

## WASHINGTON SFI<sup>®</sup> IMPLEMENTATION COMMITTEE BYLAWS

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### MISSION

It is the mission of the Washington SFI<sup>®</sup> Implementation Committee (SIC) to promote and foster an understanding of the Sustainable Forestry Initiative<sup>®</sup> (SFI) program, and to promote sustainable forestry practices on all forestlands.

### GOALS & OBJECTIVES

1. Fulfill the key elements of the Memorandum of Understanding (MOU) with the Sustainable Forestry Initiative, Inc. (SFI, Inc.) including, but not limited to, logger training, inconsistent practices monitoring, landowner outreach, and public recognition.
2. Carry out an annual work plan developed by SIC members to guide the SIC in fulfilling the SIC's mission and MOU.
3. Implement an SIC communications strategy to educate and promote the SFI program and sustainable forestry practices.
4. Core Priorities:
  - a. Establish criteria and identify delivery mechanisms for logging professional, forest resource professional and wood producer training and define what it means to be "SFI trained". Establish criteria for recognition of logger certification professional programs, where they exist.
  - b. Establish protocols for addressing, investigating, and responding to SFI Standard non-conformity allegations and inconsistent practices, and allegations regarding non-program participant forest management practices.
  - c. Focus landowner outreach efforts on education and technical assistance.
  - d. Focus informational resource efforts on increasing SFI program recognition and support with groups, such as local opinion leaders and forestry resource professionals.
  - e. Submit the SIC Annual Progress Report to SFI, Inc.
  - f. Protect the integrity of the SFI program by: a) ensuring proper SIC service mark usage, b) alerting SFI, Inc. when improper communications or misleading claims are observed, and c) avoiding the appearance of participation or compliance by non-SFI program participants; and d) avoiding

appearance of third-party certification by non-certified SFI program participants.

## **MEMBERSHIP**

### General Members:

Membership is open to all SFI Program Participants who own and/or manage forestlands, own or operate facilities, or procure fiber within the state. Each SFI Program Participant must assign one (1) person as the organization's official General Member.

In addition, loggers, forest products companies, non-industrial landowners, forestry consultants, and representatives from the state and regional forestry associations, the state forester's office, forestry schools, state and university extension services, technical education centers, conservation organizations, and other stakeholders who are not SFI Program Participants are also encouraged to participate.

## **ORGANIZATION**

### Officers:

The officers of the SIC are the Chairperson, Vice Chairperson, Secretary and Treasurer.

### Election and Term of Office:

The Officers are elected or assigned by the General Members from among the General Members of the SIC except for the Treasurer when his/her duties are outsourced. At the end of the Chairperson's full term his/her duties will be assumed by the Vice Chairperson. It will be the biennial responsibility of the Vice Chairperson to select for potential election a new Treasurer. The Treasurer will be elected to a 2-year term by the General Members. The Treasurer is not part of the succession structure and does not automatically become the Vice Chairperson at the end of his/her term of office and may be re-elected to succeeding terms without limitation. The duties of the Treasurer may be outsourced to a qualified, non-SFI Program Participant as directed by the General Members.

The assignment of the Chairperson, Vice Chairperson and Secretary will be made according to the scheduled SIC leadership rotation generated by a one-time random draw of the non-governmental, SFI Program Participant organizations.

The term of office for the Chairperson and Vice Chairperson will be one year following the first regularly scheduled meeting of each year. At the end of the Chairperson's full term his/her duties will be assumed by the Vice Chairperson and a new Vice Chairperson will be assigned according to the scheduled SIC leadership rotation.

The term of office for the Secretary will be two years following the first regularly scheduled meeting of every other year. At the end of the Secretary's full term his/her

duties will be assumed by a new Secretary as assigned according to the scheduled SIC leadership rotation.

Duties:

The Officers perform those duties that are usual to their positions. In addition, the immediate past Chairperson completes the tasks associated with his/her final meeting and prepares the SIC Annual Report for the previous year.

### **SUBCOMMITTEES**

Subcommittees may be established by the Chairperson to assist the SIC in pursuing its goals and objectives.

### **SIC DECISION MAKING**

SICs should strive for consensus on decision-making process pertaining to projects and activities, whether core or secondary, and involve all SIC members. Where consensus cannot be reached, decisions of the SIC shall require a simple majority of General Members where those members not present at a meeting are allowed to vote electronically. Each General Member organization is allowed one (1) vote.

### **FUNDING**

Funding sources, other than SFI grants and voluntary contributions from SIC members, may be used if approved by the SIC.

The Treasurer shall be responsible for maintaining an accounting record for the SIC funds. The Treasurer shall provide a "Treasurer's Report" to the SIC at each regularly scheduled SIC meeting.

### **MEETINGS**

The SIC shall meet at least three times a year.

Additional meetings are at the discretion of the Chairperson.