

Trees Outside Forests Certification Standard

The following standard is an adapted version of UKWAS 4 (UK Woodland Assurance Standard) to act as an appendix to the PEFC UK scheme documents for the certification of Trees Outside Forests

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Introduction

1. Background and purpose

Primarily, the UKWAS certification standard was designed to reflect the applicable requirements for Forestry set out in the governmental UK Forestry Standard and thereby the General Guidelines adopted by European Forestry Ministers at Helsinki in 1993, the Pan-European Operational Level Guidelines (PEOLG) subsequently adopted at Lisbon in 1998 and other relevant international agreements.

In response to the demand from the UK Public Authorities and owners of Trees Outside Forests (TOF), this appendix is designed to reflect the requirements of the Programme for the Endorsement of Forest Certification (PEFC) standard PEFC ST 1003:2018 Appendix 2, using the UKWAS as a baseline document.

PEFC UK takes responsibility for submitting this appendix to their international parent body for assessment and provided the appendix is judged to be conformant with the scheme's requirements it will provide a certification standard for certification for Trees Outside Forests within the UK. PEFC UK already have UKWAS 4 endorsed as their national forest certification scheme for sustainable forest management and have therefore used the UKWAS (with the grateful agreement of the UKWAS Steering Group) as a basis of TOF certification, with applicable amendments

2. Procedures for use of the certification standard

The Tree management system

The unit of certification is a tree management system and its implementation (TMS) given as an area where trees are in an urban environment (street trees), parkland, orchards or other TOF. A TMS is a clearly defined area, or areas, with mapped boundaries, managed to a set of explicit long-term objectives. The TMS is covered by the management planning documentation. Elements of management planning documentation may apply to a specific TMS.

Use of the certification standard by certification bodies

When using this appendix, all certification aspects of the PEFC UK Scheme documents shall be followed.

Establishing the threshold for intensive and extensive TOF systems at the National level

Whilst developing this standard it was understood that all PEFC ST 1003:2018 requirements are applicable with the potential exception of some requirements in the case of TOF-agriculture extensive and/or TOF-settlement extensive system. In this case, the standard-setting process must build agreement around the appropriate threshold between "intensive" or "extensive" TOF systems, based on clear rationale. The eligibility of a particular TOF system must be clearly communicated within the standard.

When establishing the threshold between the intensive and extensive categorisation of TOF systems, the national standard-setting process considered at least:

- a) size of management unit
- b) tree cover/hectare

- c) economic value of production
- d) intensity of management
- e) scale of cultural, ecological and conservation value

In most instances the TOF system within the UK will be deemed to be extensive.

Using the Glossary of terms and references

In using the appendix, owners/managers and certification bodies shall also take full account of the introduction, glossary and appendix of references.

The certification standard is set out as follows:

Requirements

These are the compulsory elements of the certification standard and are stated as 'shall'. Tree management must meet all relevant requirements and certification bodies will check that each requirement is being met.

Example verifiers

These are examples of objective evidence – documents, actions or discussions – that owners/managers may present to the certification body for their consideration in order to demonstrate that the requirement is being met. Certification bodies are required to undertake audits and owners/managers should be able to present sufficient evidence to allow the auditor to report conformance. It will not always be necessary to use any or all of the verifiers suggested, and conformance to requirements may be demonstrated in other ways. The selected verifiers should be appropriate to the scale and intensity of management of the TMS and the risk of negative impacts.

The three most common example verifiers are:

- Discussion with the owner/manager.

The owner/manager may explain in conversation with the auditor their understanding of the standard, their knowledge of the TMS or the rationale for management decisions, or they may describe actions they have taken to conform to the standard.

- Field observation.

The auditor may look for tangible evidence in the TMS of conformance to the standard.

- Management planning documentation.

The owner/manager may demonstrate through written documents, records or maps their knowledge of the TMS, the rationale for management decisions, or the actions they have taken to conform to the appendix. Note that if specific management planning documentation is expected to be produced it will be described in the requirements of the appendix. Documentation may include that produced by third parties, for example a felling licence.

Guidance notes

These aim to help both the owner/manager and the certification body to understand how requirements should be applied in practice. More information is provided to elaborate some requirements, the meaning of certain terms or phrases is explained, and examples of appropriate action are given. Where guidance is stated as 'should' it indicates a recommendation. Where it is stated as 'may' it indicates an option or a list of options.

Note: The guidance note can include 'Advice to owners/managers' on related matters which are beyond the direct scope of a TOF certification standard e.g. owners/managers are advised to check the specific requirements of PEFC UK in relation to chain-of-custody certification matters. Such information is clearly marked and is provided as an advisory note only: it shall not be considered by certification bodies when assessing conformance with the certification standard.

Abbreviations

The following abbreviations are used frequently in the text:

NTWP- Non-timber woodland products

TOF - Trees Outside Forests

UKFS - UK Forestry Standard

TMS - Tree Management System

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1. Legal compliance and PEFC TOF standard conformance

	REQUIREMENT	EXAMPLE VERIFIERS	GUIDANCE
1.1	Compliance and conformance		
1.1.1	There shall be compliance with the law. There shall be no substantiated outstanding claims of non-compliance related to tree management.	<ul style="list-style-type: none"> No evidence of non-compliance from audit Evidence of correction of any previous non-compliance A system to be aware of and implement requirements of new legislation. 	<p>The certification standard does not go into detail in all areas covered by UK legislation. The appendix of references provides a non-exhaustive list of relevant legislation.</p> <p>Certification bodies will be checking that there is no evidence of non-compliance with relevant legal requirements including that:</p> <ul style="list-style-type: none"> Management and workers understand and comply with all legal requirements relevant to their roles and responsibilities All documentation including procedures, work instructions, contracts and agreements meet legal requirements and are respected No issues of legal non-compliance are raised by regulatory authorities or other interested parties. <p>In the event of a perceived conflict between the requirements of the certification standard and legal requirements, owners/managers should seek guidance from PEFC UK</p>
1.1.2	There shall be conformance to the spirit of any relevant codes of practice or good practice guidelines.	<ul style="list-style-type: none"> No evidence of non-conformance from audit Evidence of correction of any previous non-conformance A system to be aware of and conform to new codes of practice and good practice guidelines. 	<p>The appendix of references provides further information on good practice guidelines and codes of practice.</p> <p>Conformance to the spirit means that the owner/manager is aiming to achieve the principles set out in relevant codes of practice or good practice guidelines and that:</p> <ul style="list-style-type: none"> Management and workers understand and conform to the spirit of codes and guidelines relevant to their roles and responsibilities All documentation including procedures, work instructions and contracts conform to the spirit of relevant codes and guidelines.

			In the event of a perceived conflict between the requirements of the certification standard and relevant codes and guidelines, owners/managers should seek guidance from PEFC UK.
1.1.3	<p>a) The legal identity of the owner/manager shall be documented.</p> <p>b) The boundaries of the owner's/manager's legal ownership or tenure shall be documented.</p> <p>c) The scope of the owner's/manager's legal rights to manage the trees and to harvest products and/or supply services from within the certified area shall be documented.</p> <p>d) Legal authority to carry out specific operations, where required by the relevant authorities, shall be documented.</p> <p>e) Payment shall be made in a timely manner of all applicable legally prescribed charges connected with tree management.</p>	<ul style="list-style-type: none"> • Long-term unchallenged use • A signed declaration detailing nature and location of tenure documentation • Solicitor's letter • Title deeds • Land registry records • Companies House records • Licences • Written permissions from competent authorities • Records of payments. 	<p>Examples of circumstances which may affect the scope of the owner's/manager's legal rights to manage the Trees and to harvest products and/or supply services from them include:</p> <ul style="list-style-type: none"> • The owner/manager is bound by a restrictive covenant <p>Depending on the nature of operations, the competent authorities providing legal authorisation may include statutory nature conservation and countryside agencies, statutory environment protection agencies, statutory historic environment agencies, or local authorities.</p> <p>Legally prescribed charges connected with tree management may include fees for licences or permissions, or grant repayments where grant conditions have not been fulfilled.</p>
1.1.4	<p>a) Mechanisms shall be employed to identify, prevent and resolve disputes over tenure claims and use rights through appropriate</p>	<ul style="list-style-type: none"> • Use of dispute resolution mechanism. 	<p>Unresolved disputes of substantial magnitude involving a significant number of interests will normally disqualify an entity from being certified.</p> <p>Examples of relevant tenure claims and use rights may include:</p> <ul style="list-style-type: none"> • Boundary rights and responsibilities • Joint access routes

	<p>consultation with interested parties.</p> <p>b) Where possible, the owner/manager shall seek to resolve disputes out of court and in a timely manner.</p>		
1.1.5	<p>a) The owner/manager shall:</p> <ul style="list-style-type: none"> • Commit to conformance to this certification standard, and • Have declared an intention to protect and maintain the trees and their ecological integrity in the long term. <p>b) A statement of these commitments shall be made publicly available upon request.</p>	<ul style="list-style-type: none"> • Signed declaration of commitment • Dissemination of the requirements of this certification standard to workers, licensees and leaseholders • Public statement of policy. 	<p>Workers, licensees and leaseholders should be informed of the aim of the certification standard and, to the degree that is relevant, of the practical implications for them in carrying out their activities. This might be done through, for example, meetings or briefings and the provision of appropriate written material.</p> <p>If a substantial failure has led to withdrawal of a TOF certification to this standard in the past, then substantial changes in ownership, policy commitment and management regime should have been implemented or a two-year track record of conformance established.</p>
1.1.6	<p>a) There shall be conformance to guidance on anti-corruption legislation.</p> <p>b) The owner/manager shall have and implement a publicly available anti-corruption policy which meets or exceeds the requirements of legislation.</p>	<ul style="list-style-type: none"> • Discussion with the owner/manager • Written procedures • Public statement of policy. 	<p>Guidance on procedures to prevent bribery is available from the Ministry of Justice.</p>
1.1.7	<p>There shall be compliance with legislation relating to the transportation and trade of timber products, including, where relevant, the UK</p>	<ul style="list-style-type: none"> • Relevant procedures and records. 	<p>The owner/manager should comply with any relevant phytosanitary movement licences and other statutory plant health requirements.</p> <p>In rare cases the provisions of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) may apply. The import,</p>

	Timber Regulation (UKTR) and phytosanitary requirements.		export and use for commercial gain of certain species requires a CITES permit. CITES species present in the UK include Snowdrops (<i>Galanthus</i> spp.) and Monkey-puzzle (<i>Araucaria araucana</i>).
1.2	Protection from illegal activities		
1.2.1	The owner/manager shall take all reasonable measures, including engagement with the police and statutory bodies, to prevent or stop illegal or unauthorised uses of the trees that could jeopardise fulfilment of the objectives of management.	<ul style="list-style-type: none"> • The owner/manager is aware of potential and actual problems • Evidence of response to actual current problems • Evidence of a proactive approach to potential and actual problems including follow-up action • Engagement with statutory bodies. 	<p>The phrase 'reasonable measures' means measures that are both within the law, within the terms of any tenancy and within the jurisdiction of the owner/manager and that the measures are economically viable and environmentally and socially acceptable.</p> <p>The scope of illegal activities which the owner/manager may encounter is so diverse that it is not possible to prescribe actions in every case. In specific cases a legal opinion may be required in order to prescribe 'reasonable measures'.</p> <p>Illegal activities may include vandalism or ant-social behaviour.</p>
1.3	Genetically modified organisms		
1.3.1	Genetically modified organisms (GMOs) shall not be used.	<ul style="list-style-type: none"> • Plant supply records • Discussion with the owner/manager. 	GMOs are created through gene transfer under laboratory conditions and are not the product of tree breeding, vegetative propagation, cloning or tissue culture programmes.

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2. Management planning

	REQUIREMENT	EXAMPLE VERIFIERS	GUIDANCE
2.1	Long-term policy and objectives		
2.1.1	<p>a) The owner/manager shall have a long-term policy and management objectives which are environmentally sound, socially beneficial and economically viable.</p> <p>b) The policy and objectives, or summaries thereof, shall be proactively communicated to workers consistent with their roles and responsibilities.</p> <p>c) The owner/manager shall provide a publicly available commitment to continuously improve the tree management system (TMS)</p>	<ul style="list-style-type: none"> • Discussion with the owner/manager and workers • Management planning documentation • Toolbox talks. 	<p>The long-term policy should articulate the overall vision for tree management. Management objectives should set out tangible, shorter-term steps towards achieving that vision.</p> <p>The owner/manager should be aware that long-term tree resilience will underpin environmental, social and economic objectives.</p> <p>Economic viability need not be based on, or solely on, the sale of products. Income from other sources, such as membership subscriptions, government funding or private investment, may be sufficient to achieve the policy and objectives of management.</p> <p>The level of detail required in the policy and objectives should be proportionate to the scale and intensity of management.</p> <p>Workers should be aware of the policy and objectives to the extent necessary for them to contribute to achieving the aims of management; they should understand how their actions might have positive or negative effects on meeting those aims.</p> <p>Means of communicating the policy and objectives to workers should always be proportionate to the extent of their influence on the outcomes of management and might range from detailed notes or staff meetings to a simple verbal briefing. Where contractors are used, the emphasis should be on ensuring that those responsible for supervising them are appropriately briefed and can instruct them accordingly.</p>
2.1.2	Management planning shall take fully into account the long-term positive and	<ul style="list-style-type: none"> • Discussion with the owner/manager 	Management planning should be proportionate to the scale and intensity of management, and to the potential economic, environmental and social impacts of management activities.

	negative economic, environmental and social impacts of proposed operations, including potential impacts outside the certified area.	<ul style="list-style-type: none"> Management planning documentation. 	
2.1.3	The owner/manager shall aim to secure the necessary investment to implement the management plan in order to meet this standard and to ensure long-term economic viability.	<ul style="list-style-type: none"> Discussion with the owner/manager Management planning documentation Financial records relating to the resource Budget forecasting, expenditure and potential sources of funding. 	<p>Management planning should be proportionate to the scale and intensity of management.</p> <p>Management planning should show how the stated policy and objectives of management can be achieved and sustained economically in the long term, for example from future sources of income. Detailed projections are not required but there should be evidence that the longer-term resourcing of essential operations has been considered.</p>
2.2	Documentation		
2.2.1	<p>All parts of the certified area shall be covered by management planning documentation which shall be retained for at least ten years and shall incorporate:</p> <p>a) A long-term policy for tree management.</p> <p>b) Assessment of relevant components of the resource, including potential products and services which are consistent with the management objectives.</p> <p>c) Assessment of environmental values, including those outside the</p>	<ul style="list-style-type: none"> Management planning documentation Appropriate maps and records. 	<p>The subsequent sections of this standard provide additional guidance and information on how to meet this requirement.</p> <p>There should be a link between features and sensitivities identified in (b), (c), (d), (e) and (f) and the setting of management objectives. Equally, monitoring should be linked to potential positive and negative impacts of management on these features and sensitivities and to the delivery of management objectives.</p> <p>The documentation and level of detail associated with the planning process should be appropriate to scale, intensity and risk.</p> <p>The documentation might include:</p> <ul style="list-style-type: none"> A brief statement of intent and an annotated map A plan covering a 20-year period and incorporating an assessment at the landscape level An overarching plan. <p>The management planning documentation should cover all elements of the requirement but may refer to other documents as appropriate.</p>

<p>certified area potentially affected by management, sufficient to determine appropriate conservation measures and to provide a baseline for detecting possible negative impacts.</p> <p>d) Identification of special characteristics and sensitivities of the trees and appropriate treatments.</p> <p>e) Identification of community and social needs and sensitivities.</p> <p>f) Prioritised objectives, with verifiable targets to measure progress.</p> <p>g) Rationale for management prescriptions.</p> <p>h) Where applicable, annual allowable harvest of non-timber woodland products (NTWPs).</p> <p>i) Rationale for the operational techniques to be used.</p> <p>j) Plans for implementation, first five years in detail.</p> <p>k) Appropriate maps.</p>		
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	l) Plans to monitor at least those elements identified under section 2.10.1 against the objectives.		
2.2.2	<p>While respecting the confidentiality of information, the owner/manager shall, upon request, make publicly available either:</p> <ul style="list-style-type: none"> • Management planning documentation, or • A summary of the management planning documentation. 	<ul style="list-style-type: none"> • Evidence of fulfilling requests for management planning documentation or summaries • A public contact point • Summary management planning documentation. 	<p>This requirement deliberately gives the owner/manager discretion as to how they make management planning documentation available to allow for situations where they are happy to provide documentation in full and where producing a summary may be an unnecessary administrative burden.</p> <p>Owners/managers may demonstrate that they are receptive for requests to make documentation available by providing details of a public contact point, for example in the form of a dedicated e-mail address.</p>
2.2.3	<p>The management planning documentation shall be reviewed periodically (at least every ten years), taking into account:</p> <ul style="list-style-type: none"> • Monitoring results • Results of certification audits • Results of stakeholder engagement • New research and technical information, and • Changed environmental, social, or economic circumstances. 	<ul style="list-style-type: none"> • Management planning documentation. 	
2.3	Consultation and co-operation		
2.3.1	<p>a) Local people, relevant organisations and interested parties shall be identified and made aware that:</p>	<ul style="list-style-type: none"> • Consultation with the relevant authority 	<p>The owner should be able to justify the frequency and level of consultation and the certification body will look for corroborating evidence. Examples of methods for identifying and making local people and relevant organisations aware include:</p>

	<ul style="list-style-type: none"> • New or revised management planning documentation, as specified under section 2.2.1, is being produced • High impact operations are planned • The certified area is being evaluated for certification. <p>b) The owner/manager shall ensure that there is full co-operation with the relevant authority's consultation processes.</p> <p>c) The owner/manager shall consult appropriately with local people, relevant organisations and other interested parties, and provide opportunities for their engagement in planning and monitoring processes.</p> <p>d) Methods of consultation and engagement shall be designed to ensure that local people, relevant organisations and other interested parties have reasonable opportunities to participate equitably and without discrimination.</p>	<ul style="list-style-type: none"> • Evidence that users of the certified area are informed about high impact operations (e.g. signs, letters or other appropriate means) • A list of interested parties • Established means of proactive communication • A public contact point. 	<ul style="list-style-type: none"> • Statutory consultations by the relevant local authority or voluntary consultation with statutory bodies • Letters to individuals or groups • Temporary or permanent signs in or near the affected area • Information in local newspapers or other publications • Meetings and dialogue • Internet <p>Consultation and engagement with local people should be sufficient to identify:</p> <ul style="list-style-type: none"> • their permissive or traditional uses of the trees • sites or features of special cultural or historical significance. <p>For access issues, owners/managers should seek to identify and consult local representative groups or bodies which can represent users, including the statutory Local Access Forum where relevant.</p> <p>For biodiversity issues, owners/ managers should seek to identify and consult local representative groups or bodies which can represent biodiversity interests, including the Local Biodiversity Partnership (or equivalent) where relevant.</p> <p>Consultation and engagement should be appropriate to the scale and intensity of management and to the risk of potential impacts on the interests of stakeholders.</p> <p>Whether an operation is high impact depends very much on circumstances and must be assessed on a case-by-case basis. A proportionate, risk-based assessment of social impacts might be carried out in a similar way to the assessment of environmental impacts required in section 2.5. The owner/manager should be able to demonstrate that they have considered how many interests will be affected, to what degree and over what timescale.</p> <p><i>See also section 4.3.1 which covers sites and features of special cultural or historical significance and section 5.1.1 which covers permissive or traditional uses.</i></p>
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	<p>e) The owner/manager shall respond to issues raised or requests for ongoing dialogue and engagement and shall demonstrate how the results of the consultation including community and social impacts have been taken into account in management planning and operations.</p> <p>f) At least 30 days shall be allowed for people to respond to notices, letters or meetings before certification.</p>		
2.3.2	<p>a) Where appropriate, contact shall be made with the owners of adjoining properties to try to ensure that tree management complements and does not unreasonably compromise the management of adjoining land.</p> <p>b) Where appropriate and possible, the owner/manager shall consider opportunities for co-operating with neighbours in landscape-scale conservation initiatives.</p>	<ul style="list-style-type: none"> Awareness of potential problems and verbal description of appropriate action 	
2.4	Productive potential of the management unit (TMS)		
2.4.1	Harvesting of non-timber woodland products (NTWPs) or use of ecosystem services	<ul style="list-style-type: none"> Evidence from records and discussion with the 	Non-timber woodland products include foliage, moss, fungi, berries, seed, venison and other animal products.

	from the TMS shall be at or below a level which can be permanently sustained.	owner/manager that quantities harvested are in line with sustainable growth rates and that there are no significant adverse environmental impacts.	It is recognised that objective information on sustainable harvesting levels for NTWPs is limited. However, in all cases the owner/manager should give careful thought to the annual allowable harvest and should be able to justify harvest levels on the basis of their objectives and best practice. <i>See also section 4.4.1 in relation to game management.</i>
2.5	Assessment of environmental impacts		
2.5.1	<p>a) The impacts of new planting and other plans on environmental values shall be assessed before operations are implemented, in a manner appropriate to the scale of the operations and the sensitivity of the site.</p> <p>b) The results of the environmental assessments shall be incorporated into planning and implementation in order to avoid, minimise or repair adverse environmental impacts of management activities.</p>	<ul style="list-style-type: none"> • Management planning documentation • Documented environmental impact assessment or Appropriate Assessment where such has been requested by the relevant authority • Documented environmental appraisals • Discussion with the owner/manager • Field observation. 	<p>The owner/manager should be aware of relevant legal requirements for environmental impact assessment.</p> <p>Depending on scale and sensitivity the assessment of environmental impacts may be:</p> <ul style="list-style-type: none"> • Brief environmental appraisals for planting or felling which might affect sites recognised for cultural, landscape, hydrological or ecological value • Ecological assessments • Specific assessments for unusual and/or extensive operations • Checks against relevant country-level plans for priority habitats and species. <p>It may be appropriate to seek specialist advice on the potential impacts of operations, for example in relation to:</p> <ul style="list-style-type: none"> • Priority habitats and species • Historic environment sites and landscapes • Flood risk and mitigation potential in accordance with local flood risk management plans or strategies.
2.5.2	a) The owner/manager shall assess the potential negative impacts of natural hazards on the trees, including drought, floods, wind, fire, invasive plant and animal species, and other pests and diseases.	<ul style="list-style-type: none"> • Management planning documentation • Discussion with the owner/manager. 	<p>Evaluation should consider:</p> <ul style="list-style-type: none"> • Robust planting design • Long-term resilience • Species Choice

	b) Planting plans shall be designed to mitigate the risk of damage from natural hazards.		
2.6	Tree species selection		
2.6.1	<p>a) The range of species selected for new planting shall be suited to the site and shall take into consideration:</p> <ul style="list-style-type: none"> • Improvement of long-term tree resilience • Management objectives • Landscape character. 	<ul style="list-style-type: none"> • Discussion with the owner/manager demonstrates that consideration has been given to a range of species, including native species • Management planning documentation • Field observation. 	<p>Results of research into site suitability of different species' origins and provenances and their resilience to climate change should be used to assist species choice. Because of the uncertain effects of climate change, selecting a range of genotypes may be prudent.</p>
2.7	Non-native species		
2.7.1	<p>a) Non-native tree species shall only be introduced to the TMS when evidence or experience shows that any invasive impacts can be controlled effectively.</p> <p>b) Other non-native plant and animal species shall only be introduced if they are non-invasive and bring environmental benefits.</p> <p>c) All new introductions shall be carefully monitored, and effective mitigation measures shall be implemented to control negative impacts outside the area in which they are established.</p>	<ul style="list-style-type: none"> • Documented impact assessment of any introductions made after the first certification • Discussion with the owner/manager • Field observation. 	<p>The requirement includes the re-introduction of once-native animals not currently present within the United Kingdom.</p> <p>Owners/managers should be aware that introduced species may exhibit differing degrees of invasiveness in different habitats or parts of the country.</p> <p>Use of non-native biological control agents such as <i>Rhizophagus grandis</i> may be desirable to control non-native pests.</p> <p>Game species may be introduced if managed in accordance with section 4.4.</p>

2.8	Emergency Planning		
2.8.1	There shall be an emergency response plan appropriate to the level of risk.	<ul style="list-style-type: none"> • Discussion with the owner/manager • Emergency response plans 	<p>Incidents may include:</p> <ul style="list-style-type: none"> • Extreme weather events • Outbreaks of pests, diseases or invasive species • Accidents • Chemical spills and other pollution. <p>Where appropriate, plans may be as simple as a reference card, but as a minimum should include:</p> <ul style="list-style-type: none"> • Responsibilities for action • Contact details • Emergency procedures. <p>Plans should take into account best practice guidance and issues such as the remoteness of some sites, which may affect both communication and the ability of emergency services to reach them in a timely manner.</p>
2.9	Implementation, amendment and revision of the plan		
2.9.1	The implementation of the work programme shall be in close agreement with the details included in the management planning documentation. Any deviation from prescription or planned rate of progress shall be justified, overall objectives shall still be achieved and the ecological integrity of the trees maintained.	<ul style="list-style-type: none"> • Cross-correlation between the management planning documentation, annual work programmes and operations seen on the ground • Owner's/manager's familiarity with the management planning documentation. • Documentation or owner's/manager's explanation of any deviation. 	<p>Changes in planned timing of operations should be such that they do not jeopardise the delivery of the management objectives.</p> <p>Changes in planned timing may be justified on economic grounds if overall management practices continue to conform to the other requirements of this certification standard.</p> <p>Catastrophic events such as wind damage or pest and disease outbreaks may necessitate amendment of the work programme and management planning documentation.</p>

2.10	Monitoring		
2.10.1	<p>a) The owner/manager shall devise and implement a monitoring programme appropriate to the scale and intensity of management.</p> <p>b) The monitoring programme shall be:</p> <ul style="list-style-type: none"> • Part of the management planning documentation • Consistent and replicable over time to allow comparison of results and assessment of change • Kept in a form that ensures that results are of use over the long term. <p>c) The owner/manager shall where applicable monitor and record:</p> <ul style="list-style-type: none"> • The implementation of policies and objectives and the achievement of verifiable targets • Implementation of operations • Tree cover • Social impacts • Environmental impacts • Changes in environmental condition 	<ul style="list-style-type: none"> • A monitoring programme as part of management planning documentation • Evidence of a consistent approach to recording site visits • Discussion with the owner/manager • Monitoring records. 	<p>The primary purpose of monitoring is to help the owner/manager to implement and adapt the management of the trees to meet the management objectives.</p> <p>Monitoring should be linked to potential and actual positive and negative impacts of management on the condition of features and sensitivities of the TMS identified in section 2.2.1, and to the delivery of management objectives.</p> <p>Monitoring may include:</p> <ul style="list-style-type: none"> • Supervision during operations • Regular management visits and systematic collection of information • Longer-term studies on changes to the ecosystem, particularly for special environmental features. <p>Examples of appropriate monitoring include:</p> <ul style="list-style-type: none"> • Implementation of operations <ul style="list-style-type: none"> ○ Health and safety ○ Compliance with best practice guidelines ○ Worksite supervision ○ Training records • Harvesting yields <ul style="list-style-type: none"> ○ Information from sales invoices • Social impacts <ul style="list-style-type: none"> ○ Condition and accessibility of public access facilities ○ Impacts of operations on local communities • Environmental impacts <ul style="list-style-type: none"> ○ Impacts of operations on priority habitats and species, landscape or water and soils ○ Impacts of non-native invasive species ○ Impacts of herbivore damage • Changes in environmental condition <ul style="list-style-type: none"> ○ Tree health ○ Areas and features of conservation value ○ Condition of cultural heritage features. <p>Detail of information collected should be appropriate to the:</p> <ul style="list-style-type: none"> • Size of the enterprise

	<ul style="list-style-type: none"> • Usage of pesticides, biological control agents and fertilisers and any adverse impacts • Environmentally appropriate disposal of waste materials. <p>d) Monitoring targets shall fully consider any special features of the certified area.</p>		<ul style="list-style-type: none"> • Intensity of operations • Objectives of management • Sensitivity of the site. <p>The owner/manager may consider:</p> <ul style="list-style-type: none"> • Formal written records • A less formal site diary • Photographic records • Verbally communicated records. <p>Note that there may be legal requirements for record-keeping in some cases, for example pesticide usage.</p> <p>Owners/managers should be aware of the potential usefulness of information gathered for other purposes, for example to fulfil statutory requirements, which may meet or supplement monitoring needs. It may also be possible to make use of freely available information from sources such as statutory bodies or local interest groups.</p>
2.10.2	The owner/manager shall take monitoring findings into account, particularly during revision of the management planning documentation, and if necessary shall revise management objectives, verifiable targets and/or management activities.	<ul style="list-style-type: none"> • Monitoring records • Management planning documentation • Discussion with the owner/manager. 	Expert advice should be sought where necessary and taken into account.
2.10.3	Monitoring findings, or summaries thereof, shall be made publicly available upon request.	<ul style="list-style-type: none"> • Written or verbal evidence of responses to requests. 	<p>The monitoring findings or summaries may exclude confidential information.</p> <p>The means of sharing monitoring findings should be appropriate to the nature of the records and to the needs of the interested parties.</p> <p>Owners/managers of smaller management units, relying more on informal monitoring methods and records, may find it more appropriate to communicate results verbally.</p>

			Owners/managers of larger management units, relying more on formal surveys and reports, may find it more appropriate to produce a written summary.
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3. Operations

	REQUIREMENT	EXAMPLE VERIFIERS	GUIDANCE
3.1	General		
3.1.1	Operations shall conform to best practice guidance.	<ul style="list-style-type: none"> • Field observation • Discussion with the owner/manager and workers • Monitoring and internal audit records. 	
3.1.2	<p>The planning of operations shall include:</p> <ul style="list-style-type: none"> • Obtaining any relevant permission and giving any formal notification required • Assessing and taking into account on and off-site impacts • Taking measures to protect water resources and soils, and prevent 	<ul style="list-style-type: none"> • Documented permissions • Contracts • Discussion with the owner/manager and workers • Demonstration of awareness of impacts and measures taken • Site-specific, documented assessment of impacts 	<p>Particular attention should be given to ensuring that:</p> <ul style="list-style-type: none"> • Local people potentially affected are informed at the onset of operations • Workers are involved in the planning of operations at the implementation stage. <p>Checks should be made against relevant country-level plans for priority habitats and species.</p>

	<p>disturbance of and damage to priority species, habitats, ecosystems and landscape values, including adapting standard prescriptions where required. Any disturbance or damage which does occur shall be mitigated and/or repaired, and steps shall be taken to avoid recurrence</p> <ul style="list-style-type: none"> Measures to maintain and, where appropriate, enhance the value of identified services and resources such as watersheds and fisheries. 	<ul style="list-style-type: none"> Operational site assessments. 	
3.1.3	<p>Operational plans shall be clearly communicated to all workers so that they understand and implement safety precautions, environmental protection plans, biosecurity protocols, emergency procedures, and prescriptions for the management of features of high conservation value.</p>	<ul style="list-style-type: none"> Discussion with workers Records of pre-commencement meetings Field observation Biosecurity policy Relevant plans and procedures. 	<p>Contracts can be in writing or workers may be given oral instructions where this is appropriate to the scale and sensitivity of the operation.</p>
3.1.4	<p>Operations shall cease or relocate immediately where:</p> <ul style="list-style-type: none"> They damage sites or features of conservation value or of 	<ul style="list-style-type: none"> Discussion with the owner/manager Site diaries Field observation. 	

	<p>special cultural and historical significance</p> <ul style="list-style-type: none"> • Operations in the vicinity shall recommence only when action has been taken to repair damage and prevent any further damage, including establishing buffer areas where appropriate • They reveal previously unknown sites or features which may be of conservation value or of special cultural and historical significance. Operations in the vicinity shall recommence only when the sites or features have been investigated and appropriate management agreed, where relevant in discussion with statutory bodies and/or local people. 		
3.2	Harvest operations		
3.2.1	<p>a) Timber and non-timber woodland products (NTWPs) shall be harvested efficiently and with minimum loss or damage to environmental values.</p>	<ul style="list-style-type: none"> • Field observation • Discussion with the owner/manager. 	

	<p>b) Timber harvesting shall particularly seek to avoid:</p> <ul style="list-style-type: none"> • Damage to soil and water courses during felling, extraction and burning • Damage to standing trees, especially veteran trees, during felling, extraction and burning • Degrade in felled timber. 		
3.2.2	<p>Harvesting and sales documentation shall enable all timber and non-timber woodland products (NTWPs) that are to be supplied as certified to be traced back to the point of origin.</p>	<ul style="list-style-type: none"> • Harvesting output records • Contract documents • Sales documentation. 	<p>The purpose of this requirement is to ensure that certified products can be traced back to the point of sale (in the case of timber, for example, standing, at roadside or delivered). The responsibility of the owner/manager is limited to ensuring that certified products can be traced forward along the supply chain from the first point of supply.</p> <p>Where certified products from other sources are being stored in the same area, appropriate records should be maintained to demonstrate the source and quantity of produce obtained.</p> <p>Advice to owners/managers Certification schemes may require owners/managers to provide additional information on sales documentation relating to:</p> <ul style="list-style-type: none"> • chain-of-custody certification, and • the use of certification scheme trademarks. <p>Certification schemes may also require documentation to be retained for a specific time.</p> <p>Owners/managers are advised to seek guidance from their certification body</p>
3.2.3	<p>Stump removal shall be practised only where there is demonstrable management benefit, and where a full</p>	<ul style="list-style-type: none"> • Discussion with the owner/manager demonstrates awareness 	<p>Significant negative impacts to consider include:</p> <ul style="list-style-type: none"> • Leaching • Soil compaction • Soil erosion

	consideration of impacts shows that there are not likely to be any significant negative effects.	that impacts have been considered <ul style="list-style-type: none"> • Documented appraisal. 	<ul style="list-style-type: none"> • Soil carbon loss • Nutrient loss • Damage to historical features and archaeological deposits. • Presents hazard to existing infrastructure
3.3	Pesticides, biological control agents and fertilisers		
3.3.1	<p>a) The use of pesticides and fertilisers shall be avoided where practicable.</p> <p>b) The use of pesticides, biological control agents and fertilisers shall be minimised.</p> <p>c) Damage to environmental values from pesticide and biological control agent use shall be avoided, mitigated and/or repaired, and steps shall be taken to avoid recurrence.</p>	<ul style="list-style-type: none"> • Discussion with the owner/manager • Pesticide policy or position statement. 	
3.3.2	<p>a) The owner/manager shall prepare and implement an effective integrated pest management strategy that:</p> <ul style="list-style-type: none"> • Is appropriate to the scale of the certified area and the intensity of management • Adopts management systems that shall promote the development and application of non-chemical methods of pest and crop 	<ul style="list-style-type: none"> • Discussion with the owner/manager • Written policy and strategy or statement. 	<p>Sites and features with special biodiversity attributes include:</p> <ul style="list-style-type: none"> • Valuable or diverse wildlife communities • Priority habitats and species, including breeding sites and feeding areas • Water courses, ponds and lakes • Veteran trees • Decaying deadwood habitat • Any other valuable habitats or features. <p>Identification and mapping of areas and features may be carried out on an ongoing basis, provided that it has been completed for an area prior to operations taking place.</p> <p><i>See also section 4 in relation to conservation values.</i></p>

	<p>management by placing primary reliance on prevention and, where this is not practicable, biological control methods</p> <ul style="list-style-type: none"> • Takes account of the importance of safeguarding the value of sites and features with special biodiversity attributes when considering methods of control, and • Demonstrates knowledge of the latest published advice and its appropriate application. <p>b) The strategy shall specify aims for the minimisation or elimination of pesticide usage, taking into account considerations of cost (economic, social and environmental), and the cyclical nature of management operations.</p> <p>c) Where pesticides and biological control agents are to be used the strategy shall justify their use demonstrating that there is no practicable alternative, in terms of economic, social and environmental costs.</p>		
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	<p>d) The strategy shall include a description of all known use over the previous five years, or the duration of the current ownership if that is less than five years.</p>		
3.3.3	<p>Where pesticides and biological control agents are to be used:</p> <ul style="list-style-type: none"> • The owner/manager and workers shall be aware of and implement legal requirements and non-legislative guidance for use of pesticides and biological control agents. • The owner/manager shall keep records of pesticide usage and biological control agents as required by current legislation. 	<ul style="list-style-type: none"> • COSHH assessments • Risk assessments • Record of reason for use and pesticide choice • Personal protective equipment • FEPA records • Waste transfer notes • Discussion with the owner/manager and workers • Field observation, particularly in respect to storage, application sites, protective clothing, warning signs and availability of lockable boxes for transport of pesticides • Operators are trained and competent, and hold pesticide operator certification • Adequate written procedures, work instructions, and other documentation • Availability of appropriate absorbent materials • Emergency plan. 	<p>Collection of information on pesticide usage should enable trends to be observed and future action to be targeted accordingly, including any necessary revision of the strategy.</p> <p>Usage should be recorded in such a way that comparisons can be made year on year and fed back into the integrated pest management strategy to demonstrate that pesticide usage is avoided and/or minimised. Therefore, additional to the legal recording requirements (which include product, application rates and area treated), owners and managers may find it useful to sub-divide usage according to operations.</p>

<p>3.3.4</p>	<p>a) Pesticides and biological control agents shall only be used if:</p> <ul style="list-style-type: none"> • They are approved for use by the UK regulatory authorities • They are not banned by international agreement, and • Their use is permitted by the owner's/manager's certification scheme. <p>b) Pesticides categorised as Type 1A and 1B by the World Health Organization or any other pesticides whose use is restricted by the owner's/manager's certification scheme shall not be used unless:</p> <ul style="list-style-type: none"> • No effective and practicable alternatives are available • Their use is sanctioned using a mechanism endorsed by the owner's/manager's certification scheme, and • Any such mechanism provides for their use to be justified and on the condition that usage shall be discontinued once effective and 	<ul style="list-style-type: none"> • Records of chemicals purchased and used • Field observation • Discussion with the owner/manager and workers. 	<p>Advice to owners/managers Owners/managers are advised to seek guidance from their certification body on any additional certification scheme requirements relating to the use of pesticides.</p>
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	practicable alternatives are available.		
3.3.5	<p>a) Fertilisers (inorganic and organic) shall only be used where they are necessary to secure establishment or to correct subsequent nutrient deficiencies.</p> <p>b) Where fertilisers are to be used the owner/manager and workers shall be aware of and shall be implementing legal requirements and best practice guidance for their use.</p> <p>c) No fertilisers shall be applied:</p> <ul style="list-style-type: none"> • In priority habitats • Around priority plant species, or • Around veteran trees. <p>d) In addition, bio-solids shall only be used following an assessment of environmental impacts in accordance with section 2.5.</p> <p>e) The owner/manager shall keep a record of fertiliser usage, including types, rates, frequencies and sites of application.</p>	<ul style="list-style-type: none"> • Discussion with the owner/manager and workers • Field observation, particularly in respect to storage, application sites, protective clothing and warning signs • Adequate written procedures, work instructions, and other documentation. 	<p>Unnecessary use of fertilisers may be avoided through the appropriate choice of species.</p> <p>Where appropriate, hand application should be preferred to aerial application particularly in sensitive catchments.</p>

3.4	Waste		
3.4.1	Waste disposal shall be in accordance with current waste management legislation and regulations.	<ul style="list-style-type: none"> No evidence of significant impacts from waste disposal Documented policy or guidelines on waste disposal including segregation, storage, recycling, return to manufacturer. 	<p>Waste includes:</p> <ul style="list-style-type: none"> Plastic waste including tree shelters and tree bags Surplus chemicals Chemical containers Fuels and lubricants.
3.4.2	The owner/manager shall prepare and implement a prioritised plan to manage and progressively remove redundant materials.	<ul style="list-style-type: none"> Field observation Removal plan Budget. 	<p>Prioritisation and timescales for removal should take into account social, environmental and economic impacts.</p> <p>Examples of redundant materials include:</p> <ul style="list-style-type: none"> Tree shelters Fencing Culvert pipes
3.5	Pollution		
3.5.1	The owner/manager shall adopt management practices that minimise diffuse pollution arising from operations.	<ul style="list-style-type: none"> Records of consultation with statutory environment protection agencies Field observation Operational plans Incident response plans Diffuse pollution risk assessment in high risk situations Use of biodegradable lubricants. 	<p>Diffuse pollution may arise from:</p> <ul style="list-style-type: none"> Oil spills and leaks Cutting-chain lubricants Pesticide or fertiliser run-off <p>Biodegradable cutting-chain lubricants should be used where practicable. Practicability encompasses operator health and costs of running machinery.</p>

3.5.2	Plans and equipment shall be in place to deal with accidental spillages of fuels, oils, fertilisers or other chemicals.	<ul style="list-style-type: none">• Discussion with the owner/manager and relevant workers• Appropriate equipment available in the field• Written plans.	
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4. Natural, historical and cultural environment

	REQUIREMENT	EXAMPLE VERIFIERS	GUIDANCE
4.1	Statutory designated sites and protected species		
4.1.1	<p>a) Areas and features of high conservation value having particular significance for biodiversity shall be identified by reference to statutory designations at national or regional level and/or through assessment on the ground.</p> <p>b) Adopting a precautionary approach, the identified areas, species and features of high conservation value shall be maintained and, where possible, enhanced.</p> <p>c) There shall be ongoing communication and/or consultation with statutory bodies, local authorities, wildlife trusts and other relevant organisations.</p> <p>d) Statutory designated sites shall be managed in accordance with plans agreed with nature conservation agencies and shall be marked on maps.</p>	<ul style="list-style-type: none"> • All known areas and features mapped • Field observation • Approval of TMS by the relevant authority • Workers are aware of such sites and of plans for their management • For all potentially damaging operations, awareness is demonstrated of how areas will be protected and/or safeguarded • Management plans for statutory conservation areas and monitoring of implementation of those plans • Condition statements from statutory bodies • Maps • Discussion with the owner/manager demonstrates how areas will be safeguarded and/or enhanced • Planning documentation shows how areas will be 	<p>The system of designated sites in the UK forms a representative sample of existing ecosystems within the landscape.</p> <p>These areas and features of high conservation value include:</p> <ul style="list-style-type: none"> • Special Areas of Conservation • Special Protection Areas • Sites of Special Scientific Interest or Areas of Special Scientific Interest • Ramsar Sites • National Nature Reserves <p>Identification and mapping of these features may be carried out on an ongoing basis, provided that it has been completed for an area prior to significant management operations taking place.</p> <p>Where the boundaries of a designated site extend beyond the boundary under the control of the TMS, it may not be possible for the owner/manager to significantly influence or change the overall condition of the site.</p>

		<p>safeguarded and/or enhanced</p> <ul style="list-style-type: none"> • Pro-active approach to the identification of areas and features of significance for biodiversity, appropriate to likely biodiversity value. 	
4.1.2	<p>Appropriate measures shall be taken to protect identified priority habitats and species in accordance with plans agreed with nature conservation agencies. In planning and implementing measures within the certified area, the owner/manager shall take into account the geographic range and ecological requirements of priority species beyond the boundary of the certified area.</p>	<ul style="list-style-type: none"> • Field observation • Management planning documentation • Discussion with the owner/manager. 	<p>Measures should include steps to protect features such as breeding sites, resting places and display sites of priority species.</p>
4.2	Watershed management and erosion control		
4.2.1	<p>a) Areas and features of critical importance for watershed management or erosion control shall be identified in consultation with relevant statutory bodies.</p> <p>b) Where critically important areas or features are identified, their management</p>	<ul style="list-style-type: none"> • Records of consultation • Management planning documentation • Monitoring records • Licences or consents. 	<p>Situations where tree management is critical for watershed management or erosion control are relatively rare and are likely to be identified during consultation processes.</p> <p>Further information is available in UKFS guidelines on soils and water.</p>

	shall be agreed with the relevant statutory bodies.		
4.2.3	<p>The owner/manager shall plan and take action to maintain continuity of veteran tree habitat by:</p> <ul style="list-style-type: none"> • Keeping existing veteran trees, and • Managing or establishing suitable trees to eventually take the place of existing veterans. 	<ul style="list-style-type: none"> • Field observation • Harvesting contracts • Discussion with the owner/manager and workers • If there is a conflict with safety, the issues have been documented • Management planning documentation. 	<p>This requirement applies where there are existing veteran trees.</p> <p>Owners/managers without veteran trees may choose to promote future veteran trees, as part of their wider management to maintain and/or enhance biodiversity value.</p> <p>Actions may include:</p> <ul style="list-style-type: none"> • Freeing from shading and/or competition • Pollarding younger trees or lopping older trees to prolong their life. <p>Veteran tree management should not conflict with safety of the public or workers.</p>
4.2.4	<p>a) The owner/manager shall plan and take action to accumulate a diversity of both standing and fallen deadwood over time.</p> <p>b) The owner/manager shall identify areas where deadwood is likely to be of greatest nature conservation benefit and shall plan and take action to accumulate large dimension standing and fallen deadwood and deadwood in living trees in those areas.</p>	<ul style="list-style-type: none"> • Field observation • Harvesting contracts • Discussion with the owner/manager and workers • If there is a conflict with safety or tree health, the issues have been documented • Management planning documentation. 	<p>The owner/manager should refer to deadwood guidance produced by relevant statutory conservation agencies, forestry authorities and others when identifying areas of greatest nature conservation benefit and when planning actions to accumulate deadwood.</p> <p>Deadwood management should not conflict with safety of the public or workers or the health of the certified area.</p> <p>Actions may include:</p> <ul style="list-style-type: none"> • Keeping standing dead trees and snags • Keeping and protecting old and/or previously pollarded trees alive through appropriate management • Keeping naturally fallen trees or major branches • When thinning or clearfelling, and where safe to do so, creating snags and providing fallen deadwood. <p>Retained deadwood should be matched to the requirements of those species likely to be important on the site. Habitat diversity is improved by having:</p> <ul style="list-style-type: none"> • Stems of greater than 20 cm diameter, particularly large dimension timber from native species • Snags at variable height

			<ul style="list-style-type: none"> • A range of tree/shrub species at varying stages of decay and in a variety of light conditions • Deadwood in living trees.
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4.3	Cultural and historical features/sites		
4.3.1	<p>Through engagement with the relevant statutory historic environment agencies, local people and other interested parties, and using other relevant sources of information, the owner/manager shall:</p> <ul style="list-style-type: none"> • Identify sites and features of special cultural and historical significance, • Assess their condition, and • Adopting a precautionary approach, devise and implement measures to maintain and/or enhance them. 	<ul style="list-style-type: none"> • Any known features mapped and/or documented • Discussion with the owner/manager demonstrates rationale for management of relevant sites • Records of consultation with statutory bodies, local authorities and interest groups to identify features • Documented plans. 	<p>Examples of relevant sources of information include:</p> <ul style="list-style-type: none"> • Maps • Databases • Field observations. <p>Typical examples include:</p> <ul style="list-style-type: none"> • Prominent viewing points • Landscape features • Veteran and other notable trees • Historical features and archaeological sites <p>Where relevant, a professional archaeological survey may be required to inform decisions and provide baseline evidence.</p>
4.4	Game and fisheries management		
4.4.1	<p>Game rearing and release, shooting and fishing shall be carried out in accordance with the spirit of codes of practice produced by relevant organisations.</p>	<ul style="list-style-type: none"> • Field observation • Relevant permissions and leases • Discussion with the owner/manager/responsible person demonstrates awareness of the law and good practice 	<p>Consider impacts on priority habitats and species and other native species.</p> <p>Release and feeding areas should be located in areas where there will be low impact on ground flora.</p> <p>Predator control should be carried out in line with best practice.</p> <p>The use of lead shot over wetland is restricted by regulations.</p>

		<ul style="list-style-type: none">• Discussion with interested parties• Permissions from statutory bodies where these are required• Membership of sporting and conservation organisation.	
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5. People, communities and workers

	REQUIREMENT	EXAMPLE VERIFIERS	GUIDANCE
5.1	Access and recreation including traditional and permissive use rights		
5.1.1	<p>a) Existing permissive or traditional uses of the trees shall be identified and sustained except when such uses can be shown to threaten their integrity or the achievement of the objectives of management.</p> <p>b) A precautionary approach shall be adopted in relation to water supplies.</p>	<ul style="list-style-type: none"> Documentation or maps of all existing permissive and traditional uses of the certified area Discussion with interested parties Field observation of public rights of way Evidence presented to justify any restriction of permissive or traditional uses. 	<p>Permissive and traditional uses include:</p> <ul style="list-style-type: none"> Permissive access routes <i>De facto</i> access to well-known landmarks Gathering fruit or fungi by the public for their own consumption where this does not jeopardise the achievement of biodiversity objectives (having regard to codes of good practice) Water supplies. <p>Permissive routes can be closed annually to maintain their permissive status. Parks may be closed at night time or when required for prevention of anti-social behaviour.</p>
5.1.2	<p>a) There shall be provision for some public access subject only to limited exemptions.</p> <p>b) Where there is a special demand for further public access for the purpose of environmental education, the owner/manager shall make reasonable efforts to meet this demand.</p>	<ul style="list-style-type: none"> Field observation to confirm that access is available Maps show public rights of way and/or core paths through or beside the certified area Evidence of publicised annual open days or guided walks Access agreements with local authorities Evidence that account has been taken of local demand 	<p>Professional associations can advise on necessary safety and insurance provisions, ways of supporting educational visits and studies, and methods for recovering some or all of the extra costs of satisfying public demand.</p> <p>In Scotland: The Land Reform (Scotland) Act (2003) provides for responsible access on foot, cycle or horse and also for responsible management of access by land owners and managers.</p> <p>The Scottish Outdoor Access Code provides guidance on responsible behaviour of those taking and managing access together with circumstances where access may be restricted.</p> <p>In addition, supplementary guidance is published on specific aspects such as events and core paths.</p>

		<ul style="list-style-type: none"> • Evidence from consultation with interested parties • Records of publicised annual open days or guided walks, school visits or research undertaken in the certified area • Evidence of access provision, path maintenance, conservation management (particularly in regard to visitor erosion) and interpretation at significant cultural and historic environment assets. 	<p>In England, Wales and Northern Ireland: There is no statutory right of general access thus emphasising the value of allowing some public access which may be provided through one or more of:</p> <ul style="list-style-type: none"> • A permissive freedom to roam • Public rights of way through or beside the wood • Publicised open days or guided walks each year • Permissive access on specified routes • Access management agreements with local authorities
5.2	Minimising adverse impacts		
5.2.1	The owner/manager shall mitigate the risks to public health and safety and other negative impacts of operations on local people.	<ul style="list-style-type: none"> • No evidence of legal non-compliance • Evidence that complaints have been dealt with constructively • Documented evidence that owners/managers have considered actual and potential impacts of operations on local people and interest groups and have taken steps to mitigate them • Use of risk assessment and site management with safety signs and 	<p>Examples of impacts include:</p> <ul style="list-style-type: none"> • Public safety and access implications of operations • Natural hazards to workers and the public, e.g. hazardous trees • Management of hazards caused by visitor use.

		diversions around active operational sites.	
5.2.2	The owner/manager shall respond constructively to complaints, seek to resolve grievances through engagement with complainants in the first instance, and follow established legal process should this become necessary.	<ul style="list-style-type: none"> • Discussion with interested parties • A complaints process • A public contact point. 	

5.3	Local economy		
5.3.1	<p>The owner/manager shall promote the integration of operations into the local economy by:</p> <ul style="list-style-type: none"> • Making the best use of the trees' potential products and services consistent with other objectives • Providing local people with equitable opportunities for employment and to supply goods and services. 	<p>Evidence of:</p> <ul style="list-style-type: none"> • Local or specialist market opportunities • Promoting and encouraging enterprises to strengthen and diversify the local economy • Provision for local employment and suppliers. 	<p>Promotion of integration into the local economy may be achieved by:</p> <ul style="list-style-type: none"> • Allowing local or specialist markets opportunities to purchase small-scale or specialist parcels • Promoting and encouraging enterprises which will strengthen and diversify the local economy • Making equitable provision for local employment for contractors and suppliers to provide services and supplies and making this known. <p>The potential products include non-timber woodland products and recreational activities.</p> <p>An example of how the owner/manager might help to diversify the processing industry is that a proportion of timber parcels are advertised and sold by open tender or auction.</p> <p>Engagement with local woodland and community forest initiatives may highlight opportunities to fulfil this requirement.</p>

5.4	Health and safety		
5.4.1	<p>(a) There shall be:</p> <ul style="list-style-type: none"> • Compliance with health and safety legislation • Conformance with associated codes of practice <p>(b) There shall be contingency plans for any accidents.</p> <p>(c) There shall be appropriate competency.</p>	<ul style="list-style-type: none"> • Field observation that health and safety legislation and codes of practice are being implemented • Discussion with workers demonstrates that they are aware of relevant requirements and have access to appropriate codes of practice • Contracts specifying health and safety requirements • Records maintained and up to date (e.g. accident book, site risk assessments, chemical record book, tree safety reports) • System to ensure that anyone working in the certified area has had relevant instruction in safe working practice and that the appropriate number has had training in basic first aid and, where relevant, holds a certificate of competence • Procedure for monitoring compliance with safety requirements (written for larger organisations) and for dealing with situations 	<p>This requirement relates to anyone on the work site, including workers and members of the public.</p> <p>Advice to owners/managers With respect to health and safety, it is important for owners/managers to be aware of their legal responsibilities.</p>

		<p>where safety requirements are not met</p> <ul style="list-style-type: none"> • Documented health and safety policy and consideration of issues in all procedures and work instructions • Evidence of a systematic approach to accident prevention. 	
5.5	Training and continuing development		
5.5.1	<p>All workers shall have appropriate qualifications, training and/or experience to carry out their roles in conformance to the requirements of this standard, unless working under proper supervision if they are currently undergoing training.</p>	<ul style="list-style-type: none"> • Copies of appropriate certificates of competence • Discussion with workers • System to ensure that only workers who are appropriately trained or supervised work in the certified area • No evidence of workers without relevant training, experience or qualifications working in the certified area • Documented training programme for employees • Training records for all employees. 	<p>Where requirements of the work are likely to change, a programme of ongoing training and development should be undertaken.</p>
5.5.2	<p>The owner/manager shall promote training and encourage and support new recruits to the industry.</p>	<ul style="list-style-type: none"> • Documented policy • Involvement with industry bodies promoting training. • Records of training sessions, provision of 	<p>Promotion of training may be achieved through:</p> <ul style="list-style-type: none"> • Providing sites for training courses • Offering subsidies for training courses.

		sites for training, subsidies for training courses.	
5.6	Workers' rights		
5.6.1	<p>a) There shall be compliance with workers' rights legislation, including equality legislation.</p> <p>b) Workers shall not be deterred from joining a trade union or employee association.</p> <p>c) Direct employees shall be permitted to negotiate terms and conditions, including grievance procedures, collectively should they so wish.</p> <p>d) Workers shall have recourse to mechanisms for resolving grievances which meet the requirements of statutory codes of practice</p> <p>e) Wages paid to workers shall meet or exceed the statutory national living wage.</p>	<ul style="list-style-type: none"> • Discussion with workers • Documented policies. 	<p>The statutory national living wage is defined in national minimum wage regulations. The owner/manager may choose to pay wages that are higher than the statutory national living wage, for example a voluntary living wage such as that calculated by the Living Wage Foundation.</p>
5.7	Insurance		
5.7.1	The owner/manager and workers shall be covered by adequate insurance.	<ul style="list-style-type: none"> • Insurance documents • Self-insurance with a policy statement. 	

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Glossary of terms

Arboriculture	Arboriculture is the practice of establishing and managing individual trees, generally for amenity purposes.
Access (for public)	Refers to wooded areas and trees along with its associated land open to the public for recreational or educational use (sometimes subject to charges).
Accreditation service	An authoritative body which evaluates and recognises the competence of bodies to certify that woodland management conforms to the specific requirements of the UK Woodland Assurance Standard. The United Kingdom Accreditation Service (UKAS) provides an accreditation service in the UK. Those bodies which are accredited are referred to as certification bodies.
Appropriate Assessment	Appropriate Assessment (AA) is the process and documentation associated with the statutory requirement under the EU Habitats and Species Directive.
Area of Special Scientific Interest (ASSI)	A designated site providing statutory protection for the best examples of the flora, fauna, or geological or physiographical features of Northern Ireland. ASSIs also underpin other national and international nature conservation designations.
Biodiversity	The variety of ecosystems and living organisms (species), including genetic variation within species.
Biological control agent	A living organism used to eliminate or regulate the population of another living organism. Their use can play an important role in an integrated pest management strategy.
Broadleaves	Broadleaved trees are characterised by their broad leaves and most are deciduous. They produce 'hardwood' timber. <i>Also see Conifers.</i>
Buffer	An area of non-invasive trees or other land use of sufficient width to protect semi-natural woodland from significant invasion by seed from a nearby non-native source.
Certification body	A body which is accredited by an accreditation service to certify (by giving written assurance) that woodland management conforms to the specific requirements of the UK Woodland Assurance Standard. Also sometimes referred to as a conformity assessment body.
Certification scheme	A scheme that establishes a set of standards and processes that govern a system to verify that its standards (e.g. for sustainable forest management and chain-of-custody) are met and thereby provide assurance to customers and stakeholders.
Chain-of-custody certification	Chain-of-custody certification is a traceability system that ensures that certified products come from a well-managed source. The chain starts at the forest and is maintained through every link of the chain through to the end user.

Compliance	In the context of this certification standard, the term 'compliance' refers to meeting legal requirements.
Conformance	In the context of this certification standard, the term 'conformance' refers to meeting the requirements of the certification standard.
Conifers	Coniferous trees are characterised by their needle or scale-like leaves and most are evergreen. They produce 'softwood' timber. <i>Also see Broadleaves.</i>
COSHH	Control of Substances Hazardous to Health Regulations.
Cultural features	Historic environment sites, historic buildings and heritage landscapes including ancient woodlands.
Deadwood	All types of wood that are dead including whole or wind-snapped standing trees, fallen branch wood and stumps, decaying wood habitats on living trees such as rot holes, dead limbs, decay columns in trunks and limbs, and wood below the ground as roots or stumps.
Diffuse pollution	Diffuse pollution comes from non-point source, widespread activities in the forest environment. Of particular relevance to woodland operations are oil spills and leaks, cutting-chain lubricants, siltation of water-courses, pesticide or fertiliser run-off and smoke.
Drainage	An operation to remove excess water from an area in a controlled way. In woodlands, drains are usually open, unlined channels.
Ecological integrity	The health and vitality of the tree's physical and biological components.
Ecosystem	A community of plants and animals (including humans) interacting with each other and the forces of nature.
Ecosystem services	The benefits people obtain from ecosystems. These include: <ul style="list-style-type: none"> • provisioning services such as food, forest products and water • regulating services such as regulation of floods, drought, land degradation, air quality, climate and disease • supporting services such as soil formation and nutrient cycling; and • cultural services and cultural values such as recreational, spiritual, religious and other non-material benefits.
Environmental appraisal	Generic term for the process of assessing the impact of plans or operations on the environment.
Environmental impact assessment	Environmental impact assessment (EIA) is the process and documentation associated with the statutory requirement under the EU Environmental Assessment Directive.
Environmental values	The following set of elements of the biophysical and human environment: <ul style="list-style-type: none"> • Ecosystem functions (including carbon sequestration and storage) • Biological diversity

- Water resources
- Soils
- Atmosphere
- Landscape values (including cultural and spiritual values).

The actual worth attributed to these elements depends on human and societal perceptions.

Felling licence

Licence issued by the relevant forestry authority to permit trees to be felled. With certain exceptions it is illegal to fell trees without prior approval.

FEPA

Food and Environment Protection Act 1985.

Tree resilience

The ability of trees to recover from short-term disturbances or to adapt to long-term changes, such as climate change, pests or diseases, while retaining or recovering the same basic structure and ways of functioning. Resilience should be considered in both ecological and economic terms.

Forestry authority(ies)

The competent body with responsibility for the regulation of forestry in each country of the United Kingdom: Forestry England, Department of Agriculture and Rural Development/Northern Ireland Forest Service, Forestry and Land Scotland and Welsh Government/Natural Resources Wales or their successor bodies.

Genotype

The genetic constitution of an organism, as contrasted with its expressed characteristics which are known as the phenotype.

High conservation value

Areas and features of ecological and biodiversity interest identified in sections 4.1-4.3 and meets the definition of Ecologically Important Forest areas as defined in PEFC ST 1003:2018

Historic environment

Several thousand years of human activity has contributed to the landscape of the UK that we experience today. The surviving elements of the past take many forms, including ancient woods and forests, veteran trees, earthworks, ruined structures and features buried below ground. Together these elements provide a rich source of information about past societies and how they used and managed the land including their woods and forests.

Interested parties

People directly affected by or who have a significant interest in the woodland being managed.

International agreement

An agreement under international law entered into by sovereign states and international organisations which may also be known as a treaty, protocol, covenant, convention,

exchange of letters, etc. It provides a means for willing parties to assume obligations among themselves, and a party that fails to live up to their obligations can be held liable under international law. The Foreign & Commonwealth Office's 'UK Treaties Online' database on fco.gov.uk lists those involving the UK.

Invasive (species)	Introduced non-native species which spread readily and dominate native species.
IUCN Red List	The IUCN Red List of Threatened Species is widely recognised as the most comprehensive, objective global approach for evaluating the conservation status of plant and animal species. It provides a global context for the establishment of conservation priorities at the local level.
Landscape level	The level of the landscape unit.
Landscape unit	An area of broadly homogeneous landscape character.
Large enterprise	An organisation with at least 250 employees.
Local Authority	<i>See Statutory body.</i>
Local people	Anyone living or working in the vicinity who has an interest in the woodland. It is intentional that this term is not more closely defined, and the wider public is not excluded. It is particularly difficult to be precise about how local people are to be contacted or consulted. In some situations, it would be appropriate for this simply to mean those living beside the woodland (e.g. concerning noise disturbance). In other cases (such as using local services), a much wider geographical area will be appropriate. If there is difficulty in identifying local contacts, then the elected representatives should be the first choice.
Management planning documentation	<i>See Tree management plan.</i>
National Nature Reserve (NNR)	A designated site containing examples of some of the most important natural and semi-natural terrestrial and coastal ecosystems, managed to conserve their habitats or to provide special opportunities for scientific study of the habitats, communities and species represented within them. In addition, they may be managed to provide public recreation that is compatible with their natural heritage interests.
Native (species)	A species that has arrived and inhabited an area naturally, without deliberate assistance by man, or would occur had it not been removed through past management. For trees and shrubs in the UK this is usually taken to mean those species present after post-glacial recolonisation and before historical times. Some species are only native in particular regions. Differences in characteristics and adaptation to conditions occur more locally hence the term 'locally native'.
Natural conditions	Native species, associations of native species and other environmental values that are typical of the locality.
Non-timber woodland products (NTWP)	Non-timber woodland products include foliage, moss, fungi, berries, seed, venison and other animal products. Also known as non-timber forest products (NTFP).

Origin (of seed)	The original natural genetic source of those trees which are native to the site.
Owner/manager	The person or entity holding or applying for certification and therefore responsible for demonstrating conformance to this standard. This may be a Local Authority
Permissive (access/use)	Use is by permission whether written or implied, rather than by right.
Pesticide	Any substance, preparation or organism prepared or used, among other uses, to protect plants or wood or other plant products from harmful organisms, to regulate the growth of plants, to give protection against harmful creatures or to render such creatures harmless.
Precautionary approach	Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental damage. (Based on Principle 15 of the Rio Declaration on Environment and Development.)
Priority habitats	Habitats identified by statutory nature conservation and countryside agencies under Section 41 (England) and Section 42 (Wales) of the Natural Environment and Rural Communities (NERC) Act 2006, Section 2(4) of the Nature Conservation (Scotland) Act 2004, and Section 3(1) of the Wildlife and Natural Environment Act (Northern Ireland) 2011. <i>Also see Statutory body.</i>
Priority habitats and/or species	<i>See Priority habitats and Priority species</i>
Priority species	Protected, rare and endangered species which are: <ul style="list-style-type: none"> • Identified by statutory nature conservation and countryside agencies under Section 41 (England) and Section 42 (Wales) of the Natural Environment and Rural Communities (NERC) Act 2006, Section 2(4) of the Nature Conservation (Scotland) Act 2004, and Section 3(1) of the Wildlife and Natural Environment Act (Northern Ireland) 2011 • Protected under the Wildlife and Countryside Act 1981 • Protected under European law (European Protected Species), and/or • Categorised as Near Threatened, Vulnerable, Endangered or Critically Endangered in the IUCN Red List. <i>Also see Statutory body and IUCN Red List.</i>
Provenance	Location of trees from which seed or cuttings are collected. Designation of Regions of Provenance under the Forest Reproductive Materials regulations is used to help nurseries and growers select suitable material. The term is often confused with 'origin' which is the original natural genetic source.

Publicly available	Accessible to local people or other interested parties. For example, placing material on a website or on signage, providing electronic or hard copies of documents, or making documents available for inspection at a local office. In most cases, a charge may not be made for making material publicly available. However, where a summary of material has been made publicly available free of charge, a charge to cover costs of reproduction and handling may be made if any additional material is requested.
Public Rights of Way	Public Rights of Way are statutory rights of way in England and Wales and are recorded on Definitive Maps held by local authorities showing whether the right of way is by foot, horse or vehicle. In Northern Ireland, records of public rights of way are held by district councils.
Recreation	Activity or experience of the visitor's own choice within a woodland setting. (Facilities may sometimes be provided and charges levied for their use.) <i>Also see Access.</i>
Regeneration	Renewal of trees through sowing, planting, or natural regeneration.
Relict	A remnant of a formerly widespread species or habitat that persists in an isolated area from a previous land-use or vegetation cover.
Restocking	Replacing felled areas by sowing seed, planting or natural regeneration.
Retentions	Trees retained, usually for environmental benefit, significantly beyond the age or size generally adopted by the owner for felling.
Site of Special Scientific Interest (SSSI)	A designated site providing statutory protection for the best examples of the flora, fauna, or geological or physiographical features of England, Scotland and Wales. SSSIs also underpin other national and international nature conservation designations.
Snag	A standing dead tree that has lost its top.
Special Area of Conservation (SAC)	Area designated under the EU Habitats Directive.
Special Protection Area (SPA)	Area designated under the EU Birds Directive.

Spirit, conformance to	Conformance to the spirit means that the owner/manager is aiming to achieve the principles set out in the certification standard.
Statutory body(ies)	<p>There are four categories:</p> <ul style="list-style-type: none"> • The statutory nature conservation and countryside agencies: Natural England, Scottish Natural Heritage, Natural Resources Wales and the Northern Ireland Environment Agency or their successor bodies • The statutory environment protection agencies: Environment Agency (in England), Scottish Environment Protection Agency, Natural Resources Wales and the Northern Ireland Environment Agency or their successor bodies • The statutory historic environment agencies: Historic England, Historic Environment Scotland, Cadw (in Wales) and the Northern Ireland Environment Agency or their successor bodies • Local authorities responsible for a wide range of functions including highways and planning.
Timely manner	As promptly as circumstances reasonably allow; not intentionally postponed by the owner/manager.
Traditional rights	Rights which result from a long series of habitual or customary actions, which have, by uninterrupted acquiescence, acquired the force of a law within a geographical or sociological unit.
Trees Outside Forests (TOF)	Trees growing outside areas of nationally designated forest land. Such areas will normally be classified as 'agriculture' or 'settlement'.
United Kingdom (UK)	References to the 'United Kingdom' or 'UK' refer to the 'United Kingdom of Great Britain and Northern Ireland' which comprises England, Scotland and Wales (collectively referred to as 'Great Britain') and Northern Ireland.
Urban Trees	<p>Urban forestry is the care and management of single trees and whole tree populations in urban settings for the purpose of improving the urban environment in towns and cities for the benefit of people who live in, work in and visit them.</p> <p>Urban forestry involves both planning and management, including the programming and maintenance operations of the urban forest to create a resilient, sustainable and long-lived resource.</p>
Value(s)	The weights given to economic, biodiversity, recreational, environmental, social and cultural impacts when considering management options.
Veteran tree	A tree that is of interest biologically, culturally or aesthetically because of its age, size or condition, including the presence of deadwood micro-habitats.

Water course	Streams and rivers. References to forestry practice on adjacent land should be taken as applying also to adjacent water e.g. ponds and lakes.
Windthrow	Uprooting of trees by the wind.
Windthrow risk	A technical assessment of risk based on local climate, topography, site conditions and tree height.
Tree management plan	The collection of documents, reports, records and maps that describe, justify and regulate the activities carried out by any manager, staff or organisation in a management unit, including statements of objectives and policies.
Tree management system (TMS)	The tree management system (TMS) is the area to which the management planning documentation relates. A TMS is a clearly defined woodland area, or areas, with mapped boundaries, managed to a set of explicit long term objectives.
Workers	All employed persons including public employees as well as self-employed persons and volunteers. This includes part-time and seasonal employees, of all ranks and categories, including labourers, administrators, supervisors, executives, contractor employees, self-employed contractors and sub-contractors and other licensed operators.

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References

Main legislation, regulations, guidelines and codes of practice referred to in the UKWAS

The main legislation, guidelines and codes of practice relevant to the UK Woodland Assurance Standard are shown here. These are correct and as complete as possible as at August 2017 but should not be treated as an exhaustive list. It is important at all times to refer to the most recent and/or new documents and relevant websites should be checked frequently.

The key main documents are listed below and the other main documents are available in a separate UKWAS Appendix document under the five section headings of the certification standard.

Key Legislation

1967: Forestry Act 1967 (as amended)

1967: Plant Health Act 1967

1982: Forestry Commission Bye-laws

1953: Forestry Act (Northern Ireland) 1953

2010: Forestry Act (Northern Ireland) 2010

Key Publications

2017: The UK Forestry Standard (fourth edition) which incorporates previously separate guidelines on seven themes:

Forests and Biodiversity

Forests and Climate Change

Forests and Historic Environment

Forests and Landscape

Forests and People

Forests and Soil

Forests and Water

Other main reference documents

Other main reference documents are provided in a separate UKWAS Appendix document available on ukwas.org.uk.

For easy reference, the documents are assigned to the appropriate section headings of the certification standard.

Further information sources

Information on the UK Forestry Standard and to download a copy - forestry.gov.uk/ukfs

Information on forestry grant schemes and regulations may be obtained from the relevant forestry authorities.

Guidance on environmental regulations is provided on the following websites:

England – gov.uk/government/organisations/environment-agency

Scotland & Northern Ireland - netregs.gov.uk

Wales – naturalresources.wales

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