



CRITERIA AND INDICATORS FOR SUSTAINABLE MANAGEMENT OF BRAZILIAN TROPICAL FORESTS

Manual of Application

ITTO PD 140/02 (M)



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The ITTO Project PD-140/02 (M) – DEVELOPMENT OF THE CRITERIA AND INDICATORS FOR SUSTAINABLE MANAGEMENT OF THE BRAZILIAN TROPICAL FORESTS is an initiative of the International Tropical Timber Organization – ITTO. Its objective is to contribute to the local efforts for implementing Sustainable forest management in Brazil.

The project was initiated in February 2003 under the responsibility of the Brazilian Mechanically Processed Timber Association – ABIMCI, in cooperation with several local institutions, including the Brazilian Silviculture Association – SBS, the National Forum on Forest Based Activities – FNABF, the National Industrial Metrology, Standardization and Quality Institute – INMETRO and the Brazilian Technical Standard Association – ABNT.

One of the specific objectives of the project, a set of criteria and indicators for the sustainable management of Brazilian tropical forests, was developed and published in May 2004, within the Brazilian Conformity Assessment System – SBAC. **ABNT NBR 15789 - Forest Management – Principles, Criteria and Indicators for Native Forests** is part of the Brazilian Forest Certification Program – CERFLOR.

Other specific objectives of the project, such as pilot tests, seminars for the dissemination of the management standard and auditor and professional training for those that work in the area of tropical forest management, were undertaken.

The current manual was created to facilitate the dissemination of the forest management - Criteria and Indicators for Native Forests - and the training on it. This document was prepared in a preliminary character by the technical team jointly with a working group composed of forest management specialists from different States of the Brazilian Amazon Region. The preliminary version was submitted to the appreciation of an international consulting forum and discussed and field-tested in the States of Pará and Mato Grosso. Test results and the observations of the international consultants were presented and discussed in a seminar held in Curitiba in November 2004, when a new version of the document was created. After a revision made by the international consulting team, technical team and specialists, the definitive version was completed, and is contained in the present document.





The objective of the manual is to help understand and use the standard **ABNT NBR 15789 - Forest Management – Principles, Criteria and Indicators for Native Forests**. It was prepared for professionals interested in making their forest operations meet the locally accepted standards, which are also recognized internationally, making forest management certification under the Brazilian Forest Certification Program – CERFLOR possible. The manual can also be employed as a tool for the work of forestry auditors while carrying out the work with candidates for forest management certifications, thus being, for example, an excellent source of information for the preparation of verification lists and auditing plans.

The manual is composed of instructions, which make the application of each standard indicator easier. It is important to remember that the instructions given are not an exhaustive list of solutions. Therefore, users of this document should not discard other solutions.

The instructions contained in this manual were created using as a reference the text of the standard being considered, which is shown for ease of consultation. To differentiate both the texts, two different types were employed, the original text of the standard is in Helvetica and the manual's orientations is in Times New Roman Italic, and taken in a shaded box as illustrated below:

Original text of Norm

Criterion 1.1 - The organization shall carry out the activities related to forest management, according to legislations and forest and current environmental regulations..

Indicator:

- a) Existence of procedures that identify the legislation and other regulations applicable to the activities carried out in forest management areas.

Manual's Orientations

The organization should have particular procedures for identifying the current legislations and regulations in force relative to the forest and environment. Examples of the procedures to be used are as follows:

- *Periodic consultation by Internet or other appropriate sources;*
- *Subscription to a service for continuously update the applicable legislative information;*
- *Own or third party technical or juridical assistance;*
- *Formal and systematic consultation of the competent agencies.*



DEFINITIONS USED IN THIS MANUAL

Agrotoxic products:

Products and agents of physical, chemical or biological processes, aimed to be used in the sectors of production, storage and of enrichment of agricultural products, in pastures, protection, storage, and enrichment of agricultural products, forest protection, natural or planted, and of other ecosystem and of urban, water and industrial environments, with the purpose of changing the composition of the flora or fauna, in order to preserve them from damaging action of living beings considered harmful, as well as substances and products employed as defoliants, desiccants, stimulators, and inhibitors of growth.

Biological diversity:

Variety of species, communities and populations existing in a given ecosystem.

Clearing:

Open path in the vegetation of the forest management unit or in its perimeter to prevent the spread of fire, division into parcels or plots or for the movement of goods or people.

Criterion:

Expression of an attitude regarding parameters or requirements, which translates the adherence to a principle related to a state or dynamic of a given system.

Degraded area:

Area of land or vegetation that changed into a category with a higher degree of deterioration due to anthropic activity or natural phenomena and that no longer performs its original ecological function.

Ecosystem:

Dynamic complex of plants, animals, and microorganisms and its biotic environment, interacting as a functional unit.

Edaphic:

That belongs or is related to the soil.

Endemic species:

Native species limited to occurrence in certain environments or certain geographical areas with ecology restricted to a specific habitat.

Environment:

Set of conditions, natural elements, laws, influences and interactions of a physical, chemical and biological nature, which allows shelter and regulate life in all its forms.

Environmental aspect:

Element of the activities, products or services of an organization, which can interact with the environment.

Environmental impact:

Any change to the environment, whether adverse or beneficial, total or partial, which results from activities, products or services of an organization.

Forest:

Plant community predominantly constituted by arboreal species, in any development phase, as by other plants growing closely, their soil, flora and fauna, their state of inter-relatedness, and the resources and values attributed to them.



Forest management:

Management of the forest aimed at obtaining products and services while respecting environmental and social variables that guarantee the support mechanisms of the ecosystem being managed.

Forest management area:

Area, target of the certification, defined for the purpose of sustainable forest management practices.

Forest products:

All products obtained from the forest, wood products or not.

Indicator:

Qualitative or quantitative parameter that enables the assessment, with an objective and in an unambiguous way, of the characteristics of the forest ecosystem or of the related social system, or that describes elements of forest management and the productive processes carried out in this ecosystem.

Indigenous population:

Series of families or indigenous communities who live in complete state of isolation concerning the other sectors of the national community, in intermittent or permanent contacts, without, however, being integrated to them. The Indians are considered:

- a) Isolated - when they live in unknown groups or in groups that have little or vague information by means of possible contacts with elements of the national community;
- b) Under integration - when, in intermittent or permanent contact with external groups, conserve less or greater part of the conditions of its natural life, but accept some practices and forms of existence common to the other sectors of the national community, which along the time will be needed more for their own sustention;
- c) Integrated - when incorporated to the national community and aware and in full exercise of their civil rights, even if they conserve their practices, customs, and traditions related to their culture.

Legal reserve area:

Area located inside of a property, excluding the permanent preservation area, aimed for the sustainable use of the natural resources, conservation, reestablishment of ecological processes, conservation of the biodiversity, shelter and protection for natural fauna and flora.

Legal rights:

Right of use and land tenure acquired, backed by federal, state or local legislations in force.

Local population:

Human group adjacent to the forest management areas.

Non-predatory traditional rights:

Right to the use of natural resources of a property, by a traditional population, without threatening its sustainability.

Organization:

Company, corporation, firm, enterprise or institution, or part or combination thereof, public or private, limited liability company, or under any other form of association, which has its own activities and administrative structure.

Permanent preservation area:

Area protected, covered or not by natural vegetation, with the environmental function of preserving the water resources, landscape, geological stability, biodiversity, genetic flow of the fauna and flora, soil, and assuring the welfare of the populations.

Pre-harvesting inventory (forest census):

Census or inventory of all trees with commercial value existing in an annual harvest unit. The census activities shall be carried out one or two years before harvesting, involving demarcation of the stands, opening of the guidance and identification trails, location and assessment of the trees with commercial value.



Principle:

Legislation or fundamental rule that serves as a basis for action and which is expressed in the form of an objective or attitude in relation to the function of the forest ecosystem and the aspects regarding the social system that is interrelated with this ecosystem.

Rare species:

Species that have low numbered natural populations or that are located in restricted habitats.

Recomposition:

Series of measures that aim at re-establishing the degraded areas with improvement of some elements of the previous vegetation.

Recovery:

Process through which an ecosystem is managed aiming at re-establishing one or more of its functions or services.

Rights of use:

Right to the use of forest resources, which can be defined by local customs, mutual agreements or prescribed by other entities with access rights. These rights can restrict the use of certain resources in specific levels of consumption or in specific harvest techniques.

Road network:

Set of roads and ways employed for locomotion, transport of personnel, machinery and equipment, supplies and products within the forest management unit.

Significant environmental aspect:

That aspect that has or could have a significant environmental impact.

Species:

Species, subspecies or a geographically isolated population.

Stakeholder:

Individual or group that is interested in or affected by the activities of the forest management unit.

Sustainability:

Use of natural resources in an environmentally responsible, socially just and economically viable manner, such that meeting current needs that will not compromise possibilities of use for future generations.

Tenure:

Occupancy, access or use of a unit of a particular area or of its associated resources.

Threatened species:

Species that for various reasons face a high probability of extinction if the direct pressure on them or their habitat continues.

Traditional population:

The population living strictly in relationship with the natural environment, depending on its natural resources for its social/cultural reproduction by way of low impact environmental activities.



ABBREVIATIONS

AMF:

Área de Manejo Florestal (Forest Management Area).

APP:

Área de Preservação Permanente (Permanent Preservation Area).

ART:

Anotação de Responsabilidade Técnica (Certificate of Technical Responsibility).

CCIR:

Certificado de Cadastro de Imóvel Rural (Certificate of Rural Property Registration).

CIPA:

Comissão Interna de Prevenção de Acidentes (Internal Accident Preventions Commission).

CLT:

Consolidação das Leis Trabalhistas (Labor Law Consolidation).

COFINS:

Contribuição para o Financiamento da Seguridade Social (Contribution to Social Security Financing).

EPI:

Equipamento de Proteção Individual (Individual Protection Equipment).

FGTS:

Fundo de Garantia por Tempo de Serviço (Employment Guarantee Fund).

FUNAI:

Fundação Nacional do Índio (National Indigenous People Foundation).

IBAMA:

Instituto Brasileiro do Meio Ambiente e dos Recursos Naturais Renováveis (Brazilian Institute of Environment and Renewable Natural Resources).

INSS:

Instituto Nacional de Seguro Social (National Institute for Social Security).

ISS:

Imposto Sobre Serviços (Service Tax).

ITR:

Imposto sobre a Propriedade Territorial Rural (Rural Property Tax).

IR:

Imposto de Renda (Income Tax).



IDH:

Índice de Desenvolvimento Humano (Human Development Index).

PCMSO:

Programa de Controle Médico e Saúde Ocupacional (Occupational Health and Medical Control Program).

PMFS:

Plano de Manejo Florestal Sustentável (Sustainable Forest Management Plan).

POA:

Plano Operacional Anual (Annual Operating Plan).

PPRA:

Programa de Prevenção de Riscos Ambientais (Environmental Risk Prevention Program).

SAC:

Serviço de Atendimento ao Consumidor (Customer Attendance Service).

UPA:

Unidade de Produção Anual (Annual Production Unit).



ORIENTATION FOR MEETING THE REQUIREMENTS OF THE PRINCIPLES, CRITERIA AND INDICATORS

PRINCIPLE 1 – LEGAL COMPLIANCE.

The forestry enterprise shall be managed by employing attitudes and actions that ensure compliance with current Federal, State and Municipal legislation. Federal law, as well as international treaties and agreements shall be disseminated to all of those involved in the process of obtaining the forest products, attending the criteria and indicators:

Criterion 1.1 – The organization shall carry out the activities related to forest management, according to legislations and current forest and environmental regulations.

Indicators:

- a) Existence of procedures that identify the legislation and other regulations applicable to the activities carried out in forest management areas;

The organization should have procedures in practice for identifying the current legislation and regulations in force relative to the forest and environment. The following are examples of the procedures to be used:

- *Periodic consultation of the Internet or other appropriate sources;*
- *Subscription to a service for continuously update the applicable legislative information;*
- *The organization's own or third party technical or legal assistance;*
- *Formal and systematic consultation of the competent authorities.*

- b) Evidence of records that prove fulfillment of legislation and of other regulations applicable to the activities carried out in the forest management area;

Fulfillment of the legislation can be proven by way of:

- *The original copies of authorizations, licenses, certificates, conduct adjustment records and other similar documents issued by the competent authorities;*
- *Monitoring records of the organization's forest management operations;*
- *Internal audit records;*
- *Critical analysis reports of forest management.*



Criterion 1.2 -The rights of the local, traditional, and indigenous populations of using and occupying forestlands shall be respected according to the legislation in force.

Indicators:

- a) Evidence that the legal rights of the local, traditional and indigenous populations are respected;

The organization should maintain a transparent relationship with the local, traditional and indigenous populations in order to be able to live together peacefully. For this, the organization should first identify the legal rights of these populations, being able to use the same procedures to identify the pertinent environment and forest legislation (see principle 1, criterion 1 and indicator a). Starting from the knowledge of the legal rights, the organization can:

- *Open a communication channel with the populations in question;*
- *Modify the procedures (administrative and operating) that by chance threaten the identified legal rights and disseminate any modifications made by the workers involved.*

In the case of there already being any conflicts taking place with the local populations, the organization should:

- *Establish and implement mechanisms to identify, recognize and resolve any eventual conflicts and litigation. These mechanisms could include communication, consulting with the local inhabitants, etc.;*
- *Maintain records of any disputes and litigation and all agreements signed with the legitimate representatives of the parties involved.*

- b) Evidence that the borders between neighboring or bordering area and the forest management area are identified, delimited and respected.

Note – In the case of local populations existing on the property, the organization should demarcate the area for forest management use.

The organization should demonstrate complete knowledge of the limits of its areas, mainly where there are borders with areas belonging to the local community. The following are examples that prove this practice:

- *Administrative certificates issued by the National Indian Foundation - FUNAI;*
- *Maps or documents that indicate the location of the property borders and the areas used by the existing populations neighboring the forest management areas and those directly under the influence of the operations;*
- *Physical demarcation of the borders and recognition by the parties directly involved;*
- *Specific operational procedures to diminish any negative impact caused by the populations (example: reduction of harvest potential, maintaining the forest intact in contact areas and maintenance of clearings);*
- *Dissemination of the presence of the populations and all agreements signed between them and the organization to all workers.*

- c) Evidence of document of right of use, domain and tenure, according to current agrarian legislation;

The following are examples of the documents that prove the right of use, domain or tenure according to IBAMA Normative Instruction 004/02:

- *Public Land Occupation Authorization;*
- *Letter of Consent;*
- *Federal Public Land Transfer Contract;*
- *Real Right of Use Concession Contract;*
- *Public Land Concession Contract;*
- *Federal Public Land Buy-Sell Promise Contract;*
- *State Decree for Community Area Reserves;*
- *Occupation License for Public Lands;*
- *Donation Agreement;*
- *Provisory State Public Land Title;*
- *Federal Land Occupation Register Certificate (land belonging to the Brazilian Navy and similar);*
- *Assignment of Use;*
- *Resolvable Real Right of Use Concession Contract.*

- d) Evidence that the organization acts in an effective form for the resolution of possible conflicts or legal disputes related to land tenure and losses inflicted to third parties;

In case that there are conflicts over the land tenure or evidence of losses inflicted to third party, the organization should take all possible actions to find a solution to the conflict in a peaceful and just way to all parts involved.

The following are evidences of the organization taking positive actions in this sense:

- *Allocating qualified people, organization's own or third party, to find a solution to any land tenure conflict;*
- *Records of meetings (minutes) with the party involved;*
- *Records of any signed agreements;*
- *Presentation of any documents that prove actions were taken or implemented to find a solution to existing conflicts;*
- *Records of agreements signed between the legitimate representatives of the parties involved.*

Criterion 1.3 - The labor, pension, and tax legislations shall be complied with.

Indicators:

- a) Evidence that the pension issues of all forest workers are in conformity with the current legislation;

The organization should keep the pension issues of its forest workers in conformity with current legislation, which can be evidenced by:

- *Proof of payment of INSS contributions;*
- *Up-to-date Certificates of no Debts.*

- b) Evidence that the aspects pertinent to the labor issues are in conformity with the legislation in force, regulatory labor standards, agreements and collective conventions;

The legal aspects applicable to the labor issues are found in the Consolidated Labor Laws - CLT, in the Ministry of Labor's regulatory standards and in the collective conventions signed at the time the workers were contracted.

The following are examples of the documents and actions needed to evidence these aspects:

- *Employee record book;*
- *Hiring, firing and periodic examinations;*
- *Agreements and collective work conventions;*
- *Internal Accident Preventions Commission - CIPA- minutes;*
- *Proof of payment for FGTS;*
- *Holiday payment and realized records;*
- *Records for the payment of overtime and other benefits;*
- *Affiliation and participation of workers in worker unions;*
- *Maintenance of communication channels with worker union representatives.*

Note: The documents that confirm the meeting of these aspects should be kept up-to-date.

- c) Evidence that the organization has fulfilled its fiscal and tax obligations;

The fulfillment of the fiscal and tax obligations can be evidenced through an up-to-date copy of fiscal and tax obligation payment vouchers at the Federal, State and Municipal level, such as:

- *CCIR, ITR, ISS, PIS, COFINS, IR, paid statements etc.*
- *Taxes and emoluments.*

- d) Evidence that the measures with the service providers are taken, aiming at its compliance with labor, tax and pension legislation, as well as regulatory labor standards, agreements and collective conventions;

The recommendations given for the indicators a, b and c of this criteria are applicable for service providers and could be guaranteed by preparation of a service provision contract that contemplates all the obligations of third parties as well as the suppliers of resources so that the third party fulfills his obligations, when necessary. In this contract, the mechanisms for accompanying the actions of the service providers should be clear.

- e) Existence of an occupational safety and health management program.

NOTE: It is understood that a management program consists of at least:

- Policy, objectives, and targets;
- Planning;
- Procedures;
- Resources;
- Measurement, analysis, and improvement.

The safety and health management program could be established through the elaboration of an Environmental Risk Prevention Program - PPRA and an Occupational Health and Medical Control Program - PCMSO. Having as a base a policy and objectives and goals related to work safety and health, the program should contemplate physical and financial forecasts, activities execution timetables, procedures, monitoring of results and review.

Note: The organization can prepare the PPRA and PCMSO using its own staff or using third parties as long as they are qualified. The implementation and monitoring of the program should be established in accordance to the Ministry of Labor regulatory standards (NR 9 and NR 7, respectively).

Criterion 1.4 - The organization shall disseminate to those involved in forest management the applicable current legislation.

Indicators:

- a) Existence of the procedures for the disseminations of the applicable current legislation;

The organization should have a mechanism for the dissemination of the legislation according to the educational level of each worker. The following are examples of mechanisms the could be used for dissemination:

- *Operating procedures in which the applicable legislation for each activity is included, such as an internal operating manual;*
- *Periodic courses, workbooks, posters, newspapers, among others;*
- *Worker training aimed at the application of the legislation in the forest operating activities.*

Records of these activities can evidence the carrying out of courses and training.

- b) Evidence of the efficiency of the dissemination mechanism for the applicable current legislation;

The efficiency of the dissemination mechanism can be evidenced through the carrying out of periodical internal audits, whereby the workers will be interviewed in relation to their knowledge and respect of the current legislation during the daily execution of their activities. The inexistence of anything going astray during the carrying out of forest operations in relation to the legal standards can also result in an efficient dissemination process of the applicable legislation, together with other factors.



PRINCIPLE 2 - RATIONAL USE OF FOREST RESOURCES IN THE SHORT, MEDIUM, AND LONG TERMS, IN SEARCH OF ITS SUSTAINABILITY.

Forest management shall be planned and executed through the organization's own services or by means of third parties. The organization shall show and present attitudes that lead to the sustainable use of resources and services offered by the forest, meeting the following criteria and indicators.

NOTE - Among some examples of services offered by the forest, the following may be mentioned: ecological functions, leisure, research, etc.

Criterion 2.1 - The organization shall adopt strategies oriented towards sustainable use and management of forest resources.

Indicators:

- a) Existence of procedures aimed at:
- Identifying all environmental aspects that can be influenced, and its resulting impacts;
 - Characterizing and analyzing the significant environmental impacts;
 - Establishing measures for turning positive environmental impacts;
 - Establishing measures for avoiding, mitigating or compensating significant negative environmental impacts caused by the forest management activity;
 - Monitoring the implementation of measures in order to avoid, mitigate, or compensate significant negative environmental impacts caused by forest management activity.

The forest management operations can cause positive or negative environmental impacts to the forests. It is important that the organization is fully aware of the significant positive impacts resulting from its operations, establish ways to take advantage of these positive impacts and takes the necessary steps to avoid, diminish or compensate the negative ones. The efficiency of the measures taken should be monitored. In order to meet these aspects, the organization could promote, for example, the following actions:

- *Preparing a matrix of the environmental aspects and impacts resulting from its forest management operations;*
- *Adoption of flora and fauna monitoring measures (continuous inventory parcels, special interest areas and soils);*
- *Conduction of post-harvest natural regeneration;*
- *Establishment and implementation of procedures for the recovery of altered areas;*
- *Establishment of a seedling production program for native species for the enrichment activity, degraded or altered area replanting or to supply to the local populations;*
- *Establishment and implementation of procedures for the collection and adequate disposal of chemical packaging, including those of the lubricating oil and fuel used;*
- *Training for the organization's workers in reduced impact harvest techniques;*
- *Establishment of procedures aiming at the preservation, during the forest harvest, of threatened flora species, protected by law or international agreements;*
- *Identification and conservation of special interest areas, such as fauna sanctuaries and ecological, archeological and speleological sites.*

Note: these actions could be carried out by the organization's own technical team or third parties, or in partnership with teaching and research institutions.

This indicator is very important for the implementation of other indicators included in principles 2, 3 and 4. Starting with the knowledge of the environmental aspects and impacts, it is possible to establish the procedures for the forest operations, plans for environmental biotic factor monitoring and procedures for accompanying the fauna and flora, etc.

- b) Evidence of the adoption of practices that indicate efficient and environmentally adequate use of forest resources;

Efficient and adequate use of forest resources is very important in environmental and economic terms. As well as increasing organization income, it is a way of reducing raw material waste and negative impacts on the soil, water and biodiversity. The following are examples of practices that could be adopted for the adequate use of the forest resources:

- Use of impact reducing harvesting techniques;*
- An implemented training and recycling program for all workers involved in forest management, with record of it being carried out;*
- Harvest feasibility and possibility studies for new timber species, use of harvest wastes and other forest resources;*
- Adequate forest management operation planning.*

- c) Existence of documented procedures for activities of silviculture treatments, opening, and maintenance of roads, harvest, and transport of forest products;

The use of this indicator is strongly linked to the knowledge of the environmental impact aspects. The identification of the activities that generate environmental aspects and impacts makes the related activity planning simpler and more complete and efficient. Procedures cited for this indicator could be based on a literature study, successful experience or even internally developed. They could be described in operating manuals, internal directives, booklets and folders.

- d) Evidence of the procedures of protection against land invasion and illegal harvest of forest products in the forest management area;

The organization should demonstrate control over its forest management area, by adopting procedures against land invasion and illegal harvest, such as:

- Maintaining property borders (clearings, roads, trails, signs, amongst others);*
- Periodic vigilance of the AMF (in accordance with size, installation of advanced lookout posts);*
- A good neighbor policy: agreements with neighboring populations about respecting borders and monitoring;*
- Control of the entry of people and vehicles into the forest management area.*

Criterion 2.2 - The Forest operations shall be backed by sustainable forest management plans.

Indicators:

- a) Existence of a legally approved forest management plan;

The Forest Management Plan should be duly recorded and approved by the competent authorities.



- b) Evidences that the forest management plan assures the sustainability of the harvest in terms compatible. When is the case, the management plan must ensure the incorporation of new areas;

The following are examples of forest management plan ensuring sustainability:

- *Presentation of the harvest period based on raw material supply potential object of the forest management (resulting from the forest inventory) and the annual harvest intensity;*
- *Forecast for the incorporation of new areas in order to guarantee maintenance of activities during the defined productive cycle.*

- c) Existence of technical and economic justifications, documented for the dimensioning of forest management operations;

Carrying out a feasibility study or analysis of the forest management operations can prove the documented existence of technical and economic justification.

- d) Existence of planning of the pre-harvesting and harvesting operations, aiming at minimizing the negative impacts, caused by the harvest of the remaining forest;

The existence of a forest management operating plan can be proven by the Annual Operating Plan POA, that is the instrument for the recording of the planning of operations.

- e) Evidence that the forest management plan was made and is carried out by a legally licensed professional;

A simple way of providing evidence of meeting this indicator is the presentation of the ARTs for the preparation and carrying out of the forest management plan.

- f) Evidence that the organization aims at improving the botanical identification;

The improvement of biological identification can be obtained by carrying out the following actions:

- *Training and recycling the field teams, with the objective of diminishing the occurrence of inventory errors and improving the quality of the inventory, itself;*
- *Agreements with teaching and research institutions;*
- *Contracting qualified professionals;*
- *Creating mechanisms for facilitating biological identification (creation of cutting, bark and fruit collections for team training).*

- g) Evidence that the forest management plan is monitored and revised by a legally licensed professional, incorporating the surveillance results;

The following is evidence of actions that meet this indicator:

- *Monitoring records prepared by a legally licensed professional (organization employee or third party);*
- *Field activity surveillance reports prepared or validated by the professional responsible for forest management;*
- *When applicable, the monitoring results should be incorporated into the Annual Operating Plan POA.*

- *Technical visit reports;*
- *Research and experimental test result reports;*
- *Bibliographical surveys;*
- *Surveys of the technical characteristics of machine, vehicle and equipment that are compatible with the operations and climatic, topographical and soil conditions in the region.*

b) Evidence of revision of the procedures for execution of the forest management operations;

The following are examples of evidence for procedure revision:

- *The Annual Operating Plan POA, in which all the operating procedures, based upon amply disseminated and accepted forest management techniques used in the region, are brought together;*
- *Minutes of the management, supervisor, technician and organization and third party operator team meetings;*
- *Operating manuals;*
- *Work instructions.*

Note: In the case of any changes in the objectives in the areas and targets of the forest management plan, they should be updated with the competent environmental authorities.

c) Evidence that the operating procedures incorporate successful results and technically based on experiences, tests or research carried out in the region, in order to improve the implementation of forest management;

Critical analysis of the implementation of the PMFS based on procedure reviews and performance reports considering research, tests and accumulated experience results.

d) Evidence that the equipment, machines, and consumables are adequate for the local topographic, soil, climatic conditions and to the forest management characteristics;

Equipment adequate for the local conditions and with forest management characteristics represents a lower long-term cost, as well as reducing the effects of negative impacts on the water, soil and climate. The following is evidence that the organization uses adequate equipment:

- *Records for the monitoring of forest management operations;*
- *Technical visit reports;*
- *Environmental assessment;*
- *Research results;*
- *Bibliographical surveys;*
- *Technical characteristics of machines, vehicles and equipment;*
- *Supplier recommendations.*

e) Evidence that training and labor capacity-building programs are implemented, with the following purposes:

- *Technical capacity-building for forest workers;*
- *Avoid occupational illnesses and accidents;*
- *Minimize occurrences of negative environmental impacts.*



The training programs could be organized by the organization's own team, under agreements with teaching and research institutions or through the contracting of specialist professionals or companies. It is recommended that the training sessions and courses given to workers be recorded.

The following are suggestions for training course topics:

- *Regulatory standards;*
- *First aid;*
- *Hygiene;*
- *Reading and writing skills;*
- *Machine and equipment operation;*
- *Work accident prevention;*
- *Operating procedures established as a result of this standard, for example those cited in Principle 2, Criterion 1, Indicator c.*

Criterion 2.4 - There shall be a system implemented that makes it possible to trace the flow of forest products from their origin.

Indicators:

- a) Existence of an updated register of the forest management area;
- b) Existence of documented identification procedures for forest products in the forest management area;
- c) Existence of documented procedures for identification, protection, and handling of forest products at intermediary storage yards;
- d) Existence of stock control records.

The control of forest product origin should be indicated in the forest management area. This criterion guarantees the tracing of the products within the AMF and will become the basis for posterior implementation of a productive custody chain system for the products manufactured using the processed forest products. The following actions could be implemented to meet the criterion indicators:

- *Recorded control system that permits tracing the forest product within the forest management area;*
- *Written control procedures. The whole team should be trained and be able to demonstrate their knowledge of how the procedures work;*
- *Periodic reports about production, storage, transport and others;*
- *Internal audit reports.*

PRINCIPLE 3 – CARE FOR BIOLOGICAL DIVERSITY.

The organization shall manage the forest in order to minimize the negative impacts of its activities upon the flora and fauna. It shall take care of the maintenance of the biological diversity, meeting the following criteria and indicators:

Criterion 3.1 - Forest protection technique shall be adopted.

Indicators:

- a) Existence of information and resources adequate for the prevention, vigilance, and control of forest fires;

The forest organization should have all the information available that proves that it allocated adequate resources for the prevention, vigilance and control of forest fires. The necessary information can be obtained, for example, by registering the occurrence of forest fires within AMF, including the cause and the fire fighting actions taken. The existence of adequate resources could be proven by way of:

- *Machines and equipment in condition and ready for immediate use;*
- *Prevention plan involving fire break maintenance, vigilance, neighbor interaction and sign posting amongst others;*
- *Maintenance of a trained and well equipped fire brigade;*
- *Well identified water supply points;*
- *Contingency plan for fighting fires, including how to bring in third parties when necessary (fire fighters, neighbors, etc.);*
- *Sign-postings warning about the risks of forest fire;*
- *Educative sign-postings about fire prevention;*
- *Communication system.*

- b) Existence of information and resources adequate for the prevention and control of pests, diseases and invading species;

Starting with the dispositions in the data records about pests, diseases and invading species occurrences in the AMF, including causes and control actions, the organization can allocate adequate resources for their prevention and control. The following is evidence of this action being performed:

- *Establishment of a prevention and control plan in order to detect possible pests, diseases and invading species;*
- *Analysis of the monitoring records for pests, disease and invading species occurrences in the AMF;*
- *Exchange of information with neighboring property owners, teaching and research institutions and environmental agencies,*
- *Applied research: partnerships with teaching and research institutions.*

- c) Evidence of the procedures, which aim at the adequate use and minimization of the employment of agrototoxic products.

The organization could meet the requirements of the indicator by way of:

- *Records of agrototoxic products use;*
- *Identification procedures for agrototoxic product use minimization;*



- *Use of alternatives to the employment of agrototoxic products (e.g. biological controls, integrated pest management, etc.).*

Criterion 3.2 - The biological resources of the Forest management area shall be monitored in order to provide information for the confirmation or revision of the forest management plan.

Indicators:

- a) Existence of initiative, support or partnership for the monitoring of the local fauna and flora;

The organization should monitor the flora and fauna resources with the objective of confirming its forest management plan. The monitoring could be done by the organization's own team or in partnership with institutions and entities qualified to carry out studies on the flora and fauna. The monitoring system could have the following elements:

- *Survey of the flora and fauna;*
- *A continuous inventory or another system developed by the organization as long as it has technical/scientific validity;*
- *Fauna observations spots;*
- *Specific and periodic studies about the flora and fauna.*

- b) Evidence of incorporation of the surveillance results of the flora and fauna to the forest management plan;

The monitoring results that show conclusive and satisfactory evidence and that imply the alteration of any forest management operation, when pertinent, should be incorporated into the forest management plan. The following demonstrate how this could be done:

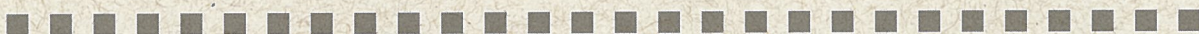
- *POA;*
- *Forest management plan reviews.*

Criterion 3.3 - The forest operations shall be carried out considering the protection of the remaining ecosystems. Unique ecosystems with environmental, archaeological, historic, cultural, or social importance must be preserved.

Indicators:

- a) Existence of procedures for the conservation of flora and fauna within its natural habitat;

The organization should establish procedures for the conservation of the flora and fauna within the AMF in accord with the legal requirements. A good practice to guarantee the flora and fauna protection is to make the workers and local populations aware of the procedures through environmental education programs, using workbooks, courses, training and lectures. The procedures should be incorporated into internal plans and operating manuals.



- b) Existence of protection procedures in case of the occurrence of endemic, rare or endangered species in the forest management area;

The following are examples of procedures that could be used to meet the requirements of this indicator:

- *Procedures for the identification of the occurrence of endemic, rare or endangered species;*
- *Making the workers and local population aware of occurrence of endemic, rare or endangered species, starting with an environmental education program with the use of workbooks, courses, training, field days and lectures. In spite of the local populations not being involved directly in the forest operations, they should be involved, whenever possible, in the actions of becoming aware of the occurrences;*
- *Mapping, demarcation and sign-posting the areas of the occurrence of endemic, rare or endangered species.*

- c) Existence of mapping, demarcation and protection of historic, archaeological sites of cultural or social value;

This activity should be based on technical/scientific knowledge and the implementation with the organization's own team, professionals, self-employed workers, specialized companies or in partnership with teaching and research institutions.

- d) Identification of the existing conservation units in the influence area of the enterprise;

The organization should demonstrate knowledge of the existence of conservation units in the area of influence of its undertaking. This can be demonstrated by identification of these units on maps and in other documents. When it is pertinent, the organization should define special procedures in the areas surrounding the conservation units.

- e) Existence of clear definition, mapping, and documentation of the permanent preservation areas and of the legal reserve, within the forest management area.

The organization could demonstrate meeting the legal requirements for the permanent preservation areas and legal reserves within the forest management area by having the following:

- *Maps;*
- *Forest Management Plan;*
- *Annual Operating Plan POA;*
- *Registration of the Legal Reserve in the margin of the land title;*
- *Environmental licenses issued by the competent authorities.*

Criterion 3.4 - The degraded areas within the forest management area shall be recovered or recomposed, according to the current legislation.

Indicators:

- a) Existence of maps, sketches or images that indicate the degraded areas in the forest management area;

The organization should demonstrate knowledge about the existing degraded areas within the forest management area be they as a result of forest operations, or acquired environmental liabilities, by the identification of them on maps, sketches and aerial images (satellite images or aerial photographs).

- b) Existence of silviculture practices and procedures that aim at recovering or recomposing the degraded areas.

The organization should establish adequate measures for the recovery or recomposition of the degraded areas identified in the previous indicator. Starting from this point, it is recommended that the organization promote, among other possibilities, the following actions:

- *Periodic monitoring to confirm the efficiency of the measures established;*
- *Definition of permanent infrastructure that will be maintained in the following cycles and not be object of the recovery or recomposition.*

Criterion 3.5 - Hunting and fishing activities shall be controlled within the forest management units, in accordance with current legislation.

Indicators:

- a) Existence of vigilance measures and hunting and fishing control.

NOTE: It is understood that the activities above are carried out in collaboration with the competent authorities.

The following are examples of vigilance measures and hunting and fishing control that could be adopted by the organization:

- *Posted placards;*
- *Implementation of access control and a surveillance system;*
- *Maintenance of corridors for the fauna;*
- *Maintenance of AMF borders;*
- *Environmental education programs for workers and the local populations.*

- b) Existence of posted signs and warning instruments for hunting and fishing control;

The following are examples of the posted sign instruments that could meet the requirements of this indicator:

- *Indicative placards posted at the borders of the AMF;*
- *Informative placards about the laws that regulate the hunting and fishing activities;*
- *Orientative placards indicating how to contact those responsible for the AMF and the hunting and fishing control authorities.*

- c) Existence of information dissemination to the forest worker and local populations regarding hunting and fishing control.

A complete hunting and fishing control program should have preventive aspects such as making workers and the local populations aware of ways that will guarantee respect for the fauna in the medium and long-term. Environmental awareness is an extensive and permanent job, requiring constant actions that could be established within an environmental education program, as for example:

- *Workbooks or informative folders;*
- *Courses, training and lectures;*
- *Informative placards*
- *Distribution of informative guidebooks and insertions in local publications.*



PRINCIPLE 4 - RESPECT TO WATER, SOIL, AND AIR.

Forest management and technological development programs shall foresee and adopt techniques that consider conservation of the soil, water and air resources, meeting the following criteria and indicators:

Criterion 4.1 - Forest management shall be based on environmental planning previous to the area utilization.

Indicators:

- a) Documented evidence of the characterization of the water resources, considering the microbasin(s) in which the forest management area is inserted;

Consideration for the water resources begins with adequate activity planning for the organization's forest management operations. It is important that all bodies of water in the AMF be considered that could be affected by forest operations. The knowledge of the water structures on the land can be evidenced by way of:

- Zoning of the microbasins carried out at the time of forest inventory;
- Mapping of the water resources, topography, soils and vegetation type considered in the microbasins;
- Information about the climatic conditions;
- Survey on the hydrologic data.

- b) Existence of procedures for the definition of the forest management area and location of the road network taking into consideration the local topography, the soils, and the water resources;

Based on the characteristics of the water resources found in the previous indicator and on other environmental characteristics in the forest management area, such as topography and soil, procedures should be defined to be considered in the definition of the forest management areas and allocation of an adequate road network. The following are examples of procedures that could be adopted:

- Infrastructure location planning in accord with the microbasin looking to minimize the damage to water and edaphic resources;
- Topographical survey of the AMF.

- c) Evidence that the forest management activities are planned and carried out, taking into consideration the topography, soils, water resources, and the climate;

The procedures previously defined should be employed in the planning and execution of the forest management activities. The following are examples of the evidence that could meet the requirements of this indicator:

- Monitoring records for the areas susceptible to erosion;
- Records of the forest activities undertaken (production, inventories, etc);
- Annual operating timetable;
- Road network planning records;
- Climatic and hydrological data analysis records;
- Operating personal access to the information concerning the operating plan.

Criterion 4.2 - Water and soil resource conservation, monitoring and maintenance practices shall be adopted.

Indicators:

- a) Evidence of the adoption of techniques that aim at the conservation of the soil of the water resources;

The adoption of practices for the conservation and maintenance of water courses and soil could be observed in the techniques used by the organization, such as:

- *APP Maintenance and monitoring;*
- *Adequate construction of a road network considering the camber, width, gravel bed, depth, bridges, drains, dissipation boxes, among others, including secondary access roads;*
- *Use of adequate equipment and operator training for its utilization;*
- *Permanent maintenance of the road network;*
- *Use of reduced impact harvest techniques, such as drag trails, considering the possible impacts on the soil and water.*

- b) Existence of assessment of qualitative and quantitative parameters of water and soil resources, which are, directly or indirectly, under the control and influence of the organization;

- *The assessment of qualitative and quantitative parameters could be carried out starting with the results of the environmental impact matrix, cited in Principle 2, Criterion 1, Indicator a, when pertinent;*
- *Starting with the results of the assessment, those responsible for carrying out maintenance of the water and edaphic resources could be determined.*

- c) Evidence that the road network and clearings are kept in conditions that do not favor erosion;

The accesses (road network and clearing) are points very susceptible to erosion and should be the target of special actions by the organization. The following are examples of evidence about the maintenance of the road network and clearing:

- *Use of adequate road network and clearing maintenance practices;*
- *Road network and clearing impact monitoring records.*

- d) Evidence that practices for the conservation and recomposition of the permanent preservation areas are adopted.

The permanent preservation areas (APP), defined by the Forest Code, should be the object of conservation and recomposition (when pertinent and legally allowed). The following are examples of conservation and recomposition practices for the APP:

- *Mapping identifying the APP;*
- *Definition of special procedure for the APP during the forest management operations;*
- *Recomposition or revegetation, whenever necessary;*
- *APP monitoring records.*



Criterion 4.3 - The organization shall adopt a policy of rational use of agrotoxic, oil, and fuel products, and forwarding of its residues and packaging.

Indicators:

- a) Evidence that the technical recommendations for the handling, preparation, and application of the necessary agrotoxic products in the forest operations are verified;

Often the manufacturers themselves supply the technical recommendations for the handling, preparation and application of agrotoxic products in specific manuals or these recommendations could be object of research, experimentation or training programs. The following are examples of evidence of observing these recommendations:

- *Establishment of a policy for the rational use of agrotoxic products and destination of its residues and packaging. It is recommended that the Policy include principles, objectives and procedures for the correct use of agrotoxic products;*
- *Procedures for information about the appropriate techniques and their use;*
- *Employee training records about the appropriate techniques for the use of agrotoxic products,*
- *Internal audit records;*
- *Purchase, use and inventory records.*

- b) Existence of agronomic guidelines in the use of agrotoxic products;

- *This refers to the prescription issued by a legally licensed professional.*

- c) Evidence that agrotoxic products banned by international agreements or laws in force in the country are not used;

- *Invoices for all products acquired;*
- *Chemical product application records;*
- *Updated information about banned products.*

- d) Evidence that the storage of the agrotoxic products, oils, and fuels meet the recommendations of the manufacturers and of the current legislation;

The following are examples of evidence that proves the adequate storage of agrotoxic products, oils and fuel:

- *Product inventory records;*
- *Internal audit records;*
- *Adequate storage (physical storage space arrangements in accordance with legislation and with the manufacturer recommendations).*

- e) Existence of a control and forwarding system of agrotoxic products, oils, and fuels, and of its packaging;

The existence of the control system for this indicator could be evidenced by:

- *Procedures for the forwarding of agrotoxic, oils and fuel residues and their packaging that include identification of the types of residue, equipment, adequate storage infrastructure, destination for each type of product and worker training.*



- f) Evidence that the forest workers who handle and apply agrotoxic products are licensed and make use of individual protection equipment;

The following are examples of evidence that proves the meeting of the requirements of this indicator:

- Training records for the procedures for the forwarding of agrotoxic product, oil and fuel residues and their packaging;
- Accident occurrence records;
- Availability of adequate Individual Protection Equipment EPI and in a sufficient quantity;
- EPI use records for the carrying out of daily activities;
- Risk and Accident Prevention Plan PPRA.

- g) Evidence that the transport of agrotoxic products, oils, and fuels between the storage places and the field is carried out with appropriate equipment and vehicles, according to legislation in force.

The following are examples of evidence that proves the meeting of the requirements of this indicator:

- Availability of appropriate vehicles or equipment dimensioned in accord with the size of the operation;
- Availability of adequate EPI and in a sufficient quantity;
- EPI use records for the carrying out of daily activities;
- Risk and Accident Prevention Plan PPRA.

Criterion 4.4 - The organization shall adopt and implement a policy for the reduction, reutilization, recycling, or adequate treatment of solid residues, liquid effluents, and gaseous emissions.

Indicators:

- a) Existence of a system of selective collection and residue storage;

The existence of a selective collection and residue storage system could be proven by:

- Procedures for selective collection, residue storage and forwarding;
- Procedures for information about the appropriate techniques for selective collection and its use;
- Training records;
- Internal audit records that prove system efficiency;
- Monitoring records for the residues generated and periodic analysis of these records to verify improvements;
- Sale, donation, use and inventory records for the residues generated;
- Partnerships with organizations and institutions that use such residues;
- Actions for making organization workers aware of the importance of a selective collection system;
- Adoption of practices aimed in reducing residue generation and the use of returnable packaging.

- b) Evidence that the dangerous residues are forwarded to the licensed industrial landfills or sent to licensed companies, in order for them to carry out the adequate treatment;

The dangerous residues should be properly forwarded in accordance with the local limitations. The following are examples of evidence that proves meeting the requirements of this indicator:

- *Procedures for the identification, information, treatment and forwarding of the dangerous residues;*
- *Training records relative to the procedures identified;*
- *Residue/packaging returns to the manufactures, forwarding to licensed companies, or agrototoxic product or fuel packaging treatment according to specific legislation.*

- c) Evidence that the residues and effluents are treated and disposed according to current legislation;

The other residues and effluents should be treated and disposed in accordance with current legislation. The following is evidence that proves the meeting of the requirements of this indicator:

- *Establishment of procedures for the identification, information and treatment of residues and effluents;*
- *Monitoring records;*
- *Training records for the established procedures;*
- *Residue storage, return and forwarding records;*
- *Existence of appropriate installations for the destination of effluents.*

- d) Existence of control plans and monitoring of spills and leakages;

The organization could demonstrate the existence of plans and procedures for spill and leakage control by:

- *Machine and equipment maintenance;*
- *Definition of a adequate location for supply, cleaning and maintenance of machines and equipment;*
- *Existence of a Contingency Plan, wherein procedures and responsibilities are defined in the case of accidents.*

- e) Existence of initiatives for the reduction and use of forest harvest residues;

During the forest harvest all possible measures should be adopted for the best use of the forest products and the generation of the least quantity possible of residues. The residues generated could have a significant importance from the economic and environmental point of view, such that it is important that the organization has knowledge of ways to make use of them, when feasible. The following are examples indicated for this:

- *Establish procedures for the use of forest residues starting with the use of adequate harvest techniques and worker training for the reduction of damage to the remaining trees;*
- *The use of forest residues could be evidenced by the following examples:*
- *Feasibility studies for their use and sale;*
- *Use or sale of forest residues;*
- *Incorporation or development of new technology for harvest and use;*
- *Use by the local population or local enterprises.*

f) Existence of the preventive and corrective maintenance programming of machines, vehicles, and equipment.

The following are actions that prove the meeting of the requirements of this indicator:

- *Establishment of a preventive maintenance program for machines, vehicles and equipment;*
- *Definition of corrective maintenance procedures;*
- *Preventive and corrective maintenance program records.*

PRINCIPLE 5 - ENVIRONMENTAL, ECONOMIC, AND SOCIAL DEVELOPMENT OF THE REGIONS IN WHICH FOREST ACTIVITY IS INSERTED.

The organization must have a policy of interrelating with employees and communities within the area of influence the forest management unit, and must provide evidence of the benefits of the forest activities on social, environmental and economic aspects, meeting the following criteria and indicators:

Criterion 5.1 - The forest organization shall stimulate programs of community interest, in order to improve the living conditions of the local population.

Indicators:

- a) Evidence of the identification of social and economic aspects upon which it is possible to have influence and the resulting impacts;

With the objective of guaranteeing improved living conditions for the local populations, the organization should, initially, identify and be fully aware of all the social and economic aspects about which they have influence. The following is evidence that demonstrates initiatives to identify these aspects:

- *Procedures for the identification of the social and economic aspects in association with the possible impacts, for example by way of a matrix of the aspects and impacts;*
- *Preparation of social and economic studies about the local, traditional and indigenous populations in the AMF area of influence. The results of these studies could be used to validate the identification of the social and economic aspects (previously carried out), support planning and facilitate monitoring of the social and economic aspects;*
- *The following are examples of social aspects: jobs and income generated, improved work conditions, work accident reduction, tax and contribution collection increases, and HDI, sewage, education and health condition improvements.*

- b) Evidence of actions for avoiding, mitigating or, when applicable, compensating significant negative social and economical impacts resulting from its operations;

The negative social and economic impacts, previously identified by the organization should be avoided, mitigated or understood, whenever the case. The following are examples of evidence that demonstrates a proactive organization in this sense:

- *Actions to avoid, mitigate or understand the identified negative impacts such as a policy for the hiring of local labor, meetings with the community to define resource application, incentives for local enterprises, support of social work, amongst others;*
- *Maintenance of a mechanism for monitoring the efficiency of the implemented actions.*

- c) Evidence of measures aiming at turning feasible positive social and economic impacts;

The business activities of the forest organization generate positive social and economic impacts, such as jobs (direct and indirect), improved quality of life, local marketing strengthening and the collection of more municipal taxes. The organization should adopt measures for developing these impacts, which could be evidenced by:



- *Identification of positive impact opportunities and establishment of actions to develop them;*
- *Maintenance of measurement mechanisms for the implemented monitoring actions, such as for example:*
- *Periodic comparison between the average salary level in the region and the level offered by the organization;*
- *Accompanying the local economic and social aspects in the region and the impact of organization's activities.*

d) Evidence that the non-predatory habits and customs of the local, traditional, and indigenous populations are respected;

The non-predatory customs of the local, traditional and indigenous populations many times represent the culture of the region where the organization is inserted. The following are examples that denote the traditional local habits:

- *Maintenance of communication channels and consulting with the traditional populations and indigenous people;*
- *Identification of the traditional culture of the local population (this can be realized within the social economic studies previously recommended);*
- *Dissemination of the relevant traditional culture aspects to organization workers;*
- *Definition of procedures to ensure the access right to important cultural or religious locations for the local, traditional and indigenous populations, including the prevention of impacts on sacred sites;*
- *Measures for the prevention of traditional economic activities being abandoned as a result of activities in the AMF.*

e) Establish formal agreements with the local population for the sustainable use of available resources, in a form adequate to the legislation in force (non-forest product management plan);

When necessary agree to the sustainable use by the traditional populations of the resources that are under the control of the organization such as rights of passage, access to sacred sites, extractive use of the natural resources and others.

f) Evidence that the intellectual property of the traditional and indigenous populations is respected;

The respect of intellectual property of the traditional and indigenous populations can be evidenced by:

- *Maintenance of communication channels with the traditional populations and indigenous people, about their traditional knowledge susceptible to intellectual property;*
- *Identification of the traditional knowledge susceptible to intellectual property, with the establishment of compensation mechanisms for its use when applicable;*
- *When pertinent, incorporate the traditional knowledge into the forest management operations through signed agreements with the populations.*



- g) Evidence that priority is given to the participation of inhabitants of the local populations in the different activities related to the forest management area;

The priority for the participation of inhabitants of the local populations in the activities related to forest management is important, as it is a way of the organization stimulating social development in the region. This aspect can be evidenced in a hiring policy that gives priority to local labor (including sub contractors), through the following activities:

- Dissemination channels for the organization's hiring policy;
- Hiring records;
- Stimulating the capacity building of the local populations, when feasible;
- Documented policies.

- h) Existence of actions that stimulate local enterprises;

The following are actions for stimulating local enterprises that could be carried out by the organization:

- Giving priority for using local suppliers when feasible, as cited in the previous indicator;
- Take actions for stimulating local enterprises, for example, through partnerships and sub-contracts;
- Take actions through agents to facilitate the development of local enterprises;
- Promote increases in value added for local production, when feasible.

- i) Existence of actions that stimulate health programs with local populations;

The organization should stimulate local health programs. The ways by which this could be done are as follows:

- Support public health campaigns at the local level;
- Dissemination through lectures, bulletins and manuals.

- j) Existence of forest worker health, alphabetization, security, and hygiene programs implemented, accessible to their direct dependents;

The organization should take care of the quality of life of its workers and their direct dependents, through the preparation and implementation of programs that contemplate basic aspects such as health, literacy, safety and hygiene. In some cases, it may be difficult to make these programs accessible to the worker families due to geography. In these cases, it is recommended that compensating mechanisms be established.

Note: It would be of interest to include in any health program components related to forest worker nutrition, when such a need is identified.

- k) Existence of actions that stimulate environmental education programs developed with local populations;

The organization should promote action to stimulate environmental education programs directed at the local populations. One practical way by which this could be done is the development of partnerships with qualified institutions and the extension of environmental education programs aimed at the workers.



- l) Existence of implemented environmental education programs for the organization's workers.

The organization should implement environmental education programs for their workers. The following are examples of topics for these programs:

- *Selective collection of waste;*
- *Residue forwarding;*
- *Respect for riparian vegetation and water resources;*
- *Concepts of sustainable natural resource management;*
- *Hunting and fishing;*
- *Sustainable forest management for AMF.*

Criterion 5.2 - The organization shall implant programs for the dissemination and communication with the stakeholders.

Indicators:

- a) Existence of procedures and instruments for clear and objective dissemination of the activities and forms of action of the forest enterprise;

The activities and objectives of the forest organization should be transparent to the local populations. For such, the organization should disseminate them in a form that reaches all local populations. The dissemination instruments should be established respecting the level of education and level of information of the targeted public, which could include mechanisms for consulting by stakeholders. The following are examples of procedures for dissemination of the organization's objects:

- *Availability of a summary of the forest management plan to stakeholders;*
- *Dissemination through normal communication channels;*
- *Field days;*
- *Lectures and meetings aimed at specific segments of the local population.*

- b) Existence of a communication channel between the forest organization and the stakeholders;

Communication between the organization and stakeholders should be two-way. It is important to create a space to hear the opinion of the local populations in respect to the organization. For this the following procedures could be adopted:

- *Designation of someone being responsible for communication with the stakeholders;*
- *Establishment of communication mechanisms with stakeholders, such as public meetings, an ombudsman, Customer Service SAC, internal bulletins, amongst others.*

- c) Evidence of conciliatory measures adopted for the resolution of conflicts between forest producer and the stakeholders;

The forest producer should act in a proactive manner in the sense of resolving any possible conflicts with stakeholders. The procedures for the treatment of disputes, litigations and conflicts should give priority to adopting conciliatory measures, which could be evidenced by:

- *Records of disputes and signed agreements for the resolution of conflicts with stakeholders;*
- *Records of the processes for conflicts and disputes resolution.*

d) Evidence of a good relationship with representative organizations of the local society and related entities;

It is important for the organization to maintain a good relationship with the local populations. This can be more easily obtained by the approximation of the organization with representatives of the civil society and other related entities. The following actions could be evidence of such relationships:

- Agreements, partnership programs and projects, support and cooperation with representative organizations from the local society and similar entities in AMF activities;*
- Records of the participation of organization members representative of local society and similar entities in AMF activities;*
- Records of the participation of AMF representatives in the activities of local society organizations and similar entities;*
- Stimulate the participation of employees in worker unions and community organizations.*

e) Evidence of the civil society or public institutions participation in the divulgation and communication programs.

The programs and procedures for the dissemination and communication cited in previous indicators, preferably, should count on the participation of representatives from civil society or public institutions, which can be evidenced by:

- Meeting minute records;*
- Partnerships agreements with civil society or public entities for communication and dissemination activities.*





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