

Mazinaw-Lanark Forest
2016-2022 Independent Forest Audit
Management Unit Action Plan

Mazinaw-Lanark Forest 2016-2022 Independent Forest Audit

Action Plan Submission Signature Page

Prepared By:

Julie Antler, R.P.F.
Planning Forester
Mazinaw-Lanark Forest Inc.
Date: *Original Signed on March 30th, 2023*

Original Signed by: *Joel Martineau, R.P.F.*
Management Forester
MNRF, Bancroft-Peterborough District
Date: *Original Signed on March 30th, 2023*

Original Signed by: *Hassan Mohamed R.P.F.*
Regional Forest Operations Forester
MNRF Southern Region
Date: *Original Signed on March 30th, 2023*

Reviewed By:

Original Signed by: *Jeff Barton R.P.F.*
General Manager
Insert Company Name : Mazinaw-Lanark Forest Inc.
Date: April 3, 2023

Submitted By:

Original Signed by: *Suzy Shalla*
District Manager
MNRF, Bancroft-Peterborough District
Date: *Signed on April 3rd, 2023*

Mazinaw-Lanark Forest 2016-2022 Independent Forest Audit

Action Plan Approval Signature Page

Approved By:

Original Signed by: *Trevor Griffin*
A/Regional Director
Southern Region
Date: May 16, 2023

Introduction

In September 2022 an Independent Forest Audit (IFA) was conducted on the Mazinaw-Lanark Forest for the period April 1, 2016, to March 31, 2022. Auditees were notified of the Divisional Support Branch's acceptance of the report as being final on January 4, 2023. A Management Unit Action Plan is due April 18, 2022.

The final audit report for the Mazinaw-Lanark Forest included six management unit findings that are being addressed in this action plan. For each management unit audit findings, the action plan outlines the actions required, responsibility, timelines, and method of tracking progress of actions.

Findings

Finding #1:

Internet technology at the Mazinaw-Lanark Forest Inc. office in Cloyne is inefficient for the effective operations of the Sustainable Forest Licence Holder.

Action Required:

1. The service provider on behalf of Mazinaw-Lanark Forest Inc. (MLFI) will migrate computer records and systems to its platform in New Liskeard with the intent that the GIS system will be cloud based and non-GIS information will be managed with Microsoft SharePoint.
2. MLFI will review internet options for the office in Cloyne.
3. MLFI will explore relocating its office to an area with faster, more reliable internet and phone services.

Organization and Position Responsible:

1. MLFI General Manager.
2. MLFI General Manager.
3. MLFI General Manager.

Deadline Date:

1. March 31, 2024.
2. March 31, 2023.
3. March 31, 2026.

Method of Tracking Progress:

1. Transfer of files from the MLFI server to Microsoft SharePoint.
2. Results of review on file.
3. Criteria and review of potential locations will be kept on file.

Finding #2:

Annual Reports were not consistently submitted and/or resubmitted in accordance with the Forest Management Planning Manual schedule.

Action Required:

1. MLFI will maintain a designated planning forester to deal with forest management planning priorities, including timely preparation and submission of Annual Reports.
2. The backlog of Annual Reports (i.e. the 2019-2020 AR, 2020-2021 AR, 2021-2022 AR) will be resolved by MLFI prior to the submission of the 2022-2023 Annual Report.
3. Specific timelines and monitoring procedures will be implemented by MLFI throughout the year to ensure compliance with the annual reporting schedule outlined in the Forest Management Planning Manual and Forest Information Manual.

Organization and Position Responsible:

1. MLFI General Manager.
2. MLFI Planning Forester.
3. MLFI Planning Forester.

Deadline Date:

1. April 1, 2023.
2. November 15, 2023.
3. April 1, annually.

Method of Tracking Progress:

1. Employment of a dedicated planning forester for the Mazinaw-Lanark Forest.
2. Submission and approval of Annual Reports on the Natural Resources Information Portal.
3. Internal project management system developed and on file.

Finding #3:

Deficient tracking and monitoring of some harvested areas and renewal treatments by Mazinaw-Lanark Forest Inc. resulted in regeneration or silviculture failures.

Action Required:

1. MLFI will develop a standard procedure to implement and update the silviculture tracking system and monitoring process.
2. MLFI will review its current silviculture program and update the tracking system to a spatial platform.
3. MLFI will continue to provide updated FOPs and will work with MNRF Bancroft-Peterborough District on a case-by-case basis when considering an SGR change.

4. Within the silviculture tracking system, yearly reviews of silviculture obligations will be conducted by MLFI. Obligations include the outstanding renewal and tending activities required to meet the Regeneration Standards determined by the Silvicultural Ground Rules for the harvest area, following the timeline approved in the FMP.

Organization and Position Responsible:

1. MLFI Silviculture Forester.
2. MLFI Silviculture Forester and MLFI GIS Specialist.
3. MLFI Planning Forester and MNRF District Management Forester.
4. MLFI Silviculture Forester.

Deadline Date:

1. March 31, 2025.
2. March 31, 2025.
3. November 15th annually.
4. During the implementation of the 2021-2031 FMP.

Method of Tracking Progress:

1. Procedure developed and on file.
2. Internal spatial silviculture tracking system developed and on file.
3. Updated FOPs and Annual Report submission of SGR change layer.
4. Results of internal silviculture analysis will be kept on file.

Finding #4:

The Silviculture Effectiveness Monitoring program, as implemented, is not fully functional as a monitoring program.

Action Required:

The Silvicultural Effectiveness Monitoring (SEM) program is currently undergoing a review which will transition the program to a Silvicultural Monitoring (SM) program with a focus on assessing establishment and performance.

1. Bancroft-Peterborough District MNRF and MLFI will develop an SEM protocol for the duration of the 2021-2031 FMP to address data variations and discrepancies. The protocol will provide direction on data sharing and resolving data discrepancies, while ensuring assessment methodologies are accurately describing the FTG forest unit. A draft copy will be provided to the Regional Operations Specialist for feedback.

Organization and Position Responsible:

1. MNRF District Management Forester/MLFI Planning Forester.

Deadline Date:

1. May 1, 2024.

Method of Tracking Progress:

1. Protocol document.

Finding #5:

Despite the actions implemented to address Recommendation #15 of the 2011 - 2016 Independent Forest Audit, the implicated Licensee remains a compliance risk.

Action Required:

1. Bancroft-Peterborough District MNRF will endeavor to attend licensee start up meetings to ensure standard operating procedures in the blocks are followed.
2. Bancroft-Peterborough District MNRF will continue to apply progressive compliance/enforcement actions to the implicated Licensee.
3. MLFI will improve collaboration and cooperation by providing more rigorous start-up meetings prior to the commencement of operations.
4. MLFI will provide and encourage training of new staff with Licensee(s).
5. MLFI will establish of a Forest Operations Group (FOG) to provide more opportunities for discussions about FMP, FOPs, and Conditions of Operations.

Organization and Position Responsible:

1. District MNRF IRM Technical Specialist/ Supervisor/ District Manager
2. District MNRF Integrated Resource Management Technical Specialist (IRM Technical Specialist)
3. MLFI Compliance Inspector(s).
4. MLFI Forest Management Technician.
5. MLFI General Manager and MLFI Forest Management Technician.

Deadline Date:

1. Ongoing.
2. May 1, 2024.
3. April 1, annually.
4. May 31, annually.
5. April 1, 2024.

Method of Tracking Progress:

1. MNRF staff presence at operational start-up meeting will be documented via FOIP report.
2. Compliance actions will be documented in FOIP.
3. Pre-operation meeting form developed and on file.
4. Training opportunities and attendance recorded on file.
5. Meeting agenda and minutes on file.

Finding #6:

The action items in the 2016 Independent Forest Audit Action Plan did not fully resolve the issues identified by Recommendations #s 15 and 16 of the 2011-2016 Independent Forest Audit.

Action Required:

1. MLFI will maintain a designated planning forester to deal with forest management planning priorities, including timely preparation and submission of Annual Reports.
2. The backlog of Annual Reports (i.e., the 2019-2020 AR, 2020-2021 AR, 2021-2022 AR) will be resolved by MLFI prior to the submission of the 2022-2023 Annual Report.
3. Specific timelines and monitoring procedures will be implemented by MLFI throughout the year to ensure compliance with the annual reporting schedule outlined in the Forest Management Planning Manual and Forest Information Manual.
4. Bancroft-Peterborough District MNRF will endeavor to attend licensee start up meetings to ensure standard operating procedures in the blocks are followed.
5. Bancroft-Peterborough District MNRF will continue to apply progressive compliance/enforcement actions to the implicated Licensee.
6. MLFI will improve collaboration and cooperation by providing more rigorous start-up meetings prior to the commencement of operations.
7. MLFI will provide and encourage training of new staff with Licensee(s).
8. MLFI will establish of a Forest Operations Group (FOG) to provide more opportunities for discussions about FMP, FOPs, and Conditions of Operations.

Organization and Position Responsible:

1. MLFI General Manager.
2. MLFI Planning Forester.
3. MLFI Planning Forester.
4. District MNRF IRM Technical Specialist/ Supervisor/ District Manager.
5. District MNRF IRM Technical Specialist.
6. MLFI Compliance Inspector(s).
7. MLFI Forest Management Technician.
8. MLFI General Manager and MLFI Forest Management Technician.

Deadline Date:

1. April 1, 2023.
2. November 15, 2023.
3. April 1st annually.
4. Ongoing.
5. May 1, 2024.
6. April 1st annually.
7. May 31st annually.
8. April 1, 2024.

Method of Tracking Progress:

1. Employment of a dedicated planning forester for the Mazinaw-Lanark Forest.
2. Submission and approval of Annual Reports on the Natural Resources Information Portal.
3. Internal project management system developed and on file.
4. MNRF staff presence at operational start-up meeting will be documented via FOIP report.
5. Compliance actions will be documented in FOIP.
6. Pre-operation meeting form developed and on file.
7. Training opportunities and attendance recorded on file.
8. Meeting agenda and minutes on file.