

**Michigan Department of Natural Resources
Forest Certification Work Instruction**

DRAFT FINAL

Date of Draft Document:

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Work Area Group: 1 – Plan, Monitor, and Review

Work Instruction Title: 1.1 Strategic Framework for Sustainable Management of State Forest Land

Purpose: To provide guidance for sustainable management on State Forest lands. Identify Work Instructions necessary to meet forest certification standards. Identify actions necessary for the implementation of Work Instructions within the Department of Natural Resources (DNR).

Work Instruction:

1. The DNR will maintain a State Forest Management Plan (SFMP). The plan and related documents will provide forest management guiding principles, strategies, and goals. The document will also describe forest planning processes at three levels (state/department, ecoregion/district, and local/forest management unit (FMU)), and a multi-level management review system. The document will meet statutory and forest certification requirements and provide general direction for Regional State Forest Management Plans (RSFMPs).

The SFMP will be revised through an interdivisional effort of Wildlife, Fisheries, Parks and Recreation, and Forest Resources Division (FRD) personnel. It will be submitted to and approved by the DNR Director following a public input process. Responsibility for compliance and monitoring of the SFMP implementation will be the responsibility of the FRD Forest Planning and Operations Section (FPO). The plan will be monitored through multiple methods, including internal audits, annual surveillance audits and the annual DNR Management Review.

2. Use of Forest Certification Work Instructions
 - a. The DNR has adopted the use of Forest Certification Work Instructions to guide the planning, operations, and review of management on State forest lands. State forest lands that are in the scope of forest certification are those that meet all of the following criteria: identified in state forest compartments; inventoried in Michigan Forest Inventory (MiFI); and evaluated for treatment prescriptions through the compartment review process. The DNR Staff are instructed to follow these Work Instructions in the daily work. Following these instructions will allow the DNR to meet the requirements of sustainable forest management as defined in the SFI and FSC certification standards. Any revisions to the Work Instructions are to be approved by the Resource Bureau Management Team (RBMT) following review by Division Management Teams.

- b. List of Work Instructions

Work Area Group (WAG) 1 - Plan, Monitor, and Review

- 1.1 Strategic Framework for Sustainable Management of State Forest Land
- 1.2 Management Review Process for Continual Improvement in the Management of Forest Resources
- 1.3 Regional State Forest Management Plan Implementation and Revision
- 1.4 Biodiversity Management on State Forest Lands
- 1.5 Social Impact Considerations and Public Involvement Processes
- 1.6 Forest Management Unit Analyses

Work Area Group 2 - Forest Regeneration and Chemical Use

- 2.1 Reforestation
- 2.2 Use of Pesticides and other Chemicals on State Forest Lands

- 2.3 Integrated Pest Management and Forest Health

Work Area Group 3 – Best Management Practices (BMPs)

- 3.1 Forest Operations
- 3.2 Best Management Practices Non-conformance Reporting Instructions
- 3.3 Best Management Practices - Road Closures

Work Area Group 4 - This WAG was deleted - all related indicators were combined with WAG 7

Work Area Group 5 - Research

- 5.1 Coordinated Natural Resource Management Research

Work Area Group 6 - Education and Recreation

- 6.1 Implementing Public Information and Educational Opportunities on State Forests
- 6.2 Integrating Public Recreational Opportunities with Management on State Forest Lands
- 6.3 SFI Involvement and the Michigan State Implementation Committee

Work Area Group 7 - Integrated Implementation and Contracting

- 7.1 Timber Sale Preparation and Administration Procedures
- 7.2 Legal Compliance and Administration of Contracts

Work Area Group 8 - Training

- 8.1 DNR Staff Training for State Forest Management

Work Area Group 9 - Tribal Issues

- 9.1 Collaboration with Tribes in regard to management of State forest land

Scope: (All State Forest Land and Affected Divisions): State Forest Land Other: _____

DNR – FRD DNR – Wildlife DNR – Fish DNR – Law DNR – Parks

Responsibility and Role: (Staff who will implement or supervise this instruction)

Job Title/Division	Role
FRD FPO Section	Maintain the SFMP, communicate to DNR following DNR Director approval of revised plan.
RBMT, Director, Division Chiefs	Complete actions necessary for the implementation of Work Instructions within the DNR.
Field Coordinators, Basin, Peninsular, District and Unit Managers/ FRD, FD, & WD	Ensure work instructions are fully implemented
District Planning and Inventory Specialists/ FRD; District Ecologists, WD	Provide oversight in implementing standards, monitoring and evaluating performance.
All DNR Land Management Staff	To be knowledgeable of the SFMP and guidance contained therein and to ensure guidance is reflected in operations.

Training/Skills: (Those required to accomplish work instruction)

Item:	Brief Description of Skill or Course	Exists/ New
Planning, Monitoring, and Reviewing Processes	Inform employees of principles; review planning processes, monitoring templates and review processes.	<input type="checkbox"/> E <input checked="" type="checkbox"/> N
Knowledge of Work Instructions	Supervisors will ensure staff receive appropriate work instruction training.	<input checked="" type="checkbox"/> E <input type="checkbox"/> N

References:

- 2008 Michigan State Forest Management Plan
 - Part 525, Statewide Forest Resources Plan, of the Natural Resources and Environmental Protection Act, 1994 PA 451
 - Regional state forest management plans
 - FSC & SFI Forest Certification Standards
 - The current suite of work instructions
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Monitoring:

- The Forest Certification internal audits and external audits will determine DNR's conformance with sustainable forest management direction. This work instruction will be monitored and adapted based upon the results of these audits.
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Records:

- Audit reports