

## Instructions for "ROUNDWOOD RECEIVED FOR PROCESSING"

This instruction sheet is provided to help you fill out the "ROUNDWOOD RECEIVED FOR PROCESSING" survey form. This form has been designed to determine the location, size, and composition of the primary wood-using mills in your State, the volume of roundwood harvested by product, species, and geographic location, and the volume and disposition of wood residues generated during primary processing for the calendar year indicated. Your cooperation completing this form for your mill will make the results of this survey comprehensive, accurate, and timely. All information is held in confidentiality and used only for statistical reports. No individual mill production data will be released. Your cooperation is appreciated.

**ROUNDWOOD is defined as any log, bolt, or other round section (including chips from roundwood) cut from trees for industrial or consumer use. This includes saw logs, veneer logs, cooperage logs and bolts, pilings, poles, posts, hewn ties, and various other round, split, or hewn products.**

### Page 1 -- Mill Information (This page only needs to be completed once per mill location.)

- \* Fill in the Business/Company name and mailing address. Also record the name and phone number of the owner, manager, or person that can be contacted if there are any questions concerning the information on the survey form.
- \* Record the address of the actual mill location if different from the business/company mailing address.
- \* Record the name of the County in which the mill is located. If Latitude and Longitude of mill location are available, they may be entered.
- \* If the mill is part of a larger, Parent company, record the Parent company name and address.
- \* Check the box if No wood was received at this mill location during the calendar year of the survey.  
If no wood was received, no further information is needed. Please return the form in the enclosed envelope.
- \* Check the box under "Type of Roundwood Processed" that indicates the type of roundwood received at the mill for processing. If the mill processes more than one type of roundwood, complete a separate form for each.
- \* Enter the annual capacity of the mill when operating at full capacity, and indicate the unit of measure.
- \* Indicate if the mill is a portable mill, the number of employees, when the mill was established, and the mill status during the survey year.
- \* Check the box if you want the mill name and address to be withheld from "Regional/Statewide Industry" directories.
- \* Check the box to be notified about the report resulting from this study.

### Page 2 -- SECTION 2. ORIGINS AND SPECIES OF ROUNDWOOD PROCESSED

(This page should be completed for each 'Type of Roundwood Processed' in section 2.1)

- \* Check the box under "Type of Roundwood Processed" that indicates the type of roundwood received at the mill for processing. If the mill processes more than one type of roundwood, complete a separate form for each.
- \* Enter the total volume of roundwood received at the mill for the 'Type of Roundwood Processed' checked in Section 2.1, the unit of measure for softwood and hardwood, and the average log length and top diameter of logs processed at the mill. If the Unit of Measure is a weight measurement, please indicate the conversion factor the mill uses for pounds per board foot or cord.
- \* Indicate if the mill processes any logs from cities or towns (urban areas), and if so, what percent of the reported total volume of roundwood received came from cities or towns (urban areas).
- \* Indicate what percent of the reported of the total volume of roundwood received came from salvaged dead trees.
- \* Enter the amount or percent of each species group processed at the mill for the Raw Material (Logs/Roundwood) checked in Section 2.1. Across the columns at the top of the table, enter the State and county, and foreign Country that the Raw Material (Logs/Roundwood) came from. Then fill in the table entering the amount or percent of each species that came from each county. If the species is not listed, enter it into the last three rows labeled "Other:" A species list is at the bottom of page. If you need more space, please duplicate this form.

### Page 3-- SECTION 3. Mill equipment, products produced, production amounts, and boiler/hog fuel, amounts.

(This page only needs to be completed once per mill location.)

- \* Check the main head rig at the mill, and any resaws or other equipment.
- \* Enter the percent of the group for each type of product produced at the mill. Example: 50% rough lumber, 25% pallets/pallet lumber 25% cants, and 100% Posts - fencing. Sums to 100% for the 'Saw logs' group and 100% for the 'Post, poles, and pilings' group.
- \* Enter the total amount produced for each 'Type of Roundwood Processed' in section 2.1, the unit of measure, the percent dressed for lumber, and the amount of finished product exported out of the United States.
- \* If the mill receives roundwood, in-woods chips, whole-tree chips, and/or tops and limbwood used for Boiler/hog fuel/industrial fuel, Please record the total amount by State of origin, and softwoods and hardwood. Indicate the unit of measure.

### Pages 4 -- SECTION II. DISPOSAL OF BARK AND WOOD RESIDUES GENERATED

(This page should be completed for each 'Type of Roundwood Processed' in section 2.1, except for Roundwood exported out of the United States.)

- \* Check the box under "Type of Roundwood Processed" that indicates the type of roundwood received at the mill for processing. If the mill processes more than one type of roundwood, complete a separate form for each.
- \* Enter the amount of mill residues that were generated by processing the type of Raw Material (Logs/Roundwood) Section 4.1 for each type of mill residue and for Softwoods and Hardwoods. Indicate the "Unit of Measure."
- \* Enter the percent for each type of "USE OF MILL RESIDUE" by the type of mill residue, and Softwoods and Hardwoods. The columns should sum to 100%.

**ROUNDWOOD RECEIVED FOR PROCESSING, STATE, year**

**Section 1.1**

**Business/Company Name:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Company website: \_\_\_\_\_ Company e-mail: \_\_\_\_\_

**Contact Name and Title:** \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_ e-mail address: \_\_\_\_\_

**Mill physical location if different from mill mailing address**

Mill physical address: \_\_\_\_\_

City/State/Zip code: \_\_\_\_\_

County mill is located in: \_\_\_\_\_ Latitude of mill: \_\_\_\_\_ Longitude of mill: \_\_\_\_\_

**Parent Company Name** (if different from Mill Name): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip code: \_\_\_\_\_

Phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Check here if "NO" wood was processed during the calendar year and return form. No further information is needed.

**Instructions:** This form is for reporting the quantities and types of logs received by this mill in, and the disposal of plant residues resulting from the manufacturing or processing of wood products. Please complete this form and return it promptly. If complete records are not available, please give your best estimates. **Do not include logs or bolts sold or transferred to another primary processing plant. Complete page 2 and 4 for each 'Type of Roundwood Processed' checked in Section 1.2 below. Only 1 page 1 and 3 need to be completed for each mill.** This survey is voluntary. While you are not required to respond your cooperation is needed to make the results of the survey comprehensive, accurate, and timely. **ALL VOLUMES REPORTED WILL BE HELD CONFIDENTIAL AND WILL ONLY BE USED TO AGGREGATE TO THE COUNTY AND STATE LEVEL.**

**Section 1.2**

**Type of Roundwood Processed:**

- |  |                                      |  |
|--|--------------------------------------|--|
| <input type="checkbox"/> Sawmill               | <input type="checkbox"/> Piling mill | <input type="checkbox"/> Miscellaneous/other mill (Example: Excelsior/shavings, handle bolts, etc.) (specify): _____ |
| <input type="checkbox"/> Veneer mill           | <input type="checkbox"/> Pole mill   |  |
| <input type="checkbox"/> House/cabin logs mill | <input type="checkbox"/> Post mill   | <input type="checkbox"/> Roundwood exported out of the United States   |

Annual mill capacity (volume per year when operating at full capacity): \_\_\_\_\_ Unit of measure: \_\_\_\_\_

Is this a portable mill?  YES  NO

Number of employees: \_\_\_\_\_ Year mill established: \_\_\_\_\_

Mill status (check one):  Active  New  Idle  Closed/Out of Business  Dismantled

Check here if you want the mill's name and address to be withheld from "Regional/Statewide Industry" directories.

Check here if you wish to be notified about the report resulting from this study.

**For Official Use Only.**

Interviewer's Name and Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Date of Interview: \_\_\_\_\_

Interview type: mail  phone  personal contact  e-mail

MILL\_NBR: \_\_\_\_\_ State: \_\_\_\_\_ County: \_\_\_\_\_ Product: \_\_\_\_\_ Total volume: \_\_\_\_\_

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Agriculture, Clearance Officer, OIRM, Room 404-W, Washington, DC 20250; and to the Office of Management and Budget, Paperwork Reduction Project (OMB# 0596-0010), Washington, DC 20503.

**Section 2. ORIGINS AND SPECIES OF ROUNDWOOD PROCESSED**

**ROUNDWOOD** is defined as any log, bolt, or other round section (including chips from roundwood) cut from trees for industrial or consumer use. This includes saw logs, veneer logs, cooperage logs and bolts, pilings, poles, posts, hewn ties, and various other round, split, or hewn products.

**2.1. Type of Roundwood Processed (check one). From Section 1.2**

<input type="checkbox"/> Sawmill	<input type="checkbox"/> House/cabin logs mill	<input type="checkbox"/> Pole mill	<input type="checkbox"/> Miscellaneous/other mill (specify): _____
<input type="checkbox"/> Veneer mill	<input type="checkbox"/> Piling mill	<input type="checkbox"/> Post mill	<input type="checkbox"/> Roundwood exported out of the United States

**2.2. Amount of Roundwood received and processed at the mill.**

Enter the TOTAL amount of Raw Material (Logs/Roundwood) received and processed at the mill for the 'Type of Roundwood Processed' checked in 2.1 above.	<b>Softwood</b> Unit of Measure (from list at right)	<b>Hardwood</b> Unit of Measure (from list at right)	If Unit of measure is a weight, enter <b>Softwood</b> Weight conversion factor	If Unit of measure is a weight, enter <b>Hardwood</b> Weight conversion factor	Average Log Length (in feet)	Average Log Top Diameter (in inches)	<b>Units of Measure:</b> 11 - MBF Doyle 1 - BF Doyle 13 - MBF Scribner Decimal C 3 - BF Scribner Decimal C 12 - MBF Scribner 2 - BF Scribner 15 - MBF International 1/4-inch rule 5 - BF International 1/4-inch rule	16 - MBF Lumber tally 6 - BF Lumber Tally 21 - Standard cord 22 - Lake States cord (100 in.) 61 - Pieces 63 - Thousand pieces 31 - Green tons 43 - Thousand cubic feet 99 - Other (specify): _____
Amount: _____			____ lbs. per MBF or ____ lbs. per cord	____ lbs. per MBF or ____ lbs. per cord				

Do you process any logs from cities or towns (urban areas) at your mill?  YES  NO If YES, what percent of the total roundwood received was urban wood in **year**? \_\_\_\_\_ %

What percent of the total roundwood received was from salvaged dead trees from forested areas? \_\_\_\_\_ %

**2.3. Species and Origin of roundwood received at mill.**

Please complete the matrix to the best of your knowledge. If you don't know the exact origin please give approximate values for the top counties within the mill's procurement zone

Provide county name as headings for column below. If out of state or foreign origin please specify state or Country. Add additional sheets as needed.												
Species Group Name	Amount or Percentage received by spp											Total All Counties
Cedar/juniper												100%
Balsam fir												100%
Jack pine												100%
Red pine												100%
White pine												100%
Other pine												100%
Ash												100%
Aspen/balsam poplar												100%
Basswood												100%
Yellow birch												100%
White (paper) birch												100%
Other birch												100%
Black cherry												100%
Black walnut												100%
Cottonwood												100%
Elm												100%
Hickory												100%
Hard maple												100%
Soft maple												100%
Yellow-poplar												100%
Red oak												100%
White oak												100%
Other: from list below												100%
Other: from list below												100%

**Other species**

- |             |                         |                        |                     |                |         |          |          |                            |
|-------------|-------------------------|------------------------|---------------------|----------------|---------|----------|----------|----------------------------|
| Cypres      | Hemlock                 | Ponderosa/Jeffrey pine | Longleaf/slash pine | Sugar pine     | Redwood | Alder    | Beech    | Tupelo/black gum           |
| Douglas-fir | Loblolly/shortleaf pine | Lodgepole pine         | Lodgepole pine      | Tamarack/larch | Spruce  | Sweetgum | Sycamore | Other hardwoods not listed |

**Section 3 - Mill equipment, products produced, production amounts, and boiler/hog fuel, amounts.**

**3.1. Check type of equipment in use.**

<b>Headsaw</b>	<b>Resaw</b>	<b>Other</b>	<b>Other</b>
_____ Band saw - Twin	_____ Band saw	_____ Slab chipper	_____ Shaving machine
_____ Band saw - Single	_____ Band saw - horizontal	_____ Chipper	_____ Hammer mill
_____ Band saw - Quad	_____ Band saw - vertical	_____ Planer	_____ Firewood Processor
_____ Band saw - Other (specify)	_____ Band saw - gang	_____ Edger	_____ Wood-fired boiler
Specify: _____	_____ Circular saw	_____ Debarker	_____ Optimizer equipment
_____ Circular saw - Carriage	_____ Circular saw - horizontal	_____ Sliced veneer equipment	_____ Machine stress-rating
_____ Circular saw - Scragg	_____ Circular saw - vertical	_____ Peeled veneer equipment	_____ Other - please specify
_____ Circular saw - Over-under	_____ Circular saw - gang	_____ Dry kiln	Specify: _____
_____ Circular saw - Other (specify)	_____ Splitter	_____ Treating equipment	_____ Other - please specify
Specify: _____		_____ Chip Canter	Specify: _____
_____ Chipping saw - Chip-n-saw		_____ Container	
_____ Chipping saw - Side chipping		_____ Post/Pole Peeler	

**Section 3.2 -- Products produced from logs received in year.**

Enter the percent of the total for each group of products produced from logs, or chipped logs.  
Do not include products that are produced from mill residues such as bark, sawdust, planer shavings, slabs, etc.

<b>Saw logs</b>	<b>Veneer logs</b>	<b>Post, poles, and pilings</b>
_____ % 101 - Rough lumber	_____ % 201 - Sheathing	_____ % 701 - Pilings
_____ % 102 - Dimension or stud lumber	_____ % 202 - Matches	_____ % 801 - Poles-utility
_____ % 103 - Board and shop lumber	_____ % 203 - Plywood	_____ % 802 - Poles-other
_____ % 104 - Molding or select lumber	_____ % 204 - Sticks	_____ % 901 - Posts-fencing
_____ % 124 - Treated lumber	_____ % 205 - Boxes	_____ % 902 - Posts-other
_____ % 105 - Siding and trim	_____ % 206 - Veneer/Face veneer	_____ % 903 - Round railings
_____ % 106 - Lumber (unspecified)	_____ % 207 - Other veneer -	_____ % 904 - Grape stakes
_____ % 107 - Pallets/pallet lumber	Specify: _____	_____ % 905 - Log furniture
_____ % 108 - Timbers/supports		_____ % 307 - Other post, pole, piling product
_____ % 109 - Ties (railroad ties)		Specify: _____
_____ % 110 - Landscape timbers	<b>House logs</b>	<b>Other miscellaneous products</b>
_____ % 111 - Furniture stock	_____ % 601 - Cabins/house logs	_____ % 1101 - Mulch, soil additives, compost
_____ % 112 - Crane mats	_____ % 602 - Sawn house logs	_____ % 1102 - Chemical extractives
_____ % 113 - Lath/stakes	_____ % 603 - Turned house logs	_____ % 1103 - Split rail fencing
_____ % 114 - Cants	_____ % 604 - Hand-peeled house logs	_____ % 1104 - Shingles/shakes
_____ % 115 - Flooring	_____ % 605 - Finished log homes - sawn	_____ % 1105 - Shavings/excelsior (packing material, bedding, etc.)
_____ % 116 - Blocking/dunnage	_____ % 606 - Finished log homes - turned	_____ % 1106 - Novelty
_____ % 117 - Handles/blanks	_____ % 607 - Finished log homes - Hand peeled	_____ % 1107 - Foreign Export logs
_____ % 118 - Dowels/blanks	_____ % 608 - Vigas	_____ % 1108 - Other -
_____ % 120 - Containers/boxes	_____ % 609 - Latillas	Specify: _____
_____ % 122 - Tight cooperage/staves	_____ % 610 - Trusses and other house log products	
_____ % 123 - Slack cooperage/staves		
_____ % 121 - Other sawn products -		
Specify: _____		

**Section 3.3 -- Volume of product produced from Raw Material (Logs/Roundwood) Processed in year.**

Please enter amount of mill product produced in year from each type of RAW MATERIAL (Logs/roundwood) by softwoods and hardwoods.

Product Produced	Softwoods			Hardwoods		
	Amount	Unit of Measure (codes below)	Percent Dressed/ Planed (If sawn product)	Amount	Unit of Measure (codes below)	Percent Dressed/ Planed (If sawn product)
Saw log products						
Veneer log products						
House logs						
Posts, poles, and pilings specify:						

**Units of Measure**

16 - Lumber Tally (MBF)                      61 - Pieces                      71 - Square Feet                      99 - Other (specify): \_\_\_\_\_

Do you export finished product out of the Country?  NO  YES. Percent of finished product exported out of the United States: \_\_\_\_\_ %.

**Section 3.4 -- Volume of hog fuel/industrial fuelwood received in year.**

Please record the volume/amount of in-woods chips, whole-tree chips, and/or tops and limbwood used for Boiler/hog fuel/industrial fuelwood that you received at the mill in year.

Origin of byproduct State or foreign country	ST code (for office use)	Boiler/hog fuel volume	
		Softwood	Hardwood

**Check the unit of Measure used (only one)**

Dry tons

Green tons

Thousand cu. ft.

Other (specify): \_\_\_\_\_

**Section 4—MILL RESIDUE and MILL RESIDUE USE for (year)**

**NOTE: Complete a separate Section 4 for each 'Type of Roundwood Processed' checked in Section 1.2, except for logs exported out of the United States. Section 4 does not need to be completed for logs exported out of the United States.**

**4.1. Type of Roundwood Processed (check one). From Section 1.2**

<input type="checkbox"/> 1 - Saw logs	<input type="checkbox"/> 7 - Pilings	<input type="checkbox"/> 11 - Miscellaneous
<input type="checkbox"/> 2 - Veneer/plywood logs	<input type="checkbox"/> 8 - Poles	Specify: _____
<input type="checkbox"/> 6 - House/ cabin logs	<input type="checkbox"/> 9 - Posts	

**4.2. Please enter the amount of mill residue produced by this mill.**

Type of Residue	Softwood	Hardwood	Unit of Measure (example: green tons, dry tons, thousand cubic feet, etc.)
Bark			
Coarse (chips, slabs, edgings, trims, cores, etc.)			
Fine - Shavings (Planer or Lathe)			
Fine - Sawdust			
Whole logs or short sections chipped or not processed as mills primary product			

**4.3. Disposal of mill residues**

Instructions: For each type of wood residue generated at your mill, enter the percentage that was disposed of by the various means. Each column should sum to 100% for each species group recorded.

Disposal of Mill Residues	BARK		COARSE (chips, slabs, edgings, trims, cores, etc.)		FINE				WHOLE LOGS/SHORT SECTIONS	
					Shavings (Planer or Lathe)		Sawdust			
	Softwood %	Hardwood %	Softwood %	Hardwood %	Softwood %	Hardwood %	Softwood %	Hardwood %	Softwood %	Hardwood %
Manufacture of fiber/composite products										
Small dimension and other sawn products										
Charcoal or chemical wood										
Industrial fuel at this plant (on-site)										
Industrial fuel at other plants										
Bio-energy pellets										
Other Bio-energy products (biodiesel, etc)										
Residential fuelwood										
Mulch/Soil additive (includes biochar)										
Animal bedding										
Other misc. uses- please specify: _____										
<b>NOT USED</b> (land fill, burned, etc.)										
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>