

**Portuguese Forestry Sector Council**  
**– PEFC Portugal –**



**Development Report on the PFCS Revision**

**Record of Process, 2**

CFFP DOC 1002:2014

July 2014

<b>Scheme Owner</b>		<p>Conselho da Fileira Florestal Portuguesa/ Portuguese Forest Certification Scheme (PFCS) – PEFC Portugal Rua Marquês Sá da Bandeira n.74, 2 1069-076 Lisboa Portugal</p> <p>P +351 217 611 516 <a href="mailto:cffp@cffp.pt">cffp@cffp.pt</a> <a href="http://www.pefc.pt">www.pefc.pt</a></p> <p>Chairman: Eng.<sup>o</sup> Armando Goes</p> <p>Secretary General: Eng.<sup>a</sup> Paula Salazar</p>
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## List of abbreviations

CFFP	Conselho da Fileira Florestal Portuguesa (Portuguese Forestry Sector Council)
ICNF	Instituto da Conservação da Natureza e das Florestas
IPQ	Portuguese Quality Institute (the Instituto Português da Qualidade)
NSB	National Standardisation Body
PFCS	Portuguese Forest Certification Scheme
SSB	Sectoral Standardisation Body
TC	Technical Committee 145
OR	Operating Regulations of the Technical Committee 145

## 1 Introduction

The present document stands alone as a Record of Process report on the development of the second full revision of the PFCS scheme against the PEFC relevant material, in particular, against the following standards:

- PEFC ST1001:2010 Standard Setting – Requirements;
- PEFC ST1002:2010 Group forest management certification;
- PEFC ST1003:2010 Sustainable Forest Management – Requirements;

It describes the revision process of the Portuguese Standard for the Sustainable Forest Management - NP4406, which formed the main part of the revision process of the PFCS as well as the revision of the requirements for the accreditation of certification bodies operating forest management certification based on PEFC ST 1004:2013 Requirements for Certification Bodies operating Forest Certification (enquiry draft of 2013-03-14) and chapter 6 of annex 6 of the PEFC Technical Document.

This document also includes the relevant supporting documents of the standard revision process, which are in appendix.

## 2 Summary of the PFCS scheme revision process

The second revision to the PFCS scheme has include a full revision process of the scheme, conducted in a transparent and participatory manner, involving a wide range of stakeholders and provided opportunities for input by any interested persons at the national public consultation level.

The Portuguese SFM standard (NP 4406) that also includes requirements for group certification has been developed by the Portuguese Quality Institute (IPQ) as the National Standards Body (NSB). The work revision on NP4406 was carried out following TC standard setting procedures which were previously revised under the extraordinary revision of 2013 to meet PEFC ST1001:2010 Standard Setting – Requirements and are describe in the Operational Regulations of the Technical Committee 145 – OR, by IPQ.

CFFP was involved in the standardisation process as an organisation supporting the process mainly by assisting SSB-ICNF, to ensure the necessary conditions for the recommencement of the work revision of the NP 4406, as well as by presiding the subcommittee responsible for the draft drawing and revising of the NP 4406 (version 2013) and in communication with relevant stakeholders.

The revision process was initiated in March 2013, after the conclusion of the ad-hoc revision process develop under the PEFC International extraordinary assessment of 2013, as part of the PEFC International mandatory cycle revisions for national schemes whose formal period was set at every five years.

All processes were documented in the minutes of TC and SC meetings, announcements in the official lists of IPQ, on websites and via other social media, e-mails and other supporting documents.

In 2013 the CFFP also started reviewing the accreditation criteria for bodies operating SFM certification, with the definition of the sampling criteria to be applied on third party audit. The normative document proposed by CFFP was discussed with the Portuguese Accreditation Institute in December 2013 and approved in March 2014.

The structure of the PFCS scheme and the main roles of each organisation involved are described on the PEFC PT 1001:2014 “PFCS scheme Technical Reference, 2.nd Review”.

### 3 Description of the standardisation process

#### 3.1 Summary of the Key Milestones

**Table 1 provides a summary of the key milestones in the review of the Portuguese SFM Standard (NP4406:2014).**

Milestone	Date
New edition of NP4406 (2013) as consequence of the ad-hoc revision process to meet the PEFC International Extraordinary Assessment of 2013	IPQ February 2013
Preparing the mechanisms and process for the recommencement of the work revision of the SFM standard in accordance with OR requirements	Meetings between SSB-ICNF/CFFP March 2013
Approval of the procedure for mapping of stakeholders and stakeholders data base	TC plenary meeting 25 <sup>th</sup> September 2013
Re-convening TC, announcement and invitation of stakeholders	October 2013 SSB -ICNF
CFFP advice to TC on the framework elements for the 5 <sup>th</sup> review of NP 4406 and establishment of the subcommittee responsible for the revision work of the SFM standard.	20 <sup>th</sup> November 2013 plenary meeting N.76 - TC 145
Commence 1 <sup>st</sup> round of comments seeking consensus on the preliminary project of the SFM standard for voting at TC 145 plenary meeting	11 <sup>th</sup> December 2013 SC to TC members
Commence 2 <sup>nd</sup> round of comments seeking consensus on the preliminary project of the SFM standard for voting at TC 145 plenary meeting	9 <sup>th</sup> January 2014 SC to TC members
TC agreement on the preliminary draft of the revised SFM standard – approval by consensus	5 <sup>th</sup> February 2014 plenary meeting N.77 - TC 145
IPQ Public Consultation period on final project of the revised SFM standard of 60 days	From 17 <sup>th</sup> March 2014 to 16 <sup>th</sup> May 2014
Comments review from the TC145 members and agreement on full standard - approved by consensus.	14 <sup>th</sup> May 2014 plenary meeting N.79 - TC 145
Homologation and publication of NP4406:2014 by IPQ	15 <sup>th</sup> July 2014 IPQ

The review of NP4406:2013 was carried out following the revised OR, which was approved in March 2014, by IPQ.

OR formed the work basis for the development of the standardization activities which comprises the re-convening of TC 145 through the identification and invitation of all stakeholders with interests in sustainable forest management followed by the presentation of the proposed revision draft, approved by consensus at TC plenary meeting, followed by a national public consultation of 60 days, revision of any comments and final approval of the project standard for publication by IPQ.

CFFP worked closely with the SSB-ICNF to ensure all requirements and procedures of the OR were in place for the new revision process of the SFM standard, in particular, for:

- establishment the procedure for mapping of stakeholders with a template form for registration (to be completed by any interested in participating in the work of TC 145), a stakeholders data base (for send the invitations to participate in the standardization work to start by TC 145), and a schedule of the relevant tasks relating to the recommencement of the standardization process; On the 25th September the SSB-ICNF promoted a plenary meeting to present and vote on the proposals, which were approved by consensus after a few amendments do the documents by TC members.
- collaborate in the definition of the contents for the invitation letter to interested parties identified in the mapping exercise drafted by SSB-ICNF, as well as the content for the announcement of the initiation of the revision process of the NP 4406:2013 (to be made available on the website of the SSB-ICNF);

CFFP made significant efforts to draw attention to the importance of the schedule calendar for the revision process and to the deadlines (in particular the submission of invitation and publication of the announcement) but only in October 2013 SSB-ICNF was able to ensure the necessary mechanisms to provide stakeholders with the information in accordance with the OR requirements and the documents to evidence and support the new standardization process, in particularly:

- placement of specific contents on the webpage of the SSB-ICNF concerning the SFM standard and the standardization procedures as well the establishment of a specific communication channel (available at <http://www.icnf.pt/portal/florestas/gf/norm-gf>)
- placement of the relevant documentation, OR and list of TC member (available at <http://www.icnf.pt/portal/florestas/gf/norm-gf>)

The CFFP has also create a specific webpage about the SFM standard and the setting standard procedures with links to the relevant documents and to the webpage of the SSB-ICNF <http://www.pefc.pt/certificacao-gfs/elaboracao-np-4406>

### 3.2 Re-convening of TC145

In seeking to ensure the range of stakeholders views required as well as renewal of interested parties a letter of invitation (Annex 1) was sent in October 2013 by SSB-ICN, by regular post and by email to all stakeholders identified in the data base established according to the procedure for mapping of stakeholders and posted on the ICNF website.

Around 300 organizations received the announcement and invitation, representing forest production, public state administration, forest industrial associations, and related services, non-governmental environmental organizations, consumers, unions and professional associations, R&D centres and universities and other interested parties with indirect interests in forest activities (the complete database is available upon request). To strengthen the invitation SSB-ICN has also published the invitation on their website during two months, October and November 2013.

CFFP and other organisation members of the TC followed SSB-ICNF announcement and re-enforced stakeholder's involvement by publishing in their websites and newsletters the relevant information and links to allow interest parts to get further involved.

On TC plenary meeting of 20<sup>th</sup> November 2013 all replies on the invitation were considered. Consequently 48 new members expressed interest in following standardization work and 34 new stakeholders joined the TC, resulting in the involvement of a large number of new organisations/experts.

All members were classified as key stakeholders and disadvantage stakeholders according to criteria of nature and conditions of the organizations and by chambers, according to the following categories of interest: environmental, economic and social. The composition of TC 145 at the time of the extraordinary review of the standard was of 108 seats. The List of Member at Technical Commission 145, 2014 is in Annex 2 to this document.

### **3.3 Revising the Portuguese SFM standard**

At the TC plenary meeting held on the 20<sup>th</sup> November 2013 the representative of CFFP request the recommencement of the revision work of the NP4406, which was unanimously approved with the activation of the subcommittee to review the standard and the nomination of the CFFP representative to organize the agenda and work plan and send it to all members of TC.

In November 2013 the CFFP also met the preliminary results of the extraordinary evaluation undertaken by PEFC International, sharing the results with TC members, particularly the 4 nonconformities to the NP4406:2013 remaining in the PEFC consultant final report, whose clearing was proposed by way of changes to specific requirements of the standard, to be introduced under the formal review process that was initiating.

The SC was given the task of present the preliminary draft standard to TC members. To this effect SC developed its work gathering the following sub-commissions:

- Sub-Commission 1 - Vocabulary, Terminology and Definitions
- Sub-Commission 2 – SFM Criteria and Indicators
- Sub-Commission 3 – Specifications for Group Forest Certification;
- Sub-Commission 6 – Sustainable Forest Management System Requirements.

The Subcommittee first met on the 11<sup>th</sup> December 2013, after a 15 days period, to welcome the new members, present the standardization rules and to establish the scope of the revision work. At this meeting the representative of CFFP was re-elected to chair the subcommittee. Member set the time schedule and methodology for the work revision and agreed to distribute the draft document of the standard for consultations to all TC members to comment on the working draft documents and discuss the developments work at the plenary meetings. The composition of SC at the time of the recommencement of the revision work was of 33 seats.

As consequence of a wider participation of entities from different natures of activities in the SC the revision work was extended to the overall standard resulting in new changes to NP 4406:2013, contrary to what was expected, i.e. few amendments to fully comply with PEFC Council standards (PEFC 1002:2010 and PEFC 1003:2010) followed by the standard setting process for the final approval of the standard published in 2013.

The subcommittee met again on the 9<sup>th</sup> of January 2014 to review the comments received by the members of the TC and conclude the work. The draft project of the revised NP 4406 was approved by the SC with 24 votes in favour, 4 votes of abstention and none against. The document was immediately submitted to the TC secretariat and was distributed for comments to all members of the TC and interest parts for a period of 30 days.

On the 5<sup>th</sup> February 2014 the TC members held a plenary meeting to discuss and vote the preliminary draft of the revised standard. At the meeting the comments of TC members were considered for the final version of the document, which was then submitted for TC member for voting. The preliminary draft of the revised standard was approved by consensus with all votes in favour and no abstentions and was sent to the ONN-IPQ together with the report of approval of standardisation document proposal drawn up by chairman of TC, describing the process and the results of the vote, with public inquiry proposal of 60 days. Minutes of the plenary meeting (no79) are included in the scheme documentation.

### **3.4 Public Inquiry of the draft of the NP4406**

The public inquiry was initiated by the ONN-IPQ on the 17th March 2014 until the 16th May 2014. For 60 days the project of the revised NP4406 was available in the official website of IPQ and in the SSB- ICNF website (annex 5) as well as in the PEFC Portugal and PEFC International websites (the documentary evidences are available upon request). The period of the inquiry

process started immediately after the IPQ official publication (Annex 3) of the announcement, which was published on the 16th May 2014.

Additionally the public inquiry was also announced by IPW on its the official newsletter “Espaço Q” (Annex 4), which covers a wide range of stakeholders.

In the convenience of TC members a plenary meeting was organized on the 14<sup>th</sup> May 2014 to consider the comments received until then in the course of the public inquiry. TC member agreed to schedule a new plenary meeting after the 16<sup>th</sup> May 2014 in case any more comments were received.

At the plenary meeting 2 comments to standard were acknowledge, coming from:

- ACF Minho -Lima;
- CFFP/PEFC Portugal;

After the revision of the 2 comments the Chairman of the TC concluded that were met the conditions for the final vote of the draft standard and therefore submit the final version for voting.

The existence of consensus was found in that plenary meeting by a verbal vote of yes/no. The revised standard was unanimously approved with all votes in favour and no abstention.

During the public inquiry period (17<sup>th</sup> March 2014 - 16<sup>th</sup> May 2014) only the above two (2) comments were acknowledged by the ONN-IPQ and as a result there was no need to hold a new plenary meeting. The details of the discussion can be found on the TC plenary minutes no 79 (on request). A compilation of all the comments received, and the results obtained during the evaluation are publicly available at the ICNF website. <http://www.icnf.pt/portal/icnf/noticias/resource/doc/fich-reg-coment>.

### **3.5 Homologation of the NP4406:2014**

The new version of the SFM standard was approved, homologated and published by ONN – IPQ, on the 15<sup>th</sup> July 2014 and published on the IPQ Official Publication of July (annex 6/ <http://www1.ipq.pt/PT/Site/EspacoQ/Documents/Espaco%20Q%20julho%202014.aspx#publicacoes>)

The application date of the NP4406:2014 starts on the date referred on its front page which also is the 15<sup>th</sup> July 2014. The standard is available at <http://www1.ipq.pt/PT/site/clientes/pages/Norma.aspx?docId=IPQDOC-185-156391>

The transition shall not exceed one year, i.e., until the 14<sup>th</sup> July 2015.

### **3.6 Revising accreditation requirements for CB**

Following the publication of the PEFC normative document for the accreditation of CB operating certification against PEFC International CoC standard (PEFC ST 2003:2012) CFFP started to review its Technical Document no. 2 of 27 July 2009, revision 3 “Criteria for accreditation of CB operating PEFC certification”

CFFP fully adopted the PEFC ST 2003:2012 and create two other separate documents: PEFC PT 1002:2014 “General Criteria for the Accreditation of CB in PEFC Portugal and Notification” (previously CFFP TD 2) and PEFC PT 1005:2014 “Requirements for CB operating Forest Management Certification against Portuguese Standard NP4406”.

For the establishment of the PEFC PT 1003:2014 CFFP had as documentary basis the PEFC ST 1004:2013 Requirements for Certification Bodies operating Forest Management Certification (inquiry draft) and the relevant part of PEFC TD Annex 6.

On 9<sup>th</sup> September 2013 the normative document proposed by CFFP was discussed in a meeting with the representatives of IPAC, particular the sampling criteria for third part auditing and has earned, in general, good acceptance.



The CFFP Technical Group (composed by one representative of each member organization affiliated in CFFP) meet twice to discuss the details of the proposal on 8<sup>th</sup> October 2013 and 16<sup>th</sup> October 2013 and agreed on the final draft for submission to the CFFP board, for approval.

On 21<sup>st</sup> October 2013 the Board met and approved the document and in the same day met with IPAC representatives to discuss the proposal which was approved in general by both parts who agreed on the implementation of the document after the final review by IPAC.

On 28 February 2014 IPAC submitted its final comments to the document with few small amendments regarding the compatibility of the content with ISO/IEC 17021:2011.

### **3.7 Implementing the accreditation requirements for CB**

IPAC was responsible for the verification of the implementation of PEFC ST 2003:2012 which started immediately after its publication, 2012-07-16. The requirement of chapter 5.2.2 which was to become effective on 2<sup>nd</sup> of July 2014 has an extension period for the effective application until the end of the year 2014.

For the implementation of PEFC PT 1005:2014 CFFP the presentation of the document to CB which are accredited to IPAC to operate forest management certification. The new accreditation criteria are to be verified by IPAC in the course of the surveillance audits to CBs.

## Annex 1- Letter of invitation



MINISTÉRIO DA AGRICULTURA,  
DO MAR, DO AMBIENTE  
E DO ORDENAMENTO DO TERRITÓRIO



*Ofício circular  
(list of entities in appendix)*

SUA REFERÊNCIA

SUA COMUNICAÇÃO DE

NOSSA REFERÊNCIA  
29804/2013/DGPF/DGF

**SUBJECT** INVITATION FOR THE PARTICIPATION IN TECHNICAL COMMISSION FOR  
SUSTAINABLE FOREST MANAGEMENT - CT 145

As it may be possible of your knowledge, ICNF as the sectorial standardization body (SSB) in the domain of Sustainable Forest Management, and as such recognized by the Portuguese Quality Institute (IPQ), has the responsibility of coordinating the work of a " Technical Commission for the standardization of Sustainable Forest Management - CT 145 ", working under the edges of national standardization system, and also providing the respective secretariat.

The Technical Commission 145 has been focusing its activity on the production of the Portuguese Standard 4406 "Sustainable Forest Management Systems, Application of the pan-European criteria for sustainable forest management", whose 1<sup>st</sup> edition was published in 2003 and was subject to further revisions, the last being held in 2013 with the publication of the NP4406: 2013. At present, the CT145 has the participation of 25 public and private entities and 2 individuals' representatives and chaired by Mr. Luís Rochartre.

According to the operating regulations of this Technical Commission, is necessary to ensure within its composition an adequate representation of stakeholders with interest in the operationalization of forest management. To this end, periodic reevaluations of its composition as well as the interests of those represented are made in order to ensure that all stakeholders in forest management can participate in the development of the work of TC 145. The parts are integrated into three chambers: Environmental, economic and social, on the principle of shared decision-making and equal power to vote.

Being the CT 145 initiating a review of a standard document, another reassessment of its composition it's imposed. Given a pre-assessment, your Organization was identified as of potentially interested part thus we hereby by inform about the possibility of collaborating in this work and to invite you to be represented in this forum.

For this purpose, please fill in the "Registration Form" which is attached to this invitation, stating the name of your representatives, effective and substitute, and manifesting in what capacity and how your organization intend to participate.

We would also like to inform you that there are two alternative forms of participation for the stakeholder in the ongoing work: or by integrating as a member, TC 145, which means participating

actively and in person at plenary sessions, working groups and / or subcommittees, or choosing not to be a member of CT still express interest in staying abreast of the work, getting the documentation that is being produced by TC 145. A list of entities represented in the TC 145 will be publicly available on the website of the ICNF as well as the relevant documents to the standardization process (procedures, records and documents). Accordingly, all interested parties have an opportunity to comment on the scope of work and on the details of the standardization process to begin.

The most relevant information about the standardization process that starts are briefly as follows:

- There will be the creation of a subcommittee to review the standard, the result of which will be proposed to the vote in plenary TC 145. Case gather consensus the standard will be sent to the IPQ, which will put to public consultation for a minimum period of 60 days. Any comments received will be forwarded for consideration by the CT 145, with a new vote on the proposed revision of the normative document for later publication if issued;
- With regard to the scope of work, having been a recent revision of the NP 4406 which culminated in its edition in 2013, the TC 145 does not foresee the need for significant changes to the content thereof. Indeed, the purpose of this review process is to more concrete purpose that this reference standard for forest certification is accepted within the international recognition of the PEFC (Program for the Endorsement of Forest Certification Schemes) for the period 2015-2020;
- The revision of the NP 4406:2013, which will begin, followed by a schedule of works that will be displayed on the website ICNF, <http://www.icnf.pt/portal/florestas/gf/gfs>, estimating already the start in November 2013 and the conclusion in the first quarter of 2014.

We would like to emphasize that we consider essential that the work developed and to be developed at the level of the TC 145 contains a wide range of participants, in order to constitute itself as a broad forum for discussion and it is considered that the outcome of the work reflects the consensus at national level.

For more information about this aspect of our activities, you can use the following contacts:

the TC 145 Secretariat- [dina.anastacio@icnf.pt](mailto:dina.anastacio@icnf.pt)

Liaison element to SSB - [conceicao.ferreira@icnf.pt](mailto:conceicao.ferreira@icnf.pt)

We request that the "Registration Form" is sent in by 31 October for the electronic addresses listed.

Yours sincerely,

Vice-President of the Executive Council ICNF,

Instituto da Conservação da Natureza e das Florestas, I.P.  
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## Annex 2- List of Member at Technical Commission 145, 2014

The table below presents all TC 145 interested parts which are members participating at the plenary meetings and (). Marked with the symbol “•” are those that actually participate actively and regularly in the discussions revision work of the Portuguese Standard at the TC plenary meeting and subcommittee.

<i>Nature of Organization</i>	<i>Organisation name</i>	<i>CT145 member</i>	<i>Key Stakeholder</i>	<i>Disadvantage Stakeholder</i>	<i>Chamber</i>
<i>Forest Landowners</i>	ACHAR – Private Forest Landowners Organization	•	•		Economical
	A Mata - Alijó Forest Landowners Association	•	•		Economical
	ACEB - Association for Cooperation Between Wasteland	•	•		Economical
	AFLOTM - Terras de Montanha Forest Association	•	•		Economical
	AFLOBEI - Beira Interior Forest Landowners Association			•	
	AFTM - Trás-os-Montes Forest Association	•	•		Economical
	ALTO DA BROCA – Forest Landowners Association			•	
	AGRESTA - Minho Farmers Association	•	•		Economical
	APAS Floresta - Forest Landowners Association	•	•		Economical
	APROFFAL – Fornos de Algodres Forest Landowners Association	•	•		Economical
	ASPAFLOBAL - Barlavento Algarvio Forest Landowners Association	•	•		Economical
	Serras da Lapa e Dão Forest Landowners Association	•	•		Economical
	Ponte de Sor Associação dos Produtores Forest Landowners and Farmers Association	•	•		Economical
	Vale do Minho Forest Landowners Association	•		•	
	Proença-a-Nova Forest Landowners and Farmers Association	•		•	
	Lima Forest Association	•		•	
	Vale do Sousa Forest Association	•	•		Economical
	Minho-Lima Association for Forest Certification	•	•		Economical
	APFCAN - Alcobaça e Nazaré Forest Landowners Association	•		•	
	CAP – Confederation of Portuguese Farmers	•	•		Economical
	CAPOLIB- Boticas Agricultural Cooperative	•	•		Economical
	COOPERBASTO Agricultural Cooperative	•	•		Economical

<i>Nature of Organization</i>	<i>Organisation name</i>	<i>CT145 member</i>	<i>Key Stakeholder</i>	<i>Disadvantage Stakeholder</i>	<i>Chamber</i>
	CAULE –Beira Serra Forest Association	•	•		Economical
	Centro Pinus	•	•		Economical
	CNA - National Confederation of Agriculture	•	•		Economical
	COFAFE, C.R.L.- Fafe Agricultural Producer Cooperative	•	•		Economical
	Dão Flora Forest Landowners Association	•		•	
	FENAFLORESTAS – Forest Producers National Federation Cooperative	•	•		Economical
	FNAPF – National Federation of Forest Landowners Associations	•	•		Economical
	FORESTIS – Portuguese Forest Association	•	•		Economical
	RIBAFLO – Terras de Ribadouro Forest Association	•		•	
	UNAC – Mediterranean Forest Union	•	•		Economical
	VESSADAS - Terras de Coura Agricultural and Rural Development Association	•	•		Economical
<i>Forest Industries and forest services companies</i>	ADEFM - Minho Association of Forest Protection	•		•	
	AIMMP- Association of Portuguese Wood and Furniture Industries	•	•		Economical
	Altri Florestal	•	•		Economical
	ANEFA– Portuguese Association of Forest, farmer and environmental services companies	•	•		Economical
	António Cabral da Silveira Gonçalves Ferreira	•		•	
	Transhumance and Nature Association	•		•	
	APCOR – Portuguese Cork Association	•		•	
	BALADI – National Federation of Community land	•		•	
	Castanea Sativa Lda.	•		•	
	CELPA – Portuguese Association of Paper Industries	•	•		Economical
	CONFAGRI - National Confederation of the Agricultural Cooperatives and Agricultural Credit of Portugal	•	•		Economical
	Costa & Irmãos	•		•	
	Empev - Gestão de Espaços Verdes Lda.	•			Economical
	Forestfin - Florestas e Afins, Soc. Unipessoal, Lda.	•			Economical

<i>Nature of Organization</i>	<i>Organisation name</i>	<i>CT145 member</i>	<i>Key Stakeholder</i>	<i>Disadvantage Stakeholder</i>	<i>Chamber</i>
	Floresta Jovem, Lda.	•		•	
	GIFF SA- Gestão Integrada de Fogos Florestais S.A.	•			Economical
	Grupo PortucelSoporcel – Pulp and Paper Industry	•	•		Economical
	IberFlorestal - Comércio e Serviços, SA	•		•	
	Paula Nunes da Silva ,unp,Lda	•			Economical
	Pinus Verde – Association for Forest Development	•		•	
	RESIPINUS- Associação de Destiladores e Exploradores de Resina	•			Economical
	SF – Região Centro Association of Forest Services	•	•		Economical
	SONAE Industry	•	•		Economical
	UNIMADEIRAS - Produção, Comércio e Exploração Florestal, S.A.	•	•		Economical
	Viver Serra -Associação para a protecção e o Desenvolvimento das Serras do Barlavento Algarvio	•			Economical
<i>Administrati on</i>	ACT- Working Conditions Authority	•	•		Social
	Lisboa e Vale do Tejo Regional Coordination and Development Commission	•		•	
	Alentejo Regional Coordination and Development Commission	•		•	
	Norte Regional Coordination and Development Commission	•			Social
	DGADR - Regional Directorate of Agriculture and Rural Development	•			Environmental
	DGPC - Directorate General for Cultural Heritage	•			Environmental
	DGT - Directorate General for Territorial Development	•		•	
	ICNB – Institute for Nature Conservation and Forests (Ministry of Agriculture and Sea)	•			Environmental
	INE - National Statistical Institute of Portugal	•		•	
	GNR - Nature and Environment Protection Service of the National Guard	•		•	
<i>Research and Development</i>	CFPIMM - Vocational Training Centre of Wood and Furniture Industries	•		•	
	CINCORK - Vocational Training Centre for Industry Cork	•		•	

<i>Nature of Organization</i>	<i>Organisation name</i>	<i>CT145 member</i>	<i>Key Stakeholder</i>	<i>Disadvantage Stakeholder</i>	<i>Chamber</i>
	Department of Environment and Planning - University of Aveiro	•			Environmental
	School of Agriculture - Polytechnic Institute of Viana do Castelo	•			Environmental
	INIAV I.P.- National Institute of Agricultural and Veterinarian Research	•			Environmental
	School of Agriculture - Polytechnic Institute of Beja	•			Social
	School of Agriculture of Elvas - Polytechnic Institute of Portalegre	•			Environmental
	IST - Instituto Superior Técnico - Technical University of Lisbon	•			Environmental
	National Museum of Natural History – University of Lisbon	•			Environmental
	RAIZ - Forest and Paper Research Institute	•		•	
<i>Certification and Consultant Organisations</i>	Ambiodiv- Valor Natural	•			Economical
	APCER – Portuguese Certification Association	•			Economical
	Capital Natural	•			Economical
	CERTIS	•			Economical
	GESFLORESTA- Consultoria, Ld. <sup>a</sup>	•		•	
	METACORTEX- Consultoria e Modulação de Recursos Naturais SA	•			Economical
	MICOFLORA - Micologia Florestal Aplicada, S.A.	•			Economical
	Sativa – Controlo e Certificação de Produtos	•			Economical
	SGS ICS	•			Economical
	TERRAPRIMA	•			Economical
<i>Other interested parties and Experts</i>	A. Coelho e Castro, Ld. <sup>a</sup>	•		•	
	ANAFRE - National Association of Civil Parishes	•			Social
	Carla Leite	•			Economical
	CFFP - Portuguese Forestry Sector Council – PEFC Portugal	•	•		Social
	FEDERCAÇA - Federação de Caçadores do Centro	•			Social
	Federação Portuguesa de Pesca Desportiva	•		•	
	FSC Portugal	•			Social
	Mata do Buçaco Foundation	•		•	Social
	Giovanni de Alencastro	•		•	
	IPAC – Portuguese Accreditation Institute	•			Social
	João Pedro Pina	•			Environmental
	Luis Miguel Duarte Pereira Vaz Galante	•			Social

<i>Nature of Organization</i>	<i>Organisation name</i>	<i>CT145 member</i>	<i>Key Stakeholder</i>	<i>Disadvantage Stakeholder</i>	<i>Chamber</i>
	Luís Rocharte	•			Social
	Ordem dos Engenheiros	•			Social
	Quercus	•		•	
	Sandra Carreira Unipessoal,LDA	•		•	
	Sindicato da Agricultura, Alimentação e Florestas	•	•		Social
	Susana Brigido	•			Economical
	Susana Margarida de Luis Pereira	•		•	
	UMP - Charitable Union of Portugal	•			Social



## DOCUMENTOS normativos

Publicação oficial do IPQ, enquanto Organismo Nacional de Normalização

lista mensal ▪ março 2014

A presente publicação tem por objetivo:

- A divulgação das Normas Portuguesas recentemente editadas e anuladas, bem como das Normas Europeias adotadas como Normas Portuguesas, e das Normas Europeias e Internacionais publicadas e já disponíveis.

- A divulgação pública dos projetos de Normas Portuguesas, Europeias e Internacionais, com vista à obtenção durante o período de inquérito público dos pontos de vista e contribuições nacionais que possam ser considerados na sequente elaboração, aprovação e homologação das Normas.

- A divulgação de propostas de novos trabalhos de normalização europeia e internacional, para que se possa obter, durante o período de inquérito público, os pontos de vista e as contribuições nacionais.

- A divulgação da edição e anulação de outros documentos normativos.

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www.ipq.pt

## 4. Projetos de normas portuguesas

Os projetos de normas estão organizadas por Grupos classificativos, indicando-se a referência e o respetivo título.

### 4.1 Projetos em inquérito público

Para cada referência menciona-se a designação codificada, o título e a correspondência europeia ou internacional, quando exista, e a data limite para a apresentação de comentários.

E100 / CTE 1  
**prNP 2626-561:2014** Preço: 0,00 EUR  
Vocabulário Eletrotécnico Internacional Capítulo 561:  
Dispositivos piezoelétricos, dielétricos e eletrostáticos e  
materiais associados para a deteção, a seleção e o controlo  
de frequência  
**Data de Início do Inquerito:** 2014-02-18  
**Data de Fim do Inquerito:** 2014-03-20

E100 / CTE 1  
**prNP 2626-901:2014** Preço: 0,00 EUR  
Vocabulário Eletrotécnico Internacional Capítulo 901:  
Normalização  
**Data de Início do Inquerito:** 2014-02-18  
**Data de Fim do Inquerito:** 2014-03-20

E100 / CTE 1  
**prNP 2626-902:2014** Preço: 0,00 EUR  
Vocabulário Eletrotécnico Internacional Capítulo 902:  
Avaliação da conformidade  
**Data de Início do Inquerito:** 2014-02-18  
**Data de Fim do Inquerito:** 2014-03-20

C1010 / CT 101  
**prNP 4524:2014** Preço: 0,00 EUR  
Postos de enchimento de gás natural Estações GNL para  
abastecimento de meios de transporte  
**Data de Início do Inquerito:** 2014-02-18  
**Data de Fim do Inquerito:** 2014-03-20

C1010 / CT 101  
**prNP 4525:2014** Preço: 0,00 EUR  
Postos de enchimento de gás natural Estações GNC para  
abastecimento de meios de transporte  
**Data de Início do Inquerito:** 2014-02-18  
**Data de Fim do Inquerito:** 2014-03-20

C1440 / CT 144  
**prNP 4523:2014** Preço: 0,00 EUR  
Turismo Acessível Estabelecimentos hoteleiros  
**Data de Início do Inquerito:** 2014-02-18  
**Data de Fim do Inquerito:** 2014-03-20

C1450 / CT 145  
**prNP 4406:2014** Preço: 0,00 EUR  
Sistemas de gestão florestal sustentável Aplicação dos  
critérios pan-europeus para a gestão florestal sustentável  
**Data de Início do Inquerito:** 2014-03-18  
**Data de Fim do Inquerito:** 2014-05-17

C1880 / CT 188  
**prNP 4526:2014** Preço: 0,00 EUR  
Serviços prestados pelo Arquiteto e pelo Arquiteto  
Paisagista no âmbito da construção  
**Data de Início do Inquerito:** 2014-03-18  
**Data de Fim do Inquerito:** 2014-04-17

## Annex 4 – “Espaço Q” IPQ Newsletter, March 2014

Espaço Q - Newsletter do IPQ - março de 2014

<http://www1.ipq.pt/PT/Site/EspacoQ/Documents/EspacoQmarco2014...>

e ferramentas da qualidade e melhoria / resolução de problemas demonstrando um claro domínio das mesmas, foram plenamente atingidos e a avaliação final do curso pelos formandos foi muito positiva. Face ao interesse do tema, o IPQ e o CEDINTEC irão organizar nova ação de formação neste âmbito durante o presente ano podendo, se o pretender, fazer, desde já, a sua pré-inscrição. Para o efeito envie um e-mail para [formacao@ipq.pt](mailto:formacao@ipq.pt).

### NORMAS EDITADAS EM MARÇO



[Consulte a lista \(pdf\)...](#)

### NOTÍCIAS

#### Documentos normativos relevantes editados recentemente

No âmbito do conjunto de documentos normativos recentemente editados, destacamos pela sua relevância as seguintes:

##### **prNP 4406 - Sistemas de gestão florestal sustentável. Aplicação dos critérios pan-europeus para a gestão florestal sustentável**

A presente Norma especifica os requisitos de um sistema de gestão florestal sustentável, de forma a permitir que qualquer responsável pela unidade de gestão florestal, defina uma política florestal e objetivos atendendo às exigências legais, aos critérios pan-europeus para a gestão florestal sustentável e aos aspetos da sua atividade com potencial impacto social, económico e ambiental.

A presente Norma é aplicável à unidade de gestão florestal. A aplicação da Norma dependerá da natureza e complexidade jurídica do responsável pela unidade de gestão florestal, e da escala a que se estabelece a aplicação do sistema de gestão florestal.

Esta projeto de Norma encontra-se em inquérito público pelo que quaisquer comentários poderão ser enviados para o IPQ através do endereço [nor@ipq.pt](mailto:nor@ipq.pt). Clique [aqui](#) para ler o documento.

##### **ISO 18091 - Quality management systems - Guidelines for the application of ISO 9001:2008 in local government**

É certo que todos os países do mundo têm de reconsiderar as suas despesas adotando medidas de austeridade. No âmbito da conjuntura económica muito difícil que todos os estados atravessam, os serviços da administração local devem cada vez mais gerir de forma eficaz as suas receitas e o seu modus operandi, funcionando sob a forma de um sistema de gestão. Esta Norma Internacional apresenta as diretrizes necessárias para a implementação de um sistema de gestão da qualidade nos serviços comunitários, orientando as suas atividades por forma a satisfazer as necessidades e os desejos da coletividade local.

##### **ISO/TS 17582 - Quality management systems - Particular requirements for the application of ISO 9001:2008 for electoral organizations at all levels of government**

Esta especificação técnica, elaborada pela ISO (Organização Internacional de Normalização), tem como principal objetivo estabelecer um clima de confiança no seio dos seus eleitores, melhorando a transparência, planificação e eficácia dos processos eleitorais.

#### Avaliação de pessoas em contextos de trabalho e organizacionais

Acabaram de ser editadas a NP ISO 10667-1 “Prestação de serviços de avaliação. Procedimentos e métodos para a avaliação de pessoas em contextos de trabalho e organizacionais. Parte 1: Requisitos do cliente” e a NP ISO 10667-2 “Prestação de serviços de avaliação. Procedimentos e métodos para a avaliação de pessoas em contextos de trabalho e organizacionais. Parte 2: Requisitos para os prestadores de serviços”, versão portuguesa das respetivas Normas Internacionais

[Ler mais...](#)

#### Organizações Familiarmente Responsáveis

Acabou de ser editada a Norma Portuguesa NP 4522: “Norma para Organizações Familiarmente Responsáveis”

### IPQ no MUNDO

#### **Reunião do projeto European Metrology Research Programme (EMRP) SIB60 “Metrology for long distance surveying”**

A 1.ª reunião do projeto internacional EMRP JRP SIB60 decorreu em Turim, na Itália, nos dias 17 e 18 de dezembro de 2013. Teve como principal objetivo, a apresentação do ponto de situação dos vários workpackages (WP). Esta reunião contou com a presença de 17 participantes do projeto, onde cada um apresentou o trabalho realizado à data.

### KIOSK

#### **Cadernos “Pesos & Medidas”**



[Faça a sua encomenda através do endereço \[vendas@ipq.pt\]\(mailto:vendas@ipq.pt\)](#)

### EDIÇÕES IPQ

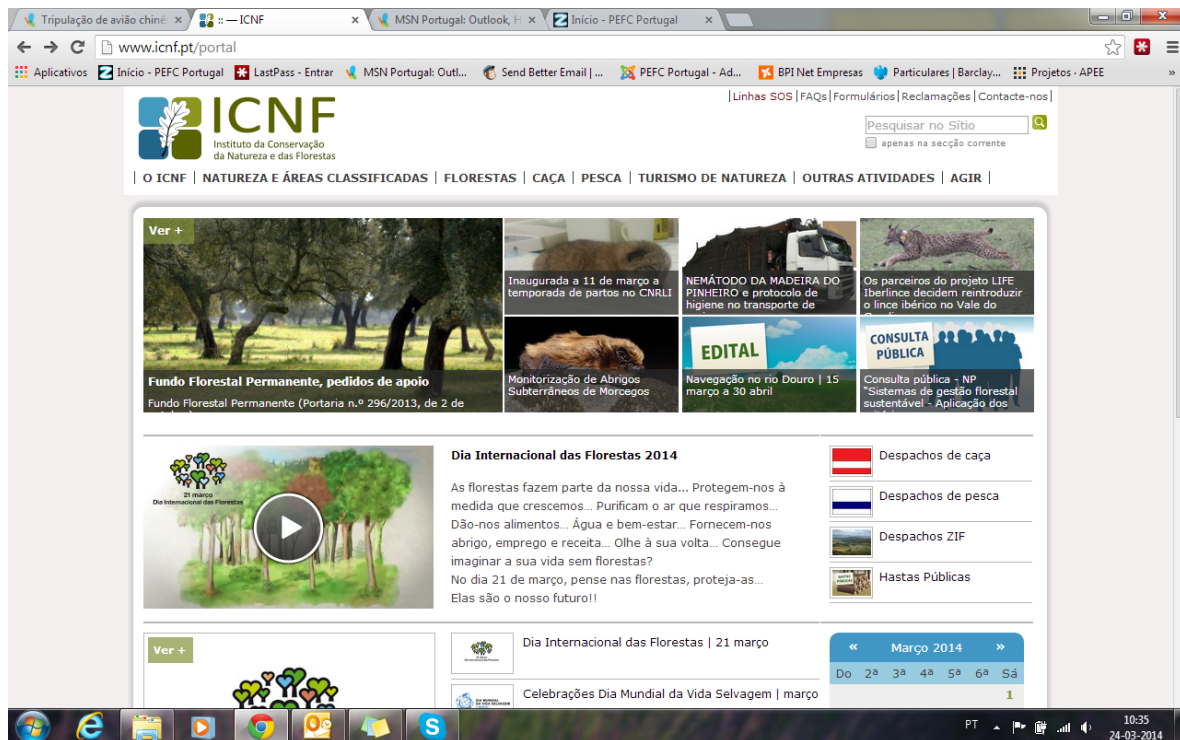
#### **Vocabulário Internacional de Metrologia 2012 1ª edição luso-brasileira**




[Faça o download desta publicação...](#)

#### **Programa Nacional de Acompanhamento de Boas**

## Annex 5 – ICNF Front Webpage: Public Inquiry announcement, March 2014



Instituto Português da ualidade

# DOCUMENTOS normativos

Publicação Oficial do IPQ  
enquanto Organismo Nacional de Normalização  
de  
15 de julho de 2014





## 1. Normas e outros Documentos Normativos Portugueses

### 1.1 Normas Portuguesas editadas

Esta secção contém a lista de Normas Portuguesas editadas de génese nacional (NP), assim como as versões portuguesas de Normas Europeias e internacionais, (por ex. NP EN, NP HD, NP ISO).

Cada referência contém a designação da Comissão Técnica que elaborou o documento, a designação codificada, o preço, o título, as relações com outras normas e a data e número do Termo de Homologação.

Estas Normas entram em vigor na data de "edição" referida na 1.ª página de cada norma.

CT 145

NP 4406:2014, €42.50

Sistemas de gestão florestal sustentável - Aplicação dos critérios pan-europeus para a gestão florestal sustentável

Termo de Homologação N°110/2014, 2014-07-04

CT 46

NP EN 54-4:2014, €31.50

Sistemas de deteção e alarme de incêndio - Parte 4: Equipamento de alimentação de energia

Termo de Homologação N°108/2014, 2014-07-03

CT 38

NP EN 590:2014, €17.50

Combustíveis para automóveis - Gasóleo - Especificações e métodos de ensaio

Termo de Homologação N°100/2014, 2014-06-12

CTE 20

NP EN 60811-201:2014, €14.00

Cabos elétricos e de fibra ótica - Métodos de ensaio para materiais não metálicos - Parte 201: Ensaios gerais Medição da espessura das isolações (IEC 60811-201:2012)

Termo de Homologação N°103/2014, 2014-07-02

CTE 20

NP EN 60811-202:2014, €14.00

Cabos elétricos e de fibras óticas - Métodos de ensaio para materiais não metálicos - Parte 202: Ensaios gerais Medição da espessura das bainhas não metálicas (IEC 60811-202:2012)

Termo de Homologação N°104/2014, 2014-07-02

CTE 20

NP EN 60811-203:2014, €10.50

Cabos elétricos e de fibras óticas - Métodos de ensaio para materiais não metálicos - Parte 203:

Ensaios gerais - Medição das dimensões exteriores (IEC 60811-203:2012)

Termo de Homologação N°105/2014, 2014-07-02

CTE 20

NP EN 60811-301:2014, €10.50

Cabos elétricos e de fibras óticas - Métodos de ensaio para materiais não metálicos - Parte 301: Ensaios elétricos - Medição da permissividade a 23 °C dos compostos de enchimento (IEC 60811-301:2012)

Termo de Homologação N°106/2014, 2014-07-02

CTE 20

NP EN 60811-302:2014, €10.50

Cabos elétricos e de fibras óticas - Métodos de ensaio para materiais não metálicos - Parte 302: Ensaios elétricos Medição da resistividade em corrente contínua a 23 °C e a 100 °C dos compostos de enchimento (IEC 60811-302:2012)

Termo de Homologação N°107/2014, 2014-07-02

CT 28

NP EN ISO 5349-2:2014, €42.50

Vibrações mecânicas - Medição e avaliação da exposição dos indivíduos às vibrações transmitidas ao sistema mão-braço - Parte 2: Orientações para medições nos locais de trabalho (ISO 5349-2:2001)

Termo de Homologação N°109/2014, 2014-07-04

CT 150

NP EN ISO 14021:2014, €35.00

Rótulos e declarações ambientais - Autodeclarações ambientais (Rotulagem ambiental Tipo II)

Termo de Homologação N°101/2014, 2014-06-16