

**Forest Management Certification Annual Audit of
Leśny Zakład Doświadczalny w Siemianicach, ul. Kasztanowa 1/1, Siemianice, 63-
645 Łęka Opatowska, Polska
May 11th 2020**

Introduction - NEPCon is conducting forest management and chain of custody Annual Audit of the LZD w Siemianicach located in ul. Kasztanowa 1/1, Siemianice, 63-645 Łęka Opatowska, Polska. The audit will be implemented in 24-25 June 2020.

Scope of the Annual Audit – The forest management certification audit will assess the environmental, silvicultural and socioeconomic aspects of the forests managed by LZD w Siemianicach, using the FSC-STD-POL-01-01-2013 and NEPCon CoC standard for FME. To obtain a copy of the applicable guidelines or to make comments about these standards, please contact NEPCon by telephone, FAX, email or website listed below. NEPCon is accredited by the Forest Stewardship Council and this evaluation process must follow procedures which have been approved. The standards mentioned above may be downloaded from:

FSC Poland website <https://pl.fsc.org/pl/dokumenty>

FSC IC website <https://ic.fsc.org/en/documentcenter/id/217>

NEPCon website <https://www.nepcon.org/library/standard/nepcon-chain-custody-standard-forest-management-enterprises>

The forest under evaluation contains areas either identified as High Conservation Value Forests. NEPCon evaluates the identification, management and protection of these High Conservation Values and solicits related comments from stakeholders.

Evaluation Team Composition – The annual audit will be led by Paweł Synowiec (Poland).

Since the area of LZD w Siemianicach is small, therefore only one auditor will be conducting the audit. It is according to LoE requirements defined by ASI in document ASI-ADV-20-007-Audit time D1-1 (2).

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

- Evaluation organization – Auditor will meet with management of LZD w Siemianicach on the first date of the audit.

Preferred by Nature™

FSC®, SmartLogging, forest carbon and legality verification services are provided in collaboration with the Rainforest Alliance.

NEPCon is accredited for PEFC Chain of Custody certification (DANAK reg.no.7029).

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- Field evaluation – Auditor will visit sites managed by LZD w Siemianicach during the audit – all sanitary requirements associated with the sars cov 2 virus must be met, this also applies to the following points .
- Stakeholder consultation – Throughout the fieldwork, auditor will contact local stakeholders regarding LZD w Siemianicach forest management in villages surrounding the forest area.
- Final evaluation briefing – Prior to departure auditor will meet with LZD w Siemianicach managers and other parties to finalize their data collection and present preliminary findings.
- Draft report production – Auditor will produce a confidential draft report that will be circulated for comment to LZD w Siemianicach.
- Certification decision – Upon receipt of comments on the draft report from LZD w Siemianicach forest managers and other general stakeholder comments, NEPCon will reach a certification decision.

Your Input Sought – As a part of the forest Annual Audit evaluation process we invite stakeholders to offer comment and feedback on LZD w Siemianicach forest management in relation to conformance with the requirements of the forest management standard referenced above as well as comments on the FME's management and protection of High Conservation Values within the forest under evaluation. We welcome input, either public or confidential, in whatever form is easiest and most secure for you. Your input will be valuable at any stage of the evaluation process, but we would prefer to receive your comments either prior to the on-site evaluation or during the evaluation so that we can take them into consideration in reaching a certification decision. Your options for communicating your observations to us are as follows.

1. Meet with a NEPCon auditor during or shortly before the fieldwork.
2. Call and give comments to NEPCon staff.
3. Submit written comments by mail, FAX or email to NEPCon staff. Unless you request otherwise, these comments will be kept confidential and are solely for the purposes of assessing the LZD w Siemianicach.

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

Stakeholders who may wish to dispute any aspect of the forest certification process or decision can access NEPCon's Dispute Resolution Policy at

<https://www.nepcon.org/library/policy/dispute-resolution-policy-polish>

Contacting NEPCon

- Email: poland@nepcon.org
- Worldwide Website – www.nepcon.org
- Telephone – +48 12 427 00 93
- FAX – +48 12 376 79 79

Kind regards,

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