



## VOF Forest Management Plan and Addendum Requirements Checklist

Vermont Organic Farmers, LLC (VOF)  
 Northeast Organic Farming Association of Vermont (NOFA-VT)  
 VOF Office: 802-434-3821 vof@nofavt.org www.nofavt.org

The following is a checklist designed to help consulting foresters develop forest management plans and forest management plan addendums for maple producers seeking new or continued organic certification through Vermont Organic Farmers (VOF). Maple producers should provide their consulting forester with a copy of this checklist and a copy of the VOF Guidelines for Certification of Organic Maple Sap and Syrup (February, 2016).

A written forest management plan is required for each property used for maple sap collection. Forest management plans must meet all components and practices as required by the Vermont State Use Value Appraisal (UVA) Forest Management Plan Template and Sugarbush Management Standards for the UVA Program dated October 8, 2014 and must bear the signatures of the preparer (for example, consulting forester), land owner(s) and county forester. Forest management plans written before March 1, 2016 must include components and practices as required by the Sugarbush Management Standards for the UVA Program dated October 8, 2014 when amended or when they expire. UVA requires that active management take place based on the current conditions of the stand. Applicants with properties not enrolled in UVA program must still meet the above requirements but should call the VOF office to discuss the county forester signature requirement. Plans expire after 10 years based on the date the forest inventory data was collected. When a plan is amended less than 10 years after the forest inventory data was collected, a copy of the amended plan with new signatures from the preparer (for example, consulting forester), land owner(s) and county forester will be required.

Consulting foresters should attach a copy of the completed checklist to the finished plan or addendum(s) when it is submitted to the producer or to the VOF office.

Please do not hesitate to contact the VOF office with questions regarding the guidelines or to request additional information. Both the checklist and the guidelines are available upon request from the VOF office in both paper and electronic forms.

<b>Consulting Forester:</b>	
<b>Forest Management Plan Title:</b>	
<b>Name of Producer Requesting Certification:</b>	
<b>Name of Producer's Operation:</b>	
<b>Property Owner:</b>	
<b>Property Location:</b>	
<b>Original Forest Management Plan Author:</b>	
<b>County Forester:</b>	
<b>Date FMP Written (most recent version):</b>	
<b>FMP Expiration Date:</b>	



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Page Number or Attachment Location	VOF FMP and Addendum Requirements (if a requirement is not applicable to the plan for the parcel, please enter "N/A")
	Forest management plans must be signed by the county forester, indicating that the plan meets all components as required by the Vermont State Use Value Appraisal (UVA) Forest Management Plan Template and Sugarbush Management Standards for the UVA Program dated October 8, 2014.
	Date inventory data was collected.
	A description of how forest tree species diversity will be maintained or achieved.
	Diversity Requirements: Post-conversion residual stands must be at least 25% non-sugar maple trees or the species diversity must not be less than pre-conversion percentages.
	Diversity Requirements: If the forest management plan includes stands where diversity is less than 25%, a description of how past management resulting in current tree species diversity must be included. VOF will not certify sugarbushes converted to sap production using whole tree harvest techniques within the last three years.
	Ecologically sensitive areas, if present, must be identified in the forest management plan and shall be protected.
	Stand Regeneration: Forest management plan must include a regeneration plan.
	Diversity Requirements: If all stands described in the forest management plan are less than 25% tree species diversity the following additional information must be attached and will be presented to the VOF Review Committee for evaluation: <i>A forest management plan that profiles adjacent land under someone else's management and describes how these surrounding forests achieve diversity within the larger ecosystem. This plan must include an aerial photograph at a landscape level.</i>
	Habitat for wildlife species, including amphibians, birds, aquatic life & mammals must be addressed in the forest management plan. The forest management plan may address problems such as deer overpopulation as well as preservation or improvement of habitat for rare or endangered species.
	If producer decides that control of invasive species is needed, a description of methods used must be included in the plan and must be done without the use of any prohibited herbicides.



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	Stand Regeneration: Plans must describe how recruitment or retention of multiple age classes will be achieved. If stand is even age, a plan to convert the stand to un-even age management is required within a time frame appropriate for the site. For example, a series of crop tree release, improvement cuts and/or selection harvests with a rotation age of 150 years could be an appropriate timeline. In addition, for even age stands information on why the stand is currently even aged must be included in the plan (for example, grazing in previous years, previous forest management, natural events).
	Thinning Practice/Harvest Techniques: Prescribed activities must meet or exceed the Use Value Appraisal minimum standards and be carried out in accordance with U.S. Forest Service or other appropriate silvicultural or management guides or handbooks. (See Appendix A of the Use Value Appraisal Manual-Partial List of Acceptable Forest Management Publications).
	Thinning Practice/Harvest Techniques: The forest management plan must include a description to leave material (branches and woody debris) smaller than 3 inches while harvesting and or thinning.
	Thinning Practice/Harvest Techniques: The forest management plan must include a description of how damage to remaining trees will be minimized or avoided during thinning and how frequency of using machinery will be minimized.
	The forest management plan must include a description of how roads will be kept to a minimum and located so as to minimize damage to roots from soil compaction. In addition the forest management plan must include a description of how roads will be maintained in a manner that prevents soil erosion. For example, this may include ditching, water bars, maintaining vegetative cover.
	The forest management plan must include a description of how regularly used forest roads will be managed to prevent soil movement. Examples include bringing in stone or other material, constructing water bars or ditching.
	A description of inputs used for fertilization if applicable.
	A description of how water quality will be maintained or improved and how silting or sedimentation of streams will be prevented when applicable.
	If parts of the sugar bush are going to be grazed this practice must be addressed in the forest management plan to ensure no long-term damage to the sugar bush will occur.
	A description of how tapped trees will be marked without the use of prohibited substances including paint. Trees painted prior to January 26, 2010 are grandfathered in.



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	<p>Maps of each sugarbush must contain the following information:</p> <ul style="list-style-type: none"> <li>a. Location of sugarhouse, collection tanks</li> <li>b. Adjoining land use</li> <li>c. Location and acreage of all stands described in the forest management plan</li> <li>d. Number of acres</li> <li>e. Major roads and physical features</li> <li>f. Identification of all areas in the stands where trees are tapped or are planned to be tapped within the time frame of their forest management plan. Stands are defined as homogenous areas (soil type, species, age structure) managed with the same techniques.</li> <li>g. Identify major sap collection zones showing how the sap gets to a single releaser, collection tank or point. Mainline locations are not required.</li> </ul> <p><i>Features not on the map included with the forest management plan drafted by the consulting forester can be added to the map or an overlay by the producer.</i></p>
<p>Additional Comments:</p>	