

FSC Chain of custody certification with Soil Association - Woodmark



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FSC chain of custody certification

- Introduction to Soil Association - Woodmark
- What is chain of custody certification?
- FSC chain of custody standards
- Chain of custody requirements
- Certification process



Soil Association

- Charity organisation, based in Bristol, United Kingdom
- Founded in 1946
 - ‘to research, develop and promote sustainable relationships between the soil, plants, animals, people and the biosphere, in order to produce healthy food and other products while protecting the environment’
- Now a European Leader in organic agriculture certification



Soil Association

- Forestry Programme set up 1992
- Founding member of FSC
- Woodmark certification programme –

Forest & chain of custody certification

Training in certification

Division of SA Certification, owned by Soil Association



Woodmark

- Woodmark accredited in first wave in 1996
- Since then has issued >950 forest management and chain of custody certificates (over 10 million ha of forest)
- Certificates currently issued in over 30 countries world-wide

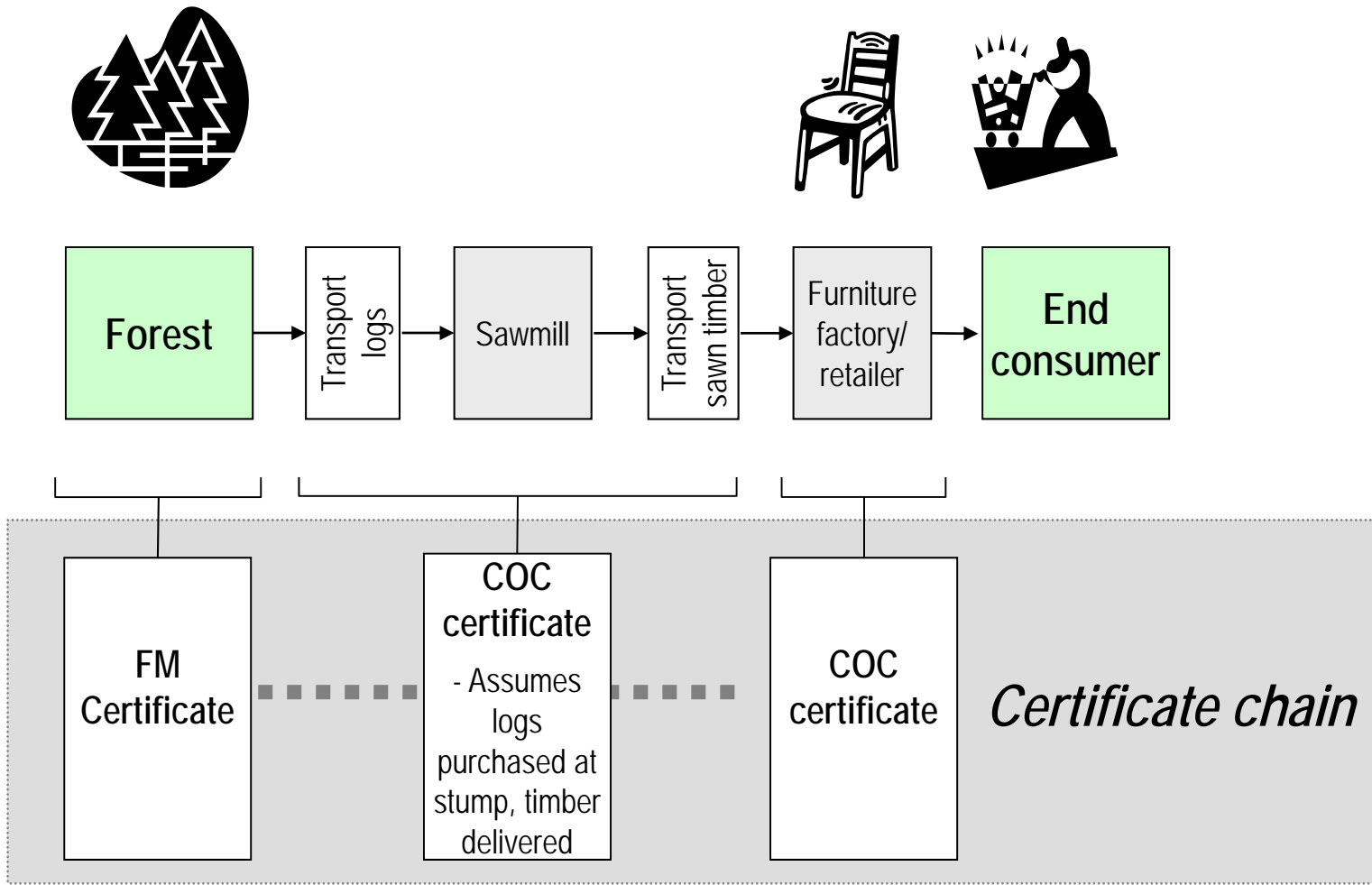
Woodmark FSC certification



**Your
partners in
forest certification**



Certification and the chain of custody



Certification – what it tells us ... and what it doesn't !

Certification can tell us

- Forest products are legally sourced
- Forest management is structured and encompasses economic, environmental and social values and outcomes
- Products can be traced back to certified forests

What it doesn't tell us

- Wood quality, characteristics and fitness for purpose
- Environmental and social credentials of supply chain after the forest



Chain of custody – elements of the system

There are 5 parts to chain of custody requirements

Material sourcing

Certified, non-certified, re-cycled





Production controls

Quantities, conversions, segregation/batches, “%-in, %-out”, record-keeping



Labelling/claims

Labels - on-product and off-product, claims



Documentation
Invoices, shipping and sales

Quality system

Policies, procedures, staff, training, records, **health & safety**

1. Material sourcing

Approved sources

- All wood entering the chain of custody must be from approved sources

Purchase specifications for certified material

- Purchase specifications are set to enable supplied certified material to be cross referenced to a valid certificate

Due diligence for non-certified material

- For non-certified raw materials, the company needs to undertake sufficient due diligence (described in documented procedures) to demonstrate that materials come from approved sources

Receipt and storage of material

- Quantities of materials are verified and recorded, and certified material is stored separately to non-certified material

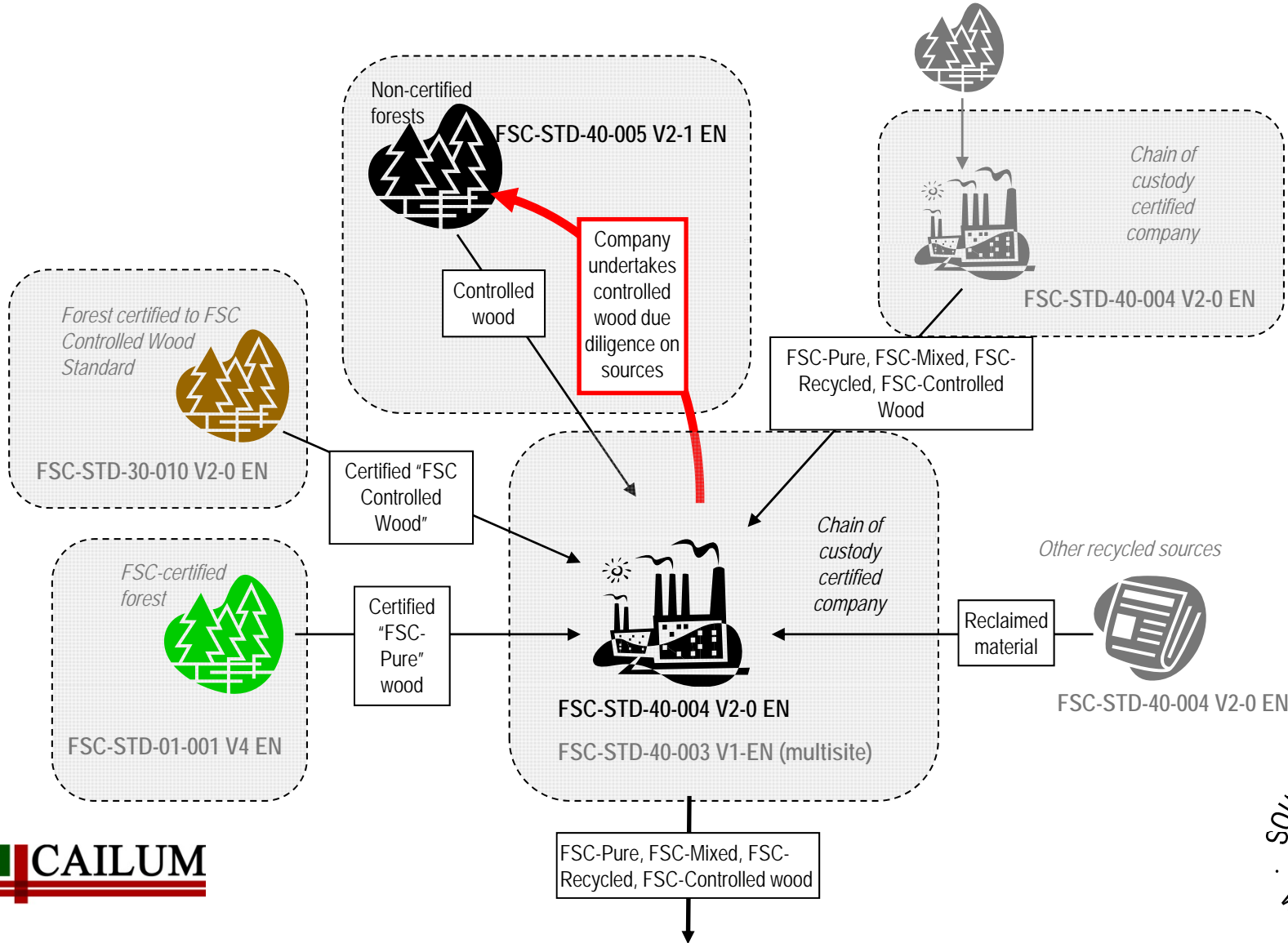


1. Material sourcing – allowable sources

Type of material	FSC category
Certified	FSC Pure
	FSC Mixed
	FSC Recycled
Non-certified but OK in “mixed” production control systems	Post consumer reclaimed
	Other reclaimed
	FSC Controlled Wood
	Controlled material
Wood that is specifically prohibited	Illegally harvested wood
	Wood harvested from areas where traditional or civil rights are violated
	Wood harvested from non-FSC forests where High Conservation Values are threatened by forest management activities
	Wood harvested from genetically modified (GM) trees or wood
	Wood harvested from forests being converted to plantations or non forest use



1. Material sourcing and the FSC standards



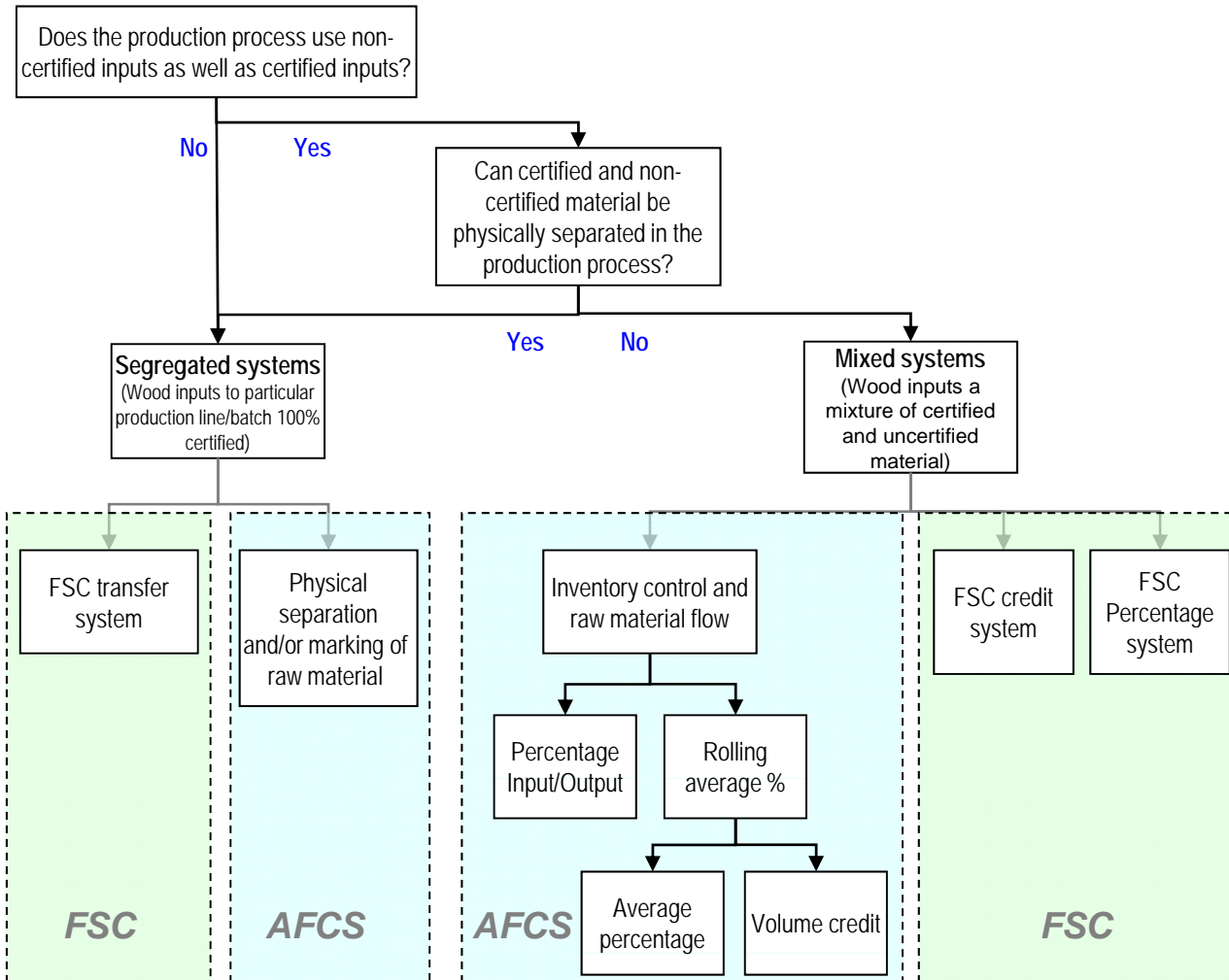
2. Production control

Systems and accounting procedures to keep track of material flows through the production process

The essential components of this are:

- Keeping account of the quantities of each of the different types of material inputs (certified and non-certified) for each production line
- Keeping account of the relative changes in these respective inputs as they progress through the manufacturing or value-adding process (e.g. conversion factors , changes in moisture content)
- Accounting for sales of products (certified and non-certified) – that is, removals from stock inventories

2. Production control – material flow



3. Labelling and claims

Labelling rules cover aspects such as:

- Entities that can use logos and other trademarks and make marketing claims
- On-product labelling and claims
- Off-product labelling and claims
- Logo design specifications
- Process for obtaining approval for logo use
- Keeping records of logo use and approvals

For FSC certified material, labelling rules are described in the chain of custody standard itself and in:

- FSC-STD-40-201 FSC on-product labelling requirements



3. FSC labelling and claims – business to business claims

FSC claims – appear on sales invoices and delivery documents and provide needed for purchasers to calculate their own claims

Product groups	Control system	FSC claim
FSC Pure	Transfer	"FSC Pure"
FSC Mixed	Percentage	"FSC Mixed x%"
FSC Mixed	Credit	"FSC Mixed Credit"
FSC Recycled	Percentage	"FSC Recycled x%"
FSC Recycled	Credit	"FSC Recycled Credit"
FSC Controlled Wood	Transfer	"FSC Controlled Wood"



3. FSC labelling – labels that can be used

FSC-Pure



FSC-Mixed



FSC-Recycled



Examples sourced from:

FSC-STD-40-201 (version 2.0) FSC on-product labeling requirements



3. Labelling and claims – labelling rules

Percentage content of FSC certified material		Labelling allowed
Certified status of inputs	Control system	
All inputs are FSC-Pure	Transfer	100% can be labelled with FSC '100%' label
All inputs are FSC-Mixed Credit material	Transfer	100% can be labelled as FSC-Mixed Sources
All inputs are FSC-Mixed percentage claim of at least 70%	Transfer	100% can be labelled as FSC-Mixed Sources
At least 70% of inputs are FSC certified (FSC Pure or FSC Mixed)*	Percentage	100% can be labelled as FSC-Mixed Sources
X% of inputs are FSC certified (FSC Pure or FSC Mixed)*	Credit	X% can be labelled as FSC-Mixed Sources
All inputs are FSC-Recycled Credit material	Transfer	100% can be labelled as FSC-Recycled
All inputs are FSC-Recycled percentage claim of at least 85%	Transfer	100% can be labelled as FSC-Recycled
At least 85% of inputs are FSC Recycled*	Percentage	100% can be labelled FSC-Recycled
X% of inputs are FSC Recycled*	Credit	X% can be labelled as FSC-Recycled

* the remaining inputs are either from post-consumer reclaimed, other reclaimed or controlled wood sources.



4. Documentation

Sales invoices to include:

- Date
- Name and address of buyer
- Description of certified products sold
- Quantity of certified products sold
- Claim for certified products (FSC status, control system)
- Chain of custody certificate number
- Cross-reference to shipping documents (if invoiced separately)

Shipping documentation:

- If products shipped separately to invoice, shipping documents contain same set of details required of invoices

Sales records:

- Records of sales and quantities of certified products sold are kept



5. Quality system

A structured and documented management system to maintain the chain of custody:

- Documented procedures
- Responsibilities
- Scope of system
- Training
- Records
- Occupational health and safety



Woodmark – Health and safety requirements

- Liability insurance for workers
- Risk assessment carried out (if > 5 employees)
- Employees provided with information on health and safety matters
- First aid kit(s) in place

Assessing compliance with standard

Audit task to assess COC management against requirements of standard

Involves collection and analysis of objective evidence

- Examination of systems, procedures and records
- Observations of practice and conditions
- Interviews with staff, contractors
- Independent review of certification reports

Certification decisions made by certification body, not auditors



Woodmark COC Certification - process

- Application
- Pre-evaluation visit (optional, unless CW included)
- Main evaluation
- Certification decision
- Surveillance visits
- Maintaining the certificate – conditions, changes to standards
- Re-assessment on expiry of certificate



For further information

For further information on Woodmark FSC chain of custody or forest management certification, please contact:

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