

# American Tree Farm System<sup>®</sup>

## Inspector Training Workshop



Facilitator:

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2019 Stewardship Forester/Tree Farm  
Inspection Information Training & Meetings

June 18 - Scarborough

June 20 - Augusta

June 21 - Brewer



# Workshop Agenda

- Introduction to Tree Farm
- 2015 – 2020 Standards & Guidelines
- The Inspection Process – applying the Standards
- Tools & Benefits of Tree Farm
- Future of Maine Tree Farm
- Review & next steps



# Anti-Trust statement

“if a questionable topic is about to be discussed in connection with any gathering, whether or not a formal meeting, that discussion should be immediately stopped and not resumed until approved by legal counsel.”



# Introductions

- Name
- Company or organization
- Current Inspector or new?
- What you expect to get from the workshop?



GROWING STEWARDSHIP FROM THE ROOTS



# Introduction to the American Tree Farm System



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# American Tree Farm System (ATFS)

- Program of the American Forest Foundation (AFF)



American Forest Foundation



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# MISSION STATEMENT

The American Forest Foundation ensures the sustainability of America's family forests for present and future generations in conjunction with our strategic partners.

*The American Tree Farm System  
grows stewardship from the roots.*



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# ATFS History



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# ATFS History



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# Maine Tree Farm Program

- Over 1,000 Tree Farms
  - more than 300,000 acres
- Established in 1952
- Current Chair:
  - Andy Shultz, Maine Forest Service
- Key Partners:
  - Maine TREE Foundation
  - Maine Forest Service
  - Maine Woodland Owners



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# What does ATFS do?

- We work on-the-ground;
- We give people the tools they need;
- We are about the future.



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# Why should they be Tree Farmers?

- Recognition
- Community
- Certification
- Validation



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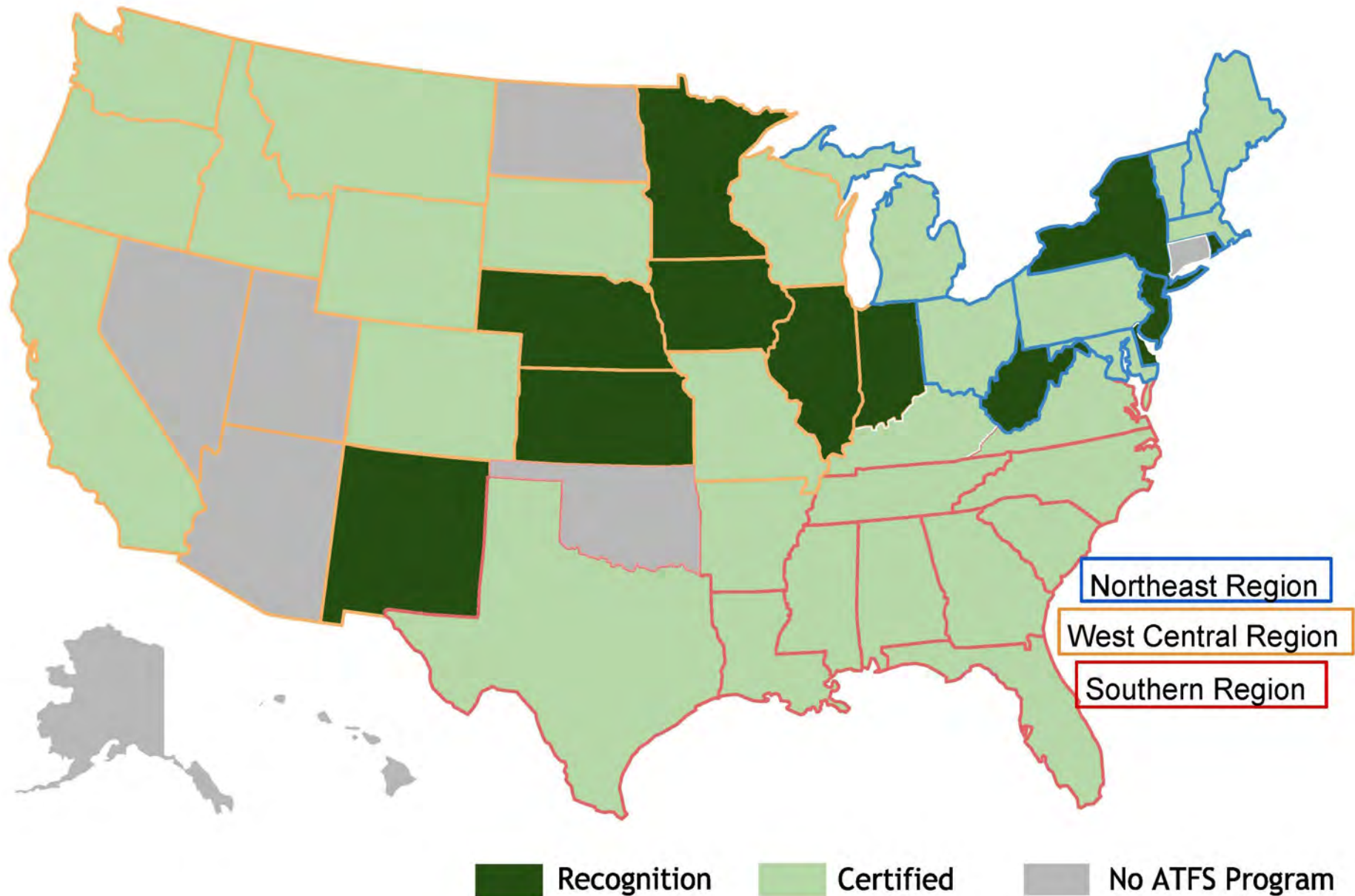
# Where is ATFS going?

- Grow
- Strengthen
- Increase Impact
- Increasing States role



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# SVSC Pathway Selections



# Your **first** mission:

Identify Prospects:

- 1. Think of at least 1 forest landowner you have worked with or know of who are not currently Tree Farmers, and very engaged with their woods**



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# ATFS Eligibility Requirements

## 2015-2020 AFF Standards of Sustainability & Guidelines



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# ATFS Certification Options

Ownership Type	ATFS Program Enrollment Options		
	State Committee	IMG	Individual 3rd-Party
Individual owner - 10 to 10,000 ac.	X	X	X
Individual owner - 10,000 to 20,000 ac.		X	X
Small Business - 10 to 10,000 ac.	X	X	X
Small Business - 10,000 to 20,000 ac.		X	X
Public (except State) - 10 to 10,000 ac.	X	X	X
Public (except State) – 10,000 to 20,000 ac.		X	X
State Government – 10 to 20,000 ac.		X	X
TIMO/REIT - 10 to 20,000 ac.		X	



# Landowner Eligibility

- Private or public ownership
- No publicly traded companies
- Nonindustrial (small business exception)
- Agree to conform to Standard
- Agree to participate in assessments... if required



# Landowner Eligibility

## Acreage

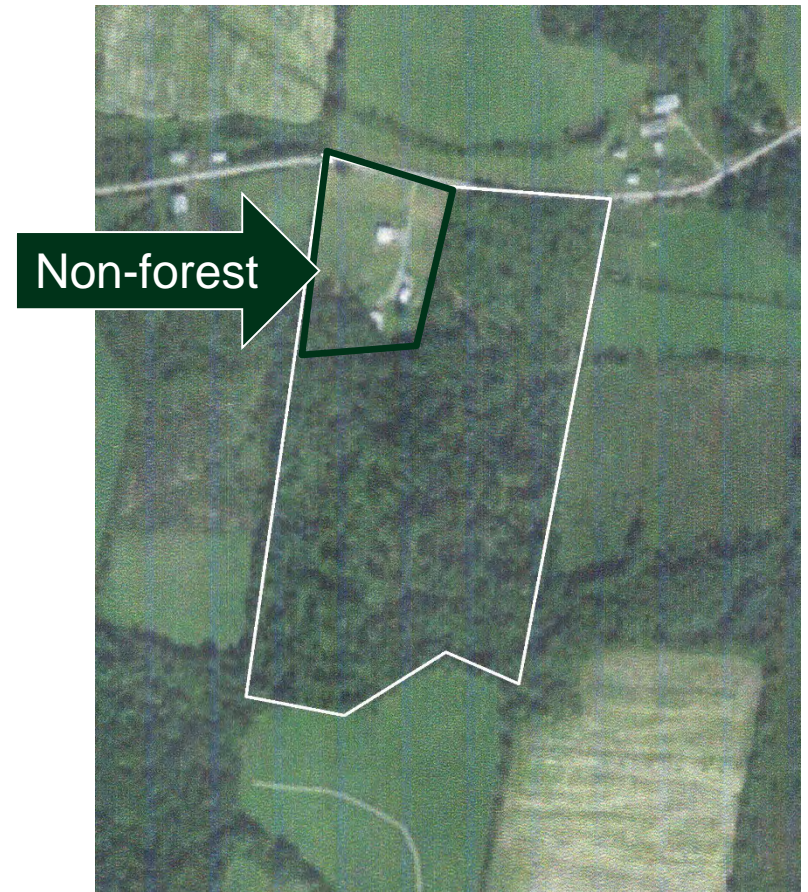
- 10 – 10,000 contiguous acres for certification through a State Tree Farm committee\*
- Single legal ownership
- May include non-forested features within forest
  - Food plots
  - Small water features
  - Openings, meadows, etc.



\*noncontiguous acres must be recorded as separate Tree Farms

# Acres

- Forested acres –
- Non-forest areas:
  - Residential
  - Crops
  - Large water bodies



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# Non-Contiguous Properties

- Unique identifier for each parcel
- Unique location for each parcel
- May share a management plan



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# Chain of Custody

A 3rd-party verified unbroken trail of accountability that confirms the share of wood from certified sustainable sources



Forest



Transport

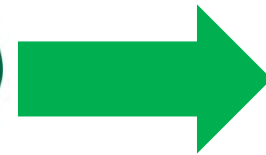
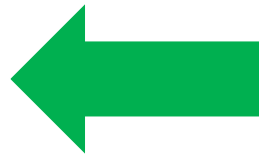
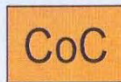


Mill



Customer

Printer



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# 2015 – 2020 AFF Standards

- Standards Prologue & use
- 8 Standards with Guidance
- Glossary



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# Standards Development

- 2015-2020 Independent Standards Review Panel (ISRP)
  - At the direction of the AFF Board of Trustees
  - Two rounds of comments
- Sustainable Forest Management
- Credibility
  - PEFC endorsement





**Standard**: overarching principle of sustainability.

## Standard 1: Commitment to Practicing Sustainable Forestry

**Landowner** demonstrates commitment to **forest health** and **sustainability** by developing a forest **management plan** and implementing sustainable practices.

**Performance Measure**: refines standard's intent and describes considerations and pathways for conformance.

### Performance Measure 1.1

**Landowner** shall have and implement a written forest **management plan** consistent with the size of the forest and the **scale** and intensity of the forest activities.

**“shall”**: core element required for ATFS certification.

**Indicator**: specific actions or activities that demonstrate conformance.

### *Indicator 1.1.1*

**Management plan** shall be active, adaptive, and embody the **landowner's** current objectives, remain appropriate for the land certified, and reflect the current state of knowledge about natural resources and **sustainable forest management**.

**Bold type**: Defined in the glossary.



# Highlights of Changes

- Standardized language
  - “Must” replaced with “Shall”
- Emphasis on objectives and activities
  - Related to management plans
  - Use of adaptive innovative approaches
- Expansion of BMPs
  - Standards and guidance enhanced
  - Related to air, water, soil, and site quality



# Highlights of Changes, Cont'd

- T&E species
  - Clarified obligations for protection
- Forest Health
  - Promote broader understanding
  - Stresses resilience to multiple stressors and disturbance
- Forests of Recognized Importance (FORI)
  - Formerly High Conservation Value Forests
- Use of Contracts
  - Recommendations on retention
  - Recommendations on content



# Key Phrases

Shall

vs.

Should

Size

Scale

Intensity



# Standard 1: Commitment to Practicing Sustainable Forestry

**PM 1.1** - Landowner shall have and implement a written forest management plan consistent with the size of the forest and the **scale** and intensity of the forest activities.

- Clearly stated objectives
- Active and adaptive
- Reflect current knowledge of forest science & management



# Indicator 1.1.2 – Management Plan Requirements:

- Current forest conditions
- Landowner objectives
- Management activities & schedule
- Map depicting significant forest-related resources



# Indicator 1.1.2 – Management Plan Requirements:

## Core Requirements

- Forest health
- Soil
- Water
- Wood & fiber production
- T&E species
- Special sites
- Invasive species
- Forests of Recognized Importance (FORI)

## Additional Considerations

- Prescribed fire
- Wetlands
- Desired species
- Recreation
- Aesthetics
- Biomass
- Carbon



# Indicator 1.1.3 – Monitor for changes

- Monitoring:
  - Invasive species
  - Pests and disease
  - Storm damage
  - Timber theft
- Updates:
  - Notes
  - Written Record
  - Management Plan Addendum
- Plans considered current:
  - Landowner objectives
  - Conditions on ground





# Recent Non-conformities

- Plan deficiencies
  - Missing plan elements
  - Insufficient for size/scale
- Invasive Species
  - Present, not noted
- OFI – Soils maps, document research



# Management Plan Template and Addendum

- ATFS offers tools for foresters and landowners:
  - Template (NRCS, Forest Stewardship, ATFS, MyLandPlan, WRAP Specs)
  - Management Plan Addendum now available!



# ATFS Management Plan Addendum for the

## 2015-2020 Standards of Sustainability

The American Tree Farm System® (ATFS) Management Plan Addendum is an easy-to-use tool to support Certified Tree Farmers and Family Forest owners. This tool is designed to help you understand the range of resources for consideration in the managing of your woodlands. As you consider your stewardship objectives, this tool will help ensure your activities align with the AFF 2015-2020 Standards of Sustainability (the Standards). The Standards are the benchmark for all Certified Tree Farmers and Family Forest owners, verifying the good stewardship that is expected from participants in ATFS.

This document is designed as a complement to your current management plan. Your management plan should outline the goals you have for your land and a strategy for achieving those goals. This addendum should be retained for your personal records; you may be requested to show this addendum along with your management plan to demonstrate conformance to the Standards.



Sustainable Forestry	1
Forest Health	1
Soil and Water	2
Pesticides	2
Prescribed Burning	3
Wildlife	3
FORI	4
Special Sites	4



GROWING STEWAR

### SUSTAINABLE FORESTRY

Having a current, up-to-date management plan is an important indicator of conformance to the Standards. Your management plan must include:

- A description of the current forest conditions (may include tree species composition, age, density, health conditions and other descriptors)
- A list of the current goals and objectives that you have for your land
- An up-to-date schedule of activities
- A map showing significant forest resources (may include stand boundaries and acreage amounts, special sites, water bodies, roads and trails, buildings, fences, etc.)
- A narrative demonstrating consideration of each of the following resource elements: forest health, soil, water, wood and fiber production, threatened and endangered species, special sites, invasive species and forests of recognized importance. Where present and relevant to the property, the plan describes management activities related to these resource elements. If an element is not present on the property, the plan should outline which resources (such as natural heritage databases) were consulted to make the determination.

This addendum is a tool for considering and incorporating these resource elements into your stewardship. You may also consider contacting your forester or a qualified natural resource professional to discuss your management plan and upcoming activities.

#### YOUR COMMITMENT

- My management plan is up to date and addresses all the Standards requirements noted above.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

### FOREST HEALTH

ATFS recommends regular monitoring of your woods, including an annual review of your management plan and documenting of any changes. These changes may include natural disasters, damage from trespassers, pests, invasive species, weeds, and disease. To assist you with these activities, please visit AFF resources [www.treefarmssystem.org/reviewing-your-management-plan](http://www.treefarmssystem.org/reviewing-your-management-plan) and [www.mylandplan.org](http://www.mylandplan.org). Your forester or qualified natural resource professional(s) are important partners to help identify and address current and potential forest health issues.

#### YOUR COMMITMENT

- My woods are monitored for changes that could interfere with my stated objectives, including damage from storms or other natural disasters, trespassers, weeds, pests, invasive species, diseases and other forest health concerns.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

I, or my designated representative, monitor for these changes through (check all that apply):

- Regular walks of my property
- Consultation of local resources (for example, local educational materials or workshops)
- Consultation with qualified natural resource professionals
- Online resources: [www.treefarmssystem.org/woodland-resources](http://www.treefarmssystem.org/woodland-resources); [www.mylandplan.org/protect-it](http://www.mylandplan.org/protect-it); [www.mylandplan.org/make-it-healthy](http://www.mylandplan.org/make-it-healthy)
- Other \_\_\_\_\_

Based on my research and regular monitoring:

- I currently do not have any of these forest health issues present on my property
- I currently have the following present on my property (check all that apply):
  - Damage from natural disasters
  - Damage from trespassers  Other \_\_\_\_\_
  - Pests  Weeds  Disease  Invasive species

Therefore, I will take the following steps to address these issues:

\_\_\_\_\_

\_\_\_\_\_

**SOIL AND WATER**

Maintaining and enhancing the soil and water on your land are essential requirements of the Standards. Your management plan need to include information on the soils that support your forests. If you do not have that information already included in your management plan, you can consult the National Resource Conservation Service's (NRCS's) website: [websoilsurvey.nrcs.usda.gov](http://websoilsurvey.nrcs.usda.gov) or contact your local office of the U.S. Department of Agriculture–Natural Resource Conservation Service to find out more about your soils.

All Tree Farmers are required to implement all applicable state forestry Best Management Practices (BMPs), even in those states where BMPs are voluntary. To learn about the BMPs in your state, visit [www.mylandplan.org/BMPs](http://www.mylandplan.org/BMPs) or [www.treefarmssystem.org/woodland-resources](http://www.treefarmssystem.org/woodland-resources) or contact your local qualified natural resource professional to learn about your state's BMPs.

**YOUR COMMITMENT**

- I understand the importance of the soil, water and other natural resources on my land. Therefore, I agree to abide by the Best Management Practices (BMPs) for my state, (insert state) \_\_\_\_\_ and commit to implementing all applicable BMPs on my land.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Check all that apply:

- My management plan includes general information about the soils on my land
- My management plan did not include soil information but based on my research, the soils on my property are:

\_\_\_\_\_

\_\_\_\_\_

My property includes the following types of water bodies (check all that apply):

- Lake  Creek  Pond  Vernal Ponds
- River  Stream – Perennial or Intermittent
- Other \_\_\_\_\_
- Not applicable because no water bodies on my land

During management activities, I, or my designated representative, will take the following steps to ensure that my soil and water resources are protected: \_\_\_\_\_

\_\_\_\_\_

**PESTICIDES**

Pesticides are approved for use by the U.S. Environmental Protection Agency (EPA) for specific uses; however, as a landowner, it is your responsibility to ensure that you understand and comply with all EPA label requirements for application, storage and disposal.

There are alternatives to pesticides that can be effective and easy to use. As part of the Standards, you should evaluate alternatives to pesticides for the prevention or control of pests, pathogens, unwanted plants and weeds to achieve specific management objectives. For more information on alternatives to pesticides, please consult our online resources: [www.mylandplan.org/pests-weeds](http://www.mylandplan.org/pests-weeds), [www.mylandplan.org/content/integrated-pest-management](http://www.mylandplan.org/content/integrated-pest-management) or [www.treefarmssystem.org/woodland-resources](http://www.treefarmssystem.org/woodland-resources) or contact a local qualified natural resource professional to find state-specific information on pests, weeds and diseases.

**YOUR COMMITMENT**

- When addressing a pest, weeds, unwanted plants or disease outbreak on my land, I will evaluate alternatives to pesticides for prevention or control.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Based on my research, some alternative approaches I, or my designated representative, considered include (check all that apply):

- Preventative Measures  Mechanical  Biological
- Genetic  Other \_\_\_\_\_

Date: \_\_\_\_\_



GROWING STEWARDS

## PREScribed BURNING

Where appropriate, prescribed burning can be a valuable management technique to help you achieve your goals whether they be around creating wildlife habitat, promoting the restoration of a desired tree species or addressing unwanted trees or plants. Consult [www.mylandplan.org/prescribed-burns](http://www.mylandplan.org/prescribed-burns) or contact your local qualified natural resource professional to learn more about prescribed burning use and regulations in your state.

Do you or your designated representative use fire in the management of your land?

Yes  No

If Yes, how is fire used (check all that apply)?

Burn Piles  Prescribed Burns

Other \_\_\_\_\_

### YOUR COMMITMENT

To ensure the safety of prescribed burns on my land, I, or my designated representative, do pre-fire planning and obtain all applicable permits. I, or my designated representative, understand and abide by the local and state laws and regulations around prescribed burning.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Include dates of any recent burns and permits obtained.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## WILDLIFE

Threatened or endangered species are those species that have been identified by either the federal or state governments as in need of special protections. Protection of occupied habitats and communities for these species is required by the Standards and by law. Please consult [www.treefarmssystem.org/woodland-resources](http://www.treefarmssystem.org/woodland-resources) to research threatened or endangered species or contact your local qualified natural resource professional.

### YOUR COMMITMENT

I, or my designated representative, have undertaken research to identify occurrences of threatened or endangered species (listed by my state or the federal government) on my land and am committed to protecting those habitats and communities where they exist.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

My research included (check all that apply):

Walked property with a qualified natural resource professional

Date: \_\_\_\_\_ Findings: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Consulted with state natural resource agency

Date: \_\_\_\_\_ Findings: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Researched online using the ATFS website, <https://www.treefarmssystem.org/woodland-resources>

Date: \_\_\_\_\_ Findings: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other

Date: \_\_\_\_\_ Findings: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Based on my research, I found:

Threatened or endangered species are not currently known to be present on my property

Threatened or endangered species are present on my property. Therefore, I will take the following steps to protect the threatened or endangered species on my land:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



GROWING STEWARDSHIP

### FOREST OF RECOGNIZED IMPORTANCE (FORI)

Forests of Recognized Importance (FORI) are globally, regionally and nationally significant large landscape areas of exceptional ecological, social, cultural or biological value. These forests are evaluated at the landscape level, rather than at the stand level and are recognized for a combination of unique values, rather than a single attribute. To learn more, please contact an ATFS Inspecting Forester or visit [www.treefarmssystem.org/fori](http://www.treefarmssystem.org/fori) or [www.mylandplan.org/fori](http://www.mylandplan.org/fori) to determine the presence of FORI in your area.

#### YOUR COMMITMENT

- I, or my designated representative, have undertaken research on Forests of Recognized Importance in my area.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

I consulted these resources when researching FORIs

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Based on my research, I found:

- My land does not contribute to or fall within an area identified as a FORI
- My land does contribute to or fall within an area identified as a FORI. Therefore, I will take the following steps to conserve the FORI described below:

\_\_\_\_\_

\_\_\_\_\_

### SPECIAL SITES

Special sites can be places of personal significance that you and your family designate, like a special tree or a campsite or other location with a personal meaning. Special sites also include areas offering unique historical, archaeological, cultural, geological, biological or ecological values; for example, cemeteries, cave entrances or outcroppings. The Standards provide guidance for identifying special sites and how to protect special sites on your land. Consult [www.mylandplan.org/special-sites](http://www.mylandplan.org/special-sites) and [www.treefarmssystem.org/woodland-resources](http://www.treefarmssystem.org/woodland-resources) to research special sites or contact your local qualified natural resource professional.



#### YOUR COMMITMENT

- I, or my designated representative, have undertaken research to identify special sites on my land and am committed to protecting any sites on my land.

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

My research included (check all that apply):

- Walked the property with a qualified natural resource professional

Date: \_\_\_\_\_ Findings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Researched sites online

Date: \_\_\_\_\_ Findings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Reviewed old property maps

Date: \_\_\_\_\_ Findings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Contacted local cultural heritage organizations

Date: \_\_\_\_\_ Findings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Other

Date: \_\_\_\_\_ Findings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Based on my research, I found:

- I have no special sites on my land.
- I do have special sites on my land. Therefore, I will take the following steps to protect these sites:

\_\_\_\_\_

\_\_\_\_\_



GROWING STEWAR

# What would you do?

Tree Farmer has a management plan that was written five years ago that covers all Required plan elements (forest health, soil, water, wood and fiber production, threatened and endangered species, special sites, invasive species, integrated pest management, and forests of recognized importance). However, honeysuckle is found to be prevalent in the woods and is absent from the plan.



# Standard 2: Compliance with Laws

Performance Measure 2.1 - Landowner shall comply with all relevant federal, state, county and municipal laws, regulations and ordinances governing forest management activities.

- Federal, state, local laws and BMPs
- Correct conditions leading to any regulatory actions
- Obtain professional advice



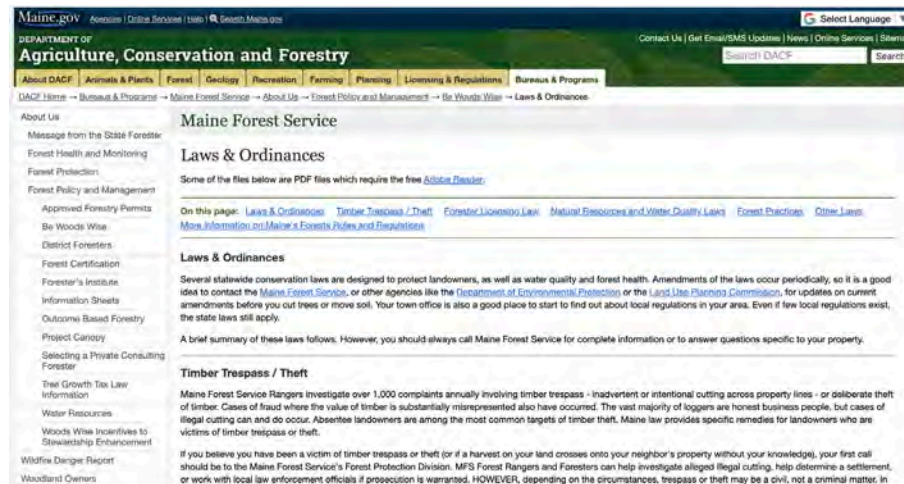


# Standard 2: State Laws

What are the relevant laws a woodland owner must consider?

Where can a woodland owner find out more about relevant laws?

[https://www.maine.gov/dacf/mfs/woodland\\_owners.html](https://www.maine.gov/dacf/mfs/woodland_owners.html)



The screenshot shows the Maine.gov website for the Department of Agriculture, Conservation and Forestry. The page is titled 'Maine Forest Service' and features a 'Laws & Ordinances' section. The text in this section states: 'Several statewide conservation laws are designed to protect landowners, as well as water quality and forest health. Amendments of the laws occur periodically, so it is a good idea to contact the [Maine Forest Service](#), or other agencies like the [Department of Environmental Protection](#) or the [Land Use Planning Commission](#), for updates on current amendments before you cut trees or move soil. Your town office is also a good place to start to find out about local regulations in your area. Even if few local regulations exist, the state laws still apply. A brief summary of these laws follows. However, you should always call Maine Forest Service for complete information or to answer questions specific to your property.'

The 'Laws & Ordinances' section includes a sub-section for 'Timber Trespass / Theft' which states: 'Maine Forest Service Rangers investigate over 1,000 complaints annually involving timber trespass - inadvertent or intentional cutting across property lines - or deliberate theft of timber. Cases of fraud where the value of timber is substantially misrepresented also have occurred. The vast majority of loggers are honest business people, but cases of illegal cutting can and do occur. Absentee landowners are among the most common targets of timber theft. Maine law provides specific remedies for landowners who are victims of timber trespass or theft.'

Below this, there is a paragraph: 'If you believe you have been a victim of timber trespass or theft (or if a harvest on your land crosses onto your neighbor's property without your knowledge), your first call should be to the Maine Forest Service's Forest Protection Division. MFS Forest Rangers and Foresters can help investigate alleged illegal cutting, help determine a settlement, or work with local law enforcement officials if prosecution is warranted. HOWEVER, depending on the circumstances, trespass or theft may be a civil, not a criminal matter, in



# Recent non-conformities

- Field Findings
  - BMPs – Harvest impact near water
- Opportunities for Improvement
  - Erosion risks along waterway



# What would you do?

During field visit you find a staging area that was used during the last timber harvest 4 years ago. You note that it has not seeded back in and the landowner states that it is likely due to a known hydraulic fluid leak from equipment during the harvest.



# Standard 3: Reforestation & Afforestation

**PM 3.1 - Shall** be achieved by a suitable process that ensures adequate stocking levels.

- Adequate stocking
- Desired species
- Reasonable time



# Recent Non-conformities

- None
- Opportunities for Improvement
  - Deer enclosures
  - Use of appropriate stock



# What would you do?

An appropriate regeneration harvest was carried out six years ago in one of the stands. Natural regeneration was planned, but due to heavy deer browse, it did not meet minimum stocking requirements.



# Standard 4: Air, Water & Soil Protection



- Use Best Management Practices (BMPs)
- Management of Pests
  - Pathogens
  - Unwanted Vegetation
- Use of Prescribed fire



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# PM 4.1 – Best Management Practices

Shall meet or exceed practices prescribed by state BMPs

- Implement applicable state forestry BMPs
- Minimize disturbances in riparian zones and wetlands



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# Standard 4: State BMPs



**Best Management Practices for Forestry:  
Protecting Maine's Water Quality**

- Section 1: Introduction
  - Key issue: *Water Movement*
- Section 2: Fundamental BMPS
  - Key issues: *Filter Areas & Stabilization*
- Section 3: BMPS for Every Stage of the Harvest



# Standard 4: State BMPs

- Section 3: BMPS for Every Stage of the Harvest
  - Stream Crossings
    - Key issues: Fish Passage & How to size and install crossings
  - Wetland crossings
  - Truck Roads
    - Key issue: Controlling the water
  - Log Landings
  - Trails and Harvesting
    - Key issues: Water Diversions
  - Hazardous Materials

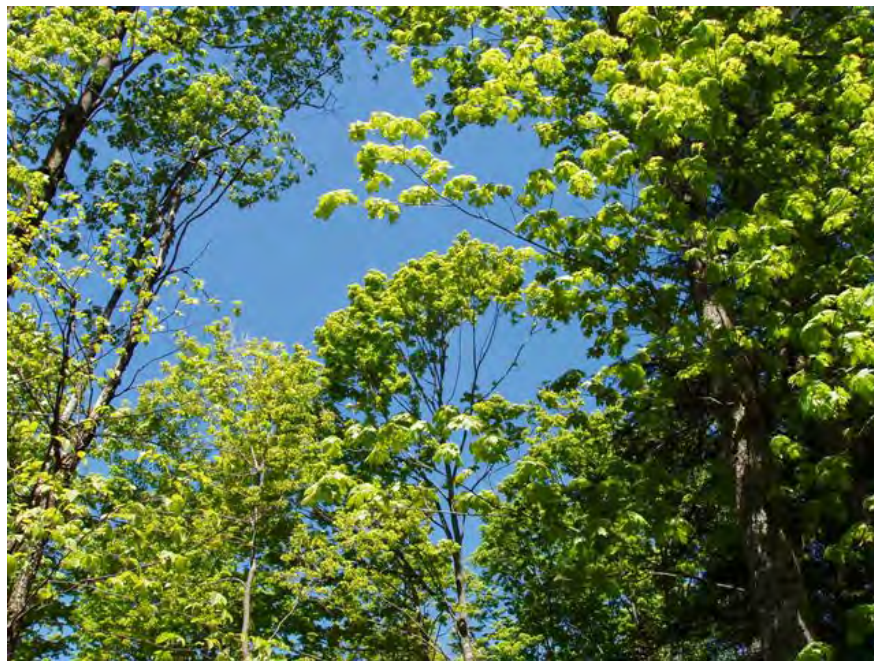


# PM 4.2 – Treatment options for pests

Shall consider a range of activities to control pests, pathogens, and unwanted vegetation

## Management options for treatment of unwanted vegetation

- Silvicultural
- Mechanical
- Biological
- Chemical
- Compliance with all pesticide laws



# PM 4.3 – Use of prescribed fire

Shall conform with objectives and state and local laws



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# Recent Non-conformities

- Effective installation of BMPs
  - Road & trail erosion
  - Culvert installation and upkeep
  - Stream crossings
  - Streamside Management Zones
- Opportunities for Improvement
  - Chemical use, storage, and disposal



# What would you do?

During field visitation the Tree Farmer points out the controlled burn they did 2 years ago to get rid of ground litter. You notice the area is now heavily populated by an invasive plant species. When you ask about burning permits and education he is unaware of them.



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# Standard 5: Fish, Wildlife Biodiversity & Forest Health

- Threatened & Endangered Species
- Landowner's Desired Species
- Promote Forest Health
- Forests of Recognized Importance (FORI)

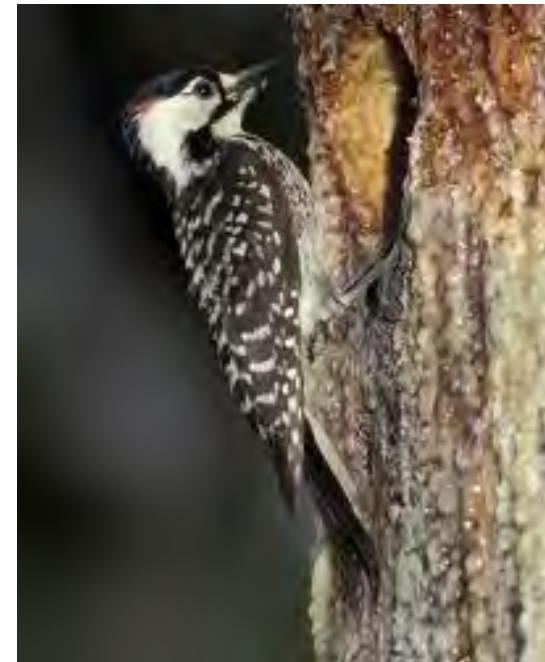


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# PM 5.1 – T&E Species

Shall protect habitats and communities occupied by T & E species as required by law

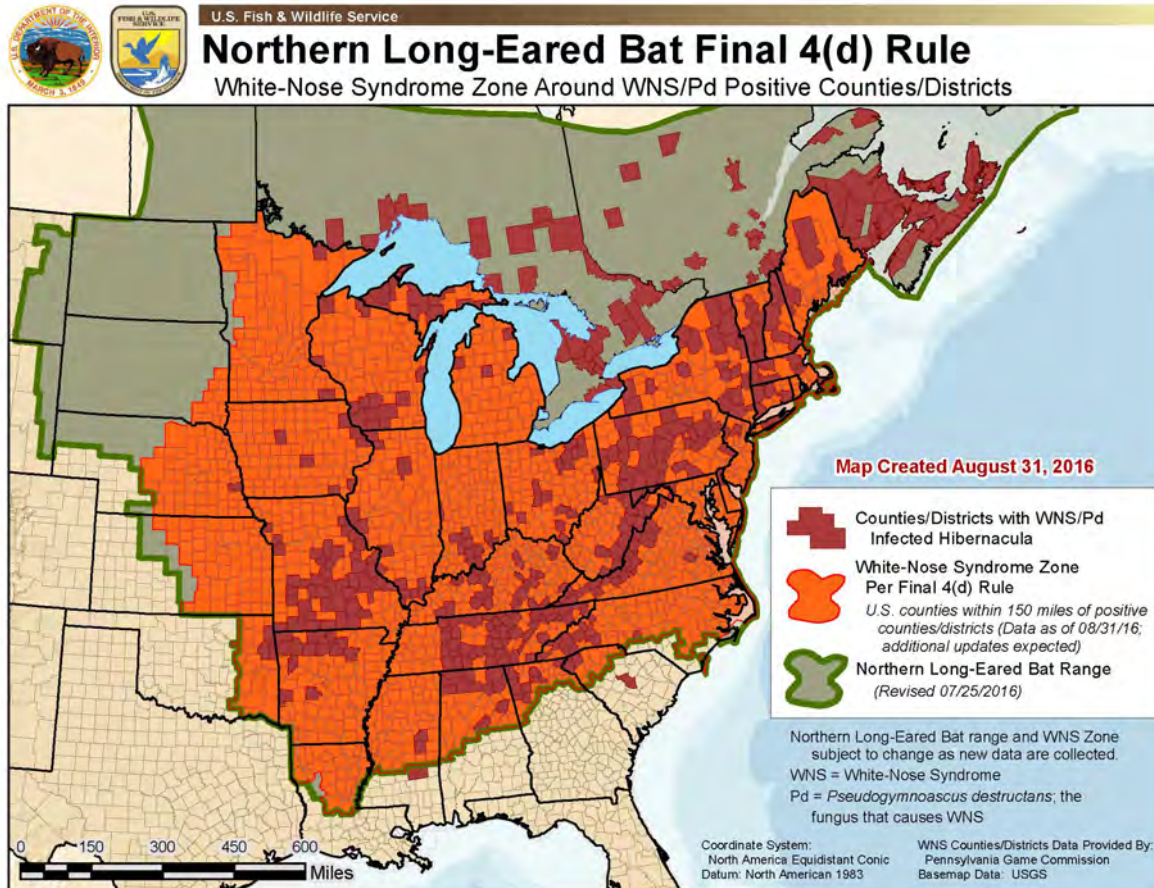
- Levels of requirements
  - Research to determine occurrences
  - Protect known occurrences
  - Document





# T&Es to Watch For

- Northern Long-Eared Bat



Others?



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# PM 5.2 – Desired species

Should address the desired species and/or desired forest communities

- Fish, wildlife, and/or plant
- Refer to objectives
- Consult sources of information
- Integrate into management



# PM 5.3 – Forest Health

Should make practical efforts to promote forest health

- Prevention, control, and response
  - Wildfire
  - Invasives
  - Pests/Pathogens
  - Unwanted vegetation
- Document: date and source



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# PM 5.4 – Forests of Recognized Importance

Where present, activities should maintain or enhance FORI

- Contribute to conservation
- Evaluated at landscape level
- No central clearinghouse of information
  - Consult with experts
  - Review available info

**NO Forests of Recognized Importance (FORI) Currently Exist in Maine**



# Recent Non-conformities

- HVCF (now FORI) not identified
- Invasive Species awareness
- Opportunity for Improvement
  - Update T&E – these animals move!



# What would you do?

The management plan states that FORI are absent from the property. You realize that the property is located within the watershed that serves a large metropolitan area and is upstream from the collection reservoir.



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# Standard 6 - Forest Aesthetics

**PM 6.1** - Landowners should manage for visual impacts consistent with size, scale and intensity of activities.

- Apply visual quality measures
- Compatible with appropriate silvicultural practices



# Recent Non-conformities

- None
- Opportunities for Improvement - None





# What would you do?

A portion of the property that abuts a major highway is scheduled to be clear-cut next year. No buffer zone is planned.



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# Standard 7 - Protect Special Sites

PM 7.1 – Activities shall consider and maintain any relevant special sites.

- Research, locate, identify, and protect on the ground
- Document in plan,
  - Include on tract map



# What is included in Special Sites?

- Historical
- Archeological
- Cultural
- Geological
- Biological
- Ecological



Can also be designated by the landowner



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# Recent Non-conformities

- Identification of special sites in plans and on maps
- Opportunities for Improvement
  - Known special sites (native blight resistant American chestnut, springs) were managed for, but not documented



# What would you do?

A Tree Farmer knows of a cemetery on his property and leaves a buffer around it when operating. The cemetery is not noted in the plan or the map.



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# Standard 8 - Forest Product Harvests and Other Activities

**PM 8.1** – Landowner should use qualified natural resource professionals and contractors

- Seek qualified professionals and contractors
  - Require Liability and Workers' Comp insurance
  - Use contracts
  - Retain contracts and records of harvests



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# Standard 8 - Forest Product Harvests and Other Activities

**PM 8.2** – Landowner shall monitor harvests and other activities to ensure conformance with objectives

- Activities conducted in accordance with objectives
- Activities maintain potential of property
  - Sustainably produce forest products and other benefits



# Recent Non-conformities

- None
- Opportunities for Improvement –
  - Excessive residual stand damage (ability to produce forest products sustainably)
  - Lack of use of formal contracts
  - Lacking proof of insurance
  - Insufficient monitoring
  - Not using qualified professionals





# What would you do?

Landowner had a harvest on a portion of his property two years ago. A consultant forester was contracted to administer and oversee the sale. Landowner has copy of consultant agreement, but not timber sale contract or insurance.



# Your **second** mission:

## Identify Prospects:

1. Think of at least 1 forest landowner you have worked with or know of who are not currently Tree Farmers, and very engaged with their woods
- 2. Think of how you would approach the landowner from the first mission about becoming a Tree Farmer**



# Conducting an Inspection



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# Two levels of Certification

## Third-Party Certification (External Monitoring)

Accredited Certification Bodies  
(PwC, BV, NSF)



Perform third-party assessments  
for the 3 Tree Farm Regional  
Certificates (South, Northeast,  
West-Central)



## Internal Monitoring (REQUIRED Sample)

State Tree Farm Committee



Trained inspectors verify  
landowner conformance  
(You)



# Why do we have inspections?



Gene Newell, 2006 Western Regional Tree Farm Inspector of the Year



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# Tree Farm Inspections

## Three Types of Inspections

1. Initial
2. Required sample
3. Scheduled re-inspection



Photo Connie Robinson-Clemons, 2009 North Central Regional Tree Farm Inspector of the Year

Inspections are essential to the ATFS Internal Monitoring System



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# Tree Farm Inspections

## Inspection protocol

1. Visit the property of the Landowner
2. Discuss Tree Farmers Participation in program
3. Review management plan
4. Review AFF Standards as needed
5. Consider using Addendum to update plan
6. Discuss next step or follow up actions



# Tree Farm Inspections

## 1) Visit the Tree Farm/Woodlot

- Recent management
- Unique features
- Ground truth the map
- Areas of emphasis
- Landowner questions
- Document findings





# Tree Farm Inspections

## 2) Review Participation

- Size?
- Ownership?
- Willing participant?



# Tree Farm Inspections

## 3) Review Management Plan

- All core elements addressed?
- Additional considerations addressed if appropriate?
- Schedule of activities still applicable?
- Addendum or updates?



# Tree Farm Inspections

## 4) Review 2015-2020 AFF Standards

- Must meet all Standards to be certified
- Record activities that support Certification or Recognition



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# Tree Farm Inspections

- 5) Consider using Addendum to update plan
  - If standards aren't met can addendum bring them up to standard



# Tree Farm Inspections

- 6) Discuss next step or follow up actions
  - Actions the Tree Farmer need to take to be certified



# Tree Farm Inspections

When should a management plan be updated?

- Changes to forest condition
- Changes to landowner objectives
- Changes to owners, ownership or acres
- Natural disasters
- Insect and disease outbreaks



# Tree Farm Inspections

## Three Recommendation Options:

1. Certified or Recognized Tree Farm
2. Pioneer Tree Farm (participation)
3. Not appropriate for certification through ATFS (de-certification) – specify reasoning



# Reinspection by phone or email

- Permission of legal owner
- 004 Form completed
- On the ground within 180 days.
- No management activity since visit.





# ATFS Tree Farm Inspection Record (004 Form)

- Key to Certification under ATFS
- Recently revised for the new standards
- All inspections must be done with this form starting 3/15
- You must be trained to the 2015-2020 Standards to use this form

**American Tree Farm System (ATFS) Tree Farm Inspection Record**  
 ATFS Form 004 Revised 01/15  
 State  Tree Farm Number

**INITIAL INSPECTION**  
 Certified/Recognition  
 Pioneer

**INITIAL INSPECTION: HOW DID THE LANDOWNER LEARN ABOUT ATFS? (CHECK ALL THAT APPLY)**  
 My Forester  Currently a Tree Farmer  ATFS Sign  Referred by Tree Farmer  Website  
 Brochure  Landowners Assn  Magazine  Forestry Association  Field Day/Education Event

**REINSPECTION**  
 Recertification/Renewal  
 Pioneer

**Decertification (Choose One):**  Deceased  Missing  No Interest  
 Sold  Substandard

**FIELD INSPECTION DATE**      **INTERVIEW DATE**  
 Month Day Year      Month Day Year      Type:  Field  Phone  Email

**LANDOWNER INFORMATION (Legal Owner)**      **PRIMARY CONTACT**  
 Organization or Last Name      First Name      MI        
 Co-Owner / Contact Last Name      First Name      MI     

**PRIMARY CONTACT**  
 Mailing Address 1      Mailing Address 2  
 City      State      Zip      Absentee  Yes  No  
 Email      Phone      Preferred Contact  Any  Phone  Email  No Contact

**WHAT CONSERVATION ORGANIZATIONS ARE YOU INVOLVED IN? (Check All That Apply)**  
 State Forestry Assn  State Landowner Assn  County/Local Forestry Assn  Ducks Unlimited  Nat Wild Turkey Fed  QDMA  N/A  
 Other (Please Specify)

**TREE FARM LOCATION**  
 County      Town      Acres      Location (Legal or GPS)

**OWNERSHIP TYPE (Check One)**      **WHAT PROGRAMS IS THE PROPERTY ENROLLED IN? (Check All That Apply)**  
 Non-Industrial Private/Family  
 Public Lands  
 Other (Please specify)

Conservation Easement  Forest Tax Law / Tax Abatement  State Forest Stewardship Program  
 Successional Planning (Estate Planning, etc)  
 Cost Share (Please Specify)      Other (Please Specify)  
 Federal  State  Local  N/A

**NOTES/UPDATES**

**APPROVALS**  
 Landowner \* Signature      Month Day Year       I (Landowner), understand that checking this box constitutes this typed or written signature as a legal signature  
 Inspecting Forester Signature      Month Day Year      Recommendation:  
 Certification/Recognition  Pioneer  Decertification  
 First Name      MI      Last Name      ID#  
 Regional Approval Signature      Month Day Year      Recommendation:  
 Certification/Recognition  Pioneer  Decertification  
 State Approval Signature      Month Day Year      Recommendation:  
 Certification/Recognition  Pioneer  Decertification



GROWING STEWARDSHIP FROM THE ROOTS

# Page One

- All about the Landowner and his/her property
  - Contact information is Key!
- Inspection outcome
- Signatures of approval
- All Sections on this page are REQUIRED
- Form will be returned to you if anything is missing



GROWING STEWARDSHIP FROM THE ROOTS

**American Tree Farm System (ATFS) Tree Farm Inspection Record**  
ATFS Form 004 Revised 01/15

State  Tree Farm Number

INITIAL INSPECTION		INITIAL INSPECTION: HOW DID THE LANDOWNER LEARN ABOUT ATFS? (CHECK ALL THAT APPLY)				
<input type="checkbox"/> Certified/Recognition	<input type="checkbox"/> Pioneer	<input type="checkbox"/> My Forester	<input type="checkbox"/> Currently a Tree Farmer	<input type="checkbox"/> ATFS Sign	<input type="checkbox"/> Referred by Tree Farmer	<input type="checkbox"/> Website
		<input type="checkbox"/> Brochure	<input type="checkbox"/> Landowners Assn	<input type="checkbox"/> Magazine	<input type="checkbox"/> Forestry Association	<input type="checkbox"/> Field Day/Education Event

REINSPECTION	
<input type="checkbox"/> Recertification/Renewal	<input type="checkbox"/> Pioneer
<input type="checkbox"/> Decertification (Choose One): <input type="checkbox"/> Deceased <input type="checkbox"/> Misting <input type="checkbox"/> No Interest	
<input type="checkbox"/> Sold <input type="checkbox"/> Substandard	

FIELD INSPECTION DATE		INTERVIEW DATE		TYPE	
Month <input type="text"/>	Day <input type="text"/>	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	Year <input type="text"/>
				<input type="checkbox"/> Field <input type="checkbox"/> Phone <input type="checkbox"/> Email	

LANDOWNER INFORMATION (Legal Owner)			PRIMARY CONTACT	
Organization or Last Name <input type="text"/>			First Name <input type="text"/>	MI <input type="text"/>
Co-Owner / Contact Last Name <input type="text"/>			First Name <input type="text"/>	MI <input type="text"/>

PRIMARY CONTACT	
Mailing Address 1 <input type="text"/>	Mailing Address 2 <input type="text"/>
City <input type="text"/>	State <input type="text"/>
Zip <input type="text"/>	Absentee <input type="checkbox"/> Yes <input type="checkbox"/> No
Email <input type="text"/>	Phone <input type="text"/>
Preferred Contact <input type="checkbox"/> Any <input type="checkbox"/> Phone <input type="checkbox"/> Email <input type="checkbox"/> No Contact	

WHAT CONSERVATION ORGANIZATIONS ARE YOU INVOLVED IN? (Check All That Apply)

State Forestry Assn  State Landowner Assn  County/Local Forestry Assn  Ducks Unlimited  Nat Wild Turkey Fed  ODMA  N/A

Other (Please Specify)

TREE FARM LOCATION	
County <input type="text"/>	Town <input type="text"/>
Acres <input type="text"/>	Location (Legal or GPS) <input type="text"/>

OWNERSHIP TYPE (Check One)		WHAT PROGRAMS IS THE PROPERTY ENROLLED IN? (Check All That Apply)	
<input type="checkbox"/> Non-Industrial Private/Family	<input type="checkbox"/> Public Lands	<input type="checkbox"/> Conservation Easement	<input type="checkbox"/> Forest Tax Law / Tax Abatement
		<input type="checkbox"/> Successional Planning (Estate Planning, etc.)	<input type="checkbox"/> State Forest Stewardship Program
<input type="checkbox"/> Other (Please specify) <input type="text"/>		Cost Share (Please Specify) <input type="text"/>	<input type="checkbox"/> Other (Please Specify) <input type="text"/>
		<input type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/> Local <input type="checkbox"/> N/A	

NOTES/UPDATES

APPROVALS					
Landowner * Signature <input type="text"/>	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	<input type="checkbox"/> I (Landowner) understand that checking this box constitutes this typed or written signature as a legal signature	
Inspecting Forester Signature <input type="text"/>	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	Recommendation: <input type="checkbox"/> Certification/Recognition <input type="checkbox"/> Pioneer <input type="checkbox"/> Decertification	
First Name <input type="text"/>	MI <input type="text"/>	Last Name <input type="text"/>		ID# <input type="text"/>	
Regional Approval Signature <input type="text"/>	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	Recommendation: <input type="checkbox"/> Certification/Recognition <input type="checkbox"/> Pioneer <input type="checkbox"/> Decertification	
State Approval Signature <input type="text"/>	Month <input type="text"/>	Day <input type="text"/>	Year <input type="text"/>	Recommendation: <input type="checkbox"/> Certification/Recognition <input type="checkbox"/> Pioneer <input type="checkbox"/> Decertification	

\* Signature affirms compliance with all relevant laws/regulations/ordinances and permits agents of ATFS to ingress and egress for inspection/verification purposes. Only required for new enrollments.

# Standards Checklist

STANDARD 2. COMPLIANCE WITH LAWS			
PM 2.1 Landowner complies with all relevant federal, state, county and municipal laws, regulations and ordinances governing forest management activities.			<input type="radio"/> Yes <input type="radio"/> No
Notes/Observations	Indicator		
	2.1.1. Landowner corrects conditions that led to adverse regulatory actions, if any.		<input type="radio"/> Yes <input type="radio"/> No
	2.1.2. Landowner should obtain advice from appropriate qualified natural resource professionals or qualified contractors who are trained in, and familiar with, relevant laws, regulations and ordinances.		<input type="radio"/> Yes <input type="radio"/> No
STANDARD 3. REFORESTATION AND AFFORESTATION			
Has the property been reforested or afforested in the past 5 to 10 years? (If no, skip to Standard 4: Air, Water and Soil Protection)			<input type="radio"/> Yes <input type="radio"/> No
If yes, PM 3.1 reforestation or afforestation achieved by a suitable process that ensures adequate stocking levels.			<input type="radio"/> Yes <input type="radio"/> No
Notes/Observations	Indicator		
	3.1.1 Harvested forest land achieves adequate stocking of desired species reflecting the landowner's objectives, within five years after harvest, or within a time interval as specified by applicable regulation.		<input type="radio"/> Yes <input type="radio"/> No
	Number of acres affected?	Methods of regeneration?	Species selected?

- Not all questions are required, depends on what is happening on the ground
- Example: All questions in Standard 2 Section are required. All questions in Standard 3 are required if the property has been reforested or afforested in recent years.



# Additional Tips

**PRESCRIBED FIRE**

Is prescribed fire used on the property?  Yes  No

If yes, PM 4.3 prescribed fire conforms with landowner's objectives and pre-fire planning.  Yes  No

If yes, number of acres treated: MANY

**Notes/Observations**

**Indicator**  
4.3.1. Prescribed fire conforms with the landowner's objectives and state and local laws and regulations.  Yes  No

- Use State abbreviation in when asked for State. (Texas should be written as TX)
- Date format is always mmddyyyy
- Acres should be written as whole numbers
- When asked for a number of something (acres) do not use text, only numericals
- If the question is a yes or question, do not choose yes and no.
- Make sure to answer ALL of the required fields for the property



# How To Obtain A 004 Form

- Several Options
- Online in the inspector's corner-resources  
<http://www.treefarmssystem.org/inspectorscorner>
- Online at [www.atfsdatabase.org](http://www.atfsdatabase.org)
- Your local state committee representative
  - Email you or give you a paper copy
  - <http://mainetreefarm.org/volunteer-resources/>



# Tools & Benefits For Landowners and Foresters



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# Benefits for Landowners

- Education
- Information
- Communication
- Community
- Certification
- Representation



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# Tree Farm Signs

- Two types available:
  - Certified Family Forest
  - Certified Tree Farm
- Each Maine Tree Farmer receives one sign
- Landowners can purchase additional signs online:

[www.treefarmssystem.org/atfssigns](http://www.treefarmssystem.org/atfssigns)





# Benefits for Foresters

- Contacts
  - Landowners and foresters
- Recognition
  - Commitment to Sustainable Forestry
- Resource Efficiencies
  - SFI-SIC
  - Landowner outreach
  - SAF CFE Credits
- Communications



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# SAF CFE Credits

- **Inspector Training**
  - **Classroom:** 3.5 category 1 credits
  - **Online:** 1 category 1 credit
- **Facilitator Training:** 0.5 CF category 1 credits, 3.0 Category 2 CF Credits;
- **Inspection** (one inspection per year credit limit): 2 category 3 credits
- **Serving on a State Committee:** 2 category 3 credits
- **ATFS National Leadership Conference:** sessions (varies)
- **ATFS webinars:** Varies by webinar



# Volunteer Recognition

- Tree Farmer and Inspecting Forester of the Year
  - State
  - Regional
  - National
- Hard Hat Awards
- Field Leadership Award



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# Your **third** mission:

## **Identify Prospects:**

1. Think of at least 1 forest landowner you have worked with or know of who are not currently Tree Farmers, and very engaged with their woods
2. Think of how you would approach the landowner from the first mission about becoming a Tree Farmer
3. **Make a commitment to approach the landowner in the next 60 days about Tree Farm Certification.**



# Future of the Maine Tree Farm Program



GROWING STEWARDSHIP FROM THE ROOTS

# Volunteer Resources

- <http://maintreefarm.org/volunteer-resources/>



The screenshot shows the website for the Maine Tree Farm Program. The header includes the title "Maine Tree Farm Program" and the tagline "The sign of good forestry". A navigation menu contains links for Home, About Us, Membership, Features, Contact Us, and Contribute. A search bar is located in the top right corner. The main content area is titled "Volunteer Resources" and contains the following sections:

- Volunteer Resources**: A paragraph explaining that this is a hidden page for the Maine Tree Farm Committee, accessible via a direct link or bookmark. It also provides an email address for suggestions: [coordinator@maintreefarm.org](mailto:coordinator@maintreefarm.org).
- Web Resources**: A section titled "ATFS Leader's Only:" followed by a paragraph stating that the page contains all resources ATFS provides to State Committee Leaders, including inspection forms, training materials, and quarterly webinars.
- Forms**: A list of available forms:
  - 004 Form – Color
  - 004 Form – Black and White
  - Incentive Form
  - Management Plan Addendum Tool
- Procedures**: A list of procedures:
  - Required Inspection – SOP

On the right side of the page, there is a search bar, a "Recent Posts" section with a post titled "FORESTRY FOR MAINE BIRDS – MAY 11, 2019" and a sub-heading "Women's Chainsaw Safety and More!", and a "Categories" section with "Events" and "Updates" listed.



# Looking for input

- How can Tree Farm better serve...
  - You?
  - Your Landowners?
  - Forest Products Community?



# What we covered:

- Tree Farm History & Overview
- 2015-2020 AFF Standards
- Conducting an Inspection.
- Tools & Benefits
- Future of Maine Tree Farm





# Inspector Policies

- Inspector Training Policy
  - 2 year credentials – renew through
    - Inspection
    - Training
      - Workshop
      - Online
    - Additional Approved Activities
- Inspector Compliance Policy
- No Harassment Policy



# Respect in the Environment

The American Forest Foundation (AFF) is committed to ensuring a safe environment for all involved in and while implementing the American Tree Farm System (ATFS).

This includes:

- Volunteers
- Partners
- Contractors
- Staff
- Landowners
- Others



In support of this commitment and values shared by members of its community, AFF maintains and enforces a policy of **zero tolerance** for any type of harassment.



# Harassment is...

- ❖ A form of discrimination towards anyone.
- ❖ Based on distinguishing characteristics, which are protected classes under the law.
- ❖ Verbal, nonverbal, visual and/or physical.
- ❖ Unwelcome.
- ❖ Humiliating, threatening, intimidating or offensive behavior.



It does not matter if one person did not *intend* to harass another, as much as it matters how the behavior is *perceived* by the recipient.



# Distinguishing Characteristics

## Individuals

- Race
- Color
- Creed
- Religion
- National Origin
- Sex
- Sexual Orientation
- Gender Identity
- Ancestry
- Marital Status
- Pregnancy
- Childbirth or related medical conditions
- Age
- Disability
- Any other category protected under federal, state or local law (*protected classes*)



# Categories of Sexual Harassment

## Defined

The uninvited/unwelcome verbal, nonverbal or physical behavior of sexual nature toward another person.

Sexual Harassment may be:

- Hostile Work Environment
- Quid Pro Quo Requests
- Harassment By Individuals  
*(outside the organization)*



# ATFS Policy: Reporting Harassment

Due to the very serious nature of harassment, discrimination and retaliation, you must report your concerns to one of the individuals listed below:

1. Discuss any concern with the:

Director of ATFS  
(202) 765-3529  
2000 M St, NW, Suite 550  
Washington, DC 20036

2. If you are not satisfied after you speak with the Director of ATFS, or if you feel that you cannot speak to the Director of ATFS, discuss your concern with:

Director of Human Resources  
(202) 765-3561  
2000 M St, NW, Suite 550  
Washington, DC 20036



# Your Role and Responsibility

- Treat your co-workers with dignity and respect their rights.
- Value and leverage the differences in others.
- Modify communication and behavior based on individual differences, for fair, equitable and inclusive engagement.
- Prevent and protect all employees from discrimination and harassment.
- If you hear something, say something.



## Summary

- ATFS has an inclusive and thriving environment where each volunteer can do his or her work.
- All employees and volunteers have a right to work in an environment free from discrimination and harassment.
- All employees and volunteers have a responsibility to demonstrate respect to each other, clients, vendors and any other stakeholder of the business.



# I'm trained, now what?

1. On our list
2. CFEs processed quarterly
3. Contact state committee
4. Request brochures
5. Become a Tree Farm ambassador
  1. Tree Farmer
  2. Inspecting Forester
  3. Field Leadership





# Stay Engaged!

- Updated contact information
- Send us feedback
- Complete inspections
- Nominate Tree Farmers and colleagues
  - OTFY
  - IOY
  - Features



# National Contacts

Leigh Peters, Certification Manager

(334) 796-7663 [lpeters@forestfoundation.org](mailto:lpeters@forestfoundation.org)

Sara Anrrich, Senior Manager

(202) 765-3376 [sanrrich@forestfoundation.org](mailto:sanrrich@forestfoundation.org)

Nephtali Chavez, Certification Coordinator

(202) 765-3529 [nchavez@forestfoundation.org](mailto:nchavez@forestfoundation.org)

TBD, Northeast Regional Tree Farm Manager

