

**Department of Natural Resources
Division of Forestry
Program Directive**

Effective Date – September 1, 2008
Expiration/Review Date – December 31, 2009

Program Directive To - All Personnel

Subject - Silvicultural Prescriptions and Prescription Worksheets

Purpose - To provide guidance and procedures for prescription writing and use of the prescription worksheet, including documentation and review, and to assign responsibilities for prescription worksheet documentation and review.

Rationale

- A written prescription includes clear objectives and desired future conditions.
- A written prescription offers long-term communication of site goals and intentions, and captures the thoughts of the prescription writer.
- A prescription is a site-level management plan and provides for long-term management direction.
- A prescription worksheet is a means of communicating among programs; the worksheet provides the silviculture program and timber sales program a common medium through which to develop a prescription.
- A prescription is a means of communicating our goals and intentions to stakeholders and constituents.

Responsibilities

- Prescriptions will be initiated by the stand examiner and may be developed in collaboration with other area staff.
- Both the Area Silviculture Program Forester and the Area Timber Program Forester will review all prescriptions for completeness and for suitability to accomplish the stated objectives and will provide feedback to the prescription writer.
- The Area Silviculture Program Forester is responsible for insuring that the prescription objectives, actions and site native plant community are entered in SRM, although the actual data entry person may vary.
- The Area Silviculture Program Forester is responsible for insuring that the prescription worksheet is attached to the SRM Location Detail Documents tab.
- The Region Silviculture Program Leader is responsible for reviewing prescription worksheets for completeness.

Procedures

- Prescription worksheets - including stand management objectives - must be completed for all sites that are either appraised or deferred. This includes both annual plan stands and plan additions. Prescriptions are optional for alterations.
- Prescriptions will be documented using the program standard Excel prescription worksheet.
- Stands appraised must have prescriptions that include objectives and regeneration and tending practices.
- Stands deferred must have prescriptions that include objectives, any actions to be taken or, at a minimum, objectives and the next onsite visit.
- Site prescriptions that begin with a timber harvest must be recorded on the standard worksheet, and made available to appropriate area staff, well in advance of being offered for sale, to allow time for meaningful review, and to provide an opportunity to adjust appraisal language if necessary. These prescriptions must be complete and should be attached to SRM on a periodic basis, typically coinciding with the Area auction schedule. All prescriptions, including deferrals, for sites visited during a given fiscal year must be attached in SRM by September 1 of the following fiscal year.
- Prescriptions should, upon the completion of a survey, include the site native plant community classification.
- Prescription actions must be entered in the SRM location detail prescription tab.
- Management objectives must be entered in the SRM location detail objectives tab.
- The completed prescription worksheet must be attached to the SRM location detail documents tab.
- The completed prescription worksheet must be e-mailed to the Region Silviculture Program Leader.
- A copy of the completed prescription worksheet must be included in the area timber sales permit file when a timber sale is the outcome of a stand exam.