestry Association, and as the Director of Forestry and Forest Products for an FSC Certified sustainable forestry demonstration project in Nova Scotia. Will has also been actively involved in the development and review of FSC Standards for both the Maritime Forest Region and Great Lakes-St. Lawrence Forest Region. Will has completed Rainforest Alliance Forest Management Lead Auditor Training in early 2013. Will has participated in 13 FSC annual audits/assessments with Rainforest Alliance, 9 of those as the lead auditor.</p>		

3.2. Audit schedule

Date	Location /Main sites	Principal Activities
Aug, 19 th 2014	Various	Audit pre-planning call
Sep. 22 nd	NSLFFPA office	Opening meeting
Sep. 22 – 25 th	Various	Field site visits
Sep. 25 th	NSLFFPA office	Closing meeting
Oct. 24 th	RA offices	Draft report sent to RA
Oct. 31 st	NSLFFPA office	Draft report sent to NSLFFPA
Nov. 14 th	RA office	Client comments sent to RA
Nov. 17 th	RA office	Report finalization
<p>Total number of person days used for the audit: 4.5 = number of auditors participating 1 X average number of days spent in preparation, on site and post site visit follow-up including stakeholder consultation</p>		

3.3. Sampling methodology

At the time of this audit (September 2014) NSLFFPA had 362 active members, 41 of whom are new since the last audit. The total area certified is 36,626 ha. These numbers represent the current total of individual FMUs covered under this group certificate. Individual members may own multiple FMUs. Multiple properties under the same ownership may also be consolidated under one management plan and considered a single FMU for the purposes of FSC certification. In the past there has been some confusion in sampling for the group, basing sample size on membership rather than the number of FMUs.

For this annual audit the group was stratified into two subsets, “existing” members (x = 321) and “new” members (y = 41). The following formulas were applied to each subset to determine the total number of sites to be sampled this year (as per FSC-STD-20-007 (V3-0)):

Existing: sample size = $0.3 * \text{square root } [321] = 5.37 \text{ rounded up} = 6$
 New: sample size = $0.6 * \text{square root } [41] = 3.84 \text{ rounded up} = 4$

The auditor worked with the primary contact and other field staff to select potential field sites. The sampling intensity was based on 10 sites (6 existing, 4 new) on active or recent operations and/or any special management considerations (HCVF, SAR, complaints, CARs issued by group manager). A range of forest types was selected based on the different regions of membership in both the mainland Nova Scotia and Cape Breton. Based on the geographical extent and dispersed nature of the group certificate members across eastern Nova Scotia, site selection was also be based on a rational travel route with sites that support the scope of this audit.

3.3.1 List of FMUs selected for evaluation

FMU/Group Member Name	Rationale for Selection
Mike Bishop	New Member, active PCT
George and Monica Goodall	Existing member, active harvesting
Betty Jane Cameron	New Member, recent planting and site of internal CAR
Wilson	New member, recent PCT and planned harvest
Pictou Landing FN	Existing member, First Nations partnership
Henry VanBerkel	Existing member, active harvest
Jamie Anderson	Existing member, recent harvest
Dave Gunn	Existing member, recent commercial thinning
MacDonald and Sullivan	Existing member, active PCT
Wayne MacPhail	New member, recent planting

3.4. Stakeholder consultation process

Stakeholder type (i.e. NGO, government, local inhabitant etc.)	Stakeholders notified (#)	Stakeholders consulted or providing input (#)
Government	2	0
Forest workers	3	3
First Nations Rep	2	2
Landowners/members	10	4

3.5. Changes to Certification Standards

Forest stewardship standard used in audit:	FSC-STD-CAN-Maritimes-SLIMF-2008
Revisions to the standard since the last audit:	<input checked="" type="checkbox"/> No changes to standard. <input type="checkbox"/> Standard was changed (detail changes below)

3.6. Review of FME Documentation and required records

a) All certificate types

Required Records	Reviewed
Complaints received by FME from stakeholders, actions taken, follow up communication	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Comments: No complaints received during the audit period	
Accident records	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Comments: No accidents recorded during the audit period	
Training records	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Comments: Training over the past year has been focused on the implementation of a new rapid planning tool that will support early stage management planning and landowner participation in the group. Staff have also been trained on aspects of FSC requirements for group members.	
Operational plan(s) for next twelve months	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Comments: A 'notification tracker' continues to be used to lists all pending harvest operations and other planned silvicultural activities in the near term. Individual management plans list recommended activities for a 5-year period. In the case of rapid plans, any scheduled activities require more detailed management planning prior to commencement.	
Inventory records	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Comments: Inventory records continue to be maintained in individual management plans and through the group manager GIS database. Improved HCV analysis in the past year has also contributed expanded inventory records in the GIS database for all member properties.	
Harvesting records	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Comments: A 'product tracker' lists all reported harvest activities and timber sales over the audit period. Harvest volumes are reported by landowners directly and mills purchasing material from the group. The total harvest volume in the past year has increased substantially to a total of 23,438 tonnes.	

a) Group Certificates

Required Group Records	Reviewed
Group management system	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
<p>Comments: NSLFFPA's procedure documents were reviewed. Member databases, 'notification tracker', 'product tracker', GIS databases, and internal audit records were also reviewed. NSLFFPA's tracking systems have developed in the past year and internal audit information and site visit records are recorded through a shared database.</p>	
Rate of membership change within the group	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
<p>Comments: The group has grown by 41 new members in the past year.</p>	
Formal communication/written documentation sent to members by the group entity during the audit period	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
<p>Comments: Correspondence to members is managed through the NSLFFPA website, on the 'Woodbox' page. Members are notified by email when new content is added to the 'Woodbox' page. 7 additional letters to group members were sent out during the past year providing a variety of program updates and management information. All correspondence records were reviewed.</p>	
Records of monitoring carried out by the group entity	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
<p>Comments: Internal monitoring records were reviewed and new database systems have greatly improved the tracking of monitoring activities. Database records include links to site photos and other evidence. In the past year, 86 individual monitoring activities were recorded.</p>	
Records of any corrective actions issued by the group entity	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
<p>Comments: In the past year, 4 non-conformances were identified internally by the group manager. Issues included lack of appropriate PPE, no remote location plan, and working alone procedure not followed. All issues have been addressed. An additional 17 observations were recorded to track potential concerns raised during monitoring activities.</p>	
Updated list of group members	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
<p>Comments: A full updated list of all 263 members has been provided.</p>	

APPENDIX I: FSC Annual Audit Reporting Form

(NOTE: form to be prepared by the client prior to audit, information verified by audit team)

Forest management enterprise information:			
FME legal name:	Nova Scotia Landowners and Forest Fibre Producers Association		
FME Certificate Code:	RA-FM/CoC – 001753		
Reporting period	Previous 12 month period	Dates	October 29, 2013 – September 15, 2014

1. Scope Of Certificate			
Type of certificate: group	SLIMF Certificate: Small SLIMF		
New FMUs added since previous evaluation	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Group Certificate: Updated of FMU and group member list provided in Appendix VII-a:			
Multi-FMU Certificate: List of new FMUs added to the certificate scope:			
FMU Name/Description	Area	Forest Type	Location Latitude/Longitude ¹
	ha		
	ha		
	ha		

2. FME Information	
<input type="checkbox"/> No changes since previous report (if no changes since previous report leave section blank)	
Forest zone	Temperate
Certified Area under Forest Type	
- Natural	36,591 hectares
- Plantation	35 hectares
Stream sides and water bodies	Linear Kilometers

3. Forest Area Classification	
<input type="checkbox"/> No changes since previous report (if no changes since previous report leave section blank)	
Total certified area (land base)	36,626 ha
1. Total forest area	31,084 ha
a. Total production forest area	30639.7 ha
b. Total non-productive forest area (no harvesting)	444.3 ha
- Protected forest area (strict reserves)	444.3 ha
- Areas protected from timber harvesting and managed only for NTFPs or services	0 ha
- Remaining non-productive forest	ha
2. Total non-forest area (e.g., water bodies, wetlands, fields, rocky outcrops, etc.)	5542 ha

4. High Conservation Values identified via formal HCV assessment by the FME and respective areas			
<input type="checkbox"/> No changes since previous report (if no changes since previous report leave section blank)			
Code	HCV TYPES ²	Description:	Area

¹ The center point of a contiguous FMU or group of dispersed properties that together comprise a FMU in latitude and longitude decimal degrees with a maximum of 5 decimals.

² The HCV classification and numbering follows the ProForest HCVF toolkit. The toolkit also provides additional explanation

HCV1	Forest areas containing globally, regionally or nationally significant concentrations of biodiversity values (e.g. endemism, endangered species, refugia).		542.5 ha
HCV2	Forest areas containing globally, regionally or nationally significant large landscape level forests, contained within, or containing the management unit, where viable populations of most if not all naturally occurring species exist in natural patterns of distribution and abundance.		2834.3 ha
HCV3	Forest areas that are in or contain rare, threatened or endangered ecosystems.		2581.6 ha
HCV4	Forest areas that provide basic services of nature in critical situations (e.g. watershed protection, erosion control).		5196.8 ha
HCV5	Forest areas fundamental to meeting basic needs of local communities (e.g. subsistence, health).		0 ha
HCV6	Forest areas critical to local communities' traditional cultural identity (areas of cultural, ecological, economic or religious significance identified in cooperation with such local communities).		494 ha
Number of sites significant to indigenous people and local communities			1

5. Workers

Number of workers including employees, part-time and seasonal workers:		
Total number of workers	5 workers	
- Of total workers listed above	4 Male	1 Female
Number of serious accidents	0	
Number of fatalities	0	

6. Pesticide Use

<input checked="" type="checkbox"/> FME does not use pesticides.
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regarding the categories. Toolkit is available at <http://hcvnetwork.org/library/global-hcv-toolkits>.

APPENDIX II: List of visited sites (confidential)

FMU or other Location	Compartment/ Area	Site description / Audit Focus and Rationale for selection
Inverness County	Mike Bishop	New Member. PCT recently completed in planted softwood on old field.
Inverness County	George and Monica Goodall	Existing member. Landowner actively harvesting mature white spruce on old field area.
Inverness County	Betty Jane Cameron	New Member. Recent planting to regenerate site after harvest. Area was hot planted and has since had low survival due to hylobius damage on root collar of planted stock.
Inverness County	Colin and Sandra Wilson	New member. PCT work completed in the spring and additional PCT in hardwood structure planned. Harvest in mature white spruce on old field site also planned for the coming year.
Pictou County	Pictou Landing FN	Existing member. Formerly certified under an independent certificate. Lands have been managed in the past but no recent activity. Area includes sites of cultural significance and community use.
Antigonish County	Henry VanBerkel	Existing member. Active harvest underway. Small patch clearcut and commercial thinning.
Guysborough County	Jamie Anderson	Existing member. Recent harvest.
Pictou County	Dave Gunn	Existing member. Recent commercial thinning, a small clear cut stand. Example of past selection management in tolerant hardwood also reviewed.
Richmond County	MacDonald and Sullivan	Existing member. Active PCT.
Richmond County	Wayne MacPhail	New member. Member joined after harvest was completed. NSLFFPA supported the regeneration of the area after it was added to the group.

APPENDIX III: List of stakeholders consulted (confidential)

List of FME Staff Consulted

Name	Title	Contact	Type of Participation
Easthouse, Kari	Program Manager	Kari@nslffpa.org	Interview
Brown, Kingsley	Program Coordinator	brownkingsley5@gmail.com	Interview
Burchill, Peter	Program Forester	Pete@nslffpa.org	Interview
Hill, Bill	Area Supervisor	Bill@nslffpa.org	Interview
Sweet, Dave	Area Supervisor		Interview

List of other Stakeholders Consulted

Name	Organization	Contact	Type of Participation	Follow up req ³
Power, Terry	Biologist, NSDNR	902) 563-3370	Phone message	none
Pulsifer, Mark	Regional Services, NSDNR	(902) 863-7523	Phone message	none
Bishop, Mike	Landowner		Field Interview	none
Goodall, George	Landowner		Field Interview	none
Anderson, Jamie	Landowner		Field Interview	none
Gunn, Dave	Landowner		Field Interview	none
Mark Sangster	Owner, Guysborough Line Contracting		Field Interview	none
John O'Brian	Harvester operator Guysborough Line Contracting		Field Interview	none
McCormick, Don Neal	PCT operator		Field Interview	none
MacPhail, Mark	UNIR	(902) 577-4210	Field Interview	none
MacDonald, Dan	Pictou Landing FN		Field Interview	Copy of final report

³ To indicate if the stakeholder has requested documented follow up on how their comments were addressed during the evaluation. TM shall provide public summary to stakeholders that request documented follow-up within 3 months of the closing meeting..

APPENDIX IV: Forest management standard conformance (confidential)

The table below demonstrates conformance or nonconformance with the Forest Stewardship Standard used for evaluation as required by FSC. The Rainforest Alliance Task Manager should provide guidance on which sections of the standard should be evaluated in a particular audit. Rainforest Alliance may evaluate only a subset of the criteria or principles of the standard in any one particular audit provided that the FME is evaluated against the entire standard by the end of the certificate duration. Findings of conformance or nonconformance at the criterion level will be documented in the following table with a reference to an applicable NCR or OBS. The nonconformance and NCR is also summarized in a NCR table in Section 2.4. All non-conformances identified are described on the level of criterion though reference to the specific indicator shall be noted. Criteria not evaluated are identified with a NE.

P & C	Conformance: Yes/No/ NE	Findings	NCR OBS (#)
Principle 2. TENURE AND USE RIGHTS AND RESPONSIBILITIES			
2.1	YES	<p>Ownership for all NSLFFPA members included in the FSC group is verified at the time of management plan development. Ownership information is now confirmed through the Province of Nova Scotia 'Property Online' which provided detailed ownership records for each parcel.</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
2.2	YES	<p>Legal and customary use rights for Aboriginal communities in Nova Scotia are not typically claimed on private woodlots. No direct claims have been made on member properties. NSLFFPA maintains a close working relationship with the Unama'ki Institute of Natural Resources (UINR) who work on behalf of the 5 Mi'kmaq communities on Cape Breton in matters of natural resources and land management.</p> <p>Pictou Landing First Nation is a member of the group certificate and there is a clear channel of information exchange. (2.2.1)</p> <p>The region has a strong tradition of private property rights so recognized trespass or customary tenure rights of non-owners are minimal. Nova Scotia laws are generally interpreted to allow for access to private lands for hunting, fishing, and non-motorized travel, so long as there is no damage to the property. There continue to be no complaints regarding customary uses on member properties. (2.2.3 -2.2.4)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
2.3	YES	<p>Dispute resolution processes are managed through procedures for notification of adjacent landowners, operational procedures for adjacent landowners, and standard operating procedures for resolving disputes. There have been no recorded disputes on member properties over the audit period. (2.3.1)</p>	

		There is continued conformance with the requirements of this Criterion.	
Principle 3. INDIGENOUS PEOPLES' RIGHTS			
3.1	YES	<p>NSLFFPA continues to maintain strong working relationship with the UINR to support the consideration of First Nation's experience, knowledge, practices and insights in planning and operations. Additionally, the Pictou Landing First Nation is a member of the NSLFFPA certification group. The Paq'tnekek First Nation (Afton) has been contacted during the certification period and did not express any interests in private land forest management. (3.1.1a)</p> <p>Through the established channels of communication, the rights of First Nations are formally recognized and given fair accommodation in forest management planning and operations on NSLFFPA member properties. (3.1.1a)</p> <p>Interviews with representatives for UINR and Pictou Landing FN did not raises any disputes with forest management activites carried out by NSLFFPA members. (3.1.2a)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
3.2	YES	<p>There have not been any claims or expressed rights specific to private lands under the NSLFFPA group certificate. Although all of Nova Scotia is unceded territory of the Mi'kmaq, treaty settlement claims by the Mi'kmaq have largely focused on Crown lands. (3.2.1a)</p> <p>There are demonstrated and ongoing efforts to identify interest and traditional rights for local First Nation communities through strong working relationship with UINR and Pictou Landing FN as a group member. Paq'tnekek First Nation (Afton) has not expressed interests in private land forestry but has been contacted multiple times. (3.2.1a)</p> <p>Interviews with representatives of local First Nation communities did not identify any concerns related to NSLFFPA forest management.</p> <p>Where there are no specific interests identified to date, NSLFFPA proactive steps in establishing positive working relationships with local First Nation communities meet the requirements of the standard. (3.2.1a)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
3.3	YES	<p>There are demonstrated and ongoing efforts to identify interest and traditional rights for local First Nation communities. The identification of areas of cultural sensitivity is currently being achieved through NSLFFPA working relationship with UINR. (3.3.1a)</p> <p>Consultation with local FN has occurred recently for the revisions to the HCV assessment framework. This consultation included the review of any potential sites of cultural significance.</p>	

		<p>An ongoing process also exists for the review of group member properties to identify potential sites of cultural significance through UINR prior to management activities. (3.3.2a)</p> <p>To date there have been no forest management activities in the NSLFFPA group on culturally significant areas. (3.3.2a)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
3.4	YES	<p>There are demonstrated and ongoing efforts to identify interest and traditional rights for local First Nation communities. To date traditional ecological knowledge (TEK) has not played a significant role in the development of management planning. Compensation needs have not been identified to date at this scale and intensity of operations. (3.4.1a)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
Principle 4. COMMUNITY RELATIONS AND WORKERS' RIGHTS			
4.1	YES	<p>Over the past year the NSLFFPA has partnered with North Inverness Forest Management and Baddeck Valley Wood Producers to establish the Cape Breton Private Land Partnership (CBPP). This new entity is designed as a pilot project of a new model of forest management service delivery and silviculture funding for private woodlots. Woodlot owners who sign on with the CBPP have direct access to join NSLFFPA's FSC certification group.</p> <p>Through its efforts in founding the CBPP, NSLFFPA has demonstrated a strong commitment to supporting the local community through good forest management. The CBPP also provides a clear channel of employment and training opportunities for forest workers. (4.1.2 -4.1.3)</p> <p>All forest management activities carried out by the CBPP are contracted to an approved list of local contractors who must be registered as program partners. (4.1.2)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
4.2	YES	<p>Since the last reassessment, NSLFFPA has expanded substantially and consequently has formalized many of their operating procedures to meet the current scale and intensity of operations. Details are provided in the Policy and Procedures document section 3.7.</p> <p>The current system of monitoring for health and safety is now very strong. The safety policy, periodic review, and training requirements are reviewed with contractors prior to them being on the list of eligible workers for member properties.</p> <p>Database records show 86 monitoring site visit events in the past year. A checklist is used during these visits that includes specific review of health and safety requirements, including condition of equipment and use of appropriate gear. These monitoring visits typically occur as start-up meetings and inspections during active operations. All field evidence demonstrated that applicable</p>	

		<p>regulatory requirements are being met or exceeded. (4.2.1 - 4.2.3)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
4.3	YES	<p>Aside from direct forest management staff, all forest workers on NSLFFPA group member lands are third party contractors. Collective bargaining rights are typically not applied at the scale of operations active within this group.</p> <p>Interviews with forest workers did not identify any grievances.</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
4.4	YES	<p>The forest management staff for the NSLFFPA group work as a close team and regularly share information and participate in forest management planning decisions. (4.4.1)</p> <p>All members under this group certificate qualify as “small forests” as defined in the standard and requirements for broad level public consultation is not applicable. (4.4.2)</p> <p>NSLFFPA institutes policies and procedures requiring the notification of adjacent landowners at the time of management plan development, which includes a 5 year operating schedule. Adjacent landowners are given a clear channel of communication to express their concerns regarding forest management activities. (4.4.3)</p> <p>Multiple examples were provided, including documented evidence, that demonstrate NSLFFPA’s support or assistance to other sustainable management initiatives in the region. NSLFFPA has participated in numerous landowner forums, public meetings, education opportunities, and other events over the past year. The Cape Breton Private Land Partnership also demonstrates NSLFFPA support for sustainable forest management in the region.</p> <p>There is continued conformance with the requirements of the Criterion.</p>	
4.5	YES	<p>The dispute resolution process described in the Policy and Procedures Document continues to be in effect. There have been no disputes with employees, forest worker, forest users, or the general public recorded since the reassessment..</p> <p>There is continued conformance with the requirements of the Criterion.</p>	
Principle 6. ENVIRONMENTAL IMPACT			
6.1	YES	<p>The assessment of potential environmental impacts on NSLFFPA member properties is primarily achieved during management planning for individual member properties. Although management plans have previously been found to meet the requirements of this Criterion it is worth noting that substantial improvements have been made to NSLFFPA’s assessment framework currently in use.</p> <p>NSLFFPA has now fully adopted Nova Scotia’s new ecosystem classification systems on all properties. This system of site level assessment provides for detailed evaluation of vegetation</p>	

		<p>communities, soils, natural disturbance patterns, and potential risk factors for environmental impact. Information in the management plans now includes details and mapping on soils, geology, natural disturbance regimes, ecosystem classification, HCV, historical forest structure, and soil depth to water table. (6.1.1 – 6.1.2)</p> <p>NSLFFPA has also implemented an operability assessment, and carries out pre-harvest site inspections. Inspections are also made during active operations to ensure conformance with requirements of the forest management system. (6.1.1).</p> <p>Management plan examples were reviewed to verify implementation of these new management tools. Records of pre-harvest assessments and active operation inspections also demonstrated the implementation of these new tools. .</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
6.2	YES	<p>NSLFFPA has developed an improved HCV assessment framework over the past year to address prior NCRs. Within the context of this work they have added significant detail to current strategies for the protection of SAR. (6.2.1 – 6.2.2)</p> <p>Inventories of SAR and up to date lists of SAR or potential SAR habitat are developed on annual basis through consultation with DNR SAR biologists for the region. Available data on occurrence and habitat is also added to the HCV assessment protocol and applied on all member properties. (6.2.1)</p> <p>Management plans include the specific results of SAR assessment for individual properties, as well as applicable management strategies. (6.2.1)</p> <p>Through the implementation of these assessment tools in management planning and pre-harvest inspections NSLFFPA has demonstrated that disturbance to SAR habitat has been minimized through the implementation of appropriate management strategies on active operations. (6.2.1)</p> <p>In general, the management staff demonstrated awareness of SAR. During interviews individual woodlot owners in the group and third party contractors had less demonstrated awareness of SAR in general, but did show understanding of specific requirements when applicable to the site. (6.2.1)</p> <p>Primordial forests are included in the updated HCV assessment framework used by NSLFFPA. Potential primordial forests are identified using a GIS filter of 'Significant Old and Unique Forests' and then assessed at the site level where potential occurrences are flagged. (6.2.3)</p> <p>Signs are posted on individual properties and landowners monitor public use of their land. NSLFFPA members are typically active on their land and maintain a high level of awareness of potential illegal activities. Any such activity would be reported to local DNR or police</p>	

		<p>as appropriate. (6.2.4)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
6.3	YES	<p>Since the reassessment audit NSLFFPA has fully implemented a system of ecologically based forestry based on a new ecosystem classification framework developed by DNR. This new ELC structure includes detailed assessments of vegetation types, soil type, the diversity of ecotypes found on Nova Scotia's forests. These tools also include details on natural disturbance patterns and successional pathways.</p> <p>Based on the implementation of the new ELC structure, NSLFFPA has a much greater ability to ensure that silvicultural activities will result in a mix of tree species, stand types, landscape ecology and stand structures that mimic the natural variability and historic local pattern of the Acadian Forest. In all management plans there is a stated objective to manage the forest within these patterns or to restore them when absent. (6.3.1)</p> <p>The implementation of harvest patterns based on appropriate natural disturbance regimes and restoration objectives have been applied to mimic the natural variability of canopy closure, age, and size class distribution on individual forests (6.3.2 – 6.3.3). It should be noted that individual woodlots are often at a scale and have a management history that may challenge achievement of natural age and size class distributions. (6.3.3)</p> <p>NSLFFPA has been in contact with DNR staff who are in the process of developing an Ecological Emphasis Index that will provide more specific direction of structural patterns and landscape patterns that mimic the natural variability of the Acadian Forest (6.3.3 and 6.3.7). Although the mapping based data is not yet available, NSLFFPA intends to be an early adopter of the system, further demonstrating their commitment to achieving restoration based objectives on their landbase.</p> <p>Operating procedures related to maintenance of coarse woody debris on harvest blocks is based on the Nova Forest Alliance Best Management Practices Manual (6.3.4). NSLFFPA members also comply with provincial regulations on wildlife habitat and watercourses that mandate the maintenance of residual patches that provide for coarse woody debris on the site. During site visits there were no concerns with a lack of coarse woody debris left on site. (6.3.4)</p> <p>Operating procedures based on the Nova Forest Alliance Best Management Practices Manual are also implemented for the minimization of site and soil damage (6.3.5). NSLFFPA has also begun implementing an 'operability assessment' checklist during the pre-harvest assessment to identify potential risks for site and soil damage. Individual management plans also include a mapping of soil and depth to the water table. All of these efforts continue to support the minimization of site and soil damage during management activities. During site visits, no concerns were</p>	

		<p>identified with site and soil damage above acceptable levels. (6.3.5)</p> <p>The rationale for planting decisions is documented in individual forest management plans. Examples were reviewed during this annual audit. Tree planting observed in the field site visits all used native Acadian forest species grown from local seed sources. (6.3.6)</p> <p>Requirements for landscape level planning had been deemed not applicable at the time of the last reassessment due to the size of the group at the time. Since then the group has grown to well over 300 FMUs and is now considered a 'large group of small forests' as defined in the standard. As such, NSLFFPA is now required to demonstrate how distributions of forest communities across the landscape approximate natural patterns and limits fragmentation (6.3.7 and 6.3.8). This is currently being achieved through the implementation of natural disturbance pattern mapping at the landscape level. This information is used as a reference in selecting appropriate prescriptions on individual properties. The implementation of the ELC system also greatly supports the restoration of natural patterns at a site level which will over time have a cumulative effect on the landscape (6.3.7). Fragmentation is being addressed in a similar manner to whatever extent is possible at this scale. The landscape surrounding most private woodlots is highly fragmented by development, farming, and residential areas outside of the scope of this certificate (6.3.8). NSLFFPA intends to strengthen their monitoring of landscape level impacts when the new Ecological Emphasis Index is made available by DNR (6.3.7 and 6.3.8).</p> <p>Harvest activity carried out within the NSLFFPA group is required to maintain residual structure levels that are more than adequate to support the maintenance of local seed sources (6.3.9). Exceptions may occur in cases where forest stands have regenerated from abandoned fields. In such cases, if there is insufficient seed source for natural regeneration, planting of native Acadian Forest species may be prescribed and justified (see 6.3.6 above).</p> <p>As described above, the size of the NSLFFPA certification group now requires additional indicators be met that had not previously been assessed. Requirements for specific wildlife habitat objectives now apply. NSLFFPA has addressed this requirement under the context of their HCV management strategy which details multiple specific wildlife habitat objectives (SAR, deer wintering yards, migratory birds, raptors, etc...). The HCV assessment framework is robust for this scale and intensity of operations and meets the requirements in 6.3.10.</p> <p>Water quality protection objectives continue to be met through the implementation of watercourse buffer regulations. The inclusion of soil depth to water table mapping and operability assessments prior to harvest activity further supports the protection of water quality. (6.3.11)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
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6.4	YES	<p>Since the last reassessment, the NSLFFPA group has grown to well over 300 FMUs and is now considered a 'large group of small forests' as defined in the standard. The current group size now requires the assessment of indicators 6.4.1 and 6.4.2.</p> <p>NSLFFPA's implementation of ecosystem classification in all management plans provides for a clear inventory of the ecosystem diversity that is represented by member FMUs (6.4.1).</p> <p>Due to the scale of the private woodlots in the NSLFFPA pool, there is limited opportunity to provide for representative samples of the diversity of ecosystems that are currently underrepresented in the existings system of protected areas on the landscape (feature areas are too small for a functional representative protected area). The province of Nova Scotia has also recently released a Parks and Protected Areas Plan that achieves 13% protected area across the province that has been based in large part on representivity objectives. NSLFFPA has demonstrated clear efforts to meet the requirements of 6.4.2 in this context by taking the following steps:</p> <ul style="list-style-type: none"> - HCV assessment that includes large intact forests; significant old and unique forests, and significant ecosites with protection strategies based on no management activites; - Active dialogue with DNR on the implementation of an Ecological Emphasis Index when available to assess potentially underrepresented ecosystems; - Establishment of protected areas on individual woodlots where representative samples of rare ecosystems or features are present. These areas have been mapped and designated in individual management plans. Information is also mapped in the NSLFFPA GIS database. Currently there are 129 protected areas voluntarily designated within the group for a total of 405 ha protected area. <p>NSLFFPA continues to demonstrate support for multi-stakeholder initiatives to establish a systems of protected areas in the region through active involvement in multiples forums and events where private land management issues are dealt with. Furthermore NSLFFPA has established buffer zone requirements where any member properties are adjacent to designated or candidate protected areas. (6.4.3)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
6.5	YES	<p>All road construction and maintenance observed during field visits verified continued implementation of operating procedures to minimize damage to the forest and water areas (6.5.1).</p> <p>Riparian areas are maintained in accordance with current regulations and water crossings had been installed according to regulatory requirements. Wetlands continue to be protected under regulatory guidelines and through designation as HCVs in NSLFFPA's assessment framework. No compliance issues have been identified during the certification period. (6.5.2 – 6.5.3)</p>	

		<p>In general, management practices based on regulatory requirements, Nova Forest Alliance Best Management Practices Manual, and NSLFFPA management procedures continue to support the implementation of best management practices for the protection of water quality. (6.5.4)</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
6.6	YES	<p>An integrated pest management strategy has been developed and is included in the NSLFFPA's operating procedures. These procedures had established a target that required any member woodlots using chemicals to reduce use by 30% by December 31, 2014 and to eliminate use by December 31, 2016. Evidence recorded in the reassessment report indicated that the 5 preceding years there had been no use of pesticide on certified properties. During this annual audit, NSLFFPA confirmed that no pesticide use has occurred since the reassessment and members now commit to no pesticide use in their forest management activities. This evidence indicates that NSLFFPA members have not used pesticides in their forest management activities for the past 9 years and have effectively eliminated their use well ahead of the target date of 2016.</p> <p>There is continued conformance with the requirements of this Criterion.</p>	
6.7	YES	<p>NSLFFPA continues to meet requirements under this criterion through operating procedures and established recycling programs that are regulated at the municipal level across the region. Biodegradable products are not widely available, however one landowner interviewed was using bio-diesel made from recycled restaurant grease to run his tractor.</p> <p>All sites inspected during the field audit were tidy and showed appropriate fuel handling and chemical container disposal practices were in place.</p> <p>Recycling programs are well established across the region.</p> <p>There is continued conformance with the requirements of the Criterion.</p>	
6.8	YES	<p>Biological control agents are not used by members of the NSLFFPA certification group.</p> <p>Biological control agents may be used in the case of catastrophic insect outbreaks under the authority of NSDNR.</p> <p>There is continued conformance with the requirements of the Criterion.</p>	
6.9	YES	<p>Exotic species are not used under the scope of this certificate. There is continued conformance with the requirements of the Criterion.</p>	
6.10	YES	<p>No land conversions to plantations are occurring as artificial renewal initiatives continue to be focused on the restoration of Acadian species. (6.10.1)</p> <p>Road networks and landings on the private woodlot areas managed</p>	

		<p>under this certificate are typically well established and used repeatedly for ongoing forest management activities. These areas are typically not converted back to forest for this reason. (6.10.2)</p> <p>Former agricultural lands are frequently managed by NSLFFPA members for the restoration of Acadian Forest conditions. (6.10.2)</p> <p>There is continued conformance with the requirements of the Criterion.</p>	
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APPENDIX V: Chain-of-Custody Conformance (confidential)

Note: This CoC Appendix is used for FMEs only selling standing timber, stumpage, logs, chips and/or non-timber forest products (NTFPs) produced within a FMU covered by the scope of the certificate. FME certificate scopes that include primary or secondary processing facilities shall include an evaluation against the full FSC CoC standard: FSC-STD-40-004 v2. Refer to that separate report Appendix.

Definition of Forest Gate: (check all that apply)

<input type="checkbox"/>	Standing Tree/Stump: FME sells standing timber via stumpage sales.
<input checked="" type="checkbox"/>	The Log Landing: FME sells wood from the landing/yarding area.
<input type="checkbox"/>	On-site Concentration Yard: Transfer of ownership occurs at a concentration yard under the control of the FME.
<input type="checkbox"/>	Off-site Mill/Log Yard: Transfer of ownership occurs when offloaded at purchaser's facility.
<input type="checkbox"/>	Other: <i>explanation</i>
Comments:	

Scope Definition of CoC Certificate:

Does the FME further process material before transfer at forest gate? <i>(If yes then processing must be evaluated to full CoC checklist for CoC standard FSC-STD-40-004 v2.)</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Note: This does not apply to on-site production of chips/biomass from wood harvested from the evaluated forest area or onsite processing of NTFPs.	
Comments: No secondary processing is carried out prior to the forest gate.	
Is the FME a large scale operation (>10,000 hectares) or a Group Certificate? <i>(If yes then CoC procedures for all relevant CoC criteria shall be documented.)</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Comments: As a group certificate a CoC procedure has been developed and documented (Policies and Procedures, Section 5.2).	
Does non-FSC certified material enter the scope of this certificate prior to the forest gate, resulting in a risk of contamination with wood/NTFPs from the evaluated forest area (e.g. FME owns/manages both FSC certified and non-FSC certified FMUs)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Comments: It is possible that some sections of a property may not be included in the scope of the certificate. The landowner is required to keep the wood separate under procedures listed in 5.2.	
Does FME outsource handling or processing of FSC certified material to subcontractors (i.e. milling or concentration yards) prior to transfer of ownership at the forest gate? <i>(If yes a finding is required for criterion CoC 4.1 below.)</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Comments: There is no outsourcing in the scope of this certificate.	
Does FME purchase certified wood/NTFPs from other FSC certificate holders and plan to sell that material as FSC certified? <i>(If yes then a separate CoC certificate is required that includes a full evaluation of the operation against FSC-STD-40-004 v2.)</i>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Comments: There is no purchasing of wood products or NTFPs for other sources within the scope of this certificate.	
Does FME use FSC and/or Rainforest Alliance trademarks for promotion or product labeling? <i>(If FME does not nor has no plans to use FSC/RA trademarks delete trademark criteria checklist below.)</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Comments: There is no on-product labeling. Trademarks may be used for promotional purposes on signage, brochures, and the NSLFFPA website. All current promotional trademark use has received RA approval. In the past year there have been 8 new trademark uses recorded.	

Annual Sales Information

Total Sales/ Turnover	US\$
Volume of certified product sold as FSC certified (i.e. FSC claim on sales documentation) (previous calendar year)	8,461 m3

Total volume of forest products harvested from certified forest area during reporting period defined in Appendix I above.	22,571 m3
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Chain-of-Custody Criteria [FM-35 Rainforest Alliance Chain-of-Custody Standard for Forest Management Enterprises (FMEs)]

1. Quality Management	
COC 1.1: FME shall define the personnel/position(s) responsible for implementing the CoC control system.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: The primary staff person responsible for CoC is now Peter Burchill.	
COC 1.2: All relevant staff shall demonstrate awareness of the FME's procedures and competence in implementing the FME's CoC control system.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: All management staff interviewed demonstrated awareness of NSLFFPA CoC procedures within the scope of their responsibilities.	
COC 1.3: FME procedures/work instructions shall provide effective control of FSC certified forest products (including NTFPs) from standing timber until ownership is transferred at the forest gate. <i>Note: For large scale operations (>10,000ha) and Group Entities, CoC procedures covering all relevant CoC criteria shall be documented.</i> Including: a) Procedures for physical segregation and identification of FSC certified from non-FSC certified material. (If applicable) b) Procedures to ensure that non-FSC certified material is not represented as FSC certified on sales and shipping documentation. (If applicable) c) Procedures to include the FME's FSC certificate registration code and FSC claim (FSC 100%) on all sales and shipping documentation for sales of FSC certified products. d) Recordkeeping procedures to ensure that all applicable records related to the production and sales of FSC certified products (e.g. harvest summaries, sales summaries, invoices, bills of lading) are maintained for a minimum of 5 years. e) Procedures to ensure compliance with all applicable FSC/Rainforest Alliance trademark use requirements. Note 1: In the case of group certificates, the Group Manager must ensure Group Members implement CoC control system as defined in documents procedures/work instruction. Note 2: In cases where it is not possible or practical to include the FME's certificate registration code on shipping documents, the FMEs procedures shall provide for a clear, auditable link between the material included in the shipment, a FMU included in the scope of the certificate and the applicable sales documentation (i.e. harvest or procurement contract) that includes the required information detailed in c) above.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: NSLFFPA's Policies and Procedures document details CoC procedures in Section 5.2. NCR 04/14 has now been closed through the establishment of an effective control system support chain of custody on certified wood products. See findings for closed NCR 04/14.	

2. Certified Material Handling and Segregation	
COC 2.1: FME shall have a CoC control system in place to prevent the mixing of non-FSC certified materials with FSC certified forest products from the evaluated forest area, including: a) Physical segregation and identification of FSC certified from non-FSC certified material. b) A system to ensure that non-FSC certified material is not represented as FSC certified on sales and shipping documentation. Note: If no outside wood/NTFP is handled by FME within scope of certificate, mark as N/A.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Findings: There is no mixing of certified and non-certified material on member properties. It is possible that wood from an uncertified area of the same property would be harvested concurrent with harvests from certified	

<p>areas. In such cases the Policies and Procedures document describes a requirement for review of material segregation strategies with the group manager. All site visits confirmed that all properties were 100% FSC certified, demonstrating conformance to the requirement.</p>	
<p>COC 2.2: FME shall identify the sales system(s) or “Forest Gate”, for each FSC certified product covered by the Chain of Custody control system: i.e. standing stock; sale from log yard in the forest; sale at the buyer’s gate; sale from a log concentration yard, etc.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: The forest gate is defined as the log landing for all FSC timber sales.</p>	
<p>COC 2.3: FME shall have a system that ensures that FME products are reliably identified as FSC certified (e.g. through documentation or marking system) at the forest gate.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: Primary buyers are given a list of PIDs with corresponding certification codes all members of the certification group. Mills receiving supply from member properties crossreference the PID list with for each property with shipping records. Receiving mills send a weekly report to NSLFFPA to verify the certification status of each PID listed as certified in under the NSLFFPA group. Records product tracking reports and weekly verifications were reviewed during this annual audit.</p>	
<p>COC 2.4: FME shall ensure that certified material is not mixed with non-FSC certified material at any stage, up to and including the sale of the material.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p>Note: If no outside wood is handled by FME within scope of certificate, mark as N/A.</p>	
<p>Findings: N/A.</p>	

<p>3. Certified Sales and Recordkeeping</p>	
<p>COC 3.1: For material sold with FSC claim the FME shall include the following information on sales and shipping documentation: a) FME FSC certificate registration code, and b) FSC certified claim: FSC 100%</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Note: In cases where it is not possible or practical to include the FME’s certificate registration code on shipping documents, the FMEs shall ensure there is a clear, auditable link between the material included in the shipment, a FMU included in the scope of the certificate and the applicable sales documentation (i.e. harvest or procurement contract) that includes the required information detailed above.</p>	
<p>Findings: PID numbers are used as the primary tracking mechanism. A PID listing of member properties is provided to buyers along with the certification codes for each member. Mills purchasing certified material confirm the certification status of supplying PIDs on a weekly basis. Examples of confirmation emails were reviewed and found to include required elements of the claim (FSC 100%) and code.</p>	
<p>COC 3.2: FME shall maintain certification production and sales related documents (e.g. harvest summaries, invoices, bills of lading) for a minimum of 5 years. Documents shall be kept in a central location and/or are easily available for inspection during audits.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: Weekly reports of incoming volumes are provided by buyers of certified supply from member properties</p>	
<p>COC 3.3: FME shall compile an annual report on FSC certified sales containing monthly sales in terms of volume of each FSC certified product sold to each customer. This report shall be made available to Rainforest Alliance staff and auditors during regular audits and upon request.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: The annual summary was provided to the auditor.</p>	

<p>4. Outsourcing</p>	
<p>COC 4.1: FME shall obtain approval from Rainforest Alliance prior to initiating outsourcing of handling (e.g. storage concentration yards) or processing of FSC certified material to subcontractors.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p>CoC 4.2: FME control system shall ensure that CoC procedures are followed at subcontracted facilities for outsourcing and FME shall collect signed outsourcing agreements covering all applicable FSC outsourcing requirements per FSC-STD-40-004 v2 <i>FSC Standard for Chain of Custody Certification</i>.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p>Note 1: If FME outsources processing or handling of FSC certified material the outsourcing report appendix is required.</p>	

Note 2: Check N/A If FME does not outsource processing or handling of FSC material.	
Findings: There is no outsourcing in the scope of this certificate	

5. FSC/Rainforest Alliance Trademark (TMK) Use Criteria

Standard Requirement: The following section summarizes the FME’s compliance with FSC and Rainforest Alliance trademark requirements. Trademarks include the Forest Stewardship Council and Rainforest Alliance names, acronyms (FSC), logos, labels, and seals. This checklist is directly based on the FSC standard. FSC-STD-50-001 <i>FSC Requirements for use of the FSC trademarks by Certificate Holders</i> . References to the specific FSC document and requirement numbers are included in parenthesis at the end of each requirement. (Rainforest Alliance Certified Seal = RAC seal).	
General	
COC 5.1: FME shall have procedures in place that ensure all on-product and promotional FSC/Rainforest Alliance trademark use follows the applicable policies:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: Section 5.2 of the NSLFFPA Policies and Procedures states a requirement for trademark approval prior to use.	
COC 5.2: FME shall have procedures in place and demonstrate submission of all FSC/Rainforest Alliance claims to Rainforest Alliance for review and approval prior to use, including” a) On-product use of the FSC label/RAC seal; b) Promotional (off-product) claims that include the FSC trademarks (“Forest Stewardship Council”, “FSC”, checkmark tree logo) and/or the Rainforest Alliance trademarks (names and seal)(50-001, 1.1.6).	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: CoC procedures include the above requirements. Approvals have been granted by Rainforest Alliance for all current promotional trademark uses. There have been 8 recorded trademark uses over the past year.	
COC 5.3: FME shall have procedures in place and demonstrates that all trademark review and approval correspondence with Rainforest Alliance is kept on file for a minimum of 5 years:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: Records of all approvals were provided during this annual audit. Records are kept digitally and stored for an indefinite period.	

Off-product / Promotional	
<input type="checkbox"/> Check if section not applicable (FME does not, and does not plan to use the FSC trademarks off-product or in promotional pieces)	
Note: promotional use items include advertisements, brochures, web pages, catalogues, press releases, tradeshow booths, stationary templates, corporate promotional items (e.g., t-shirts, cups, hats, gifts).	
When applicable to the FME’s promotional/off-product use of the trademarks, the criteria below shall be met:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: Approval has been given for 8 promotional uses of the trademark over the past year. All requirements were met for trademark use and approvals were obtained from RA.	
COC 5.4: If the FSC trademarks are used for promotion of FMUs, FME shall limit promotion to FMUs covered by the scope of the certificate.	
COC 5.5: In cases that the Rainforest Alliance trademarks are used (50-001, 6.2): a) The FSC trademarks shall not be at a disadvantage (e.g., smaller size); b) The FSC checkmark tree logo shall be included when the RAC seal is in place.	
COC 5.6: If the FSC “promotional panel” is used, the following elements shall be included: FSC checkmark logo, FSC trademark license code, FSC promotional statement, FSC web site address (50-001, 5.1). Note: the promotional panel is a prescribed layout with a border available to certificate holders on the FSC label generator site.	

COC 5.7: In cases that the FSC trademarks are used with the trademarks (logos, names, and identifying marks) of other forestry verification schemes (SFI, PEFC, etc.), Rainforest Alliance approval shall be in place (50-001, 7.2).

COC 5.8: Use of the FSC trademarks in promotion of the FME's FSC certification shall not imply certain aspects are included which are outside the scope of the certificate (50-001, 1.9).

COC 5.9: Use of the FSC trademarks on stationery templates (including letterhead, business cards, envelopes, invoices, paper pads) shall be approved by Rainforest Alliance to ensure correct usage (50-001, 7.3, 7.4 & 7.5).

COC 5.10: In cases that the FSC trademarks are used as part of a product name, domain name, and/or FME name, R approval shall be in place (50-001, 1.13).

On-product

Check if section not applicable (FME does not, and does not plan to apply FSC labels on product)

APPENDIX VI: Rainforest Alliance Database Update Form

Instructions: For each FSC certificate, Rainforest Alliance is required to upload important summary information about each certificate to the FSC database (FSC-Info). During each annual audit RA auditors should work with the certificate holder to verify that the information posted on FSC-Info is up to date as follows:

1. Print out current Fact Sheet prior to audit from FSC-Info website or direct link to fact sheets (<http://www.fsc-info.org>)
2. Review information with the FME to verify all fields are accurate.
3. If changes are required (corrections, additions or deletions), **note only the changes** to the database information in the section below.
4. The changes identified to this form will be used by the RA office to update the FSC database.

Is the FSC database accurate and up-to-date? YES NO
 (if yes, leave section below blank)

Client Information (contact info for FSC website listings)

Organization name			
Primary Contact		Title	
Primary Address		Telephone	
Address		Fax	
Email		Webpage	

Forests

Change to Group Certificate	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Change in # of parcels in group	362 total members
Total certified area		36,626 Hectares (or)	Acres

Species (note if item to be added or deleted)

Scientific name	Common name	Add/Delete

Products

FSC Product categories added to the FM/CoC scope (FSC-STD-40-004a)		
Level 1	Level 2	Species

APPENDIX VII: Group management conformance checklist *FSC-STD-30-005 v1-0* (confidential)

Group Certification Division of Responsibilities

Type of Forest Management Group:	Type I group	
Forest Management Activity	Group Entity	Group Member
Forest management planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FMU monitoring activities	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Forest and resource inventory	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Harvest planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Harvesting	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Training of forest workers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Legal compliance (taxes, permitting, etc)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Timber Sales	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marketing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
FSC/RA trademark use (if applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Summary of division of responsibilities: The NSLFFPA provides almost all direct forest management services for its members. Individual owners are still responsible for the sale of timber and for complying with FSC requirements through the implementation of the NSLFFPA management plan and operating procedures.		

Quality System Requirements

1.0 General Requirements	
1.1 The Group entity shall be an independent legal entity or an individual acting as a legal entity.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings required if No: The NSLFFPA is a registered not for profit society under the NS Societies Act.	
1.2 The Group entity shall comply with relevant legal obligations, as registration and payment of applicable fees and taxes.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings required if No: No taxes or fees are generally due by the association. Payroll source deductions are remitted regularly to the Canada Revenue Agency and HST claims can be made on an annual basis.	
1.3 The Group entity shall have a written public policy of commitment to the FSC Principles and Criteria.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings required if No: A statement of commitment to FSC Principles and Criteria are included at the beginning of each management plan and in the Policy and Procedures document (Section 2.3).	
1.4 The Group entity shall define training needs and implement training activities and/or communication strategies relevant to the implementation of the applicable FSC standards.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: Training records from the past year were provided and reviewed during the audit. Most of the training has been in the implementation of the new HCV and rapid planning frameworks.	
2.0 Responsibilities	
2.1 The Group entity shall clearly define and document the division of responsibilities between the Group entity and the Group members in relation to forest management activities (for example with respect to management planning, monitoring, harvesting, quality control, marketing, timber sale, etc).	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
NOTE: The actual division of responsibilities may differ greatly between different group certification schemes. Responsibilities regarding compliance to the applicable	

Forest Stewardship Standard may be divided between the Group entity and Group members in order to take into account of a landscape approach.		
Findings: The Policies and Procedures document lists management responsibilities and is posted on the NSLFFPA website. The front page of each management plan also describes roles and responsibilities between members and the group manager. Initial group entry meeting also include a checklist that summarizes the standard requirements and group member responsibilities.		
2.2 The Group entity shall appoint a management representative as having overall responsibility and authority for the Group entity's compliance with all applicable requirements of this standard.		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: Peter Burchill is the representative for all FSC requirements.		
2.3 Group entity staff and Group members shall demonstrate knowledge of the Group's procedures and the applicable Forest Stewardship Standard.		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: All staff and members interviewed demonstrated awareness of relevant polices and procedures, as well as the FSC standard requirements.		
3.0 Group Entity Procedures		
3.1 The Group entity shall establish, implement and maintain written procedures for Group membership covering all applicable requirements of this standard, according to scale and complexity of the group including: I. Organizational structure; II. Responsibilities of the Group entity and the Group members including main activities to fulfill such responsibilities (i.e. Development of management plans, sales and marketing of FSC products, harvesting, planting, monitoring, etc); III. Rules regarding eligibility for membership to the Group; IV. Rules regarding withdrawal/ suspension of members from the Group; V. Clear description of the process to fulfill any corrective action requests issued internally and by the certification body including timelines and implications if any of the corrective actions are not complied with; VI. Documented procedures for the inclusion of new Group members; VII. Complaints procedure for Group members.		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: The NSLFFPA policies and procedures document provides all required elements as follows: I. Section 1.0 II. Section 2.0 III. Section 3.2 IV. Section 4.6 V. Section 4.5 VI. Section 3.2 VII. Section 4.7.1		
3.2 The Group entity's procedures shall be sufficient to establish an efficient internal control system ensuring that all members are fulfilling applicable requirements.		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: The NSLFFPA maintains a robust Policies and Procedures framework. The internal monitoring protocol has been strengthen through a database taking system that has formalized site visit checklists and consistent summary of information across the entire group. 86 monitoring events were recorded in the database from the past year. Recorded results are detailed and a clear system for following up on concerns or corrective actions has been implemented.		
3.3 The Group entity shall define the personnel responsible for each procedure together with the qualifications or training measures required for its implementation.		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: Peter Burchill has overall responsibility for the procedures and is qualified to ensure their implementation.		
3.4 The Group entity or the certification body (upon request of Group entity and at the		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<p>Group entities expense) shall evaluate every applicant for membership of the Group and ensure that there are no major non-conformances with applicable requirements of the Forest Stewardship Standard, and with any additional requirements for membership of the Group, prior to being granted membership of the Group.</p> <p>NOTE: for applicants complying with SLIMF eligibility criteria for size, the initial evaluation may be done through a desk audit.</p>	
<p>Findings: Pre-membership meetings are carried out in addition to verification of ownership, woodlot size, outstanding disputes, and existing environmental concerns. A standard checklist of membership requirements is used for all initial meetings. All new members sign a formal agreement prior to initiation of the management plan (D006). A rapid planning process has now been implemented for all new members. A full management plan is now only prepared when management activities have been scheduled. See OBS 01/15.</p>	
<p>4.0 Group Member Informed Consent</p>	
<p>4.1 The Group entity shall provide each Group member with documentation, or access to documentation, specifying the relevant terms and conditions of Group membership. The documentation shall include:</p> <ul style="list-style-type: none"> I. Access to a copy of the applicable Forest Stewardship Standard; II. Explanation of the certification body's process; III. Explanation of the certification body's, and FSC's rights to access the Group members' forests and documentation for the purposes of evaluation and monitoring; IV. Explanation of the certification body's, and FSC's requirements with respect to publication of information; V. Explanation of any obligations with respect to Group membership, such as: <ul style="list-style-type: none"> a. maintenance of information for monitoring purposes; b. use of systems for tracking and tracing of forest products; c. requirement to conform with conditions or corrective action requests issued by the certification body and the group entity d. any special requirements for Group members related to marketing or sales of products within and outside of the certificate; e. other obligations of Group membership; and f. explanation of any costs associated with Group membership. 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: Pre-membership meetings and the signed agreement review all the required elements. A meeting checklist is used to ensure consistency.</p>	
<p>4.2 A consent declaration or equivalent shall be available between the Group Entity and each Group member or the member's representative who voluntarily wishes to participate in the Group. The consent declaration shall:</p> <ul style="list-style-type: none"> I. include a commitment to comply with all applicable certification requirements; II. acknowledge and agree to the obligations and responsibilities of the Group entity; III. acknowledge and agree to the obligations and responsibilities of Group membership; IV. agree to membership of the scheme, <i>and</i> V. authorize the Group entity to be the primary contact for certification and to apply for certification on the member's behalf. <p>NOTE: A consent declaration does not have to be an individual document. It can be part of a contract or any other document (e.g. meeting minutes) that specifies the agreed relationship between the Group member and the Group entity.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: The requirements listed are covered by the signed agreement for group membership.</p>	
<p>5.0 Group Records</p>	
<p>5.1 The group entity shall maintain complete and up-to-date records covering all applicable requirements of this standard. These shall include:</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>

<ul style="list-style-type: none"> I. List of names and contact details of Group members, together with dates of entering and leaving the Group scheme, reason for leaving, and the type of forest ownership per member; II. Any records of training provided to staff or Group members, relevant to the implementation of this standard or the applicable Forest Stewardship Standard; III. A map or supporting documentation describing or showing the location of the member's forest properties; IV. Evidence of consent of all Group members; V. Documentation and records regarding recommended practices for forest management (i.e. silvicultural systems); VI. Records demonstrating the implementation of any internal control or monitoring systems. Such records shall include records of internal inspections, non-compliances identified in such inspections, actions taken to correct any such non-compliance; VII. Records of the estimated annual overall FSC production and annual FSC sales of the Group. <p>NOTE: The amount of data that is maintained centrally by the Group entity may vary from case to case. In order to reduce costs of evaluation by the certification body, and subsequent monitoring by FSC, data should be stored centrally wherever possible.</p>	
<p>Findings: NSLFFPA manages a shared database for woodlot management details amongst all field staff. Training records are maintained in the database. A shared GIS database is used for all property mapping and mapping of features. Site visit checklists now also provide for consistent recorded information on each property on which active engagements are occurring.</p> <p>Consent agreement files are kept on site and recorded digitally in each landowner file connected to the database. Management prescriptions are included in the management plan – including amendments (noted in database). A silviculture guidebook has been developed and provided on the website 'Woodbox' page. Monitoring records are stored in the shared database and monitoring tracker and monitoring records folder. Volumes and sales are recorded in the 'product tracker' on the shared database.</p>	
<p>5.2 Group records shall be retained for at least five (5) years.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: Where all files are stored digitally, they generally kept indefinitely.</p>	
<p>5.3 Group entities shall not issue any kind of certificates or declarations to their group members that could be confused with FSC certificates.</p> <p>NOTE: Group member certificates may however be requested from Rainforest Alliance.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: No certificates are issued.</p>	

Group Features

<p>6.0 Group Size</p>	
<p>6.1 The Group entity shall have sufficient human and technical resources to manage and control the Group in line with the requirements of this standard.</p> <p>NOTE: The number of Group members, their individual size and the total area will influence the evaluation intensity applied by the certification body in their annual audits.</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
<p>Findings: The existing staff capacity (5 full time employees) is aligned with the requirements of managing the</p>	

group. Capacity forecast have also been carried out for the projected growth in group membership.	
6.2 The Group entity shall specify in their procedures the maximum number of members that can be supported by the management system and the human and technical capacities of the Group entity.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: A forecast was provided for a sustainable rate of growth in group membership based on existing staff capacity and management requirements. The forecast sets the maximum number of new members over a period of 10 years.	
7.0 Multinational Groups	
7.1 Group schemes shall only be applied to national groups which are covered by the same Forest Stewardship Standard.	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Findings required if No: n/a	
7.2 The Group entity shall request formal approval by FSC IC through their accredited Certification Body to allow certification of such a group scheme.	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Findings required if No: n/a	

Internal Monitoring

8.0 Monitoring Requirements	
8.1 The Group entity shall implement a documented monitoring and control system that includes at least the following: <ul style="list-style-type: none"> I. Written description of the monitoring and control system; II. Regular (at least annual) monitoring visits to a sample of Group members to confirm continued compliance with all the requirements of the applicable Forest Stewardship Standard, and with any additional requirements for membership of the Group. 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: A strong internal monitoring system has been implemented. Core elements of the system include a fixed annual sample size, checklists for monitoring requirements, notification requirements, pre-harvest site visits, active operation site visits, corrective action requests, and follow-up. In the past year 86 monitoring events were recorded in the database.	
8.2 The Group entity shall define criteria to be monitored at each internal audit and according to the group characteristics, risk factors and local circumstances.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Findings: An internal audit checklist is used for each monitoring visit. General areas that are examined for each woodlot during the internal audit as listed in the procedure are: <ul style="list-style-type: none"> · Is all documentation complete and available? · Is the landowner aware of FSC and program requirements? · Has there been any un-documented activity on the property? · Have there been any activities not recommended in the forest management plan? · Do all activities meet program requirements? · If there are HCVF values present is the management prescription for them effective? · What is the landowners level of satisfaction with the program? · How, from the landowners point of view, could the program be improved? 	
8.3. The minimum sample to be visited annually for internal monitoring shall be determined as follows: <ul style="list-style-type: none"> a) Type I Groups with mixed responsibilities (see FSC-STD-30-005 v-1 section D Terms and definitions) Groups or sub-groups with mixed responsibilities shall apply a <i>minimum</i> sampling of $X = \sqrt{y}$ for 'normal' FMUs and $X = 0.6 * \sqrt{y}$ for FMUs < 1,000 ha. Sampling shall be 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

increased if HCVs are threatened or land tenure or use right disputes are pending within the group.

b) Type II Resource Manager Groups (see FSC-STD-30-005 v-1 section D Terms and definitions)

Group entities who also operate as resource managers may define the required internal sampling intensity at their own discretion for the forest properties they are managing, independent of their size and ownership (the minimum numbers as defined above do not apply here).

NOTE: for the purpose of sampling, FMUs < 1,000 ha and managed by the same managerial body may be combined into a 'resource management unit' (RMU) according to the proposal made in FSC-STD-20-007 Annex 1.

Findings: As a Type I group manager the internal monitoring sample is calculated as follows:

- Woodlots < 1000 ha: Sample Size = 0.6 * √# of woodlots.
- Woodlots >= 1000 ha: Sample Size = √# of woodlots

86 monitoring events were recorded in the past year on 50 different woodlots in the group. This exceeds the internal monitoring requirements of 12 for the existing group size.

There are no woodlots in the group that are greater than or equal to 1000 ha.

FSC-STD-30-005 recommendations for internal monitoring.

8.4 For monitoring purposes the Group entity should use the same stratification into sets of 'like' FMUs as defined by the certification body in their evaluation.

8.5 The Group entity should visit different members in their annual monitoring than the ones selected for evaluation by the certification body, unless pending corrective actions, complaints or risk factors are requiring a revisit of the same units.

8.6 In the selection process of members to be visited, the Group entity should include random selection techniques.

Comments: Woodlots are selected randomly. The only time a random selection may be altered is if the property had already been visited in the previous year's certification audit. Woodlots with active operations will be monitored independently of this internal monitoring protocol.

8.7 The Group entity shall issue corrective action requests to address non-compliances identified during their visits and monitor their implementation.

Yes No

Findings: Corrective action requests are issued to group members and follow-up on directly by NSLFFPA staff. In the past year a total of 4 CARs were issued and 17 observations were recorded.

8.8 Additional monitoring visits shall be scheduled when potential problems arise or the Group entity receives information from stakeholders about alleged violations of the FSC requirements by Group members.

Yes No
NA

Findings: Most of the monitoring events recorded in the database were above and beyond required internal monitoring – based on active operations or potential issues and concerns on the landbase.

Group Assessment Requirements: (Completed by RA Task Manager/Lead Auditor)

Group member size restriction:

None – NSLFFPA has a demonstrated ability to expand their staffing to meet the demands of a growing group.

RA Certificate auditing strategy:

A full FSC reassessment is due in the next year. This will provide a good opportunity to bring the assessment of all FSC requirements up to date with current context. The group was at 131 FMUs in the last assessment and is at 362 today.

APPENDIX VII-a: Certified Group Member/FMU List

Certificate Number	Member Num	Join Year	First Name	Last Name	OwnLot	FSC JoinDate	Sum Of Hectares	Certified Area (ha)
RA-FM/COC-001753--137	137		Francis	Verstraten	1080-01	13-Apr-14	156.84	156.84
RA-FM/COC-001753--149	149		Francis	White	1073-01	11-Mar-14	111.88	111.88
RA-FM/COC-001753--149	149		Francis	White	1073-02	17-Mar-14	114.96	114.96
RA-FM/COC-001753--99	99		Frank	Layden	7503-01	02-Jan-14	34.79	34.79
RA-FM/COC-001753--75	75		Blair	Archibald	0696-01	29-May-13	62.05	62.05
RA-FM/COC-001753--75	75		Blair	Archibald	0696-02	29-May-13	25.77	25.77
RA-FM/COC-001753--79	79		Brian	Archibald	0800-01	11-Sep-13	242.83	242.83
RA-FM/COC-001753--109	109		Archie	Boyd	1044-01	20-Jan-14	130.48	130.48
RA-FM/COC-001753--142	142		Charles	Cameron	9513-01	10-May-15	330.60	330.60
RA-FM/COC-001753--111	111		Craig	Cartwright	3000-01	13-Feb-14	41.13	41.13
RA-FM/COC-001753--97	97		William	Chisholm	1000-01	05-Nov-13	185.08	185.08
RA-FM/COC-001753--158	158		David	Graham	5000-03	02-Jul-14	144.18	144.18
RA-FM/COC-001753--115	115		Alton	Hudson	1045-01	24-Jan-14	23.65	23.65
RA-FM/COC-001753--133	133		Bernie	MacEachern	9503-01	23-Feb-14	81.16	81.16
RA-FM/COC-001753--85	85		Bill	MacFarlane	1042-01	12-Dec-13	91.45	91.45
RA-FM/COC-001753-14-152	152	2014	Brent	MacInnis	6000-03	31-May-18	32.02	32.02
RA-FM/COC-001753-14-152	152	2014	Brent	MacInnis	6000-01	17-Apr-14	50.90	50.90
RA-FM/COC-001753-14-153	153	2014	Hugh	MacInnis	6000-04	31-May-18	23.67	23.67
RA-FM/COC-001753-14-153	153	2014	Hugh	MacInnis	6000-02	17-Apr-14	56.40	56.40

RA-FM/COC-001753--150	150		Charles	MacIssac	1077-01	17-Mar-14	58.86	58.86
RA-FM/COC-001753--155	155		Arthur	MacKay	9511-01	22-Apr-14	79.00	79.00
RA-FM/COC-001753--128	128		Blaine	MacQuarrie	1075-01	05-Apr-14	66.06	66.06
RA-FM/COC-001753--118	118		Clair	Rankin	1000-04	08-Dec-13	47.48	47.48
RA-FM/COC-001753--118	118		Clair	Rankin	1000-03	27-Nov-13	44.35	44.35
RA-FM/COC-001753--159	159		Alexander	Shaw	1078-01	11-May-14	62.44	62.44
RA-FM/COC-001753--134	134		Clyde	Stanley	3500-01	07-Apr-14	49.00	49.00
RA-FM/COC-001753--147	147		David	MacMillan	3503-03	13-May-14	10.00	10.00
RA-FM/COC-001753--147	147		David	MacMillan	3503-01	02-Jun-14	252.97	252.97
RA-FM/COC-001753--147	147		David	MacMillan	3503-02	21-May-14	18.92	18.92
RA-FM/COC-001753--90	90		Don	Campbell	1043-01	19-Dec-13	29.17	29.17
RA-FM/COC-001753--154	154		Donald	Deyoung	1047-01	20-Feb-14	20.49	20.49
RA-FM/COC-001753--119	119		Donnie	MacLeod	9508-01	26-Mar-14	445.30	445.30
RA-FM/COC-001753--141	141		Duncan	Cameron	9515-01	19-May-14	84.00	84.00
RA-FM/COC-001753--151	151		Ed	Dosman	1081-01	18-May-14	44.27	44.27
RA-FM/COC-001753--124	124		Ed	Fedora	9509-01	13-Apr-14	85.60	85.60
RA-FM/COC-001753--83	83		Ernest	Kelly	0802-01	16-Nov-13	390.41	390.41
RA-FM/COC-001753-10-82	82	2010	Ferona Holdings LTD	Ferona Holdings LTD	7501-01	01-Oct-13	35.20	35.20
RA-FM/COC-001753-10-82	82	2010	Ferona Holdings LTD	Ferona Holdings LTD	7501-02	20-Oct-13	24.10	24.10

RA-FM/COC-001753-10-82	82	2010	Ferona Holdings LTD	Ferona Holdings LTD	2502-03	13-Jan-14	140.99	140.99
RA-FM/COC-001753-10-78	78	2010	Frank	Machnik	0798-01	21-Aug-13	59.93	59.93
RA-FM/COC-001753--89	89		George	Post	2000-01	16-Jan-14	258.70	258.70
RA-FM/COC-001753--127	127		Gerard	MacEachern	1050-01	26-Mar-14	57.35	57.35
RA-FM/COC-001753--104	104		Gillis	Sullivan	2004-01	27-May-14	89.18	89.18
RA-FM/COC-001753--87	87		Glenn	Terris	1000-07	30-Nov-13	70.80	70.80
RA-FM/COC-001753--130	130		Gordon	MacKay	9512-01	22-Apr-14	98.60	98.60
RA-FM/COC-001753--143	143		Gordon	Reid	9514-01	04-May-14	37.80	37.80
RA-FM/COC-001753--31	31		Grant	Hayden	1000-08	17-Dec-13	19.80	19.80
RA-FM/COC-001753--31	31		Grant	Hayden	1000-09	29-Nov-13	30.07	30.07
RA-FM/COC-001753--113	113		Jean & Greg	Keizer	1008-01	16-Feb-14	120.15	120.15
RA-FM/COC-001753--139	139		Gerald & Heather	Cross	9000-01	13-Apr-14	471.25	471.25
RA-FM/COC-001753--105	105		Henry	VanBerkyl	1082-01	26-Jan-14	134.75	134.75
RA-FM/COC-001753--76	76		Hubert	Toole	0697-01	18-Jul-13	31.13	31.13
RA-FM/COC-001753--94	94		Ian	Gunn	1003-01	19-Dec-13	64.35	64.35
RA-FM/COC-001753--94	94		Ian	Gunn	1003-02	12-Dec-13	23.87	23.87
RA-FM/COC-001753--126	126		James	Webber	1048-01	20-Mar-14	69.60	69.60
RA-FM/COC-001753--131	131		Jeff	Lee	9510-01	20-Apr-14	115.40	115.40
RA-FM/COC-001753--103	103		Jim	Hewitt	8500-01	25-Apr-14	421.82	421.82
RA-FM/COC-001753--101	101		Jim	MacDonald	9516-01	29-May-14	100.00	100.00
RA-FM/COC-001753--91	91		Joe	Hanifen	1041-01	14-Jul-13	58.38	58.38

RA-FM/COC-001753--88	88
RA-FM/COC-001753--88	88
RA-FM/COC-001753--100	100
RA-FM/COC-001753--161	161
RA-FM/COC-001753--161	161
RA-FM/COC-001753--161	161
RA-FM/COC-001753--161	161
RA-FM/COC-001753--161	161
RA-FM/COC-001753--161	161
RA-FM/COC-001753--161	161
RA-FM/COC-001753--32	32
RA-FM/COC-001753--140	140
RA-FM/COC-001753--135	135
RA-FM/COC-001753--99	99
RA-FM/COC-001753--70	70
RA-FM/COC-001753--93	93
RA-FM/COC-001753--93	93
RA-FM/COC-001753--93	93
RA-FM/COC-001753--93	93
RA-FM/COC-001753--73	73

John	Smith	1000-05	27-Nov-13	22.37	22.37
John	Smith	1000-06	27-Nov-13	108.80	108.80
John D	MacLelland	9500-02	11-Jan-14	350.00	350.00
John	Mansley	1071-01	11-Feb-14	75.30	75.30
John	Mansley	1071-04	26-Feb-14	41.79	41.79
John	Mansley	1071-05	26-May-14	47.52	47.52
John	Mansley	1071-06	05-May-14	78.83	78.83
John	Mansley	1071-02	17-Feb-14	98.99	98.99
John	Mansley	1071-03	11-Feb-14	33.68	33.68
John	Vautour	1000-02	13-Nov-14	27.92	27.92
Jon	MacDonald	3501-01	03-May-14	73.50	73.50
Joseph	Dilny	1076-01	08-Apr-14	57.64	57.64
Frank	Layden	9500-01	21-Jan-14	203.52	203.52
Ken	MacRury	9517-01	01-Jun-09	189.68	189.68
Kevin	MacDonald	1020-03	31-Dec-13	63.72	63.72
Kevin	MacDonald	1020-02	31-Dec-13	72.49	72.49
Kevin	MacDonald	1020-04	02-Jun-14	26.81	26.81
Kevin	MacDonald	1020-01	31-Dec-13	26.95	26.95
Lansdowne Forest Management Ltd	Lansdowne Forest Management Ltd	2501-02	19-Jan-14	7.60	7.60

RA-FM/COC-001753--73	73
RA-FM/COC-001753--138	138
RA-FM/COC-001753--112	112
RA-FM/COC-001753--112	112
RA-FM/COC-001753--112	112
RA-FM/COC-001753--146	146
RA-FM/COC-001753--145	145
RA-FM/COC-001753--160	160
RA-FM/COC-001753--129	129
RA-FM/COC-001753--98	98
RA-FM/COC-001753--98	98
RA-FM/COC-001753--98	98
RA-FM/COC-001753--77	77
RA-FM/COC-001753--77	77
RA-FM/COC-001753--77	77
RA-FM/COC-001753--77	77
RA-FM/COC-001753--173	173
RA-FM/COC-001753--86	86
RA-FM/COC-001753--86	86
RA-FM/COC-001753--84	84

Lansdowne Forest Management Ltd	Lansdowne Forest Management Ltd	2501-01	11-Jan-14	13.02	13.02
Liam	Lancaster	1051-01	02-May-14	112.69	112.69
Lorne Development Ltd		2504-03	14-Apr-14	41.36	41.36
Lorne Development Ltd		2504-02	13-Mar-14	66.03	66.03
Lorne Development Ltd		2504-04	16-Apr-14	36.65	36.65
Mac	Otter	3502-01	13-May-14	160.12	160.12
Mark	McLeod	9507-01	01-Apr-14	419.80	419.80
Mike	Little	1079-01	12-Jun-14	54.44	54.44
Monica	Graham	2003-01	21-Apr-14	76.00	76.00
Murray	Adams	1070-02	25-Dec-13	40.84	40.84
Murray	Adams	1070-01	25-Dec-13	21.77	21.77
Murray	Adams	1070-03	25-Dec-13	43.86	43.86
Murray	Anderson	7504-01	25-Dec-13	99.01	99.01
Murray	Anderson	7504-02	15-Sep-13	40.78	40.78
Murray	Anderson	7504-03	25-Dec-13	100.65	100.65
Murray	Anderson	7504-04	25-Dec-13	165.39	165.39
Neil	Kenny	5000-02	24-Feb-14	104.50	104.50
Nick	Williams	0799-02	16-Nov-13	42.04	42.04
Nick	Williams	0799-01	28-Aug-13	389.98	389.98
Owen and Catherine	MacKenzie	1040-01	05-Dec-13	47.12	47.12

RA-FM/COC-001753--117	117
RA-FM/COC-001753--81	81
RA-FM/COC-001753--81	81
RA-FM/COC-001753--192	192
RA-FM/COC-001753--191	191
RA-FM/COC-001753--188	188
RA-FM/COC-001753--188	188
RA-FM/COC-001753--26	26
RA-FM/COC-001753--27	27
RA-FM/COC-001753--187	187
RA-FM/COC-001753--189	189
RA-FM/COC-001753--193	193
RA-FM/COC-001753--194	194
RA-FM/COC-001753--195	195
RA-FM/COC-001753--196	196
RA-FM/COC-001753--197	197
RA-FM/COC-001753--198	198
RA-FM/COC-001753--199	199
RA-FM/COC-001753--200	200
RA-FM/COC-001753--201	201
RA-FM/COC-001753--73	73
RA-FM/COC-001753--122	122
RA-FM/COC-001753--81	81

Paul	MacDonald	2002-01	16-Mar-13	60.85	60.85
Paul	Robinson	7505-03	02-Aug-13	57.32	57.32
Paul	Robinson	7505-04	02-Dec-13	64.73	64.73
Darren	Campbell	9809-01	27-Jun-15	127.58	127.58
Parker	MacLeod	9810-01	27-Jun-15	52.36	52.36
Ronald	McMillan	9812-01	09-Feb-15	27.98	27.98
Ronald	McMillan	9812-02	24-Feb-15	70.05	70.05
Kari	Easthouse	9814-01	02-Apr-15	127.41	127.41
Heather	MacLean	9815-01	02-Apr-15	26.88	26.88
Kevin	Middel	9813-01	18-Mar-15	60.42	60.42
Chris	Tragakis	9805-01	22-Dec-14	98.94	98.94
Angus Anthony	MacDonald	9519-01	11-Dec-14	242.46	242.46
Sean	Muise	9526-01	21-Nov-14	19.18	19.18
David	Cassidy	3507-01	15-Jan-15	32.97	32.97
Jim	Sullivan	9530-01	16-Feb-15	178.40	178.40
Marty	Alpert	9531-01	08-Mar-15	29.79	29.79
Mark	Ryan	9534-01	14-Mar-15	28.14	28.14
Betty Jane	Cameron	9535-01	23-Mar-15	36.41	36.41
Gweneth	Boutilier	9532-01	23-Mar-15	65.48	65.48
Peter	Christiano	9533-01	22-Mar-15	35.88	35.88
Lansdowne Forest Management Ltd	Lansdowne Forest Management Ltd	2501-04	02-Feb-15	67.10	67.10
PCH Holdings		1007-04	27-Jan-15	98.75	98.75
Paul	Robinson	7505-01	02-Sep-13	64.40	64.40

RA-FM/COC-001753--81	81
RA-FM/COC-001753--122	122
RA-FM/COC-001753--122	122
RA-FM/COC-001753--122	122
RA-FM/COC-001753--148	148
RA-FM/COC-001753--144	144
RA-FM/COC-001753--123	123
RA-FM/COC-001753--92	92
RA-FM/COC-001753--96	96
RA-FM/COC-001753--110	110
RA-FM/COC-001753--108	108
RA-FM/COC-001753--125	125
RA-FM/COC-001753--120	120
RA-FM/COC-001753--120	120
RA-FM/COC-001753--116	116
RA-FM/COC-001753--72	72
RA-FM/COC-001753--132	132
RA-FM/COC-001753--114	114
RA-FM/COC-001753--95	95
RA-FM/COC-001753--95	95
RA-FM/COC-001753--80	80
RA-FM/COC-001753--80	80

Paul	Robinson	7505-02	02-Sep-13	64.30	64.30
PCH Holdings		1007-03	02-Feb-14	35.74	35.74
PCH Holdings		1007-02	02-Feb-14	89.88	89.88
PCH Holdings		1007-01	02-Feb-14	75.57	75.57
Ralph	Cushing	1006-01	16-Feb-14	211.55	211.55
Richard & Margaret	Totten	9506-01	08-May-14	249.80	249.80
Robert	Wilkie	1072-01	26-Feb-14	85.64	85.64
Robert	Anderson	1001-01	08-Dec-13	61.19	61.19
Robert	Gunn	1004-01	16-Dec-13	228.10	228.10
Rose	MacAloney	2500-01	20-Oct-13	75.82	75.82
Ross & Phyllis	Wagg	1002-01	10-Dec-13	74.65	74.65
Sandy	MacLeod	9504-01	21-Feb-14	141.60	141.60
Scott	Beaver	1009-01	02-Mar-14	55.87	55.87
Scott	Beaver	1009-02	02-Mar-14	57.65	57.65
Silvatech		1046-01	26-Feb-14	203.13	203.13
Scott & Stewart Forestry Consultants Ltd		0137-20	01-May-13	123.77	123.77
Trevor	Wilkie	9505-01	06-Mar-14	80.10	80.10
Went	Anderson	1005-01	14-Jan-14	181.23	181.23
William	Bell	0801-01	02-Oct-13	39.02	39.02
William	Bell	1049-01	31-Mar-14	31.74	31.74
William	MacMillan	7502-01	25-Aug-13	82.26	82.26
William	MacMillan	7502-02	25-Aug-13	139.07	139.07

RA-FM/COC-001753--136	136
RA-FM/COC-001753--71	71
RA-FM/COC-001753--69	69
RA-FM/COC-001753--155	155
RA-FM/COC-001753--157	157
RA-FM/COC-001753--162	162
RA-FM/COC-001753--164	164
RA-FM/COC-001753--74	74
RA-FM/COC-001753--74	74
RA-FM/COC-001753--168	168
RA-FM/COC-001753--169	169
RA-FM/COC-001753--166	166
RA-FM/COC-001753--167	167
RA-FM/COC-001753--156	156
RA-FM/COC-001753--173	173
RA-FM/COC-001753--172	172
RA-FM/COC-001753--174	174
RA-FM/COC-001753--175	175
RA-FM/COC-001753--170	170
RA-FM/COC-001753--176	176
RA-FM/COC-001753--177	177
RA-FM/COC-001753--184	184
RA-FM/COC-001753--142	142

William	MacLeod	1074-01	28-Mar-14	120.80	120.80
John	Moloney	9549-01	02-May-10	197.70	197.70
Francis	MacNeil	0607-01	24-May-09	31.71	31.71
Arthur	MacKay	9511-02	17-Jul-14	60.60	60.60
Don	Mingo	9518-01	13-Aug-14	75.80	75.80
Ralph	Salier	4500-01	24-Jul-14	38.32	38.32
Stephen	Connolly	2006-01	17-Aug-14	21.19	21.19
Five Islands Forest Development Ltd		2506-02	26-Jul-14	235.96	235.96
Five Islands Forest Development Ltd		2506-03	06-Jul-14	137.47	137.47
Steven and Gail	Rubin	9521-01	13-Sep-14	36.22	36.22
Deborah	MacNeil	9523-01	01-Oct-14	110.50	110.50
Wayne	Feltmate	9522-01	22-Sep-14	68.94	68.94
Robert	King	9001-01	22-Sep-14	80.95	80.95
Mike	Bates	9520-01	06-Aug-14	31.06	31.06
Neil	Kenny	5000-04	02-Oct-14	82.92	82.92
Thomas	Mountain	3505-01	09-Oct-14	41.47	41.47
Glory Farm	Keating and Burton	6501-01	09-Nov-14	84.10	84.10
Brian	MacSween	9525-01	30-Nov-14	87.46	87.46
Florence	Thomas	9801-01	19-Oct-14	142.70	142.70
Donald	Cranford	9804-01	06-Dec-14	48.87	48.87
Gordy	MacDougall	9803-01	17-Nov-14	155.13	155.13
Jean	MacIsaac	9524-01	21-Nov-14	155.02	155.02
Charles	Cameron	9528-01	24-Jan-14	405.03	405.03

RA-FM/COC-001753--185	185
RA-FM/COC-001753--19	19
RA-FM/COC-001753--19	19
RA-FM/COC-001753--182	182
RA-FM/COC-001753--186	186
RA-FM/COC-001753--179	179
RA-FM/COC-001753--180	180
RA-FM/COC-001753--178	178
RA-FM/COC-001753--178	178
RA-FM/COC-001753--190	190
RA-FM/COC-001753--33	33
RA-FM/COC-001753--34	34
RA-FM/COC-001753--35	35
RA-FM/COC-001753--36	36
RA-FM/COC-001753--37	37
RA-FM/COC-001753--38	38
RA-FM/COC-001753--38	38
RA-FM/COC-001753--38	38
RA-FM/COC-001753--39	39
RA-FM/COC-001753--204	204
RA-FM/COC-001753--203	203
RA-FM/COC-001753--203	203
RA-FM/COC-001753--203	203
RA-FM/COC-001753--203	203
RA-FM/COC-001753--68	68

Jonathan	Saul	9529-01	27-Jan-15	459.35	459.35
Andy / Elmer	MacKay	3506-01	11-Oct-14	63.61	63.61
Andy / Elmer	MacKay	3506-02	06-Jan-15	61.91	61.91
Elaine	MacDougall	4503-01	11-Sep-15	41.04	41.04
Neil J	MacNeil	9527-01	22-Jan-15	119.54	119.54
Deborah	MacKillop	9808-01	15-Jan-15	411.28	411.28
Stewart	MacKay	9806-01	30-Dec-14	121.07	121.07
Lloyd	Morrison	9807-01	12-Jan-15	81.14	81.14
Lloyd	Morrison	9808-02	27-Jan-15	142.03	142.03
Werner	Batschelet	9811-01	19-Feb-15	122.45	122.45
Russell	MacHattie	2007-01	21-Apr-15	89.90	89.90
Bill	Cameron	1011-01	27-Jan-14	107.55	107.55
Eugene	MacDonald	4504-01	15-Feb-15	75.58	75.58
Sandy	MacLean	9538-01	01-May-15	41.28	41.28
John Archie	MacDonald	9540-01	16-Apr-15	22.17	22.17
Bruce	Hart	9539-01	10-May-15	141.33	141.33
Bruce	Hart	9539-02	10-May-15	73.38	73.38
Bruce	Hart	9539-03	10-May-15	13.41	13.41
Donna	Pick	9542-01	01-Jun-15	231.36	231.36
John	Ross	9817-01	28-Apr-15	61.44	61.44
Murray	MacDonald	9816-01	21-Apr-15	52.84	52.84
Murray	MacDonald	9816-02	19-May-15	83.82	83.82
Murray	MacDonald	9816-03	11-Jun-15	39.16	39.16
Murray	MacDonald	9816-04	14-Jun-15	55.93	55.93
Philip	Clark	9819-01	15-Jun-15	137.04	137.04

RA-FM/COC-001753--203	203		Murray	MacDonald	9816-05	16-Jul-15	108.79	108.79
RA-FM/COC-001753--203	203		Murray	MacDonald	9816-06	19-Jul-15	39.89	39.89
RA-FM/COC-001753--29	29		Bruce	MacDonald	9820-01	27-Jul-15	44.45	44.45
RA-FM/COC-001753--178	178		Lloyd	Morrison	9808-03	03-Aug-15	86.06	86.06
RA-FM/COC-001753--29	29		Bruce	MacDonald	9820-02	10-Aug-15	181.40	181.40
RA-FM/COC-001753--29	29		Bruce	MacDonald	9820-03	11-Aug-15	27.68	27.68
RA-FM/COC-001753--30	30		Paul	Calder	9821-01	08-Sep-15	27.31	27.31
RA-FM/COC-001753--29	29		Bruce	MacDonald	9820-04	15-Sep-15	83.56	83.56
RA-FM/COC-001753--41	41		David	Chapman	9543-01	01-Jun-15	63.53	63.53
RA-FM/COC-001753--45	45		Greg	Giffin	9550-03	16-Sep-15	73.80	73.80
RA-FM/COC-001753--45	45		Greg	Giffin	9550-01	30-Aug-15	45.80	45.80
RA-FM/COC-001753--45	45		Greg	Giffin	9550-02	30-Aug-15	61.50	61.50
RA-FM/COC-001753-14-46	46	2014	Hugh	Cameron	9551-01	03-Sep-15	104.30	104.30
RA-FM/COC-001753--42	42		Joe	MacHattie	9544-01	02-Jun-15	64.85	64.85
RA-FM/COC-001753--43	43		Joseph	Gosse	9547-01	31-Aug-15	136.03	136.03
RA-FM/COC-001753--44	44		Joseph	MacPhee	9548-01	11-Aug-15	67.30	67.30
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-01	23-Aug-15	73.90	73.90
RA-FM/COC-001753--117	117		Paul	MacDonald	9545-01	16-Jun-15	55.83	55.83
RA-FM/COC-001753--40	40		PLFN		9580-01	16-May-15	471.90	471.90
RA-FM/COC-001753--4	4		John	MacLeod	9822-01	21-Sep-15	154.08	154.08
RA-FM/COC-001753--47	47		Greg	Walters	9823-01	13-Oct-15	86.39	86.39
RA-FM/COC-001753--73	73		Lansdowne Forest Management Ltd	Lansdowne Forest Management Ltd	9824-01	19-Oct-15	124.81	124.81

RA-FM/COC-001753-14-284	284	2014	Andrew & George	Poirier	9825-01	08-Nov-15	94.43	94.43
RA-FM/COC-001753--48	48		Ivan	MacKenzie	9825-02	17-Nov-15	57.52	57.52
RA-FM/COC-001753--49	49		Brian	Calabrese	9826-01	06-Dec-15	17.47	17.47
RA-FM/COC-001753--50	50		Greg	Currie	9827-01	09-Dec-15	19.20	19.20
RA-FM/COC-001753--48	48		Ivan	MacKenzie	9825-03	24-Dec-15	183.44	183.44
RA-FM/COC-001753--48	48		Ivan	MacKenzie	9825-04	11-Jan-16	161.90	161.90
RA-FM/COC-001753--51	51		Fred and Lynn	Baechler	9828-01	18-Jan-16	41.38	41.38
RA-FM/COC-001753--52	52		Lois	Fewer	9829-01	26-Jan-16	1.02	1.02
RA-FM/COC-001753--54	54		Lorne	Redmond	9554-02	11-Nov-15	55.30	55.30
RA-FM/COC-001753--205	205		Bill	MacKinnon	9552-01	16-Sep-15	78.60	78.60
RA-FM/COC-001753--206	206		Gordon	Matthews	9556-01	18-Nov-15	49.01	49.01
RA-FM/COC-001753-10-82	82		2010	Ferona Holdings LTD	Ferona Holdings LTD	9555-01	02-Dec-15	39.82
RA-FM/COC-001753--73	73		Lansdowne Forest Management Ltd	Lansdowne Forest Management Ltd	9536-03	02-Dec-15	25.00	25.00
RA-FM/COC-001753--207	207		Alphonse and Claire	Juurlink	9557-01	03-Dec-15	32.65	32.65
RA-FM/COC-001753--208	208		Allen	MacHattie	9558-01	07-Dec-15	32.77	32.77
RA-FM/COC-001753--210	210		Edmund	Hayden	9559-01	17-Jan-16	49.69	49.69
RA-FM/COC-001753--209	209		Gerald and Mary	Romsa	9560-01	13-Jan-16	24.73	24.73
RA-FM/COC-001753--53	53		Larry	Corbin	9553-01	11-Nov-15	24.20	24.20
RA-FM/COC-001753--54	54		Lorne	Redmond	9554-01	11-Nov-15	71.80	71.80

RA-FM/COC-001753--55	55		Don	MacLean	9830-01	01-Feb-16	44.41	44.41
RA-FM/COC-001753--211	211		Harvey	MacDonald	9831-01	10-Feb-16	33.07	33.07
RA-FM/COC-001753--212	212		Blair	MacAskill	9832-01	23-Feb-16	34.38	34.38
RA-FM/COC-001753--57	57		Susan	Ross	9562-01	26-Jan-16	121.89	121.89
RA-FM/COC-001753--58	58		Karl	Crawford	9564-01	08-Feb-16	198.37	198.37
RA-FM/COC-001753--209	209		Gerald and Mary	Romsa	9565-01	23-Feb-16	32.09	32.09
RA-FM/COC-001753-12-61	61	2012	Crown Jewel Resources	Crown Jewel Resources	9833-01	22-Mar-16	248.98	248.98
RA-FM/COC-001753--29	29		Bruce	MacDonald	9820-05	05-Apr-16	78.37	78.37
RA-FM/COC-001753-12-61	61	2012	Crown Jewel Resources	Crown Jewel Resources	9833-02	11-Apr-16	28.47	28.47
RA-FM/COC-001753--29	29		Bruce	MacDonald	9820-06	24-Apr-16	53.87	53.87
RA-FM/COC-001753--66	66		Greg	Nearing	9834-01	26-Apr-16	41.97	41.97
RA-FM/COC-001753--67	67		Dennis	Boulet	9835-01	18-May-16	91.82	91.82
RA-FM/COC-001753--56	56		Ken	Adams	9563-01	22-Feb-16	115.28	115.28
RA-FM/COC-001753--60	60		Mark and Laura	Whitman	9567-01	21-Mar-16	38.60	38.60
RA-FM/COC-001753--62	62		Duncan	MacIntosh	9568-01	14-Apr-16	70.86	70.86
RA-FM/COC-001753--62	62		Duncan	MacIntosh	9568-02	14-Apr-16	133.85	133.85
RA-FM/COC-001753--63	63		Mark and Mary	Ballard	9566-01	21-Apr-16	17.27	17.27
RA-FM/COC-001753--58	58		Karl	Crawford	9564-02	24-May-16	73.05	73.05
RA-FM/COC-001753--58	58		Karl	Crawford	9564-03	24-May-16	72.73	72.73
RA-FM/COC-001753--73	73		Lansdowne Forest Management Ltd	Lansdowne Forest Management Ltd	9536-04	26-May-16	42.65	42.65
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-03	26-May-16	224.09	224.09

RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-04	26-May-16	37.71	37.71
RA-FM/COC-001753--64	64		Lloyd	Hines	9569-01	26-May-16	89.34	89.34
RA-FM/COC-001753--65	65		Allan	Bezanson	9570-01	26-May-16	133.85	133.85
RA-FM/COC-001753--213	213		Chris	MacLean	9571-01	27-Jun-16	66.15	66.15
RA-FM/COC-001753--214	214		John	Sobey	9572-01	04-Jul-16	175.31	175.31
RA-FM/COC-001753--20	20		Tim	Bailey	9574-01	26-Jul-16	71.77	71.77
RA-FM/COC-001753--21	21		Joseph	White	9575-01	03-Aug-16	120.09	120.09
RA-FM/COC-001753--22	22		Douglas	White	9576-01	16-Aug-16	48.16	48.16
RA-FM/COC-001753--23	23		Steve	MacDonald	9577-01	16-Aug-16	29.56	29.56
RA-FM/COC-001753--24	24		Rob	Bland	9573-01	16-Aug-16	19.15	19.15
RA-FM/COC-001753--25	25		Brenda	Sangster	9578-01	06-Sep-16	16.95	16.95
RA-FM/COC-001753--215	215		Bruce	Nicholson	9836-01	21-Jun-16	11.84	11.84
RA-FM/COC-001753--216	216		Ruthe and Bill	Oprel	9837-01	18-Jul-16	83.13	83.13
RA-FM/COC-001753--217	217		Cecil	Blue	9838-01	25-Jul-16	24.87	24.87
RA-FM/COC-001753--218	218		Kenneth and Brenda	MacDonald	9839-01	15-Aug-16	63.87	63.87
RA-FM/COC-001753--223	223		David	Hiltz	9579-02	13-Dec-16	93.84	93.84
RA-FM/COC-001753--223	223		David	Hiltz	9579-04	13-Dec-16	58.43	58.43
RA-FM/COC-001753--223	223		David	Hiltz	9579-03	13-Dec-16	48.47	48.47
RA-FM/COC-001753--223	223		David	Hiltz	9579-01	13-Dec-16	55.73	55.73
RA-FM/COC-001753--1	1		Adrian	Van Berkel	9581-01	15-Dec-16	76.19	76.19
RA-FM/COC-001753--2	2		Terry	Cameron	9582-01	30-Oct-16	107.03	107.03
RA-FM/COC-001753-12-3	3	2012	David	Parker	9583-01	06-Dec-16	37.51	37.51
RA-FM/COC-001753--5	5		Robert	Smith	9584-01	30-Nov-16	26.72	26.72
RA-FM/COC-001753--10	10		Elmer	Hart	9585-01	05-Jan-17	48.22	48.22

RA-FM/COC-001753-12-3	3	2012	David	Parker	9583-02	11-Jan-17	104.53	104.53
RA-FM/COC-001753--58	58		Karl	Crawford	9564-04	19-Jan-17	34.84	34.84
RA-FM/COC-001753--74	74		Five Islands Forest Development Ltd		2506-05	25-Jan-15	382.24	382.24
RA-FM/COC-001753--18	18		Charlie	Teasdale	9590-02	04-May-17	43.88	43.88
RA-FM/COC-001753-11-227	227	2011	Jim	Prince	9561-01	12-Jan-15	49.20	49.20
RA-FM/COC-001753-11-228	228	2011	Pat	MacDonald	9537-01	01-Apr-15	40.00	40.00
RA-FM/COC-001753-13-226	226	2013	Lawrence	MacDonald	9594-01	14-May-17	52.69	52.69
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-02	16-May-17	183.78	183.78
RA-FM/COC-001753--19	19		Andy / Elmer	MacKay	9592-01	27-Mar-17	225.44	225.44
RA-FM/COC-001753-13-220	220	2013	Bernard	Burke	9841-01	29-Sep-16	20.23	20.23
RA-FM/COC-001753--221	221		Robert	White	9842-01	26-Oct-16	103.54	103.54
RA-FM/COC-001753--6	6		Douglas	MacDonald	9843-01	05-Jan-17	62.14	62.14
RA-FM/COC-001753--222	222		David and Cathy	Fraser	9844-01	31-Oct-16	38.88	38.88
RA-FM/COC-001753--7	7		Joseph	MacDonald	9845-01	09-Jan-17	77.25	77.25
RA-FM/COC-001753--8	8		James	MacKinnon	9846-01	22-Jan-17	71.83	71.83
RA-FM/COC-001753--9	9		Marinna	MacPhail	9847-01	25-Jan-17	52.38	52.38
RA-FM/COC-001753--14	14		Jamie	Gillis	9848-01	05-Feb-17	20.79	20.79
RA-FM/COC-001753--15	15		Barry	MacDonald	9849-01	19-Feb-17	38.16	38.16
RA-FM/COC-001753--16	16		Christian	Welz	9850-01	15-Mar-17	64.74	64.74

RA-FM/COC-001753-11-12	12	2011	Sylvan Woodlands		9587-01	22-Jan-17	82.04	82.04
RA-FM/COC-001753--13	13		Neil	MacDougall	9588-01	26-Jan-17	38.85	38.85
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-06	09-Feb-17	38.49	38.49
RA-FM/COC-001753--18	18		Charlie	Teasdale	9590-01	21-Feb-17	47.45	47.45
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-07	12-Mar-17	88.15	88.15
RA-FM/COC-001753--74	74		Five Islands Forest Development Ltd		9591-01	15-Mar-17	348.95	348.95
RA-FM/COC-001753--2	2		Terry	Cameron	9582-02	11-Apr-17	60.15	60.15
RA-FM/COC-001753--74	74		Five Islands Forest Development Ltd		9591-02	19-Apr-17	101.00	101.00
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-05	29-Jul-16	50.98	50.98
RA-FM/COC-001753-13-225	225		2013	Joseph	Bowman	9593-01	03-May-17	12.11
RA-FM/COC-001753-13-241	241	2013	Kelvin	MacKay	9403-01	23-Jul-17	34.73	34.73
RA-FM/COC-001753-13-242	242	2013	John	Gatza	9404-01	07-Jul-17	67.51	67.51
RA-FM/COC-001753-13-220	220	2013	Bernard	Burke	9841-02	27-Jun-17	17.16	17.16
RA-FM/COC-001753-13-254	254	2013	Raymond	Dowling	9408-01	16-Jul-17	83.67	83.67
RA-FM/COC-001753-13-255	255	2013	Rachel	MacGillivray	9405-01	13-Aug-17	93.13	93.13
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-09	13-Sep-17	18.39	18.39
RA-FM/COC-001753--222	222		David and Cathy	Fraser	9596-01	17-Aug-17	147.11	147.11
RA-FM/COC-001753-13-255	255	2013	Rachel	MacGillivray	9405-02	16-Aug-17	35.10	35.10
RA-FM/COC-001753-13-260	260	2013	Robert	Mingo	9597-01	29-Aug-17	67.78	67.78

RA-FM/COC-001753--222	222		David and Cathy	Fraser	9596-02	31-Aug-17	43.67	43.67
RA-FM/COC-001753-13-259	259	2013	Warren	MacMullin	9412-01	27-Aug-17	95.93	95.93
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-10	11-Sep-17	140.48	140.48
RA-FM/COC-001753-13-262	262	2013	Ken	MacAuley	9598-01	21-Sep-17	141.40	141.40
RA-FM/COC-001753-13-263	263	2013	William	Crossman	9411-01	04-Jul-18		101.75
RA-FM/COC-001753--222	222		David and Cathy	Fraser	9596-03	26-Sep-17	24.15	24.15
RA-FM/COC-001753--222	222		David and Cathy	Fraser	9596-04	27-Sep-17	21.83	21.83
RA-FM/COC-001753-13-264	264	2013	Paul	Spillenger	9414-01	27-Sep-17	12.70	12.70
RA-FM/COC-001753-13-265	265	2013	Tom	Skinner	9599-01	02-Oct-17	54.99	54.99
RA-FM/COC-001753--112	112		Lorne Development Ltd		9546-08	19-Jul-17	268.81	268.81
RA-FM/COC-001753-10-78	78	2010	Frank	Machnik	9600-01	12-Oct-17	157.70	157.70
RA-FM/COC-001753-13-267	267	2013	Anthony	Bitz	9409-01	14-Oct-17	18.78	18.78
RA-FM/COC-001753-13-261	261	2013	Peter & Sybille	Buschmann	9413-01	15-Oct-17	16.75	16.75
RA-FM/COC-001753-13-269	269	2013	Colin & Sandra Watts	Wilson	9417-01	12-Sep-17	66.28	66.28
RA-FM/COC-001753-12-3	3	2012	David	Parker	9583-03	28-Nov-17	59.30	59.30
RA-FM/COC-001753-13-271	271	2013	George and Maureen	MacDonald and Sullivan	9418-01	17-Dec-17	85.12	85.12
RA-FM/COC-001753-14-274	274	2014	Roy	Andrews	9419-01	18-Jan-18	27.16	27.16
RA-FM/COC-001753-14-286	286	2014	Ira	Drysdale	9602-01	01-Apr-18	70.06	70.06
RA-FM/COC-001753-10-82	82	2010	Ferona Holdings LTD	Ferona Holdings LTD	9420-01	28-Mar-18	117.28	117.28

RA-FM/COC-001753-14-287	287	2014	Leonard Martell Enterprises Ltd	Leonard Martell Enterprises Ltd	9421-01	01-May-18	115.89	115.89
RA-FM/COC-001753-14-288	288	2014	Guantanamoamera Co-operative Ltd	Guantanamoamera Co-operative Ltd	9422-01	31-May-18		82.19
RA-FM/COC-001753-14-289	289	2014	Wayne	Urquhart	9424-01	27-Jun-18		33.02
RA-FM/COC-001753-14-290	290	2014	Vince	MacLean	9423-01	27-Jun-18		58.07
RA-FM/COC-001753-14-292	292	2014	Duncan	MacDonald	9716-01 9716-01	27-Jun-18		176.67
RA-FM/COC-001753-14-293	293	2014	Carolyn	Mudge	9429-01	31-May-18		106.76
RA-FM/COC-001753-14-305	305	2014	Tim	Miller	9707-01	20-Jun-18		49.77
RA-FM/COC-001753-14-309	309	2014	Nicole	Pike	9712-01	27-Jun-18		45.01
RA-FM/COC-001753-14-311	311	2014	Mike	MacCalder	9714-01	31-May-18	82.16	82.16
RA-FM/COC-001753-14-312	312	2014	Stuart	MacLeod	9715-01	27-Jun-18		60.29
RA-FM/COC-001753-14-321	321	2014	Lloyd	MacDonald	9724-01	31-May-18		162.31
RA-FM/COC-001753-14-324	324	2014	Wayne	MacPhail	9726-01	31-May-18		94.85
RA-FM/COC-001753-14-331	331	2014	Terry	Donovan	9733-01	31-May-18		81.45
RA-FM/COC-001753-14-332	332	2014	Aaron	Marchand	9736-01	31-May-18	25.51	25.51
RA-FM/COC-001753-14-312	312	2014	Stuart	MacLeod	9715-02	27-Jun-18		60.29
RA-FM/COC-001753-14-338	338	2014	Robert R.	MacKinnon	9742-01	27-Jun-18	44.63	44.63
RA-FM/COC-001753-14-312	312	2014	Stuart	MacLeod	9715-03	27-Jun-18		42.53
RA-FM/COC-001753-14-291	291	2014	John Leo	MacDonald	9744-01	27-Jun-18	60.25	60.25
RA-FM/COC-001753-14-343	343	2014	Robert & Linda	MacDonald	9748-01	01-Jul-18		57.01

RA-FM/COC-001753-14-344	344	2014	East Bay Area Community Council	East Bay Area Community Council	9749-01	27-Jun-18		70.00
RA-FM/COC-001753-14-347	347	2014	Ross	MacVicar	9752-01	27-Jun-18		45.52
RA-FM/COC-001753-14-351	351	2014	Florence	MacDonald	9756-01	27-Jun-18	17.51	17.51
RA-FM/COC-001753-14-359	359	2014	Clyde	Teasdale	9603-01	17-Jun-18	86.23	86.23
RA-FM/COC-001753-14-360	360	2014	Sharon M.C.	Chisholm	9430-01	19-Jun-18	13.27	13.27
RA-FM/COC-001753-14-361	361	2014	Richard A.	MacDonald	9311-01	10-Jul-18	82.44	82.44
RA-FM/COC-001753-14-366	366	2014	Carsten	Straush	9765-01	03-Jul-18		37.58
RA-FM/COC-001753-14-368	368	2014	Ashley	Black	9767-01	19-Jul-18		77.43
RA-FM/COC-001753-14-371	371	2014	Duncan	MacRae	9769-01	29-Jul-18		59.43
RA-FM/COC-001753-14-373	373	2014	Joseph	MacKinnon	9771-01	31-Jul-18		53.80
RA-FM/COC-001753-14-379	379	2014	Donald N.	Morrison	9776-01	24-Jul-18		76.50
RA-FM/COC-001753-14-380	380	2014	Chuck and Joanne	Curry	9604-01	18-Jul-18	30.68	30.68
RA-FM/COC-001753-14-387	387	2014	Christine & George	Hayes	9783-01	08-Aug-18		89.72
RA-FM/COC-001753-14-390	390	2014	Isabelle	Richard	9786-01	10-Jul-18		31.50
RA-FM/COC-001753-14-394	394	2014	Colin & Donna	MacDonald	9790-01	18-Jul-18		9.11
RA-FM/COC-001753-14-410	410	2014	Wayne and Ingrid	Sanborn	9431-01	14-Aug-18		33.87