

**Ministry of Natural Resources
and Forestry**
Regional Operations Division
Integration Branch
300 Water Street, 5S
Peterborough, ON K9J 3C7
Tel.: 705-755-1620
Fax.: 705-755-1201

**Ministère des Richesses naturelles et
des Forêts**
Division des opérations régionales
Direction de l'intégration
300, rue Water, 5S
Peterborough (Ontario) K9J 3C7
Tél.: 705-755-1620
Télééc.: 705-755-1201



Dear Level 2 Tree Marking Auditor,

Subject: Announcement - New Model for Level 1 Field Evaluation Audits

As a follow-up to the previous announcement about the delivery model changes to the tree marking courses, I would like to give you as a Level 2 Tree Marking Auditor some additional information about the changes to the Level 1 Field Evaluation Audits.

Students that have successfully completed the Level 1 course and examinations have two years to gain field experience in tree marking and complete a Field Evaluation Audit to qualify for a certificate. If they do not complete the Field Evaluation Audit within two years, they will have to retake the Level 1 exams.

Level 1 students requiring the Field Evaluation Audit are being advised to call Level 2 Tree Marking Auditors about their availability and interest to conduct their audit. Level 1 student's will be aware that you may charge a fee for these services. Your training as a Level 2 Tree Marking Auditor has given you the appropriate background to conduct these audits. You must maintain your active status by taking a Refresher Course every 5 years to be eligible to conduct these audits.

You can view your current status and print your certificate from the Learning Compass "<https://learningcompass.learnflex.net>. You should also check your profile to ensure that your contact information is current and that the consent to share your personal information is correct. You will see a box like this that you can check or uncheck at any time.

L2 Tree Marking Auditors: Consent to Disclose Personal
Information to be shared with Level 1 students
(More info):

Please ensure that there is no conflict of interest in conducting the audit. This may be a good time to review your Code of Ethics to make sure that you are strictly adhering to it.

You may wish to remind Level 1 students about the forest stand requirements for field evaluation audits as per the attached document "Forest Stand Requirements for Field Evaluation Audits". Make sure you have received the appropriate maps, inventory data and prescription for the forest to be marked and ensure it is appropriate before agreeing to use this location for the audit.

Audits can be done in either the tolerant hardwoods selection system or in the pine shelterwood system or both. Tree markers will be certified to practice in the system for which they have been tested and approved.

When evaluating students, you may use the attached Tree Marking Tally Sheet. Then summarize your field data using the attached electronic Tree Marking Audit Report form which has automated calculations including confidence intervals. Students must achieve a minimum of 90% on the lower confidence Tree Marking Quality (TMQ) calculation to pass but this is also subject to the stand level infractions. A consistent error could also disqualify them.

Once you have completed the audit please prepare a summary letter. Example letters for both a failed audit and a passed audit are attached for your consideration. If a student fails their first field evaluation audit, they may be re-audited once. If they do not pass the second audit, they will need to retake the Level 1 exams.

If you have specific questions about conducting the field evaluation audit you may contact Forests Ontario at 1-416-646-1193 (or 1-877-646-1193) ext. 235 or email them at info@forestsontario.ca.

When all your documentation is complete, email the Audit Report and your summary letter to the Canadian Institute of Forestry (CIF) at admin@cif-ifc.org. Keep your audit records for at least 7 years. The CIF is responsible for all further communication with the candidate. They will forward your letter to the student with the results and will let them know how to access their Code of Ethics and print their certificate.

If you have any questions about these changes, please contact Doris Krahn at doris.krahn@ontario.ca or 705-755-5435.

Sincerely,

Rick Watchorn
Manager, Program Coordination
Section
Integration Branch
Regional Operations Division
Ministry of Natural Resources
and Forestry
Email: rick.watchorn@ontario.ca

Dana Collins, MFC
Executive Director
Canadian Institute of
Forestry/ Institut forestier
du Canada
Email: dcollins@cif-ifc.org
Phone: 647-818-4380

Rob Keen, RPF
CEO
FORESTS ONTARIO
144 Front St. West, Suite
700
Toronto, ON, M5J 2L7
P: 416-646-1193 x. 230
E: rkeen@forestsontario.ca
www.forestsontario.ca

Attachments:

Forest Stand Requirements for Field Evaluation Audits
Tree Marking Tally Form
Tree Marking Audit Report Form
Sample letter for failed audit
Sample letter for passed audit