

SFI

MAINE'S SFI IMPLEMENTATION COMMITTEE'S

PRINCIPLES, CRITERIA, AND **RESPONSIBILITIES**

**FOR DETERMINING HOW LOGGER
TRAINING PROGRAMS
WILL BE EVALUATED FOR
ENDORSEMENT BY THE *Maine* SFI
IMPLEMENTATION COMMITTEE**

WHY THIS DOCUMENT?

“THE GOAL OF THIS DOCUMENT IS TO ENSURE CONSISTENCY AND QUALITY FOR SFI-ENDORSED LOGGER TRAINING PROGRAMS IN MAINE. IT PROVIDES A FRAMEWORK AND PROCESS FOR MAINE’S STATE IMPLEMENTATION COMMITTEE TO USE TO ENSURE THAT ALL LOGGER EDUCATION AND TRAINING PROGRAMS ENDORSED BY THEIR COMMITTEE MEET THE SFI 2015-2019 STANDARD.”

**.....subcommittee on Logger Education and Training
August 27th, 2015**

PRINCIPLES OF SFI LOGGER TRAINING AND EDUCATION PROGRAMS IN MAINE

1. Maine SIC has the responsibility to set criteria for SFI-endorsed logger training and education in Maine. Maine SIC will only consider (for endorsement) criteria-based logger training and education programs. The criteria are listed on page 4 and will form the template against which SIC decisions will be made regarding whether proposed logger training and education programs meet the SFI Standard.

These criteria must include the performance measures listed in Capital Letters on pages 5-7 included in Objectives related to training in the 2015-2019 SFI Standard

2. SFI Indicators 11.2.1 Forest Management (FM) and 6.2.1 Fiber Sourcing (FS) are the foundation upon which all Maine SIC-endorsed logger training and education programs must be built. All programs recognized by the Maine SIC must address the 11 criteria listed under Indicators 11.2.1 FM and 6.2.1 FS of the SFI 2015-2019 Standard, as follows:

Participation in or support of SFI Implementation Committees to establish criteria and identify delivery mechanisms for wood producers' training courses that address:

- a. Awareness of sustainable forestry principles and the SFI Program;*
- b. Best Management Practices, including stream side management and road construction, maintenance and retirement;*
- c. Reforestation ,invasive exotic plants and animals, forest resource conservation, aesthetics and special sites;*
- d. Awareness of responsibilities under the U.S. Endangered Species Act, the Canadian Species at Risk Act, and other measures to protect wildlife habitat (e.g. Forests with Exceptional Conservation Value);*
- e. Awareness of rare forested natural communities as identified by provincial or state agencies, or by credible organizations such as NatureServe, The Nature Conservancy, etc.*
- f. Logging safety;*
- g. U.S. Occupational Safety and Health Administration (OSHA) and Canadian Centre for Occupational Health and Safety (CCOHS) regulations, wage and hour rules, and other provincial, state and local employment laws ;*
- h. Transportation issues;*
- i. Business management;*
- j. Public policy and outreach and*
- k. Awareness of emerging technologies.*

3. Maine SIC also lists “minimum criteria” in lower case letters under 11 Objectives on pages 6-8. These criteria are the suggested program components which to date have been accepted as the

standard of excellence in Maine by the SIC and to which all future program proposals will be compared.

4. Maine SIC will only review entire/complete programs. The SIC will not review pieces or portions of programs. Any program proposed to the SIC must be prepared as a complete program.
5. Maine SIC will evaluate/reevaluate changing needs and issues every 5 years to ensure that this document of **Principles, Criteria, and Responsibilities is continually improved** and will also review the continuing education of this process; to meet the needs and expectations of the SIC.
6. All proposals for Maine SIC logger training and education program endorsement will initially be brought to the Education Committee. The sponsor of the proposed training program will contact the State SFI Coordinator or the Education Chair to ask to be included on the agenda of an upcoming Education Committee meeting. The Education Committee will begin the review process as outlined on page 9.

MINIMUM CRITERIA

FOR LOGGER TRAINING AND EDUCATION PROGRAMS (All must be incorporated in the proposed program)

1. Thirty-two hours of interactive training and education (including one day of hands-on fieldwork that has significant emphasis on logger safety) within the performance criteria under 11.2.1 FM and 6.2.1 FS (Capitalized Headings listed as #1-#11) and significantly covering the performance indicators (alphabetized subheadings in lower case which were chosen by Maine's Education and Honor and Integrity Committees) of 11 Objectives listed on pages 6-8. This combination of performance measures and performance indicators provides the SIC's baseline of excellence for Maine SIC endorsed logger training and education programs...and...
2. Eight hours of continuing education in topics relevant to logger training and education in the year immediately following certification; and eight hours of continuing education for every two years thereafter (topic relevancy will be reviewed by the SIC as part of the review of the entire training package every five years) During the two year continuing education cycle a portion of the training will focus on one or more SFI 2015-2019 Standard ...and...
3. Field certification and field re-certification (with written documentation of such field re-certification) for competency on relevant items listed as performance measures and performance indicators under 11 Objectives on pages 6-8 at least every 5 years. (Topic relevancy will be reviewed by the SIC as part of the review of the entire training package every five years)...and...
4. Experienced instructors to teach or facilitate the program...and...
5. The SIC encourages training programs, instructors, and sponsorship that are independent of the persons receiving the training and education, although in-house programs will also be reviewed...and...
6. Training programs will include a process to assure the program is kept up to date with new laws, rules, technology and other important changes...and...
7. It is required that every 5 years, the program sponsor will go through the then-current Maine SFI logger training **Principles, Criteria, and Responsibilities** for re-endorsement by the SIC to ensure their program is current and up to date with laws, rules, and technology to ensure continuous improvement...and...
8. The Education Committee will be notified of any significant changes in any logger training programs that they have endorsed.

THE FOUNDATION FOR LOGGER TRAINING AND EDUCATION PROGRAMS IN MAINE

**WORDS CAPITALIZED AND IN BOLD ARE MINIMUM PERFORMANCE MEASURES
AND FORM THE CURRICULUM OUTLINE.**

Words in lower case are performance indicators or curriculum contents and are the suggested program components which to date, in Maine, have been accepted as the standards of excellence by the SIC.

All proposed programs must include a curriculum outline and a set of proposed curriculum contents or performance indicators. The curriculum contents need not be exactly as described below. The contents described on the next several pages represent the standards which have been accepted to date.

1. AWARENESS OF SUSTAINABLE FORESTRY PRINCIPLES AND OF THE SFI PROGRAM.

- a. introduction of SFI program and principles
- b. how principles apply to loggers and the logging profession
- c. importance of communications, ethics, public relations

2. BEST MANAGEMENT PRACTICES – INCLUDING STREAMSIDE MANAGEMENT ROAD CONSTRUCTION, MAINTENANCES AND RETIREMENT.

- a. definition and application of best management practices (bmp's) to protect water quality
- b. management plans and why they are important
- c. environmental regulations currently in existence
- d. yards, landings, skidding- and how to minimize their impact
- e. logging practices to conserve fish and wildlife ; impact of logging on fish and wildlife
- f. laws affecting harvesting and water quality

3. REFORESTATION, INVASIVE EXOTIC PLANTS AND ANIMALS, FOREST RESOURCES CONSERVATION, AESTHETICS, AND SPECIAL SITES.

- a. management plans and prudent harvesting techniques
- b. silviculture, tree growth, forest sites
- c. basal area – how to measure, why it's important
- d. forestry laws including forest practice acts
- e. directional felling and skidding – protection of regeneration

4. AWARENESS OF RESPONSIBILITIES UNDER THE U.S. ENDANGERED SPECIES ACT AND OTHER MEASURES TO PROTECT WILDLIFE HABITAT (e.g. Forest with Exceptional Conservation Value);

- a. discuss species that are endangered, threatened
- b. protection of endangered, threatened species
- c. **Forest with Exceptional Conservation Value** special wildlife features and considerations
- d. logging practices to conserve fish and wildlife; logging impact on fish and wildlife

5. AWARENESS OF RARE FORESTED NATURAL COMMUNITIES

6. LOGGING SAFETY

- a. first aid for loggers – learning and practicing
- b. first aid kits – what's required and where
- c. safe wood harvesting, controlled yarding
- d. facts re OSHA and other logging safety rules
- e. personal protective equipment – requirements and safe use and care of equipment
- f. chainsaw maintenance and safety features
- g. chainsaw operation – safe techniques
- h. safe and efficient manual felling and skidding
- i. fatigue, time management
- j. two tree length rule for felling, other rules-of-thumb
- k. special circumstances, i.e. storm damage, salvage operations
- l. hazard identification – at the landing, along the skid trails, in the woods, on equipment
- m. review of real hazards – real accidents. Review of cases.
- n. safe machine operation
- o. machinery maintenance
- p. personal safety

7. U.S. OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION(OSHA) AND WAGE AND HOUR RULES AND OTHER STATE AND LOCAL EMPLOYMENT LAWS.

- a. hazard communication program

- b. record keeping for OSHA
- c. workers compensation – What’s required, and how it can be affected by safe practices.
- d. independent contractor – defined from OSHA standpoint

8. TRANSPORTATION

- a. safe loading, binding, and hauling
- b. Records required of transportation firms
- c. Public relations-professionalism demonstrated with the public
- d. Equipment maintenance – suggestions, discussion

9. BUSINESS MANAGEMENT – EMPLOYEE TRAINING, PUBLIC RELATIONS, ETC

- a. cost management
- b. maintenance of equipment as a good business practice
- c. product utilization and marketing – why it’s good business
- d. regulatory compliance as a good business practice
- e. record keeping
- f. logging machinery design and maintenance (5.0)
- g. sources of available assistance on business management
- h. aesthetics of harvest area and yards
- i. public policy and outreach

10. PUBLIC POLICY AND OUTREACH; AND

11. AWARENESS OF EMERGING TECHNOLOGIES.

32 hours

A logger training and education program will total 32+ hours

RESPONSIBILITIES AND PROCEDURES IN SEQUENTIAL ORDER

Activity 1 – A Program is recommended by a sponsor as a logger training and education program for Maine SIC’s consideration by bringing it to the attention of the State Coordinator or Education Committee Chair.

Responsibility – The program sponsor

Timeliness – Can be done anytime.

Activity 2 – Approved Program **Principles, Criteria, and Responsibilities** are sent to sponsor.

Responsibility – Education Committee Chair or State Coordinator.

Timeliness – Within 10 days of receiving the sponsor’s original inquiry.

Activity 3 – Education Committee assures sponsor has **Principles, Criteria, and Responsibilities** and puts sponsor on of next two Education Committee agendas for a presentation; length of presentation to be agreed upon by Committee Chair and sponsor.

Responsibility – Chair Education Committee.

Timeliness – Within 10 days of receiving request from sponsor that they do in fact wish to make a formal presentation to the Committee.

Activity 4 – After presentation, if the Education Committee finds the proposal does not meet the Principles, Criteria, or Responsibilities, the Committee will work with the sponsor to help them understand or address the Committee’s concerns. When that process is concluded, the Education Committee reports its recommendations for acceptance or denial (and reasons) to the SIC Chair, copying the sponsor.

Responsibility – Education Committee Chair

Timeliness – No later than 10 days after the Education Committee has completed its work with the sponsor to address any concerns with the proposed program.

Activity 5 – SIC Chair will bring the matter to the next SIC meeting for a report by the Education Committee and formal acceptance or denial (and reasons) or other action by the full SIC. It is required that the sponsor attend this SIC meeting.

Responsibility – SIC Chair and sponsor (attendance)

Timeliness – Will put the proposed program deliberation on meeting agenda for next SIC meeting. Assure formal acceptance or denial (and reasons) or other action is agreed by SIC at that meeting.

Activity 6 – Formal feedback letter to the sponsor advising that the proposed program has been accepted, denied (and reasons), or suggested for other action by the full SIC.

Responsibility – SIC Chair

Timeliness – Feedback provided no later than 10 days after the SIC meeting when the proposal was reviewed and formally accepted, denied (with reasons), or determined to require other action.

Activity 7 – Long Term Retention of Records on Logger Education and Training, proposals for SIC logger training and education endorsement, and the maintenance and updating of these Principles, Criteria, and Responsibilities are the responsibility of the SFI State Coordinator and will be housed in that office.