

**Romeo Malette Forest  
Independent Forest Audit  
2012 – 2019**

Management Unit Action Plan

# Romeo Malette Forest 2012-2019 Independent Forest Audit

## Action Plan Submission Signature Page

### Prepared By:

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### Reviewed By:

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### Submitted By:

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**Romeo Malette Forest 2012-2019  
Independent Forest Audit  
Action Plan Approval Signature Page**

**Approved By:**

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Grant Ritchie  
Regional Director  
Ministry of Natural Resources and Forestry  
North East Region

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## Introduction

This audit report has been prepared by Arbex Forest Resource Consultants Ltd. for the conduct of the 2019 Independent Forest Audit (IFA) of the Romeo Malette Forest (RMF). The audit utilized a risk-based approach based on the 2019 Independent Forest Audit Process and Protocol (IFAPP). The term of the IFA is April 1, 2012 to March 31, 2019. The audit assessed the implementation of years 4 and 5 of Phase I and Years 6, 7, 8, 9 and 10 of Phase II of the 2009-2019 Forest Management Plan (FMP). The audit also examined the planning process for the development of the 2019-2029 FMP. The Forest is Forest Stewardship Council (FSC) certified so the IFAPP Commitment Principle and the human resources criteria of the System Support Principle are considered met.

The RMF is managed by Rayonier Advanced Materials Canada G.P. (RYAM) and administered by the Ministry of Natural Resources and Forestry (MNR) Timmins District. RYAM acquired the Sustainable Forest Licence (SFL) from Tembec Industries Inc. in 2017. Tembec woodlands staff were retained with the acquisition. There is one Local Citizens Committee (LCC) associated with the RMF.

The IFA Report was accepted by the Forestry Futures Committee on September 6, 2019 and provided to RYAM, MNR Timmins District and Northeast Region on September 9, 2019. The report contained four findings, including three which were directed to RYAM and one to MNR. This Action Plan addresses all 4 findings.

# Findings

## Finding #1:

Operational standards for forestry aggregate pits were not consistently met

### Action Required:

1. RYAM will review the outages identified during the field audit with their contractors and overlapping licensees
2. RYAM to provide training around operational standards for forestry aggregate pits during the 2020 contractor spring training week
3. RYAM will review the operational standards for forestry aggregate pits during annual start up meetings with their contractors and overlapping licensees

### Organization and Position Responsible:

1. RYAM Operations Superintendent
2. RYAM Operations Superintendent
3. RYAM Operations Superintendent and/or RYAM Operations Supervisor

### Deadline Date:

1. March 31<sup>st</sup>, 2020
2. May 31<sup>st</sup>, 2020
3. Fiscal year 2020-2021 and annually thereafter

### Method of Tracking Progress:

1. Copies of correspondence (i.e., emails or meeting notes)
2. Training week presentation
3. Meeting start-up forms or notes

## **Finding #2:**

The Northeastern Regional Office and the Timmins District Office did not fully meet Silviculture Effectiveness Monitoring program direction on the Romeo Malette Forest.

### **Action Required:**

1. The MNRF Northeast Region (NER) will update the Silvicultural Effectiveness Monitoring (SEM) program direction and strategy. It will be:
  - Consistent with the 2017 Forest Management Planning Manual or its successor
  - Clarify required and optional activities
  - Outline methods and procedures for each activity
  - Provide direction re information exchange, reporting templates and due dates
2. The NER will lead an annual SEM meeting with NER Districts. The purpose will be to:
  - Discuss the previous year SEM program and findings
  - Discuss the upcoming/current year SEM program including Regional contacts, activities, any changes in direction, training needs, budgets, and technology
3. MNRF Timmins District will plan and implement an SEM program following the NER SEM direction
4. MNRF Timmins District and RYAM staff will meet to discuss SEM results

### **Organization and Position Responsible:**

1. MNRF Northeast Region Forest Operations Specialist with assistance from MNRF Regional Forest Ecosystem Science Specialists
2. MNRF Northeast Region Forest Operations Specialist
3. MNRF Timmins District Integrated Resource Management Technical Specialist with assistance from MNRF Timmins District Management Forester
4. MNRF Timmins District Management Forester and RYAM Operations Forester

### **Deadline Date:**

1. April 1, 2020 and annually thereafter as required
2. May 30, 2020 and annually thereafter each spring
3. Fiscal year 2020-2021 and annually thereafter
4. April 1, 2020 and annually thereafter each spring

### **Method of Tracking Progress:**

1. Copy of the updated program direction document and annual updates' copies of communication (emails) of the documents to District staff
2. Meeting invitation, minutes, recording, or notes
3. District SEM Work Plan document, planning files (maps and data, staff scheduler), survey result files (data and analysis, information exchange communications), District SEM Annual Report document

#### 4. Meeting minutes or notes

**Finding #3:**

All veneer grade poplar was not made available to Rockshield Engineered Wood Products ULC as directed by the Overlapping Forest Resource Licence Agreement between the Sustainable Forest Licence holder and Little John Enterprises Ltd.

**Action Required:**

1. RYAM to update the Overlapping Forest Resource Licence Agreements (OFRLAs) for all licensees to be consistent with the direction in the existing Supply Agreements

**Organization and Position Responsible:**

1. RYAM Operations Superintendent and RYAM General Manager

**Deadline Date:**

1. Fiscal year 2019-2020 and annually thereafter, as required (i.e., as new OFRLAs are established)

**Method of Tracking Progress:**

1. Signed Overlapping Forest Resource Licence Agreements

**Finding #4:**

A Memorandum of Agreement has not been signed between Rockshield Engineered Wood Products ULC and the Sustainable Forest Licence holder as required by Supply Agreement # 536235 dated April 1, 2018 (as amended). The target volume of 13,380 m<sup>3</sup>/ year of poplar veneer as outlined in the Supply Agreement has not been met.

**Action Required:**

1. RYAM and Rockshield Engineered Wood Products ULC to finalize their MOA as required by Supply Agreement # 536235 dated April 1, 2018
2. RYAM to meet with Rockshield on an annual basis to review performance against their Memorandum of Agreement

**Organization and Position Responsible:**

1. RYAM Chief Forester
2. RYAM Operations Superintendent and/or RYAM General Manager

**Deadline Date:**

1. October 9<sup>th</sup>, 2019 – This action was completed prior to the approval of this action plan
2. Fiscal year 2020-2021 and annually thereafter

**Method of Tracking Progress:**

1. Signed Memorandum of Agreement
2. Meeting minutes or notes