

Kentucky SFI Implementation Committee (SIC) Document: Inconsistent Practices Procedure & Flowchart



Approved: 12.8.2010 Revised: 1.1.2011



## **The Inconsistent Practices Procedure**

- The Sustainable Forestry Initiative (SFI) covers a wide range of requirements that have been adopted by KFIA members on a voluntary basis.
- Kentucky program participants have adopted the SFI requirements and are required to follow the guidelines to maintain membership.
- The following flow chart has been adopted by KFIA to address inconsistent practices related to logging and forest management activities in Kentucky.



## KFIA Receives Complaint **Inconsistent Practices Procedure Flowchart** KFIA documents & responds to complainant within three(3) business days. KFIA Director or designee discerns **Non** SFI Participant whom the complaint is about. Company or Supplier Director determines issue is not resolved and schedules field visit with SFI Participant and other stakeholders. Refer complaint **SFI Participant** to the appropriate Company or Supplier agency. UNRESOLVED SFI Participant follows own internal procedures and reports back to Contact Director, in writing, on steps SFI Participant taken to resolve the complaint. **Complete Report** and reviews with RESOLVED KY SIC (names removed). SFI Participant Company satisfies the KFIA Director Director reports to SIC whether complaint resolved that the issue has been resolved. or unresolved. SFI participant responds in ten (10) days. Director informs complainant on status of compliant, in writing, within 30 days. Director informs complainant of status of complaint, Director completes final report and reviews in writing, within thirty (30) days. with SIC (names removed).

KFIA completes final report and gives copy to SFI Participant and reviews with SIC (with names removed).

Report is documented and acknowledged in annual SIC reporting to SFI, Inc.

