



FPC-007 CHAIN OF AUDIT CERTIFICATE STANDARD





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Title: Forest Protection Council (FPC)

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ABOUT US

One of the main objectives of the Forest Conservation Council (FPC) is to work to maintain the continuity of natural life by protecting forests. In this context, the Forest Conservation Council (FPC) aims to protect and reproduce forests by developing various standards regarding forest protection and forest management, encouraging producers and consumers to sustainable forestry.

The Forest Protection Council (FPC) is an independent, non-government organization established to support environmentally appropriate, socially beneficial, and economically viable management of the world's forests.

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1- OBJECTIVE-SCOPS

The goal of this standard is to provide FPC with minimum management and production requirements Within the organization, to certify purchased, labelled, forest-based materials and products and as an FPC certified source from well-managed forests, controlled sources, recycled materials or the mixture of these and any related claims are legal and accurate. This is the core standard of FPC certification, which stipulates the requirements applicable to all FPC certification organizations and applicant organizations in purchasing, processing, labeling and selling forest-based products. The product has passed FPC certification.

2- MANAGEMENT SYSTEM (FOREST PROTECTION COUNCIL)

2.1 The organization shall implement and maintain a CoC management system commensurate with its scale And complexity to ensure that it continues to meet all applicable certification requirements, Include the following:

- The organization must appoint an administrative representative of the FPC.
- Organization chart and job descriptions for each task should be prepared.
- Job descriptions should be announced to staff.
- The policy should be prepared and should be communicated to the interested parties.(staff, customer etc.)
- A document management system should be established. Methods of keeping records should be defined.(Min. 7 year)
- Education process should be defined and Annual training should be planned. Training records should be kept 7 year.
- Customer relations process should be defined. (No response within 3 weeks at the latest.)
- Corrective action process should be defined.
- The internal audit process should be defined. (Min. 1 year)
- The management review process should be defined (Min. 1 year)
- Nonconforming product process must be defined. (Must cover incorrect product use)
- Product list should be created.
- Warehouse product separation process should be defined.

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2.2 The organization shall commit to the FPC value defined in FPC-012 by signing a self-declaration the organization is not directly or indirectly involved in the following activities.

2.3 The organization shall be committed to occupational health and safety (ISO 45001). The organization should appoint at least one ISO 45001 representative, establish and implement procedures suitable for its size and complexity, and train employees in ISO 45001.

2.4 The organization shall support the transaction verification performed by its certification body by providing samples of FPC transaction data required by the certification body.

2.5 The organization shall keep up-to-date information of all suppliers Materials used for the FPC product group, including name, certification code, and materials provided. (supplier list etc.)

2.6 In order to confirm any changes that may affect the availability and authenticity of the products provided, the organization should periodically verify the validity of its valid FPC certified supplier's certificate and the scope of the product group through the FPC certificate database (data.forestprotection.com)

2.7 The organization must verify the purchase.

- FPC certificate,
- FPC label.

2.8 Organizations purchasing non FPC certified recycled materials for use in FPC product groups should meet the following requirements.

2.9 Organizations that recover materials from primary or secondary processing at their own sites can classify the materials in the same or lower material category as derived materials. Materials recovered from secondary processing can also be the organization uses pre-consumer recycled materials, except for materials discarded in the manufacturing process, but can be reused on-site by reincorporating it into the same manufacturing process that produced it.

2.10 The organization can classify the materials in stock during the main assessment by the certification body and the materials received between the date of the main assessment and the issuance date of the organization's FPC certificate as qualified input, provided that the organization can prove to the certification body that the materials meet the FPC material procurement requirements Claim.

2.11 For each product group or work order, the organization should determine the main processing steps that involve changes in the volume or weight of the material, and specify the conversion factor for each processing step. If it is not feasible, specify the conversion factor for the total processing step. The organization shall use a consistent method to calculate the conversion factor and keep it updated.

2.12 The sales process must be defined

- Getting orders right, Direct transfer to the relevant department (Customer Name, Date, product name)
- Correct identification of the product on the invoice. (Product name, customer name and FPC Certification No)

2.13 The organization shall ensure that its FPC certified products comply with all applicable timber legality legislation. The organization should at least:

- Develop procedures to ensure that the organization imports and/or exports FPC certified products in compliance with all applicable trade and customs laws
- Upon request, collect and provide information about species (generic name and scientific name) and harvesting country (or more specific location details required by law), and provide it to direct customers and/or any FPC certified organization downstream in the supply chain that need this information Comply with timber legality legislation. The form and frequency of providing this information can be negotiated between the organization and the requester.

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2.14 The organization shall establish a product group to control the FSC output statement and labels. The product group should consist of one or more output products:

- Belong to the same product type FPC-010.
- It is controlled according to the same FPC control system.

2.15 Organizations can apply FPC labels on FPC certified products as required Designated at FPC.008

2.16 Only FPC products that meet the FPC label conditions can use the FPC trademark for promotion.

