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USRW NORTH AMERICAN STANDARD
Requirements for Certification of Urban Wood



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**Standards for Certification and Chain of Custody for
Urban, Salvaged and Reclaimed Woods,
USRW Certified Urban Wood Version 1.**



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USRW 2021

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The only official version of this document is English.



Document Name: **USRW North American Standard - Requirements for Certification of Urban Wood.**

Document Title: **Standards for Certification and Chain of Custody for Urban, Salvaged and Reclaimed Woods**

These standards have been approved for a one-year piloting period. At the end of this one-year period, the board will convene to review the standards and determine if the piloting period will continue, or the standards will be modified as per findings during the piloting period. If modified and the piloting period ends, the standards will be finalized, reviewed and revised over a period of at least five (5) years. Additionally at the end of the one year piloting period, the rest of the tree will be revisited to determine potential inclusion.

Because some wood may have already been in inventory prior to the adoption and/or implementation of the Standards, and all data may not be available to obtain full certification, an allowance for USRW Interim Certification will be made. At the end of the piloting process, this interim certification process will be evaluated, and the determination will be made if such certification will continue or cease. Products that have been interim certified will bear the interim certification labeling perpetually unless additional information can be verified and added.

Approved by: **USRW Board of Directors**

Date of approval: December 14, 2021

Date of Entry into use:

Endorsed by: **Urban Wood Network**

Date of Endorsement:

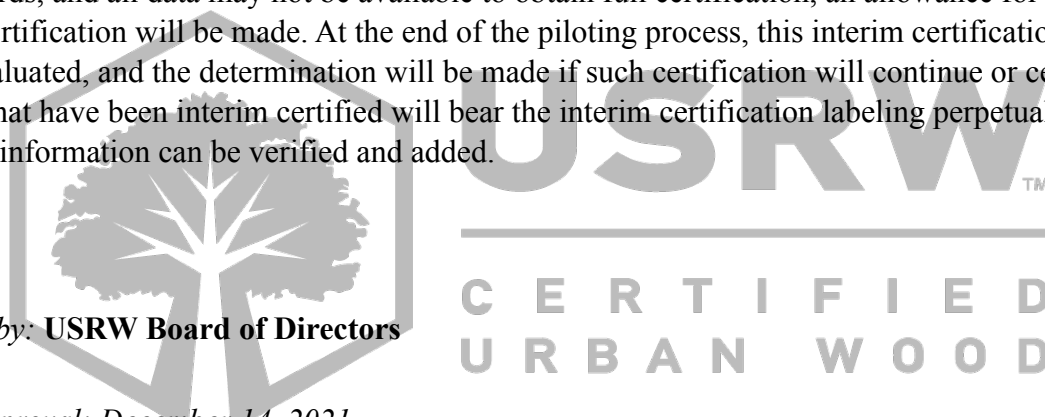


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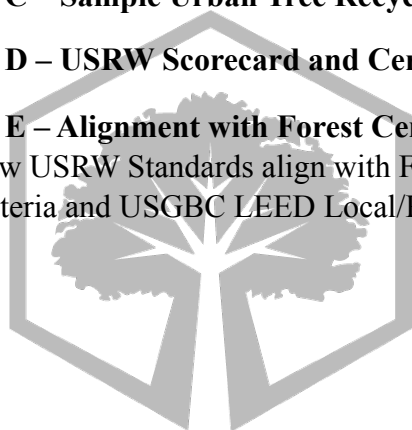
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Urban, Salvaged and Reclaimed Woods Certification Overview

Forward

Our local communities are full of trees with vibrant histories that provide beauty, habitat, shade, and many other benefits. Unfortunately, when they reach the end of their natural life, this beautiful wood often ends up sent to a landfill, cut into firewood, piled and burned, or sent through a chipper. Many tree services, municipalities, farmers of orchards, and other tree owners don't know the wood's potential; that it could have a higher end-use. For decades, a handful of companies and individuals across the nation have struggled to keep urban wood, salvaged wood, and reclaimed woods out of the waste stream and to give them a second life. Utilizing these woods is an environmentally friendly way to store carbon that would otherwise be emitted into the atmosphere. By using these sources of wood, we reduce our overall carbon footprint by using more local resources and diverting carbon sequestering wood from the waste-stream. Urban Salvaged and Reclaimed Woods Inc. (USRW) is a non-profit corporation that aims to promote the use of urban, salvaged, and reclaimed wood products that come from non-traditional sources. We promote urban wood use in applications beyond just the typical live edge slabs that are often associated with urban lumber. Urban lumber can be utilized in anything the traditional lumber industry would use wood for, including flooring, siding, paneling, furniture, art, beams, architectural value, and other value-added wood products. We are dedicated to promoting sustainable management through an independent third-party chain of custody certification and labeling process. Our mission is to promote the value, quality, and sustainability of urban wood products in local communities, to educate people on the benefits of using these woods to aid in reducing wood-waste, and to increase commercial markets.

A strong network supported certification program will build awareness that urban trees are a “total benefit package”, providing a lifetime of social and economic benefits to communities. Urban tree benefits begin at the time of planting and continue through their final form. An urban wood certification program is intended to build favorable consumer recognition. It has the potential to be similar to successful marketing models such as “farm to fork” or in this case, a “tree to table” movement. It will provide consumers with the confidence that urban-sourced wood products have been captured for their best and highest use and processed following specific guidelines and standards. It will ensure proper handling and care concerning ecological, social, ethical, and socio-economic standards. Additionally, it will capture the total miles an urban wood product has traveled showing that these products frequently go back into their local communities. For these reasons, the Urban Wood Network, global leaders in urban wood advocacy, have endorsed this document as the official standards for urban wood.

Introduction

The requirements set forth in this standard constitute the minimum requirements for Chain of Custody (CoC) operations. Compliance with these standards is required in order to demonstrate that materials and products purchased, labeled, and sold as USRW Certified are authentic and any associated claims are truthful and correct.

This document has been developed using an open, transparent, consultative consensus-based process and includes a broad range of stakeholders.

USRW Chain of Custody is an information trail about the path taken by products from their origin, (in the case of reclaimed materials or landfill removal, from the reclamation or landfill site) to the consumer, including each stage of processing, transformation, manufacturing, and distribution. The purpose of this CoC system is to ensure that USRW Certified wood and wood-based products come from sustainable sources utilizing accepted practices, and that there is transparency through enhanced traceability and accounting. Any change in ownership in the supply chain requires the continuance of the CoC management system for the final product to claim USRW certification.

Products labeled with the USRW trademark track the flow of urban, salvaged, and reclaimed material goods through the supply chain and provide validation that the product was properly harvested or reclaimed and managed throughout.

Certification will apply to the source of the urban wood diverted or removed from the waste-stream, through removal, hauling, milling, kiln or air drying all the way to completion of a finished product.

Guiding Principle

All removed urban wood should be rescued and utilized to its highest and best use. That use changes based upon circumstances, however that highest use is frequently lumber as this provides a long term carbon storage vehicle that minimizes waste.

Objective

The objective of this standard is to document sourcing, management, and production requirements through a Chain of Custody process to demonstrate to the consumer that the urban, salvaged and reclaimed wood utilized in products is traceable and promotes

responsible practices including minimizing waste, as well as other environmental and/or social benefits including the replanting of the correct replacement tree in the correct space. Our intent is that all businesses within the industry, regardless of size, have the opportunity to access certification.

Setting the Standards

In developing the standards for the urban wood industry, we utilized a detailed and rigorous developmental process. Part of this process is making sure that consensus will be established by the majority of the stakeholders:

Participation in developing the initial standards included:

- Participating in a standard setting working group.
- Expert forums where certification needs were discussed and recorded.
- Industry conferences and dialogues where valuable information on the direction of the standards as well as specific needs of the industry were presented and collected.
- Direct engagement with qualified members (peers) of a profession within the relevant field to maintain quality standards, improve performance and provide credibility.

The enquiry draft was subjected to a 60-day public comment and peer review period.

Comments and suggestions were reviewed, considered, discussed in various working groups, and where necessary incorporated into the Standards document. The revised document was then sent out for final review to previous commenters and various stakeholders. The USRW Board of Directors then approved the Standards for Certification and Chain of Custody for Urban, Salvaged and Reclaimed Woods, Version 1.

Certification – Demonstrating Compliance with the Standard Requirements

Certification is the actual process of validating that individual products and organizations wishing to obtain USRW Chain of Custody certification are in compliance with the standards set forth in this document. There are two types of certifications; organizational certification (Section 1.0) and product level certification (Section 2.0).

Credible certification requires certification decisions to be impartial, independent and competent. This means that the standard setting, certification and accreditation must be separated in order to eliminate the risk of conflicts of interest and ensure the highest level of competency:

- **Standard Setting** – the process of defining certification requirements in collaboration with stakeholders, is undertaken by USRW.

- **Certification**– the process of checking whether a tree, wood, the final product created with the wood, or the organization processing the tree/wood fulfills the certification requirements is carried out by a certification body.
 - o By utilizing an authorized Chain of Custody certification system, each product is checked against the standards for certification.
 - To begin the certification process, go to www.usrwcertifiedwoods.org
 - Additional checks may be done through surprise audits to ensure on-going compliance with these requirements. Requirements must be met to earn the right to make “USRW-certified” claims and use the USRW certification label.
- **Accreditation** – the process of assessing the competence of the certification body, is carried out by an accreditation body.

Scope

This refers to management and production requirements for Chain of Custody (CoC) documentation with respect to sourcing, labeling and sale of urban wood products as USRW Certified. The standard is applicable to all CoC operations including tree removal, reclamation, landfill salvage, trading, processing, manufacturing, or selling urban, salvaged and reclaimed wood-based products.

Urban wood can be defined as any wood that was not harvested for its timber value and was diverted from or removed from the waste-stream and developed or redeveloped into a product. Urban wood can come from 3 sources: deconstruction, fresh cut urban trees, and salvaged trees.

The source location for urban wood can include: urban forests, urbanized areas, urbanized places outside urban areas, orchards, highways, roadsides, farms, communities, and generally any areas where we live or work.

Additionally, the term local wood refers to wood and wood products that have not traveled a significant distance from point of origin to final destination, including all processing and manufacturing procedures. To be considered “local”, that distance must be less than 500 miles. Urban wood and urban wood products that travel a greater distance may still be certified under the USRW Standards, but may not be labeled as “local”.

This standard defines and addresses the basic elements of a Chain of Custody management system:

- Sourcing or origin
- Quality management: responsibilities, procedures, and records

- Material receipt and storage: identification, segregation, and pest/disease control
- Tagging and transportation: invoicing and location documentation
- Labeling: application of USRW labels on products for sale

It stipulates the requirements under each system element that, if successfully implemented, allow organizations to sell and label products as USRW certified. For a final product to be labeled as having full USRW certification, there must be an unbroken chain of documentation covering all distance traveled and every change in legal ownership of the product from the origin up to the point where the wood or finished product is sold. Interim Certification will lack the same level of documentation but must meet interim requirements as set forth in the Standards.

Chain of Custody documentation, as defined within these Standards, is therefore required for the entirety of the supply chain of urban, salvaged or reclaimed wood-based products carrying the full or Interim USRW certification claim.

Effective Date

USRW Standards

GENERAL

The requirements for sustainable management of urban, salvaged, and reclaimed woods shall:

- Include management and documentation that are applicable at all levels of the urban, salvaged, and reclaimed wood industry;
- Be clear, concise and auditable;
- Include record-keeping that provides evidence of compliance with the Management Requirements;
- Include record-keeping that provides evidence of compliance with the requirements of the Chain of Custody Standards;
- Include documentation by a USRW Certified organization of the origin of products in an area covered by the Standards;
- Specify star levels or interim level of USRW certification to be used to communicate the origin and processing of products; One function of the different star levels or interim level is to indicate levels of documentable environmental and other benefits achieved while utilizing urban, salvaged, and reclaimed wood, 5 stars being the highest level;
- Ensure that operations that sell both products covered by the USRW Standards as

well as other products only sell and label those products that meet the USRW certification Standards as such.”

1. CHAIN OF CUSTODY MANAGEMENT REQUIREMENTS: RESPONSIBILITIES, PROCEDURES AND RECORDS TO BECOME A USRW CERTIFIED ORGANIZATION.

1.1 COMPLIANCE REQUIREMENTS

Entities wishing to obtain USRW certification are required to demonstrate their conformity with USRW Standards. If compliance is demonstrated, the entity will be issued an initial certificate which will be valid for one year. At the end of the first year, the organization must become recertified. The certificates from this point forward will be valid for five years, subject to annual reporting/auditing.

- 1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree or log removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber in given region.
- 1.1.2 The organization, with the exception of cities and municipalities, shall be an active and in good standing member of the industry trade association, the city may choose to be a member of the Urban Wood Network, but they are not required to be a member in order to obtain USRW certification as a city.
- 1.1.3 The organization shall identify and have access to legal regulations and proper certification/licensing to perform the services that their organization provides.
- 1.1.4 Measures shall be implemented to address protection of urban forests from unauthorized activities.
- 1.1.5 Property rights and tree ownership shall be clearly defined, documented and established. Likewise, legal, customary, and traditional rights related to the tree removal job site shall be clarified, recognized and respected.
- 1.1.6 Each step of tree removal and processing shall respect human rights as defined by the Universal Declaration on Human Rights; An international document that states basic rights and fundamental freedoms to which all human beings are entitled.

1.1.7 Managers, contractors, employees, and owners shall be provided with sufficient information and required to keep up to date through continuous training in relation to certification requirements as a precondition for all management planning and practices described in this Standard.

1.1.8 Practices must seek to maintain, enhance, and promote the importance of High Conservation Values (HCVs) and these practices must not threaten HCVs. (This means that the projects you work on must seek to have minimal impact on the environment and the ecosystem. High conservation values may refer to the diversity of species, ecosystems and habitats, critical ecosystem services, community needs, and cultural values.)

1.1.9 The suitability, adequacy and effectiveness of the Chain of Custody system shall be continuously improved.

1.2 DOCUMENTED INFORMATION

1.2.1 The organization shall maintain a Chain of Custody management system which shall include the documented information that has been determined to be required for the effectiveness of a complete and auditable Chain of Custody per these Standards. Documentation can be maintained either by hard copy or digitally captured and stored.

1.3 ORGANIZATION REQUIREMENTS

ORGANIZATION REQUIREMENTS

1.3.1 The Standard requires that the organization shall provide a commitment:

1.3.1a To comply with the USRW Certified Woods Standard and the requirements of the certification process.

1.3.1b To maintain proper business standards including required licensing/certification for the services they provide and the collection of and timely payment of applicable taxes or fees.

1.3.1c To appoint a management representative to be responsible for maintaining CoC documentation and conformity to certification requirements.

1.3.1d To clearly define CoC requirements and responsibilities that are assigned to individuals within the organization.

1.3.1e To adopt an inventory management system, that can be implemented in a way that is easily monitored, evaluated, and audited in order to track Chain of Custody.

- 1.3.1f To appropriately assess the social, environmental, and community impacts of their management practices, including outreach and education.
- 1.3.1g To identify and take precautions against the spread of insects or disease using current industry best management practices (BMP's).
- This would include documenting and passing on the information to the next person in the process, so they can proceed with BMP's.
 - CoC should include a record of what was done in regard to the mitigation of the pest or disease. (Section 2.3.7)
- 1.3.1h That all employees working within the Chain of Custody should be paid fair wages based on local, state, and federal requirements.
- 1.3.1i To bring awareness to the usefulness of an urban tree when it has ended its cycle of life and to develop an ecosystem around the urban lumber industry that provides environmental benefit, jobs, and economic development equally to all communities.



URBAN TREE OWNER/MANAGER SPECIFIC REQUIREMENTS

In addition to the Organizational Requirements above, urban tree owners/managers shall have specific requirements and responsibilities to adhere to in order to be USRW Certified. This section is for USRW certified cities or municipalities, but this does not prevent other USRW certified businesses from receiving Urban Wood Products from a non-USRW certified municipality or other wood owner so long as the proper CoC documentation is available.

This section is a way that urban wood owners who manage large populations of trees, can proactively plan to best utilize their urban trees when they need to be removed. This does not apply to individual homeowners (See Appendix C for Example).

- 1.3.1j Have an official, municipality, city or landowner approved Urban Forest Management Plan (UFMP). The UFMP must include a written Urban Tree Recycling Policy (see Appendix C for an example) to ensure that when the trees are removed, they are put to their highest and best use, and based upon the specific tree can include, but is not limited to, being milled into lumber by a USRW certified mill.
- 1.3.1k Have a Desirable Species Replacement Plan in place in collaboration with local experts based upon the unique region and climate. May be included in your UFMP.

- 1.3.11 Have an agency Urban Wood Utilization in New or Modified Public Construction Projects Plan in place to utilize some portion of urban wood for local projects. This portion is to be no less than 1% of the overall project cost for all construction or remodels in order to help sustain a local market and maximize the benefit of repurposed lumber from urban trees.

SERVICE SPECIFIC REQUIREMENTS

Note: An organization may be certified in one or more of the listed specific service categories. Entities agree to adhere to and provide documentation to USRW for the following listed requirements from this point forward.

In addition to the Organizational Requirements above, each service involved in the Urban, Salvaged and Reclaimed Wood Industry shall have specific requirements to adhere to in order to be USRW Certified.

- 1.3.2 For a city/municipality to become a USRW Certified City, they must adhere to and provide documentation to USRW of the following:

- The city must have a written Urban Tree Recycling Policy along with or included in their Urban Forest Management Plan (see Appendix C for an example) which includes at least the following:
 - Tree removal salvaging plan,
 - Desirable Species Replacement Plan, and
 - An Urban Wood Utilization in New or Modified Public Construction Projects Plan.
- Work with a USRW certified company or arborist that can identify logs that can be converted into saw logs and transporting documented logs to a certified mill/sawyer.
- Document trees removed for land use conversion.

- 1.3.3 For a tree service, arborist, or waste stream professional to become USRW Certified, they must adhere to and provide documentation to USRW of the following:

- Actively participate in the USRW Chain of Custody program for a portion of their business. For a tree service/arborist/waste stream professional, this includes:
 - Identify and document the species of the tree, the reason the tree has to be removed, and the location of removal using GPS, street address, cross street, landmark, or zip code.
 - For a waste stream professional, they must identify and document the species of the log or deconstructed material, (If unknown, may be classified as unknown or mixed hardwood/unknown or mixed softwood) and the location/landfill pulled from using, at minimum, a

zip code.

- Verify and document the legal right to remove tree or log from property.
- Identifying the logs that can be converted into saw logs and tagging each with a SKU that is a manually trackable or scannable code or tag; logs from that tree should have a trackable or scannable tag that incorporates the data for the tree. Log codes or tags may be applied by the sawyer obtaining a log from that tree service, arborist, or waste stream professional.
- Taking a photo of the tree before it gets cut down or before it is hauled as in the case of a tree that fell from natural causes or was pulled from the waste stream. (Optional but adds to the validity and backstory).
- Cutting trees in a way to maximize yield.
- Delivering or supplying logs to a USRW certified mill.

1.3.4 For a deconstruction company to become USRW Certified, they must adhere to and provide documentation to USRW of the following:

- Actively participate in the USRW Chain of Custody program for a portion of their business. For a deconstruction company this includes:
 - Identifying and documenting the species or broader grouping category of the deconstructed wood, (or list as unknown or mixed softwood, unknown or mixed hardwood).
 - Recording the location the wood was deconstructed or reclaimed from including at minimum the city and state.
 - Assessing material retrieved that will be entered into CoC and tag each piece or bundle/unit with a SKU that is a manually trackable or scannable code or tag;
 - Taking a photo of the structure before it gets taken down when possible.
 - Recording any efforts to reduce insect infestation.
 - Reclaiming and cutting wood in a way to maximize yield and minimize waste.
 - Delivering or supplying wood to a USRW certified sawmill or wood processing/re-manufacturing company for reprocessing or drying.
 - Maintaining documentation of all wood storage and transport/movement throughout process.

1.3.5 For a hauling company to become USRW certified, they must adhere to and provide documentation to USRW of the following:

- Actively participate in the USRW Chain of Custody program for a portion of their business. For a hauler, this includes:

- Gathering data from the log harvester, to include any or all available information listed for the arborist or tree service in 1.3.3, or assuring that arborist or tree service directly transmits such data to the certified mill/sawyer.
- Receiving and transporting documented logs to a USRW certified mill/sawyer
- Maintaining accurate USRW Chain of Custody documentation regarding the distance traveled while transporting logs, this information is added to the SKU that is manually trackable or a scannable tag throughout the CoC for this item.
- Taking photos of a load being hauled (optional, but can add to the validity and backstory).

1.3.6 For a sawmill or wood processing/remanufacturing company to become USRW certified, they must adhere to and provide documentation to USRW that they meet the following guidelines of USRW Certification:

- Actively participate in the USRW Chain of Custody program for a portion of their business. For a sawmill/wood processor/remanufacturing company, this includes:
 - Receiving documented logs/lumber from USRW certified tree services and/or haulers, USRW certified cities, waste stream professionals, or other processors.
 - For logs acquired directly at the site where the tree was grown, or from a non USRW certified tree service/arborist, city, or waste stream professional, only a USRW certified sawmill or wood processing/remanufacturing company may directly generate all the Chain of Custody documentation otherwise required of the arborist/tree service and hauler under 1.3.3 and 1.3.4
 - Maintaining accurate USRW Chain of Custody documentation and marking all lumber and cuts of wood to be certified with the SKU or tag that links back to all information in the CoC.
 - Taking photos of the lumber as it is cut (optional, but adds to the validity and backstory).

1.3.7 For a wood drying company (kiln or air) to become USRW certified, they must adhere to and provide documentation to USRW that they meet the following guidelines of USRW Certification:

- Actively participate in the USRW Chain of Custody program for at least a portion of their business. For a drying company (kiln or air), this includes:
 - Receiving documented logs from USRW certified sawmill(s)
 - Maintaining accurate USRW Chain of Custody documentation, this information is added to the SKU that is a manually trackable or scannable tag throughout the CoC.
 - Drying to USRW accepted industry standards. (See Appendix A)

1.3.8 For a maker, woodworker, or artisan to become USRW certified, they must adhere to and provide documentation to USRW that they meet the following guidelines of USRW Certification:

- Actively participate in the USRW Chain of Custody program for at least a portion of their business. For a maker, woodworker or artisan this includes:
 - Obtaining USRW Certified lumber from a USRW Certified vendor or supplier.
 - Maintaining accurate USRW Chain of Custody documentation by providing an identifying SKU that is a manually trackable or scannable tag throughout the CoC with all finished products.
 - In the event that it is not feasible for the final product to be marked, hard copy and/or digital documentation will suffice.
 - Taking photos of the finished products. (optional, but adds to the backstory and validity)

1.4 HEALTH, SAFETY AND WORKING CONDITIONS

1.4.1 All processes of operations shall be planned, organized, and performed in a manner that enables health and accident risks to be identified and all reasonable measures to be applied to protect workers from work-related risks. Workers shall be informed about the risks involved with their work and about preventative measures.

1.5 OPERATIONS

1.5.1 Management shall aim to maintain or increase healthy forests, including healthy urban forests, and maintain or enhance the economic, ecological, cultural and social values of urban forest resources.

- Practices should aim to improve urban forests through thoughtful replanting, taking into consideration the location, climate, economic, ecological, cultural and social values of each particular urban forest when determining optimal species to be planted. When practical, replanting should also include the future urban lumber value in these decisions

1.5.2 The quantity and quality of the forest resources and the capacity of all forests to store and sequester carbon shall be safeguarded by encouraging the utilization of urban, salvaged and reclaimed woods.

1.5.3 Climate positive practices in management operations, such as greenhouse gas emission reductions and efficient use of resources shall be encouraged.

- 1.5.4 Sound economic performance shall be pursued, taking into account possibilities for new markets and economic activities in connection with all relevant goods and services of urban forestry when individual trees come to the end of their natural life.

2. CHAIN OF CUSTODY REQUIREMENTS FOR URBAN AND SALVAGED WOODS

2.1 REQUIREMENTS FOR TRANSPORTING LOGS, LUMBER, AND FINISHED PRODUCTS

For full USRW Certification, all transportation must be documented regardless of whether there was a transfer of ownership. This includes transporting material between facilities within the same company. *For USRW Interim Certification, transportation documentation and distance traveled will not be required.*

- 2.1.1 Log or lumber hauling/trucking company information must be documented

(REQUIRED)

- Documentation will include the following information:
 - Company or agency name
 - Hauler name (Optional)
 - Company or agency address
 - Company or agency phone number
 - Company or agency email (optional)

- 2.1.2 Date transported will be documented. (REQUIRED)

- 2.1.3 A transportation document for the transportation of any logs, lumber or reclaimed wood will include at a minimum the starting location and the destination (Based upon address, Assessor's Parcel Number (APN), XY coordinates, and/or GPS coordinates). (REQUIRED)

- 2.1.4 Each time the item moves (from the removal, deconstruction or reclamation site to the processing site, to the drying site, to the storage site, to a sales facility, to its final destination or any other destination along its path) the distance traveled shall be documented. (REQUIRED) Each time the item moves, the distance traveled will be recorded. Distance is measured by direct line from one location to the next destination site (e.g., not actual road miles) and those miles are totaled.

- *Optional Points within 2.1:*

2.1.5 *Photographic documentation of the load when being transported from the removal/*

reclamation site and added to the CoC history. (1 pt. per photo up to 2. More than 2 photos may be documented)

2.1.6 Log, lumber or finished product was hauled by USRW Certified Organization. (1 pt.)

- **Total Possible REQUIRED Points for Log or Lumber**
- **Optional points (up to 3 pts)**

2.2 TREE REMOVAL REQUIREMENTS

Note: Italicized items are not required for USRW certification but will add to the total points accumulated and therefore the star level of certification.

Any missing tree removal or transportation information may be documented only by a USRW Certified sawmill or wood processing facility when the log is received at their site. Any required photographic evidence and necessary documents must be included for certification to be complete. When a tree/log is removed by/for a city/municipality, the amount of required documentation is reduced as noted in the following steps:

2.2.1 Tree removal must have been completed under one of the following authorities and documentation must be included: (REQUIRED)

- A city, municipality, county or regional Urban Forest Management Plan. (5 pts)
- A removal, harvest or exemption permit, or other document from a local governing agency or recognized official with authority to issue. (5 pts)
- Homeowner/private party removals from developed residential or commercial parcels working with ISA certified arborists. (5pts)
- Orchard Removal with approval from land or tree owner. (5pts)
- Another written forest practice. (3 pts)
- Homeowner/private party removals from residential or commercial parcels who are not working with ISA certified tree services. (3 pts)
- Naturally fallen tree; In states where specific permits are required to move and haul naturally fallen trees, documentation of such permits must be included. (3 pts)
- Removed from waste stream (dump/landfill) by USRW certified business. (3 pts)
- Other documentation from an authorized party. (1 pt.)

2.2.2 Start date of removal must be documented. (REQUIRED for full certification, not required for interim certification).

2.2.3 Location tree(s) was/were removed/fell will be documented through one of the following methods: (REQUIRED, for full certification)

- When removed from a city/municipality by that city's contracted arborist, the city/ municipality will be documented, but no specific address required.
 - USRW Certified City/Municipality, name of certified city (5 pts)*
- Based upon address, Assessor's Parcel Number (APN), XY coordinates, and/or GPS coordinates (5 pts)*
- Cross streets, with zip code or city. (3 pts)*
- Zip code (1 pt.)*
- Removed from waste-stream by a waste stream professional, (dump/landfill)
 - provide the dump/landfill address if no other address is known. (1 pt.)*

**Cannot be combined. Points will be awarded for only one of the above options.*

- *To meet interim certification requirements:*
 - *Document at a minimum the county from which the tree was removed.*

2.2.4 Tree(s)/log(s) will be tagged with trackable identification numbers that will follow the wood utilized from the tree(s) throughout the CoC system. This does not need to be done until it is determined it will make a saw-log grade. In the case of larger projects, logs may be tagged at the mill site as long as chain of custody via trip ticket or other documentation is available. (REQUIRED) ***This section is not required of a USRW Certified city/municipality, but will greatly enhance the value of the CoC and the individual end products when included.***

2.2.5 Tree species will be documented (REQUIRED)

2.2.6 Reason for tree removal will be documented. (REQUIRED) To meet interim certification requirements, reason for tree removal will not be required. (USRW Certified Cities should select USRW Certified City Urban Forest Management Plan Action). If tree removal reason qualifies for more than one category, the category most appropriate for the given situation should be chosen. If logs are grouped or bundled with source trees with different reasons for removal, the lowest point option of the grouping shall be noted on the bundle or grouping. Applicable situations will be:

- Dead or Dying (5 pts)

- Insect or Disease Risk (5 pts)
- Natural Disaster Event (wildfire, windstorm, hurricane, etc.) (5 pts)
- Risk of potential for failure or potential for becoming a danger as identified by qualified risk assessor (5 pts)
- Removal of Retired Orchard Trees to be Replaced with New Orchard Trees. (If trees are not being replaced, check land use change.) (5pts)
- USRW Certified City Urban Forest Management Plan Action (5 pts)
- Urban Forest Management Plan Related Action (4 pts)
- Removed from waste stream (dump/landfill) by a USRW certified business. (3 pts)
- Land Use Change or Other Development Activity (2 pts)
- Property Owner Objective/Preference (2 pt.)

2.2.7 Person who removed the tree(s) will be documented (**REQUIRED**) *To meet interim certification requirements, person who removed tree will not be required. (This section is not required of a USRW Certified City/Municipality, but will greatly enhance the value of the CoC and the individual end products when included.)* Points will be awarded based on the level of certification of personnel removing tree). If tree removal personnel qualify for more than one category, the category most appropriate for the given situation should be chosen.

- A licensed Registered Forester, Licensed Timber Operator, Certified Urban Forester, or an ISA Certified Arborist (5 pts),
- A Tree Care Industry Association (TCIA) accredited company (5 pts)
- Other State or Local licensed tree removal contractor (3 pts)
- Waste stream professional (3 pts)
- Orchard Removal Professional (3 pts)
- Homeowner/private party or non-certified arborist IF photographic evidence provided can show tree fell naturally, that failure was clearly imminent, or that it was directed by a governing authority to remove the tree. (3 pts)
- Homeowner/private party or non-licensed or non-certified arborist if the evidence of failure or removal order is not available. (1 pt.)

2.2.7a Documentation will include the following information (**REQUIRED**):

- Company or agency name
- Name of arborist/tree service/contractor/Registered Forester/Licensed Timber Operator/Certified Urban Forester, other*,
- Certification/license # of the person, company or agency removing tree, if applicable,
- Company or agency address*,
- Company or agency phone number*,

- Company or agency email (optional)*

**If no USRW certified company or licensed contractor was involved, or in areas where no licensed contractor is required to move a fallen tree, this section must include the name, address and phone number of the person who provided the photographic evidence that tree(s) fell naturally.*

2.2.8 Scaling method, small end diameter (SED) and length of log(s) will be documented to determine log volume. Log volume should be calculated as accurately as possible. This data may be recorded at the receiving sawmill. **(REQUIRED)** *To meet interim certification requirements, scaling method will not be required.*

2.2.9 It will be required to document whether tree/wood came from genetically modified trees. Genetically modified trees shall not be certifiable. Note: Orchard, Grafted, Hybrid & Nursery Trees are not considered genetically modified. Genetically modified trees are extremely rare in the United States. There are currently no commercially available GM trees in the United States. **(REQUIRED)** *USRW Certified City/Municipality within the continental United States, check no.*

2.2.10 It will be required to document whether the tree(s)/wood came from a natural forest that was being converted to non-forest use. This would include a natural forest that was removed for development purposes and therefore was converted to non-forest or non-urban-forest use. **(REQUIRED)**.

The category most appropriate for the given situation must be documented:

- The tree(s)/wood **did not** come from a natural forest that was being converted to non-forest use.
- The tree(s)/wood came from a natural forest that was being converted to non-forest use.
- It is unknown whether the tree(s)/wood came from a natural forest that was being converted to non-forest use due to being removed directly from the waste stream by a USRW certified waste stream professional
- It is unknown whether the tree(s)/wood came from a natural forest that was being converted to non-forest use.

2.2.11 It will be required to document whether the tree(s)/wood came from a natural forest that was converted to plantation. **(REQUIRED)**

- The tree(s)/wood **did not** come from a natural forest that was being converted to plantation.

- The tree(s)/wood came from a natural forest that was being converted to plantation.
- It is unknown whether the tree(s)/wood came from a natural forest that was being converted to plantation use due to being removed directly from the waste stream by a USRW certified waste stream professional

It is unknown whether the tree(s)/wood came from a natural forest that was being converted to plantation.

2.2.12 The distance traveled from removal site to storage or processing facility shall be documented. (REQUIRED) *To meet interim certification requirements, this will not be required.*

Optional Points within 2.2:

2.2.13 *If the tree(s)/wood does not come from a natural forest that was being converted to non-forest use, an additional (3 pts) are earned.*

2.2.14 *If the tree(s)/wood does not come from a natural forest that was converted to plantation, an additional (3 pts) are earned.*

2.2.15 *DBH of tree may be documented. (1 pt.)*

2.2.16 *All available backstory of tree(s) will be documented (3 pts)*

2.2.17 *Photographic documentation while tree(s) standing (1 pt. per photo up to 3. More than 3 photos may be documented)*

2.2.18 *Photographic documentation after tree(s) is/are felled (1 pt. per photo up to 3. More than 3 photos may be documented)*

2.2.19 *Tree removal was completed by a USRW Certified Organization. (1 pt.)*

- **Total Possible REQUIRED points for Tree Removal Requirements section (5-20 points)**
- **Optional Points (up to 17)**

2.3 LOG MILLING REQUIREMENTS

2.3.1 Location log was processed (sawn/milled) shall be documented (REQUIRED) *To meet*

interim certification requirements, this information may not be available therefore location log processed will not be required.

- Documentation will include the following information:
 - Company name
 - Sawyer name or ID #
 - Company address
 - Company phone number
 - Company email (optional)

2.3.2 If logs are moved from a storage facility (other than the removal site), the distance traveled to the processing facility shall be documented. (Note: If the logs were moved directly to the processing facility, that distance was captured in 2.2.12. If the logs were stored at a different facility after removal, this will capture the distance traveled from said staging or storage facility to the processing facility.) (REQUIRED) *To meet interim certification requirements, distance traveled may not be available and will therefore not be required.*

2.3.3 If logs are bucked, new lengths and date will be documented. (REQUIRED) *To meet interim certification requirements, this information may not be available and will therefore not be required.*

2.3.4 Cut date/processing date will be documented, (REQUIRED) *To meet interim certification requirements, this information may not be available and will therefore not be required.*

2.3.5 Wood grade will be documented (REQUIRED):

*In an effort to minimize waste and best utilize the tree according to our Standards and mission statements, woods that were milled according to Urban Wood Grade Standards as found in **Appendix B** will score higher points than if milled specifically for traditional grades. **** Grades are for market consistency, and are referring to non-construction material only)*

- Wood is sawn to Urban Wood Grade Standard, mill run (5 pts)
- Wood is sawn to another Urban Wood Grade Standard. (4 pts)
- Wood is sawn to Traditional Wood Grade (3 pts)
- Unknown / not recorded. (0 pts)

2.3.6 Cut types, (i.e. slabs, boards, timbers, cookies, turning blocks, bases, posts, beams, live edge, non-uniform etc.) dimensions and board footage of the new items will be documented and all new items will be tagged. (REQUIRED)

Individually labeled and stocked items

- The quantity, dimensions, and cut type of each individual piece cut from the log will be documented and each new item will be tagged, (unless bundling, see below under “bundled units”)
 - A new trackable tag or SKU will be created for each new individual item to replace the log tag. The new tag or SKU will keep and build upon all previously collected information.
- Board footage will be calculated and documented to assign a total board footage to each piece.

Bundled Units

- Any merging or splitting of logs into new or separate tracking units or bundles during the sawing will be documented.
 - Quantity of bundled units, and the dimensions and cut types of each bundled unit will be documented. (Individual pieces are not required to be labeled in a bundle).
 - A new trackable tag or SKU will be created for the bundled unit to replace the merged log tags. This new tag will contain all previously collected data. Any of the items in a bundle may have come from any one of the merged logs, but individual items within the bundle will not need to be directly tied to their respective parent log.
 - In order for a bundle to be qualified as USRW certified, all logs merging into the bundle must meet all certification requirements.
- Board footage will be calculated and documented to assign a total board footage to each bundle/unit.
- Bundled units that are later combined or separated for grade sorting or other purposes shall be given new trackable tags or SKUs that identify their source bundle(s).

2.3.7 Post milling insect infestation prevention measures will be documented. (REQUIRED)

Optional Points within 2.3:

2.3.8 After assessing the log, it may be documented with photographs (*1 pt. per photo up to 3.*

More than 3 photos may be documented)

2.3.9 Option to document the various cuts with photographs to ensure a higher star rating. (1 pt. per photo up to 3. *More than 3 photos may be documented)*

2.3.10 Wood processing was completed by a USRW Certified Organization. (1 pt.)

- **Total possible REQUIRED points for Log Milling Requirements section (0-5 pts)**
 - **Optional points (up to 7 pts)**

2.4 DRYING AND STERILIZATION REQUIREMENTS

Wood may be sold green or dry, however it must be declared as per labeling instructions and method of insect sterilization, if any, must be detailed (See Sections 2.4.4 and 2.4.5). If drying the wood, all of the following requirements must be met for certification.

2.4.1 Location wood was dried will be documented (**REQUIRED**)

Documentation will include the following information:

- Company name
- Operator name (Optional)
- Company address
- Company phone number
- Company email (optional)

2.4.2 The distance traveled to the drying facility shall be documented. (**REQUIRED**) *To meet interim certification requirements, distance traveled may not be available and will therefore not be required.*

2.4.3 Drying process being used will be documented, air dried and kiln dried are both acceptable (**REQUIRED**) *To meet interim certification requirements, this information may not be available and will therefore not be required.*

- Drying professional must document the trackable tag or SKU of each item to be dried.
- Drying professional may combine multiple logs, pieces or bundled units for drying.
 - If merged, drying professional must document every trackable tag or SKU that comprises the resulting combined kiln charge or drying stack.
- If kiln dried, drying professional will record the type of kiln, such as solar, dehumidification, RF kiln, vacuum kiln, or other.
- If declaring as “kiln dried sterilized”, drying professional will record the temperature reached and duration held at that temperature.

2.4.4 The date drying started in kiln will be documented. For air drying, the date item was cut will be the start date of drying. (REQUIRED) *To meet interim certification requirements, this information may not be available and will therefore not be required.*

2.4.5 The date the wood is determined to be dry will be documented. This will either be the day it comes out of the kiln or, if air dried, the date item reaches the desired moisture content or the recommended time has elapsed, as per Appendix A. (REQUIRED) *To meet interim certification requirements, the date is not required, but moisture content category will still be required for labeling.*

2.4.6 Method of insect sterilization will be documented, if any.

- It is not within the scope of this document to determine the best method of sterilization in a particular situation. However, it is required that the processor declares whether or not sterilization efforts were made and to document the method used. If kiln dried, this will include duration at identified temperature level. (REQUIRED)

2.4.7 When Urban Wood is sold, it must be classified and declared under one of the categories in Appendix A for full disclosure to the customer. (REQUIRED)

Optional Points within 2.4:

1. *Drying completed by a USRW Certified Organization. (1 pt.)*

- **Optional points (1 pt.)**

2.5 POST DRYING PROCESSING OR REMANUFACTURING REQUIREMENTS

Any post drying processing or remanufacturing will be documented. *Any items in inventory prior to the implementation of the Standards that have been processed or remanufactured but information is lacking to meet full certification, must be entered into your inventory management system as a new lumber item with all interim certification required documentation, including the minimum source tree/log information requirements.*

2.5.1 Location wood was processed will be documented (REQUIRED) *To meet interim certification requirements, this information may not be available and will therefore not be required.*

Documentation will include the following information:

- Company name
- Operator name (Optional)

- Company address
- Company phone number
- Company email (optional)

2.5.2 The distance traveled from the drying facility to the next location shall be documented. **(REQUIRED)** *To meet interim certification requirements, this information may not be available and will therefore not be required.*

2.5.3 Reprocessing/remanufacturing date will be documented. **(REQUIRED)** *To meet interim certification requirements, this information may not be available and will therefore not be required.*

2.5.4 Individually labeled and stocked items

- Quantity, dimensions and cut type of each individual piece cut will be documented and each new item will be tagged. (i.e. cut type may change, or it may simply be surfaced S2S, S4S, etc., resizing boards, and if it was a cant or timber, it can be resawn into boards, edged, or remanufactured into molding, siding, bead board, baseboards, flooring, dowels, etc.) **(REQUIRED)**
 - Regarding the tags, a new trackable tag or SKU is created for each new individual item to replace the previous tag. All previously collected information will be contained within the new tag or SKU.
 - *For interim certification, this may be the entry point of tagging an item. This new tag will contain interim certification requirements from section 2 Chain of Custody requirements for Urban & Salvaged Woods.*
- Board footage will be calculated and documented to assign a total board footage to each piece. **(REQUIRED)**

2.5.5 Bundled Units

- Any merging of individual pieces or bundles or the splitting of bundled units into new or separate tracking units or bundles will be documented during the remanufacturing process. **(REQUIRED)**
 - New bundled units, and the dimensions and cut types of each bundled unit will be documented.
 - A new trackable tag or SKU will be created for the bundled unit to replace the previous tag. This new tag will contain all previously collected data.
 - In order for a bundle to be qualified as USRW certified, all pieces merging into the bundle must meet all certification requirements.

- Any bundles that are being split will be documented as either new, or individual pieces, and re-tagged or new bundles and re-tagged.
- Board footage will be calculated and documented to assign a total board footage to each bundle/unit or individual item if from a split bundle. (REQUIRED)

Optional Points within 2.5:

2.5.6 Any traditional wood grades may be documented for either individual pieces or bundled units. (1 pt.)

2.5.7. Reprocessing completed by a USRW Certified Organization. (1 pt.)

- Optional points (1 pt.)

3. CHAIN OF CUSTODY REQUIREMENTS FOR RECLAIMED/ DECONSTRUCTED WOODS

3.1 Company or agency deconstructing or removing the reclaimed lumber will be documented (REQUIRED) *To meet interim certification requirements, this information may not be available and will therefore not be required.*

Documentation will include the following information:

- Company name
- Operator name, (Optional)
- Company address
- Company phone number
- Company email (optional)

3.2 Location wood was deconstructed or reclaimed from will be documented. At minimum, name of state will be required. (REQUIRED)

- City and state name.
- Based upon address, Assessor's Parcel Number (APN), XY coordinates, and/or GPS coordinates (3 pts)
- Zip code (1 pt.)*
- Removed from waste-stream by a waste stream professional, (dump/landfill)
 - provide dump/landfill address if no other address is known. (1 pt.)*

**Cannot be combined. Points will be awarded for only one of the above options.*

3.3 Dimensions of material retrieved will be documented, either in individual pieces or in unit/bundle form. (REQUIRED)

3.4 Species will be documented. (REQUIRED)

- If actual species known, (2 pts)
- If actual species is unknown, broader category grouping can be denoted:
 - unknown or mixed softwood (1 pt.), or
 - unknown or mixed hardwood (1 pt.)

3.5 Location wood was processed, dried or stored will be documented (REQUIRED)

Documentation will include the following information:

- Company name
- Operator name (Optional)
- Company address
- Company phone number
- Company email (optional)

3.6 Any distance traveled during the reclamation and processing of the wood shall be documented. (REQUIRED) *To meet interim certification requirements, this information may not be available and will therefore not be required.*

3.7 Any drying or reprocessing of the material will be documented according to requirements in section 2.4 and 2.5.

- Each time the item travels from one location to another, the distance traveled will be documented as per section 3.6. (REQUIRED) (points awarded in those respective sections)
- If reprocessed, moisture classification will be documented as per Appendix A.

3.8 Efforts to reduce insect infestations will be documented, (if any) (REQUIRED)

Optional Points within Section 3.0:

3.9 Name of structure, if any, will be documented. (2 pts)

3.10 Backstory information on the original structure will be documented. (3 pts)

- *should be done to obtain as much information as possible to document the origin of the reclaimed wood.*

3.11 Date structure built

- Year (2 pts)
- Year plus Month (3 pts.),
- If above not known, the decade the structure was built can be documented (1 pt)*

* Points will be awarded for either a combination of month, and year OR decade, but not a combination of both.

3.12 Date structure deconstructed

- Year (2 pts)
- Year plus Month (3 pts.),
- If above not known, the decade the structure was deconstructed can be documented (1 pt)*

* Points will be awarded for either a combination of month, day and year OR decade, but not a combination of both.

3.13 Reason for removal/ deconstruction.

- In disrepair or safety related (3 pts)
- preference or other (1 pt)

3.14 Include photo(s) of structure while standing. These can be historical photos that were taken by someone other than the person documenting information for the purpose of chain of custody. (1 pt.) per photo up to 2. More than 2 photos may be documented)

3.15 Include lead free verification test data documentation. (2 pts)

3.16 Photographic documentation of the reclaimed item(s) may be taken and added to the CoC history. (1 pt.) per photo up to 2. More than 2 photos may be documented)

3.17 Lumber reclaimed by a USRW Certified Organization. (1 pt.)

- **Total possible REQUIRED points for Reclaimed/Deconstructed Lumber Requirements section (2-5 pts)**
 - **Optional points (up to 21 pts)**

4. FINISHED PRODUCTS OR FINAL INSTALLATION REQUIREMENTS

This section is designed for USRW businesses, makers, woodworkers, artisans, contractors, designers, architects, or builders wishing to maintain USRW Certification for their final products, designs or

builds.

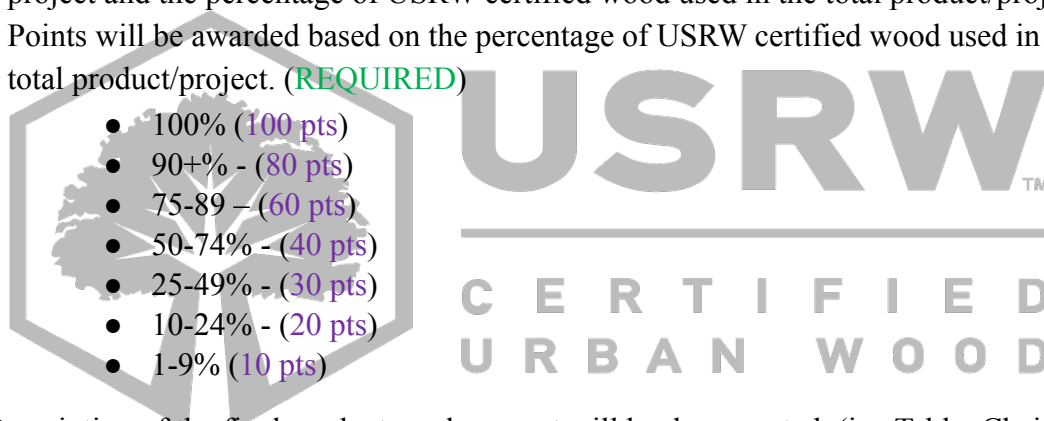
- 4.1 Maker, woodworker, artisan, contractor, designer, architect, or builder will be documented. (REQUIRED)

Documentation will include the following information:

- Company name
- Maker, woodworker, artisan, contractor, designer, architect, or builder name
- Company address
- Company phone number
- Company email (optional)

- 4.2 The maker, woodworker, artisan, contractor, designer, architect, or builder will document all USRW certified items being utilized for their project and create a project bill of materials and a new tag or certificate for the final product or installation. Included will be all information related to each piece of USRW certified wood that is used in said project and the percentage of USRW certified wood used in the total product/project. Points will be awarded based on the percentage of USRW certified wood used in the total product/project. (REQUIRED)

- 100% (100 pts)
- 90+% - (80 pts)
- 75-89 - (60 pts)
- 50-74% - (40 pts)
- 25-49% - (30 pts)
- 10-24% - (20 pts)
- 1-9% (10 pts)



- 4.3 Description of the final product or placement will be documented. (i.e. Table, Chair, Bowl, The Empire State Building, etc.) (REQUIRED)

- 4.4 For the contractor, designer, architect, or builder, when the lumber is relocated to a professional building or project by either being sold, installed, or made into a final project, the new information will be documented. (REQUIRED) (Not required for personal residential projects)

- New location Name, if applicable,
- New location Address, and
- New location Phone Number, optional.

- 4.5 Any distance traveled to additional processing or wholesale/retail locations and the final installation location on build projects shall be documented. (REQUIRED) *To meet interim certification requirements, distance traveled may not be available and will therefore not be required.*

4.6 The overall distance traveled will be calculated from point of origin to the most distant point in the production to installation process. Distance is measured by direct line, not actual road miles. When wood has traveled less than 500 miles from point of origin to its final destination, it may be labeled as 'Local Wood'. *(May include mileage from sections 2.1.4, 2.2.12, 2.3.2, 2.4.2, 2.5.2, 3.6 and 4.5).* **(REQUIRED)** *To meet interim certification requirements, distance traveled may not be available and will therefore not be required.*

- Total distance 0 – 125 miles (50 pts)
- Total distance 126 – 250 miles (40 pts)
- Total distance 251- 325 miles (30 pts)
- Total distance 326 – 500 miles (20 pts)
- Total distance > 500 miles (10 pt.)

4.7 The final product will have chain of custody information available to the consumer following the labeling rules described in section 5 – Labeling: Application of USRW Labels on Products for Sale. This may be by actual tag, label, or certificate. **(REQUIRED)**

Optional Points within 4.0:

4.8 Utilized in final project by a USRW Certified Organization. (1 pt.)

- Total possible **REQUIRED** points for Finished Product or Final Installation Requirements section (20- 150 pts)
- Optional points (up to 1 pt.)

5. LABELING: APPLICATION OF USRW CERTIFIED LABELS ON PRODUCTS FOR SALE

- **Product** can be defined as any log, lumber (reclaimed/deconstructed or fresh cut) or finished product.
- When wood has traveled less than 500 miles from point of origin to its final destination, it may be labeled as '**Local Wood**'. Products that travel a greater distance (from the removal, deconstruction or reclamation site to the processing, drying, storage, sales facility or final destination) may still be certified under the USRW Standards, but may not be labeled as '**Local Wood**'. *If distance traveled was not recorded due to Interim Certification, then items cannot be declared as 'Local Wood'.*

5.1 Labeling and Trademark Use. This may be by actual tag, label, or certificate.

- 5.1.1 Only USRW certified products that are eligible for USRW certified labeling may be promoted with the USRW certified woods trademark. (REQUIRED)
- 5.1.2 Any USRW certified products will be required to either be tagged or have documentation bearing the USRW labeling requirements. (REQUIRED)
- 5.1.3 Any unfinished material bearing USRW labeling will identify the **moisture content category** of the item for full disclosure to the customer. Allowable categories are listed in Appendix A. Point of sale material will further explain these terms or direct purchasers to USRW website (www.usrwcertified.org) for further information, or both. (REQUIRED) Scannable or trackable tag with source and history information available digitally is an acceptable form of labeling if one chooses to not include all of the information in print form on a label.
- 5.1.4 Any product bearing USRW labeling will identify whether the **source material** is urban wood, salvaged wood or reclaimed/deconstructed urban wood. Point of sale material will further explain these terms or direct the purchaser to USRW website (www.usrwcertified.org) for further information, or both. (REQUIRED) Scannable or trackable tag with source and history information available digitally is an acceptable form of labeling if one chooses to not include all of the information in print form on a label.
- 5.1.5 Any product bearing USRW labeling will identify the **species** of the wood. If the source material is reclaimed/deconstructed urban wood, then broader grouping will suffice, (see section 2.6.3). Point of sale material will further explain these terms or direct purchasers to USRW website (www.usrwcertified.org) for further information, or both. (REQUIRED) Scannable or trackable tag with source and history information available digitally is an acceptable form of labeling if one chooses to not include all of the information in print form on a label.
- 5.1.6 Any product bearing USRW labeling will identify the **reason(s) for removal/deconstruction** to ensure that the consumer is aware of the history of the product and is able to make a purchase decision that is in alignment with their conscience. Scannable tag with source and history information available digitally is an acceptable form of labeling if one chooses to not include all of the information in print form on a label. If source logs or lumber are bundled or grouped with mixed reasons for removal, then the

reason with the lowest score value will be listed on label. (REQUIRED) *To meet interim certification requirements, this information may not be available and will therefore not be required.*

- 5.1.7 Any product bearing USRW labeling will identify the **star level of certification, or that it is Interim Certified**. Scannable tag with source and history information available digitally is an acceptable form of labeling if one chooses to not include all of the information in print form on a label. (REQUIRED)



Terms and Definitions

Urban Wood:

Any wood that was not harvested for its timber value and was diverted or removed from the waste-stream and developed or redeveloped into a product. Urban wood can come from 3 sources: Deconstruction, Fresh cut urban trees, and Salvaged Trees.

Accreditation Body (AB): An organization or group of industry experts that provides accreditation services, which is a formal, third party recognition of competence to perform specific tasks. The role of an accreditation body is to assess the technical competence and integrity of the certification body.

Air Dried Lumber (AD)- Wood dried by exposure to air under natural conditions; usually by stickering and stacking one year per inch of thickness in hardwoods, and six months per inch of thickness in softwoods, although actual drying times may vary. Also known as air-seasoned lumber; natural-seasoned lumber. Uses less energy to dry, however may not reach the desired moisture content, and may still contain insect pests.

Arborist: A specialist in the care of woody plants, especially trees, (Some cities require arborists to be certified to make determinations on removal of some or all trees in their jurisdiction).

Artisan: A person skilled in making a product by hand. Also referred to here as a “Maker” or a “Woodworker”.

APHIS: US Department of Agriculture, Animal and Plant Health Inspection Service, <https://www.aphis.usda.gov/>

Carbon Sequestration/Storage: the process involved in carbon capture and the long-term storage of atmospheric carbon dioxide or other forms of carbon.

Certification: the action or process of providing someone or something with an official document attesting to a status or level of achievement.

Certification Body (CB): Any recognized and accredited organization the primary responsibility of which is the assessment of objective evidence regarding the compliance with applicable regulations and recognized standards.

Certified Arborist: An arborist certified by the International Society of Arboriculture.

Chain of Custody (CoC): The chronological documentation of the path wood products, and the finished products made from them, taken from the urban forest or urban environment salvage site, orchard, or deconstruction site, to the consumer or to final installation;

including all harvesting, deconstruction, hauling, processing, manufacturing and remanufacturing, drying, storage and distribution links.

DBH – Diameter Breast Height: A standard measurement of the diameter of the trunk of a standing tree. Tree trunks are measured at the height of an adult's breast, approximately 4.5' above ground level.

Deconstructed Wood, (also referred to as Post-consumer reclaimed material and Reclaimed Urban Wood or Reclaimed Urban Lumber): Processed wood retrieved from its original application for purposes of subsequent use. Most deconstructed or reclaimed lumber comes from timbers, boards, siding, and decking rescued from old barns, factories and warehouses, although some companies use wood from less traditional structures such as boxcars, coal mines and wine barrels; Reclaimed or Deconstructed Wood is wood that was previously used in the building of another structure which, when disassembled, is recycled and used in a new building or product. Material that would have otherwise been disposed of as waste or used for energy recovery but has instead been collected and reclaimed as input material, in lieu of virgin material, for reuse, recycling, re-milling in a manufacturing process or other commercial application.

Drying Professional: A person whose job entails operating a kiln or otherwise drying wood. Also known as a kiln operator.

EAB: The emerald ash borer, also known by the acronym EAB, is a green buprestid or jewel beetle native to north-eastern Asia that feeds on ash species. Females lay eggs in bark crevices on ash trees, and larvae feed underneath the bark of ash trees to emerge as adults in one to two years, (Wikipedia).

EMC: Stands for Equilibrium Moisture Content. The moisture content of wood depends on the relative humidity and temperature of the air surrounding it. If wood remains long enough in air where the relative humidity and temperature remain constant, the moisture content will also become constant at a value known as the EMC or equilibrium moisture content.

Forest Practice: State or Federal regulations to ensure that logging is done in a manner that will preserve and protect our fish, wildlife, forests and streams and the environment. Additional rules enacted by State or Federal Forestry and Fire Protection Agencies are also enforced to protect these resources.

Forester: A person who practices forestry, the science, art, and profession of managing forests. In most areas, holds some form of locally recognized certification in order to practice in said area. (Registered Professional Forester, Society of American Foresters, Certified Urban Forester, etc.).

Fresh Cut: includes trees that were freshly cut, that were not harvested for their timber value and that came from areas where we live.

Genetically Modified Tree: A tree whose DNA has been modified using genetic engineering techniques. *Note: Orchard, Grafted, Hybrid & Nursery Trees are not considered genetically modified.*

High Conservation Values (HCV): As defined by the Forest Stewardship Council: Biological, ecological, social, or cultural values of outstanding significance. A key part of HCVs is ensuring activity in urban and other forests does not have a negative impact on biodiversity – that is, the diversity within and between species, and the ecosystem as a whole.

Interim Certification: A status that may be granted to items which were in an inventory prior to the USRW Standards implementation and therefore may not have documentation to fulfill star level certification.

Kiln: Any of various ovens or chambers for hardening, burning, or drying substances, in this case wood and wood products.

Kiln dried lumber (KD): Lumber that has been heated in a kiln to lower the moisture content, (MC) treat for insects, or both. (See Appendix A for details)

Licensed Timber Operator (LTO): Persons who have been licensed under the Forest Practice Act law and are authorized to conduct forest tree cutting and removal operations. LTOs must understand and comply with all laws relating to such tree cutting or removal.

Local Wood: Refers to wood and wood products that have not traveled a significant distance from point of origin to final destination, including all processing and manufacturing procedures. To be considered “local”, that distance must be less than 500 miles. Urban wood and urban wood products that travel a greater distance may still be certified under the USRW Standards, but may not be labeled as “local”.

Log or Lumber Hauler/Trucking Company: A person or company who provides the service of transporting logs and related wood products using logging trucks or other heavy equipment. Note that many urban logs are hauled by non-traditional means such as tow trucks and others not traditionally engaged in log/lumber hauling.

Manager: Person who directs and manages an organization.

Moisture Content: The total amount of water in a piece of wood is called its moisture content (MC). Moisture content is defined as the weight of the water in the wood divided by the weight of the wood.

Moisture Content Category: Moisture content categories are defined in Appendix A of this document and will be required for USRW Certified labeling.

Orchard Wood: A type of urban wood that is sourced from an orchard. An orchard is an intentional planting of trees or shrubs that is maintained for food production. Orchards comprise

fruit- or nut-producing trees which are generally grown for commercial production.

Organization: An organization is an entity comprising multiple people that has its own functions, responsibilities and authorities to accomplish a collective goal.

Plantation: Forest plantations embrace a range of forest types with the one common feature that the great majority of the trees present were established on the site by planting and/or seeding (sowing).

Reclamation Site: The location, process or site where material is diverted from the waste stream from industrial, residential or municipal sources and reclaimed thereby constituting the starting point within the supply chain for reclaimed material.

Registered Forester: individuals who are licensed to practice the profession of forestry, and whose activities have an impact upon the ecology of forested landscapes and the quality of the forest environment.

Removal Permit: Documentation from a public agency (where applicable) that the removal was approved within their removal standard.

Reclaimed Urban Lumber/ Urban Wood, (also referred to as Post-consumer reclaimed material and Deconstructed Wood): Processed wood retrieved from its original application for purposes of subsequent use. Most reclaimed lumber comes from timbers, boards, siding, and decking rescued from old barns, factories and warehouses, although some companies use wood from less traditional structures such as boxcars, coal mines and wine barrels; Reclaimed or Deconstructed Wood is wood that was previously used in the building of another structure which, when disassembled, is recycled and used in a new building or product. Material that would have otherwise been disposed of as waste or used for energy recovery but has instead been collected and reclaimed as input material, in lieu of virgin material, for reuse, recycling, re-milling in a manufacturing process or other commercial application. (some sellers try to sell wood products as “antique or reclaimed” when in fact they are new. CoC will prove authenticity)

Rural Area: any population, housing, or territory outside urban areas.

Salvaged Tree: trees that have been damaged by wildfire, flood, severe wind, disease, insect infestation, or other disturbance. These trees may or may not have come from an urban forest. Many times these trees come from more rural areas or transportation routes. It could be from trees that are dead, have fallen or need to be removed for some reason, such as fire prevention thinning, levy improvement projects, orchard removal, or new construction, etc. For example, trees are often removed to build a highway, protect a highway, or to construct new housing. (For the purposes of the standards, these were trees that were not harvested for their timber value.)

Salvaged Wood: Wood products from salvage trees.

Sawmill: a facility where logs are cut into lumber; can include a portable sawmill.

Sawyer: A person who saws logs into lumber.

Small End Diameter (SED): The measurement of the diameter of the small end of a tree inside the bark and its tapered shape retained. This measurement is done when the tree is no longer standing. In the case of urban logging where limb branching may be preserved as part of the log length, small end diameter may be represented by the best estimation of the smallest inside-the-bark diameter below the limb flare.

SKU: stock-keeping unit; a unique identification, usually alphanumeric, of a particular product that allows it to be tracked for inventory purposes.

Species Replacement Plan: A plan for replacing trees with the correct tree as per local tree experts in an urban environment after they have been removed. (See Appendix C for a list of criteria for selecting the correct tree. Including <https://selecttree.calpoly.edu/>)

Stakeholder: Any member of the USRW, group, community or organization with an interest in the subject of the standard.

Timber Operator: a person who is engaged in timber operations or who contracts with others to conduct the operations on his or her behalf, see also Licensed Timber Operator, (LTO).

Tree Service: The occupation of caring for and maintaining trees and removing trees.

Transportation Document: A written record showing details of the load such as; the time and date of a load, how many logs on the load, details of where the logs came from and the destination mill/site, the sale number or exemption permit number, method of removal etc. (point of custody doc) This can include a trip ticket or any other written record.

Urban Forest: A forest or a collection of trees that grow within an urbanized area, rural area or urban cluster as defined by the US Census Bureau. In a wider sense it may include any kind of woody plant vegetation growing in and around human settlements.

Urban Cluster: represent areas containing at least 2,500 and less than 50,000 people.

Urbanized Area (UA): A UA is a continuously built-up area with a population of 50,000 or more.

Urban Forest Management Plan, (UFMP): Coordinates the management and administration of an urban forest. The plan documents information specifying objectives, actions and control arrangements concerning the management of ecosystem resources and services for a set period of time, and responds to environmental mandates, clarifies confusion about resource management and authority, coordinates the roles of the different agencies and bureaus, and addresses problems that may be of concern. The goals the management plan focuses on are to protect and restore the urban canopy, support the urban forest, and maximize the benefits of the urban forest for all citizens

Urban Lumber: Lumber that comes from urban wood. (See Urban Wood)

Urban Lumber Grades & Definitions: (See Appendix B)

Urban Wood: Any wood that was not harvested for its timber value and was diverted from or removed from the waste-stream and developed or redeveloped into a product. Urban wood can come from 3 sources: Deconstruction, fresh cut urban trees, & salvaged wood. The source location for urban wood can include: urban forests, urbanized areas, urbanized places outside urban areas, and generally any areas where we work and live.

Urban Wood Policy: this is a non-compulsory policy for public agencies, municipalities and other urban tree owners/managers to adopt that provides an end of life urban wood policy for when a tree is removed that includes an Urban Wood Salvage Plan, a Species Replacement Plan, and an Urban Wood Utilization in New or Modified Public Construction Projects Plan. (See Appendix C for an example).

Urban Wood Salvage Plan: A plan to salvage urban wood from trees that were removed from an urban environment and give them a second life. This should be a part of every successful Urban Forest Management Plan.

Urban Wood Utilization in New or Modified Public Construction Projects Plan: A plan to utilize some portion of urban wood in all building projects. Sometimes used for structural elements, but typically used for non-structural elements such as, but not limited to architectural millwork, cabinetry, countertops, flooring, and furnishings.

USRW Certified: (1.) Cities/municipalities, arborists, tree services, waste stream professionals, log and lumber haulers, wood processors, wood manufacturers and users that have met the highest standards for processing urban wood by being the best stewards of our urban forests and our local communities by meeting the requirements set forth in the USRW Standards; (2.) Wood and wood products that have met the chain of custody requirements set forth in the USRW Standards as attested to by an accredited certification body. Different levels of certification at both the organizational and the product level are attainable depending on how these requirements are met.

Waste Stream: The complete flow of waste from domestic or industrial areas through to final disposal. Frequently, solid wood waste ends up at the dump or the landfill. By utilizing the wood products that end up, or may have made their way to the landfill, we lessen the content of a waste stream.

Waste Stream Professional: A professional who works in the industry of waste management. This person may be responsible for diverting potentially usable or recyclable products from final disposal.

Wood Drying: Reducing the moisture content of wood before its use. This can be done through a kiln system or an air drying method. See Air dried lumber (AD), and kiln dried lumber (KD) as well as Appendix A for more detailed descriptions of wood drying categories.



Appendix A

The Urban Lumber Drying Standard

According to the USRW Standards when urban wood is sold, it must be classified and declared under one of the following designations for full disclosure to the customer.

Green lumber (Green) – Sold as is, (frequently within 30 days of being sawn, and usually has not been stickered). Buyer beware, to utilize this wood it has to be dried properly to produce quality products in most cases, there are exceptions, depending upon the application. The sooner boards are stacked and stickered after sawing the less potential there is for checking and other defects to occur while the wood is drying unrestrained. (End seal is recommended on logs as soon as cut to prevent end checking and rapid moisture loss.)

Air dried lumber (AD) – Needs to be properly stacked and stickered to minimize checking and uniform drying, less than 18% moisture content is a typical threshold which can be as low as 10% in some parts of the country, this is very dependent on the climate in your region, for more information go to the following website: <https://www.fpl.fs.fed.us/documnts/fplgtr/fplgtr117.pdf>

A general rule of thumb is one year per every one inch of thickness in hardwoods and six months for every inch of thickness in softwoods, which is why you will sometimes see a cut date on wood. But a moisture meter is the best way to estimate the moisture content. (Air drying will not set the pitch, and will not eliminate any pest and insects that may be in the wood so great care must be taken when using this material. Below the fiber saturation point (27 – 30 % MC) movement in lumber can be expected as the wood adjusts to EMC.) This can also include shed dried lumber which can produce less checking and weather damage.

Kiln dried lumber (KD) – 6% to 10% moisture content is a typical threshold but again climate can affect this with 5% being achieved in certain parts of the country. There are many kiln options including; solar, dehumidification, RF, vacuum, and traditional kilns. Depending on the type of kiln, the temperatures and duration used can vary greatly. The species of wood (density) and the starting moisture content will also greatly affect the temperature and/or duration needed. Kiln drying may or may not meet the APHIS requirements for heat treating which means that kiln drying doesn't always sterilize the wood from insects.

Kiln Dried Lumber Sterilized: (KDS) Sterilized kiln dried lumber. This is frequently done at the end of a drying cycle be it air or kiln. The rule of thumb is that a kiln temperature of 140F for 2 hours to reach that core temperature on 4/4 to 6/4. 4 hours on 8/4 and 12 hours for a large timber. The actual time depends on moisture content of the wood, wet bulb temperature and air circulation. Although this is not certified as HT, if done properly it can reduce the spread of pests globally.

Heat treated (HT)- This is above and beyond kiln drying in that it is used to certify that wood has been sterilized when it is susceptible to various insects (i.e., EAB), this is linked to “temperature and duration” meaning how long was the wood treated at a certain temperature. This is a special certification that must be obtained from the appropriate state agency before a product can be identified as: “heat treated.” **International Standards For Phytosanitary Measures No. 15 (ISPM 15)** a minimum heat treatment of “a minimum of 56 °C (133 °F) core temperature for a minimum of 30 minutes”. (note; just because a kiln reaches a temperature of 56 °C (133 °F) does not mean the core of the product you are drying reached that temperature and it has therefore not been sterilized) Heat Treated wood is considered sterilized wood, however that does not necessarily mean the wood is dry.

*see glossary for definitions for EAB, APHIS, and EMC

For more information refer to the following drying references:

[Drying Hardwood Lumber \(fs.fed.us\)](http://fs.fed.us)

[Air Drying of Lumber \(fs.fed.us\)](http://fs.fed.us)

[Dry Kiln Schedules for Commercial Woods - Temperate and Tropical \(fs.fed.us\)](http://fs.fed.us)

[Dry kiln operator's manual \(fs.fed.us\)](http://fs.fed.us)

[Quality drying of softwood lumber](http://fs.fed.us)



Appendix B

USRW Certified Woods

Urban Lumber Grades & Definitions

In an ideal world, only “mill run” urban wood would be offered. However, we understand that some applications will require a higher percentage of clear wood in the board for integrity and strength of the finished product.

Therefore, these definitions were developed in an effort to maximize urban wood recovery and get as close as possible to zero waste. Traditional grading standards such as those of the National Hardwood Lumber Association, (NHLA) or any of the many softwood or other grading standards may also be used for urban wood sales.

These urban wood grades are meant to showcase the unique characteristics urban wood brings to the wood marketplace. These markets often seek character historically considered “defects”, including; spalting, mineral stains, burls, branch unions and other high figure patterns. These grades are intended to reflect this uniqueness while remaining compatible with existing and traditional grade standards and terminology of organizations such as the NHLA. These grades are informational only to increase market consistency, they are not meant to imply any load-bearing capacity or structural lumber grade.

Not all mills will choose to separate by grade, and none can guarantee quantities as we are working within the constraints of nature’s inventory. These standards should provide consistency for a consumer regardless of the location of urban wood vendor they are purchasing the wood from.

Note: This standard acknowledges a higher frequency of short boards in the urban-sourced logs and uses “cutting” sizes more comparable to the traditional walnut grading system.

Sapwood, spalting and figure are not considered defects in urban wood grading. Wane, and knots and small amounts of pitch are allowed as long as the minimum board size can be achieved.

Urban Wood Grades:

Urban Premium: Will provide long clear pieces. Minimum board size is 5” and wider, and 8’ and longer. Both faces of the board must provide clear cuttings a minimum size of 3” wide by 7’ long or 4” wide by 5’ long.

Urban Select –Will provide a minimum board size of 4” wide x 6’ long. From that boards surface no less than 80% of the better face will be contained within defect-free cuttings/pieces each measuring at least 4” wide x 3’ long or 3” wide x 6’ long.

Urban Mill Run—Will include all sound and marketable boards from any one log that are over 1 Bd. Ft. in size. *Note: Urban mill run is the default marketing assumption for urban lumber sold in larger than single board quantities and may be the only “grade” offered by some mills.*

Urban Character Grade Sound—Will include Urban Mill Run with many or all Urban Selects and all Urban Premium removed.

Urban Character Grade Cuttings—Will Include Urban Mill Run with all Urban Selects and Urban Premium removed. May contain more loose knots shorter material than Urban Character Grade Sound.

Urban Pallet Mixed Hardwoods—Will include a mixture of lower grade urban hardwood species that can be used for pallet material.

Urban Pallet Mixed Softwoods—Will include a mixture of lower grade urban softwood species that can be used for pallet material.

Definitions:

Live Edge or Natural Edge – This term means boards or slabs where no less than 80% of its lengthwise edges include the exterior growing edge of the log from which it came, either with or without bark removed. Knots, checks and irregular grain are all considered normal urban wood character, not defects; however, no more than 15% of its surface area may include rot without further notations in the sale. In scaling its board foot measure, the width is calculated as the width at 6” from each end plus the narrowest width divided by 3, all measured on the narrow face of the board, excluding bark. This standard allows for a seller to make additional “averaging” measurements to accommodate highly variable slab widths. Live edge may also be marketed as ‘single live edge’ if only one edge meets the 80% natural surface criteria.

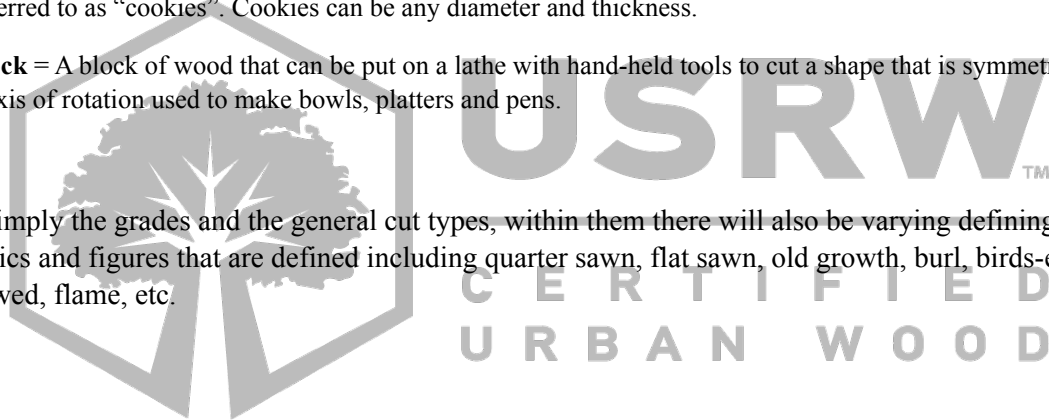
Board = Pieces 12” wide or less, of any thickness, OR if over 12” wide, must be under 6/4 thickness.

Slab = Pieces with a minimum 6/4 thickness that also have more than 50% of their length over 12” wide.

Cookie = Cross sections of a log that are cut off the end of a log creating an end grain piece; generally round and therefore referred to as “cookies”. Cookies can be any diameter and thickness.

Turning Block = A block of wood that can be put on a lathe with hand-held tools to cut a shape that is symmetrical around the axis of rotation used to make bowls, platters and pens.

These are simply the grades and the general cut types, within them there will also be varying defining characteristics and figures that are defined including quarter sawn, flat sawn, old growth, burl, birds-eye, curly, pillowed, flame, etc.



Appendix C

Sample Urban Tree Recycling Policy

This is a suggested template that may be utilized or edited based on your community's needs. This suggested template has been endorsed by the California Department of Forestry and Fire Protection Urban and Community Forestry Program.

This policy supports the City of _____'s Sustainability Plan, Climate Action Plan, and/or Urban Forest Management Plan to ensure the sustainability of the urban forest. The goal is to optimize ecosystem services, including greenhouse gas reduction, and to utilize trees that must be removed in the most efficient way possible.

Such removed trees shall be used for the highest and best use possible. Environmental benefits are realized by diverting wood that would otherwise populate landfills and produce greenhouse gas emissions which are released through traditional disposal processes. Co-benefits include sourcing local raw materials for construction, maximizing benefit from trees being removed, and displaying urban wood products in the community. This tells the story of the City in which the trees matured and added to the community character. With this policy adoption, the City of _____ will be at the forefront in the nationwide effort to certify urban wood usage within City projects.

Tree Removal Utilization Plan.

- Any trees that are removed for reasons such as failure, disease, or decline or other reasons stated within the City of _____'s management plan are subject to be repurposed for their highest use. This includes, but is not limited to, being milled into lumber, left in public spaces as natural architecture including wildlife habitat or crafted into usable products such as benches, picnic tables, new construction elements and / or other wood crafts/projects.
- Suggested resources for wood processing can be found at usrwcertified.org, & urbanwoodnetwork.org.
- The selection criteria for urban wood shall be made at the discretion of the city arborist or other designated city representative using current industry standards.
- Should wood not be eligible for repurposing into other product, trees may be mulched or converted into other biomass products for use in the community.

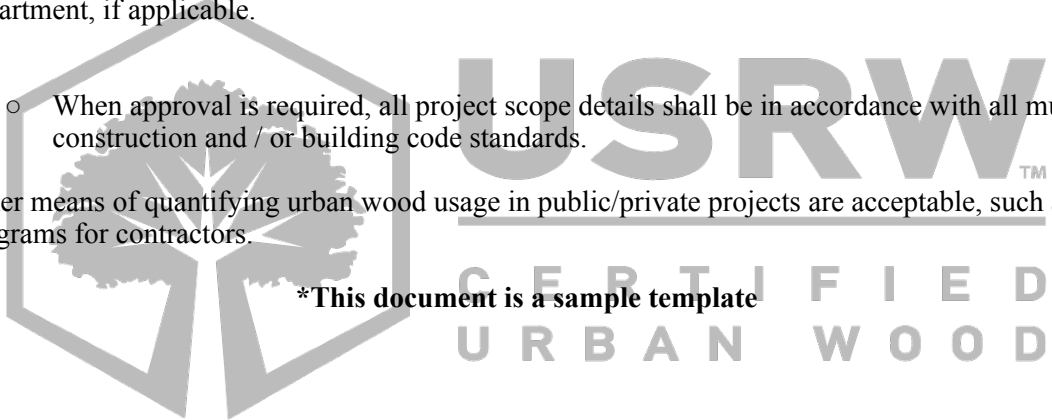
Desirable Species Replacement Plan.

- Tree replacement criteria should include consideration of the full suite of benefits that may be provided throughout the life of the tree, including a consideration for end of life uses, such as high quality lumber.
- It is recommended that these replacement species be selected in collaboration with local experts based upon the unique region and climate.
- Species information may be found at <https://selecttree.calpoly.edu/> : A Tree Selection Guide. Should consultation be needed for suitable species, West Coast Arborists, Inc. may be utilized as a resource.

Urban Wood Utilization in New or Modified Public Construction Projects Plan.

- Use of the USRW North American Standards for Certification and Chain of Custody for Urban, Salvaged and Reclaimed Woods as set by USRW Certified Woods and endorsed by the Urban Wood Network is recommended to ensure quality. <https://usrwcertified.org/>
- Urban wood should be considered in all city projects. To gain the maximized benefits of repurposed lumber from city trees, it is recommended that any new or modified public construction development that takes place within the city limits should include an urban wood element that is at a minimum cost of 1% of the overall project. This 1% is not in addition to project budget but can be included in items that would be necessary despite urban wood policy (i.e. locally sourced urban wood table vs traditionally harvested lumber table).
- This measure assures that the market for the City of _____'s urban wood is local (local being defined as within 500 miles or less per USRW certification, with lesser distance traveled preferred) and sustainable, maximizing the benefit of repurposed lumber from urban trees.
- It is suggested that urban wood utilization plans be approved by the City of _____'s planning department, if applicable.
 - When approval is required, all project scope details shall be in accordance with all municipal construction and / or building code standards.
- Other means of quantifying urban wood usage in public/private projects are acceptable, such as incentive programs for contractors.

***This document is a sample template**

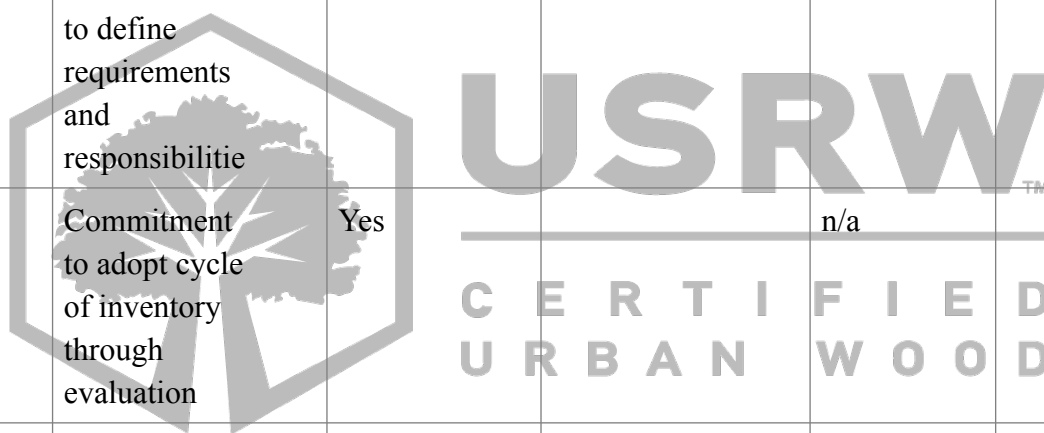


Appendix D

USRW SCORECARD AND CERTIFICATION LEVELS

#	Summary	Required	Record Evidence of Conformance	Possible Points	Awarded Points
1.1. Compliance Requirements					
1.1.1	Compliance with laws	Yes		n/a	
1.1.2	Urban Wood Network Membership	Yes (not required for cities)		n/a	
1.1.3	Regulations, Certification and Licensing	Yes		n/a	
1.1.4	Protection from unauthorized activities	Yes		n/a	
1.1.5	Property, legal and traditional rights	Yes		n/a	
1.1.6	Human rights	Yes		n/a	
1.1.7	Training	Yes		n/a	
1.1.8	High conservation values	Yes		n/a	
1.1.9	Chain of custody	Yes		n/a	
1.2 Documented Information					

1.2.1	Documented CoC information	Yes		n/a	
1.3 Organization Requirements					
1.3.1a	Commitment to USRW standard	Yes		n/a	
1.3.1b	Commitment to licensing	Yes		n/a	
1.3.1c	Commitment to appoint gmt.. rep	Yes		n/a	
1.3.1d	Commitment to define requirements and responsibilities	Yes		n/a	
1.3.1e	Commitment to adopt cycle of inventory through evaluation	Yes		n/a	
1.3.1f	Commitment to assessment of impacts	Yes		n/a	
1.3.1g	Commitment to take precautions against the spread of insects or disease	Yes		n/a	
1.3.1h	Commitment to fair wages	Yes		n/a	



1.3.1i	Commitment to bring awareness to highest and best use across all sectors	Yes		n/a	
Urban Tree Owner/Manager Specific Requirements					
1.3.1j	Commitment to have a UFMP that includes an Urban Tree Recycling Policy	Yes		n/a	
1.3.1k	Desirable Species Replacement Plan	Yes		n/a	
1.3.1l	Commitment to utilize urban wood in building projects	Yes		n/a	
Service Specific Requirements					
1.3.2	City/ Municipality Adherences	Yes		n/a	
1.3.3	Tree Service/ Arborist/Waste Stream Professional Adherences	Yes		n/a	
1.3.4	Deconstruction Companies	Yes		n/a	

1.3.5	Hauling Company Adherences	Yes		n/a	
1.3.6	Wood Processing Company Adherences	Yes		n/a	
1.3.7	Drying Company Adherences	Yes		n/a	
1.3.8	Maker, Woodworker, Artisan Adherences	Yes		n/a	
1.4 Health, Safety and Working Conditions					
1.4.1	Health, safety and risks	Yes		n/a	
1.5 Operations					
1.5.1	Maintain healthy forests	Yes		n/a	
1.5.2	Store and sequester carbon	Yes		n/a	
1.5.3	Climate positive practices	Yes		n/a	
1.5.4	Sound economic performance	Yes		n/a	
2.1 Requirements for Transporting Logs, Lumber and Finished Products					
2.1.1	Company information documented	Yes		0	

2.1.2	Date transported	Yes		0	
2.1.3	Transportation document	Yes		0	
2.1.4	Distance measured	Yes		0	
2.1.5	Photographic documentation	No		1-2	
2.1.6	Hauled by USRW Certified Organization	No		1	
2.2 Tree Removal Requirements					
2.2.1	Tree removal authority	Yes		1-5	
2.2.2	Start date of removal	Yes		0	
2.2.3	Location of removal	Yes		1-5	
2.2.4	Trees/logs tagged	Yes		0	
2.2.5	Species documented	Yes		0	
2.2.6	Reason for removal	Yes		2-5	
2.2.7	Person who removed the tree documented	Yes, not required of USRW Certified City/ Municipal ity		1-5	

2.2.7a	Documentation	Yes		0	
2.2.8	Scaling	Yes		0	
2.2.9	GMO	Yes		0	
2.2.10	Wood from conversion to non-forest	Yes		0	
2.2.11	Wood from conversion to plantation	Yes		0	
2.2.12	Distance traveled documented	Yes		0	
2.2.13	Not from conversion to non-forest use	No		3	
2.2.14	Not from conversion to plantation	No		3	
2.2.15	DBH documented	No		1	
2.2.16	Backstory documented	No		3	
2.2.17	Photographic documentation of standing tree	No		1-3	
2.2.18	Photographic documentation of tree after felled	No		1-3	

2.2.19	Tree removal by USRW Certified Organization	No		1	
2.3 Log Milling Requirements					
2.3.1	Location log processed	Yes		0	
2.3.2	Distance traveled	Yes		0	
2.3.3	If bucked, new lengths	Yes		0	
2.3.4	Cut date	Yes		0	
2.3.5	Wood Grade	Yes		0 or 5	
2.3.6	Cut types	Yes		0	
2.3.7	Insect infestation measures	Yes		0	
2.3.8	Documentation of log with photographs	No		1-3	
2.3.9	Documentation of cuts with photographs	No		1-3	
2.3.10	Wood processing by USRW Certified Organization	No		1	
2.4 Drying and Sterilization Requirements					
2.4.1	Location where dried	Yes		0	

2.4.2	Distance to drying facility	Yes		0	
2.4.3	Drying	Yes		0	
2.4.4	Date Drying Started	Yes		0	
2.4.5	Dry Date Documented	Yes		0	
2.4.6	Method of insect sterilization	Yes		0	
2.4.7	Classified and declared	Yes		0	
2.4.8	Drying by USRW Certified Organization	No		1	
2.5 Post Drying Processing or Remanufacturing Requirements					
2.5.1	Location documented	Yes		0	
2.5.2	Distance traveled documented	Yes		0	
2.5.3	Reprocessing date	Yes		0	
2.5.4	Individually labelled and stocked items and board footage documented	Yes		0	

2.5.5	Bundled Units and board footage documented	Yes		0	
2.5.6	Wood grades documented	No		1	
2.5.7	Reprocessing completed by USRW Certified Organization	No		1	
1. Chain of Custody Requirements for Reclaimed/Deconstructed Woods					
3.1	Company or agency documented	Yes		0	
3.2	Location documented	Yes		0-3	
3.3	Dimensions documented	Yes		0	
3.4	Species documented	Yes		1-2	
3.5	Location of processing, drying, storing	Yes		0	
3.6	Distance traveled	Yes		0	
3.7	Drying and reprocessing documented	Yes		0	
3.8	Efforts to reduce insect infestations	Yes		0	

3.9	Name of structure	No		2	
3.10	Backstory	No		3	
3.11	Date structure built	No		1-3	
3.12	Date structure deconstructed	No		1-3	
3.13	Reason for removal	No		1-3	
3.14	Photos of standing structure	No		1-2	
3.15	Lead free test	No		2	
3.16	Photographic documentation	No		1-2	
3.17	Reclaimed by USRW Certified Organization	No		1	
4. Finished Products or Final Installation Requirements					
4.1	Maker, artisan, etc. documented	Yes		0	
4.2	USRW items documented	Yes		10-100	
4.3	Description of final product or placement	Yes		0	

4.4	New location documented	Yes, not required for personal residential projects		0	
4.5	Distance traveled	Yes		0	
4.6	Overall distance	Yes		10-50	
4.7	COC information	Yes		0	
4.8	Utilized in project by USRW Certified Organization	No		1	
5. Labeling: Application of USRW Labels on Products for Sale					
5.1	Labeling and trademark use	Yes		0	
				Total Points	

Total Possible Points

(61 min with an additional 232 available)

CONFIDENCE FOR CONSUMERS AND AN ENTRY TO NEW MARKETS

USRW Certification is intended for businesses looking to enter markets that are concerned with environmental sustainability and social awareness. Consumers are, more and more, making purchasing decisions based on responsible sourcing, environmental sustainability, and social consciousness. Chain of custody certification levels will differentiate businesses with regard to the depth of documentation and expertise within the industry regarding the sourcing, movement, and processing of each product.

Being USRW certified means that you comply with the environmental, social, and economic standards of our industry and that you are sustainably managing your supply chain operations. It is a public record of your accountability.

Both urban wood businesses as well as urban wood products can become certified. For a business to be certified, they must adhere to requirements in sections 1.1, 1.2, 1.4 and 1.5 and their respective categories in section 1.3.

Urban wood product Levels of Certification: Regardless of the certification level achieved, all products must meet mandated prerequisites that range in value from 27 to 61 points, but can then qualify for up to 232 optional points to reach the different certification levels. With the maximum number of 293 points achievable. The USRW 5 Star level certification obtains the highest distinction and the USRW Certified level achieves essential performance.

- **“Certified” - minimum requirements met.**
- **“3 Star” Certification – Minimum requirements and 30 – 39 points**
- **“4 Star” Certification - Minimum requirements and 50 – 49 points**
- **“5 Star” Certification - Minimum requirements and an additional 145 points**

Appendix E

ALIGNMENT WITH FOREST CERTIFICATION SOURCING and GREEN BUILDING PROGRAMS

*Appendix E is supplemental information and not a requirement.
Appendix E is NOT part of the Standards.
It is simply a comparison to existing well respected traditional wood standards.*

You may want to use this to see how your wood compares to and potentially meets or exceeds existing accepted standards.

*If this is of no interest to you, you may disregard this Appendix.
This section does not include any Interim Certification options.*

The information in Appendix E provides a roadmap for how USRW CoC certification aligns with leading forest certification and green building standards as of June 2020. The information in Appendix E offers evidence for how compliance with the USRW Urban Wood Standards may support demonstrating compliance with the requirements for selling material into FSC, PEFC, and SFI supply chains or for supplying a USGBC LEED project. Appendix E in no way impacts the USRW standards themselves nor does it impact any other written standard or claim any certification under these other written standards. As the first certification program for urban woods, it is important that the USRW urban wood standards are recognized and able to operate effectively with these well-respected standards.

Forest Stewardship Council (FSC) Standards

FSC Controlled Wood

According to the Forest Stewardship Council (FSC):

FSC controlled wood is material from acceptable sources that can be mixed with FSC-certified material in products that carry the FSC Mix label.

There are five categories of unacceptable material that cannot be mixed with FSC certified materials:

- 1. illegally harvested wood*
- 2. wood harvested in violation of traditional and human rights*
- 3. wood harvested in forests in which high conservation values (HCVs) are threatened by*

- management activities (HCVs are areas particularly worthy of protection)*
4. *wood harvested in forests being converted to plantations or non-forest use*
 5. *wood from forests in which genetically modified trees are planted.*

<https://ic.fsc.org/en/what-is-fsc-certification/controlled-wood>

To demonstrate conformance with the FSC Controlled Wood Standard, the following indicators in the USRW requirements must be met and documentation retained to demonstrate conformance via an FSC approved procedure:

1. Avoidance of Illegally harvested wood

The USRW standard requires that:

1.1.1. The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber.

1.1.3 The organization shall identify and have access to legal regulations and proper certification/licensing to perform the services that their organization provides.

2. Avoidance of wood harvested in violation of traditional and human rights

The USRW standard requires that:

1.1.5. Property rights and tree ownership shall be clearly defined, documented and established. Likewise, legal, customary and traditional rights related to the tree removal job site shall be clarified, recognized and respected.

1.1.6 Each step of tree removal and processing shall respect human rights as defined by the Universal Declaration on Human Rights; An international document that states basic rights and fundamental freedoms to which all human beings are entitled.

3. Avoidance of wood harvested in forests in which high conservation values (HCVs) are threatened by management activities (HCVs are areas particularly worthy of protection)

The USRW standard requires that:

1.1.8 Practices must seek to maintain, enhance, and promote the importance of High

Conservation Values (HCVs) and these practices must not threaten HCVs. (This means that the projects you work on must seek to have minimal impact on the environment and the ecosystem. High conservation values may refer to the diversity of species, ecosystems and habitats, critical ecosystem services, community needs, and cultural values.)

4. Avoidance of wood harvested in forests being converted to plantations or non-forest use

Although the USRW standard does not require that this wood is completely avoided, it does require documentation as to whether conversion to plantation or non-forest use was performed, so that consumers can make their choice as to what woods they will purchase.

2.2.10 It will be required to document whether the tree(s)/wood came from a natural forest that was being converted to non-forest use. This would include a natural forest that was removed for development purposes and therefore was converted to non-forest or non-urban-forest use.

2.2.11 It will be required to document whether the tree(s)/wood came from a natural forest that was converted to plantation.

5. Avoidance of wood from forests in which genetically modified trees are planted.

The USRW standard requires that:

2.2.9 It will be required to document whether tree/wood came from genetically modified trees. Genetically modified trees shall not be certifiable.

To confirm conformance to the FSC controlled wood requirements, the urban wood company will have to record and retain documentation of these indicators and address any additional requirements within the FSC program and procedures.

FSC Reclaimed/Recycled

The Forest Stewardship Council (FSC) has established a standard for allowing the FSC label to be used on recycled and reclaimed materials. Recycled and reclaimed materials to be included in an FSC labeled product must demonstrate compliance with FSC definitions and examples of acceptable sources as illustrated in the following table.

Table 1. FSC Examples of Reclaimed Wood Material

Post-consumer wood sources	Post-consumer wood material	Not accepted as reclaimed wood material
Municipal Sources Commercial (Retail, Office, Small Business); Construction and Demolition Debris; Defibrillated and solid wood recovered from landfills, transfer stations, and Material Recovery Facilities (MRFs) ² ; Industrial Packaging and Administrative wastes (does not include process wastes); Institutional (schools); Residential	Commercial Transport Packaging including pallets, crates, cases, cable drums at the end of their useful life ³ ; Construction and Demolition Debris⁴ including doors, flooring, old cabinets, mouldings, and dimensional lumber, discarded wood packaging e.g. pallets and cable drums. Wood reclaimed through 'Deconstruction' e.g. salvaged dimensional lumber and architectural elements; Damaged Stock and Rejected Products manufactured from post-consumer wood products, including deconstructed building materials, or wood reclaimed from construction and demolition (C&D) debris; Used telephone poles, railroad ties, building materials, furnishings, cabinets, shop fittings, shelving etc. that have been used for their intended purpose by residential, commercial, or industrial consumers; Off-cuts, shavings, sawdust and the like generated during the re-milling of post-consumer wood products, deconstructed building materials, or wood reclaimed from C&D debris.	Wood material in the form of off-cuts produced from virgin parent materials that are discarded by a primary or secondary production process but that has properties allowing it to be reused on site by being incorporated back into the same manufacturing process that generated it. Co-products from virgin parent materials (example: Offcuts, shavings, sawdust, and the like, generated during <u>primary manufacture</u> of logs). Forestry Waste Any virgin material considered as forest or urban waste. (e.g. branches, small or rotten pieces of wood, trunks of old trees and palms planted for food production, salvaged urban trees and underwater salvaged trees)

Source: <https://ic.fsc.org/file-download/fsc-std-40-007-v2-0-en-sourcing-reclaimed-material-for-use-in-fsc-product-groups-or-fsc-certified-projects-a-235.pdf> For additional information: <https://ic.fsc.org/en/what-is-fsc-certification/chain-of-custody-certification/reclaimed-material>

As shown in Table 1, materials from Construction and Demolition Debris are included as acceptable post-consumer wood material and the FSC reclaimed definition.

To support demonstrating conformance with the FSC reclaimed requirements, the following indicator within the USRW requirements must be met and documentation retained:

The USRW standard requires that:

3.2 Location wood was deconstructed or reclaimed from will be documented. At minimum, name of city and state will be required.

3.3 Dimensions of material retrieved will be documented, either in individual pieces or in unit/bundle form.

Also, as shown in Table 1, salvaged urban trees are not acceptable as reclaimed wood material under the FSC requirements.

Programme for the Endorsement of Forest Certification (PEFC) Standards

PEFC Controversial Sources

The Programme for the Endorsement of Forest Certification (PEFC) is an international certification program for forest management and chain-of-custody tracking of forest products. Products with the PEFC label contain PEFC certified material and other controlled sources.

The PEFC defines “controlled sources” as *“Material for which the risk of originating from controversial sources has been minimized through the implementation of the PEFC Due Diligence System.”*

The PEFC defines “Controversial Sources” to include:

Forest activities which are:

(a) not complying with local, national or international legislation, applying to forest related activities, in particular in the following areas:

- forestry operations and harvesting, including biodiversity conservation and conversion of forest to other use*
- management of areas with designated high environmental and cultural values,*
- protected and endangered species, including requirements of CITES,*
- health and labour issues relating to forest workers,*
- indigenous peoples’ property, tenure and use rights,*
- third parties’ property, tenure and use rights,*
- payment of taxes and royalties,*

(b) not complying with legislation of the country of harvest relating to trade and customs, in so far as the forest sector is concerned,

(c) utilizing genetically modified forest based organisms,

(d) converting forest to other vegetation type, including conversion of primary forests to forest plantations.

Note: The policy on the exclusion of material from genetically modified forest based organisms remains in force until 31st December 2022.

To demonstrate conformance with the PEFC Controversial Sources and due diligence requirements,

the following indicators in the USRW requirements must be met and documentation retained to demonstrate conformance via an PEFC approved procedure:

A. Legal Compliance

Operations, harvesting, and biodiversity

The USRW standard requires that:

- 1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber. TM

Areas with high environmental and cultural values

The USRW standard requires that:

- 1.1.8 Practices must seek to maintain, enhance, and promote the importance of High Conservation Values (HCVs) and these practices must not threaten HCVs. (This means that the projects you work on must seek to have minimal impact on the environment and the ecosystem. High conservation values may refer to the diversity of species, ecosystems and habitats, critical ecosystem services, community needs, and cultural values.)

Health and labor issues

The USRW standard requires that:

1.3.1h That all employees working within the Chain of Custody should be paid fair wages based on local, state, and federal requirements.

1.4.1 All processes of operations shall be planned, organized, and performed in a manner that enables health and accident risks to be identified and all reasonable

measures to be applied to protect workers from work-related risks. Workers shall be informed about the risks involved with their work and about preventative measures.

Indigenous peoples' and third parties' rights

The USRW standard requires that:

- 1.1.5 Property rights and tree ownership shall be clearly defined, documented and established. Likewise, legal, customary and traditional rights related to the tree removal job site shall be clarified, recognized and respected.
- 1.1.6 Each step of tree removal and processing shall respect human rights as defined by the Universal Declaration on Human Rights; An international document that states basic rights and fundamental freedoms to which all human beings are entitled.

Payment of taxes

The USRW standard requires that:

- 1.3.1 The Standard requires that the organization shall provide a commitment:
 - 1.3.1b To maintain proper business standards including required licensing/certification for the services they provide and the collection of and timely payment of applicable taxes or fees.

B. Trade and Customs Regulation

The USRW standard requires that:

1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber.

1.3.1 The Standard requires that the organization shall provide a commitment:

- 1.3.1d To clearly define CoC requirements and responsibilities that are assigned to individuals within the organization.
- 1.3.1f To appropriately assess the social, environmental, and community impacts of their management practices, including outreach and education.

C. Genetically Modified Organisms

The USRW standard requires that:

2.2.9 It will be required to document whether tree/wood came from genetically modified trees. Genetically modified trees shall not be certifiable.

D. Conversion of Forests

The USRW standard requires that:

2.2.10 It will be required to document whether the tree(s)/wood came from a natural forest that was being converted to non-forest use. This would include a natural forest that was removed for development purposes and therefore was converted to non-forest or non-urban-forest use.

2.2.11 It will be required to document whether the tree(s)/wood came from a natural forest that was converted to plantation.

To confirm conformance to the PEFC requirements, the urban wood company will have to record and retain documentation of these indicators and address any additional requirements within the PEFC program and procedures.

Sustainable Forestry Initiative (SFI) Standards

SFI Chain of Custody and Fiber Sourcing

The Sustainable Forestry Initiative (SFI) is an internationally recognized certification program for forest management and Chain of Custody tracking of forest products. Products with the SFI label contain SFI certified material and other controlled sources.

The SFI program requires the avoidance of controversial sources, which are defined as

“...a. Forest-based products that are not in compliance with applicable state, provincial or federal laws, particularly as they may relate to:

conversion sources,

legally required protection of threatened and endangered species,

requirements of CITES (The Convention on International Trade in Endangered Species of Wild Fauna and Flora),

legally required management of areas with designated high environmental and cultural values,

labor regulations relating to forest workers,

Indigenous Peoples' property, tenure and use rights.

b. Forest-based products from illegal logging

c. Forest-based products from areas without effective social laws”

To demonstrate conformance with the SFI requirements, the following indicators in the USRW requirements must be met and documentation retained to demonstrate conformance via an SFI approved procedure:

A. Legal Compliance

Protection of threatened and endangered species

The USRW standard requires that:

- 1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber.

Areas with high environmental and cultural values

- 1.1.8 Practices must seek to maintain, enhance, and promote the importance of High Conservation Values (HCVs) and these practices must not threaten HCVs. (This means that the projects you work on must seek to have minimal impact on the environment and the ecosystem. High conservation values may refer to the diversity of species, ecosystems and habitats, critical ecosystem services, community needs, and cultural values.)

Labor regulations

The USRW standard requires that:

- 1.3.1h That all employees working within the Chain of Custody should be paid fair wages based on local, state, and federal requirements.

1.4.1 All processes of operations shall be planned, organized, and performed in a manner that enables health and accident risks to be identified and all reasonable measures to be applied to protect workers from work-related risks. Workers shall be informed about the risks involved with their work and about preventative measures.

Indigenous peoples' and rights

The USRW standard requires that:

- 1.1.5 Property rights and tree ownership shall be clearly defined, documented and established. Likewise, legal, customary and traditional rights related to the tree removal job site shall be clarified, recognized and respected.
- 1.1.6 Each step of tree removal and processing shall respect human rights as defined by the Universal Declaration on Human Rights; An international document that states basic rights and fundamental freedoms to which all human beings are entitled.

B. Forest based Products from Illegal Logging

The USRW standard requires that:

- 1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber.

1.3.1 The Standard requires that the organization shall provide a commitment:

- 1.3.1b To maintain proper business standards including required licensing/certification for the services they provide and the collection of and timely payment of applicable taxes or fees.
- 1.3.1d To clearly define CoC requirements and responsibilities that are assigned to individuals within the organization.
- 1.3.1f To appropriately assess the social, environmental, and community impacts of their management practices, including outreach and education.

C. Forest based products from areas without effective social laws

The USRW standard requires that:

1.3.1 The Standard requires that the organization shall provide a commitment:

1.3.1f To appropriately assess the social, environmental, and community impacts of their management practices, including outreach and education.

To confirm conformance to the SFI requirements, the urban wood company will have to record and retain documentation of these indicators and address any additional requirements within the SFI program and procedures.

In addition to the avoidance of controversial sources, the SFI program also has fiber sourcing standards that apply to materials coming from lands that aren't owned/managed by the SFI certified operation.

The SFI Fiber Sourcing requirements are:

1. Conserving Biodiversity in Fiber Sourcing
2. Adherence to Best Management Practices
3. Use of Qualified Resource and Qualified Logging Professionals
4. Legal and Regulatory Compliance
5. Forestry Research, Science and Technology
6. Training and Education
7. Community Involvement and Landowner Outreach
8. Public Land Management Responsibilities
9. Communications and Public Reporting
10. Management Review and Continual Improvement
11. Promote Conservation of Biological Diversity, Biodiversity Hotspots and High-Biodiversity Wilderness Areas
12. Avoidance of Controversial Sources including Illegal Logging
13. Avoidance of Controversial Sources including Fiber Sourced from Areas without Effective Social Laws

To demonstrate conformance with the SFI Fiber Sourcing requirements, the following indicators in the USRW requirements must be met and documentation retained to demonstrate conformance via an SFI approved procedure:

1. Conserving Biodiversity

The USRW standard requires that:

- 1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards

designated by authorities in each specific component of the processing of lumber.

1.1.8 Practices must seek to maintain, enhance, and promote the importance of High Conservation Values (HCVs) and these practices must not threaten HCVs. (This means that the projects you work on must seek to have minimal impact on the environment and the ecosystem. High conservation values may refer to the diversity of species, ecosystems and habitats, critical ecosystem services, community needs, and cultural values.)

1.5.1 Management shall aim to maintain or increase healthy forests, including healthy urban forests, and maintain or enhance the economic, ecological, cultural and social values of urban forest resources. Practices should aim to improve urban forests through thoughtful replanting, taking into consideration the location, climate, economic, ecological, cultural and social values of each particular urban forest when determining optimal species to be planted. When practical, replanting should also include the future urban lumber value in these decisions.

2. Adherence to Best Management Practices

1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber.

3. Use of Qualified Resource and Qualified Logging Professionals

The USRW standard requires that:

1.1.7 Managers, contractors, employees and owners shall be provided with sufficient information and required to keep up to date through continuous training in relation to certification requirements as a precondition for all management planning and practices described in this Standard.

1.3.1b To maintain proper business standards including required licensing/certification for the services they provide and the collection of and timely payment of applicable taxes or fees.

4. Legal and Regulatory Compliance

- 1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber.

5. Forestry Research, Science and Technology

The USRW standard requires that:

- 1.3.1 The organization shall provide a commitment:

1.3.1e To adopt an inventory management system that can be implemented in a way that is easily monitored, evaluated, and audited in order to track Chain of Custody.

6. Training and Education

- 1.1.7 Managers, contractors, employees and owners shall be provided with sufficient information and required to keep up to date through continuous training in relation to certification requirements as a precondition for all management planning and practices described in this Standard.

7. Community Involvement and Landowner Outreach

The USRW standard requires that:

- 1.3.1 The Standard requires that the organization shall provide a commitment:

1.3.1f To appropriately assess the social, environmental, and community impacts of their management practices, including outreach and education.

8. Public Land Management Responsibilities

The USRW standard requires that:

- 2.2.1 Tree removal must have been completed under one of the following authorities and documentation must be included:

- A city, county or regional Urban Forest Management Plan
- A removal, harvest or exemption permit, or other document from a local governing agency or recognized official with authority to issue
- Homeowner/private party removals from developed residential or commercial parcels

- working with ISA certified arborists.
- Orchard Removal with signed documentation of approval from landowner
- Another written forest practice
- Homeowner/private party removals from residential or commercial parcels who are not working with ISA certified tree services
- Naturally fallen tree; In states where specific permits are required to move and haul naturally fallen trees, documentation of such permits must be included
- Removed from waste stream (dump/landfill) by USRW certified business
- Other documentation from an authorized party.

9. Communications and Public Reporting

The USRW standard requires that:

- 1.2.1 The organization shall maintain a Chain of Custody management system which shall include the documented information that has been determined to be required for the effectiveness of a complete and auditable Chain of Custody per these Standards. Documentation can be maintained either by hard copy or digital.

10. Management Review and Continual Improvement

The USRW standard requires that:

- 1.1.9 The suitability, adequacy and effectiveness of the Chain of Custody system shall be continuously improved.
- 1.3.1e To adopt an inventory management system that can be implemented in a way that is easily monitored, evaluated, and audited in order to track Chain of Custody.

11. Promote Conservation of Biological Diversity, Biodiversity Hotspots and High-Biodiversity Wilderness Areas

The USRW standard requires that:

- 1.1.8 Practices must seek to maintain, enhance, and promote the importance of High Conservation Values (HCVs) and these practices must not threaten HCVs. (This means that the projects you work on must seek to have minimal impact on the environment and the ecosystem. High conservation values may refer to the diversity of species, ecosystems and habitats, critical ecosystem services, community needs, and cultural values.)

12. Avoidance of Controversial Sources including Illegal Logging

The USRW standard requires that:

1.3.1 The Standard requires that the organization shall provide a commitment:

1.3.1b To maintain proper business standards including required licensing/certification for the services they provide and the collection of and timely payment of applicable taxes or fees.

1.3.1d To clearly define CoC requirements and responsibilities that are assigned to individuals within the organization.

Also see 1.1.1.

13. Avoidance of Controversial Sources including Fiber Sourced from Areas without Effective Social Laws

The USRW standard requires that:

1.3.1 The Standard requires that the organization shall provide a commitment:

1.3.1f To appropriately assess the social, environmental, and community impacts of their management practices, including outreach and education.

To confirm conformance to the SFI requirements, the urban wood company will have to record and retain documentation of these indicators and address any additional requirements within the SFI program and procedures.

ASTM Legal, Responsible, Certified Criteria

The ASTM Standard D7612-10 establishes “Standard Practice for Categorizing Wood and Wood-Based Products According to Their Fiber Sources”. This standard provides a consistent structure for defining and identifying “legal”, “responsible” and “certified” categories of forest products.

The ASTM Standard D7612-10 defines three categories of forest products with the following criteria:

Legal: Fiber is from jurisdictions with a low risk of illegal activity or from controlled wood standards, stair-step standards, legality assessments, or other proprietary standards; the fiber procurement system governance is public legislative or regulatory processes or proprietary standards; documentation includes traceability to the applicable jurisdiction.

Responsible: Fiber is from jurisdictions with a low risk of illegal activity or from controlled wood standards, stair-step standards, legality assessments, or other proprietary standards; the fiber procurement system governance is public legislative or regulatory processes or proprietary standards or consensus based; content requires compliance with BMPs to protect water quality and ensures all fiber comes from known and legal sources or provides for forest management plans

in substantial compliance with relevant portions of Guide D7480-08 or equivalent; documentation includes traceability to the applicable jurisdiction or by a certified procurement system or by a chain of custody system.

Certified: Fiber is from jurisdictions with a low risk of illegal activity or from controlled wood standards, stair-step standards, legality assessments, or other proprietary standards; content provides for Forest Management Plans in substantial compliance with relevant portions of Guide D7480-08 or equivalent; the fiber procurement system governance is consensus based; documentation includes traceability by a chain of custody system.

To demonstrate conformance with the ASTM requirements, the following indicators in the USRW requirements must be met and documentation retained to demonstrate conformance via an ASTM approved procedure:

Legal:

The USRW standard requires that:

- 1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber.

2.2.1 Tree removal must have been completed under one of the following authorities and documentation must be included:

- A city, county or regional Urban Forest Management Plan
- A removal, harvest or exemption permit, or other document from a local governing agency or recognized official with authority to issue
- Homeowner/private party removals from developed residential or commercial parcels working with ISA certified arborists.
- Orchard Removal with signed documentation of approval from landowner
- Another written forest practice
- Homeowner/private party removals from residential or commercial parcels who are not working with ISA certified tree services
- Naturally fallen tree; In states where specific permits are required to move and haul naturally fallen trees, documentation of such permits must be included
- Removed from waste stream (dump/landfill) by USRW certified business
- Other documentation from an authorized party.

2.2.3 Location tree(s) was/were removed/fell will be documented.

Responsible:

The USRW standard requires that:

1.2.1 The organization shall maintain a Chain of Custody management system which shall include the documented information that has been determined to be required for the effectiveness of a complete and auditable Chain of Custody per these Standards.

Documentation can be maintained either by hard copy or digital.

For requirement for best management practices:

- 1.1.1 The organization shall comply with all applicable industry standards as well as all local, state and national laws/regulations on tree removal, processing, manufacture, deconstruction of structures for reclaiming urban wood products and selling. This includes but is not limited to urban forest management practices, as well as best management practices for all forests, nature and environmental protection, protected and endangered species, property, tenure and land use rights and laws, and the health and safety standards designated by authorities in each specific component of the processing of lumber.

For management plan requirement:

1.3.2 For a city/municipality to become a USRW Certified City, they must adhere to and provide documentation to USRW of the following:

- The city must have a written Urban Tree Recycling Policy along with or included in their Urban Forest Management Plan (see Appendix C for an example) which includes at least the following:
 - Tree removal salvaging plan,
 - Desirable Species Replacement Plan, and
 - An Urban Wood Utilization in New or Modified Public Construction Projects Plan.
- Work with a USRW certified company or arborist that can identify logs that can be converted into saw logs and transporting documented logs to a certified mill/sawyer.
- Document trees removed for land use conversion.

2.2.1 Tree removal must have been completed under one of the following authorities and documentation must be included:

- A city, county or regional Urban Forest Management Plan
- A removal, harvest or exemption permit, or other document from a local governing agency or recognized official with authority to issue

- Homeowner/private party removals from developed residential or commercial parcels working with ISA certified arborists.
- Orchard Removal with signed documentation of approval from landowner
- Another written forest practice
- Homeowner/private party removals from residential or commercial parcels who are not working with ISA certified tree services
- Naturally fallen tree; In states where specific permits are required to move and haul naturally fallen trees, documentation of such permits must be included
- Removed from waste stream (dump/landfill) by USRW certified business
- Other documentation from an authorized party.

Certified:

See the “Setting the Standards” section for a description of how the USRW standard has been developed using an open, transparent, consultative and consensus-based process that includes a broad range of stakeholders.

For chain of custody system requirement

1.2.1 The organization shall maintain a Chain of Custody management system which shall include the documented information that has been determined to be required for the effectiveness of a complete and auditable Chain of Custody per these Standards.

Documentation can be maintained either by hard copy or digital.

For management plan requirement

1.3.2 For a city/municipality to become a USRW Certified City, they must adhere to and provide documentation to USRW of the following:

- The city must have a written Urban Tree Recycling Policy along with or included in their Urban Forest Management Plan (see Appendix C for an example) which includes at least the following:
 - Tree removal salvaging plan,
 - Desirable Species Replacement Plan, and
 - An Urban Wood Utilization in New or Modified Public Construction Projects Plan.
- Work with a USRW certified company or arborist that can identify logs that can be converted into saw logs and transporting documented logs to a certified mill/sawyer.
- Document trees removed for land use conversion.

2.2.1 Tree removal must have been completed under one of the following authorities and documentation must be included:

- A city, county or regional Urban Forest Management Plan
- A removal, harvest or exemption permit, or other document from a local governing agency or recognized official with authority to issue
- Homeowner/private party removals from developed residential or commercial parcels working with ISA certified arborists.
- Orchard Removal with signed documentation of approval from landowner
- Another written forest practice
- Homeowner/private party removals from residential or commercial parcels who are not working with ISA certified tree services
- Naturally fallen tree; In states where specific permits are required to move and haul naturally fallen trees, documentation of such permits must be included
- Removed from waste stream (dump/landfill) by USRW certified business
- Other documentation from an authorized party.

To fully address the criteria for “certified”, all of the previously identified “legal” and “responsible” criteria must be met and the USRW standard may need to achieve recognition as an “internationally recognized voluntary forest certification standard or equivalent” as verified by an independent third party.

To confirm conformance to the ASTM requirements, the urban wood company will have to record and retain documentation of these indicators and address any additional requirements within the ASTM standard.

USGBC LEED Local/Regional Materials

To support recognition of urban wood as a regionally sourced material within USGBC LEED¹ green building projects documentation of the extraction and manufacturing location(s) is required.

To support USGBC LEED requirements the following indicators in the USRW requirements must be met and documentation retained:

The USRW standard requires that:

2.1.4 Each time the item moves (from the removal, deconstruction or reclamation site to the processing site, to the drying site, to the storage site, to a sales facility, to its final destination or any other destination along its path) the distance traveled shall be documented.

4.6 The overall distance traveled will be calculated from point of origin to the most distant point in the production to installation process. Distance is measured by direct line, not actual road miles. When wood has traveled less than 500 miles from point of origin to its final destination, it may be labeled as 'Local Wood'.

(a higher certification score is achieved for fewer miles traveled.)

5. LABELING: APPLICATION OF USRW LABELS ON PRODUCTS FOR SALE

- **Product** can be defined as any log, lumber (reclaimed/deconstructed or fresh cut) or finished product.
- When wood has traveled less than 500 miles from point of origin to its final destination, it may be labeled as '**Local Wood**'. Products that travel a greater distance (from the removal, deconstruction or reclamation site to the processing, drying, storage, sales facility or final destination) distance may still be certified under the USRW Standards, but may not be labeled as '**Local Wood**'.

In general, to qualify for USGBC LEED Regional Materials, the distance traveled from the tree removal location to the final installation location cannot exceed 500 miles throughout the manufacturing process. The distance is measured in a direct line (e.g., not actual road miles

¹ The United States Green Building Council (USGBC) operates the Leadership in Energy and Environmental Design (LEED) program.

driven).

However, the specific LEED requirements will depend upon which standard is being followed by the building project developer. For example, USGBC LEED v3 2009 provides the following options for recognizing regional materials:

Option 1

All building materials or products have been extracted, harvested or recovered, as well as manufactured within a 500 mile (800 kilometer) radius of the project site.

OR

Option 2

*Building materials or products shipped by rail or water have been extracted, harvested or recovered, as well as manufactured within a 500 mile (800 kilometer) total travel distance of the project site using a weighted average determined through the following formula:
(Distance by rail/3) + (Distance by inland waterway/2) + (Distance by sea/15) +
(Distance by all other means) ≤ 500 miles [800 kilometers]*

<https://www.usgbc.org/credits/new-construction-schools/v2009/mrc5>

