



Final Report for the assessment of the revised 'Belarusian forest certification system' against the PEFC Council Requirements

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To:

**PEFC International**

Contact: Mr. Johan Vlieger

World Trade Centre 1

10, Route de l'Aéroport

1215 Geneva

Switzerland

[www.pefc.org](http://www.pefc.org)

Email: [johan.vlieger@pefc.org](mailto:johan.vlieger@pefc.org)

Tel: +41 (0)22 799 45 40

Fax: +41 (0)22 799 45 50

Elaborated by:

**ForestSense**

Contact: Mr. Edmond Muller

Address: Sint Marten 36a

6821 BV Arnhem

The Netherlands

[www.forestsense.nl](http://www.forestsense.nl)

Tel: +31 – (0)6 40 56 96 55

Skype: edmond.muller

Email: [e.muller@forestsense.nl](mailto:e.muller@forestsense.nl)

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## ACRONYMS AND ABBREVIATIONS

BSAC	Belarusian State Accreditation Center
CB	Certification Body
Cites	Convention on International Trade in Endangered Specie
CoC/COC	Chain of Custody
CPI	Corruption Perception Index
Cr	Criterion
DDS	Due Diligence System (STB2157-2013, COC)
EA	The European co-operation for Accreditation
ENGO	Environmental Non-Governmental Organisation
EP	Environmental Protection (STB 1688-2006)
EUTR	European Union Timber Regulation
FMD	Forest Management Design (STB 1688-2006)
FMM	Forest Management Measures (STB 1688-2006)
GD	Guidelines (related to documents of PEFC)
Gosstandart	Committee on standardisation of the Republic of Belarus
GOST	Gosstandard (as prefix for international standard documents GOST ISO/IEC)
ha.	Hectares
IAF	International Accreditation Forum
IGD	Informative Guide Document
ILAC	International Laboratory Accreditation Cooperation
ISO	International Organization for Standardization
LXM	Forest Inventory Measures (STB 1681-2006)
NGO	Non-Governmental Organisation
PEFC	Programme for the Endorsement of Forest Certification
PEFCC	PEFC Council (also referred to as the PEFC Secretariat)
PEFC Board	PEFC Council Board of Directors
PEFC BY	Republic of Belarusian PEFC system (reference to all legislation, standards and technical documents related to the PEFC standard in the Republic of Belarus)
PoE	Panel of Experts
PSS	Plan of State Standardization
RAFCS	Republican Association of Forest Certification System (PEFC in Belarus)
SFM	Sustainable Forest Management
SPFA	State Production Forestry Associations
ST	Standard (related to documents of PEFC)
STB	State Standards of Belarus
TCP	Technical codes of Practice
TNLA/TNPA	Technical Normative Legal Acts (TNLA) Технические нормативные правовые акты (TNPA)- Legal documents in the field of technical normalization and standardization from the Republic of Belarus
UE	Unitary Enterprise

## 1. INTRODUCTION

### 1.1 Background of Forest Management in Belarus

Unlike most PEFC country-standards, which are most often voluntary, the PEFC standard of Belarus is integrated into national legislation. Therefore it is crucial to understand the countries forest management system and -policies when assessing the Belarusian PEFC standard (PEFC BY) against the PEFC requirements.

The wording and terms used in the legislative documentation is aligned with the Belarusian PEFC standard. Due to this, and the quality of the submitted translations into English, it was sometimes difficult to determine the exact meaning and context of the wording. The assessors choose to use the terms and definitions as provided by RAFCS, the National PEFC governing body of Belarus, this to preserve references to the different documents.

Additional to the PEFC standard documentation, RAFCS provided a thirty three page document with supplemental information on forest management in the Republic of Belarus (Description- forest management-Belarus.doc). PEFC Belarus also provided an additional ten-page document with information on the forestry cycle in the Republic of Belarus (Forest management -revised.doc).

All forests in Belarus are stated owned, and all forest management activities are organized by the governmental authorities. However, some operations are subcontracted to private enterprises. All forest area is distributed amongst several governmental entities, which manage their forest resources. The distribution of the Forest Fund (could be referred to as 'Forest Estate') in the Republic of Belarus by ministries and government departments as of 1 January 2015 can be found in Table 1.

Table 1. Distribution of national forest estate ('fund') in 2015.

Name of the ministry, organization	Area, thousand ha	Percent of the total area
Ministry of Forestry	8330.6	87.7
Ministry of Defense	89.7	0.9
Ministry of Emergency Situations	216.1	2.3
Ministry of Education	27.5	0.3
Administration of the President of the Republic of Belarus	756.1	8.0
National Academy of Sciences of Belarus	41.4	0.4
Local executive and administrative bodies	38.1	0.4
<b>Total:</b>	<b>9499.5</b>	<b>100</b>

Source: Description- forest management-Belarus.doc provided by RAFCS.

On the regional level forest management is executed by the state production forestry associations (hereinafter - SPFA), subordinate to the Ministry of Forestry of the Republic of Belarus, as well as by local executive and administrative bodies. Local executive and administrative bodies include regional, district, city, township and village executive committees and local administrations. In the Republic of Belarus there are in total 6 SPFA's according to the number of regions: Brest, Vitebsk, Gomel, Grodno, Minsk and Mogilev. The right for managing forestry enterprises on the local level belongs to 106 legal entities.

Forest management is carried out as established in the Forest Code, last adapted in 2000. Recently a new Forest Code of the Republic of Belarus was approved by the the Republic of Belarus (№ 332-3 dated 24.12.2015). This new Forest Code will be enacted a year after the date of promulgation. The current assessment report has not considered this new Forest Code as this was not part of the assignment.

Complaints about forest management are processed and regulated according to the Law of the Republic of Belarus dated 18.07.2011 N300-3: "On Appeals of Citizens and Legal Entities". Governmental organizations should have regulations in place in compliance with this law. These regulations are very detailed and ask for a response to the complainer in ten days.

## 1.2 Background of the 'Belarusian forest certification System'

Almost 40 percent of the national territory of Belarus is covered with forest. The forest area has an estimated timber stock of more than 1.4 billion m<sup>3</sup>. In total 8,842.5 thousand hectares of forests have been PEFC certified; which is 93.8% of the total forest area. By 1 January 2014, 106 legal entities carry our forest management conform the PEFC requirements and 47 enterprises produce forest-derived products that are PEFC certified.

In 1999, the Ministry of Forestry of the Republic of Belarus established a working board on forest certification. The forest certification system was to be made part of the National Certification System of the Republic of Belarus and was approved in 2000.

Forest certification in Belarus is based on the Forest Code. This Forest Code is an effective legislative instrument which provides technical normative and legislative documents that regulate reproduction, protection and conservation of forest, harvesting of timber and other forest resources, national criteria of sustainable forest management and forest utilization developed with due regard to requirements of PEFC Council.

In Belarus a relative high number of governmental entities are involved in forest certification and the interaction between them is complex. This makes organizational structure of certification complex, including the legislative boundaries and normatives<sup>1</sup>. Below, we provide a short history of the development of the Belarusian PEFC scheme, including an overview of key actors in forest certification.

In 2002, the Unitary Enterprise 'Belgiproles' (hereafter referred to as 'UE Belgiproles') was appointed as the central certification body in National Certification System and in 2003 the same company received an accreditation to carry out forest management and chain of custody certification. The first pilot forest and chain of custody (CoC) certification process started in Smorgon forest enterprise in 2003. The Program for training of experts-auditors on forest certification was developed and approved in 2004.

Belarusian Association of the Forest Certification System (BAFCS) was created in 2005 upon initiative of the Ministry of Forestry in order to:

- 1) Develop and implement common policy in the field of forest certification;

<sup>1</sup> The document: 'Description of the Scheme' provided by RAFCS, gives an overview on the 'Belarusian Forest Certification System'. This document, particularly the chapter 'Introduction', can provide additional background information for better understanding of the Belarusian certification scheme.



2) Increase the level of forest management; to develop international cooperation within the frames of the Pan-European process.

In October 2005, BAFCS became a member of PEFC Council (PEFCC). In 2006 BAFCS was renamed to The Republican Association of Forest Certification System (RAFCS). RAFCS is now the National PEFC governing body of Belarus and represents PEFC Belarus in the PEFC Council.

The PEFC Scheme of the Republic of Belarus was submitted to the PEFC Council for a conformity assessment in December 2007. In October 2008 the assessment was interrupted for scheme amendments. The conformity assessment restarted in December 2008 and in July 2009 the scheme was endorsed.

In 2011 the state preliminary CoC standard STB P 2157-2011: *'Identification of forest products upon origin. Basic requirements'* was approved and put into effect as RAFCS's Chain of Custody standard. This CoC standard complies with the international PEFC chain of custody of forest products requirements.

With the purpose of maintaining the conformity of the National System of Forest Certification with the PEFCC requirements, UE Belgiproles conducted activities in 2012 in order to adjust national normative and legislative documentation on sustainable forest management and forest utilization to be in compliance with the requirements of the international standards adopted in 2010 by PEFC Council.

In 2014 the technical normative and legislative documents of the Forest certification system, which take into account the requirements of the international standards adopted in 2010 by PEFC Council, were approved. The current endorsement for the 'Belarusian Forest certification System' (PEFC BY) is valid until the 31 July 2017.

BSAC is the National Accreditation Body of Belarus (BSAC is a member of IAF and an associated member of ILAC and EA. Work on recognition of BSAC by the European co-operation for Accreditation (EA) is being carried out). At present, BSAC is being brought into conformity with the international requirements for Accreditation Bodies. An assessment of the documents submitted by BSAC is being performed to become signatory to the EA Multilateral Agreement (ISO/IEC 17025).

For the purpose of national forest certification, RAFCS uses state standards and other normative documents that are adopted by the State Committee of Standardization (also referred to as Gosstandart).

Gosstandart is the national standardisation body responsible for:

- 1) Implementation of the unified state policy in the field of technical norms development;
- 2) Standardization;
- 3) Guarantee of unity of measures;
- 4) Conformity assessment and power efficiency for execution of surveillance in construction;
- 5) Control of compliance of projects and estimates with norms and standards.

It is subordinate to the Council of Ministers of the Republic of Belarus.

In the Republic of Belarus, the Ministry of Forestry of the Republic of Belarus manages forestry as Republican body of state control. The Ministry acts in compliance with Forest Code adopted in 2000,

and Regulations on the Ministry of Forestry approved by Decree of Council of Ministers of the Republic of Belarus No. 298 dated March 16, 2004.

### 1.3 Scope of the assessment

This report forms an independent and objective basis for the decision making process of the PEFC Council (PEFCC). It provides a recommendation to the PEFC Council Board of Directors (PEFCC Board) on the re-endorsement of the revised 'Belarusian forest certification System'.

The scope of this assessment is to compare the revised 'Belarusian forest certification system' against the 'PEFC Council standard requirements'.

The Belarusian PEFC System is an integral part of the legislation. Not all documents related to PEFC are revised in the past 5 years in Belarus. Since the PEFC Council standard requirements changed in recent years all relevant parts of the 'Belarusian forest certification system' are assessed. All relevant legislations and normatives (Regulations, Technical Codes of practice and standards) are assessed and referred to in this document as PEFC BY. An overview of the documents related to the 'Belarusian forest certification System' is provided in chapter 1.8 of this report.

The 'PEFCC Standards and Guidelines' used in the conformity assessment are listed in chapter 1.7 of this report. Besides the conformity assessment of 'Belarusian forest certification System', other aspects that might affect its functionality, credibility and efficiency were assessed as well.

This conformity assessment report has been structured according to PEFC IGD 1007-03:2012 (version of 22.09.2014) and PEFC Secretariat's clarification concerning the content of the assessment report (clarification 30.10.2012).

### 1.4 The assessment procedure

The conformity assessment was conducted in accordance with the procedures prescribed by PEFCC.

#### 1.4.1 *Preliminary desk-top study*

The first stage of the assessment consisted of a preliminary desk-top study, in which an initial conformity assessment of the 'Belarus forest certification System' (PEFC BY) was conducted, and general information was gathered on PEFC certification in Belarus. The initial assessment enabled the identification of missing information, as well as the similarities and differences between the revised 'Belarusian forest certification System' and the 'PEFC Council standard requirements'.

#### General analysis of the structure of PEFC BY

A first review of the PEFC BY documentation was conducted to investigate if additional documentation was required, such as relevant working group minutes, forestry legislation, national policies, etc. Also an analysis on the general structure of PEFC BY was carried out on the following aspects:

- The components of the system (legislation, requirements, principles, criteria, indicators, standards of performance, guidelines, etc.);
- The way the system was developed (standard setting procedures & processes, history);
- Objectives of the system and the procedures concerning monitoring, controlling, etc.

This analysis gave insight into the functionality of the system and provided vital background information to enable a good comparison with the PEFCC international requirements.

#### Analysis of the contents PEFC BY

Based on the PEFC Technical Documents a comparison was conducted between the PEFCC Standards and Guidelines (an overview of these documents is provided in chapter 1.7 of this report) and the PEFC BY (an overview of these documents is provided in chapter 1.8).

#### 1.4.2 Public consultation period

From the start of the assessment period, the public was invited by PEFC International to provide comments on the PEFC BY documentation. The public consultation period started 7 May 2014, and was completed 6 July 2015. No comments were received during this sixty-day public consultation period.

#### 1.4.3 Stakeholder Survey

The stakeholder survey queries the stakeholders participating in PEFC BY and checks on the basic content of the development report on the standard setting process as described in PEFC 1001:2010, Standard Setting – Requirements. Two (2) surveys were arranged by the assessors one relating COC and the other relating SFM. The names, contact information and email addresses of the stakeholders were provided by RAFCS on 26 December 2015. In Annex E and F a list of the stakeholders is available. The stakeholder survey was conducted by the assessors between 5 January and 23 February 2016. Two stakeholders with no available email-address received a fax and the rest of the stakeholders received an e-mail requesting them to participate in an online survey, with a reminder being sent on 2 February 2016. The faxes were sent on 7 January 2016 by ForestSense and resent by RAFCS on our request in February 2016.

The SFM stakeholder survey was sent to 31 people and the assessors received replies from four (4) respondents.

The COC stakeholder survey was sent to 20 people in total and one (1) reply was received.

#### 1.4.4 Preparation of a Draft Report

On basis of the results of the first evaluation, the desk-top study, the public comments (public consultation) and the stakeholder survey, a Draft Report was developed. The Draft Report was structured according to the PEFC Guideline 'Endorsement and Mutual Recognition of National Systems and their Revision' (PEFC GD 1007:2012).

During the development of the draft report two (2) conference calls were held between RAFCS and ForestSense to clarify questions on the documentation provided by RAFCS (which were mainly translations from Russian to English).

During the preparation of the draft report, a few intermediary results were presented to RAFCS. Reactions received until 3 March 2016 were processed into the first version of the draft Report.

The main issue, related to the Standard Setting Process was the contact details of the technical committee members involved in the adaptation of national norms related to PEFC requirements within the past 5 years. Responses were received from RAFCS in December 2015.

The main issue related to the SFM requirements was the division of essential aspects of forest planning over government organisations (inventory, regional/state forest planning, forest owner-specific forest use planning, forest operations and regeneration, and law enforcement). During the review of the main document relating Sustainable forest management, STB 1708-2006: 'Sustainable forest management and forest utilization. Basic provisions' (and related official productions) a large number of documents and managing authorities are mentioned. Several organisations carry responsibility for essential aspects of forest management in Belarus. In other words, the SFM requirements, mentioned in the provided documentation apply to several organisations, which have an active role in Belarusian forestry. A Russian speaking specialist on Belarusian forestry of ForestSense informed RAFCS on the absence of information on existing methods of implementation of the stated requirements. Information on which entities are responsible for which requirements

was absent and could not be provided in writing quickly. RAFCS proposed to develop a description<sup>2</sup> on the methods of complying with the stated SFM requirements, including an overview of the responsibilities of the main organisations active in Belarusian forestry.

The issues related to the COC requirements (STB2157-2013) were clarified by email on 8 March 2016 by RAFCS. The RAFCS supplied an improved translation of STB2157, including Amendments on 29 March 2016. This information is processed in the Draft Report.

The Draft Report was presented to both RAFCS and PEFCC for comments and enabled both RAFCS and the assessors to form a clear understanding of the key issues raised during the first stage of the conformity assessment.

#### *1.4.5 Preparation of a Final Draft Report*

The conformity assessment was finalized on the basis of the feedback obtained from the PEFCC Council's review on the Draft Report.

On 9 May 2016, PEFCC sent their questions obtained from the PEFCC Council's review on the Draft Report to the assessors.

On 9 August 2016, RAFCS sent extra information on the non-conformities stated in the Draft Report, including amendments and additional information to the assessors.

In October and November 2016 additional information was provided by RAFCS on the remaining non-conformities and the planning of the proposed amendments,

Based on this information provided from the questions, a Final Draft Report was be elaborated on 24 February 2017 and provided to PEFCC.

#### *1.4.6 Preparation of the Final Report*

The conformity assessment was finalized on the basis of the feedback obtained from the PEFCC Council's Panel of Experts (PoE) review on the Final Draft Report. Based on this feedback a Final Report was be elaborated (as presented here). This Final Report was submitted to the PEFCC Council in both .pdf and .doc format. The Final Report also includes a summary, clearly stating the assessors' findings and recommendations regarding the conformity of PEFCC BY to the PEFCC requirements

### **1.5 The methodology applied for this assessment**

The applied methodology of assessment was a desk-top study. No field visits were carried out prior to or after the assessment within the framework of this assessment.

#### *1.5.1 First screening of tender documentation*

The assessors carried out a first screening of PEFCC BY based on the PEFCC system documentation, and documents provided by RAFCS. Based on this screening, an assessment methodology was proposed to PEFCC (as presented in chapter 1.4 of this report). For the elaboration of the proposal,

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<sup>2</sup> A draft version of the description was delivered February 2016, and was explained during a conference call. The description provided general information about the forest management system in Belarus. The document "Extra information on the forestry cycle in the Republic of Belarus" was provided 29<sup>th</sup> of March 2016 and is taken into account when assessing the requirements described in the draft report.

additional information was taken into account, inter alia from the PEFC tender documents and the PEFC website.

### 1.5.2 Assessment of PEFC BY

The procedures for the endorsement of PEFC certification systems are based on 'Endorsement and Mutual Recognition of National Systems and their Revision' (PEFC GD 1007:2012). Report versions that are submitted are written in English and submitted in electronic format (Word and PDF) to the PEFC Council, as well as to RAFCS. All reports have been structured according to PEFC IGD 1007-03:2012 and the PEFC Secretariat's clarification concerning the content of the assessment report (clarification 30.10.2012).

All reporting material and other associated documents resulting from the assessment will become property of the PEFC Council.

## 1.6 Timetable of the assessment

The table below indicates the agreed timeline for the conformity assessment work. The final report will be presented to the PEFC Council April 7<sup>th</sup>, 2017.

Stage	Description	Output	Time Period
Start of the Assessment	The PEFC Council announced the start of the assessment process. ForestSense, the PEFC Council, and PEFC Belarus agree on dates and deadlines, related to the assessment.	E-mail, including a planning	3 November 2015
Stage 1 Assessment	ForestSense assesses the documentation referred to in the tender dossier and additional documentation submitted before the start of the assessment. ForestSense asks PEFC Belarus additional documentation and evidence. Stage 1 also includes a Stakeholder Survey, including an analysis of the responses. ForestSense delivers the Draft Report to the PEFC Council on 20 April 2016.	Draft Report	3 November 2015 - 20 April 2016
Comment period	In reaction on the Draft Report, PEFC Belarus has the possibility to submit responses, clarifications, comments, and changes to the scheme documentation. The PEFC Council can also ask for clarifications. ForestSense makes an appointment for a conference call with PEFC Belarus.	The input of PEFC Belarus and the PEFC Council to the Draft Report.	21 April 2016 – 9 August 2016
Stage 2 Assessment	ForestSense considers and processes the responses, additional evidence and revised scheme documentation submitted by PEFC Belarus. The assessment takes into account questions received from the PEFC Council as well. ForestSense delivers the Final Draft Report to the PEFC Council on 20 February 2017.	Final Draft Report	10 August 2016 – 20 February 2017
Panel of Experts (PoE) Review	The PEFC Council appoints a Panel of Expert (PoE). The PoE will conduct a review on the Final Draft Report. ForestSense expects to receive the PoE Review on 21 March 2017	PoE Review	24 February 2017 – 21 March 2017 (4 weeks)
Stage 3 Assessment	ForestSense responds to the PoE's comments and processes its input in the Final Draft Report.	Final Report	21 March 2017 – 7 April 2017

	ForestSense includes the input of the PoE's in the Final Report as an Annex. ForestSense delivers the Final Report to the PEFC Council on 7 April 2017		
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## 1.7 PEFC Council standards & reference documentations

The PEFC standard, guide and reference documentation used in this assessment were:

PEFCC Standards	PEFCC international standards – Titles
PEFC ST 1001:2010	Standard Setting – Requirements
PEFC ST 1002:2010	Group Forest Management Certification – Requirements
PEFC ST 1003:2010	Sustainable Forest Management – Requirements
PEFC ST 2001:2008	PEFC Logo Usage Rules – Requirements
PEFC ST 2002:2013	Chain of Custody of Forest Based Products – Requirements.
PEFC ST 2003:2012	Chain of Custody Certification Body Requirements
PEFCC Guides	PEFCC Guides – Titles
PEFC GD 1001:2008	Structure of PEFC Technical Documents
PEFC GD 1004:2009	Administration of PEFC scheme
PEFC GD 1007:2012	Endorsement and Mutual Recognition of National Systems and their Revision
Other PEFC documents	
PEFC Terms and Definitions, Annex 1	
PEFC Council Technical Document, Annex 6	
Structure of assessment report according to PEFC IGD 1007-03:2012	
Clarification content assessment report according to PEFC Secretariat's clarification (30.10.2012)	
4 Standards interpretations and clarification approved by the PEFC Board of Directors <a href="https://podio.com/pefc-international/pefc-standards-interpretations-and-clarifications/apps/standards-interpretations-and-clarification#30">https://podio.com/pefc-international/pefc-standards-interpretations-and-clarifications/apps/standards-interpretations-and-clarification#30</a>	
Handouts of the PEFC assessors' Training 2012	
Presentations of the PEFC assessors' Training 2015	
Minutes - PEFC Assessor Training - Feb 2015	
Specific Assessment Issues 20150612	

Furthermore, the website from PEFC (www.pefc.org) was used as sources of information and for documents/processes relevant for the assessment.

## 1.8 RAFCS provided documents & sources

All documents provided by the RAFCS and used during this conformity are listed below.

As the PEFC requirements are included in the legislation for the Standard Setting Process as well as Certification, Sustainable Forest Management, CoC, etc... the list of documents is very long. In the chapters 5-12 information on the main normatives for each PEFC standard is presented.

This chapter also included titles and document names for all additional information received during the assessment. For Russian documents some additional summary is provided. The name in the first column is used in the report to refer to a specific document.

The 'Belarusian forest certification system' (PEFC BY) includes:

### Technical Normative Legislative Documents of the National conformity approval system of the Republic of Belarus

Technical document	Titles	Document name
TCP 5.1.01-2012 (03220)	National conformity approval system of the Republic of Belarus. Basic provisions.	TCP 5.1.01-2012.doc
TCP 5.1.02-2012 (03220) And Appendix A	National conformity approval system of the Republic of Belarus. Product certification. Basic provisions.	TCP 5.1.02-2012-Engl.doc And Appendix A: TCP 5.1.02-2012-#U041f#U0440#U0438#U043b.doc

TCP 5.1.02-2012 (03220) (N3)	National conformity approval system of the Republic of Belarus. Product certification. Basic provisions.	Amendment No 3 to tCP 5.1.02-2012.doc
TCP 5.1.03-2012 (03220)	National conformity approval system of the Republic of Belarus. Declaration of product conformity. Basic provisions	
TCP 5.1.04-2012 (03220)	National conformity approval system of the Republic of Belarus. Certification of implementation of work and services. Basic provisions.	
TCP 5.1.05-2012 (03220)	National conformity approval system of the Republic of Belarus. Management systems certification. Basic provisions.	TCP 5.1.05-2012 (03220).doc
TCP 5.1.06-2012 (03220)	National conformity approval system of the Republic of Belarus. Certification of professional competence of personnel. Basic provisions.	
TCP 5.1.08-2012 (03220)	National conformity approval system of the Republic of Belarus. Conformity marks. Description and usage procedure.	
TCP 5.1.09-2004 (03220)	National conformity approval system of the Republic of Belarus. Certification of professional competence of experts-auditors.	
TCP 5.1.10-2012 (03220)	National conformity approval system of the Republic of Belarus. Procedure for maintenance of register	

**Technical normative and legislative documents, to prove the compliance with which certification of forest management and forest utilization is performed (SFM).**

Technical document	Titles	Document name
STB 1342-2002	Sustainable forest management and forest utilization. Wood-cutting machinery. General technical requirements.	STB_1342-2002(2009).doc
STB 1342-2002 (N2)	Amendment No 2 to STB 1342-2002, by Order of the State Standardization Committee of the Republic of Belarus, dated 30.12.2010, No. 80	STB 1342-2002-Amendment-2.doc
STB 1358-2002	Sustainable forest management and forest utilization. Afforestation and reforestation. Technological requirements.	STB_1358-2002(2009).doc
STB 1358-2002 (N2)	Amendment No 2 to STB 1358-2002, by Order of the State Standardization Committee of the Republic of Belarus, dated 20.01.2011, No. 2	STB 1358-2002-Amendment – 2.doc
STB 1359-2002	Sustainable forest management and forest utilization. Requirements to forest-protection measures.	STB_1359-2002(2009).doc
STB 1359-2002 (N2)	Amendment No 2 to STB 1359-2002, by Order of the State Standardization Committee of the Republic of Belarus, dated 31.01.2011, No. 5	STB 1359-2002-Amendment – 2.doc
STB 1360-2002	Sustainable forest management and forest utilization. Main use felling. Technological requirements.	STB_1360-2002(2009).doc
STB 1360-2002 (N3)	Amendment No 3 to STB 1360-2002, by order of the State Standardization Committee of the Republic of Belarus dated 27.07.2011, No. 51	STB 1360-2002-Amendment 3.doc

STB 1361-2002	Sustainable forest management and forest utilization. Looking after forest felling. Technological requirements.	STB1361-2002_en.doc
STB 1361-2002 (N1)	Amendment No 1 to STB 1361-2002, by the Decision of the State Committee for Standardization (Gosstandart) of the Republic of Belarus, April 2007	Amendment #U2116 1 to the STB 1361_en.doc
STB 1361-2002 (N2)	Amendment No 2 to STB 1361-2002, by order of the State Standardization Committee of the Republic of Belarus dated 23.02.2011, No. 8.	STB-1361-2002-Amendment- 2.doc
STB 1582-2005	Sustainable forest management and forest utilization. Requirements to forest-protection measures.	STB 1582-2005(2009).doc
STB 1582-2005 (N1)	Amendment No 1 to STB 1582-2005, by order of the State Standardization Committee of the Republic of Belarus dated 28.10.2011, No. 78.	STB 1582-2005-Amendment-1.doc
STB 1592-2005	Sustainable forest management and forest utilization. Forestry machinery. General technical requirements.	STB 1592-2005(2009).doc
STB 1592-2005 (N1)	Amendment No 1 to STB 1592-2005, by order of the State Standardization Committee of the Republic of Belarus dated 30.05.2011, No. 25.	STB 1592-2005-Amendment-1.doc
STB 1625-2006	Sustainable forest management and forest utilization. Collateral forest utilization. Technological requirements.	STB 1625-2006(2009).doc
STB 1627-2006	Sustainable forest management and forest utilization. Requirements to forest motor roads.	STB 1627-2006(2009).doc
STB 1681-2006	Sustainable forest management and forest utilization. Forest management. General requirements.	STB 1681-2006(2009).doc
STB 1688-2006	Sustainable forest management and forest utilization. Requirements to forestry projecting.	STB 1688-2006(2009).doc
STB 1708-2006	Sustainable forest management and forest utilization. Basic provisions.	STB 1708-2006.doc
STB 1708-2006 (N3)	Amendment No 3 to STB 1708-2006, not dated.	Amendment #U2116 3 to STB 1708 (#U041fP)-1.doc
STB 1709-2006	Sustainable forest management and forest utilization. Forest seed growing. Basic provisions.	STB 1709-2006(2009).doc
STB 1715-2006	Sustainable forest management and forest utilization. Requirements to organization and management of forestry in forests used for recreation.	STB 1715-2007(2009).doc
STB 1754-2006	Sustainable forest management and forest utilization. Growing of forest planting stock in open soil. General requirements.	STB_1754-2006(2009).doc
STB 1862-2009	Sustainable forest management and forest utilization. Harvesting of secondary forest resources. Technological requirements.	STB_1862-2009(2009).doc
STB 1938-2009	Sustainable forest management and forest utilization. Harvesting of turpentine. Technological requirements.	STB_1938-2009(2009).doc

**Technical normative legislative documents on compliance with which certification of forest products and their derivatives upon origin (chain of custody certification, COC) is made.**



Technical document	Titles	Document name
STB 2157/ OR(PEFC ST 2002:2013)	Identification of forest products upon origin. Basic requirements (replaces STB P 2157-2012 PEFC ST 2002:2010)	STB 2157 #U041e#U0420-COC.doc
STB 2157-2016	Identification of forest products upon origin. Basic requirements (revised translation and included amendments 2016)	9728STB2157 2016 Eng

**Technical codes of common practice (Technical Normative Legislative Documents)**

Technical document	Titles	Document name
TCP 5.1.16-2008 (valid till 30.11.2015)	National conformity approval system of the Republic of Belarus. Forest certification system. Basic provisions (valid till 30.11.2015)	
TCP 5.1.16-2014 (03220) (valid since 01.12.2015)	National conformity approval system of the Republic of Belarus. Forest certification system. Basic provisions (valid since 01.12.2015)	TCP 5.1.16-2014-Engl
TCP 5.1.16-2014 (03220) (N3)	Amendment No 3 to TCP 5.1.16-2014, Resolution of the State Committee for Standardization of the Republic of Belarus dated 22.05.2014, No. 23	
TCP 5.4.02-2005 (04100)	National conformity approval system of the Republic of Belarus. Forest certification system. Procedure of the forest certification	TCP 5.4.02 -Engl
TCP 5.4.04-2005 (04100) (valid till 30.11.2015)	National conformity approval system of the Republic of Belarus. Forest certification system. Rules of labeling of forest products and their derivatives with the forest certification mark. (valid till 30.11.2015)	TCP 5.4.04-2005(2009).doc
STB 2370-2014 (valid since 01.12.2015 instead of TCP 5.4.04-2005)	Forest certification mark. Labeling requirements (valid since 01.12.2015 instead of TCP 5.4.04-2005)	STB 2370-2014-Engl.doc
TCP 5.4.05-2005 (04100) (valid till 30.11.2015)	National conformity approval system of the Republic of Belarus. Forest certification system. Procedure for certification of forest certification experts-auditors. (valid till 30.11.2015)	
STB 2371-2014 (valid since 01.12.2015 instead of TCP 5.4.05-2005)	Forest certification experts-auditors. Requirements to professional competence	STB 2371-2014-Engl.doc

**Technical codes of the system of technical norms setting and standardization of the Republic of Belarus**

Technical document	Titles	Document name
TCP 1.0-2004 (04100)	System of technical norms and standardization of the Republic of Belarus. Rules for development of technical regulations.	TCP 1.0-2004(2009).doc

TCP 1.1-2004 (04100)	System of technical norms and standardization of the Republic of Belarus. Rules for development of technical codes of common practice.	TCP 1.1-2004 (2009).doc
TCP 1.1-2004 (04100) (N1)	Amendment No 1 TCP 1.1-2004 (04100), put into effect by decree of Gosstandart of the Republic of Belarus dated 20.01.2011 No 2	Amendment N 1 to TCP 1.1.doc
TCP 1.1-2004 (04100) (N2)	Amendment No 2 TCP 1.1-2004 (04100), put into effect by decree of Gosstandart of the Republic of Belarus dated 11.08.2014 No 32	Amendment N 2 to TCP 1.1-2004.doc
TCP 1.2-2004 (04100)	System of technical norms and standardization of the Republic of Belarus. Rules for elaboration of state standards.	TCP 1.2-2004.doc
TCP 1.2-2004 (04100) (N1)	Amendment No 1 TCP 1.2-2004 (04100), put into effect by decree of Gosstandart of the Republic of Belarus dated 26. 10.2009 No 55	Amendments to TCP 1.2-2004.doc
TCP 1.2-2004 (04100) (N2)	Amendment No 2 TCP 1.2-2004 (04100), put into effect by decree of Gosstandart of the Republic of Belarus dated 26.02.2013 No 14	Amendments to TCP 1.2-2004.doc
TCP 1.3-2004 (04100)	System of technical norms and standardization of the Republic of Belarus. Rules for development of technical conditions.	
TCP 1.4-2006 (04100)	System of technical norms and standardization of the Republic of Belarus. Rules for publishing of technical normative and legislative documents in the field of technical norms and standardization and of information about them.	TCP 1.4-2006.doc
TCP 1.5-2004 (04100)	System of technical norms and standardization of the Republic of Belarus. Rules for construction, description, execution and contents of technical codes of common practice and state standards.	
TCP 1.6-2006 (04100)	System of technical norms and standardization of the Republic of Belarus. Rules for planning work on technical norms and standardization.	
TCP 1.7-2007 (03220)	System of technical norms and standardization of the Republic of Belarus. Rules for development of state standards.	
TCP 1.8-2008 (03220)	System of technical norms and standardization of the Republic of Belarus. Rules for preparing notifications of technical regulations, technical codes of common practice and state standards.	TCP 1.8-2008.doc
TCP 1.9-2007 (03220)	System of technical norms and standardization of the Republic of Belarus. Rules for approval of international, regional standards and national standards of other states as state standards.	
TCP 1.12-2008 (03220)	System of technical norms and standardization of the Republic of Belarus. Rules for organization and work of technical committees on standardization.	TCP 1.12-2008.doc

**Technical normative and legislative documents of the National Accreditation System of the Republic of Belarus**

Technical document	Titles	Document name
TCP 50.10-2011 (03220)	National Accreditation System of the Republic of Belarus. Accreditation procedure.	TCP 50.10-2011.doc
TCP 50.15-2013 (03220)	National Accreditation System of the Republic of Belarus. Register. Structure and maintenance procedure.	
STB ISO/IEC 17011-2008 (ISO/IEC 17011:2014, IDT)	Conformity assessment. Requirements to bodies carrying out accreditation of conformity assessment bodies.	
GOST ISO/IEC 17065-2013 (ISO/IEC 17065:2012, IDT)	Conformity assessment. Requirements to bodies carrying out product, process and service certification.	ISO 17065.doc
GOST ISO/IEC 17021-2013 (ISO/IEC 17021:2011, IDT)	Conformity assessment. Requirements to bodies carrying out audit and certification of management systems.	ISO 17021.doc

### Legislation

Name	Title
Accreditation	Decision of the State Committee for Standardization of the Republic of Belarus No. 27 dated May 31, 2011 "On Approval of the Rules of Accreditation"
Law on Fauna	The law of the Republic of Belarus No. 257-Z on July 10, 2007
Law on protection of consumer rights	The law of the Republic of Belarus No. 90-Z of January 9, 2002
Improvement of forest management activity	Decree of the president of the Republic of Belarus on measures related to improvement of activity in the sphere of forest management: No 214 of May 7, 2007
Forest Law	Forest Law of the Republic of Belarus: 2000. No. 70. 2/195
Assessment	Law of assessment of conformity with the requirements of technical normative legal acts in the field of technical normalization and standardization. No. 269-3 of January 5, 2004
Law on Labour	Law on Labour Protection of the Republic of Belarus No 356-3 of June 23, 2008 (as amended of July 12, 2013)
Law on Flora	Law on Flora of the Republic of Belarus No. 205-Z on June 14, 2003
Law on Archive Keeping	Law On Archive Keeping and Records Management in the Republic of Belarus of the Republic of Belarus dated 25.11.2011, No. 323-3
Law On Protection of Plants	Law On Protection of Plants of the Republic of Belarus dated 25.12.2005 No 77-3 (Rev. of 28.12.2009)
Law On Appeals	Law On Appeals of Citizens and Legal Entities of the Republic of Belarus dated 18.07.2011, No. 300-3
Law on Technical Normalization and Standardization	Law on Technical Normalization and Standardization of the Republic of Belarus dated 05.01.2004, No 262-3
Law on special protected natural territories	Law on special protected natural territories of the Republic of Belarus dated 20.10.1994, No 3335-XII.
Law on trade unions	Law on trade unions of the Republic of Belarus dated 22.04.1992 No. 1605-XII
Appeals Standardization Committee	Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs, extracted from "Instructions on organization of work with appeals of citizens and legal entities and the procedure of office work in the state Standardization Committee of the Republic of Belarus approved by the order of the State Standardization Committee of the Republic of Belarus, dated 07.07.2014, No. 99
Protectiveness	Decree of the President of the Republic of Belarus provision on the procedure of forest distribution into groups and categories of protectiveness, forest transfer from one group and category of protectiveness to another one, as well as of separation of special protective woods dated 07.07.2008 No. 364

Statute of Gosstandart (referred to as the Regulations)	Decree of the Council of Ministers of the Republic of Belarus statute of state committee for standardization of the Republic of Belarus dated 31.07.2006 No 981
Measurements on Improvement of the Activity in the Sphere of Forestry	Decree of the President of the Republic of Belarus rules of supply of standing wood and its harvest in the forests of the Republic of Belarus. "Of Some Measurements on Improvement of the Activity in the Sphere of Forestry" (together with the "Rules of Supply of Standing Wood and its Harvest in the Forests of the Republic of Belarus", "Rules of Wood Supply in Domestic Market of the Republic of Belarus", "Regulations of the State Forest Conservation of the Republic of Belarus") dated 07.05.2007 (wording of 12.02.2009) No.214
Flora objects	Enactment of the Council of Ministers of the Republic of Belarus on Approval of the provision of the procedure of placing limitations and prohibitions in handling with flora objects dated 01.12.2004 No. 1525

**Additional documents received December 2015 (included in draft report)**

Title	Description	Document name
Letter EA	Letter pre-evaluation of accreditation body against ISO17025 and initial evaluation signatory to the EA multilateral agreement	EASEC-F-AssignLetterAB-AB letter.jpeg

**Additional documents received March 2016 (included in draft report)**

Title	Description	Document name
STB2157-2016: CHAIN OF CUSTODY OF FOREST BASED PRODUCTS, Basic requirements	New version of the COC standard used in the draft report.	9728STB2157 2016 Eng
Supplemental information on forest management in the Republic of Belarus	Made by the PEFC forest certification national body of the Republic of Belarus – The Republican Association of forest certification on 19 January 2016 Contains information on -Laws on use, safeguarding, protection and reproduction of forests -Forest management in the Republic of Belarus -Forest husbandry in the Republic of Belarus -Forest use in the Republic of Belarus -Supervision in the sphere of forest management -Management of nature protecting forests -Biological and landscape diversity in the Republic of Belarus -Appendix 1 Strategic plan for development of forestry sector for the period from 2015 to 2030	Description- forest management-Belarus.doc
Extra information On the forestry cycle in the Republic of Belarus	Information on the forest cycle with special attention to the authorities involved, the inter-relation and the required documentation on the different phases, monitoring, evaluation and corrective actions.	Forest management – revised.doc

**Documents received April 2016**

Russian Name	English Name	Short Description
<b>Appeal</b>		
1. График проведения прямых телефонных линий	The schedule of direct telephone lines	2 pages from Belarusian National Institute of standardization and certification's (Gosstandart) site, with information about the schedule of direct telephone lines in 2016.
2. Обращения в Госстандарт	Requests to Gosstandart	2 pages from Belarusian National Institute of standardization and certification's (Gosstandart) site, with information about the rules

		of sending an online request (forms, requirements, cases when requests can be ignored, rules of taking an appeal to answers to requests).
<b>General info</b>		
1. № 15 Фонд ТНПА СТБ 2157	Fund Technical laws and regulations STB 2157	Page from National Fund Technical laws and regulations of Belarus Republic with STB 2157-2016 (short description and message that full text of Standard is available at informational system "Standart"). The date of Standard's coming into force - 01.05.2016.
2. Положение о головной организации по стандартизации	Provision about the main (head) organization by standartization	Provision about the republican main organization by forestry standartization from August 1995. It says the 'Belgiproles' is the main (head) organization. "Belstandart" made it valid. It consists of chapters: <ul style="list-style-type: none"> <li>- General Provisions;</li> <li>- Basic Goals of republican main organization by forestry standartization;</li> <li>- Functions of republican main organization by forestry standartization;</li> <li>- Rights and responsibilities of republican main organization by forestry standartization.</li> </ul>
3. Положение об обеспечении независимости процессов	Provision about providing the independence of processes	Provision about providing the independence of processes of developing of technical laws and regulations and certification procedure from 25.03.2015. It was signed by L.K. Birulya (chief engineer). It consists of chapters: <ul style="list-style-type: none"> <li>- Scope of application;</li> <li>- Requirements to developing of technical laws and regulations;</li> <li>- Requirements to providing of free access to developing of technical laws and regulations and to formation of working groups;</li> <li>- Requirements to procedure of Forest Certification.</li> </ul>
4. Положение об управляющем совете ОЛС	Provision about Steering (Governing) Board of Forestry Certification Body	Provision about Steering (Governing) Board of Forestry Certification Body from 7.12.2015. Signed by Belgiproles' director V.V. Radyukevich, 7th edition. Chapters: <ul style="list-style-type: none"> <li>- Functions of Steering Board;</li> <li>- Responsibility of Steering Board;</li> <li>- Structure and line-up of Steering Board;</li> <li>- The order of working of Steering Board.</li> </ul>
5. Уведомления Госстандарт	Notifications Gosstandart	3 pages from Belarusian National Institute of standardization and certification's (Gosstandart) site, with information about rules of providing of notifications about developing of Technical laws and regulations and code numbers for different types of production.
<b>Group certification</b>		
-	Forest management group certificate	Conformity certificate №BY/112 08.01.075.00088. Date of registration: 3.05.2013. Date of confirmation: 3.05.2016. Valid to: 3.05.2019. Certificate certifies that system of forest management at enterprises "Vitebski Leshoz" and "Surazhski Leshoz" (parts of Vitebsk's state forestry production enterprise) conforms to requirements of STB 1708-2006. Appendix 1 consist of list of state forestry enterprises (2: "Vitebski Leshoz" and "Surazhski Leshoz") with addresses. Document has a

		signature of V.V. Radyukevich, who is the director of accredited Certification Body 'Belgiproles' .
-	Products certificate	Conformity certificate №BY/112 08.02.075.00771 (valid from 01.05.2016 to 01.04.2021) that certifies that production of National Forestry Institution "Vitebski Leshoz" was certified on grounds of origin in accordance with requirements of STB 2157-2016 (PEFC ST 2002:2013). 'Belgiproles' served as Certification Body. Appendix 1 consist of list of 13 kinds of Belgiproles' production.
ТКП 5.1.16-2014	Technical code of common practice 5.1.16-2014	The basic provisions of National system of confirmation of conformity of Republic Belarus (System of Forest Certification). Developed by 'Belgiproles' . Approved and came into force by decision №14 of Gosstandart from 11.08.2014. Chapters: - Scope of application; - Normative references; - Definitions and abbreviations; - General provisions; - Organizational structure, functions and responsibilities of Forest Certification System; - The procedure of Forest Certification; - Payment for Forest Certification; - Complaints and appeals; - Appendix A (normative) Requirements to group in case of group certification; - Bibliography.
<b>STB 2157 standard setting proces</b>		
1. № 1 Письмо о переводе СТБ П в СТБ 2157	№ 1 А letter about adaptation (transition/transformation) STB P to STB 2157	A letter (№05/437 from 7.04.2014) to: - Ministry of Forestry; - Concern "Bellesbumprom"; - Belarusian National Institute of standardization and certification; - Forest Institute of National Academy of Sciences of Belarus ; - Republican unitary enterprise "Belgosles"; - Republican Association of Forest Certification (RALS) ; - Public Corporation (ОАО) "Minskprojectmebel"; - State forest production associations in Brest; - State forest production associations in Vitebsk; - State forest production associations in Gomel; - State forest production associations in Grodno; - State forest production associations in Minsk; - State forest production associations in Mogilev; - Republican committee of Belarusian Union of Forest workers, - which proposes to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015). It was asked to provide remarks and comments till 01.07.2014. Has a signature of Director M.M.Dudko.
2. № 3 Заявка в	№3 Request to Gosstandart	Proposal-request to Gosstandart for STB 2157 №05-10/909 from

Госстандарт на СТБ 2157	for STB 2157	07.08.2014. Documents that Belgiproles sent are Proposal-request to State Plan of Standartization for 2014 year (1 page) and Feasibility study (3 pages). Document has a signature of Belgiproles' Acting Director V.V. Radyukevich and Feasibility study has a signature of him and of Belgiproles' Main Engineer L.K. Birulya.
3. № 4 Сводка отзывов СТБ П 2157	Summary of reviews for STB P 2157	The answers from: - Ministry of Forestry; (№ 04-2-25/1237 from 11.08.2014) - Concern "Bellesbumprom"(№ 10-13/ 448 from 30.06.2014) - State forest production associations in Vitebsk (№ 09-02-09/328 from 20.06.2014); - State forest production associations in Gomel (№ 03-3-08 from 10.06.2014); - State forest production associations in Grodno (№ 07-04-03 from 16.06.2014); - State forest production associations in Minsk (№ 1635 from 26.06.2014); - State forest production associations in Mogilev (№ 7-1-6/289), - don't have any remarks. Republican Association of Forest Certification (RALS) (№ 02-3 or 10.07.2014) proposed in developing of final version of State Standard to take into account requirements of PEFC ST 2002:2013 "Chain of Custody of Forest Based Products – Requirements". Document has a signature of Belgiproles' director V.V. Radyukevich.
4. № 5 СТБ 2157 ОП Выписка из протокола ТС на согласование	№5 STB 2157 Final Edition Extract from the protocol of Technical Committee for approval	Extract from the protocol of Session of Belgiproles's Technical Committee (№7 from 31.07.2014). Chairman: L.K. Birulya (chief engineer). Secretary: A. Yu. Vol'skis. It was decided to send the final edition STP 2157 FE (PEFC ST 2002:2013) on approval to: - Ministry of Forestry; - Concern "Bellesbumprom"; -- Republican unitary enterprise "Belgosles"; - Republican Association of Forest Certification (RALS) ; - Public Corporation (OAO) "Minskprojectmebel"; - State forest production associations in Brest; - State forest production associations in Vitebsk; - State forest production associations in Gomel; - State forest production associations in Grodno; - State forest production associations in Minsk; - State forest production associations in Mogilev; - Republican committee of Belarusian Union of Forest workers; - Unitary enterprise "Bellesexport". Also was decided to put the project of Final Edition of STP 2157 FE (PEFC ST 2002:2013) on Belgiproles' site for free access. Document has a signature of chairman L.K. Birulya.
5. № 6 СТБ 2157 ОП	№ 6 STP 2157 FE (Final	A letter (№05-09/907 from 7.08.2014) to:

<p>Письмо на отзывы</p>	<p>Edition) Letter for reviews</p>	<ul style="list-style-type: none"> <li>- Ministry of Forestry;</li> <li>- Concern "Bellesbumprom";</li> <li>- Republican unitary enterprise "Belgosles";</li> <li>- Republican Association of Forest Certification (RALS) ;</li> <li>- Public Corporation (OAO) "Minskprojectmebel";</li> <li>- State forest production associations in Brest;</li> <li>- State forest production associations in Vitebsk;</li> <li>- State forest production associations in Gomel;</li> <li>- State forest production associations in Grodno;</li> <li>- State forest production associations in Minsk;</li> <li>- State forest production associations in Mogilev;</li> <li>- Republican committee of Belarusian Union of Forest workers;</li> <li>- Unitary enterprise "Bellesexport", - with project of final edition of STP P 2157 FE (PEFC ST 2002:2013) "Identification of forest production on grounds of origin. Basic provisions".</li> </ul> <p>It was asked to provide remarks and comments till 10.09.2014. Documents that Belgiproles sent are final edition of STP P 2157 FE (PEFC ST 2002:2013) (41 pages) and Explanatory note to it (3 pages).</p> <p>Document has a signature of Belgiproles' director V.V. Radyukevich.</p>
<p>6. № 7 ОТЗЫВЫ ОП 2157</p>	<p>№ 7 Reviews FE (Final Edition) 2157</p>	<p>The answers from:</p> <ul style="list-style-type: none"> <li>- Ministry of Forestry (№03-1-11/1470 from 16.09.2014);</li> <li>- Concern "Bellesbumprom" (№10-22/626 from 08.09.2014);</li> <li>- Public Corporation (OAO) "Minskprojectmebel" (№1464 from 15.08.2014);</li> <li>- State forest production associations in Grodno (№07-04-03/1135 from 27.08.2014);</li> <li>- State forest production associations in Minsk (№2205 from 29.08.2014);</li> <li>- Unitary enterprise "Bellesexport" (№02/3623 from 25.08.2014).</li> </ul> <p>There are no comments and remarks from anyone.</p>
<p>7. № 8 СТБ 2157 ОП Сводка отзывов ОП</p>	<p>№8 STB 2157 FE Summary of reviews FE</p>	<p>Summary of reviews for final edition of STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" №03-1-11/1470 from 16.09.2014.</p> <p>All enterprises described in p. 6.</p> <p>Document has a signature of Belgiproles' director V.V. Radyukevich.</p>
<p>8. № 9 СТБ 2157 ОП Выписка из протокола ТС на проверку В БелГИСС</p>	<p>№ 9 STB 2157 FE Extract from the protocol of Technical Committee for checking to Belarusian National Institute of standardization and certification (BelGISS)</p>	<p>Extract from the protocol of Session of Belgiproles's Technical Committee (№10 from 31.10.2014).</p> <p>Chairman: L.K. Birulya (chief engineer).</p> <p>Secretary: A. Yu. Vol'skis.</p> <p>It was decided to send the final edition STP 2157 FE (PEFC ST 2002:2013) for checking to Belarusian National Institute of standardization and certification (BelGISS) with aim to send it later for approval to Gosstandart.</p> <p>Document has a signature of chairman L.K. Birulya.</p>
<p>9. № 10 Уведомления СТБ</p>	<p>№10 Notifications STB 2157-2016</p>	<p>Notifications about developing of STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of</p>



2157-2016		origin. Basic provisions" with signature of Belgiproles' Acting Director V.V. Radyukevich (from 5.11.2014). It has description of project and dates of its proposal confirmation (30.11.2014) and enforcement (01.01.2015).
10. № 11 СТБ 2157 ОР на проверку БелГИСС	№11 STB 2157 FE for checking to Belarusian National Institute of standardization and certification (BelGISS)	A letter №05-10/1266 from 06.11.2014 about sending the file of STB 2157 "Identification of forest production on grounds of origin. Basic provisions" for checking to Belarusian National Institute of standardization and certification (BelGISS). Has a signature of Belgiproles' Acting Director V.V. Radyukevich
11. № 12 СТБ 2157ОР Заключение БелГИСС	№12 STB 2157FE Conclusion of BelGISS	The conclusion of BelGISS №14-12.1395 from 20.01.2015 about results of checking of STB 2157. There are also 2 appendixes. First is the conclusion (1 copy on 2 pages), second is file (folder) of standard's project (1 set). It was decided that project should be improved (with 11 remarks).
12. № 13 СТБ 2157 ОР Пояснительная записка	№13 STB 2157 FE Explanatory note	Explanatory note to project of State Standard STB 2157 (PEFC ST 2002:2013) (final edition). Chapters: - Basis for developing of State Standard; - Object and purpose of developing; - Characteristics of object of standartization; - Relations between national standard and other technical laws and regulations; - Sources of information; - Data about copies what were sent for reviews; - Conclusion (proposal decision) about the project of State Standard) - Expected date of introduction the changes into operation (1.01.2016); - Additional data (addresses).
13. № 14 СТБ 2157 ОР Описание дела в БелГИСС	№14 STB 2157 FE inventory list to BelGISS	Inventory list which was sent to BelGISS (22 documents).
14. №2 Предложения по переводу СТБ П в СТБ 2157	№2 Proposals about adaptation (transition/transformation) STB P to STB 2157	The answers from: - Concern "Bellesbumprom" (№10-13/442 from 30.06.2014); - State forest production associations in Vitebsk (№09-02-09/328 from 20.06.2014); - State forest production associations in Gomel (№03-3-08 from 10.06.2014); - State forest production associations in Grodno (№07-04-03 from 16.06.2014); - State forest production associations in Minsk (№1635 from 25.06.2014); - State forest production associations in Mogilev (№7-1-6/289 from 01.07.2014), - which don't have any remarks. Ministry of Forestry (№04-2-25/1237 from 11.08.2014) and Republican Association of Forest Certification (RALS) (№02-3 from 10.07.2014) proposed in developing of final version of State Standard to take into account requirements of PEFC ST 2002:2013 "Chain of Custody of Forest Based Products – Requirements".

<b>STB 1708 amendment 3 standard setting process</b>		
1. № 1 Письма на отзывы изм №3 СТБ1708	Letters for review (opinion) for pilot project (first version) of changing №3 to STB 1708	<p>Letters for review (opinion) for pilot edition (first version) of changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions".</p> <p>First letter has a number 05-13/305, second - 05-12/304 (all from 23.02.2015). It was asked to provide remarks and comments till 01.05.2015.</p> <p>All letters was sent to different Belarusian organizations (Ministry of Forestry, National Enterprise Ecologyinvest", National Institution "Central National Inspection by seed industry, quarantine policy and plant protection", Republican Centre of Hygiene, Epidemiology and Public Health, the Belarusian State Technological University, Union of Forest workers etc. (1st letter); Bellesozashita, State forest production associations in Brest, Gomel, Grodno, Vitebsk, Minsk, Mogilev (2nd letter)).</p> <p>Documents that Belgiproles sent are the Pilot Edition (1 page) and Explanatory note (3 pages).</p> <p>Letters have a signature of Belgiproles' director V.V. Radyukevich.</p>
2. № 1-1 изм № 3 СТБ 1708 пояснит записка ПР 2015	№ 1-1 Changing №3 STB 1708 Explanatory note Project 2015	<p>The explanatory note (3 pages) for pilot edition (first version) of changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions". It consist of chapters:</p> <ul style="list-style-type: none"> <li>- Basis for development of changes to National Standard;</li> <li>- Object and purpose of development;</li> <li>- Characteristics of object of standartization;</li> <li>- Relations between national standard and other technical laws and regulations;</li> <li>- Sources of information;</li> <li>- Data about copies what were sent for reviews;</li> <li>- Expected date of introduction the changes into operation (1.03.2016);</li> <li>- Additional data (addresses).</li> </ul> <p>Document has a signature of Belgiproles' director V.V. Radyukevich.</p>
3. № 1-1 Изменение № 3 СТБ 1708 (ПР)	№ 1-1 Changing № 3 STB 1708 (Project)	<p>Changing № 3 STB 1708 (Project)</p> <p>It proposes to add to article 6.7.2. (after 7th paragraph):</p> <ul style="list-style-type: none"> <li>- ban for usage of pesticides of categories IA and IB (except the cases when nothing other helps);</li> <li>- ban for usage chlorocarbons and other steady organic pollutants;</li> <li>- add a new edition of paragraph 4.14;</li> <li>- add new references to bibliography.</li> </ul> <p>Document has a signature of Belgiproles' director V.V. Radyukevich.</p>
4. № 2 Отзывы на изм №3 СТБ 1708	Reviews for changing №3 STB 1708	<p>Reviews for changing №3 STB 1708.</p> <p>1) Institute of Experimental Botany (06.03.2015, №255-01-15/136) - no comments and suggestions.</p> <p>2) National Enterprise "Ecologyinvest" (05.05.2015, №04-05/292) - no comments and suggestions.</p>

		<p>3) Republican Centre of Hygiene, Epidemiology and Public Health (17.04.2015, №12-04/33) - no comments and suggestions.</p> <p>4) National Institution "Central National Inspection by seed industry, quarantine policy and plant protection" (09.04.2015, №06-15/990) - proposed the changes to paragraphs 1-2 of article 4.14 (to use only registered in Belarus pesticides; their usage rate should conform to regulations for usage).</p> <p>5) Ministry of Forestry (31.03.2015, №03-4-11/498) - proposed to use (in article 4.14) a word "pesticides" instead of "injection" (drugs, preparation) because they have identical meaning.</p> <p>6) State forest production associations in Mogilev (25.04.2015, №5-2-17/250) - proposed the changes to paragraphs 2 of article 4.14 (usage rate should conform to National registry of pesticides which are allowed to use in Belarus).</p> <p>7) State forest production associations in Brest (23.04.2015, №02-23/663) - no comments and suggestions.</p>
5. № 3 Сводка отзывов ПР	№3 Summary of reviews for project	Summary of reviews which were described in "Reviews for changing №3 STB 1708" (all proposals were accepted). Has a signature of Acting Director L.K. Birulya.
6. № 4 выписки из протоколов ТС УП Белгипролес ИЗМ №3 СТБ1708	№ 4 Extracts from the protocol of Session of Belgiproles's Technical Committee for Changing №3 STB 1708	<p>Extracts from the protocol of Session of Belgiproles's Technical Committee for Changing №3 STB 1708 (№14 from 27.02.2015)</p> <p>Chairman: L.K. Birulya (chief engineer).</p> <p>Secretary: A. Yu. Vol'skis.</p> <p>It was decided to send the pilot edition (first version) of changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions" to different organizations of economical, ecological and social spheres (they're briefly described at paragraph 1 of this table). Also was decided to send notification about the start of consideration of changing №3 to STB 1708-2006 to Belarusian National Institute of standardization and certification (for adding it on Gosstandart's site).</p>
7. № 5 Письма на согласование	№ 5 Approval letters	<p>Letters for approval for final edition of changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions".</p> <p>First letter has a number 05-10/1218, second - 05-12/1219 (all from 05.08.2015). It was asked to provide approval till 01.09.2015. The organizations are almost the same as at paragraph 1 of this table (except BGTU, Union of Forest workers and EcologyInvest).</p> <p>Documents that Belgiproles sent are the Final Edition (1 page), Explanatory note (3 pages) and the Summary of reviews (1 page). Letters have a signature of Acting Director L.K. Birulya.</p>
8. № 5-1 Пояснит записка ОР 2015-1	№ 5-1 Explanatory note Final Edition 2015-1	<p>Explanatory note Final Edition 2015-1</p> <p>An explanatory note (3 pages) for final edition of changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions". It consists of chapters:</p> <ul style="list-style-type: none"> <li>- Basis for development of changes to National Standard;</li> <li>- Object and purpose of development;</li> <li>- Characteristics of object of standardization;</li> <li>- Relations between national standard and other technical laws and regulations;</li> </ul>

		<p>- Sources of information;</p> <p>- Data about copies what were sent for reviews;</p> <p>- Expected date of introduction the changes into operation (1.03.2016);</p> <p>- Additional data (addresses).</p> <p>Document has a signature of Belgiproles' director V.V. Radyukevich.</p> <p>What's important: at paragraph 3 (Characteristics of object of standartization) is says that requirements of paragraph 4.14 don't conforms to requirements of PEFC ST1003 (Criterion 2 (5.2.9, 5.2.10), Criterion 6 (5.6.10)). It was decided after 2013-2014 exception review of PEFC Technical Committee.</p> <p>It doesn't say distinctly at changing №3 to STB 1708-2006 if all dangerous pesticides are forbidden and there is no any requirements about existence of mechanism for deciding of disagreement and reacting to complaints about forest management from native population.</p>
9. № 5-2 Изменение № 3 СТБ 1708 (ОП)	№ 5-2 Changing № 3 STB 1708 (Final Edition)	<p>Changing № 3 STB 1708 (Final Edition)</p> <p>It's the same as № 1-1 Changing № 3 STB 1708 (Project) (p.3. in table) but has the changes which was proposed at Reviews for changing №3 STB 1708 (p.4). Also document has a signature of Acting Director L.K. Birulya and a signature of Certification department Chief T. Z. Slobodnik.</p>
10. № 6 изм № 3 СТБ 1708 Согласования	№ 6 Changing № 3 STB 1708 Approvals	<p>Changing № 3 STB 1708 Approvals</p> <ol style="list-style-type: none"> <li>1) Ministry of Forestry (01.09.2015, №03-4-11/1497) - approved without comments.</li> <li>2) Ministry of natural resources &amp; environmental protection (28.08.2015, №10-7-1/2128) - approved with comments .</li> <li>3) Republican Centre of Hygiene, Epidemiology and Public Health (10.08.2015, №16-12-04/7499) - decided that Final Edition conforms to Belarusian Laws about Sanitation-and-epidemiological welfare of population.</li> <li>4) National Institution "Central National Inspection by seed industry, quarantine policy and plant protection" (25.08.2015, №07-12/3097) - approved without comments (but their previous comments were added to article 4.14).</li> <li>5) State forest production associations in Mogilev (25.08.2015, №3-1-19/405) - approved without comments.</li> <li>6) State forest production associations in Vitebsk (19.08.2015, №08-03-06/855) - approved without comments.</li> <li>7) State forest production associations in Grodno (12.10.2015, №1433) - approved without comments.</li> <li>8) State forest production associations in Gomel (01.09.2015, №03-3-08) - approved without comments.</li> <li>9) Republican Association of Forest Certification (RALS) (27.08.2015, №02-3/11) - approved without comments.</li> <li>10) State Agency by forest protecting and monitoring "Bellesozashita" (21.08.2015, №01-05/321) - approved with comments.</li> </ol>
11. № 7 Изм № 3	№7 Summary of reviews for	Summary of reviews which were described in "Changing № 3 STB

СТБ 1708 СВОДКА ОТЗЫВОВ ОР	Final Edition of Changing №3 STB 1708	1708 Approvals " (all proposals were accepted). Has a signature of Acting Director L.K. Birulya.
12. № 8 Изм № 3 СТБ 1708 на проверку в БелГИСС	№ 8 Changing №3 STB 1708 for checking to Belarusian National Institute of standardization and certification	One copy of Changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions" for checking to Belarusian National Institute of standardization and certification with signature of Acting Director L.K. Birulya (29.10.2015, №05-10/1692).
13. № 8-1 Изменение № 3 СТБ 1708 (ОР)-2	№ 8-1 Changing № 3 STB 1708 (Final Edition)-2	Changed version of Changing № 3 STB 1708 (Final Edition) (added new edition of articles 2.7, 4.14 (as it was recommended in reviews), added article 7.7 (about complaints and disagreements) and added new documents in bibliography). Has a signature of Belgiproles' director V.V. Radyukevich and a signature of Certification department Chief T.Z. Slobodnik.
14. Уведомления 1,2	Notifications 1,2	Notifications (from 23.02.2015) about start of developing of Changing № 3 to STB 1708-2006 "Sustainable forest management. Basic provisions" with signature of Belgiproles' director V.V. Radyukevich. It's said in 2nd copy that document was developed on the ground of PEFC ST 1003:2010.
15. Уведомления Госстандарт	Notifications Gosstandart	3 pages from Belarusian National Institute of standardization and certification's site, with information about rules of providing of notifications about developing of Technical laws and regulations and code numbers for different types of production.
16. Уведомление о завершении рассмотрения изм.№ 3 СТБ 1708	Notification about end of consideration of Changing №3 STB	Notification about end of consideration of Changing №3 STB from 08.06.2015 with signature of Belgiproles' director V.V. Radyukevich. Has information where final edition can be gotten and where you can read the summary of reviews.
<b>Documents relating requirements PEFC ST 2003:2012</b>		
Аттестат аккредитации	Accreditation certificate	Copy of original certificate of accreditation; registration number BY/112 075.02 from 30.12.2003 (certificate's valid from 25.04.2014. to 30.12.2015)
Продление аттестата аккредитации	Extension of accreditation certificate	It's an extract from the protocol of session №263 of Technical Accreditation Commission (from 18.12.2015). It was decided to confirm and extend accreditation for 3 more years (from 30.12.2015. to 30.12.2018) after quality re-evaluation. Periodical inspection should be done at IV quarter of 2016).
СТБ 2266 стр 1-14	State standard of the Republic of Belarus 2266 (pages 1-14)	It's national standard of the Republic of Belarus "Experts-auditors: Requirements to professional competence" (official edition). It was put in force at 01.09.2012. (first time in this country). It's consist of usual paragraphs such as "Scope of application", "Normative references", "Terms and definitions", "Basic provisions", "Requirements to professional competence", "Rights and obligations of Experts-auditors".
СТБ 2266-стр 15-17	State standard of the Republic of Belarus 2266 (pages 15-27)	It's the appendix A (normative) for National standard of the Republic of Belarus (list of fields of work of experts-auditors) and the bibliography.

In Annex G and H of this report an overview of comments from the Russian documents above related to STB2157 and STB 1708 can be found.

**Documents received August 2016**

Document	Description	Document name
On review of STB changes and amendments (STB 1358-2002: 'Sustainable Forest Management and Forest Use. Forest Restoration and Afforestation')	Contact moments July 2016 with the Deputy Minister of Forestry and Minister of Forestry ( regarding amendments)	Web-site.doc
Project brief Annex 1 Amendment No. 3 to STB1358-2002	Project brief, start development Amendment No. 3 to STB1358-2002, Starting date of the draft review: 12 May 2016	Annex 1- project brief.PDF-en.doc
Project brief Annex 2 Amendment No. 3 to STB1358-2002	Project brief: stage working draft. Ending date of the draft review: 15 August 2016	Annex 2 Project brief 2.PDF-en.doc
STB 1708, announcement Annex 3.1	Forest Certification Department Date: 18 August 2011 UE 'Belgiproles' started developing state standard of the Republic of Belarus STB "Sustainable Forest Management and Forest Utilization. Terms and definitions". Anticipated date of the start of review of the first edition of the standard – September 1, 2011.	Annex 3.1- om development of standard.PDF-en.doc
STB2157, announcement Annex 3.2	Review of the Standard STB 2157 Date: 10 September 2014 The review of the final version of the State Standard STB 2157 (PEFC ST 2002:2013) "Identification of Forest Based Products by Origin. Basic Requirements" has started.	Annex 3.2 Information on STB 2157-OP.PDF-en.doc
Review STB 1358-2002 started Annex 3.3	STB 1358-2002 review on amendment started 12 July 2016	Annex 3.3 On consideration of amendment 3 to STB 1358.PDF-en.doc
EA assessment preliminary result	Letter No. 01-16/ 3807, 1 July 2016 to Director of UE 'Belgiproles' Mr. V.V. Radyukevich by BSAC (Belarusian State Accreditation Center) "The results of the preliminary assessment are considered to be positive, because the conclusion given was that the National accreditation system of the Republic of Belarus acts in compliance with the set international requirements and rules and regulations. The EA experts recommended to carry out the second stage of the parity assessment to be held in 2017."	On preliminary assessment.pdf-en
Two (2) Amendments on STB2157 (COC)	30 June 2016, 2 amendments: 1) Transparency International (TI) is lower than 50. 2) Inspection program (versus on site inspection)	Amendment to STB 2157-2016.PDF-en
QUESTIONNAIRE on chain of custody of forest based products	QUESTIONNAIRE on chain of custody of forest based products in a forestry for conformity with requirements of STB 2157-2016, PEFC ST 2002:2013	Questionnaire –en.doc
APPLICATION for performance of works on chain of custody (identification by origin) of forest based products	Example of an application for group certification by the Brest State Production Forestry Association (Brest SPFA), 15.06.2016	Sample application for group certification.PDF-en

Comments on Draft report checklist PEFC BY	Checklist of PEFC requirements with comments to explain or question non-conformities in the Draft report	PEFC_Belarus-comments - Draft_Report_ForestSense.doc
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**Documents received October-November 2016**

Document	Description	Document name
Decision of the Final Draft STB2157/OP	Extract from MINUTES No. 7 as of 31.07.2014, Consideration of the final draft of the State Standard STB 2157/OP (PEFC ST 2002: 2013) and making a decision on sending the draft to stakeholders for consideration.	annex №4 STB 2157- minutes - en.doc
Amendment No. 3 to STB 1358-2002	Overview of the process STB 1358-2002 N3, starting review: 12.05.2016, end review draft: unknown	annex 1. Project card -en.doc
Amendment N1 STB 1938-2009	Overview of the process STB 1938-2009 N1, starting review: 28.09.2016, end review draft: 01.12.2016	annex 2 -card of STB 1938 -en.doc
Regulation on ensuring independence (autonomy) of processes of development of technical normative legal acts and procedure of Forest certification.	Translation of 3. Положение об обеспечении независимости процессов (received april 2016), approved 25.03.2015 by Director of UE 'Belgiproles' (signed) V.V. Radyukevich	annex 3_ regulations on independence -en.doc
Amendment No. 3 to STB 1708-2006	Extract from MINUTES No. 14 as of 27.02.2015, Consideration of the draft in its first version of amendment No. 3 to the State Standard STB 1708-2006 and making a decision on sending the draft to stakeholders. Topic: the requirements to use of highly toxic pesticides in forestry, including the ones contained in groups 1A and 1B list of the World Health Organization as well as chlorinated hydrocarbons and pesticides prohibited by the Stockholm Convention of Persistent Organic Pollutants.	annex 4 _ minutes of Belgiproles - amendment №3 STB 1708-en.doc
Proposal for an amendment to STB 2157-2016 (PEFC ST 2002:2013)	Point 6.3.5. Table 2 Column "Indicators", for the risk degree "High" point 6.5.4.1 on site inspection	annex 5- approved amendment to STB 2157 -en.doc
Amendment No. 2 to STB 1582-2005	On Consideration and Review of a Draft Amendment to STB 1582, 10.08.2016 on the Belgiproles website	Belgiproles- web-site -en.doc
Amendment No. 2 to STB 1582-2005	Overview of the process STB 1582-2005 N2, starting review: 08.08.2016, end review draft 01.10.2016	annex 1- card STB 1582 -en.doc
Amendment No. 3 STB 1358-2002	Translation of the STB1358-2002, N3: Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING (English)	изм № 3 В СТБ 1358-en.doc
Amendment No. 1 STB 1938-2009	Translation of STB 1938-2009, N1: SUSTAINABLE FOREST MANAGEMENT AND USE STORAGE OF TURPENTINE Technological Requirements (English)	Изменение 1 СТБ 1938-en.doc
AMENDMENT NO. 3 STB 1358-2002	AMENDMENT NO. 3 STB 1358-2002 Sustainable forest management and forest exploitation. REFORESTATION AND FOREST PLANTING Technological requirements, the same document as изм № 3 В СТБ 1358-en.doc (English)	Изменение № 3 СТБ 1708 (OP)-2-en (1).doc

## General documentation

Description of forest certification system of National Conformity Approval System of the Republic of Belarus for consideration and approval of PEFC Council.

Including e.g.: Checklists, regulations and more relevant information.

- Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document Description of the Scheme, Appendix 2, p 182-191) approved by RAFCS 30-10-2014. [ copy approved document first page: Reg-notify-scan.pdf]
- Regulations on issue of licenses for usage of PEFC logo, approved by RAFCS on 30 October 2014 (Document description of the Scheme, Appendix 12, p 205-220) [ copy approved document first page: Reg-logo-scan.pdf]
- Regulations on complaints and appeals handling, approved by RAFCS on 30 October 2014 (Document description of the Scheme, Appendix 3, p192-195) [ copy approved document first page: Reg-complaints\_scan.pdf]
- Regulations on ensuring balanced representation of all interested parties at elaboration of technical normative and legislative documents in the field of forest certification, complying with PEFC requirements, approved by RAFCS on 30 October 2014 (Document description of the Scheme, Appendix 14, p222-227) [ copy approved document first page: Reg-balance-scan.pdf]

Website of Belarusian State Institute of Standardization and Certification (BelGISS): [www.gosstandart.gov.by](http://www.gosstandart.gov.by), [www.belgiss.org.by](http://www.belgiss.org.by)

Website of the National fund of technical normative legal acts: [www.tnpa.by](http://www.tnpa.by) and standard development: <http://stb.by/Stb/Development.php>

Website of Belgiproles : [www.belgiproles.by](http://www.belgiproles.by)

## 1.9 The assessment team

The following researchers of ForestSense carried out the desk-top study and are responsible for this report:

- Mr. Edmond Muller, MSc (Lead Assessor);
- Mrs. Bea Groenen, BSc and MBA (Assessor procedural requirements, forest management requirements and chain of custody requirements);
- Mr. Rens Hartkamp, PhD (Assessor forest management requirements and chain of custody requirements).

Collectively, the assessors have cooperated closely on all aspects of the conformity assessment. In this report they are referred to as 'the assessors'.



## 2. RECOMMENDATION

The assessors recommend to the PEFC Board that at this moment it cannot support the reendorsement of the revised 'Belarusian forest certification system'.

In total thirteen (13) non-conformities were found during the assessment period.

- |  |   |
|--|---|
| • Standard Setting Process:            | 3 minor non-conformities (process)                      |
| • Sustainable Forest Management (SFM): | 3 minor non-conformities                                |
| • Group certification                  | 1 minor non-conformity                                  |
| • ST 2003:2012 Chain of Custody (CoC)  | 1 major non-conformity and<br>5 minor non-conformities. |

A brief overview of all non-conformities and the proposed amendments can be found in Annex I.

One (1) **major non-conformity** is relating to **ST2003:2012**, Annex 1, requiring that *accreditation bodies are signatories of the Multilateral Recognition Arrangement (MLA) for product certification of IAF or IAF's Regional Accreditation Groups such as European co-operation for Accreditation (EA)*.

RAFCS, accreditation body BSAC (Belarusian State Accreditation Center) is part of the IAF umbrella but is currently still in the process of becoming a IAF MLA signatory, this process continues in 2017. Members of IAF are admitted to the IAF MLA only after a most stringent evaluation of their operations by a peer evaluation team which is charged to ensure that the applicant member complies fully with both the international standards and IAF requirements.

This is a fundamental inconsistency (and major non-conformity) in the 'Belarusian forest certification system' and **requires a PEFC Board decision**.

The latest info received by the assessors relating IAF MLA signatory is a letter from BSAC (Belarusian State Accreditation Center) (No. 01-16/ 3807 by BSAC from 1 July 2016) to Director of UE 'Belgiproles' Mr. V.V. Radyukevich of BSAC: *"The results of the preliminary assessment are considered to be positive, because the conclusion given was that the National accreditation system of the Republic of Belarus acts in compliance with the set international requirements and rules and regulations. The EA experts recommended to carry out the second stage of the parity assessment to be held in 2017."*

In relation to the **standard-setting process**, the assessors identified three (3) non-conformities. However, the assessors conclude that the non-conformities did not negatively influence the standard revision process.

In recommendation, the assessor requires that the other nine (9) non-conformities shall be corrected within 12 months in case the board decides to endorse the Belarusian forest certification system. For these nine (9) non-conformities on **sustainable forest management, group certification and chain of custody**, RAFCS agrees with the findings of the assessors. RAFCS will submit **amendments** in 2017 to solve these non-conformities. The assessors assume that the identified minor non-conformities can be corrected within a timeframe of one year.

### 3. SUMMARY OF THE FINDINGS

#### 3.1 The structure of the Belarusian PEFC System

Certification is considered a voluntary tool where a third independent party provides proof that your operations fulfil certain accepted standards which are established in open processes. The Belarusian PEFC standard is represented by national standards and technical codes, meaning that no separate PEFC certification standard has been developed, which is common practise in many other national PEFC standards.

All forest in Belarus is state-owned. Civil servants managing the forest are obliged to follow the national standards. Roles and practise are described for all actors involved in forest management and ISO-standards are implemented within all organisations. The certification bodies are non-governmental entities assessing the requirements as described in the national standards.

The Belarus PEFC system is based on legislation and normatives: Laws, Regulations, Technical codes of Practice' (TCPs) and State Standards of Belarus (STBs). Due to the complexity of legislation and the complexity of interaction and relations between multiple actors, the boundaries of the legislation and normatives are difficult to establish. The STBs sometimes provide sufficient concrete information on how they are executed, but their execution, enforcement, monitoring and evaluation can also be described in the TCPs.

#### 3.2 The general overview of all organisation involved and the Belarusian PEFC certification System

The following organisations play a key role in developing and implementing the PEFC requirements in Belarus:

1) Belarusian State Accreditation Center (BSAC) is an associated member of the (International Laboratory Accreditation Cooperation (ILAC) and European Accreditation Association EA. BSAC is in the process of being recognised by the EA – the accreditation body has been brought into conformity with the international requirements.

At present, expert assessment of the documents submitted by BSAC is being performed. According to preliminary information the assessment by EA is expected in 2017. Documents provided by RAFCS confirm information from a pre-evaluation visit in January 2016 that BSAC intends to become signatory to the EA Multilateral Agreement (ISO/IEC 17011)

2) The Republican Association of Forest Certification System (RAFCS) is the PEFC National Governing Body of Belarus. For the purpose of national forest certification, RAFCS uses state standards and other normative documents that are adopted by the State Committee of Standardization (also referred to as Gosstandart).

3) Gosstandart is the State Committee of Standardization and carries out the general management of the Conformity Approval System, as well as the coordination of the fulfilment of its tasks in conformity with effective legislation of the Republic of Belarus.

The organisation acts as the National conformity assessment body of the Republic of Belarus (hereinafter referred to as the National Conformity Assessment Body). Certification schemes used in

the Conformity Approval System are based on the schemes adopted in the International Standardization Organization (ISO). BSAC is part of the Gosstandart organisation.

4) The standardization department of the UE Belgiproles' is the developer of the standards of forest certification. UE 'Belgiproles' is appointed by Gosstandart to:

- Execute the development of the standards of forest certification;
- Submit the standards for consideration to the interested parties;
- Consider proposals and comments of all interested parties in development of the standards.

UE 'Belgiproles' is also a certification body. Special measures are in place to secure impartiality.

### 3.3 The standard setting procedures and process

As a National PEFC Governing Body, RAFCS would normally issue the revision of the standards relating PEFC requirements. In Belarus however the standard setting process is carried out by UE 'Belgiproles' (appointed by Gosstandart) and is following the state procedures mostly addressed in TCP 1.2-2004, 'Rules for elaboration of state standards'. In Annex J the flowchart of the standard setting process is provided to clarify this rather complex process.

Usually a countries PEFC standard setting process is been carried out for all national PEFC standards in the same time frame. A revision takes place every five years or is carried out when the international PEFC standard is revised. In Belarus the standard setting process is however a continuous process, where STBs and TCP are continuous developed and revised. Instead the revision is carried out by a working group –which is common for most national PEFC standards-, Gosstandart assigns a developer (appointed person) who is responsible for guarding the revision process, making decisions on alterations and stakeholders to participate.

The initiator in matters relating PEFC requirements is Gosstandart, receiving input from e.g. RAFCS. RAFCS can provide additional information on the scope, related international standards and the stakeholders of the revision or elaboration of the standard by filling out a standard form. A developer from UE 'Belgiproles' is given the responsibility to guide the standard setting process and to process all stakeholder comments and calls for reviews of the draft. A stakeholders working group is not always established; some reviews are carried out by correspondence only. All contributions and the proposed changes are summarised and send to all stakeholders together with revised draft standard.

In Belarus, the standard setting procedures are general procedures that apply to all certification standards developed for the country. Hence, the procedure is not specific for forest management related standards. On a public website everyone can view which standards are being reviewed in the coming period and which developer is responsible. Stakeholders may contact the developer if they are interested to review drafts or like to be involved in the process. The administrative site is very well established as all information processed is being archived and summaries are made public available.

Concerns were raised by one respondent of the assessors survey regarding the Belarusian standard setting process, especially on the role of UE Belgiproles. Therefore the latest standard setting processes were reviewed in great detail for both CoC as well as SFM. The standard process documentation of STB 2157 (CoC) and STB 1708 amendment 3 (SFM) has been provided by RAFCS in Russian. Annex G and H gives an overview of these standard setting processes in English. After assessing these two standard setting processes no evidence found of the alleged bias of the developer as suggested in the survey.

The assessors found no non-conformities relating to the Standard Setting Procedure requirements.

The Standard Setting Process did not comply on three (3) PEFC requirements. These are clarified below.

**THREE (3) NON-CONFORMITIES related to PEFC ST 1001:2010 (process):**

**1) PEFC ST 1001:2010 requirement 4.4b:** *“4.4 The working group/committee shall:*

*b) have balanced representation and decision-making by stakeholder categories relevant to the subject matter and geographical scope of the standard where single concerned interests shall not dominate nor be dominated in the process”.*

**Comment by the assessors:** In both assessed standard setting processes (STB 1708, SFM and STB2157, Coc) NGO representatives were not personally invited to participate. These processes concern minor revisions of the standard. In the past 5 years, when the initial standard was developed, NGO's have been invited and participated.

A selected group of NGO's could have been given a written notification, encouraging them one more time to send comments. This would have proven that RAFCS made an effort to create a balanced representation of stakeholders. On 30 October 2014, RAFCS approved regulations on ensuring balanced representation of all interested parties at elaboration of technical normative and legislative documents in the field of forest certification, complying with PEFC requirements. These regulations should enhance participation of all stakeholders involved, including NGO's.

This is considered a minor non-conformity.

**2) PEFC ST 1001:2010 requirement 5.2:** *“The standardising body shall identify disadvantaged and key stakeholders. The standardising body shall address the constraints of their participation and proactively seek their participation and contribution in the standard-setting activity.*

**Comment by the assessors:** In both assessed standard setting processes NGOs were not invited to participate (regarding the minor revisions of the standard). NGO's may lack professional knowledge of legislation as expected by the developer<sup>3</sup>, however their participation in the standard setting process is required. On 30 October 2014 RAFCS approved regulations on ensuring balanced representation of all interested parties at elaboration of technical normative and legislative documents in the field of forest certification, complying with PEFC requirements. These regulations should enhance participation of all stakeholders involved.

This is regarded as a minor non-conformity, as NGO's occasionally were invited to participate in the standard setting process.

**3) PEFC ST 1001:2010 requirement 5.4:** *“5.4 The standardising body shall review the standard-setting process based on comments received from the public announcement and establish a working group/committee or adjust the composition of an already existing working group/committee based on received nominations. The acceptance and refusal of nominations shall be justifiable in relation to the requirements for balanced representation of the working group/committee and resources available for the standard-setting”.*

<sup>3</sup> The representative of Belgiproles (not RAFCS) is acting as a PEFC working group and in charge of inviting participants to the Belarusian process of standard development. This organisation is managing the different stakeholder comments and iterations and implementing the proposed changes to the documents. A separate working group was established only when major changes or a new standard was developed.

**Comment by the assessors:** For the revisions of STB2157 (main standard relating CoC) and STB 1708 N3 (Amendment on the main standard relating SFM) that lead to adaptation of existing legal acts no working group is in place to review and discuss comments.

Common practice in Belarus is not to install a working group, but to let the developer<sup>4</sup> adapt the standard. He sends notifications and a working draft to the stakeholders and processes the received stakeholder comments. All comments were registered, and the process was traceable.

The assessors consider this a minor non-conformity. This has been the method used by the Belarus government since RAFCS joined PEFC. However, participation of a working group is a required aspect within the standard setting process.

### 3.4 The Sustainable Forest Management Certification Standard

Forest management is carried out as established in the Forest Code of the Republic of Belarus (last adapted in 2000). Recently a new Forest Code was approved by the Law of the Republic of Belarus № 332-3 (dated 24.12.2015) and will come in force a year after the date of promulgation. The current assessment does not consider this new legislation. The legal status of the SFM related norms provided for this assessment are always topped by "laws". The main SFM standard (STB 1708) is not referred to in any legislation at the moment.

The main difficulty related to the SFM requirements was the division of essential aspects of forest planning over a number of separate government organisations (inventory, regional/state forest planning, forest owner-specific forest use planning, forest operations and regeneration, and law enforcement). The main standard relating to PEFC SFM requirements (STB 1708-2006, 'Sustainable forest management and forest utilization. Basic provisions.' and related official productions) states that several organisations carry responsibility for essential aspects of forest management in Belarus.

To provide more clarity in the complex interaction between organisations in SFM, RAFCS submitted a description of the methods for complying with the stated SFM requirements. They also included an overview of the responsibilities of the main organisations active in Belarusian forestry, as well as additional information on the management of the forestry cycle in the Republic of Belarus with the different organisations involved. These documents (forest management Belarus.doc, and Forest management revised.doc) give a clear overview on the system of SFM in Belarus.

The Belarusian forest certification system did not comply on three (3) PEFC requirements. The non-conformities are clarified below.

#### THREE (3) NON-CONFORMITIES related to PEFC ST 1003:2010:

**1) PEFC ST 1003:2010 requirement 5.1.11a:** *"Conversion of forests to other types of land use, including conversion of primary forests to forest plantations, shall not occur unless in justified circumstances where the conversion: a) is in compliance with national and regional policy and legislation relevant for land use and forest management and is a result of national or regional land-use planning governed by a governmental or other official authority including consultation with materially and directly interested persons and organizations"*

<sup>4</sup> The representative of Belgiproles (not RAFCS) is acting as a PEFC working group and in charge of inviting participants to the Belarusian process of standard development. This organisation is managing the different stakeholder comments and iterations and implementing the proposed changes to the documents. A separate working group was established only when major changes or a new standard was developed.

**Comment by the assessors:** In the quote below, “Interested services” is an incorrect translation for “all stakeholders”.

STB 1708-2006 (incl. Amendments N1 and N2) Appendix A “This is carried out in accordance with the state policy, based on the effective legislation and when it includes consultations with all interested services;”

The English version of STB 1708 requires an update to “all stakeholders”. This is also suggested by RAFCS. With the proposed change in place, this requirement would comply.

This is considered a minor non-conformity.

**2) PEFC ST 1003:2010 requirement 5.1.11c:** *“Conversion of forests to other types of land use, including conversion of primary forests to forest plantations, shall not occur unless in justified circumstances where the conversion: c) does not have negative impacts on threatened (including vulnerable, rare or endangered) forest ecosystems, culturally and socially significant areas, important habitats of threatened species or other protected areas; and”*

**Comment by the assessors:** The Belarusian PEFC standard does not include all aspects: reference is missing to “culturally and socially significant areas, important habitats of threatened species or other protected areas”.

**Comment by RAFCS:** *“It was agreed and adopted, amendments will be introduced in 2016-2017”*

This requirement will comply when the proposed amendment No. 3 to the State Standard STB 1358-2002 comes in force.

This is considered a minor non-conformity.

**3) PEFC ST 1003:2010 requirement 5.2.10:** *“Pesticides, such as chlorinated hydrocarbons whose derivatives remain biologically active and accumulate in the food chain beyond their intended use, and any pesticides banned by international agreement, shall be prohibited.”*

**Comment by the assessors:** In STB1938-2009, (turpentine storage) “Table 1 Dichlorethylphosphonovaleric acid and its derivatives (hydrel) are mentioned as legal stimulants for turpentine output.”

**Comment by RAFCS:** According to RAFCS an Amendment to prohibit use of this substance in STB1938-2009 is being developed.

After the proposed amendments are in place, The Belarusian forest certification system complies with the requirements of PEFC ST 1003:2010.

This is considered a minor non-conformity.

### 3.5 Group certification model

Group certification can be Forest Management or Chain of Custody related.

The participants of the group have a signed agreement with the group head/group management and with RAFCS. One non-conformity was found for group certification that is clarified below.

**ONE (1) NON-CONFORMITY** related to PEFC ST 1002:2010:

**1) PEFC ST 1002:2010** requirement 4.1.2: *“In cases where a forest certification scheme allows an individual forest owner to be covered by additional group or individual forest management certifications, the scheme shall ensure that non-conformity by the forest owner identified under one forest management certification is addressed in any other forest management certification that covers the forest owner.”*

**Comment by the assessors:** Insufficient proof on compliance with this criteria was provided by RAFCS.

**Comment by RAFCS:** *“In 2016-2017 the following amendment will be made to the TCP 5.1.16: “4.23.3 In case of several national and/or international forest certification systems, legal forest entity that has individual or group certificate on forest management and chain of custody issued within one forest certification system, can participate in group or individual certification under other forest certification system. In this case, non-conformities identified against requirements of one forest certification system should be considered in the process of certification within the frames of any other forest certification system where this legal entity is a participant.”*

**Comment by the assessors:**

PEFC Requirement 4.1.2 only covers multiple certifications (group(s) and individual) within the group certification of PEFC. No evidence found in the amendment of TCP 5.1.16 that multiple certifications for an individual forest owner is prevented. If this is intentional, the requirement 4.1.2 needs to be ensured but the wording of the proposed amendment needs to be adapted.

This is considered a minor non-conformity.

### 3.6 Chain of custody standard(s)

STB2157-2016 is compatible with PEFC ST 2002:2013, Chain of Custody of Forest Based Products - Requirements. STB2157 was translated into Russian, all reviewed texts have been aligned with present legislation and normatives and later re-translated into English. The original English text was not always consulted. This results in a situation that the PEFC ST 2002:2013 requirements are almost fully adapted, but the wording is different.

The development of the standard was completed November 2014.

The Belarus system of CoC fully complies with PEFC requirements.

### 3.7 Logo Usage

Regulations to comply with PEFC GD 1004:2009, 'Administration of PEFC scheme' chapter 6 and 8 on logo usage were approved by RAFCS in October 2014. RAFCS fully complies with PEFC requirements on logo usage.

### 3.8 Certification and accreditation procedures on forest management

Both requirements of Annex 6, 'Certification and Accreditation Procedures' and PEFC ST 2003:2012, 'Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard' were assessed. In total 6 non-conformities of PEFC ST 2003:2012 requirements are presented.

During the assessment of PEFC ST 2003:2012, one (1) major non-conformity was found. For this non-conformity a decision by the PEFC Board is required. This non-conformity is clarified below.

One (1) **major non-conformity** is relating to **ST2003:2012, 'Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard'**.

**1) PEFC ST 2003:2012 requirement Annex 1, "Accreditation bodies are signatories of the Multilateral Recognition Arrangement (MLA) for product certification of IAF or IAF's Regional Accreditation Groups such as European co-operation for Accreditation (EA)."**

RAFCS, accreditation body BSAC (Belarusian State Accreditation Center) is part of the IAF umbrella but is currently still in the process of becoming a IAF MLA signatory.

Members of IAF are admitted to the IAF MLA only after a most stringent evaluation of their operations by a peer evaluation team which is charged to ensure that the applicant member complies fully with both the international standards and IAF requirements.

An assessment of the documents submitted by BSAC is being performed to become signatory to the EA Multilateral Agreement (ISO/IEC 17025), this process continues in 2017.

This is a fundamental inconsistency (and major non-conformity) in the 'Belarusian forest certification system' and **requires a PEFC Board decision.**

This is considered a major non-conformity.

**FIVE (5) MINOR NON-CONFORMITIES related to PEFC ST 2003:2012, 'Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard'**

**1) PEFC ST 2003:2012 requirement 5.2.5:** "Audit experience: For a first qualification of an auditor, the certification body shall ensure that the auditor within the last three years has performed chain of custody audits for at least four organisations under the leadership of a qualified auditor. The number of chain of custody audits in training can be reduced by two (2) audits for auditors that are qualified for ISO 9001 or 14001 auditing in the sector of forest based and related industries. For maintaining the qualification of the auditor, the certification body shall ensure that the auditor has performed a minimum of five (5) external audits per year including at least two (2) chain of custody audits where the sum of these audits should cover at least seven (7) man-day of audit work."

**Comment by the assessors:** No information or reference was provided on the minimum man-days of audit work required for CoC certification. RAFCS agreed to propose an amendment to changes the numbers of man-days of audit works.

This is considered a minor non-conformity.

**2) PEFC ST 2003:2012 requirement 8.2:** "The client organisation, as a minimum, shall provide for products covered by the chain of custody, the following information relating to the application of the optional requirements of the chain of custody standard:

- a) chain of custody method (chapter 4 and 5)
- b) method of calculation of the certification percentage (clause 5.3.4)
- c) transfer of certification percentage to output products (clause 5.4)
- d) applied definition of the origin (Appendix 1), and
- e) intended application of the PEFC Logo usage rules."

A questionnaire was provided to request the information from the client organisation: QUESTIONNAIRE on chain of custody of forest based products in a forestry for conformity with requirements of STB 2157-2016 PEFC ST 2002:2013: 'Chain of Custody of Forest Based Products. Basic Requirements' (Questionnaire -en.doc).



**Comment by the assessors:** No reference was provided on the following subsections of this requirement:

PEFCC requirement 8.2 b) method of calculation of the certification percentage (clause 5.3.4)

PEFCC requirement 8.2 c) transfer of certification percentage to output products (clause 5.4)

**Comment by RAFCS:** *"The questionnaire will be update based on the standard STB 2157. With the new questionnaire in place PEFC BY complies with PEFCC requirement"*

NOTE: This requirement could be re-assessed when the revised version of the questionnaire comes into force.

This is considered a minor non-conformity.

**3) PEFC ST 2003:2012 requirement 10.2.2:** *"In determining the audit time, the certification body should consider among other things, the following aspects:*

*a) the requirements of the chain of custody standard,*

*b) size and complexity of the client organisation's operation, number of product types and product lines covered by the production batch(es) and their unity,*

*c) extent of supplies that could create a high risk of procurement of raw material from controversial sources,*

*d) extent of PEFC Logo labelling activities,*

*e) any outsourcing of any activities included in the scope of the chain of custody standard,*

*f) the results of any prior audits, including those of client organisation's management systems,*

*g) number of sites and multi-site considerations."*

**Comment by the assessors:** Insufficient evidence was provided on the following subsection of this requirement: *10.2.2 c) extent of supplies that could create a high risk of procurement of raw material from controversial sources.*

**Comment by RAFCS:** *"In the Republic of Belarus since 1.07.2016 z. STB ISO/IEC17021-1:2015 IDT has come into force, and the Gosstandart will introduce amendments to the documents on the National conformity confirmation system of the Republic of Belarus and respectively, the documents of the Forest certification system of the Republic of Belarus. In amendments to TCP 5.4.02 the requirements for determining time for audits when certifying the chain of custody of forest based products will be specified."*

**Comment by the assessors:** Gosstandart is in charge of the standard setting process of all certification standards in Belarus. It is common practice to propose amendments after a standard comes into force. This to align the 'new' standard with all legislation.

This requirement could be re-assessed when the amendments to TCP 5.4.02 come in force.

This is considered a minor non-conformity.

**4) PEFC ST 2003:2012 requirement 11.3:** *"11.3 If the certification criteria differ for individual products/product groups, the definition described in 11.2 shall be made separately for each product/product group."*

**Comment by the assessors:** No evidence was provided on reporting on each product/product group, if certification criteria differ. This is an explicit requirement on the method of reporting. Mainly because in STB2157 no specifics on reporting are described, the assessors conclude a statement is missing that requires reporting for each product/product group, if certification criteria differ.

This is considered a minor non-conformity.

**5) PEFC ST 2003:2012 requirement 13.1.4:** *"13.1.4 The minimum time for the surveillance and re-certification audit is the same as for the initial audit defined in 10.2.1 and 10.2.2."*

**Comment by the assessors:** No explicit evidence was provided on the timeframes related to the surveillance, and the re-certification audit (only a timeframe was provided to a 'Basic Duration').

**Comment by RAFCS:** *"In the Republic of Belarus since 1.07.2016 z. STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and the Gosstandart will introduce amendments to the documents on the National conformity confirmation system of the Republic of Belarus and respectively, the documents of the Forest certification system of the Republic of Belarus. In amendments to TCP 5.4.02 the requirements for determining time for audits when certifying the chain of custody of forest based products will be specified."*

NOTE: This requirement could be re-assessed after the amendments to TCP 5.4.02 come in force.

This is considered a minor non-conformity.

### 3.9 Complaints and dispute resolution procedures

The fact that the PEFC standards of Belarus are part of the legislation also affects the complaints and disputes procedures. According to the 'Law of technical rate setting and standardization legal regulations', the procedure of complaints and disputes settlement could not be a subject of standardization. Complaints and disputes consideration are governed by the Law 'On public and legal persons appeals'.

Appeal law: The procedure on complaints and disputes is governed by the Belarus Law No 300-3' of July 18, 2011 'On public and legal persons appeals (document available in English).

Gosstandart: Appeal rules standard setting committee is given by the Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs (document available in English).

RAFCS: Regulations on complaints and appeals handling, approved by RAFCS on 30 October 2014 (Document description of the Scheme, Appendix 3, p192-195)

**Observation by the assessors:** In the Regulations on complaints and appeals handling, approved by RAFCS on 30 October 2014 (Document description of the Scheme, Appendix 3, p192-195) clause "2.3. Costs related to submission and investigation of complaints and appeals shall be covered by complainant or appellant." The appeal process currently states that costs made by RAFCS are also paid by the complainant, this could include wages, administrative costs, etc... this is not the intention of the appeal process.

### 3.10 Any other aspects affecting functionality, credibility and efficiency of PEFC BY

The boundaries of the PEFC BY are difficult to establish. The PEFC standard of Belarus is not developed as a separate PEFC standard, but is segregated into national standards and technical codes, the Belarusian PEFC standard is complex to assess. Due to its segregation into national legislation, one should be familiar with almost all national forest legislation of Belarus to ensure that national legislation does not contradict with PEFC requirements. Furthermore, many governmental entities are involved in handling procedures that are relevant for PEFC certification and the standard

setting process. UE Belgiproles, Gosstandart, RAFCS, BSAC, etc. taking roles and responsibilities in separate parts of the process and each using different domains of national legislation. This create a huge complexity of interactions between institutes and responsibilities divided among them.

In Belarus, it is common practice to develop and adapt standards but not by establishing Working Groups. This is not obliged in the standard setting procedures of Belarus. Participants involved in the review or revision submit their comments to the developer of UE Belgiproles. The developer of a standard notifies relevant stakeholders. Stakeholders also have the opportunity to apply to become a participant in the review. All planned standard revisions of the coming year can be found on the Gosstandart website.

Instead of a working group, the developer processes the comments received in the draft version of the standard. In this construction, awareness should be raised for participation of disadvantaged stakeholders. For example, in the two amendments that were assessed, NGO's were not invited to the minor revisions of STB 1708 and STB2157 (Annex G and H) while NGO's have been invited in previous revisions in the past 5 years.

The impartiality of the certification body (ISO 17065: Conformity assessment -- Requirements for bodies certifying products, processes and services) is at risk by the participation in and approval of the composition of the Forest Council of the Ministry of Forestry. The Forest council of the certification body makes the decision on issuing the certificate of conformity. The Ministry of Forestry is also forest-owner and the controlling body on forest legislation. (additional information can be found in Chapter 11).

## 4. GENERAL STRUCTURE OF THE FOREST CERTIFICATION SYSTEM OF THE REPUBLIC OF BELARUS

### 4.1 General overview of the structure of RAFCS and organisations related to PEFC forest certification in Belarus.

The structure of organisations involved in forest certification and the interrelations between the different organisations are complex. The different organisations involved, their activities and their relations can be found illustrated below.

**RAFCS** is the PEFC National Governing Body of Belarus. It is a non-profit organization; it is the association uniting parties interested in improvement of quality of forest management, forest utilization and forest resources; expansion of export possibilities and the increase of competitiveness of forest products, produced by local enterprises; it also unites organizations which are authorized for forest management by the state, enterprises of forest industry, research organizations and training institutions, and non-governmental public organizations.

The Association supports objectives and principles stated in the Statute of International Organization "Programme for the Endorsement of Forest Certification Schemes (PEFC Council).

Objectives of the Association are:

- coordination, development and future implementation of forest certification;
- facilitation of achievement of the goals and implementation of the main tasks of forest certification in the Republic of Belarus;
- integration of the Republic of Belarus into Pan-European forest certification system through inclusion into the membership of PEFC Council;
- representation of the national forest certification system in the PEFC Council.

Governing bodies of the Association are:

- the Assembly of members of the Association;
- the Supervisory Board and the Executive Director.

The Assembly of members of the Association is the highest body of the Association. More than 110 institutions and organizations are members of the RAFCS.

RAFCS is the holder of the PEFC logo and is responsible for resolution of all disputes arising from the PEFC requirements.

For the purpose of a national forest certification system RAFCS uses state standards and other normative documents that are adopted by the State Committee of Standardization (hereinafter Gosstandart).

**Gosstandart:** State Committee of Standardization carries out the general management of the Conformity Approval System, arrangement and coordination of work for fulfilment of its purposes and tasks in conformity with the effective legislation of the Republic of Belarus.

The organisation acts as the National conformity assessment body of the Republic of Belarus (hereinafter referred to as the National Conformity Assessment Body). Certification schemes used in the Conformity Approval System are based on the schemes adopted in the International Standardization Organization (ISO).

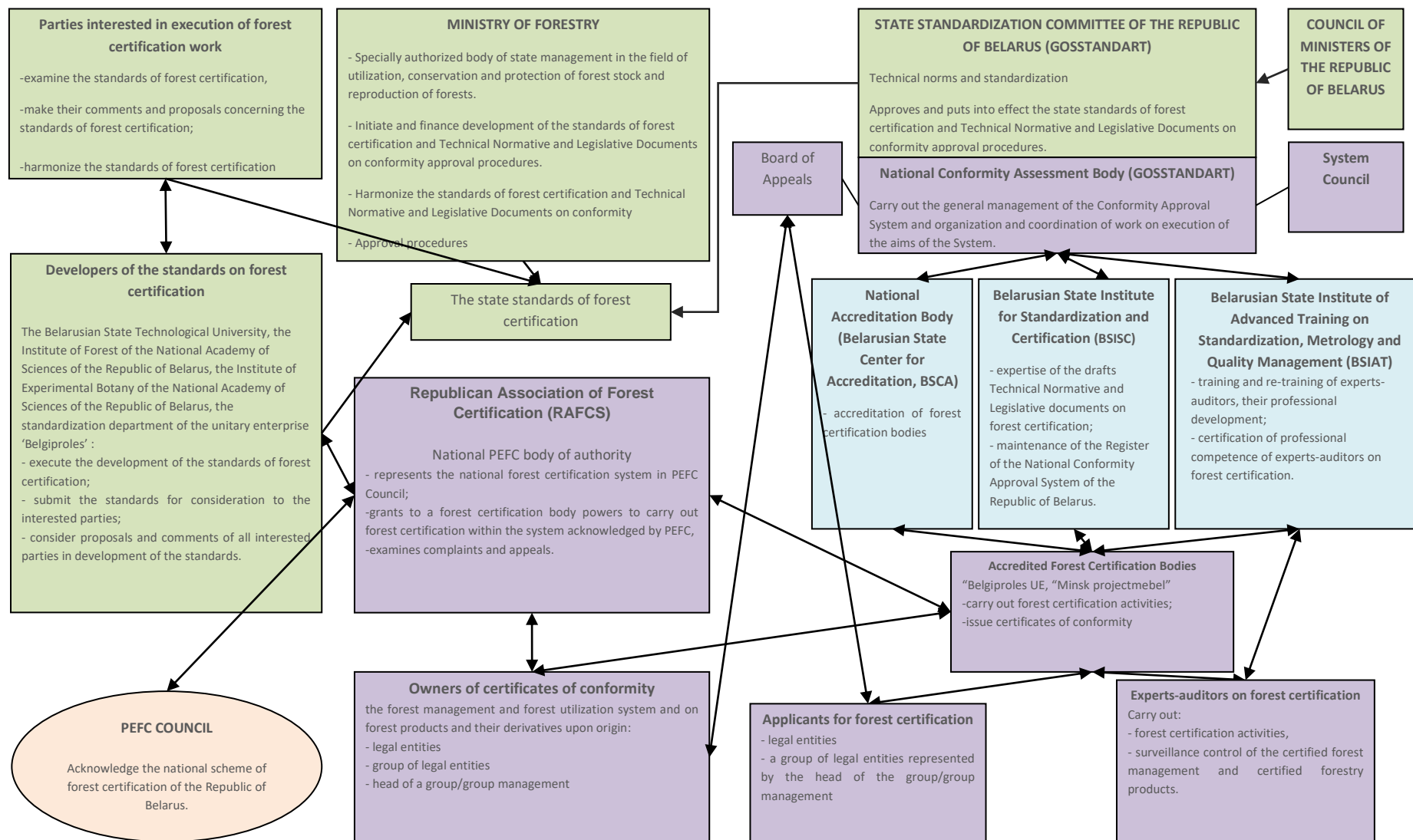
The Statute of the State Committee for Standardization of the Republic of Belarus Approved by the decree of the Council of Ministers of the Republic of Belarus 31.07.2006 No 981, explains the function of this organization in more detail.

**BSAC:** Belarusian State Accreditation Centre is responsible for accreditation of forest certification bodies. They are the National Accreditation Body of the Republic of Belarus. BSAC is an associate member of ILAC and EA. BSAC is in the process of being recognised by the European co-operation for Accreditation (EA). In November 2014, an application was submitted for performing parity assessment by EA to enable signing a recognition agreement, including the fields of management system, product and personnel certification. At present, expert assessment of the documents submitted by BSAC is being performed. According to preliminary information the assessment by EA is expected in 2017.

In the document "Description of the scheme", provided by RAFCS, more information on the organisations and their responsibilities has been provided.

## Organizational structure of the Forest Certification System of the Republic of Belarus

(source: Description of the scheme- Belarus 2015.doc and other standards and legislation)



## 4.2 General structure of PEFC BY

Certification is considered a voluntary tool where a third independent party gives a proof that your operations fulfil certain accepted standards which are established in open processes. In Belarus the requirements to comply with PEFC certification are embedded in legislative documents. All forest is state-owned therefore civil servants managing the forest are obliged to follow the national standards. Roles and practise are described and ISO-standards are implemented within all governmental organisations. The certification bodies are non-governmental entities assessing the requirements as described in their national standards. Not complying with the PEFC requirements is also not complying with legislation.

The Belarus PEFC system is based on legislation and normatives: Laws, Regulations, Technical codes of Practice' (TCPs) and State Standards of Belarus (STBs). The boundaries of the legislation and normatives are difficult to establish. The STBs sometimes provide sufficient concrete information on how they are executed, but the execution, monitoring and evaluation can also be described in the TCPs.

The name of the normatives (e.g STB 1708-2006 or TCP 5.1.02-2012 (03220)) are constructed as follows:

- The first letters are referring to the type of document: STB or TCP.
- The number before the hyphen ('-') is a unique sequence of numbers to identify the normative, related documents are numbered in the same series.
- The last 4 letters are referring to the year the standard was adapted or elaborated.
- The TCPs also have added (03220 or 04100) in brackets. The 03220 TCPs are general normatives that could be applied in many areas, while 04100 are forest-related.

The large amount of STBs and TCPs relating to all aspects of the different PEFC standards could be overwhelming. In the list below each PEFC standard is shown with their main normatives. In these normatives there are references to other STBs or TCPs, these additional document names can be found in chapter 1.8.

### The Standard Setting Process:

- TCP 1.2-2004 (04100): 'System of technical norms and standardization of the Republic of Belarus. Rules for elaboration of state standards'

### Sustainable Forest Management:

- STB 1708-2006: 'Sustainable forest management and forest utilization. Basic provisions.'

### Chain of Custody:

- STB 2157-2016: 'Identification of forest products upon origin. Basic requirements.'

### Accreditation certification bodies:

- TCP 50.10-2011: 'National Accreditation System of the Republic of Belarus. Accreditation procedure.'

- STB 2371 – 2014: 'Forest certification experts-auditors. Requirements to professional competence'
- GOST ISO/IEC 17065-2013 (ISO/IEC 17065:2012,IDT) Conformity assessment. Requirements to bodies carrying out product, process and service certification.
- GOST ISO/IEC 17021-2013 (ISO/IEC 17021:2011,IDT) Conformity assessment. Requirements to bodies carrying out audit and certification of management systems.

**Certification, Group certification and logo usage:**

- TCP 5.1.05-2012: (COC) 'National conformity approval system of the Republic of Belarus. Management systems certification. Basic provisions.'
- TCP 5.4.02-2005(04100) National conformity approval system of the Republic of Belarus. Forest certification system. Procedure on forest certification;
- TCP 5.1.16-2014: 'National conformity approval system of the Republic of Belarus. Forest certification system. Basic provisions'
- STB 2370-2014 Forest certification mark. Labeling requirements (valid since 01.12.2015 instead of TCP 5.4.04-2005).

In the past years, several Normatives have been completely modified to comply with the PEFC standards. The most important ones are:

- The elaboration of STB2157, related to COC, and adapted from PEFC ST 2002:2013 is the major change in the Belarus PEFC certification system;
- The normative STB 1708, related to SFM, provides the criterions, requirements and indicators in a similar way as the sustainable forest management standard PEFC ST 1003:2010. STB 1708 is however adapted to the local conditions and national legislation;
- Standard setting process: TCP 1.2-2004 (04100): 'System of technical norms and standardization of the Republic of Belarus. Rules for elaboration of state standards', two (2) amendments were approved in 2013.

All other normatives related to PEFC BY are set out in chapter 1.8. The documents are also categorized per topic in Chapter 5-12.



## 5. STANDARD SETTING PROCESS

The standard setting is made according to national legislation. This process is rather different in comparison to other national PEFC standards. The draft state standards are developed by a fixed group of people (the developers of the standards).

The developers of the standards of forest certification are the Belarusian State Technological University, the Institute of Forest of the National Academy of Sciences of the Republic of Belarus, the Institute of Experimental Botany of the National Academy of Sciences of the Republic of Belarus, the standardization department of the unitary enterprise 'Belgiproles' (also certification body).

Their role is to:

- 1) Execute the development of the standards of forest certification;
- 2) Submit the standards for consideration to the interested parties;
- 3) Consider proposals and comments of all interested parties in development of the standards

The list of organizations viewed as interested parties vary in relation with the subject of the technical code.

There are five (5) different stages of technical code development according to Belarus legislation.

1) Preparation for the technical article development: Official start of the development ends with the publication in official periodical published editions and allocation on the official site on the Internet of a notification about technical article project development beginning. This is mainly the responsibility of Gosstandart.

2) Technical article working project development: Notification about working project development composition and establishing a Working Group if necessary, with main responsibility under the developers.

3) Technical article project final version development: The developers compose the final version of the Technical article for consideration with Working Group with an interest in the technical control and standardization subjects. If needed conciliatory consultation holding can be carried out.

4) Technical article adoption: Documents preparation for the technical article project adoption in the Council of Ministers of the Republic of Belarus by Gosstandart and adaptation by the Council of Ministers of the Republic of Belarus.

5) Technical article state registration: Publication in official periodical published editions and allocation on the official websites of the information about the registered technical article, the Council of Ministers of the Republic of Belarus provision, the date of implementation, etc... is carried out by Gosstandart.

The Procedure of elaboration of the state standards of the Republic of Belarus can be found in a flowchart in Annex J. (According to TCP 1.2 with regard for amendment № 2, source: Description of the scheme).

The Normatives involved in Standard Setting are precise and practical. All documents related to Applications, Notifications, Summaries and Approvals are detailed described with forms in the appendixes of these Normatives.

The Normatives related to Standard setting are not specific in addressing the balanced representation of stakeholders in the working group during the development of a standard/TCP. In October 2014 RAFCS approved regulations on the balanced representation during the standard setting process.

The document "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC» was approved by RAFCS on 30 October 2014.

These regulations should be embedded into the standard setting procedure of PEFC related Normatives and legislation.

**Comment by RAFCS:** *"At the development of state standards of forest management and exploitation systems related to PEFC certification, the developer is entitled to observe 'Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC endorsed by RAFCS.(...) The authorized body, which carries out examination, verifies if all received recalls and remarks are taken into account by developer."*

**Standard Setting Proces:**

The alterations on the normative related to forest management certification and COC certification are not clustered during one period. On the contrary, checking, introducing amendments and revising Technical Normative Legislative Documents occurs all year round.

UE 'Belgiproles' as developer confirmed the following technical normative legislative documents were executed in the period from 2008 to 2013:

STB 1625-2006 Sustainable forest management and forest utilization. Collateral forest utilization. Technological requirements.

STB 1627-2006 Sustainable forest management and forest utilization. Requirements to forest motor roads.

STB 1681-2006 Sustainable forest management and forest utilization. Forest management. General requirements.

STB 1688-2006 Sustainable forest management and forest utilization. Requirements to forestry projecting

STB 1709-2006 Sustainable forest management and forest utilization. Forest seed growing. Basic provisions.

STB 1754-2006 Sustainable forest management and forest utilization. Growing of forest planting stock in open soil. General requirements.

The checking of the following technical normative and legislative documents will be executed in 2015:

STB 1715-2006 Sustainable forest management and forest utilization. Requirements to organization and management of forestry in forests used for recreation.

STB 1862 -2009 Sustainable forest management and forest utilization. Harvesting of secondary forest resources. Technological requirements.

STB 1938-2009 Sustainable forest management and forest utilization. Harvesting of turpentine. Technological requirements.

UE 'Belgiproles' in the period from 2008 to 2013 introduced the following amendments to the following technical normative and legislative documents of the forest certification system:

STB 1342-2002 Sustainable forest management and forest utilization. Wood-cutting machinery. General technical requirements. Amendment № 1, approved in 2008, Amendment № 2, approved in 2010.

STB 1358-2002 Sustainable forest management and forest utilization. Afforestation and reforestation. Technological requirements. Amendment № 1, approved in 2008, Amendment № 2 approved in 2011.

STB 1359-2002 Sustainable forest management and forest utilization. Requirements to forest-protection measures. Amendment № 1, approved in 2008, Amendment № 2 approved in 2011.

STB 1360-2002 Sustainable forest management and forest utilization. Main use felling. Technological requirements. Amendment № 1, approved in 2006, Amendment № 2, approved in 2008, Amendment № 3, approved in 2011.

STB 1361-2002 Sustainable forest management and forest utilization. Looking after forest felling. Technological requirements. Amendment № 1, approved in 2007, Amendment № 2, approved in 2011.

STB 1582-2005 Sustainable forest management and forest utilization. Requirements to forest-protection measures. Amendment № 1, approved in 2011.

STB 1592-2005 Sustainable forest management and forest utilization. Forestry machinery. General technical requirements. Amendment № 1, approved in 2011.

STB 1708-2006 Sustainable forest management and forest utilization. Basic provisions. Amendment № 1, approved in 2010, Amendment № 2, approved in 2013.

UE 'Belgiproles' executed the revision of the following technical normative legislative documents in the period from 2008 to 2013:

TCP 5.1.16-2008(03220) National conformity approval system of the Republic of Belarus. Forest certification system. Basic provisions.

TCP 5.4.02-2005 (04100) National conformity approval system of the Republic of Belarus. Forest certification system. Procedure of the forest certification.

TCP 5.4.04-2005(04100) National conformity approval system of the Republic of Belarus. Forest certification system. Rules of labeling of forest products and their derivatives with the forest certification mark.

TCP 5.4.05-2005(04100) National conformity approval system of the Republic of Belarus. Forest certification system. Procedure for certification of forest certification experts-auditors.

As a result:

TCP 5.1.16-2008(03220) was substituted for TCP 5.1.16-2014 (03220) National conformity approval system of the Republic of Belarus. Forest certification system. Basic provisions.

TCP 5.4.04-2005(04100) was substituted for STB 2370-2014 Forest certification mark. Labeling requirements.

TCP 5.4.05-2005(04100) was substituted for STB 2371-2014 Forest certification experts-auditors. Requirements to professional competence.

In the description of the scheme appendix details on the process, participants, timeframes of the normatives can be found.

The two main standards STB2157 (COC) and STB 1708 (SFM) have been adapted and revised during the past 5 years. In Annex E and F and in G and H of this report an overview of participants in SFM and COC standard settings and their comments can be found respectively.

The stakeholder list contains the name and organization of each person involved in the checking, reviewing and introducing of amendments of normative in the past 5 years. The survey by ForestSense was sent to all persons involved.

The assessors did not identify non-conformities at the level of the standard setting procedures and conclude that PEFC BY conforms to PEFC ST 1001:2010 requirements.

Considering the standard setting process, three (3) minor non-conformities were identified. The assessors conclude PEFC BY does not conform to PEFC ST 1001:2010. Annex A, chapter 14, PART I: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR STANDARD SETTING (PEFC ST 1001:2010) provides more information on the assessment results.

The three non-conformities related to the standard setting process are specified as:

### **THREE (3) NON-CONFORMITIES relating to PEFC ST1001:2010**

#### **1.**

PEFC ST 1001:2010 requirement 4.4b: *“4.4 The working group/committee shall: b) have balanced representation and decision-making by stakeholder categories relevant to the subject matter and geographical scope of the standard where single concerned interests shall not dominate nor be dominated in the process”*

The present list of organisations involved in the standard setting process provides a balanced representation (contact details received can be found in Annex D) .

The Stakeholder survey raises some concerns. The lists of participants stated in STB 2157 and Amendment 3 of STB 1708 are shorter than the overall stakeholder list provided. The public organizations and mass media organizations seem to be missing upon review.

**Comment by RAFCS:** *“As for the organizations having participated in the development of STB 2157, we would like to inform that this standard had been earlier approved as the preliminary standard STB P 2157-2012, then it was officially published and has been in force since 01.01.2013. The procedure of development of STB 2157 was focused on development of the final version.*

*The draft of the final version was uploaded on the website of the UE ‘Belgiproles’*

*[www.belgiproles.by](http://www.belgiproles.by).*

*The working group is formed with taking into account the applications from stakeholders (organizations and individuals) with drawing up of a list of the organizations, which will receive a draft for comments and consideration (i.e. list of the members of the working group).*

*If there are no applications after a posting on the Gosstandart website, the draft developer works with the organizations, which are continuously and actively involved in activities related to the development of the technical legal acts and possessing the required competence in issues under consideration, and they become members of the working group.*

*The working group includes representatives from all administrative regions of Belarus, who are competent in issues of the standard under consideration. The group reviews all comments with no priority given to individual interests.*

*After uploading the final version of STB 2157 on the website there were no applications from NGOs and public (civil society) organizations and their representatives.*

*The list of organizations involved in the review included those organizations which expressed interest in this standard and which are competent in this field."*

*As for mass media, their function is to inform about drafts, development of legal acts, and, when required, to organize a discussion. The UE 'Belgiproles' permanently cooperates with the "Belorusskaya lesnaya gazeta" (Belarusian Forest Newspaper) and the journal "Lesnoye i okhotnichye khozyaystvo" (Forestry and Hunting Sector) on the relevant issues.*

*As for the direct review of standard drafts we consider it to be a priority to ensure competence of the discussion participants on the issues under consideration, and mass media are unlikely to ensure it.*

*The list of stakeholders (interested parties) provided to the assessors is definitely larger than the list of the organizations participating in setting (developing) and review of a specific standard because not all the indicated parties are interested in specific standards, and not all of them are competent in the issues (fields) under consideration.*

*It is necessary to add that the organization that had expressed its concern has initially either ignored the standards sent to it for review or comments, or it gave proposals confronting the legislation of the Republic of Belarus, norms of forest management, i.e. they were not always competent but insisted on their vision without taking into account the opinions expressed by other participants."*

In both standard setting processes (STB2157 and STB 1708) there are organizations involved from different categories (an overview is given in Annex F and G of this report), for example a trade union a research institute, and the Ministry of Forestry. NGO's are however are not represented. The developer did invite state related organizations and enterprises that are competent in ecological and environmental issues.

The developer has the decision-making power on handling the comments and uses his discretion to invite stakeholders to participate. Regarding STB2157 and ST1708 all comments received by the developer of the standard were taken into account, and mostly adapted into the new version of the standard (if not violating other legislation).

#### **MINOR NON-CONFORMITY**

In both standard setting processes NGO's were not invited to participate in these minor revisions of the standard. In the past, when the initial standard was developed as well as documents and other TCP's, NGO's were invited.

The assessors understand the difficulty to influence the composition of the participants by RAFCS. A selected group of NGO's could, however, have been given a notification, to give them an extra opportunity to send comments. This would have given a more balanced opportunity for representation.

## **2.**

**PEFC ST 1001:2010 requirement 5.2:** *"The standardising body shall identify disadvantaged and key stakeholders. The standardising body shall address the constraints of their participation and proactively seek their participation and contribution in the standard-setting activities."*

**Comment by RAFCS:** *Stage 1. For informing on the forthcoming standard development of all stakeholders, the website of the Gosstandart [www.gosstandart.gov .by](http://www.gosstandart.gov.by) at the end of the current year or at the beginning of the following year posts the Plan of State Standardization (the State Standardization Plan - PSS) for the following year. Currently the PSS for 2016 with amendments and changes is posted on the Gosstandart website. The development of proposals for the Plan of State Standardization for 2017 is ongoing.*

*Stage 2. As to identify and involve in the standard development of all stakeholders in compliance with TCP 1.8 – 2008 the website of the Gosstandart posts on its website a notification on the beginning of a technical legal act draft development (annex 1).*

*Stage 3. Taking into account all received comments and proposals from stakeholders (organizations and individuals) a list of organizations is drafted where the draft will be sent for review and comments (i.e. a list of members of the working group).*

*If there are no any applications after a posting on the Gosstandart website the legal act developer works with those organizations which cooperate permanently and actively in development of technical legal acts and possess the required competences on the issues under consideration, and these people become members of the working group. Then the drafts of standards developed are sent for consideration to the members of the working group.*

*Also the website of Gosstandart posts notifications on the respective stages of development of the standard (notifications of development of a draft of a state standard, notification of the end of consideration of the state standard, annexes 1 and 2).*

**Comment by the assessors:** No evidence was provided to the assessors on proactively seeking stakeholders in the presented documentation.

The survey mentions that the NGO "BirdLife Belarus" was not always involved in the process. It remained unclear why not all organisations were invited on the stakeholder list, as provided by RAFCS. The list includes actively participating organisations over the past 5 years . It also stayed unclear, if amendments or reviews took place. Is a new list being prepared, which also invites other stakeholders not yet involved in the process?"

**Comment by RAFCS:** "1. Note: After uploading notifications about development of normative acts, the developer of TCP and STBs on sustainable forest management and forest certification was not applied to by non-governmental and public (civil society) organizations, neither by any other forestry organizations.

2. When the first draft of the technical normative legal act has been developed a notification on standard development is uploaded on Gosstandart website (Annex 2). At the same time the first draft of the technical regulation (technical normative legal act) is uploaded with an explanatory note.

Working groups are formed from among organizations (representatives of organizations), which/ who have sent their comments, proposals and replies. The organizations, which have not responded to the invitation to review a standard, participate in the further development of the standard at the developer's discretion.

3. The procedure of uploading a notification on completion of the review with uploaded final version of the standard, lists of comments and replies, the explanatory note is the same.

Thus, invitation to participate in standard setting (standard development) and access to the first and final versions of the standard for review of all stakeholders (interested parties) are ensured.

Information uploading procedure: the Gosstandart website [www.gosstandart.gov.by](http://www.gosstandart.gov.by) →home→ technical regulations and standadization →development of technical normative legal acts →notification on the process of development of the technical normative legal acts."

4. As for the organizations having participated in development of STB 2157, we would like to inform again that this standard had been earlier approved as the preliminary standard STB P 2157 -2012, then it was officially published and has been in force since 01.01.2013. The procedure of development of STB 2157 was focused on development of the final version.

5. The draft of the final version was uploaded on the website of the UE 'Belgiproles' [www.belgiproles.by](http://www.belgiproles.by), (Annex 3), where it is still available in the section of News Archive.

Information about developing the final version was published in the "Belorusskaya lesnaya gazeta" (Belarusian Forest Newspaper) in 2014.

After uploading the final version of STB 2157 on the website there were no applications from NGOs and public (civil society) organizations and their representatives sent to the developer or to RAFCS.

The list of organizations involved in the review included those organizations which expressed interest in this standard and which are competent in this field. As for the direct review of standard drafts we consider it to be a priority to ensure competence of the discussion participants on the issues under consideration, and mass media are unlikely to ensure it.

6. The list of stakeholders (interested parties) provided to the assessors is definitely larger than the list of the organizations participating in setting (developing) and review of a specific standard because not all the indicated parties are interested in specific standards, and not all of them are competent in the issues (fields) under consideration.

7. The expressed unsubstantiated concern is a subjective factor and cannot be a reason for stating a non-conformity. It is necessary to add that the public organization "Okhrana ptits Belarusi" (Protection of Birds of Belarus) that had expressed its concern has initially either ignored the standards sent to it for review or comments, or it gave proposals confronting the legislation of the Republic of Belarus, norms of forest management, i.e. they were not always competent but insisted on their vision without taking into account the opinions expressed by other participants."

During the survey, concerns were expressed that stakeholders not directly involved in Forest Management were not given the opportunity to participate (actively).

**Comment by RAFCS:** "It is necessary to add that the public organization "Okhrana ptits Belarusi" (Protection of Birds of Belarus) that had expressed its concern has initially either ignored the standards sent to it for review or comments, or it gave proposals confronting the legislation of the Republic of Belarus, norms of forest management, i.e. they were not always competent but insisted on their vision without taking into account the opinions expressed by other participants.

The public organization "Okhrana ptits Belarusi" (Protection of Birds of Belarus) has its own contacts and acquaintances in RAFCS, State Forest Management Administration, Ministry of Forestry, forestries, UE 'Belgiproles', etc., so if it had had a desire to cooperate on development of forest certification in the Republic of Belarus in conformity to PEFC scheme, there would have been no problems. The public organization "Okhrana ptits Belarusi" (Protection of Birds of Belarus) purposefully prevents development of the forest certification in Belarus according to PEFC scheme, because it supports forest certification according to FSC scheme."

Another concern expressed during the survey was the lack of involvement of stakeholders during the development of the new Forest Code (law).

Note by the assessors: The new Forest Code is not part of this current assessment.

**Comment by RAFCS:** "It is necessary to note that there are different normative legal acts, which include, first of all, the Forest Code of the Republic of Belarus as well as other legal acts in forest management, environmental protection, etc. from technical normative legal acts, which include state standards, technical codes of practices, etc. These documents are of different status and they have different procedures of development, review and adoption (approval). Adoption and assessment of the national normative legal acts are not within the powers and competences of RAFCS and PO "Okhrana ptits Belarusi" (Protection of Birds of Belarus) and the assessors. The adopted laws are executed but not discussed."

#### **MINOR NON-CONFORMITY**

In both standard setting processes NGO's were not invited to participate (regarding the minor revisions of the standard). In the past, when the initial standard documents (STB's) were developed, other TCP's, the NGO's were invited.

The assessors understand the difficulty to influence the composition of the participants by RAFCS. NGO's may lack professional knowledge of legislation as expected by the developer in the current process, however their participations in the standard setting process is considered important. This is regarded as a minor non-conformity, as evidence advocates that NGO's occasionally did get invitations to participate in the standard setting process.

### 3.

**PEFC ST 1001:2010 requirement 5.4:** *“5.4 The standardising body shall review the standard-setting process based on comments received from the public announcement and establish a working group/committee or adjust the composition of an already existing working group/committee based on received nominations. The acceptance and refusal of nominations shall be justifiable in relation to the requirements for balanced representation of the working group/committee and resources available for the standard-setting.”*

Considering the assessed revisions of STB2157 and STB 1708 N3, no working groups were established. However, stakeholders were invited to review the standards and present their comments to the developer. All comments received were reviewed and most of them were taken into account in the standard by the developer (an overview by the assessors is given in Annex F and G of this report).

**Comment by RAFCS:** *“1. As to inform all stakeholders (interested parties) according to TCP 1.8 – 2008 a notification on development of a technical normative legal act or regulation is uploaded on Gosstandart website (Annex 1). With taking into consideration all applications (appeals) submitted by interested organizations and individuals, a list of organizations is formed where a draft is sent for a review and response. As a rule, a developer has a list of organizations actively cooperating with it in drafting a technical normative legal act, possessing the required competence in the issues under consideration, and the developer take this list as a basis.*

*Note: After uploading notifications about development of normative acts, the developer of TCP and STBs on sustainable forest management and forest certification was not applied to by non-governmental and public (civil society) organizations, neither by any other forestry organizations.*

*2. When the first draft of the technical normative legal act has been developed a notification on standard development is uploaded on Gosstandart website (Annex 2). At the same time the first draft of the technical regulation (technical normative legal act) is uploaded with an explanatory note. Working groups are formed from among organizations (representatives of organizations), which/who have sent their comments, proposals and replies. The organizations, which have not responded to the invitation to review a standard, and therefore considering themselves not interested in the development of the standard, participate in the further development of the standard at the developer’s discretion.”*

#### **MINOR NON CONFORMITY**

For the revisions of STB2157 and STB 1708 N3 that lead to adaptation of existing legal acts no working group is in place to review and discuss comments. Common practice is not to install a working group, but to let the developer adapt the standard. He will send notifications and a working draft to the stakeholders and process the comments received from stakeholders. All comments are registered, and the process is traceable.

The assessors consider this a minor non-conformity, It is the method used by the Belarus government since they joined PEFC. However, participation of a working group is a required aspect within the standard setting process.



## 6. FOREST MANAGEMENT STANDARD

### Structure of the documentation

Forest management is carried out as established in the Forest Code, adapted in 2000. Recently a new Forest Code of the Republic of Belarus was approved by the Law of the Republic of Belarus № 332-3 dated 24.12.2015 and will be enacted a year after the date of promulgation. The current assessment does not consider this new legislation.

The criteria on Sustainable Forest Management are stated in different normative documents. The main document is STB 1708-2006, "Sustainable forest management and Forest utilization, Basic provisions".

This document refers to all the different normatives involved in forest management in Belarus, and in the Appendix, contains a list with indicators relevant for certification purposes. To identify compliance with these indicators, there is often is reference to other normatives and relevant documents.

The following Belarusian standard documents are related to sustainable forest management (as listed in 1.8)

<b>STB 1342-2002</b>	Sustainable forest management and forest utilization. Wood-cutting machinery. General technical requirements.
<b>STB 1358-2002</b>	Sustainable forest management and forest utilization. Afforestation and reforestation. Technological requirements.
<b>STB 1359-2002</b>	Sustainable forest management and forest utilization. Requirements to forest-protection measures.
<b>STB 1360-2002</b>	Sustainable forest management and forest utilization. Main use felling. Technological requirements.
<b>STB 1361-2002</b>	Sustainable forest management and forest utilization. Looking after forest felling. Technological requirements.
<b>STB 1582-2005</b>	Sustainable forest management and forest utilization. Requirements to forest-protection measures.
<b>STB 1592-2005</b>	Sustainable forest management and forest utilization. Forestry machinery. General technical requirements.
<b>STB 1625-2006</b>	Sustainable forest management and forest utilization. Collateral forest utilization. Technological requirements.
<b>STB 1627-2006</b>	Sustainable forest management and forest utilization. Requirements to forest motor roads.
<b>STB 1681-2006</b>	Sustainable forest management and forest utilization. Forest management. General requirements.
<b>STB 1688-2006</b>	Sustainable forest management and forest utilization. Requirements to forestry projecting.
<b>STB 1708-2006</b>	Sustainable forest management and forest utilization. Basic provisions.

<b>STB 1709-2006</b>	Sustainable forest management and forest utilization. Forest seed growing. Basic provisions.
<b>STB 1715-2006</b>	Sustainable forest management and forest utilization. Requirements to organization and management of forestry in forests used for recreation.
<b>STB 1754-2006</b>	Sustainable forest management and forest utilization. Growing of forest planting stock in open soil. General requirements.
<b>STB 1862 -2009</b>	Sustainable forest management and forest utilization. Harvesting of secondary forest resources. Technological requirements.
<b>STB 1938-2009</b>	Sustainable forest management and forest utilization. Harvesting of turpentine. Technological requirements.

In the past years, three (3) amendments on STB 1708-2006 were realized, in order for Belarus to comply with PEFC's standards. The amendments took into consideration the requirements of the international standards adopted in 2010 by PEFC Council.

The 'technical' site of forestry is very well documented, e.g. forest regeneration gives clear directions on natural reforestation, species selection, etc. The same can be said about harvesting, felling, etc...

The main issue related to the SFM requirements was the division of essential aspects of forest planning over government organisations (inventory, regional/state forest planning, forest owner-specific forest use planning, forest operations and regeneration, and law enforcement). During the review of STB 1708-2006 (and related official productions) a large number of documents and managing authorities are mentioned. Several organisations carry responsibility for essential aspects of forest management in Belarus. In other words, the SFM requirements, mentioned in the provided documentation apply to several organisations, which have an active role in Belarusian forestry. Information on which entities are responsible for which requirements was absent and could not be provided in writing quickly. RAFCS developed a description on the methods of complying with the stated SFM requirements, including an overview of the responsibilities of the main organisations active in Belarusian forestry related to the Forest management cycle.

During the conformity assessment of PEFC BY against the requirements of PEFC ST 1003 2010, the assessment team found three (3) non-conformities.

### **THREE (3) NON-CONFORMITIES relating to PEFC ST1003:2010**

#### **1.**

**PEFC ST 1003:2010 requirement 5.1.11a:** *"Conversion of forests to other types of land use, including conversion of primary forests to forest plantations, shall not occur unless in justified circumstances where the conversion: a) is in compliance with national and regional policy and legislation relevant for land use and forest management and is a result of national or regional land-use planning governed by a governmental or other official authority including consultation with materially and directly interested persons and organisations; and*

STB 1708-2006 (incl. Amendments N1 and N2) Appendix A

*"This is carried out in accordance with the state policy, based on the effective legislation and when it includes consultations with all interested services;"*

**Comment by RAFCS:** Requirements of indicator 1.17, paragraph 2 : *“ is carried out according to the state policy, is based on the legislation in force and includes consultations with all stakeholders (interested parties);”*

*The notion “with all stakeholders (interested parties)” is expressed in accordance with the rules of the Russian language and covers all categories of stakeholders – organizations, services, legal entities and individuals, etc., the detailed list of all types of stakeholders is unreasonable because the stakeholders can change.”*

#### **MINOR NON-CONFORMITY**

“interested services” is an incorrect translation for “all stakeholders”. The English version of STB 1708-2006 requires an update in the text as suggested by RAFCS. With the proposed change in place, this requirement would comply.

#### **2.**

**PEFC ST 1003:2010 requirement 5.1.11c:** *“Conversion of forests to other types of land use, including conversion of primary forests to forest plantations, shall not occur unless in justified circumstances where the conversion: c) does not have negative impacts on threatened (including vulnerable, rare or endangered) forest ecosystems, culturally and socially significant areas, important habitats of threatened species or other protected areas; and”*

STB 1708-2006 (incl. Amendments N1 and N2) Appendix A  
*“1.19 Design of forest cultures”*

*Requirement:” Forest cultures shall be designed with the account of habitat conditions, with the use of seeding materials of the local origin by preferring the seeding material having the improved hereditary base*

*Identification:” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements”*

**Comment by RAFCS:** *“It was agreed and adopted, amendments will be introduced in 2016-2017”*

#### **MINOR NON-CONFORMITY**

Does not include all aspects: missing reference to “culturally and socially significant areas, important habitats of threatened species or other protected areas” This requirement will however comply when implementing the proposed amendment.

#### **3.**

**PEFC ST 1003:2010 requirement 5.2.10:** *“Pesticides, such as chlorinated hydrocarbons whose derivatives remain biologically active and accumulate in the food chain beyond their intended use, and any pesticides banned by international agreement, shall be prohibited.”*

STB 1708-2006, (incl. Amendment N3) clause 6.7.2: *“– prohibition to use pesticides included according to their degree of danger in categories IA and IB in compliance with [38] , except for cases when other effective means are absent;*

*– prohibition to use chlorinated hydrocarbons and other persistent organic pollutants in compliance with [39] (Stockholm Convention on persistent organic pollutants (Signed in Stockholm on 22.05.2001))”*

STB 1708 (incl. amendment N3) Appendix D 4.14 Preparations (pesticides) used for control of the number of pests and forest diseases \*

*Requirement:” For performance of liquidating and protecting processions only preparations and pesticides shall be used which are registered by the State Commission for Testing and Registering*

*Chemical and Biological Means for Protection of Plants, Growth Regulators and Fertilizers as per agreement with the Ministry of Health Care permitted for use in the Republic of Belarus.*

*Pesticides consumption standards shall comply with the manufacturer's instructions. Work with pesticides shall be carried out by the specially trained personnel along with application of appropriate equipment and individual protecting means.*

*Usage of pesticides included by the World Health Organization according to their degree of danger in categories IA and IB is not allowed except for cases when other effective means are absent.*

*Usage of chlorinated hydrocarbons and other prohibited persistent organic pollutants, derivatives of which keep biological activity and are accumulated in food chain, which is not provided for by the purpose of their usage, is not allowed. "*

*Identification:" As per STB 1359 (STB1359--2002 Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION), [38] Directions of the World Health Organization on classification of pesticides according to their degree of danger, 1996. And [39] Stockholm Convention on persistent organic pollutants (Signed in Stockholm on 22.05.2001)*

*"\*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard."*

In STB1938-2009, (turpentine storage) *"Table 1 Dichlorethylphosphonovaleric acid and its derivatives (hydrel) is mentioned as a permitted stimulator for turpentine output."*

**Comment by RAFCS:** *"We do not agree upon the stated non-conformity: 1. Unproven assumption cannot be classified as a non-conformity. In the standard dichlorethylphosphonovaleric acid and its derivatives (hydrel) are recommended as an excipient used for activation of non-aggressive stimulators of turpentine output. 2. During audits we have not found application of dichlorethylphosphonovaleric acid and its derivatives (hydrel) in turpentine outputs. "Currently amendment No. 1 is being developed in STB 1938-2009 "Sustainable Forest Use and Management. Storage of Turpentine. Technological Requirements", where use of dichlorethylphosphonovaleric acid and its derivatives (hydrel) are described."*

#### **MINOR NON-CONFORMITY**

Dichlorethylphosphonovaleric acid can be used in the forest (STB1938-2009).

According to RAFCS an Amendment to prohibit use of this substance in STB1938-2009 is being developed and the expected date of the amendment's approval is 31 March 2017.

**Observation by the assessors:** The following remark is not considered a non-conformity but attention should be paid to translations.

In the translated version of STB2018-2006, section 4.43: *"Use of forest fund sections for recreation: Use of plants entered to the Red Book of the Republic of Belarus for commercial purposes."* The identification method in the last column is related to animals, should be plants.

## 7. GROUP CERTIFICATION MODEL

Group certification can be Forest Management or Chain of Custody related. It is strictly voluntary not all forests are subject to group certification.

Basic provisions of group certification are given in TCP 5.1.16. In Annex A of this document the requirements to the group in case of a group certification are presented:

- A.1. Rights and obligations of the group members.
- A2. Duties and responsibilities of the group management .
- A3. The duties and responsibilities of the group members.

The term Chain of Custody is not used explicitly, but is it referred to as: 'forest based products and their derivative products by origin manufactured by a group of organizations'

Some specific group certification practices are:

- The participants of the group have an agreement signed with the group head/group management and with RAFCS.
- The term "group certification" is equivalent to the term "regional forest certification". The regional forest certification shall be deemed the group forest certification within geographical boundaries.
- In case of a group certification within the borders of administrative-territorial units, the group members are the legal entities (106 local forest organisation managing the forest fund of the different Ministries) united within any district or region. The group must represent at least 50% of the forest land of such district or region, etc...

During the conformity assessment of PEFC BY against the requirements stated in PEFC ST 1002:2010 'Standard and System Requirement Checklist for Group Forest Management Certification' (based on PEFC IGD 1007-01-2012) the assessors found one (1) minor non-conformity.

**One (1) minor non-conformity** relates to PEFC ST 1002:2010, Group Forest Management Certification – Requirements, 4.1.2:

1.

**PEFC ST 1002:2010 requirement 4.1.2:** *"In cases where a forest certification allows an individual forest owner to be covered by additional group or individual forest management certifications, the scheme shall ensure that non-conformity by the forest owner identified under one forest management certification is addressed in any other forest management certification that covers the forest owner."*

TCP 5.1.16, clause 4.23.3: *"If there exists more than one national forest certification system, a legal entity which is engaged in forestry and is a holder of an individual or group certificate of conformity for the forest management and forest use system, forest based products and their derivative products by origin issued according to any one forest certification system may additionally participate in the group or individual certification according to another forest certification system. Should this be the case, any non-conformities with the requirements of any one forest certification system detected in such entity's business environment must be taken into account for the certification according to any other forest certification system wherein such legal entity participates."*

**Comment by RAFCS:** *"In 2016-2017 the following amendment will be made to the TCP 5.1.16: "4.23.3 In case of several national and/or international forest certification systems, legal forest entity that has individual or group certificate on forest management and chain of custody issued within one*

*forest certification system, can participate in group or individual certification under other forest certification system. In this case non-conformities identified against requirements of one forest certification system should be considered in the process of certification within the frames of any other forest certification system where this legal entity is a participant."*

**Comment by the assessors:**

Requirement 4.1.2 only covers multiple certifications within the group certification of PEFC. No evidence found in TCP 5.1.16 that multiple certifications for an individual forest owner is prevented. If this is intentional, the requirement 4.1.2 needs to be ensured but the wording of the proposed solution needs to be adapted.

**Observation by the assessors:** The following three (3) remarks are not considered non-conformities but attention should be paid to translations and use of definitions.

1) Regulations on issue of licenses for usage of PEFC logo, approved by RAFCS on 30 October 2014. (Document description of the Scheme, Appendix 12, p 205-220) In this document in clause 2.3, it is mentioned "*other entities participating in regional or group certification.*"

TCP 5.1.16: "*3.1.2: Note: The term "group certification" is equivalent to the term "regional forest certification". The regional forest certification shall be deemed the group forest certification within geographical boundaries*"

In document TCP 5.1.16 "*regional forest certification*" is mentioned instead of "*regional certification*", probably a translation issue? [Some country-specific PEFC standards do have separate regional certification rules, this could cause confusion.]

2) In TCP 5.1.16 the term "annual internal audit" is also been written as "annual audit" and "internal audit" this does not benefit the logic of the document.

3) TCP 5.1.16, clause 3.1.17: "*Certified forests means the forest reserve land the use of which is granted to a legal entity (in case of an individual certification) or every group member (in case of a group certification) to which the certificate of conformity applies.*"

This means forest outside the official forest reserve land, cannot be certified. e.g christmas tree plantings or other agricultural land. This has also consequences for non-forest areas in the forest reserve.

The assessors have concluded that based on the assessment within this report PEFC BY does not conform to PEFC ST 1002:2010, Group Forest Management Certification.

## 8. CHAIN OF CUSTODY STANDARD

The Chain of Custody standard (STB 2157/ OR (PEFC ST 2002:2013) is almost completely adopted by RAFCS. Alterations and modifications took place to comply with the Belarusian Law.

However, translation during the elaboration of the standard and the final translation of STB2157-2016 made the wording of the text not matching the exact wording of PEFC ST 2002:2013.

The CPI of Belarus was 32 in 2015 and 40 in 2016. Special attention shall be given to documentation which is produced by a governmental body of the country with TI CPI below 50.

PEFC GD 2001:2014, p31, Table 6: "If PEFC International has not yet approved an alternative index for a specific country, PEFC certificate holders or PEFC National Governing Bodies can send a request to the PEFC International Secretariat. PEFC International will actively consult with Transparency International regarding potential alternatives for the particular country."

To assess the PEFC COC requirements, the assessors composed a new Checklist Part V with the exact wording of PEFC ST 2002:2013 and compared this with the wording and intent of STB 2157.

No non-conformities were identified. Annex A, chapter 18 Part V: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR SYSTEM SPECIFIC CHAIN OF CUSTODY STANDARDS – (PEFC ST 2002:2013)) provides more information on conformity with requirements.

The assessors concluded that currently PEFC BY does conform to the PEFC ST 2002:2013 requirements regarding the Chain of Custody.

## 9. PEFC NOTIFICATION OF CERTIFICATION BODIES

Regulations on notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, approved by RAFCS on 30 October 2014. These can be found in Appendix 2 of the Description of the Scheme. The approved document is provided in English.

It describes procedures for the issuance of the notification of certification bodies and has been written for the PEFC certification of Forest management and verification of Chain of Custody of forest-based products in Belarus. The standard is comprehensive and structured. Users of the standard can easily find relevant topics and the wording of the standard is clear and understandable. These regulations are based on the technical documents of PEFC Council (Annex 6 to PEFC Council Technical document, PEFC Guide GD 1004:2009)

Draft Application for notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed scheme is presented in Appendix A.

A Draft Notification agreement on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed scheme is presented in Appendix B.

No non-conformity was found relating the notification of certification bodies.

The assessors concluded that PEFC BY does conform to the PEFC Council Annex 6 requirements regarding the notification of certification bodies as well as to chapter 5 of PEFC GD 1004:2009.



## 10. PROCEDURES FOR ISSUANCE OF LOGO LICENSING

The PEFC logo/label provides information relating to the origin of forest based products of sustainably managed forests, and recycled- and other non-controversial sources. Purchasers can use this information by choosing a product based on environmental or other considerations. The PEFC Logo is a registered trademark owned by the PEFC Council. RAFCS regulations requires that the PEFC Logo can only be used by entities based on a valid logo license that is issued by RAFCS (which is the PEFC authorized body in Belarus). The issuance of the PEFC logo by RAFCS is carried out on the condition that the current contract between RAFCS and the PEFC Council remains valid.

The requirements concerning PEFC logo licensing are provided in the "Regulations on issue of licenses for usage of PEFC logo", approved by RAFCS on 30 October 2014 (Document Description of the Scheme, Appendix 12, p 205-220) and includes

- Appendix A (mandatory) Form of Application for PEFC Logo Usage License
- Appendix B (mandatory) Form of a PEFC Logo Usage Contract for user groups B, C, D
- RAFCS Tariffs of PEFC Logo Fee
- Appendix D (mandatory) PEFC coding system

Three distinct user groups are defined for issuance of PEFC logo license:

1) User group B: legal entities which are forest managers

2) User group C: Wood procurement enterprises, woodworking enterprises and other forest related industries. The holder of multisite chain of custody certification which has its central office located in a country without the PEFC authorized body can apply for multi-license covering the whole or a part of the scope of the multi-site certification provided that:

-the central office and the sites are a part of a single legal entity, or

-the central office and the sites are a part of a single company with a single management and organizational structure.

3) User group D: other users (forest certification bodies, organizations engaged in PEFC promotion and advertising, trade and industry associations, research and educational institutions, governmental organizations, NGOs, etc.). This user group also covers organizations within the forest products chain, which are consumers of forest based products (e.g. governments, banks) or sell the products with claims or labels which are placed on the product by their suppliers.

One standard is related to logo usage: STB 2370-2014: 'The forest certification mark, Requirements to labelling.'

No non-conformities were found on the requirements of chapter 6 and 8 of PEFC GD 1004:2009.

The assessors concluded that PEFC BY conforms to all criteria of chapter 6 and 8 of PEFC GD 1004:2009.

## 11. CERTIFICATION AND ACCREDITATION ARRANGEMENTS

The following documents were reviewed in relation to the requirements concerning the qualifications of certification bodies and auditors:

- 1) TCP 5.4.02-2005: National conformity approval system of the Republic of Belarus. Forest certification system. Procedure of the forest certification
- 2) TCP 50.10-2011(03220): National Accreditation System of the Republic of Belarus. Order of accreditation
- 3) TCP 5.1.16-2014: National conformity approval system of the Republic of Belarus. Forest certification system. Basic provisions (valid since 01.12.2015)
- 4) TCP 5.1.05-2012: National conformity approval system of the Republic of Belarus. Management systems certification. Basic provisions.
- 5) TCP 5.1.02-2012: National conformity approval system of the Republic of Belarus. Product certification. Basic provisions.
- 6) STB2371-2014: Forest certification experts-auditors. Requirements to professional competence(valid since 01.12.2015 instead of TCP 5.4.05-2005)
- 7) GOST ISO/IEC17021-2013 (ISO/IEC17021:2011, IDT) [References to ISO19011 are removed]
- 8) GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT)
- 9) "Rules for accreditation" Approved by the order of Gosstandart dated 31.05.2011 № 27

ISO19011 is not available, instead STB2371-2014 contains the requirements for auditors. In GOST ISO/IEC17021 all references to ISO19011 are removed.

An example of a certificate accompanied with English translation can be found in Document Description of the Scheme, Appendix 20, p278-279: "Accreditation certificate of Forest Certification Body".

The following mechanism for PEFC notification of certification bodies and logo usage are in place:

- 1) STB 2370-2014: The forest certification mark, Requirements to labelling.
- 2) Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, were approved by RAFCS on 30 October 2014 (Document Description of the Scheme, Appendix 2.)
- 3) Regulations on issue of licenses for usage of PEFC logo were approved by RAFCS on 30 October 2014 (Document Description of the Scheme, Appendix 12, p 205-220) and includes:
  - Appendix A (mandatory) Form of Application for PEFC Logo Usage License
  - Appendix B (mandatory) Form of a PEFC Logo Usage Contract for user groups B, C, D
  - RAFCS Tariffs of PEFC Logo Fee
  - Appendix D (mandatory) PEFC coding system

No specific STB, regulations or TCP were created by RAFCS or Gosstandart to comply with PEFC ST 2003:2012 Requirements for Certification Bodies operating Certification. For compliance against the PEFC International Chain of Custody Standard references to these specific requirements are found in the current STB's, regulations and TCP's.

The newly created checklist for assessing PEFC ST 2003:2012 can be found in Annex 17 Part IV B.

Two checklist one relating certification and accreditation were assessed: Annex 6 requirements relating forest certification (Checklist Part VI) and PEFC ST 2003:2012 requirements relating CoC (Checklist Part VI b):

During the assessment of Annex 6 no non conformity was found In Annex A 17. PART IV: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR CERTIFICATION AND ACCREDITATION PROCEDURES (ANNEX 6) the specifics on conformities can be found.

The checklist of PEFC ST 2003:2012 requirements (checklist Part IVb) was assessed. This checklist was created by the assessors, as no standard checklist exist. In total 55 requirements are mentioned in the checklist directly related to the chapters/paragraphs of PEFC ST 2003:2012.

No amendments are approved by Gosstandart in any STB or TCP relating the requirements of PEFC ST 2003:2012, only STB2157 has a clear reference to the PEFC ST 2003:2012 document.

No guidance by RAFCS was provided to the specific references in documentation, therefore the assessors searched for references in the following documents:

- 1) STB 2157-2016 CHAIN OF CUSTODY OF FOREST BASED PRODUCTS Basic requirements, based on PEFC ST 2002:2010: Chain of Custody of Forest Based Products – Requirements
- 2) ISO/IEC 17065:2012, IDT
- 3) TCP 5.1.05-2012
- 4) TCP 5.1.16-2014
- 5) STB 2371-2014
- 6) TCP 5.4.02
- 7) Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document Description of the Scheme, Appendix 2)
- 8) STB 2370-2014

In total six (6) non-conformities were found during the assessment of PEFC ST 2003:2012, One (1) major non-conformity and five (5) minor non-conformities were found. In Annex A 18. PART IV B: Standard and System Requirement Checklist for PEFC ST 2003:2012 the specifics on conformities and non-conformities can be found.

**ONE (1) MAJOR NON-CONFORMITY relating PEFC ST 2003:2012:**

**1.**

**PEFC ST 2003:2012 requirement Annex 1:** *“Accreditations accepted by the PEFC Council*

*The PEFC Council requires that chain of custody certification shall be carried out by certification bodies who are accredited by accreditation bodies that are signatories of the Multilateral Recognition Arrangement (MLA) for product certification of IAF or IAF's Regional Accreditation Groups such as European co-operation for Accreditation (EA), Interamerican Accreditation Cooperation (IAAC), Pacific Accreditation Cooperation (PAC) and Southern African Development Community in Accreditation*

(SADCA). The scope of the accreditation shall explicitly cover the PEFC chain of custody standard ((PEFC ST 2002:2010, Chain of Custody of Forest Based Products – Requirements) in its valid version and/or with reference to any future changes and amendments adopted by the PEFC Council and presented at the PEFC Council official website [www.pefc.org](http://www.pefc.org). The scope of accreditation shall also explicitly state ISO/IEC Guide 65, this document and other requirements against which the certification body has been assessed."

BSAC is a member of IAF but is not a signatory to the MLA:

[http://www.iaf.nu/articles/IAF\\_MEM\\_Belgium/58](http://www.iaf.nu/articles/IAF_MEM_Belgium/58)

Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): "2.5 Body applying for being granted authorities on carrying out forest certification under PEFC endorsed scheme shall:

- be accredited by National Accreditation Body of the Republic of Belarus which is a member of International Accreditation Form (IAF) or a member of IAF's special recognition regional group in compliance with the effective Guides ISO. Accreditation scope shall include standard of the National Forest Certification System on forest management and forest utilization, forest based products and their derivatives, acknowledged by PEFC;
- comply with other requirements of effective technical standards and guides PEFC and ISO."

**Information provided by RAFCS:** "At present the National Accreditation Body – Belarusian State Accreditation Center (BSAC) is an associated member of ILAC and EA. Work on recognition of BSAC by the European co-operation for Accreditation (EA) is being carried out – the accreditation body (BSAC) has been brought into conformity with the international requirements, in November 2014 an application was submitted for performing parity assessment by EA for signing a recognition agreement, including the field of management system, product and personnel certification. The BSAC in its letter No. 01-16/3807 as of 01.07.2016 provided the following information:

"Within the period from 18 till 22 of January, 2016 the preliminary assessment of the National Accreditation System of the Republic of Belarus by EA was carried out.

EA experts assessed performance by the National accreditation system of the Republic of Belarus of requirements of the EU legislation on accreditation, requirements of the international standard ISO/IEC 17011:2004 "Conformity assessment. General requirements to bodies for accrediting bodies involved in conformity assessment" as well as the requirements of the international accreditation organizations EA, ILAC, IAF.

The results of the preliminary assessment are considered positive because the conclusion made was that the National accreditation system of the Republic of Belarus acts according to the established international standards, rules and regulations. The EA experts recommended to carry out the second stage of the parity assessment, which will take place in 2017. Under the results of the 2nd stage of the parity assessment it is possible to sign both a bilateral agreement on recognition with EA, and multilateral agreements on recognition with ILAC, IAF in the specified fields of activities".

**Comment by the assessors:** The following documents were reviewed to find evidence on IAF MLA requirements:

- 1) "Accreditation rules.doc"
- 2) TCP 50.10-2011 (03220): National Accreditation System of the Republic of Belarus ORDER OF ACCREDITATION
- 3) THE LAW OF REPUBLIC OF BELARUS January 5th, 2004 Nr. 262-3 On Technical Normalization and Standardization

- 4) THE LAW OF THE REPUBLIC OF BELARUS No. 269-3 of January 5, 2004 OF ASSESSMENT OF CONFORMITY WITH THE REQUIREMENTS OF TECHNICAL NORMATIVE LEGAL ACTS IN THE FIELD OF TECHNICAL NORMALIZATION AND STANDARDIZATION"

**MAJOR NON-CONFORMITY.**

No evidence available on IAF MLA requirements in PEFC BY and additionally the accreditation organization BSAC is not a IAF MLA signatory.  
A PEFC Board decision is required.

**FIVE (5) MINOR NON-CONFORMITIES relating PEFC ST 2003:2012:**

**1.**

**PEFC ST 2003:2012 requirement 5.2.5:** "Audit experience

*For a first qualification of an auditor, the certification body shall ensure that the auditor within the last three years has performed chain of custody audits for at least four organisations under the leadership of a qualified auditor. The number of chain of custody audits in training can be reduced by two (2) audits for auditors that are qualified for ISO 9001 or 14001 auditing in the sector of forest based and related industries.*

*For maintaining the qualification of the auditor, the certification body shall ensure that the auditor has performed a minimum of five (5) external audits per year including at least two (2) chain of custody audits where the sum of these audits should cover at least seven (7) man-day of audit work."*

STB2371-2014: "5.1.3. The competitor for the position of the expert-auditor who has gained experience in:

- certification of the forest management and forest use systems – at least 2 audits with a total running time of at least 20 days, including examination of documentation, actual conduct of audits and preparation of audit reports,
- certification of forest based products and their derivative products by origin – at least 2 audits, may be admitted to certification.

*Audit experience must be confirmed by good references/ job reviews based on the results of every audit, signed by the audit team heads."*

**Comment by RAFCS:** "We absolutely disagree upon the stated non-conformity. The minimal period of checks is specified for a candidate for expert-auditor for certification of the systems of forest management and forest use , as for a candidate for expert-auditor for certification of chain of custody of forest based products only the number of conducted audits (2 audits) is specified.

*Besides, the national systems of conformity confirmation have the right to introduce additional requirements if it is necessary to ensure due competence of expert-auditors.*

*If it is necessary to increase the number of works up to 4, this amendment can be introduced till 01.12.2017."*

**MINOR NON-CONFORMITY.**

No reference provided for the minimum man-day of audit work required for COC.

**2.**

**PEFC ST 2003:2012 requirement 8.2 :** "The client organisation, as a minimum, shall provide for products covered by the chain of custody, the following information relating to the application of the optional requirements of the chain of custody standard:

- a) chain of custody method (chapter 4 and 5)
- b) method of calculation of the certification percentage (clause 5.3.4)
- c) transfer of certification percentage to output products (clause 5.4)

- d) applied definition of the origin (Appendix 1), and  
 e) intended application of the PEFC Logo usage rules."

TCP 5.4.02: "Appendix C (mandatory) Application form for certification of forest based products upon origin APPLICATION for performance of works for certification of forest based products and their derivative products upon origin

1. name of the entity (full and abbreviated)

legal address

location of legal entity

bank details (settlement account, bank name, bank code)

bank address payer's identification number

National classifier of enterprises and organizations

telephone fax e-mail

represented by [position, name and initials of the applicant's manager]

declares that products

products name, designation and name of Technological Regulations according to which such products are manufactured originate from the forests certificated in accordance with the requirements of the Forest Certification System of the National Conformity Approval System"

TCP 5.4.02: "Appendix D (recommended)

Composition of source information for certification of forest based products upon origin

D1. Manufacturing information:

- availability of the certificate of conformity for the forest management and forest utilization system (registration number in the register of the Forest Certification System, date of issue, period of validity);

- availability of the certificate of conformity for the environmental management system (registration number in the register of the National Conformity Approval System, Republic of Belarus, date of issue, period of validity);

- availability of the certificate of conformity for the quality management system (registration number in the register of the National Conformity Approval System, Republic of Belarus, date of issue, period of validity);

- flow charts of manufacturing processes;

- technological layout of the equipment in business units;

- number of people employed; shift-working arrangements;

- the list of documentation used during manufacturing (process flow documentation, accounting records, etc.);

- the list of documents on occupational safety and fire prevention.

D2. Product information:

- volume of raw material received by the applicant from different suppliers;

- the list of suppliers of raw and other materials, and their company details;

- possession, by suppliers, of certificates of conformity for the forest management and forest utilization system, forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);

- products output and volume of sales;

- the list of Technological Regulations for products;

- the list of flowcharts;

- volume of export supplies;

- the list of consumers and their company details.

D3. The list of documents related to the system of forest based products identification by origin.

D4. Documents related to the system of forest based products identification upon origin.

Note: Composition of the set of documents to be submitted, system of forest based products identification by origin, is defined by the Certification Body

TCP 5.4.02: "Appendix K (recommended)

Form of the agreement for certification of forest based products upon origin NATIONAL CONFORMITY APPROVAL SYSTEM OF THE REPUBLIC OF BELARUSIAN FOREST CERTIFICATION SYSTEM AGREEMENT NO. for certification of forest based products upon origin (...)

3.1. Label the products with the forest certification mark in conformity with designation of Technological Regulations

The forest certification mark must be applied to every product, label (tag), container, package, shipping and technical documentation. (...)

3.7. Comply with the requirements prescribed by the certification scheme concerning the use of the forest certification mark, and also requirements to product information."

**Comment by the assessor:**

"a) chain of custody method (chapter 4 and 5)": TCP 5.4.02: "Appendix C (mandatory) Application form for certification of forest based products upon origin APPLICATION for performance of works for certification of forest based products and their derivative products upon origin. 1. name of the entity (...) represented by [position, name and initials of the applicant's manager]

declares that products

products name, designation and name of Technological Regulations according to which such products are manufactured originate from the forests certificated in accordance with the requirements of the Forest Certification System of the National Conformity Approval System"

b) method of calculation of the certification percentage (clause 5.3.4) No evidence found by the assessors

c) transfer of certification percentage to output products (clause 5.4) No evidence found by the assessors

d) applied definition of the origin (Appendix 1): In TCP TCP 5.4.02: Appendix D: Product information:

- volume of raw material received by the applicant from different suppliers;
- the list of suppliers of raw and other materials, and their company details;
- possession, by suppliers, of certificates of conformity for the forest management and forest utilization system, forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);
- products output and volume of sales;
- the list of Technological Regulations for products;
- the list of flowcharts;
- volume of export supplies;
- the list of consumers and their company details.

e) intended application of the PEFC Logo usage rules: Can be found in TCP 5.4.02, Appendix K, the agreement between The accredited Forest Certification Body and the Client Organisation. This is not a mandatory form, but when other agreements are used, we assume they will add information on logo usage (certification mark) also into the agreement, as the requirements are stated in TCP5.4.02 clause 11. "Use of the forest certification mark"

**Comment by RAFCS:** TCP 5.4.02 point 5.2 Filing and examination of the application, making a decision in respect of such application

"5.2.1 An applying organization (applicant) seeking the forest certification submits its application, source information, filled in questionnaire (Note: i.e. answers to questions from the questionnaire), documents characterizing the forest management and forest use system, identification of forest based products by origin to the Certification Authority of the respective accreditation".

The questionnaire is composed based on the standard, the conformity with which is certified, in this case STB 2157, and in this questionnaire the organization while answering the questions to all points of the standard, specifies its applied methods of product identification, including physical and percentage methods. The questionnaire is an unalienable part of the application for certification. Due to enforcement of the STB currently in 2016 a new form of the questionnaire is being developed, and it will be uploaded on the website of the forest certification body as soon as possible. Annex 2"

### MINOR NON-CONFORMITY

No reference found in the following sub-sections of this requirement:

- b) method of calculation of the certification percentage (clause 5.3.4)
- c) transfer of certification percentage to output products (clause 5.4)

According to RAFCS the questionnaire will be update based on the standard STB2157. With the new questionair in place PEFC BY complies with PEFCC requirement.

### 3.

**PEFC ST 2003:2012 requirement 10.2.2.:** *10.2.2 In determining the audit time, the certification body should consider among other things, the following aspects:*

- a) the requirements of the chain of custody standard,*
- b) size and complexity of the client organisation's operation, number of product types and product lines covered by the production batch(es) and their unity,*
- c) extent of supplies that could create a high risk of procurement of raw material from controversial sources,*
- d) extent of PEFC Logo labelling activities,*
- e) any outsourcing of any activities included in the scope of the chain of custody standard,*
- f) the results of any prior audits, including those of client organisation's management systems,*
- g) number of sites and multi-site considerations.*

TCP 5.1.05: *"5.4.4. When determining the audit time, the certification body should be governed by the laboriousness norms provided in Appendix C.*

*5.4.5. Appendix C contains the recommendations for determining the audit performance time immediately in the applicant organization. The time required for planning the audit, communication with the applicant organization's personnel and drawing-up of the audit documentation shall be determined by the certification body in accordance with the documents of the management system of the certification body.*

*Table B1.Notes: 1. The documented procedure of the certification body shall provide for setting the basic duration of the audit at the number of workers of the applicant organization to be audited including that exceeding 10,700 persons. Such duration of the audit is determined in accordance with the progression given in Table B.1 and with due regard to Figure C.1."*

*TCP 5.1.05 Figure C.1 – Dependence between the characteristics of the management system and duration of the audit*

*Organization size, Large, Simple, Several sites, Few processes, Recurrent processes, Narrow scope, High complexity, Several sites, Many processes, Wide scope, Unique processes, Responsibility for designing*

*Baseline (basic duration of the primary certification in accordance with Table B.1)*

*Few processes, Narrow scope, Recurrent processes, Small simple, Many processes, Responsibility for designing, Wide scope, Unique processes, Small complex, Complexity of the organization's management system*

*2. Factors increasing the duration of the audit of the quality management systems, power consumption management system, GMP systems, forest administration and forest management systems:*

- complex logistics with the use of more than one building, site or territory, on which the activity is carried out;*
- Personnel of the organization of the applicant organization speaking more than one language (that requires engagement of interpreter(s) or impedes the independent work of individual work of individual audit experts);*
- large site relatively to the number of workers (for example, forest area);*
- high degree of statutory regulation (for example, wood, (...), etc.) ;*



- management system covering complex processes or large quantity of different kinds of activities;
- activities requiring the visits of the temporary sites for confirming the activities carried out on the permanent sites, the management system of which is to be certified;
- existence of branch offices or parallel production lines (to reduce the time expenditures, which are possible in this case, the sampling method of audit of the branch offices shall be applied); (...)
- size of the forest fund, biological and landscape diversity, manufacturing processes and methods of keeping the forestry and forest management (for the forest administration and forest management systems); (...)

3. Factors decreasing the duration of the audit of the quality management systems, power consumption management system, GMP systems, forest administration and forest management systems:

- absence of requirements of the STB ISO 9001 (7.3 or other requirements of section 7) in the quality management system of the applicant organization, but the exclusion of these requirements in this case shall be objectively justified (for the quality management system);
  - small site relatively to the number of workers (for example, office complex only);
  - high degree of maturity of the management system;
  - combined audit of the management system consisting of two or more compatible systems;
  - presence of the certification body's preliminary knowledge on the management system of the applicant organization (for example, the applicant organization's management system has been already certified according to the requirements of any other TNLA for the managing system by the same certification body);
  - confidence of the certification body in the readiness of the applicant organization for certification (for example, the management system of the applicant organization has been already certified by another certification body having good reputation);
  - low degree of complexity of the activity carried out by the applicant organization: the processes include the typical kind of activity (for example, service); identical kinds of activity performed by all the shifts provided the existence of the respective data being evidence of equivalent results of activities of all the shifts on the basis of the previous audits; a considerable number of the applicant organization's workers perform the similar simple functions;
  - the staff of the applicant organization consists of workers employed outside the organization; for example, trade representatives, drivers, etc.; in this case, the certification body is capable of checking the conformity of the applicant organization's activities with the requirements of the management system and applicable TNLA by checking the documents and records; "
- TCP5.4.02: "6.4. Other inspectorial control measures can include the following: (...)
- control of use of certificates and conformity marks by the certified applicant (group members);
  - other means of monitoring of the applicant's (group's) activities specified by the Certification Body."

**Comment by the assessors:** No evidence was found for sub-section c) extent of supplies that could create a high risk of procurement of raw material from controversial sources

**Comment by RAFCS:**

TCP 5.4.02, 5.2.3, paragraph two: "A decision on the application is based on the examination of such application and source information submitted by the applicant (group management)".

TCP 5.4.02, 5.2.4 Examination of the application and source information submitted by the applicant consists in assessment of the following:

- accuracy of filing in the application;
- adequacy of information about the applicant and its forest management and forest use system and forest based products, for certification audit;
- competence of the Certification Authority and its ability to perform certification of the forest management and forest use of the applicant;
- continued possibilities of the Certification Authority to perform certification audit and make a decision on the basis of certification results;

- aspects influencing on impartiality of the forest certification works;
- declared scope of application of the forest management and forest use system, identification of forest based products, and requested scope of certification; address of the applicant's actual place of business; time period required for audit; and any other information making impact on the forest certification works".

TCP 5.4.02, Annex Г (D). "D.2 Product information:

- volume of raw material received by the applicant from different suppliers;
- the list of suppliers of raw and other materials, and their company details;
- possession, by suppliers, of certificates of conformity for the forest management and forest use system, forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);
- products output and volume of sales;
- the list of Technological Regulations for products;
- the list of flowcharts;
- volume of export supplies;
- the list of consumers and their company details".

In the Republic of Belarus since 1.07.2016 г. STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and the Gosstandart will introduce amendments to the documents on the National conformity confirmation system of the Republic of Belarus and respectively, the documents of the Forest certification system of the Republic of Belarus. In amendments to TCP 5.4.02 the requirements for determining time for audits when certifying the chain of custody of forest based products will be specified."

#### **MINOR NON-CONFORMITY**

The enforcement of the STB 2157 took place in 2016, this requirement on information related to controversial sources is directly related.

No sufficient evidence was found for sub-section c) extent of supplies that could create a high risk of procurement of raw material from controversial sources.

The assessors propose that this requirement should be re-assessed after the amendments to TCP 5.4.02 are in place.

#### **4.**

**PEFC ST 2003:2012 requirement 11.3:** "11.3 If the certification criteria differ for individual products/product groups, the definition described in 11.2 shall be made separately for each product/product group."

TCP 5.4.02: '5.7.9. The applicant (group member) must develop, document, introduce in the process of manufacturing, and apply the documented procedure of forest based products identification upon origin, including:

- the standard of the organization engaged in identification of products (hereinafter the "Corporate Standard");"

TCP 5.4.02: "5.7. Certification audit of forest based products upon origin

5.7.1. Audit of forest based products by origin provides for verification of conformity of forest based products identification by origin, performed by the applicant (group member), with the requirements of STB P 2157."

TCP 5.4.02: 5.7.27. "Based on the results of audit of forest based products, and taking account of the results of concluding meeting, the audit team head ensures preparation of the audit report. To ensure making a justified decision, the audit report must be in the form of an accurate, succinct and clear audit record and must include the following: (...)

The audit report can contain comments on the development level of the products identification system, and can indicate whether the products identification system has been introduced into the applicant (group) in full and what is the level of its support by the top and middle management.

The audit report can contain a disclaimer clause stating that audit is based on random verification of available information. Such disclaimer clause must also state that the audit team's recommendations on issuing the certificate of conformity to the applicant (group) are subject to independent analysis by the Forest Council prior to making a decision.

The audit report can contain the statement of risks (if any) which can influence (if applicable to this case) on the following:

- a) conformity with the requirements to the products identification system;
- b) conformity with the established legislative and mandatory requirements;
- c) efficiency of the products identification system of the applicant (group member).

5.7.28. The audit report must contain an exact detailed record of the audit observation related to any statement of non-conformity, so that to present a proper description of facts to the applicant (group member).

5.7.29. The audit report must state when access to certain persons, sites or information was impossible or prohibited.

5.7.30. The audit report must point out the necessity of the development of corrections and corrective actions, fix the time for elimination of non-conformities, and time for submission of documented evidences of elimination of non-conformities to the Certification Body, which time may not exceed 30 days from audit completion."

TCP 5.4.02: "5.7.10. The Corporate Standard must comply with the requirements of STB P 2157 and necessarily include the following elements:

- structure of the organization; structure of the products identification system; duties and authorities of personnel engaged in products identification;" :

5.7.25. Based on findings of detected non-conformities analysis, the audit team prepares its opinion on the extent of conformity (non-conformity) of the forest based products identification system with the established requirements.

The following conclusions are possible as the result of audit:

- a) the forest based products identification system conforms to STB P 2157 and other Technological Regulations which serve as a basis of audit;
- b) the forest based products identification system does not conform to STB P 2157 and other Technological Regulations which serve as a basis of audit

The forest based products identification system is recognized as conforming to STB P 2157 and other Technological Regulations, if:

- no nonconformities exist;
- immaterial non-conformities exist which can be eliminated in the course of work of the audit team or within 30 days from their detection.

The forest based products identification system is recognized as non-conforming to STB P 2157 and other Technological Regulations, if at least one material nonconformity and immaterial non-conformities have been detected. In this case an unfavourable decision is made based on the results of forest based products certification by origin. The applicant is entitled to re-apply for certification of forest based products by origin after elimination of non-compliances. Then the certification audit is carried out on a full scale.

In case of a group certification an opinion on conformity (non-conformity) is applied to all group members.

TCP 5.1.16: "4.9.1. The following are the main tasks of products identification:

- confirmation of the fact, that the supplier of certified raw and other materials is a holder of the valid certificate of conformity for the forest management and forest utilization system and/or the certificate of conformity for forest based products and their derivative products upon origin (hereinafter "the certificate of conformity");
- provision of shipping documents evidencing of the fact that raw and other materials purchased by the organization and used for further processing originate from the certified forests;
- provision of reliable verifiable data on quantity of raw and other materials (including certified and uncertified ones) incoming from different suppliers;

- provision of reliable verifiable data on percentage of certified and uncertified raw material in the manufactured products over the past 5 years;
- provision of the consumer with information about the product manufacturer, content (in such products) of certified raw material used for manufacturing such products;
- provision of documentary evidence of origin of any certified raw and other materials and products at all steps passed by them, in which the organization is engaged;
- confirmation of origin of any certified raw and other materials and products at the steps passed by them, in which the organization is engaged, by means of physical separation of certified and uncertified raw and other materials."

**Comments by RAFCS:** "Currently the audit reports on forest products contain separate description of identification of round forest and wood products, lumber (saw wood)."

"TCP 5.4.02, clause 5.7.27: "The audit report must contain the statement of effectiveness of the applicant's (group's) products identification system. The statement of effectiveness of the products identification system can include the following:

- a) kinds of activity of the applicant (group member) within the field of application of the products identification system, and applicability of certification to such field of application;
- (...) The audit report can contain comments on the development level of the products identification system, and can indicate whether the products identification system has been introduced into the applicant (group) in full and what is the level of its support by the top and middle management."

Therefore the opinion with conclusions on conformity (non-conformity) of the product identification system in compliance with STB P 2157 and other technical normative legal acts includes "b) method of calculation of the certification percentage (point 5.3.4 of the chain of custody standard), c) transfer of the certification percentage to output products (chapter 5.4 of the chain of custody standard), d) applied origin definition (Annex 1 of the chain of custody standard), e) rules of using PEFC logo, and f) requirements for avoidance of raw material from controversial sources" as these requirements are set in STB P 2157 (currently STB 2157 -2016) and are respectively reflected in a report."

Note by the assessor: probably intended "reporting each product/product group if certification criteria differ" (previous wording is relating to 11.2 (checklist row Nr 32)).

#### **MINOR NON-CONFORMITY**

No specific evidence was found on reporting for each product/product group if certification criteria differ. This is a specific requirement on the method of reporting. The assessors would like to see a specific description that assures reporting for each product/product group if certification criteria differ. Also because in STB2157 no specifics on reporting is described.

#### **5.**

**PEFC ST 2003:2012 requirement 13.1.4:** "13.1.4 The minimum time for the surveillance and re-certification audit is the same as for the initial audit defined in 10.2.1 and 10.2.2."

TCP 5.4.02: "7.4. Re-audit is performed by the audit team of the Certification Body in accordance with procedure established for the initial certification audit."

**Comment By RAFCS :** "TCP 5.4.02 point 7.2 Procedure of re-certification audit of the forest management and forest use system provides for:

- performance of full-scale two-stage works in compliance with the requirements of the present technical code;
- performance of one-stage worksinsitu in the applicant's business environment..

7.3 A decision on procedure of re-audit of the forest management and forest use system is made by the Certification Authority on the basis of results of inspectorial controls and analysis of information on the applicant's organizational changes.

7.4 Re-audit is performed by the audit team of the Certification Authority in accordance with procedure established for the initial certification audit”.

See point 5.6, 5.7 of TCP 5.4.02.

TCP 5.4.02

8 Procedure of extension of the certificate of conformity for the forest management and forest use system

8.1 An application for extension of the certificate of conformity for the forest management and forest use system is filed by the applicant at least in 60 calendar days prior to expiry of validity of the conformity certificate.

8.2 A decision on procedure of extension of the certificate of conformity is made by the Certification Authority on the basis of results of inspectorial controls.

8.3 Procedure of extension of the certificate of conformity provides for:

- full-scale audit in accordance with item 5.6;
- reduced audit (at the discretion of the Certification Authority depending on the results of initial certification and findings of inspectorial control) with formalization as a decision of the Certification Authority.

2. TCP 5.1.05 , point 5.4.4 “When determining the audit time, the certification body should be governed by the laboriousness norms provided in Appendix C”.

Point 5.4.5 “Appendix C contains the recommendations for determining the audit performance time immediately in the applicant organization. (Note: in place of performance of the activities). The time required for planning the audit, communication with the applicant organization's personnel and drawing-up of the audit documentation shall be determined by the certification body in accordance with the documents of the management system of the certification body”

The phrase “Basic duration” means that this period of time is taken as a basis and it can increase or decrease depending on various factors specified in notes to Table B.1.

3. TCP 5.4.02, 5.2.3, paragraph two: “A decision on the application is based on the examination of such application and source information submitted by the applicant (group management)”.

TCP 5.4.02, 5.2.4 Examination of the application and source information submitted by the applicant consists in assessment of the following:

- accuracy of filing in the application;
- adequacy of information about the applicant and its forest management and forest use system and forest based products, for certification audit;
- competence of the Certification Authority and its ability to perform certification of the forest management and forest use of the applicant;
- continued possibilities of the Certification Authority to perform certification audit and make a decision on the basis of certification results;
- aspects influencing on impartiality of the forest certification works;
- declared scope of application of the forest management and forest use system, identification of forest based products, and requested scope of certification; address of the applicant's actual place of business; time period required for audit; and any other information making impact on the forest certification works”.

TCP 5.4.02, Annex Г (D).

Г (D) .2 Product information:

- volume of raw material received by the applicant from different suppliers;
- the list of suppliers of raw and other materials, and their company details;
- possession, by suppliers, of certificates of conformity for the forest management and forest use system, forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);
- products output and volume of sales;
- the list of Technological Regulations for products;
- the list of flowcharts;
- volume of export supplies;

*-the list of consumers and their company details”.*

*In the Republic of Belarus since 1.07.2016 г. STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and the Gosstandart will introduce amendments to the documents on the National conformity confirmation system of the Republic of Belarus and respectively, the documents of the Forest certification system of the Republic of Belarus. In amendments to TCP 5.4.02 the requirements for determining time for audits when certifying the chain of custody of forest based products will be specified.”*

#### **MINOR NON-CONFORMITY**

No specific evidence was found by the assessors about the timeframe of the surveillance and timeframe of the re-certification audit, only reference to 'Basic Duration'.

The assessors propose that this requirement should be re-assessed after the amendments to TCP 5.4.02 are in place.

#### **Additional observation by the assessors on the credibility of the certification system.**

The following practice is not a violation of a specific PEFC requirement but could undermine the credibility of the certification system in Belarus, and is related to the requirements of ISO17065, 'Conformity assessment -- Requirements for bodies certifying products, processes and services' (which is an approved standard in Belarus).

ISO/IEC 17065: “4.2.6 The certification body, any part of the same legal entity and other legal entities managed by it shall not:

- a) design, produce, install, sell or service the certified product;
- b) design, introduce, implement or service the certified process;
- c) design, introduce, provide or service the certified services;
- d) offer or provide consultancy (see 3.2) to its clients;
- e) offer or provide management system consultancy or internal auditing to its clients where the certification scheme requires the evaluation of the client's management system.

Note 1 – the above mentioned does not eliminate:

- the possibility of exchanging information between the certification body and its clients (e.g. explanation of the received information or clarification of the requirements);
- use, installation and servicing of the certified products which are necessary for work of the certification body.

Note 2 – the term “management system consultancy” is defined in ISO/IEC 17021:2011 (definition 3.3).

4.2.12 All certification body personnel (either internal or external) or committees, who could influence the certification activities, shall act impartially.”

#### **Certificate of conformity issued by the certification council**

TCP 5.1.05: “5.6.3. The decision of the issue of the certificate of conformity shall be made by the certification council of the certification body within 14 days from the moment of presentation of the evidences of elimination of the nonconformities by the applicant organization.”

TCP 5.4.02: “5.8.2. “A decision on issuance of the conformity certificate is made by the Forest Council of the Certification Body.

To ensure competent and grounded decisions on certification, which take account of opinions of all interested parties, the Forest Council consists of the most qualified and experienced functionaries of the Certification Body, representatives of the Ministry of Forestry, Gosstandart, Ministry of Environmental Protection and Natural Resources of the Republic of Belarus, research institutions, educational establishments, and non-governmental organizations interested in sustainable forest management and forest use. Composition of the Forest Council is approved by the Ministry of Forestry and Gosstandart.

Meetings of the Forest Council are held at least twice a year in accordance with the time schedule approved by the head of the Certification Body. Extraordinary meetings may be held if necessary.”

**Observation by the Assessor:** An internal panel of the Certification body makes the decisions on issuing the conformity certificate: The Forest Council. Composition of the Forest Council is approved by the Ministry of Forestry and Gosstandart. BSAC (accreditation body) is a division of the Gosstandart organization. The members of the Forest Council: Representatives of the Ministry of Forestry, Gosstandart, Ministry of Environmental Protection and Natural Resources of the Republic of Belarus, research institutions, educational establishments, and non-governmental organizations interested in sustainable forest management and forest use.

The Forest Ministry owns more than 85% of the forest in Belarus.

- The Forest Ministry appoints UE 'Belgosles' to execute Forest Management Design.
- The UE 'Belgosles' executes the state forest cadaster by order of the Forestry Ministry.
- The changes and additions relating the "forest organization" (inventory, planning and design) being proposed by enterprises are considered and where applicable introduced into the forest organization project on the basis of the decision of the Forestry Ministry.
- The Forestry Ministry of the Republic of Belarus shall appraise the efficiency of forestry measures, their economical, ecological and social consequences in the republic on the whole.
- The Forestry Ministry approves the composition of the Forest Council (issues certificate of conformity) of the Certification Body.

This seems in contradiction with the Belarus' standard ISO/IEC 17026 and could undermine the independence of the certification procedures.

The assessors concluded that PEFC BY at the moment of delivering the final report does conform to the PEFC requirements related to Annex 6 and does not conform to the PEFC requirements, related to PEFC 2003:2012.

## 12. COMPLAINTS AND DISPUTE RESOLUTION PROCEDURES

Appeal law: Procedure of complaints and disputes consideration is governed by the Law of the Republic of Belarus No 300-3 of July 18, 2011 'On public and legal persons appeals. (See 1.8 and document available in English)

Gosstandart: Appeal rules standard setting committee is given by the Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs. (document available in English)

RAFCS: Regulations on complaints and appeals handling, approved by RAFCS on 30 October 2014 (Document description of the Scheme, Appendix 3, p192-195)

**Comment by the assessors:** In the Regulations on complaints and appeals handling, approved by RAFCS on 30 October 2014 (Document description of the Scheme, Appendix 3, p192-195) clause "2.3. Costs related to submission and investigation of complaints and appeals shall be covered by complainant or appellant. "

In the appeal process is currently stated that costs made by RAFCS are also been paid by the complainant, this could include wages, administrative costs, etc ... this would not be the intention of the appeal process. No evidence of intentionally misusing this rule of costs could be found. It also could be a translation error when developing this regulations.

The documents of logo usage licenses of RAFCS do comply with all criteria of chapter 8 of PEFC GD 1004:2009. Hence, the assessors concluded that PEFC BY does conform to the PEFC Council requirements regarding the complaints and dispute resolution procedures for logo usage.



## 13. ANNEXES

### a. Annex A: PEFC Standard Requirements Checklist

#### Purpose

The PEFC Standard Requirement Checklist was used by the assessors to identify compliance and non-compliance of the revised PEFC BY with the requirements of the PEFC.

#### Methodology of Indication of conformities and non-conformities

The results of the assessments are shown in the column '*Reference to application documents*' of the standard requirement checklist and a definitive statement regarding its conformity with the PEFC requirements is made in the column 'YES/NO'. When the PEFC BY Standard Documents were found to be fully compliant with the relevant PEFC requirements, the requirement was indicated with a 'YES'. In addition, in that case, the statement '**CONFORMS**' is written in the column '*Reference to application documents*'. When the text of the PEFC BY documents is an accurate copy of the text in the PEFC standards no extra comments were provided.

In the case of a non-conformity, the assessors marked the column 'YES/NO' with a 'NO'. This means that at least one element of the related PEFC requirement question is answered with 'NO'.

Subsequently, in the case of a non-conformity, a **NON-CONFORMITY** statement is made in the column '*Reference to application documents*', together with a clear argumentation as to why the criteria was assessed as a non-conformity.

#### References, citations and description of non-conformities and observations

The references to the respective PEFC BY standard documents and clauses are provided at the beginning of the relevant section (e.g. 'STB 2157-2014, ch5.1, p4'). To clarify the conformity or non-conformity citations from the PEFC BY and related documents are copied into the checklists to demonstrate compliance or non-compliance. Citations are marked with quotation marks ("..."). When explanations are in the assessors own wording (e.g. by interpreting the content of the provided documented information), the text is written without quotation marks. In cases where the feedback from the assessors' stakeholder survey is used, an explicit reference is made to the stakeholder survey.

#### Legend for column YES/NO:

YES = Assessment showed compliance with the PEFC International Benchmark Standards

NO = Non-conformity with the PEFC International Benchmark Standards

N/A = Not applicable

## 14. PART I: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR STANDARD SETTING (PEFC ST 1001:2010)

### 14.1 Scope

Part I covers the requirements for standard setting defined in PEFC ST 1001:2010, *Standard Setting – Requirements*.

### 14.2 Checklist

Question	Assess. basis*	YES /NO *	Reference to application documents
<b>Standardising Body</b>			
4.1 The standardising body shall have written procedures for standard-setting activities describing:			
a) its status and structure, including a body responsible for consensus building (see 4.4) and for formal adoption of the standard (see 5.11),	Procedures	YES	<p>Document Description of the scheme: Appendix 13 Technical codes of the system of technical norms and standardization of the Republic of Belarus."</p> <p>Document Description of the scheme: p33-37: picture Procedure of elaboration of the state standards of the Republic of Belarus ( According to TCP 1.2 with regard for amendment № 2) [TCP 1.2-2004: "System for Technical Regulation and Standardization of the Republic of Belarus. Rules for Developing Governmental Standards"]</p> <p>TCP 1.2-2004, clause 4.3: "Development of governmental standards is accomplished according to the plan of governmental standardization of the Republic of Belarus (PSS), annually approved by the Committee of standardization, metrology and certification (referred to as Gosstandart) under Council of Ministers of the Republic of Belarus (further – State Standard) and Ministry of Architecture and Construction of the Republic of Belarus (further – Ministry of Architecture and Construction) – in the area of architecture and construction."</p> <p>The activity of Gosstandart is regulated by "the statute on the state committee on standardization of the Republic of Belarus, approved by the Council of Ministers of the Republic of Belarus 31.07.2006 No 981", (hereinafter referred to as the Regulations). Regulations 31.07.2006, No 981, clause 1: "The State Committee for Standardization of the Republic of Belarus (hereinafter referred to as Gosstandart) is the republican public authority for implementation of the common governmental policy in technical regulation, standardization, metrology, conformity assessment, energy efficiency, for carrying out supervision in construction and inspection of projects and estimates compliance with regulations and standards, as well as for supervision of fuel, electric and heat energy rational use. State Standard is subordinate to the Council of Ministers of the Republic of Belarus."</p> <p>State Standard is the National Authority for Metrology and Conformity Assessment of the Republic of Belarus." (...) " State Standard coordinates the activity of other national public authorities within its competence."</p> <p>Regulations 31.07.2006, No 981, clause 4: "4. The main tasks of Gosstandart are as follows: 4.1. implementation of the common state policy in technical regulation, standardization, metrology, conformity assessment, energy efficiency, including renewable energy, as well as regulation and management in this area; 4.2. identification and implementation of priority directions in the development of technical regulation, standardization, metrology, conformity assessment, improving the efficiency in the use of energy resources in the national economy, organization of relevant research and development projects; 4.3. protection of the interests of the state and consumers, improving the security, quality and competitiveness of products, rational use of energy resources, elimination of technical barriers to trade through the effective use of technical regulation, standardization, metrology, conformity assessment, surveillance in construction and inspection of projects and estimates compliance with regulations and standards, state supervision</p>

		<p>over compliance with the requirements of technical regulations;</p> <p>4.4. ensuring establishment, effective functioning and development of the following:</p> <ul style="list-style-type: none"> <li>- system of the technical regulation and standardization, including those in the interests of national defence, its harmonization with international systems;</li> <li>- National Accreditation System of the Republic of Belarus; (...)</li> <li>- National Conformity Certification System of the Republic of Belarus; "..."</li> </ul> <p>4.6. licensing of the related activities in accordance with the legislation;</p> <p>4.7. supervision in construction and inspection of projects and estimates compliance with regulations and standards, including the supervision of: (...)</p> <p>; observation of the legislation, approved project documentation, requirements of construction norms and standards by construction activity participants, as well as compliance of materials, products and components with the design solutions;</p> <p>compliance of projects and estimates with the requirements of regulations and standards; "..."</p> <p>4.9. implementation of the following:</p> <p>4.9.1. state supervision over:</p> <p>compliance with mandatory requirements of technical regulations in the field of technical regulation and standardization; (...)</p> <p>4.10. organization and coordination of international cooperation of the Republic of Belarus in the field of technical regulation, standardization, metrology, conformity assessment, efficient use of energy resources.</p> <p>Regulations 31.07.2006, No 981, clause 5. State Standard does the following in accordance with the assigned primary tasks: 5.3: "</p> <p>exercises overall coordination of technical regulations and state standards, formulates and approves plans (programs) for the development of these regulations and standards taking into account proposals of public bodies, legal entities, oversees their implementation;</p> <p>5.4. determines the direction of standardization for the establishment of technical committees on standardization, contributes to their creation;</p> <p>5.5. organizes the development, carries out an expertise of draft state standards;</p> <p>5.6. carries out state registration of technical regulations, technical codes of practice, national standards and technical specifications and amendments to them;</p> <p>5.7. carries out official publication of information on registered technical legal acts in the field of technical regulation and standardization;</p> <p>5.8. carries out official publication (republication) of technical regulations, state standards and technical codes of practice, approved public registers of national measurement standards, measurement means of the Republic of Belarus, accredited reference, measurement, testing and calibration laboratories (centers), authorities responsible for certification of products, works, services, personnel, quality systems, environment management systems, labor protection and safety systems, and other management systems in the field of quality and safety, as well as other documents in the sphere of their activity and organizes their distribution;</p> <p>5.9. establishes and maintains the National Fund of Technical Regulations in the field of technical regulation and standardization;</p> <p>5.10. organizes the development and approves technical normative legal acts of the National Conformity Certification System of the Republic of Belarus, National Accreditation System of the Republic of Belarus and the measurement uniformity ensuring system of the Republic of Belarus;</p> <p>TCP 1.2-2004: "5.4.1 State Standard (Ministry of Architecture and Construction – in the area of architecture and construction) within no more than 30 calendar days since the date of receiving governmental standard affair provides:</p> <ul style="list-style-type: none"> <li>- consideration of the presented draft governmental standard and enclosed documents;</li> <li>- preparation of draft governmental standard to approval or decision-making or returning of draft governmental standard for revision.</li> </ul>
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			<p>Draft governmental standard is examined by the scientific and technical standardization, certification and quality control committee of the State Standard (State Standard STC) [Gosstandart] or scientific and technical council of Ministry of Architecture and Construction (Ministry of Architecture and Construction STC) with participation of customer and author representatives. An author reports on draft governmental standard, its scientific and technical level, draft governmental standard development procedure execution, order of its consummation. [amendment 2 TCP1.2-2-004: Item 5.4.1. Paragraph one. Exclude words "(Ministry of Architecture - Architecture and Construction)"; exclude the last paragraph.]</p> <p>5.4.2 Governmental standard approval is carried out when agreement of all interested parties is achieved."</p> <p><b>CONFORMS  </b></p>
b) the record-keeping procedures,	Procedures	YES	<p>TCP 1.2-2004: "4.2 Development of governmental standards is as a rule accomplished by standardization technical committees, in their absence by directing and basis standardization agencies, leading research institutes, organizations, any interested legal entities and natural persons, including foreign, having experience in the standardized field (further- authors)." TCP 1.2-2004 clause 5.3.2.13 (incl. Amendment2): 5.3.2.13.</p> <p>"The developer forms the case of state standard and directs it for check to the organization authorized by State Standard for inspection (Ministry of Architecture - in the area of architecture and construction), with a cover letter stating the expected date of state standards introduction. The attachments to the letter includes proposals for changes and / or cancellation of interconnected state standards (if any) agreed with involved subjects of technical regulation and standardization";</p> <p>Governmental standard affair includes the following package:</p> <ul style="list-style-type: none"> <li>- final edition of draft governmental standard – on paper (2 copies) and in electronic version as a text file;</li> <li>- specified explanatory note of the final edition of draft governmental standard;</li> <li>- response summary on draft governmental standard;</li> <li>- remarks and suggestions (responses) (originals);</li> <li>- minutes of the conciliatory meeting (if there are any);</li> <li>- copy of the original and copy of the translation of international and regional standard when identical or modified standard is developed;</li> <li>- conclusion made on the results of draft governmental standard examination according to 5.3.2.12-</li> </ul> <p>Note – Other documents are presented on paper in one copy.</p> <p>Governmental standard affair includes also original of the technical assignment on governmental standard development.</p> <p><b>CONFORMS  </b></p>
c) the procedures for balanced representation of stakeholders,	Procedures	YES	<p>TCP 1.2-2004 5.3.1.6: "5.3.1.6 An author sends draft governmental standard with an explanatory note on approval (response) to the interested agents of technical regulations and standardization, mentioned in the technical assignment. Draft governmental standard ought to be sent without fail on approval (response) to directing or basic standardization agency (according to its assigned production or field) to members of technical standardization committee (if available) if they are not authors."</p> <p>[TCP 1.2-2004 amendment: Sub- clause 5.3.1.6. Exclude the words "to the head or base Standardization organization (on its assigned area of work or products)";</p> <p>add the following paragraph:</p> <p>"At the same time the developer is preparing a proposal to amend and / or abolish interconnected state standards (if any), which must be agreed with the involved subjects of technical regulation and standardization".]</p> <p>TCP 1.2-2004 clause 5.3.2.3-5.3.2.5: If there are disagreements on the draft governmental standard an author holds a conciliatory meeting with obligatory participation of the representatives of the organizations that made remarks causing disagreements and in the case of need with the participation of the representatives of other interested parties.</p> <p>Combination of participants should provide comprehensive discussion and decision-making on the examined matters.</p>

			<p>Decisions of the conciliatory meeting are entered in the minutes of the conciliatory meeting signed by the participants of the meeting. Special opinion of the conciliatory meeting participants (if there is one) is enclosed to the minutes."</p> <p>5.3.2.4 An author completes the final edition of the draft governmental standard on the basis of the decisions made at the conciliatory meeting and makes an explanatory note more precise.</p> <p>5.3.2.5 An author sends a complete final edition of the draft governmental standard with a precise explanatory note and response summary on the draft governmental standard:</p> <ul style="list-style-type: none"> <li>- at the second consideration (response) to the interested agents of the technical regulations and standardization, mentioned in the technical assignment taking into account 5.3.1.6;</li> <li>- to State Standard (Ministry of Architecture and Construction- in the area of architecture and construction). "</li> </ul> <p>[ TCP 1.2-2004 amendment: Sub- clause 5.3.2.5. Exclude the last paragraph.</p> <p>TCP 1.12-2008 clause 6.3. "Technical committee shall be formed of the representatives of:</p> <ul style="list-style-type: none"> <li>- State Standard (<i>Gosstandart</i>) or by its instruction – representatives of the authorized organization;</li> <li>- the organizations which are consumers (customers) of the products to which the field of activity of technical committee relates;</li> <li>- research institutes, higher educational institutions;</li> <li>- republican state control bodies;</li> <li>- state supervision and expertise bodies;</li> <li>- testing centers (laboratories) and production certification bodies;</li> <li>- societies (unions) of consumers;</li> <li>- other interested organizations.</li> </ul> <p>Members of technical committee may include independent experts who are highly skilled specialists in the field of activity of technical committee, as well as specialists of other states.</p> <p>Besides, subjects of technical regulation and standardization, as well as individual specialists may be involved as per established procedure for fulfillment of works performed by technical committee.</p> <p>Note – if there exists no technical committee, the list of organizations which shall be sent draft standard for examination and approval is formed in compliance with clause 6.3 TCP 1.12 -2008."</p> <p>TCP 1.12-2008 clause 7.5 Regardless of the quantity of organization’s representatives in technical committee this organization shall be given one vote.</p> <p>Document "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC" Appendix 14</p> <p><b>CONFORMS  </b></p>
d) the standard-setting process,	Procedures	<b>YES</b>	<p>Set by Gosstandart, TCP 1.2-2004, section 5 “Elaboration of state standard”.</p> <p>In Annex J of this report procedure of the standard setting process can be found, according to TCP 1.2-2004, amendment N2.</p> <p><b>CONFORMS  </b></p>
e)mechanism for reaching a consensus		<b>YES</b>	<p>TCP 1.12 -2008 “System of technical norms and standardization of the Republic of Belarus. Rules of organizing and work of technical committees on standardization”.</p> <p>9.5. Decisions shall be taken by technical committee on the basis of members’ voting. Voting may directly be organized at a meeting of technical committee or by correspondence.</p> <p>Decisions of procedural matters shall be considered taken in case of general consensus. Being so, voting results by technical committee members shall be recorder in a voting bulletin. Its form is shown in Attachment D. On the basis of this voting bulletin a report shall be executed with indication of voting results, remarks and actions of technical committee for elimination of discrepancies. The report shall be directed to every member of technical committee during a month after the end of voting.</p> <p>Document "Regulations of ensuring balanced representation of all interested parties at development of technical normative and</p>

			<p>legislative documents in the sphere of forest certification, complying with the requirements of PEFC" Appendix 14:", clause 6.3.</p> <p>6.3 Procedure for making decisions on draft standards</p> <p>6.3.1 Decision on sending the final version of draft standard for approval shall be taken by the working group on the basis of consensus. For reaching a consensus the working group can use the following alternative methods of detecting disagreement:</p> <ul style="list-style-type: none"> <li>- holding of a conciliation meeting with participation of all the members of a working group; the resolution at the conciliation meeting can be taken in the following ways:</li> <li>- open vote – opinions for and against are expressed verbally or by raising hands;</li> <li>- statement of consensus made by the head of the group in case absence of votes or raised hands against the resolution;</li> <li>- secret vote, etc.;</li> <li>-holding of a conference call, during which a voice vote for/ against is held;</li> <li>- sending via email or via post a request to the participants of the working group to give a written response with agreement or disagreement to the proposed draft;</li> <li>- combination of the mentioned above methods.</li> </ul> <p>6.3.2 In case if the result of the voting was negative because of a steady disagreement of any sector of interests upon essential matters, the disagreement can be resolved in the following ways:</p> <ul style="list-style-type: none"> <li>- holding of discussions and negotiations on the matter of argument within the working group with the purpose of reaching a consensus;</li> <li>- holding of direct negotiations between the interested parties which expressed disagreement and between the parties which have different opinions about the matter of argument with the purpose of reaching a consensus;</li> <li>- usage of dispute procedure".</li> </ul> <p><b>CONFORMS  </b></p>
f) revision of standards/normative documents.	Procedures	<b>YES</b>	<p>TCP 1.2-2004, p9-10, clause 6 "Control, revision, change, reedition, abolition of governmental standard 6.1 Control of governmental standard, 6.2 Revision of governmental standard, 6.3 Change of governmental standard"</p> <p>[AMENDMENT No 2 of TCP 1.2-2004, included modifications to these clauses.]</p> <p><b>CONFORMS  </b></p>
4.2 The standardising body shall make its standard-setting procedures publicly available and shall regularly review its standard-setting procedures including consideration of comments from stakeholders.	Procedures	<b>YES</b>	<p>TCP 1.2-2004, clause 4.7 Amendment N2: "4.7 Information about the process of development, including approval and state registration of state standards is placed on the official website of State Standard in the Internet; information on the approval and state registration of state standards is also published in official periodicals of State Standard.</p> <p>Publication of information in official periodicals is carried out by:</p> <ul style="list-style-type: none"> <li>- when the information comes before the fifteenth day of the current month inclusively - in official periodicals of this month;</li> <li>- in other cases - in official periodicals of the month following the month in which the information was received.</li> </ul> <p>The information is placed on the official website of State Standard in the Internet within five calendar days after its receipt." .</p> <p>TCP 1.2-2004, "5.2 Preparation to governmental standard development</p> <p>5.2.1 Governmental standard development can be ordered by:</p> <ul style="list-style-type: none"> <li>- State Standard or Ministry of Architecture and Construction, if governmental standard development is done at the expense of republican budget;</li> <li>- ministries and other republican organs of government, organizations including public ones, involved in business undertakings, persons interested in governmental standard development and assigned necessary means for this." <p>TCP 1.2-2004 clause 6.1.5: " Revision, change, reedition or abolition of governmental standard can be done according to the decision of State Standard (Ministry of Architecture and Construction - in the area of architecture and construction) without control of governmental standard STL on the basis of:</p> <ul style="list-style-type: none"> <li>- normative legal acts;</li> </ul> </li></ul>

			<p>- regulations and orders of Council of Ministers of the Republic of Belarus;          - valid suggestions of interested agents of technical regulations and standardizations.          [TCP 1.2-2004 Amendment N2 Clause 6.1.5. The second paragraph. Exclude the words "Republic of Belarus".];          TCP 1.2-2004 Amendment N2": "Appendix B: Form of technical task for development (review) of state standard" The form on which a revision can be requested by a developing organisation. ;"          Document description of the scheme: Appendix15: "Notifications of elaboration of state standards are placed in the website of Gosstandart. ( www.gosstandart.gov.by,www.belgiss.org.by)"          The RAFCS is considered to be able to request revision in consultation with a developing organisation. RAFCS has mechanisms in place (Document description of the scheme appendix 14 to ensure balanced representation of stakeholders) to included all stakeholders interest.  <b>CONFORMS</b></p>
	Process	<b>YES</b>	<p>The standards TCP 1.2-2004 (04100) "System of technical norms and standardization of the Republic of Belarus. Rules for elaboration of state standards" received 2 amendments in the past period:          - Amendment N1 TCP 1.2-2004 (04100), put into effect by decree of Gosstandart of the Republic of Belarus dated 26. 10.2009 55          - Amendment N2 TCP 1.2-2004 (04100), put into effect by decree of Gosstandart of the Republic of Belarus dated 26.02.2013 N14          Amendments are the product of a review in the standard setting process of Belarus  <b>CONFORMS</b></p>
<p>4.3 The standardising body shall keep records relating to the standard-setting process providing evidence of compliance with the requirements of this document and the standardising body's own procedures. The records shall be kept for a minimum of five years and shall be available to interested parties upon request.</p>	Procedures	<b>YES</b>	<p>5.3.2.13 An author forms a governmental standard affair and sends it to the examination to State Standard (Ministry of Architecture and Construction – in the area of architecture and construction) with a covering letter not later than six months before expected date of governmental standard consummation.          Governmental standard affair includes the following package:          - final edition of draft governmental standard – on paper (2 copies) and in electronic version as a text file;          - specified explanatory note of the final edition of draft governmental standard;          - response summary on draft governmental standard;          - remarks and suggestions (responses) (originals);          - minutes of the conciliatory meeting (if there are any);          - copy of the original and copy of the translation of international and regional standard when identical or modified standard is developed;          - conclusion made on the results of draft governmental standard examination according to 5.3.2.12-          Note – Other documents are presented on paper in one copy.          Governmental standard affair includes also original of the technical assignment on governmental standard development.          TCP 1.2-2004 Amendment N2: "5.3.2.13: The developer forms the case of state standard and directs it for check to the organization authorized by State Standard for inspection (Ministry of Architecture - in the area of architecture and construction), with a cover letter stating the expected date of state standards introduction. The attachments to the letter includes proposals for changes and / or cancellation of interconnected state standards (if any) agreed with involved subjects of technical regulation and standardization";          third paragraph after the word "electronic" should be added with the word "(magnet)";          state paragraph nine in new version:          "- notifications provided at the appropriate stages of state standard development.";</p> <p>Keeping records (records management) in the Republic of Belarus is regulated by "Instruction on records management in state authorities and organizations", approved by order № 4 dated 19.01.2009 of the Ministry of Justice of the Republic of Belarus.          Instruction is based on provisions of the Law of the Republic of Belarus dated 25 November 2011 № 323 -3 "On Archive Keeping and</p>

		<p>Records Management in the Republic of Belarus".</p> <p>In the Document description of the scheme RAFCS states: On the basis of article 4 of the Law of the Republic of Belarus dated 25 November 2011 № 323 -Z " About archive keeping and records management in the Republic of Belarus" by the order of the Ministry of Forestry of the Republic of Belarus dated 11.11.2013 № 259 "About establishment of the list of documents of the National Archive Fund of the Republic of Belarus which are formed in the process of activities of the Ministry of Forestry of the Republic of Belarus and state organizations subordinate to the Ministry of Forestry of the Republic of Belarus, with indication of periods of storage", periods of storage for documents related to elaboration of technical normative and legislative documents were established, chapter 42, article 828 "Draft technical normative and legislative documents, reviews, conclusions and correspondence on them: in the place of drawing up – period of storage 5 years; sent for approval – till the necessity is past".</p> <p>Issue of documents to interested parties is carried out in compliance with the Law of the Republic of Belarus dated 18.07.2011 №300-Z "On Appeals of Citizens and Legal Entities".</p> <p><b>Comment by RAFCS:</b> "There are many synonyms in the Russian language to the word "request", and the word translated as "appeal" is one of them. In compliance with the Law of the Republic of Belarus No. 300-Z as of 18.07.2011 "On Appeals of Citizens and Legal Entities". citizens, legal entities, foreign citizens and stateless persons have the right to appeal to organizations by submitting written, electronic or verbal appeals (applications). Organizations have to review the appeal (application) and give a response within 15 days. In this case stakeholders (interested parties) can apply either to the Unitary Enterprise 'Belgiproles' as to a developer or to Gosstandart."</p> <p><b>CONFORMS</b></p>
	<p>Process</p>	<p><b>YES</b></p> <p><b>Comment by RAFCS:</b> "a developer forms a standard and then</p> <p>a) sends it for revision to the organization authorized by Gosstandart to check the document. This cope of file is kept in the archive of Gosstandart;</p> <p>b) keeps documents on development of technical normative and legal acts at place of their development (i.e. in its own archive) according to the requirements of its higher department, ministry or agency.</p> <p>It is mentioned in the scheme that each department or agency, in this case they are Gosstandart and the Ministry of Forestry, - carries out the activities related to documents in compliance with the departmental instructions (guidelines).</p> <p>Thus, standard setting documents on development of technical normative and legal acts developed by UE 'Belgiproles' are stored in the UE 'Belgiproles' and when requested by stakeholders (interested parties) they can be provided to them."</p> <p><b>CONFORMS</b></p>
<p>4.4 The standardising body shall establish a permanent or temporary working group/committee responsible for standard-setting activities.</p>	<p>Procedures</p>	<p><b>YES</b></p> <p>TCP 1.2-2004, clause 4.1: "At elaboration of state standards it is necessary to ensure transparency of the process of elaboration and guarantee possibility of participation in this process for all interested parties".</p> <p>TCP 1.2-2004, amendment № 2,</p> <p>Clause 5.2.3 "Work fulfilled on the stage of preparation for elaboration of state standard includes: ... - elaboration of draft requirements specification for elaboration of state standard;</p> <p>- preparation and placement on the official website of Gosstandart notification of beginning of elaboration of draft state standard".</p> <p>Clause 5.2.4, 3rd paragraph, "Form of requirements specification for elaboration of state standard is given in appendix B".</p> <p>Appendix B, Appendix to requirements specification for elaboration (revision) of state standard – "List of organizations which shall receive draft state standard for comments".</p> <p>TCP 1.12 -2008 "System of technical norms and standardization of the Republic of Belarus. Rules for organization and work of technical committees on standardization".</p> <p>clause 6.3 "6.3. Technical committee shall be formed of the representatives of:</p>



		<ul style="list-style-type: none"> <li>- State Standard or by its instruction – representatives of the authorized organization;</li> <li>- the organizations which are consumers (customers) of the products to which the field of activity of technical committee relates;</li> <li>- research institutes, higher educational institutions;</li> <li>- republican state control bodies;</li> <li>- state supervision and expertise bodies;</li> <li>- testing centers (laboratories) and production certification bodies;</li> <li>- societies (unions) of consumers;</li> <li>- other interested organizations.</li> </ul> <p>Members of technical committee may include independent experts who are highly skilled specialists in the field of activity of technical committee, as well as specialists of other states.</p> <p>Besides, subjects of technical regulation and standardization, as well as individual specialists may be involved as per established procedure for fulfillment of works performed by technical committee."</p> <p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC", approved by RAFCS in 2014.</p> <p>Clause 6.1.1 "For ensuring balanced representation of all interested parties at elaboration, consideration of draft standards and taking decisions on them, the standardizing body shall form a working group on development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC" (hereinafter referred to as working group).</p> <p><b>CONFORMS  </b></p>
	<p>Process</p>	<p><b>YES</b></p> <p>The Names of the Working Group members of SFM and COC were delivered by RAFCS.</p> <p>In description of the scheme: Appendix 17, p263: TCP 5.1.16, the 18.7 "Draft technical document was sent for comments to: Name of enterprise (organization) where draft technical documents was sent for comments</p> <ol style="list-style-type: none"> <li>1 Ministry of Forestry of the Republic of Belarus</li> <li>2 Ministry of Defense of the Republic of Belarus</li> <li>3 Ministry of Natural Resources and Environmental protection The Republic of Belarus</li> <li>4 Concern "Bellesbumprom"</li> <li>5 UE "Belgosles"</li> <li>6 Institute of Forestry of the Academy of Sciences of Belarus</li> <li>7 BelGISS</li> <li>8 OJSC «Minskprojectmebel»</li> <li>9 The Republican association of forest certification</li> <li>10 Public organization "Protection of Birds in Belarus"</li> <li>11The Republican committee of Belarusian trade union of forestry workers</li> <li>12 Brest forest hunting organization</li> <li>13 Vitebsk forest hunting organization</li> <li>14 Gomel forest hunting organization</li> <li>15 Grodno forest hunting organization</li> <li>16. Minsk forest hunting organization</li> <li>17. Mogilev forest hunting organization</li> <li>18 Regional public association «Gomel association of children and youth»"</li> </ol> <p>Revision was carried out in connection with implementation of work on reforming the National conformity approval system of the Republic of Belarus and introduction of TCP 5.1.05-2012 (03220) « National conformity approval system of the Republic of Belarus.</p>

			<p>Certification of management systems. Basic provisions», TCP 5.1.08-2012 (03220) «National conformity approval system of the Republic of Belarus. Signs of conformity. Description and procedure of use», as well as in connection with the necessity to provide compliance with the International Standard PEFC ST 1002:2010 «Requirements to certification schemes. Group certification of forest management - Requirements».</p> <p>Three (3) letters to ask for comments were sent during the revision process to different organisations, these letters have dates and numbers: eg № 05/829 dated 19.07.2013. Comments were received and these letters are dated and numbered.</p> <p><b>CONFORMS  </b></p>
4.4 The working group/committee shall:			
<p>a) be accessible to materially and directly affected stakeholders,</p>	<p>Procedures</p>	<p><b>YES</b></p>	<p>TCP 1.2-2004: clause 4.1-4.2: "4.1 Developing governmental standards it is necessary to guarantee transparency of the developing process and giving opportunity to all interested parties to be involved in the development. 4.2 Development of governmental standards is as a rule accomplished by standardization technical committees, in their absence by directing and basis standardization agencies, leading research institutes, organizations, any interested legal entities and natural persons, including foreign, having experience in the standardized field (further- authors)." [TCP 1.2-2004 Amendment N2: "Clause 4.2. Delete the words "head and basic standardization organizations"] " TCP 1.2-2004: 5.2: "5.2 Preparation to governmental standard development 5.2.1 Governmental standard development can be ordered by: - State Standard or Ministry of Architecture and Construction, if governmental standard development is done at the expense of republican budget; - ministries and other republican organs of government, organizations including public ones, involved in business undertakings, persons interested in governmental standard development and assigned necessary means for this. In the case of enterprising development work is done at the expense of an author." . TCP 1.12-2008: clause 6.3. "Technical committee shall be formed of the representatives of: - State Standard or by its instruction – representatives of the authorized organization; - the organizations which are consumers (customers) of the products to which the field of activity of technical committee relates; - research institutes, higher educational institutions; - republican state control bodies; - state supervision and expertise bodies; - testing centers (laboratories) and production certification bodies; - societies (unions) of consumers; - other interested organizations. Members of technical committee may include independent experts who are highly skilled specialists in the field of activity of technical committee, as well as specialists of other states. Besides, subjects of technical regulation and standardization, as well as individual specialists may be involved as per established procedure for fulfillment of works performed by technical committee. " Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC", approved by RAFCS in 2014. Clause 6.2.4 Working group shall: - be accessible for all interested parties;</p>

		<ul style="list-style-type: none"> <li>- have balanced representation of all categories of interested parties, guaranteeing the process of making decisions on the standardization object and scope of the standard, including geographical one, within which no interest will dominate or will be dominated</li> <li>- include interested parties:</li> <li>- competent in the issues considered in the standard;</li> <li>- financially interested;</li> <li>- parties which will use the standard or already use it.</li> </ul> <p>Financially interested parties shall be represented among participants to a considerable degree."</p> <p>In Document description of the scheme appendix 14, approved by RAFCS in October 2014 specially mentions the "financially interested and the parties using or are willing to use the standard" previously TCP 1.2-2004, clause 4.1 "Interested parties are given opportunity to participate", one can assume that stakeholders are given the opportunity to participate also TCP 1.12-2008, clause 6.3 gives opportunity to "interested parties" to participate.</p> <p><b>Comment by RAFCS:</b> "The procedure of ensuring access to TCP and STB development:  1. The Plan of State Standardization (PSS) for the following year is uploaded on the website of Gosstandart <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> at the end of a current or the beginning of the following year. All stakeholders have an opportunity to study it.  2. As to inform all stakeholders (interested parties) according to TCP 1.8 – 2008 a notification on development of a technical normative legal act or regulation is uploaded on Gosstandart website (Annex 1). With taking into consideration all applications (appeals) submitted by interested organizations and individuals, a list of organizations is formed where a draft is sent for a review and response. As a rule, a developer has a list of organizations actively cooperating with it in drafting a technical normative legal act, possessing the required competence in the issues under consideration, and the developer take this list as a basis."</p> <p><b>CONFORMS  </b></p> <p><b>Note from the assessor:</b> Amendment N2 on TCP 1.2-2004, 4.2 is not coherent with the translation of the TCP 1.2-2004 clause 4.2.</p>
	<p>Process</p>	<p><b>YES</b></p> <p>Currently the Plan of State Standardization for 2016 with amendments is available in the website:  <a href="http://www.gosstandart.gov.by/en-US/Programm-work.php">http://www.gosstandart.gov.by/en-US/Programm-work.php</a> (Russian) stakeholders can find detailed information on the STB's and TCP's which will be reviewed next year.</p> <p><b>Comment by RAFCS:</b> As to inform all stakeholders (interested parties) according to TCP 1.8 – 2008 a notification on development of a technical normative legal act or regulation is uploaded on Gosstandart website (example: Project brief Annex 1 Amendment N3 to STB1358-2002, Document: Annex 1- project brief.PDF-en.doc). With taking into consideration all applications (appeals) submitted by interested organizations and individuals, a list of organizations is formed where a draft is sent for a review and response. As a rule, a developer has a list of organizations actively cooperating with it in drafting a technical normative legal act, possessing the required competence in the issues under consideration, and the developer take this list as a basis.</p> <p><i>Note: as a result of uploading notifications about development of normative acts, the developer of TCP and STBs on sustainable forest management and forest certification was not applied to by non-governmental and public (civil society) organizations, neither by any other forestry organizations.</i></p> <p>When the first draft of the technical normative legal act has been developed a notification on standard development is uploaded on Gosstandart website (Project brief Annex 2 Amendment N3 to STB1358-2002, document: Annex 2 Project brief 2.PDF-en.doc). At the same time the first draft of the technical regulation (technical normative legal act) is uploaded with an explanatory note.</p>

		<p>Working groups are <u>formed from among organizations (representatives of organizations), which/ who have sent their comments, proposals and replies. The organizations, which have not responded to the invitation to review a standard, participate in the further development of the standard at the developer's discretion.</u></p> <p>The procedure of uploading a notification on completion of the review with uploaded final version of the standard, lists of comments and replies, the explanatory note is the same. Thus, invitation to participate in standard setting (standard development) and access to the first and final versions of the standard for review of all stakeholders (interested parties) are ensured. Information uploading procedure: the Gosstandart website (<a href="http://www.gosstandart.gov.by">http://www.gosstandart.gov.by</a>) →home→ technical regulations and standadization →development of technical normative legal acts →notification on the process of development of the technical normative legal acts. (<a href="http://stb.by/Stb/Development.php">http://stb.by/Stb/Development.php</a> (Russian)</p> <p>Besides, stakeholders (interested organizations) are sent letters on review of standard drafts with attached (enclosed) standard draft and the explanatory note, and the UE 'Belgiproles' uploads information about development of a technical normative legal act on its website (Documents STB 1708, announcement Annex 3.1 STB2157, announcement Annex 3.2, Review STB 1358-2002 started Annex 3.3 (English))”</p> <p>The survey raises some concerns about participating of NGO's and other not direct forest related organizations. The documents provide april 2016 give an overview of the organizations involved in STB2157 and the amendment 3 of STB 1708, the lists are shorter then the stakeholder list provided. The Public organizations and mass media organizations seem missing at first glance</p> <p>At appendix F and G of this report, an overview of organizations receiving the draft version and final draft version for both STB2157 and STB 1708.</p> <p><b>Comment by RAFCS:</b> “As for the organizations having participated in development of STB 2157, we would like to inform that this standard had been earlier approved as the preliminary standard STB P 2157 -2012, then it was officially published and has been in force since 01.01.2013. The procedure of development of STB 2157 was focused on development of the final version. The draft of the final version was uploaded on the website of the UE 'Belgiproles' <a href="http://www.belgiproles.by">www.belgiproles.by</a>. After uploading the final version of STB 2157 on the website there were no applications from NGOs and public (civil society) organizations and their representatives. The list of organizations involved in the review included those organizations which expressed interest in this standard and which are competent in this field.”</p> <p>One year in advance the reviews and developments of STB and TCP's are available on the website of Gosstandart, furthermore stakeholders are been notified by the developer.</p> <p><b>CONFORMS  </b></p>
<p>b) have balanced representation and decision-making by stakeholder categories relevant to the subject matter and</p>	<p>Procedures</p>	<p><b>YES</b></p> <p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC", approved by RAFCS in 2014. clause 6.2.4 "Working group shall: (...) - have balanced representation of all categories of interested parties, guaranteeing the process of making decisions on the</p>

<p>geographical scope of the standard where single concerned interests shall not dominate nor be dominated in the process, and</p>			<p>standardization object and scope of the standard, including geographical one, within which no interest will dominate or will be dominated”;) CONFORMS  </p>
	<p>Process</p>	<p><b>NO</b></p>	<p>The present list of organisations involved in the standard setting process provides a balanced representation (contact details received can be found in Appendix D) . The survey raises some concerns. The lists of participants stated in STB 2157 and Amendment 3 of STB 1708 are shorter than the overall stakeholder list provided. The public organizations and mass media organizations seem to be missing at first glance.</p> <p><b>Comment by RAFCS:</b> “As for the organizations having participated in the development of STB 2157, we would like to inform that this standard had been earlier approved as the preliminary standard STB P 2157-2012, then it was officially published and has been in force since 01.01.2013. The procedure of development of STB 2157 was focused on development of the final version. The draft of the final version was uploaded on the website of the UE ‘Belgiproles’ <a href="http://www.belgiproles.by">www.belgiproles.by</a>. After uploading the final version of STB 2157 on the website there were no applications from NGOs and public (civil society) organizations and their representatives. The list of organizations involved in the review included those organizations which expressed interest in this standard and which are competent in this field.” As for mass media, their function is to inform about drafts, development of legal acts, and, when required, to organize a discussion. The UE ‘Belgiproles’ permanently cooperates with the “Belorusskaya lesnaya gazeta” (Belarusian Forest Newspaper) and the journal “Lesnoye i okhotnichye khozyaystvo” (Forestry and Hunting Sector) on the relevant issues. As for the direct review of standard drafts we consider it to be a priority to ensure competence of the discussion participants on the issues under consideration, and mass media are unlikely to ensure it.</p> <p>The list of stakeholders (interested parties) provided to the assessors is definitely larger than the list of the organizations participating in setting (developing) and review of a specific standard because not all the indicated parties are interested in specific standards, and not all of them are competent in the issues (fields) under consideration. It is necessary to add that the organization that had expressed its concern has initially either ignored the standards sent to it for review or comments, or it gave proposals confronting the legislation of the Republic of Belarus, norms of forest management, i.e. they were not always competent but insisted on their vision without taking into account the opinions expressed by other participants.”</p> <p>In both standard setting processes (STB2157 and STB 1708) there are organizations involved from different categories (an overview is given in Annex F and G of this report), for example a trade union a research institute, and the Ministry of Forestry. NGO’s are however are not represented. The developer did invite state related organizations and enterprises that are competent in ecological and environmental issues. The developer has decision power on handling the comments and use his discretion to invite stakeholders to participate. Regarding STB2157 and ST1708 all comments received by the developer of the standard were taken into account, and mostly adapted into the new version of the standard (if not violating other legislation).</p> <p><b>MINOR NON-CONFORMITIES</b> In both standard setting processes NGO’s were not invited to participate in these minor revisions of the standard. In the past, when</p>

			<p>the initial standard was developed, documents and other TCP's and NGO's were invited.</p> <p>The assessors understand the difficulty to influence the composition of the participants by RAFCS. A selected group of NGO's could, however, have been given a notification, to give them an extra opportunity to send comments. This would have given a more balanced representation.</p>
<p>c) include stakeholders with expertise relevant to the subject matter of the standard, those that are materially affected by the standard, and those that can influence the implementation of the standard. The materially affected stakeholders shall represent a meaningful segment of the participants.</p>	<p>Procedures</p>	<p><b>YES</b></p>	<p>TCP 1.12-2008: clause 6.3. "Technical committee shall be formed of the representatives of:</p> <ul style="list-style-type: none"> <li>- State Standard or by its instruction – representatives of the authorized organization;</li> <li>- the organizations which are consumers (customers) of the products to which the field of activity of technical committee relates;</li> <li>- research institutes, higher educational institutions;</li> <li>- republican state control bodies;</li> <li>- state supervision and expertise bodies;</li> <li>- testing centers (laboratories) and production certification bodies;</li> <li>- societies (unions) of consumers;</li> <li>- other interested organizations.</li> </ul> <p>Members of technical committee may include independent experts who are highly skilled specialists in the field of activity of technical committee, as well as specialists of other states.</p> <p>Besides, subjects of technical regulation and standardization, as well as individual specialists may be involved as per established procedure for fulfillment of works performed by technical committee."</p> <p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": Clause 6.2.4 Working group shall:</p> <ul style="list-style-type: none"> <li>- include interested parties:</li> <li>- competent in the issues considered in the standard;</li> <li>- financially interested;</li> <li>- parties which will use the standard or already use it.</li> </ul> <p>Financially interested parties shall be represented among participants to a considerable degree."</p> <p>The stakeholders with expertise are mentioned in TCP 1.12-2008, clause 6.3. the segment of materially affected stakeholders are mentioned in Clause 6.2.4 of Appendix 14.</p> <p><b>CONFORMS  </b></p>
	<p>Process</p>	<p><b>YES</b></p>	<p><b>Comment by RAFCS:</b> "Appendix to requirements specification for elaboration (revision) of state standard - "List of organizations which shall receive draft state standard for comments", explanatory note, Letters about sending for comments, for approval, written replies – reviews, approvals, summaries of comments"</p> <p>In the survey no concern that materially affected are not presented in the technical committee.</p> <p><b>CONFORMS  </b></p>
<p>4.5 The standardising body shall establish procedures for dealing with any substantive and procedural complaints relating to the standardising activities which are accessible to stakeholders.</p>	<p>Procedures</p>	<p><b>YES</b></p>	<p>TCP 1.2-2004. 5.3.2.3 If there are disagreements on the draft governmental standard an author holds a conciliatory meeting with obligatory participation of the representatives of the organizations that made remarks causing disagreements and in the case of need with the participation of the representatives of other interested parties. Combination of participants should provide comprehensive discussion and decision-making on the examined matters.</p> <p>Decisions of the conciliatory meeting are entered in the minutes of the conciliatory meeting signed by the participants of the meeting. Special opinion of the conciliatory meeting participants (if there is one) is enclosed to the minutes.</p> <p>5.3.2.4 An author completes the final edition of the draft governmental standard on the basis of the decisions made at the conciliatory meeting and makes an explanatory note more precise.</p>

			<p>5.3.2.5 An author sends a complete final edition of the draft governmental standard with a precise explanatory note and response summary on the draft governmental standard:</p> <ul style="list-style-type: none"> <li>- at the second consideration (response) to the interested agents of the technical regulations and standardization, mentioned in the technical assignment taking into account 5.3.1.6;</li> <li>- to State Standard (Ministry of Architecture and Construction- in the area of architecture and construction)."</li> </ul> <p>Document description of the scheme, Checklist Part I, 4.5.</p> <p><b>Comment by RAFCS:</b> "According to the legislation of the Republic of Belarus it is not necessary to develop local normative documents on handling appeals of citizens and legal entities because there exists the officially established unified administrative procedure stipulated by the Law of the Republic of Belarus dated 18.07.2011. №300-Z "On appeals of citizens and legal entities" and "Regulations on the procedure of records management on appeals of citizens and legal entities in state authorities, other organizations, with individual entrepreneurs", approved by order of the Council of Ministers of the Republic of Belarus №1786 dated 30.12.2011.</p> <p>According to article 1 of the Law "On appeals of citizens and legal entities" an appeal – individual or collective statement, proposal, claim disclosed in written, electronic or oral form.</p> <p>In the Republic of Belarus application of state standards is voluntary and execution of laws is obligatory for everyone that is why it is not necessary to give a reference to the law in the standard to ensure the execution of the requirements of the law."</p> <p>Document Instructions on organization of work with appeals of citizens and legal entities and the procedure of office work in the state Standardization Committee of the Republic of Belarus, No. 99. "Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs: clause 1.1. Appeals shall be stated in Belarusian or Russian.</p> <p>1.2. All written appeals to the State Standardization Committee shall be accepted and registered in the office of organizational and legal work department and the human resources department on the date of their receiving, and if appeals were received on a non-working day (non-working hours) – no later than on the first following working day.</p> <p>1.3. When electronic appeals are received their paper copies shall be provided and registered according to the procedure established for registration of written appeals.</p> <p>1.4. Verbal appeals to the State Standardization Committee shall be accepted during personal appointments with citizens, including individual entrepreneurs, their representatives, representatives of legal entities, organized by the Chairman of the Committee, his deputies, heads of structural divisions or their deputies."</p> <p>Disputes are handled by the developer (TCP1.2-2004, 5.3). An appeal procedure is also present and accessible: the appeal can be written, electronic or a personal appointment can take place.</p> <p><b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p>No Appeal was been handled according to the description of the scheme.</p> <p><b>CONFORMS  </b></p>
4.5 Upon receipt of the complaint, the standard-setting body shall:			
a) acknowledge receipt of the complaint to the complainant,	Procedures	<b>YES</b>	<p>Document Instructions on organization of work with appeals of citizens and legal entities and the procedure of office work in the state Standardization Committee of the Republic of Belarus, No. 99. "Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs: Clause 1.6. Appeals to the State Standardization Committee shall be considered in accordance with the procedure and within the period established in the Law of the Republic of Belarus "On Appeals of Citizens and Legal Entities", the Decree of the President of the Republic of Belarus, dated October 15, 2007, No. 498, "On Additional Measures for Work with Appeals of Citizens and Legal Entities" and other legislative acts.</p> <p>Law On Appeals of Citizens and Legal Entities N300-3: "Article 13. Acceptance and registration of appeals</p> <p>1. Appeals submitted in accordance with the procedure set up in the present Law shall be mandatorily accepted and registered.</p>

		<p>Acceptance of appeals shall not be denied.                  2. The procedure of records management related to appeals of citizens and legal entities shall be provided by the Council of Ministers of the Republic of Belarus.                  Article 3. When receiving any written appeals containing some issues which do not relate to the competence of organizations, the latter shall within five days submit the appeals to organizations for consideration in accordance with their competence, and they shall notify the applicants within the same period or in accordance with the procedure set up in the present Law, leave applications without consideration in essence and notify applicants about that and explain, to what organization and according to what procedure one should apply for solution of problems described in appeals.                  Written appeals which appeal against decisions by the court shall be returned to the applicants no later than within five days along with explanations of the procedure of appeals against the court decisions.”</p> <p><b>Comment by RAFCS:</b> “Law makers involved in development and adoption of Law No. 300-Z considered it more important to set a period, within which an appeal (application) shall be considered and essentially replied for than to set periods (terms) of confirmation of receipt of an appeal (application). The applicants are aware of the fact that their appeal (application) shall be considered on no later than 15 days after they have submitted their appeal (application). And the registration of appeals (applications) is mandatory according to Law No. 300-Z.                  Order of the State Standardization Committee of the Republic of Belarus No. 99 as of 07.07.2014 was adopted on the basis of Law No. 300-Z and it cannot according to the legislation include any requirements, which are not provided for in this Law.”</p> <p>Although both legislation N99 and N300-3 do not contain information on the complainant receiving acknowledge receipt. All complaints are registered and the response period to handle an appeal (15 days) is however relative short.                  Therefore the assessors agree with RAFCS that the reply to the complainant within 15 days reduces the necessity for an acknowledgement of the complaint to the complainant.  <b>CONFORMS</b></p>
	Process	<p><b>YES</b>                  No Appeal was been handled according to the description of the scheme.  <b>CONFORMS</b></p>
<p>b) gather and verify all necessary information to validate the complaint, impartially and objectively evaluate the subject matter of the complaint, and make a decision upon the complaint, and</p>	Procedures	<p><b>YES</b>                  The Law on appeals of citizens and legal entities N 300-3: “Article 9. Duties of organizations, individual entrepreneurs                  Organizations, individual entrepreneurs shall:                  - ensure attentive, responsible, benevolent relation to applicants;                  - not allow beardedness, bureaucracy, red tape, prejudiced, indelicate behavior, rudeness and disrespect in relations with applicants;                  - take measures for full, objective, comprehensive and prompt consideration of appeals;                  - take lawful and substantiated decisions;                  Article 10.4. If solution of the problems disclosed in the course of a personal appointment, does not relate to the competence of the organization which arranges the personal appointment, respective officials shall not consider the appeal in essence, but they shall rather explain to which organization one should apply for solution of the problems disclosed in the appeal.                  If additional study and inspection are required for solution of the problems disclosed in a verbal appeal and referred to the competence of the organization which arranges a personal appointment, the appeal shall be stated by the applicant in writing and it shall be considered in accordance with the procedure set up in the present Law for written appeals.”</p> <p>‘Instructions on organization of work with appeals of citizens and legal entities and the procedure of office work in the state Standardization Committee of the Republic of Belarus’ approved by Order of the State Standardization Committee of the Republic of Belarus No. 99 as of 07.07.2014: “1.2 All written appeals to the State Standardization Committee shall be accepted and registered in</p>



			<p>the office of organizational and legal work department and the human resources department on the date of their receiving, and if appeals were received on a non-working day (non-working hours) – no later than on the first following working day.</p> <p>1.9. Written appeals shall be considered in essence within fifteen days since the day of their registration, and the appeals requiring extra study and inspection - within one month, unless otherwise stated in legislative acts.</p> <p>1.12. Consideration of written and electronic appeals shall be controlled by the office of organizational and legal work department and the human resources department with the use of the automated (electronic) control system.”</p> <p>Both The Law on appeals of citizens and legal entities N 300-3 and “Instructions on organization of work with appeals of citizens and legal entities and the procedure of office work in the state Standardization Committee of the Republic of Belarus” No. 99 provide the framework of validating an appeal. Internal checks, official registration and quick responses should guard the impartially and objectively of handling an appeal.</p> <p><b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p>No Appeal was been handled according to the description of the scheme.</p> <p><b>CONFORMS  </b></p>
c) formally communicate the decision on the complaint and of the complaint handling process to the complainant.	Procedures	<b>YES</b>	<p>The Law on appeals of citizens and legal entities N 300-3. Article 9. Duties of organizations, individual entrepreneurs Organizations, individual entrepreneurs shall:</p> <ul style="list-style-type: none"> <li>- inform applicants about the decisions taken by results of consideration of appeals;</li> <li>- provide control of fulfillment of the decisions taken by appeals;</li> <li>- resolve problems on bringing to responsibility of the persons who are guilty in violation of rights, freedoms and (or) lawful interests of applicants in compliance with the established procedure;</li> <li>- explain to applicants the procedure of appealing against responses to appeals and decisions on leaving the appeals without consideration in essence in cases stipulated in the present Law;</li> <li>- fulfill other duties stipulated in the present Law and other legislative acts.;</li> </ul> <p>Article 18. Requirements to written responses for written appeals</p> <p>1. Written responses to written appeals shall be stated in the language of appealing, they shall be substantiated and well-grounded (if necessary, having references to legislative acts), they shall contain specific formulations which refute or confirm the applicants' arguments.</p> <p>Written responses to claims against actions (lack of actions) of organizations, individual entrepreneurs and their employees shall contain an analysis and assessment of the said actions (lack of actions), information on measures taken if the claims were found reasonable.</p> <p>If written responses to written appeals contain decisions about full or partial denial of satisfying the appeals or leaving the appeals without consideration in essence, the procedure of their appeal shall be indicated in these responses.</p> <p>2. Written responses to written appeals shall be signed by the head of organization, individual entrepreneur or their authorized officials.</p> <p><b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p>No Appeal was been handled according to the description of the scheme.</p> <p><b>CONFORMS  </b></p>
4.6 The standardising body shall establish at least one contact point for enquiries and complaints relating to its	Procedures	<b>YES</b>	<p>Document Instructions on organization of work with appeals of citizens and legal entities and the procedure of office work in the state Standardization Committee of the Republic of Belarus, No. 99. "Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs: Article 1.2. All written appeals to the State Standardization Committee shall be accepted and registered in the office of organizational and legal work department and the human resources department on the date of their receiving, and if appeals were received on a non-working day (non-working hours) – no later than on the first following working day.</p>

<p>standard-setting activities. The contact point shall be made easily available.</p>			<p>Article 1.3. When electronic appeals are received their paper copies shall be provided and registered according to the procedure established for registration of written appeals.</p> <p>Article 1.4. Verbal appeals to the State Standardization Committee shall be accepted during personal appointments with citizens, including individual entrepreneurs, their representatives, representatives of legal entities, organized by the Chairman of the Committee, his deputies, heads of structural divisions or their deputies.</p> <p>Article 1.8 The appeals sent to the Email address of the State Standardization Committee and complying with the requirements of clauses 1-3 of article 12 of the Law of the Republic of Belarus "On Appeals of Citizens and Legal Entities" (except for the requirement of a personal signature of the head of a legal entity or a person authorized according to the established procedure to sign appeals certified with a seal of a legal entity) shall be considered according to the procedure set up for consideration of written appeals." Gosstandart is the standardising body. Contact information can be found on the website in English, Russian and Polish: <a href="http://www.gosstandart.gov.by/en-US/contacts-info.php">http://www.gosstandart.gov.by/en-US/contacts-info.php</a></p> <p><b>CONFORMS  </b></p>
<b>Standard-setting process</b>			
<p>5.1 The standardising body shall identify stakeholders relevant to the objectives and scope of the standard-setting work.</p>	<p>Procedures</p>	<p><b>YES</b></p>	<p>TCP1.2-2004, clause 4.1: "Developing governmental standards it is necessary to guarantee transparency of the developing process and giving opportunity to all interested parties to be involved in the development." ;</p> <p>TCP1.2-2004, clause 5.2.3 Work fulfilled at the stage of preparation to governmental standard development includes:</p> <ul style="list-style-type: none"> <li>- making of contract on governmental standard development with a customer;</li> <li>- determining as necessary helpers for governmental standard development;</li> <li>- working out of technical assignment for governmental standard development;</li> <li>- preparation and publication of notification of the beginning of draft governmental standard development.</li> </ul> <p>[TCP1.2-2004, Amendment N2: "Clause 5.2.3 is supplemented with the paragraphs:</p> <p>In case of development of state standard on the basis of international standard or international document, works performed during preparation for the development of state standard, also include:</p> <ul style="list-style-type: none"> <li>- getting international standard or international document in accordance with 4.6;</li> <li>- translation (in case there is no official translation into Russian) of international standard or international document)."] <p>Clause 5.2.4, 3rd paragraph, "Form of requirements specification for elaboration of state standard is given in appendix B".</p> <p>Appendix B, Appendix to requirements specification for elaboration (revision) of state standard – "List of organizations which shall receive draft state standard for comments".</p> <p>TCP 1.12 -2008, clause 5.7. "The organization which plans to head the secretariat of technical committee shall submit a set of documents to State Standard:</p> <ul style="list-style-type: none"> <li>- an application letter signed by the head of organization with a proposal about establishment of technical committee, which shall include a description of technical committee, a field of activity (a list of technical regulation and standardization objects), structure of technical committee, information about analogous standardization committees of international and interstate (regional) standardization organizations (if any), etc.;</li> <li>- a list of organizations (at least five) which expressed their readiness to participate in the work of technical committee along with attachment of original letters;</li> <li>- a draft Regulation on Technical committee (in two copies);</li> <li>- proposals of candidates to the positions of chairman, deputy chairman (if any) and responsible secretary;</li> <li>- minutes of the organizational meeting whereat a draft Proposal on technical committee was approved and candidates were proposed to the positions of chairman, deputy chairman (if any) and responsible secretary;</li> <li>- a draft standardization program of technical committee or a list of proposed standards and technical codes to be worked out along with substantiation.</li> </ul> </li></ul>

			<p>Requirements to the contents and statement of the field of activity of technical committee (a list of technical regulation and standardization objects) for technical committee are shown in Attachment B."</p> <p>TCP 1.12-2008: clause 6.3. "Technical committee shall be formed of the representatives of:</p> <ul style="list-style-type: none"> <li>- State Standard or by its instruction – representatives of the authorized organization;</li> <li>- the organizations which are consumers (customers) of the products to which the field of activity of technical committee relates; research institutes, higher educational institutions; republican state control bodies; state supervision and expertise bodies; testing centers (laboratories) and production certification bodies; societies (unions) of consumers; other interested organizations.</li> </ul> <p>Members of technical committee may include independent experts who are highly skilled specialists in the field of activity of technical committee, as well as specialists of other states.</p> <p>Besides, subjects of technical regulation and standardization, as well as individual specialists may be involved as per established procedure for fulfillment of works performed by technical committee." .</p> <p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, "5. Procedure for identification of interested parties</p> <p>5.1 In the process of elaboration of state standards, technical codes of common practice in the field of sustainable forest management and forest utilization, confirmation of origin of forest based products and their derivatives from sustainably managed forests in compliance with the requirements PEFC (hereinafter referred to as standards) standardizing body shall define interested parties which have relation to the object of standardization and the field of application of the standard under elaboration.</p> <p>5.2 Standardizing body shall make a list of interested parties, define the sphere of interest of each party and in compliance with thereof form sectors: ecological, economic, social. For each sector key in-terested parties and the most effective ways of interacting with them shall be defined. The mentioned sectors shall have the equal number of votes.</p> <p>5.3 Standardizing body shall:</p> <ul style="list-style-type: none"> <li>- define pinched and key interested parties;</li> <li>- study reasons which impede them from participation in the process of elaboration of standard;</li> <li>- facilitate the participation of pinched and key interested parties in the process of elaboration of standard."</li> </ul> <p><b>CONFORMS  </b>"</p>
	Process	<b>YES</b>	<p>A list of stakeholders is present: 36 persons were involved in the past 5 years in standard setting related to SFM and 20 people were involved in standard setting related to COC.</p> <p><b>CONFORMS  </b></p>
<p>5.2 The standardising body shall identify disadvantaged and key stakeholders. The standardising body shall address the constraints of their participation and proactively seek their participation and contribution in the standard-setting activities.</p>	Procedures	<b>YES</b>	<p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, "5. Procedure for identification of interested parties:</p> <p>5.1 In the process of elaboration of state standards, technical codes of common practice in the field of sustainable forest management and forest utilization, confirmation of origin of forest based products and their derivatives from sustainably managed forests in compliance with the requirements PEFC (hereinafter referred to as standards) standardizing body shall define interested parties which have relation to the object of standardization and the field of application of the standard under elaboration.</p> <p>5.2 Standardizing body shall make a list of interested parties, define the sphere of interest of each party and in compliance with thereof from sectors: ecological, economic, social. For each sector key interested parties and the most effective ways of interacting with them shall be defined. The mentioned sectors shall have the equal number of votes.</p> <p>5.3 Standardizing body shall:</p> <ul style="list-style-type: none"> <li>- define pinched and key interested parties;</li> <li>- study reasons which impede them from participation in the process of elaboration of standard;</li> </ul>

		<p>- facilitate the participation of pinched and key interested parties in the process of elaboration of standard."</p> <p><b>Comment by RAFCS:</b> "As to inform all stakeholders (interested parties) according to TCP 1.8 – 2008 a notification on development of a technical normative legal act or regulation is uploaded on Gosstandart website (Annex 1). With taking into consideration all applications (appeals) submitted by interested organizations and individuals, a list of organizations is formed where a draft is sent for a review and response. As a rule, a developer has a list of organizations actively cooperating with it in drafting a technical normative legal act, possessing the required competence in the issues under consideration, and the developer take this list as a basis.</p> <p><b>Comment by the Assessors:</b> No evidence found in the documents <u>proactively</u> seeking participation of key stakeholders and disadvantaged stakeholders in the standard setting activities <u>by the developer of the standard</u>. No distinction is made when identifying participants between 'disadvantaged' stakeholders and 'regular' stakeholders. However according to 5.2 appendix 14 All stakeholders identified by <u>RAFCS</u> will get a notification on the review of the standard. In the stakeholders identification 'ecological, economic, social' aspects are considered and the most effective way of interacting shall be defined. (adopted in 2014 by RAFCS)</p> <p><b>CONFORMS</b></p>
	<p>Process</p> <p><b>NO</b></p>	<p><b>Comment by the assessors:</b> "No evidence was provided to the assessors on proactively seeking disadvantaged stakeholders in the presented documentation neither by the developer or by RAFCS . The survey mentions that the NGO "BirdLife Belarus" was not always involved in the process. It remained unclear why not all organisations were invited on the stakeholder list, as provided by RAFCS. The list includes actively participating organisations over the past 5 years . It also stayed unclear, if amendments or reviews took place. Is a new list being prepared, which also invites other stakeholders not yet involved in the process?"</p> <p><b>Comment by RAFCS:</b> "1. Note: After uploading notifications about development of normative acts, the developer of TCP and STBs on sustainable forest management and forest certification was not applied to by non-governmental and public (civil society) organizations, neither by any other forestry organizations.  2. When the first draft of the technical normative legal act has been developed a notification on standard development is uploaded on Gosstandart website (Annex 2). At the same time the first draft of the technical regulation (technical normative legal act) is uploaded with an explanatory note.  Working groups are formed from among organizations (representatives of organizations), which/ who have sent their comments, proposals and replies. The organizations, which have not responded to the invitation to review a standard, participate in the further development of the standard at the developer's discretion.  3. The procedure of uploading a notification on completion of the review with uploaded final version of the standard, lists of comments and replies, the explanatory note is the same.  Thus, invitation to participate in standard setting (standard development) and access to the first and final versions of the standard for review of all stakeholders (interested parties) are ensured.  Information uploading procedure: the Gosstandart website <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> --&gt;home--&gt; technical regulations and standadization -&gt;development of technical normative legal acts -&gt;notification on the process of development of the technical normative legal acts."  4. As for the organizations having participated in development of STB 2157, we would like to inform again that this standard had been earlier approved as the preliminary standard STB P 2157 -2012, then it was officially published and has been in force since 01.01.2013. The procedure of development of STB 2157 was focused on development of the final version.</p>

		<p>5. The draft of the final version was uploaded on the website of the UE 'Belgiproles' <a href="http://www.belgiproles.by">www.belgiproles.by</a>, (Annex 3), where it is still available in the section of News Archive. Information about developing the final version was published in the "Belorusskaya lesnaya gazeta" (Belarusian Forest Newspaper) in 2014. After uploading the final version of STB 2157 on the website there were no applications from NGOs and public (civil society) organizations and their representatives sent to the developer or to RAFCS. The list of organizations involved in the review included those organizations which expressed interest in this standard and which are competent in this field. As for the direct review of standard drafts we consider it to be a priority to ensure competence of the discussion participants on the issues under consideration, and mass media are unlikely to ensure it.</p> <p>6. The list of stakeholders (interested parties) provided to the assessors is definitely larger than the list of the organizations participating in setting (developing) and review of a specific standard because not all the indicated parties are interested in specific standards, and not all of them are competent in the issues (fields) under consideration.</p> <p>7. The expressed unsubstantiated concern is a subjective factor and cannot be a reason for stating a non-conformity. It is necessary to add that the public organization "Okhrana ptits Belarusi" (Protection of Birds of Belarus) that had expressed its concern has initially either ignored the standards sent to it for review or comments, or it gave proposals confronting the legislation of the Republic of Belarus, norms of forest management, i.e. they were not always competent but insisted on their vision without taking into account the opinions expressed by other participants."</p> <p><b>Comment by the assessors:</b> During the survey, concerns were expressed that stakeholders not directly involved in Forest Management were not given the opportunity to participate (actively).</p> <p><b>Comment by RAFCS:</b> "It is necessary to add that the public organization "Okhrana ptits Belarusi" (Protection of Birds of Belarus) that had expressed its concern has initially either ignored the standards sent to it for review or comments, or it gave proposals confronting the legislation of the Republic of Belarus, norms of forest management, i.e. they were not always competent but insisted on their vision without taking into account the opinions expressed by other participants. The public organization "Okhrana ptits Belarusi" (Protection of Birds of Belarus) has its own contacts and acquaintances in RAFCS, State Forest Management Administration, Ministry of Forestry, forestries, UE 'Belgiproles' , etc., so if it had had a desire to cooperate on development of forest certification in the Republic of Belarus in conformity to PEFC scheme, there would have been no problems. The public organization "Okhrana ptits Belarusi" (Protection of Birds of Belarus) purposefully prevents development of the forest certification in Belarus according to PEFC scheme, because it supports forest certification according to FSC scheme."</p> <p><b>Comment by the assessors:</b> Another concern expressed during the survey was the lack of involvement of stakeholders during the development of the new Forest Code (law). Note by the assessors: The new Forest Code is not part of this current assessment.</p> <p><b>Comment by RAFCS:</b> "It is necessary to note that there are different normative legal acts, which include, first of all, the Forest Code of the Republic of belarus as well as other legal acts in forest management, environmental protection, etc. from technical normative legal acts, which include state standards, technical codes of practices, etc. These documents are of different status and they have different procedures of development, review and adoption (approval). Adoption and assessment of the national normative legal acts are not within the powers and competences of RAFCS and PO "Okhrana ptits Belarusi" (Protection of Birds of Belarus) and the assessors. The adopted laws are executed but not discussed."</p>
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<p>5.3 The standardising body shall make a public announcement of the start of the standard-setting process and include an invitation for participation in a timely manner on its website and in suitable media as appropriate to afford stakeholders an opportunity for meaningful contributions.</p>	<p>Procedures</p>	<p><b>YES</b></p> <p>TCP 1.2-2004, Amendment N2: clause 4.7-4.8: "State clausees 4.7 and 4.8 in new revisions:          "4.7 Information about the process of development, including approval and state registration of state standards is placed on the official website of State Standard in the Internet; information on the approval and state registration of state standards is also published in official periodicals of State Standard.          Publication of information in official periodicals is carried out by:          - when the information comes before the fifteenth day of the current month inclusively - in official periodicals of this month;          - in other cases - in official periodicals of the month following the month in which the information was received.          The information is placed on the official website of State Standard in the Internet within five calendar days after its receipt.          4.8 Documents that are created during the state standard development (technical task for state standard development, the first version of state standard draft, the final version of state standard draft, the explanatory notes to them, comments summary on the national standard draft), notification of state standard development should be signed by the head (deputy) of the development organization.          Notifications provided at the stages of state standard development, the first version of state standard draft with an explanatory note to it, and a summary of comments on the national standard draft should be submitted to Scientific Industrial Republican Unitary Enterprise "Belarusian State Institute of Standardization and Certification" (hereinafter - BelGISS) as text files by email (orp@belgiss.by) in accordance with TCP 1.8". ;          TCP 1.8-2008: clause "4. General Provisions          4.1. Preparation and provision of information about worked out and adopted (approved) TNLAs are intended to ensure:          - transparent operation in the field of Technical Regulation and standardization in compliance with the procedure of information provision with the requirements set up in [1] and fundamental documents of the Technical Regulation and standardization system of the Republic of Belarus;          - availability of information about the TNLAs and transparency of processes of their development for all interested parties."          TCP 1.8-2008: clause "7.4. BelGISS shall place the following information at the Website of State Standard:          (a) about availability of plans (programs) of TNLA development in accordance with TCP;          (b) about the beginning of TNLA development:          - a notification about the beginning of TNLA development;          (c) about development of a draft TNLA:          - a notification of TNLA development;          - a draft TNLA;          - an explanatory note to a draft TNLA;          (d) about the end of TNLA development:          - a notification about the end of TNLA development;          - summary of reviews for a draft TNLA;</p>

			<p>- final edition of a draft technical regulation."          TCP 1.12-2008: "5.5. For establishment of technical committee the organization which plans to lead the secretariat shall send a letter with invitation to participate in technical committee to all interested subjects of technical regulation and standardization with mentioning the following:          - supposed fields of activity of technical committee;          - a list of standards and technical codes stipulated for development and assigned to technical committee."          Notification on the Website of BelGISS can be considered the Announcement of the development of TNLA's (part of standards or standards). Invitation are sent to invite organisations to participate in the technical committee by the developing organisation. ;  <b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p>The websites of <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> and <a href="http://www.belgiss.org.by">www.belgiss.org.by</a> contain notification about TNLA development.  <b>CONFORMS</b></p>
5.3 The announcement and invitation shall include:			
a) information about the objectives, scope and the steps of the standard-setting process and its timetable,	Procedures	<b>YES</b>	<p>TCP 1.2-2004, Amendment N2: clause 4.7: "State clausees 4.7 in new revisions:          "4.7 Information about the process of development, including approval and state registration of state standards is placed on the official website of State Standard in the Internet; information on the approval and state registration of state standards is also published in official periodicals of State Standard.          Publication of information in official periodicals is carried out by:          - when the information comes before the fifteenth day of the current month inclusively - in official periodicals of this month;          - in other cases - in official periodicals of the month following the month in which the information was received.          The information is placed on the official website of State Standard in the Internet within five calendar days after its receipt.";          TCP 1.8-2008: "6.1.1.2. Information about developing TNLAs shall be prepared and provided with the aim of informing all interested parties about the beginning and course of development, the contents and supposed dates of putting into effect the developing TNLAs for the interested parties to be able to:          - directly participate in developing the respective draft TNLA;          - receive a draft TNLA copy and send proposals and remarks (recalls) to the developer;          - anticipatorily plan and carry out measures required for meeting the requirements of TNLAs."          TCP 1.8-2008: Appendix A, contains "6 International (regional) documents – the basis of working draft development, 7 Requirements differing from the requirements of international (regional) documents - the basis of working draft development, 8 Final date of submission of remarks and proposals (recalls) for the working draft:          9 The working draft may be obtained, The working draft is located at:          10 Supposed date:- of technical code approval - of putting technical code into effect.          TCP 1.2-2004: Amendment N2, clause 5.3.1.4 : "5.3.1.4. Developer within no more than 30 calendar days before the deadline for sending state standard draft for comments set in the technical task of state standard draft sends notification of state standard draft development and the national standard draft with an explanatory note to it to BelGISS".          5.3.1.5 "BelGISS places notification of state standard draft and national standard draft with an explanatory note to it on the official website of State Standard in the Internet."          TCP 1.2-2004, clause 5.3.1.6 : "An author sends draft governmental standard with an explanatory note on approval (response) to the interested agents of technical regulations and standardization, mentioned in the technical assignment. Draft governmental standard ought to be sent without fail on approval (response) to directing or basic standardization agency (according to its assigned production or field) to members of technical standardization committee (if available) if they are not authors. [TCP 1.2-2004 amendment N2: Sub-clause 5.3.1.6. Exclude the words "to the head or base Standardization organization (on its assigned area of work or products)";add the following paragraph: "At the same time the developer is preparing a proposal to amend and / or abolish interconnected state</p>

		<p>standards (if any), which must be agreed with the involved subjects of technical regulation and standardization".]</p> <p>5.3.1.7 An author sends draft governmental standard with an explanatory note to be placed on official sites in the Internet to State Standard (Ministry of Architecture and Construction – in the area of architecture and construction). [TCP 1.2-2004 amendment N2: Sub- clause 5.3.1.7 should be excluded.]</p> <p>5.3.1.8 Draft governmental standard approval period, determined by the author in the notification of draft governmental standard ought to be no less than 60 and no more than 90 calendar days since the date of sending draft governmental standard on approval (response).</p> <p>Remarks and suggestions (response) on draft governmental standard ought to be specific and valid. It is recommended to use suggested redactions (wordings) on separate items, paragraphs, subparagraphs, charts, enclosures and drawings. If the response concludes suggestions on introduction of new technical requirements, changes and abolition of those anticipated in draft governmental standard, they should have technical and economic ground.</p> <p>Remarks and suggestions on draft governmental standard ought to be stated in the following order:</p> <ul style="list-style-type: none"> <li>-on the draft in general;</li> <li>-on sections, subsections, paragraphs, subparagraphs, lists, enclosures in the order of draft governmental standard statement;</li> <li>- on an explanatory note (as necessary).</li> </ul> <p>Remarks and suggestions (responses) received after the date scheduled in the notification are viewed and included in the response summary on draft governmental standard at discretion of the author.</p> <p>5.3.1.9 An author sends to State Standard and Ministry of Architecture and Construction (in the area of architecture and construction) a notification of completion of draft governmental standard approval within 15 calendar days since the date of completion of draft governmental standard approval, determined in the notification of draft governmental standard." [TCP 1.2-2004 amendment N2: Sub- clause 5.3.1.9. Replace the words "about the draft" by "about the draft development", "State Standard" by "BelGISS" and delete the words "and the Ministry of Architecture (architecture and construction)".]</p> <p><b>CONFORMS</b></p>
	<p>Process</p>	<p><b>YES</b></p> <p>The websites of <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> and <a href="http://www.belgiss.org.by">www.belgiss.org.by</a> contain notification about TNLA development.</p> <p>The developer sends draft state standard for examination (reviewing) to interested parties, indicated in the requirements specification, as well as to Gosstandart – for placement in the website of Gosstandart</p> <p><b>CONFORMS</b></p>
<p>b) information about opportunities for stakeholders to participate in the process,</p>	<p>Procedures</p>	<p><b>YES</b></p> <p>TCP 1.2-2004, clause 4.1: "At elaboration of state standards it is necessary to ensure transparency of the process of elaboration and guarantee possibility of participation in this process for all interested parties".</p> <p>TCP1.8-2008: "4. General Provisions</p> <p>4.1. Preparation and provision of information about worked out and adopted (approved) TNLAs are intended to ensure:</p> <ul style="list-style-type: none"> <li>- transparent operation in the field of Technical Regulation and standardization in compliance with the procedure of information provision with the requirements set up in [1] and fundamental documents of the Technical Regulation and standardization system of the Republic of Belarus;</li> <li>- availability of information about the TNLAs and transparency of processes of their development for all interested parties."</li> </ul> <p>TCP 1.8-2008: "6.1.1.2. Information about developing TNLAs shall be prepared and provided with the aim of informing all interested parties about the beginning and course of development, the contents and supposed dates of putting into effect the developing TNLAs for the interested parties to be able to:</p> <ul style="list-style-type: none"> <li>- directly participate in developing the respective draft TNLA;</li> <li>- receive a draft TNLA copy and send proposals and remarks (recalls) to the developer;</li> <li>- anticipatorily plan and carry out measures required for meeting the requirements of TNLAs."</li> </ul>



		<p>TCP 1.8-2008: A.1.2 Form of notification of development of the working draft technical regulation NOTIFICATION OF DEVELOPMENT OF WORKING DRAFT TECHNICAL REGULATION OF THE REPUBLIC OF BELARUS  1 Developer, 2 Responsible body, 3 Description of the working draft, 4 Technical regulation object, 5 Substantiation of the development, 6 International (regional) documents – the basis of working draft development, 7 Requirements differing from the requirements of international (regional) documents - the basis of working draft development, 8 Final date of submission of remarks and proposals (recalls) for the working draft, 9 The working draft may be obtained, The working draft is located at, Supposed date of technical code approval, of putting technical code into effect</p> <p>TCP 1.2-2004 5.3.1.6: "5.3.1.6 An author sends draft governmental standard with an explanatory note on approval (response) to the interested agents of technical regulations and standardization, mentioned in the technical assignment. Draft governmental standard ought to be sent without fail on approval (response) to directing or basic standardization agency (according to its assigned production or field) to members of technical standardization committee (if available) if they are not authors."  [TCP 1.2-2004 amendment N2: Sub- clause 5.3.1.6. Exclude the words "to the head or base Standardization organization (on its assigned area of work or products)";add the following paragraph: "At the same time the developer is preparing a proposal to amend and / or abolish interconnected state standards (if any), which must be agreed with the involved subjects of technical regulation and standardization".]</p> <p>5.3.1.7 An author sends draft governmental standard with an explanatory note to be placed on official sites in the Internet to State Standard (Ministry of Architecture and Construction – in the area of architecture and construction). [TCP 1.2-2004 amendment N2: Sub- clause 5.3.1.7 should be excluded.]</p> <p>5.3.1.8 Draft governmental standard approval period, determined by the author in the notification of draft governmental standard ought to be no less than 60 and no more than 90 calendar days since the date of sending draft governmental standard on approval (response).</p> <p>Remarks and suggestions (response) on draft governmental standard ought to be specific and valid. It is recommended to use suggested redactions (wordings) on separate items, paragraphs, subparagraphs, charts, enclosures and drawings. If the response concludes suggestions on introduction of new technical requirements, changes and abolition of those anticipated in draft governmental standard, they should have technical and economic ground.</p> <p>Remarks and suggestions on draft governmental standard ought to be stated in the following order:</p> <ul style="list-style-type: none"> <li>-on the draft in general;</li> <li>-on sections, subsections, paragraphs, subparagraphs, lists, enclosures in the order of draft governmental standard statement;</li> <li>- on an explanatory note (as necessary).</li> </ul> <p>Remarks and suggestions (responses) received after the date scheduled in the notification are viewed and included in the response summary on draft governmental standard at discretion of the author.</p> <p>5.3.1.9 An author sends to State Standard and Ministry of Architecture and Construction (in the area of architecture and construction) a notification of completion of draft governmental standard approval within 15 calendar days since the date of completion of draft governmental standard approval, determined in the notification of draft governmental standard." [TCP 1.2-2004 amendment N2: Sub- clause 5.3.1.9. Replace the words "about the draft" by "about the draft development", "State Standard" by "BelGISS" and delete the words "and the Ministry of Architecture (architecture and construction)"]</p> <p><b>Comment by RAFCS:</b> "1. The Plan of State Standardization (PSS) for the following year is uploaded on the website of Gosstandart <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> at the end of a current or the beginning of the following year. All stakeholders have an opportunity to study it. Currently the Plan of State Standardization for 2016 with amendments thereto is available in the website.  2. As to inform all stakeholders (interested parties) according to TCP 1.8 – 2008 a notification on development of a technical normative legal act or regulation is uploaded on Gosstandart website (Annex 1). With taking into consideration all applications</p>
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		<p>(appeals) submitted by interested organizations and individuals, a list of organizations is formed where a draft is sent for a review and response. As a rule, a developer has a list of organizations actively cooperating with it in drafting a technical normative legal act, possessing the required competence in the issues under consideration, and the developer take this list as a basis.</p> <p>3. When the first draft of the technical normative legal act has been developed a notification on standard development is uploaded on Gosstandart website (Annex 2). At the same time the first draft of the technical regulation (technical normative legal act) is uploaded with an explanatory note.</p> <p>Working groups are formed from among organizations (representatives of organizations), which/ who have sent their comments, proposals and replies. The organizations, which have not responded to the invitation to review a standard, and therefore considering themselves not interested in the development of the standard, participate in the further development of the standard at the developer's discretion.</p> <p>4. The procedure of uploading a notification on completion of the review with uploaded final version of the standard, lists of comments and replies, the explanatory note is the same.</p> <p>Thus, invitation to participate in standard setting (standard development) and access to the first and final versions of the standard for review of all stakeholders (interested parties) are ensured.</p> <p>Information uploading procedure: the Gosstandart website <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> --&gt;home--&gt; technical regulations and standadization →development of technical normative legal acts →notification on the process of development of the technical normative legal acts.</p> <p>5. Besides, stakeholders (interested organizations) are sent letters on review of standard drafts with attached (enclosed) standard draft and the explanatory note, and the UE 'Belgiproles' uploads information about development of a technical normative legal act on its website (Annex 3/1,3/2,3/3).</p> <p>The information on the standard setting process of different STB's and TCP's is available on the Gosstandart website ( before the standard process begins).</p> <p>Further more the developer sends draft state standard for examination (reviewing) to interested parties (Announcement).</p> <p><b>CONFORMS</b></p>
Process	<b>YES</b>	<p>Currently the Plan of State Standardization for 2016 with amendments is available in the website:  <a href="http://www.gosstandart.gov.by/en-US/Programm-work.php">http://www.gosstandart.gov.by/en-US/Programm-work.php</a> (Russian) stakeholders can find detailed information on the STB's and TCP's which will be reviewed next year.</p> <p><b>Comment by RAFCS:</b> "1. As to inform all stakeholders (interested parties) according to TCP 1.8 – 2008 a notification on development of a technical normative legal act or regulation is uploaded on Gosstandart website (Annex 1). With taking into consideration all applications (appeals) submitted by interested organizations and individuals, a list of organizations is formed where a draft is sent for a review and response. As a rule, a developer has a list of organizations actively cooperating with it in drafting a technical normative legal act, possessing the required competence in the issues under consideration, and the developer take this list as a basis.</p> <p>Note: After uploading notifications about development of normative acts, the developer of TCP and STBs on sustainable forest management and forest certification was not applied to by non-governmental and public (civil society) organizations, neither by any other forestry organizations.</p> <p>2. As for the organizations having participated in development of STB 2157, we would like to inform again that this standard had been earlier approved as the preliminary standard STB P 2157 -2012, then it was officially published and has been in force since 01.01.2013. The procedure of development of STB 2157 was focused on development of the final version.</p> <p>The draft of the final version was uploaded on the website of the UE 'Belgiproles' <a href="http://www.belgiproles.by">www.belgiproles.by</a>, (Annex 3), where it is still available in the section of News Archive.</p>

		<p>Information about developing the final version was published in the “Belorusskaya lesnaya gazeta” (Belarusian Forest Newspaper) in 2014.</p> <p>After uploading the final version of STB 2157 on the website there were no applications from NGOs and public (civil society) organizations and their representatives sent to the developer or to RAFCS.”</p> <p>Stakeholders can find information publicly available on the standard setting of TCP’s and STB’s in the next year. They may express their interest to participate to the developer of the standard. A notification is sent to all selected participants and the newspaper “Belorusskaya lesnaya gazeta” (<a href="http://lesgazeta.by/">http://lesgazeta.by/</a>) publishes news on standard setting related to forest issues and other PEFC topics (Russian).</p> <p><b>CONFORMS</b></p>
<p>(c) an invitation to stakeholders to nominate their representative(s) to the working group/committee. The invitation to disadvantaged and key stakeholders shall be made in a manner that ensures that the information reaches intended recipients and in a format that is understandable,</p>	<p>Procedures</p>	<p><b>YES</b></p> <p>TCP 1.2-2004: “5.2.3 Work fulfilled at the stage of preparation to governmental standard development includes:</p> <ul style="list-style-type: none"> <li>- making of contract on governmental standard development with a customer;</li> <li>- determining as necessary helpers for governmental standard development;</li> <li>- working out of technical assignment for governmental standard development;</li> <li>- preparation and publication of notification of the beginning of draft governmental standard development.”</li> </ul> <p>[TCP 1.2-2004 Amendment N2: Paragraph 5.2.3. Paragraph five. Replace the word "publication" by "placing on the official website of State Standard in the Internet"]</p> <p>TCP 1.2-2004: “5.3.1.2 Simultaneously with draft governmental standard development of the initial edition an explanatory note to the initial edition and a notification of draft governmental standard are written. Form of the note to draft governmental standard is given in enclosure D.”</p> <p>TCP 1.2-2004: “Appendix D: Appendix D (mandatory)</p> <p>Form of the explanatory note to draft governmental standard EXPLANATORY NOTE to draft governmental standard governmental standard designation and name. Draft governmental standard development stage</p> <ol style="list-style-type: none"> <li>1 Basis for development of governmental standard</li> <li>2 Purposes and aims of development of governmental standard”</li> </ol> <p>TCP 1.2-2004 Amendment N2: Appendix D: State items 3-10 in a new version:</p> <ol style="list-style-type: none"> <li>"3 Characteristics of the standardization object” (* Additional information is about the use of new technologies and developments related to the object of standardization in the state standard project)</li> <li>4. Connection of state standard draft with other technical normative legal acts (** Including proposals for abolition of technical regulations,)</li> <li>5. Sources of information</li> <li>6. Information about review delivery of state standard draft, and notifications provided at appropriate stages of state standard development</li> <li>7. Conclusion (proposed decision) on the state standard (***)Completed for the final version of state standard draft)</li> <li>8. Introduction of state standard in action</li> <li>9. Additional information”</li> </ol> <p>TCP 1.2-2004 5.3.1.6: "5.3.1.6 An author sends draft governmental standard with an explanatory note on approval (response) to the interested agents of technical regulations and standardization, mentioned in the technical assignment. Draft governmental standard ought to be sent without fail on approval (response) to directing or basic standardization agency (according to its assigned production or field) to members of technical standardization committee (if available) if they are not authors."</p> <p>[TCP 1.2-2004 Amendment N2: Sub- clause 5.3.1.6. Exclude the words "to the head or base Standardization organization (on its assigned area of work or products)"; add the following paragraph:</p>

		<p>"At the same time the developer is preparing a proposal to amend and / or abolish interconnected state standards (if any), which must be agreed with the involved subjects of technical regulation and standardization".</p> <p>TCP 1.2-2004: "5.3.2.5 An author sends a complete final edition of the draft governmental standard with a precise explanatory note and response summary on the draft governmental standard:</p> <ul style="list-style-type: none"> <li>- at the second consideration (response) to the interested agents of the technical regulations and standardization, mentioned in the technical assignment taking into account 5.3.1.6;</li> <li>- to State Standard (Ministry of Architecture and Construction- in the area of architecture and construction). "</li> </ul> <p>[TCP 1.2-2004 Amendment N2: Sub- clause 5.3.2.5. Exclude the last paragraph.]</p> <p>Document description of the scheme: Appendix 14: «Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC», approved by RAFCS in 2014." 4 General provisions</p> <p>4.1 These regulations have been worked out on the basis of the international standard PEFC ST 1001:2010.</p> <p>4.2 These regulations establish the procedure for identification of parties, including those in unfavorable position, interested in elaboration of technical normative legislative documents in the field of forest certification complying with the relevant requirements of PEFC (hereinafter referred to as standards), as well as the procedure for ensuring balanced representation of interested parties at consideration of standards and making decisions on them.</p> <p>5.2 Standardizing body shall make a list of interested parties, define the sphere of interest of each party and in compliance with thereof form sectors: ecological, economic, social. For each sector key interested parties and the most effective ways of interacting with them shall be defined. The mentioned sectors shall have the equal number of votes."</p> <p>5.3 Standardizing body shall:</p> <ul style="list-style-type: none"> <li>- define pinched and key interested parties;</li> <li>- study reasons which impede them from participation in the process of elaboration of standard;</li> <li>- facilitate the participation of pinched and key interested parties in the process of elaboration of standard.</li> </ul> <p><b>CONFORMS</b></p>
	<p>Process</p> <p><b>YES</b></p>	<p>Before the standard setting process start stakeholders are able to consult the Plan of State Standardization (PSS). At the moment the PSS for 2016 with amendments is available in the website: <a href="http://www.gosstandart.gov.by/en-US/Programm-work.php">http://www.gosstandart.gov.by/en-US/Programm-work.php</a> (Russian) stakeholders can find detailed information on the STB's and TCP's which will be reviewed next year.</p> <p>In Belarus the first contact with the organizations asked to participate is by sending a letter to participate in the review/announcement of adaptation (documents already attached) answers are expected in writing.</p> <p>The developer sends draft state standard for examination (reviewing) to interested parties, indicated in the requirements specification. (announcement)</p> <p>Relating STB 1708 N3:</p> <p>№ 1 Письма на отзывы изм №3 СТБ1708, Letters for review (opinion) for pilot project (first version) of changing №3 to STB 1708: contains Letters for review (opinion) for pilot edition (first version) of changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions".</p> <p>First letter has a number 05-13/305, second - 05-12/304 (all from 23.02.2015). It was asked to provide remarks and comments till 01.05.2015.</p> <p>Relating STB2157:</p> <p>. № 1 Письмо о переводе СТБ П в СТБ 2157</p> <p>№ 1 A letter about adaptation (transition/transformation) STB P to STB 2157 A letter (№05/437 from 7.04.2014) to:</p>

		<ul style="list-style-type: none"> <li>- Ministry of Forestry;</li> <li>- Concern "Bellesbumprom";</li> <li>- Belarusian National Institute of standardization and certification;</li> <li>- Forest Institute of National Academy of Sciences of Belarus ;</li> <li>- Republican unitary enterprise "Belgosles";</li> <li>- Republican Association of Forest Certification (RALS) ;</li> <li>- Public Corporation (OAO) "Minskprojectmebel";</li> <li>- State forest production associations in Brest;</li> <li>- State forest production associations in Vitebsk;</li> <li>- State forest production associations in Gomel;</li> <li>- State forest production associations in Grodno;</li> <li>- State forest production associations in Minsk;</li> <li>- State forest production associations in Mogilev;</li> <li>- Republican committee of Belarusian Union of Forest workers, - which proposes to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015). It was asked to provide remarks and comments till 01.07.2014.</li> </ul> <p>Notification letters sent to organizations to participate are clear and the content is regulated. All correspondence is being registered. No distinction made between disadvantaged or key stakeholders or other participants.</p> <p><b>CONFORMS  </b></p>
<p>d) an invitation to comment on the scope and the standard-setting process, and</p>	<p>Procedures</p>	<p><b>YES</b></p> <p>1.8-2008 clause 6.1.1.2: "Information about developing TNLAs shall be prepared and provided with the aim of informing all interested parties about the beginning and course of development, the contents and supposed dates of putting into effect the developing TNLAs for the interested parties to be able to:</p> <ul style="list-style-type: none"> <li>- directly participate in developing the respective draft TNLA;</li> <li>- receive a draft TNLA copy and send proposals and remarks (recalls) to the developer;</li> <li>- anticipatorily plan and carry out measures required for meeting the requirements of TNLAs.</li> </ul> <p>6.1.1.3. Notifications of TNLAs depending on the type of the developing TNLA in accordance with the requirements set up in TCP1.0, TCP 1.1, TCP1.2 shall be divided into:</p> <ul style="list-style-type: none"> <li>- a notification about development of regulation;</li> <li>- a notification about development of technical code of practice;</li> <li>- a notification about development of state standard.";</li> </ul> <p>TCP 1.0-2004: 6 Check, review, amendments, cancellation of the technical code</p> <p>6.1 To assure technical code compliance to the technical regulations requirements and legal acts, science and technique development level with a glance of changes passed in the processes of development, production, exploitation (use) keeping, transportation, realization and utilization of the products and rendering of services, do periodical technical code check.</p> <p>6.2 Technical code check is done than once in five years.</p> <p>6.7 Technical code review or reissuing, it's cancellation or making changes to it can be made also by republican organ of state management decision and (or) by the results of special check on the basis of:</p> <ul style="list-style-type: none"> <li>-legal acts of the Republic of Belarus, regulations, directions of the Council of Ministers of the Republic of Belarus;</li> <li>-founded proposals of the interested technical control and standardization subjects.</li> </ul> <p>6.8 Changes to a technical code are made by the means of notification about changes development. Notification about technical code changes execution is made according to GOST 2.503. Development of notification about technical code changes is made in the same</p>

		<p>order, that a technical code development is made according to the division 5, and also with regard of the following provisions."</p> <p>TCP 1.0-2004: "5.2.5 During 15 calendar days from the day of technical task approval the developer submits the technical task and notification about the technical code project development to Gosstandart (in the field of architecture and building – Minstrojarchitecture).</p> <p>5.2.6 Gosstandart (Minstrojarchitecture) publishes the received notifications about technical code project development beginning to official periodical published editions and allocates them on the official site in the Internet"</p> <p>TCP 1.0-2004: "Appendix 1 to the technical task for development (review) of a technical code of the established practice. The list of organizations, to which a technical code project is to be sent for the reference: "</p> <p>The development of standards is in accordance with the requirements set up in TCP 1.2-2004. This is a Technical Code of Practice which is not revised every time PEFC related normatives are revised. A technical check of TCP 1.2-2004 is carried out every 5 years, changes to this TCP can be carried out according TCP 1.0-2004. The notification to review or change are placed on the official Gosstandart website which is considered to be the announcement, interested parties can ask to participate or are listed to review (TCP 1.0-2004: Appendix 1).</p> <p><b>CONFORMS  </b></p>
	<p>Process</p>	<p><b>YES</b></p> <p>Letters are sent during the standard setting process to parties.</p> <p>The developer sends draft state standard for examination (reviewing) to interested parties, indicated in the requirements specification. (announcement)</p> <p>Relating STB 1708 N3:          № 1 Письма на отзывы изм №3 СТБ1708, Letters for review (opinion) for pilot project (first version) of changing №3 to STB 1708: contains Letters for review (opinion) for pilot edition (first version) of changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions".          First letter has a number 05-13/305, second - 05-12/304 (all from 23.02.2015). It was asked to provide remarks and comments till 01.05.2015.</p> <p>Relating STB2157:          . № 1 Письмо о переводе СТБ П в СТБ 2157          № 1 A letter about adaptation (transition/transformation) STB P to STB 2157 A letter (№05/437 from 7.04.2014) to:</p> <ul style="list-style-type: none"> <li>- Ministry of Forestry;</li> <li>- Concern "Bellesbumprom";</li> <li>- Belarusian National Institute of standardization and certification;</li> <li>- Forest Institute of National Academy of Sciences of Belarus ;</li> <li>- Republican unitary enterprise "Belgosles";</li> <li>- Republican Association of Forest Certification (RALS) ;</li> <li>- Public Corporation (OAO) "Minskprojectmebel";</li> <li>- State forest production associations in Brest;</li> <li>- State forest production associations in Vitebsk;</li> <li>- State forest production associations in Gomel;</li> <li>- State forest production associations in Grodno;</li> <li>- State forest production associations in Minsk;</li> <li>- State forest production associations in Mogilev;</li> </ul>

			- Republican committee of Belarusian Union of Forest workers, - which proposes to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015). It was asked to provide remarks and comments till 01.07.2014. <b>CONFORMS  </b>
e) reference to publicly available standard-setting procedures.	Procedures	<b>YES</b>	Document description of the scheme: Appendix 13: "Technical codes of the system of technical norms setting and standardization of the Republic of Belarus." TCP1.1, TCP 1.2, TCP 1.3, TCP 1.4, TCP 1.5, TCP 1.6, TCP 1.7, TCP 1.8, TCP 1.9, TCP 1.12 (and the amendments) are publicly available on the website of BelGISS. <b>CONFORMS  </b>
	Process	<b>YES</b>	The standard setting procedures are publicly available on the websites <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> and <a href="http://www.belgiss.org.by">www.belgiss.org.by</a> in Russian. <b>CONFORMS  </b>
5.4 The standardising body shall review the standard-setting process based on comments received from the public announcement and establish a working group/committee or adjust the composition of an already existing working group/committee based on received nominations. The acceptance and refusal of nominations shall be justifiable in relation to the requirements for balanced representation of the working group/committee and resources available for the standard-setting.	Procedures	<b>YES</b>	<b>Standard setting process:</b> TCP 1.8-2008 clause 6.1.1.2: "Information about developing TNLA shall be prepared and provided with the aim of informing all interested parties about the beginning and course of development, the contents and supposed dates of putting into effect the developing TNLA for the interested parties to be able to: - directly participate in developing the respective draft TNLA; - receive a draft TNLA copy and send proposals and remarks (recalls) to the developer; - anticipatorily plan and carry out measures required for meeting the requirements of TNLA. 6.1.1.3. Notifications of TNLA depending on the type of the developing TNLA in accordance with the requirements set up in TCP1.0, TCP 1.1, TCP1.2 shall be divided into: - a notification about development of regulation; - a notification about development of technical code of practice; - a notification about development of state standard."; TCP 1.0-2004: 6 Check, review, amendments, cancellation of the technical code 6.1 To assure technical code compliance to the technical regulations requirements and legal acts, science and technique development level with a glance of changes passed in the processes of development, production, exploitation (use) keeping, transportation, realization and utilization of the products and rendering of services, do periodical technical code check. 6.2 Technical code check is done than once in five years. 6.7 Technical code review or reissuing, it's cancellation or making changes to it can be made also by republican organ of state management decision and (or) by the results of special check on the basis of: -legal acts of the Republic of Belarus, regulations, directions of the Council of Ministers of the Republic of Belarus; -founded proposals of the interested technical control and standardization subjects. 6.8 Changes to a technical code are made by the means of notification about changes development. Notification about technical code changes execution is made according to GOST 2.503. Development of notification about technical code changes is made in the same order, that a technical code development is made according to the division 5, and also with regard of the following provisions." TCP 1.0-2004: "5.2.5 During 15 calendar days from the day of technical task approval the developer submits the technical task and notification about the technical code project development to Gosstandart (in the field of architecture and building – Minstrojarchitecture). 5.2.6 Gosstandart (Minstrojarchitecture) publishes the received notifications about technical code project development beginning to official periodical published editions and allocates them on the official site in the Internet" TCP 1.0-2004: "Appendix 1 to the technical task for development (review) of a technical code of the established practice. The list of organizations, to which a technical code project is to be sent for the reference: " The development of standards is in accordance with the requirements set up in TCP 1.2-2004. This is a Technical Code of Practice

		<p>which is not revised every time PEFC related normatives are revised. A technical check of TCP 1.2-2004 is carried out every 5 years, changes to this TCP can be carried out according TCP 1.0-2004. The notification to review or change are placed on the official Gosstandart website which is considered to be the announcement, interested parties can ask to participate or are listed to review (TCP 1.0-2004: Appendix 1).</p> <p><b>Working group</b></p> <p>TCP 1.12-2008: "7.2. A subject of technical regulation and standardization shall be entitled to become a member of technical committee if he/she is interested in working out one standard or more and/or technical codes encharged to technical committee or in the activity for technical regulation and standardization in the field of activity of technical committee.</p> <p>A subject of technical regulation and standardization shall send a letter to the responsible secretary of technical committee (if technical committee is in the process of establishment – to the organization which plans the work of secretariat of technical committee), wherein the following shall be indicated:</p> <ul style="list-style-type: none"> <li>- mail and legaladress of the organization;</li> <li>- a permanent authorized representative of the organization (one or more) in technical committee (name, surname, duty, telephone and fax numbers, E-mail address);</li> <li>- proposals to the standardization program of technical committee (if available).</li> </ul> <p>7.3. When an order is received from a subject of technical regulation and standardization about joining the existing technical committee, its responsible secretary shall send information to other members of technical committee.</p> <p>A decision on inclusion of a subject of technical regulation and standardization to the existing technical committee shall be taken on the basis of the collegial decision of members of technical committee.</p> <p>Responsible secretary of technical committee shall send information about the decision taken to State Standard."</p> <p>Document description of the scheme: Appendix 14: «Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC: "3 Terms and definitions</p> <p>3.1 Interested party: person, group or organization, which have interest in the object of standardization [ISO/IEC Guide2:2004]. Note</p> <ul style="list-style-type: none"> <li>- In agenda item № 21 of the UN Conference on environment and development, held in Rio-de-Janeiro in 1992., nine main groups were defined, which represent interested parties involved in sustainable forest management, and/ or related to it: business and industry; children and youth; forest owners; indigenous people; local authorities; nongovernmental organizations (NGO); scientific and technical community; women; workers and trade unions.</li> </ul> <p>4.2 These regulations establish the procedure for identification of parties, including those in unfavorable position, interested in elaboration of technical normative legislative documents in the field of forest certification complying with the relevant requirements of PEFC (hereinafter referred to as standards), as well as the procedure for ensuring balanced representation of interested parties at consideration of standards and making decisions on them.</p> <p>6.1.2 Standardizing body on the basis of which the working group is formed shall have:</p> <ul style="list-style-type: none"> <li>- qualified specialist in the field of technical norms and standardization, trained and having experience of work;</li> <li>- fund of technical normative and legislative documents (in the form of official publications) in the field of forestry management, harvesting and processing of timber as well as the system to maintain it updated;</li> <li>- technical means (computers, copying equipment, etc.).</li> <li>- means of communication (telephone, fax, access to Internet, email) .</li> </ul> <p>6.2.3 Elaboration, consideration, changing and revision of standards is made in compliance with the requirements of TCP 1.1, TCP 1.2, TCP 1.5, TCP 1.8, TCP 1.12.</p> <p>6.2.4 Working group shall:</p> <ul style="list-style-type: none"> <li>- be accessible for all interested parties;</li> </ul>
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		<ul style="list-style-type: none"> <li>- have balanced representation of all categories of interested parties, guaranteeing the process of making decisions on the standardization object and scope of the standard, including geographical one, within which no interest will dominate or will be dominated</li> <li>- include interested parties:</li> <li>- competent in the issues considered in the standard;</li> <li>- financially interested;</li> <li>- parties which will use the standard or already use it.</li> </ul> <p>Financially interested parties shall be represented among participants to a considerable degree."</p> <p>In Document Description of the Scheme Appendix 14 no reference can be found on receiving nominations, or the acceptance and refusal of organisations, in TCP 1.12 is stated that "7.2. A subject of technical regulation and standardization" can apply to become a member, the acceptance is decided by the present members of the technical committee. Appendix 14 should comply with TCP 1.12. (appendix 14, 6.2.3). This means nominations can be received and decisions been made.</p> <p><b>CONFORMS</b></p>
	<p>Process</p> <p><b>NO</b></p>	<p>Considering the assessed revisions of STB2157 and STB 1708 N3, no working groups were established. However, stakeholders were invited to review the standards and present their comments to the developer. All comments received were reviewed and most of them were taken into account in the standard by the developer (an overview is given in Annex F and G of this report).</p> <p><b>Comment by RAFCS:</b> "1. As to inform all stakeholders (interested parties) according to TCP 1.8 – 2008 a notification on development of a technical normative legal act or regulation is uploaded on Gosstandart website (Annex 1). With taking into consideration all applications (appeals) submitted by interested organizations and individuals, a list of organizations is formed where a draft is sent for a review and response. As a rule, a developer has a list of organizations actively cooperating with it in drafting a technical normative legal act, possessing the required competence in the issues under consideration, and the developer take this list as a basis.</p> <p>Note: After uploading notifications about development of normative acts, the developer of TCP and STBs on sustainable forest management and forest certification was not applied to by non-governmental and public (civil society) organizations, neither by any other forestry organizations.</p> <p>2. When the first draft of the technical normative legal act has been developed a notification on standard development is uploaded on Gosstandart website (Annex 2). At the same time the first draft of the technical regulation (technical normative legal act) is uploaded with an explanatory note.</p> <p>Working groups are formed from among organizations (representatives of organizations), which/ who have sent their comments, proposals and replies. The organizations, which have not responded to the invitation to review a standard, and therefore considering themselves not interested in the development of the standard, participate in the further development of the standard at the developer's discretion."</p> <p><b>MINOR NON CONFORMITY</b></p> <p>For the revisions of STB2157 and STB 1708 N3 that lead to adaptation of existing legal acts no working group is in place to review and discuss comments. Common practice is not to install a working group, but to let the developer adapt the standard. He will send notifications and a working draft to the stakeholders and process the received stakeholder comments. All comments are registered, and the process is traceable.</p> <p>The assessors consider this a minor non-conformity, It is the method used by RAFCS since they joined PEFC. However, participation of a working group is a required aspect within the standard setting process.</p>
<p>5.5 The work of the working group/committee shall be organised in an open and transparent manner where:</p>		

<p>a) working drafts shall be available to all members of the working group/committee,</p>	<p>Procedures</p>	<p><b>YES</b></p>	<p>Document description of the scheme: Appendix 14: «Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC: " 6.2.5 Activities of the working group shall be based on the principles of openness and transparency and guarantee:</p> <ul style="list-style-type: none"> <li>- availability of draft standards for all the participants of the working group;</li> <li>- possibility of participation in elaboration of standard and/ or making changes to it, making comments and reviews on draft standards, for all participants of the working group;</li> <li>- open and transparent consideration of comments and suggestions received from every member of the working group;</li> <li>- documentation of the results of consideration of comments and suggestions on draft standard."</li> </ul> <p><b>CONFORMS</b></p>
<p>b) all members of the working group shall be provided with meaningful opportunities to contribute to the development or revision of the standard and submit comments to the working drafts, and</p>	<p>Process</p>	<p><b>YES</b></p>	<p>A respondent in the survey partly disagree. The majority of the survey respondents agree on the fact that the documentation is available.</p> <p><b>Comment by RAFCS:</b> "website of www.belgiss.org.by, www.gosstandart.gov.by, section « Technical norms and standardization – Elaboration of technical normative and legislative documents» - «Notification of the process of elaboration of technical normative and legislative documents» Appendix 3 to the checklist</p> <p>All interested parties are sent a letter on a letter-head of the organization-developer about sending for comments draft technical normative and legislative documents with the list of draft technical normative and legislative documents with indication of the term of submitting comments, address where to submit comments, information about the placement of draft technical normative and legislative documents in the website in the internet.</p> <p><b>CONFORMS  </b></p>
	<p>Procedures</p>	<p><b>YES</b></p>	<p>TCP 1.02-2004: "5.3 Draft governmental standard development</p> <p>5.3.1 Draft governmental standard development of the initial edition</p> <p>5.3.1.1 An author develops initial edition of the draft governmental standard in accordance with approved technical assignment. (...)</p> <p>5.3.1.4 An author sends to State Standard and Ministry of Architecture and Construction (in the area of architecture and construction) a notification of draft governmental standard and draft governmental standard in time of no more than 30 calendar days before the schedule date of sending draft governmental standard for response. [TCP 1.02-2004: Amendment N2: clause 5.3.1.4, 5.3.1.5 in new revisions:</p> <p>"5.3.1.4. Developer within no more than 30 calendar days before the deadline for sending state standard draft for comments set in the technical task of state standard draft sends notification of state standard draft development and the national standard draft with an explanatory note to it to BelGISS".]</p> <p>5.3.1.5 State Standard and Ministry of Architecture and Construction (in the area of architecture and construction) publish a notification of draft governmental standard in official periodicals and place on official sites in the Internet.</p> <p>[TCP 1.02-2004: Amendment N2: clause 5.3.1.4, 5.3.1.5 in new revisions:</p> <p>"5.3.1.5 "BelGISS places notification of state standard draft and national standard draft with an explanatory note to it on the official website of State Standard in the Internet."]</p> <p>5.3.1.6 An author sends draft governmental standard with an explanatory note on approval (response) to the interested agents of technical regulations and standardization, mentioned in the technical assignment. Draft governmental standard ought to be sent without fail on approval (response) to directing or basic standardization agency (according to its assigned production or field) to members of technical standardization committee (if available) if they are not authors. (...)</p> <p>[TCP 1.02-2004: Amendment N2: clause 5.3.1.6. Exclude the words "to the head or base Standardization organization (on its assigned area of work or products)";</p> <p>add the following paragraph: "At the same time the developer is preparing a proposal to amend and / or abolish interconnected state standards (if any), which must be agreed with the involved subjects of technical regulation and standardization"]</p>

		<p>5.3.1.8 Draft governmental standard approval period, determined by the author in the notification of draft governmental standard ought to be no less than 60 and no more than 90 calendar days since the date of sending draft governmental standard on approval (response).</p> <p>Remarks and suggestions (response) on draft governmental standard ought to be specific and valid. It is recommended to use suggested redactions (wordings) on separate items, paragraphs, subparagraphs, charts, enclosures and drawings. If the response concludes suggestions on introduction of new technical requirements, changes and abolition of those anticipated in draft governmental standard, they should have technical and economic ground.</p> <p>Remarks and suggestions on draft governmental standard ought to be stated in the following order:</p> <ul style="list-style-type: none"> <li>-on the draft in general;</li> <li>-on sections, subsections, paragraphs, subparagraphs, lists, enclosures in the order of draft governmental standard statement;</li> <li>- on an explanatory note (as necessary).</li> </ul> <p>Remarks and suggestions (responses) received after the date scheduled in the notification are viewed and included in the response summary on draft governmental standard at discretion of the author.</p> <p>5.3.1.9 An author sends to State Standard and Ministry of Architecture and Construction (in the area of architecture and construction) a notification of completion of draft governmental standard approval within 15 calendar days since the date of completion of draft governmental standard approval, determined in the notification of draft governmental standard. [TCP 1.02-2004: Amendment N2: Sub- clause 5.3.1.9. Replace the words "about the draft" by "about the draft development", "State Standard" by "BelGISS" and delete the words "and the Ministry of Architecture (architecture and construction)".]</p> <p>5.3.2 Draft governmental standard development of the final edition</p> <p>5.3.2.1 An author makes up a response summary on the draft governmental standard on the basis of received remarks and suggestions (responses), develops the final edition of the draft governmental standard and makes an explanatory note more precise. Form of the response summary on the draft governmental standard is given in enclosure E.</p> <p>5.3.2.2 Draft governmental standard is given designation consisted of index "CTB", in a slash mark index "FE" is put (final edition of the draft governmental standard) and serial registration number of the governmental standard. Example – CTB/FE/1248</p> <p>5.3.2.3 If there are disagreements on the draft governmental standard an author holds a conciliatory meeting with obligatory participation of the representatives of the organizations that made remarks causing disagreements and in the case of need with the participation of the representatives of other interested parties.</p> <p>Combination of participants should provide comprehensive discussion and decision-making on the examined matters. Decisions of the conciliatory meeting are entered in the minutes of the conciliatory meeting signed by the participants of the meeting. Special opinion of the conciliatory meeting participants (if there is one) is enclosed to the minutes.</p> <p>5.3.2.4 An author completes the final edition of the draft governmental standard on the basis of the decisions made at the conciliatory meeting and makes an explanatory note more precise.</p> <p>5.3.2.5 An author sends a complete final edition of the draft governmental standard with a precise explanatory note and response summary on the draft governmental standard:</p> <ul style="list-style-type: none"> <li>- at the second consideration (response) to the interested agents of the technical regulations and standardization, mentioned in the technical assignment taking into account 5.3.1.6;</li> <li>- to State Standard (Ministry of Architecture and Construction- in the area of architecture and construction).</li> </ul> <p>5.3.2.6 State Standard (Ministry of Architecture and Construction- in the area of architecture and construction) places completed final edition of draft governmental standard on its official site in the Internet.</p> <p>5.3.2.7 Period of examination of draft governmental standard is not more than 20 calendar days since the date of sending the draft governmental standard to the consideration (response).</p>
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	Process	<b>YES</b>	<p>standards, for all participants of the working group" <b>CONFORMS  </b></p> <p>www.belgiss.org.by, www.gosstandart.gov.by, section « Technical norms and standardization – Elaboration of technical normative and legislative documents» - «Notification of the process of elaboration of technical normative and legislative documents» Appendix 3 to the checklist All interested parties are sent a letter on a letter-head of the organization-developer about sending for comments draft technical normative and legislative documents with the list of draft technical normative and legislative documents with indication of the term of submitting comments, address where to submit comments, information about the placement of draft technical normative and legislative documents in the website in the internet.</p> <p>In document Description of the Scheme, Appendix 16 the evidence suggests comments are received, administered and handled. <b>CONFORMS  </b></p>
c) comments and views submitted by any member of the working group/committee shall be considered in an open and transparent way and their resolution and proposed changes shall be recorded.	Procedures	<b>YES</b>	<p>TCP 1.2-2004, subsection 5.3.1,5.3.2 ""5.3 Draft governmental standard development 5.3.1 Draft governmental standard development of the initial edition (...) 5.3.1.4 An author sends to State Standard and Ministry of Architecture and Construction (in the area of architecture and construction) a notification of draft governmental standard and draft governmental standard in time of no more than 30 calendar days before the schedule date of sending draft governmental standard for response. [TCP 1.02-2004: Amendment N2: clause 5.3.1.4, 5.3.1.5 in new revisions: "5.3.1.4. Developer within no more than 30 calendar days before the deadline for sending state standard draft for comments set in the technical task of state standard draft sends notification of state standard draft development and the national standard draft with an explanatory note to it to BelGISS".](...) 5.3.1.6 An author sends draft governmental standard with an explanatory note on approval (response) to the interested agents of technical regulations and standardization, mentioned in the technical assignment. Draft governmental standard ought to be sent without fail on approval (response) to directing or basic standardization agency (according to its assigned production or field) to members of technical standardization committee (if available) if they are not authors. (...) [TCP 1.02-2004: Amendment N2: clause 5.3.1.6. Exclude the words "to the head or base Standardization organization (on its assigned area of work or products)"; add the following paragraph: "At the same time the developer is preparing a proposal to amend and / or abolish interconnected state standards (if any), which must be agreed with the involved subjects of technical regulation and standardization"] 5.3.1.8 Draft governmental standard approval period, determined by the author in the notification of draft governmental standard ought to be no less than 60 and no more than 90 calendar days since the date of sending draft governmental standard on approval (response). Remarks and suggestions (response) on draft governmental standard ought to be specific and valid. It is recommended to use suggested redactions (wordings) on separate items, paragraphs, subparagraphs, charts, enclosures and drawings. If the response concludes suggestions on introduction of new technical requirements, changes and abolition of those anticipated in draft governmental standard, they should have technical and economic ground. Remarks and suggestions on draft governmental standard ought to be stated in the following order: -on the draft in general; -on sections, subsections, paragraphs, subparagraphs, lists, enclosures in the order of draft governmental standard statement; - on an explanatory note (as necessary). Remarks and suggestions (responses) received after the date scheduled in the notification are viewed and included in the response summary on draft governmental standard at discretion of the author.</p>

		<p>5.3.1.9 An author sends to State Standard and Ministry of Architecture and Construction (in the area of architecture and construction) a notification of completion of draft governmental standard approval within 15 calendar days since the date of completion of draft governmental standard approval, determined in the notification of draft governmental standard. [TCP 1.02-2004: Amendment N2: Sub- clause 5.3.1.9. Replace the words "about the draft" by "about the draft development", "State Standard" by "BelGISS" and delete the words "and the Ministry of Architecture (architecture and construction)".] 5.3.2 Draft governmental standard development of the final edition</p> <p>5.3.2.1 An author makes up a response summary on the draft governmental standard on the basis of received remarks and suggestions (responses), develops the final edition of the draft governmental standard and makes an explanatory note more precise. Form of the response summary on the draft governmental standard is given in enclosure E. (...)</p> <p>5.3.2.3 If there are disagreements on the draft governmental standard an author holds a conciliatory meeting with obligatory participation of the representatives of the organizations that made remarks causing disagreements and in the case of need with the participation of the representatives of other interested parties. Combination of participants should provide comprehensive discussion and decision-making on the examined matters. Decisions of the conciliatory meeting are entered in the minutes of the conciliatory meeting signed by the participants of the meeting. Special opinion of the conciliatory meeting participants (if there is one) is enclosed to the minutes.</p> <p>5.3.2.4 An author completes the final edition of the draft governmental standard on the basis of the decisions made at the conciliatory meeting and makes an explanatory note more precise.</p> <p>5.3.2.5 An author sends a complete final edition of the draft governmental standard with a precise explanatory note and response summary on the draft governmental standard:</p> <ul style="list-style-type: none"> <li>- at the second consideration (response) to the interested agents of the technical regulations and standardization, mentioned in the technical assignment taking into account 5.3.1.6;</li> <li>- to State Standard (Ministry of Architecture and Construction- in the area of architecture and construction). (...)</li> </ul> <p>5.3.2.7 Period of examination of draft governmental standard is not more than 20 calendar days since the date of sending the draft governmental standard to the consideration (response).</p> <p>5.3.2.8 Decision on the final edition of draft governmental standard is considered to be made if it was supported by no less than three fourths of all participants. Based on the decisions made according to the results of consideration the final edition of draft governmental standard and the explanatory note are made more precise.</p> <p>5.3.2.9 The second consideration of the final edition of draft governmental standard is acceptable if necessary in the accordance with the rules stated in 5.3.2.5-5.3.2.7. If final edition of draft governmental standard was supported by less than three fourths of all participants, the final edition of draft governmental standard is recommended to be approved as preliminary standard.</p> <p>5.3.2.10 An author sends final edition of draft governmental standard to State Standard (Ministry of Ministry of Architecture and Construction- in the area of architecture and construction) on paper (2 copies) and in electronic version as text file.</p> <p>5.3.2.11 State Standard (Ministry of Architecture and Construction- in the area of architecture and construction) places final edition of draft governmental standard on its official site in the Internet.</p> <p>5.3.2.12 Before the approval final edition of draft governmental standard is ought to be examined in the order established by State Standard (Ministry of Architecture and Construction- in the area of architecture and construction). By the results of examination (if there are remarks) an author completes final edition of draft governmental standard.</p> <p>5.3.2.13 An author forms a governmental standard affair and sends it to the examination to State Standard (Ministry of Architecture and Construction – in the area of architecture and construction) with a covering letter not later than six months before expected date</p>
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		<p>of governmental standard consummation.          Governmental standard affair includes the following package:          - final edition of draft governmental standard – on paper (2 copies) and in electronic version as a text file;          - specified explanatory note of the final edition of draft governmental standard;          - response summary on draft governmental standard;          - remarks and suggestions (responses) (originals);          - minutes of the conciliatory meeting (if there are any);          - copy of the original and copy of the translation of international and regional standard when identical or modified standard is developed;          - conclusion made on the results of draft governmental standard examination according to 5.3.2.12-          Note – Other documents are presented on paper in one copy.          Governmental standard affair includes also original of the technical assignment on governmental standard development. "          Document description of the scheme, Appendix 14: "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the re-quirements of PEFC" clause 6.2.5 «Activities of the working group shall be based on the principles of openness and transparency and guarantee:          - open and transparent consideration of comments and suggestions received from every member of the working group;          - documentation of the results of consideration of comments and suggestions on draft standard.  <b>CONFORMS  </b></p>
	<p>Process</p>	<p><b>YES</b> No working group was in place in the cases studied (Annex F and G of this report).  <b>Comment by RAFCS:</b> "1. As for the organizations participating in development of STB 2157, we would like to inform again that this standard had been earlier approved as the preliminary standard STB P 2157 -2012, then it was officially published and has been in force since 01.01.2013. The procedure of development of STB 2157 was focused on development of the final version.          The draft of the final version was uploaded on the website of the UE 'Belgiproles' <a href="http://www.belgiproles.by">www.belgiproles.by</a>, (Annex 3), where it is still available in the section of News Archive.          After uploading the final version of STB 2157 on the website there were no applications from NGOs and public (civil society) organizations and their representatives.          The list of comments and responses as well as approvals of STB 2157 (the result of the working group's activities) were submitted in a separate pack of documents sent in April 2016 (though, the documents were not completely studied, the negative conclusions have been made)."           The assessors therefor reviewed the comments given by the stakeholders and the processing of these comment by the developer. All comments were handled transparent and most comments (if not in violation with other legal acts or legislation) were adapted in the next version of the standard (Annex F and G of this report).           In the survey was suggested that not all comments are handled in a non-bias way.          In the 2 studied cases no evidence could be found by the Assesors to support this claim.   <b>Comment by RAFCS:</b> "Upon results of the consideration of summaries of comments with explanation of taking or refuting to take suggestions are made; when considering the final versions summaries of comments are sent to the interested parties and placed in the website of Gosstandart <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a>          Appendix 14, 17 in the description of the scheme"</p>

			<p>Although concerns were raised in the survey of comments handled in a non transparent way by one respondent. The assessors could not find evidence to support this. The process as executed by the developer is transparent and traceable, as all comments received are being registered and the decisions made by the developer are explained in a summary.</p> <p><b>CONFORMS</b></p>
5.6 The standardising body shall organise a public consultation on the enquiry draft and shall ensure that:			
a) the start and the end of the public consultation is announced in a timely manner in suitable media,	Procedures	YES	<p>TCP 1.2-2004, clause 4.7, 4.8 Amendment N2: "4.7 Information about the process of development, including approval and state registration of state standards is placed on the official website of State Standard in the Internet; information on the approval and state registration of state standards is also published in official periodicals of State Standard.</p> <p>Publication of information in official periodicals is carried out by:</p> <ul style="list-style-type: none"> <li>- when the information comes before the fifteenth day of the current month inclusively - in official periodicals of this month;</li> <li>- in other cases - in official periodicals of the month following the month in which the information was received.</li> </ul> <p>The information is placed on the official website of State Standard in the Internet within five calendar days after its receipt. .</p> <p>4.8 Documents that are created during the state standard development (technical task for state standard development, the first version of state standard draft, the final version of state standard draft, the explanatory notes to them, comments summary on the national standard draft), notification of state standard development should be signed by the head (deputy) of the development organization.</p> <p>Notifications provided at the stages of state standard development, the first version of state standard draft with an explanatory note to it, and a summary of comments on the national standard draft should be submitted to Scientific Industrial Republican Unitary Enterprise "Belarusian State Institute of Standardization and Certification" (hereinafter - BelGISS) as text files by email (orp@belgiss.by) in accordance with TCP 1.8".</p> <p>TCP 1.8-2008 clause 6.1.2.1.: " At the stage of draft TNLA development during 15 calendar days since the date of approval of the technical order the developer shall prepare a notification about the beginning of TNLA development executed in accordance with clause 6.1.3. of the present technical code, and no later than one month since the moment of approval of the technical order BelGISS shall be notified.</p> <p>6.1.2.2. At the stage of draft TNLA development and within the period set up in the technical order the developer shall prepare a notification about development of a draft TNLA executed in accordance with clause 6.1.3. of the present technical code, and it shall be sent to BelGISS simultaneously with the TNLA and an explanatory note for the draft TNLA.</p> <p>6.1.2.3. During 15 calendar days since the date of the end of draft TNLA consideration, which is indicated in the notification about development of a draft TNLA, the developer shall prepare a notification about the end of draft TNLA consideration executed in accordance with clause 6.1.3 of the present technical code, and it shall be sent to BelGISS."</p> <p><b>CONFORMS  </b></p>
	Process	YES	<p>Website <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> and <a href="http://www.belgiss.org.by">www.belgiss.org.by</a> contains the data on the different stages of the standart setting process, Assessed by the assessors.</p> <p>In the document Description of the Scheme, Appendix 15 ( e.g. TCP 5.1.16) and appendix 17 (e.g. STB 1342-200) examples are provided of the different stages.</p> <p><b>CONFORMS  </b></p>
b) the invitation of disadvantaged and key stakeholders shall be made by means that ensure that the information reaches its	Procedures	YES	<p>TCP 1.2-2004 clause 5.2.3: "Work fulfilled at the stage of preparation to governmental standard development includes:</p> <ul style="list-style-type: none"> <li>- making of contract on governmental standard development with a customer;</li> <li>- determining as necessary helpers for governmental standard development;</li> <li>- working out of technical assignment for governmental standard development;</li> <li>- preparation and publication of notification of the beginning of draft governmental standard development. [TCP 1.2-2004, amendment № 2, Paragraph 5.2.3. Paragraph five. Replace the word "publication" by "placing on the official website of State</li> </ul>



<p>recipient and is understandable,</p>		<p>Standard in the Internet"]</p> <p>5.2.4 Draft technical assignment for governmental standard development is presented to a customer for approval in duplicate. Technical assignment is subjected to be agreed with State Standard (Ministry of Architecture and Construction – in the area or architecture and construction), if it is not a customer of governmental standard development. Form of the technical assignment for governmental standard development is given in enclosure B.</p> <p>TCP 1.2-2004 Appendix C [(mandatory) Form of the technical assignment for governmental standard development ] “Appendix 1 To technical assignment on governmental standard development (revision) A list of organizations ought to be sent response to the governmental standard”</p> <p>TCP 1.2-2004 clause 5.3.1.2: “5.3.1.2 Simultaneously with draft governmental standard development of the initial edition an explanatory note to the initial edition and a notification of draft governmental standard are written. Form of the note to draft governmental standard is given in enclosure D.</p> <p>[TCP 1.2-2004 Amendment N2: “Sub-item 5.3.1.2. Replace the words "notification of the draft" by "notification of draft development"; complement by notation (after the first paragraph):</p> <p>"Note – For state standards developed on the basis of international, regional and national standards of other countries and international documents which are not international standards, in the explanatory note it is necessary to provide the information that developed project complies with the latest version of international standard and takes into account any changes to international standard".]</p> <p>TCP 1.2-2004 Appendix D (mandatory) Form of the explanatory note to draft governmental standard.</p> <p>TCP 1.2-2004 Clause 5.3.1.6: “An author sends draft governmental standard with an explanatory note on approval (response) to the interested agents of technical regulations and standardization, mentioned in the technical assignment. Draft governmental standard ought to be sent without fail on approval (response) to directing or basic standardization agency (according to its assigned production or field) to members of technical standardization committee (if available) if they are not authors.”</p> <p>[TCP 1.2-2004 Amendment N2: “Sub- clause 5.3.1.6. Exclude the words "to the head or base Standardization organization (on its assigned area of work or products)";</p> <p>add the following paragraph: "At the same time the developer is preparing a proposal to amend and / or abolish interconnected state standards (if any), which must be agreed with the involved subjects of technical regulation and standardization".</p> <p>TCP 1.2-2004: clause 5.3.2.5: “5.3.2.5 An author sends a complete final edition of the draft governmental standard with a precise explanatory note and response summary on the draft governmental standard:</p> <p>- at the second consideration (response) to the interested agents of the technical regulations and standardization, mentioned in the technical assignment taking into account 5.3.1.6;”</p> <p>TCP 1.8-2008: clause 6.1.3: “6.1.3. Requirements to structure, contents and execution of notifications of TNLA</p> <p>6.1.3.1. Information provided in notification shall fully and unambiguously describe the object of Technical Regulation and standardization, the degree of its compliance with the requirements of international (regional) documents and contain substantiation of the work.</p> <p>6.1.3.2. Forms of notifications of TNLAs are shown in Attachment A.</p> <p>Each requisite of a notification shall be filled in. If no analogous international (regional) document or requirements differing from the requirements of an international (regional) document are available, a dash shall be put to respective requisites of the notification about draft TNLA development.</p> <p>6.1.3.3. Recommendations for filling in the notifications of TNLAs are shown in Attachment B.”</p> <p>TCP 1.8-2008, Appendix B “(recommended) Recommendations for filling in the notifications of TNLA</p> <p>B.1. Recommendations for filling in the notifications of technical regulation”</p> <p><b>CONFORMS  </b></p>
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	Process	<b>YES</b>	<p>No distinction made to disadvantaged and key stakeholder. The developer of the standard sends all selected participants a notification.</p> <p><b>Comment by RAFCS:</b> “www.belgiss.org.by, www.gosstandart.gov.by, section « Technical norms and standardization – Elaboration of technical normative and legislative documents» - «Notification of the process of elaboration of technical normative and legislative documents» Appendix 3 to the checklist</p> <p>All interested parties are sent a letter on a letter-head of the organization-developer about sending for comments draft technical normative and legislative documents with the list of draft technical normative and legislative documents with indication of the term of submitting comments, address where to submit comments, information about the placement of draft technical normative and legislative documents in the website in the internet or about sending it via email.</p> <p>Appendixes 15, 17 in the description of the scheme “</p> <p>In Annex F and G of this report the participants who were invited a notification to the process of elaboration on STB 1708 and STB2157 are summed up.</p> <p>The notification is clear and understandable and is made according to legislative acts.</p> <p><b>CONFORMS</b></p>
c) the enquiry draft is publicly available and accessible,	Procedures	<b>YES</b>	<p>TCP 1.2-2004: Amendment N2, clause 5.3.1.4 : “5.3.1.4. Developer within no more than 30 calendar days before the deadline for sending state standard draft for comments set in the technical task of state standard draft sends notification of state standard draft development and the national standard draft with an explanatory note to it to BelGISS”.</p> <p>5.3.1.5 “BelGISS places notification of state standard draft and national standard draft with an explanatory note to it on the official website of State Standard in the Internet.”</p> <p>TCP 1.8-2008: “6.1.2.2. At the stage of draft TNLA development and within the period set up in the technical order the developer shall prepare a notification about development of a draft TNLA executed in accordance with clause 6.1.3 of the present technical code, and it shall be sent to BelGISS simultaneously with the TNLA and an explanatory note for the draft TNLA.”</p> <p>7.4 BelGISS shall place the following information at the Web-site of State Standard:</p> <p>(a) about availability of plans (programs) of TNLA development in accordance with TCP;</p> <p>(b) about the beginning of TNLA development:</p> <ul style="list-style-type: none"> <li>- a notification about the beginning of TNLA development;</li> </ul> <p>(c) about development of a draft TNLA:</p> <ul style="list-style-type: none"> <li>- a notification of TNLA development;</li> <li>- a draft TNLA;</li> <li>- an explanatory note to a draft TNLA;</li> </ul> <p>(d) about the end of TNLA development:</p> <ul style="list-style-type: none"> <li>- a notification about the end of TNLA development;</li> <li>- summary of reviews for a draft TNLA;</li> <li>- final edition of a draft technical regulation.”</li> </ul> <p><b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p><b>Comment by RAFCS:</b> “www.belgiss.org.by, www.gosstandart.gov.by, section « Technical norms and standardization – Elaboration of technical normative and legislative documents» - «Notification of the process of elaboration”, Appendix 15 in the description of the scheme “</p> <p><b>Comment by the assessor:</b> Documentation provided is present as described in the procedures.</p> <p><b>CONFORMS  </b></p>

d) the public consultation is for at least 60 days,	Procedures	<b>YES</b>	<p>TCP 1.2-2004, clause 5.3.1.8: "5.3.1.8 Draft governmental standard approval period, determined by the author in the notification of draft governmental standard ought to be no less than 60 and no more than 90 calendar days since the date of sending draft governmental standard on approval (response). Remarks and suggestions (response) on draft governmental standard ought to be specific and valid. It is recommended to use suggested redactions (wordings) on separate items, paragraphs, subparagraphs, charts, enclosures and drawings. If the response concludes suggestions on introduction of new technical requirements, changes and abolition of those anticipated in draft governmental standard, they should have technical and economic ground. Remarks and suggestions on draft governmental standard ought to be stated in the following order: -on the draft in general; -on sections, subsections, paragraphs, subparagraphs, lists, enclosures in the order of draft governmental standard statement; - on an explanatory note (as necessary). Remarks and suggestions (responses) received after the date scheduled in the notification are viewed and included in the response summary on draft governmental standard at discretion of the author." <b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p>Examples available in Appendix 15 in the description of the scheme. Letter(notification) about sending for comments. Overview see appendix F and G of this report. <b>CONFORMS  </b></p>
e) all comments received are considered by the working group/committee in an objective manner,	Procedures	<b>YES</b>	<p>TCP 1.2-2004, clause 5.3.2.1; "5.3.2.1 An author makes up a response summary on the draft governmental standard on the basis of received remarks and suggestions (responses), develops the final edition of the draft governmental standard and makes an explanatory note more precise. Form of the response summary on the draft governmental standard is given in enclosure E." TCP 1.2-2004, Appendix E: "2 Responses summary on draft governmental standard is made up by an author on the basis of received remarks and suggestions in the following sequence: - on draft governmental standard in general; - on sections, subsections, paragraphs, subparagraphs, enclosures in the order of draft governmental standard statement. 3 In column 3 content of each remark and (or) suggestion is mentioned. Remarks of the same type should be classified in common group of responses summary with a list of all organizations sending the remarks. 4 In column 4 conclusion of the draft governmental standard author on each mentioned remark and (or) suggestions with corresponding grounds. In conclusion on remarks and (or) suggestions on draft governmental standard should be used the following wordings: "Accepted" – if a remark and (or) suggestion is completely accepted. "Partially accepted" – if a remark and (or) suggestion is not completely accepted. In this case it is necessary to give grounds of declining part of the remark and (or) suggestion and paragraph number of the new edition of draft governmental standard considering a remark and (or) suggestion on the previous edition of draft governmental standard. "Taken into account" – if an author agrees with a remark and (or) suggestion, but it doesn't directly refer to the present draft governmental standard. "Declined" – if a remark and (or) suggestion is not accepted. Then grounds of declining the remarks and (or) suggestion are given." Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.2.7: "6.2.7 All comments and suggestions, submitted on all stages of elaboration of standard shall be examined by the working group objectively and impartially." <b>CONFORMS  </b></p>

	Process	YES	<p><b>Comment by RAFCS:</b> "Upon results of the consideration of summaries of comments with explanation of taking or refuting to take suggestions are made; when considering the final versions summaries of comments are sent to the interested parties and placed in the website of Gosstandart <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a>".</p> <p>The survey data shows that not every stakeholder is of the opinion that all comments received are considered by the working group/committee in an objective manner.</p> <p><b>Comment by RAFCS:</b> We think that the conclusion was made on the basis of the comments provided by PO "Okhrana ptits Belarusi" (Protection of Birds of Belarus) which is negative about the National Forest Certification System of Belarus and that's why it is subjective.</p> <p>The documents and evidence provided to the assessors in April 2016 were not completely studied by them, but they made negative conclusions. We consider it resentful that the assessors are guided by one public organization when giving the negative assessment to the National Forest Certification System of the Republic of Belarus.</p> <p>Our non-governmental organizations and public (civil society) organizations have a bad habit to ignore the majority of proposals on cooperation, not to participate in various developments, and then to claim that the developers are not objective and express doubts and suspicion, preventing therefore to development of relations between Belarus and the European Union. The ones who want to cooperate – seek for ways to do it, the one who do not want to cooperate seek for excuses and allegations.</p> <p>The assessors looked at the data of two standard revisions (overview Annex F and G). No working group present but the standards are developed by a developer. No evidence found in these both cases of biased opinion by the developer.</p> <p>No other evidence available to the assessors that suggest other wise.</p> <p>Also no comments received by Belarusian or international organizations during the public consultation period by PE FCC.</p> <p><b>CONFORMS  </b></p>
(f) a synopsis of received comments compiled from material issues, including the results of their consideration, is publicly available, for example on a website.	Procedures	YES	<p>TCP 1.2-2004: clause 5.3.2.1: "An author makes up a response summary on the draft governmental standard on the basis of received remarks and suggestions (responses), develops the final edition of the draft governmental standard and makes an explanatory note more precise.</p> <p>Form of the response summary on the draft governmental standard is given in enclosure E.</p> <p>TCP 1.2-2004, Appendix E: "2 Responses summary on draft governmental standard is made up by an author on the basis of received remarks and suggestions in the following sequence:</p> <ul style="list-style-type: none"> <li>- on draft governmental standard in general;</li> <li>- on sections, subsections, paragraphs, subparagraphs, enclosures in the order of draft governmental standard statement.</li> </ul> <p>3 In column 3 content of each remark and (or) suggestion is mentioned. Remarks of the same type should be classified in common group of responses summary with a list of all organizations sending the remarks.</p> <p>4 In column 4 conclusion of the draft governmental standard author on each mentioned remark and (or) suggestions with corresponding grounds.</p> <p>In conclusion on remarks and (or) suggestions on draft governmental standard should be used the following wordings:</p> <p>"Accepted" – if a remark and (or) suggestion is completely accepted.</p> <p>"Partially accepted" – if a remark and (or) suggestion is not completely accepted. In this case it is necessary to give grounds of declining part of the remark and (or) suggestion and paragraph number of the new edition of draft governmental standard considering a remark and (or) suggestion on the previous edition of draft governmental standard.</p> <p>"Taken into account" – if an author agrees with a remark and (or) suggestion, bit it doesn't directly refer to the present draft governmental standard.</p>

		<p>"Declined" – if a remark and (or) suggestion is not accepted. Then grounds of declining the remarks and (or) suggestion are given."          TCP 1.8-2008 clause 6.1.2.3 "6.1.2.3. During 15 calendar days since the date of the end of draft TNLA consideration, which is indicated in the notification about development of a draft TNLA, the developer shall prepare a notification about the end of draft TNLA consideration executed in accordance with clause 6.1.3 of the present technical code, and it shall be sent to BelGISS."          7.4 BelGISS shall place the following information at the Website of State Standard:          (a) about availability of plans (programs) of TNLA development in accordance with TCP;          (b) about the beginning of TNLA development:          -a notification about the beginning of TNLA development;          (c) about development of a draft TNLA:          - a notification of TNLA development;          - a draft TNLA;          - an explanatory note to a draft TNLA;          (d) about the end of TNLA development:          - a notification about the end of TNLA development;          - summary of reviews for a draft TNLA;          - final edition of a draft technical regulation."  <b>CONFORMS  </b></p>
	Process	<p><b>YES</b> <b>Comment by RAFCS:</b> "Upon results of the consideration of summaries of comments with explanation of taking or refuting to take suggestions are made; when considering the final versions summaries of comments are sent to the interested parties and placed in the website of Gosstandart <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a>"</p> <p>Example STB2157: Document 7. № 8 СТБ 2157 ОП Сводка отзывов ОП, №8 STB 2157 FE Summary of reviews FE Summary of reviews for final edition of STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" №03-1-11/1470 from 16.09.2014.  <b>CONFORMS  </b></p>
5.7 The standardising body shall organise pilot testing of the new standards and the results of the pilot testing shall be considered by the working group/committee.	Procedures	<p><b>YES</b> TCP 1.2-2004, chapter 6: "6. Control, revision, change, reedition, abolition of governmental standard          6.1 Control of governmental standard          6.1.1 Control of scientific and technical level (further STL) of governmental standard is realized in order to provide compliance of governmental standard with requirements of legal texts of the Republic of Belarus, technical regulations, needs of industry, economics, population and state, science and technology level of development considering changes made during the process of development, production, operation (using), maintenance, transportation, selling and utilization of the output or rendering of service, and also to determine the degree of their correspondence with requirements of international, regional, national standards of other states.          Control of governmental standard STL is accomplished by an author or according to the decision of State Standard (Ministry of Architecture and Construction – in the area of architecture and construction) by another authorized organization. If necessary other interested organizations take part in it.          (...) 6.1.4 By the results of the control a testing certificate of governmental standard STL is made up with suggestions of further governmental standard use:          - keep (leave) in work without revision and changes;          - ought to be revised;          - change;          - ought to be reedited;</p>

			<p>- ought to be abolished.          (...) A testing certificate of governmental standard STL is approved by State Standard (Ministry of Architecture and Construction in the area of architecture and construction).          Form of a testing certificate of governmental standard STL is given in enclosure F.”  <b>CONFORMS</b></p>
	Process	<b>YES</b>	<p>No evidence found in the description of the scheme a pilot testing took place recently.  <b>CONFORMS</b></p>
5.8 The decision of the working group to recommend the final draft for formal approval shall be taken on the basis of a consensus.	Procedures	<b>YES</b>	<p>TCP 1.2-2004 clause 5.3.2 “Draft governmental standard development of the final edition          5.3.2.3 If there are disagreements on the draft governmental standard an author holds a conciliatory meeting with obligatory participation of the representatives of the organizations that made remarks causing disagreements and in the case of need with the participation of the representatives of other interested parties.          Combination of participants should provide comprehensive discussion and decision-making on the examined matters.          Decisions of the conciliatory meeting are entered in the minutes of the conciliatory meeting signed by the participants of the meeting. Special opinion of the conciliatory meeting participants (if there is one) is enclosed to the minutes.          5.3.2.4 An author completes the final edition of the draft governmental standard on the basis of the decisions made at the conciliatory meeting and makes an explanatory note more precise.          5.3.2.5 An author sends a complete final edition of the draft governmental standard with a precise explanatory note and response summary on the draft governmental standard:          - at the second consideration (response) to the interested agents of the technical regulations and standardization, mentioned in the technical assignment taking into account 5.3.1.6;          - to State Standard (Ministry of Architecture and Construction- in the area of architecture and construction).          5.3.2.8 Decision on the final edition of draft governmental standard is considered to be made if it was supported by no less than three fourths of all participants.          Based on the decisions made according to the results of consideration the final edition of draft governmental standard and the explanatory note are made more precise.”          TCP 1.12-2008, clause 9.5: “9.5. Decisions shall be taken by technical committee on the basis of members’ voting. Voting may directly be organized at a meeting of technical committee or by correspondence.          Decisions of procedural matters shall be considered taken in case of general consensus. Being so, voting results by technical committee members shall be recorder in a voting bulletin. Its form is shown in Attachment D. On the basis of this voting bulletin a report shall be executed with indication of voting results, remarks and actions of technical committee for elimination of discrepancies. The report shall be directed to every member of technical committee during a month after the end of voting.”          TCP 1.2-2008 clause 5.4.2: “5.4.2 Governmental standard approval is carried out when agreement of all interested parties is achieved.”          Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.3.1: “6.3.1 Decision on sending the final version of draft standard for approval shall be taken by the working group on the basis of consensus. For reaching a consensus the working group can use the following alternative methods of detecting disagreement:          - holding of a conciliation meeting with participation of all the members of a working group; the resolution at the conciliation meeting can be taken in the following ways:          - open vote – opinions for and against are expressed verbally or by raising hands;          - statement of consensus made by the head of the group in case absence of votes or raised hands against the resolution;</p>

			<ul style="list-style-type: none"> <li>- secret vote, etc.;</li> <li>-holding of a conference call, during which a voice vote for/ against is held;</li> <li>- sending via email or via post a request to the participants of the working group to give a written response with agreement or disagreement to the proposed draft;</li> <li>- combination of the mentioned above methods.”</li> </ul> <p><b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p><b>Comment by RAFCS:</b> “1.The process of review (consideration) and approval of standards. As to see opposing views we usually use traditional or electronic correspondence, where members of the working group are sent a letter about sending a draft standard for agreeing upon procedure, and the members (their proxies for voting) reply in writing with their agreement upon the draft or expressing their remarks and comments. The questions regarding individual remarks and comments are discussed via telephone. If there are disputes regarding the draft of a state standard a conciliatory meeting should be held with obligatory participation of the organizations having remarks and comments on the issues where disputes occurred (points 5.3.2.3 of TCP 1.2). But in the process of developing (elaborating) standards for forest certification there have been no disputes requiring conciliatory meetings, and thus, they were not held. The agreement letters and the list of comments and responses to the final version serve as evidence of coming to consensus.</p> <p>2. The working group may apply all ways to find out the opinions, and it may also apply one or several of them.”</p> <p>In Appendix F and G of this report: The outcome of the letters on the agreement are presented for the standard process of STB2157 and STB 1708 in English.</p> <p><b>CONFORMS</b></p>
5.8 In order to reach a consensus the working group/committee can utilise the following alternative processes to establish whether there is opposition:			
a) a face-to face meeting where there is a verbal yes/no vote, show of hands for a yes/no vote; a statement on consensus from the Chair where there are no dissenting voices or hands (votes); a formal balloting process, etc.,	Procedures	<b>YES</b>	<p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.3.1: “6.3.1 Decision on sending the final version of draft standard for approval shall be taken by the working group on the basis of consensus. For reaching a consensus the working group can use the following alternative methods of detecting disagreement:</p> <ul style="list-style-type: none"> <li>- holding of a conciliation meeting with participation of all the members of a working group; the resolution at the conciliation meeting can be taken in the following ways:</li> <li>- open vote – opinions for and against are expressed verbally or by raising hands;</li> <li>- statement of consensus made by the head of the group in case absence of votes or raised hands against the resolution;</li> <li>- secret vote, etc.,”</li> </ul> <p><b>CONFORMS  </b></p>
	Process	<b>N/A</b>	
b) a telephone conference meeting where there is a verbal yes/no vote,	Procedures	<b>YES</b>	<p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.3.1: “6.3.1 Decision on sending the final version of draft standard for approval shall be taken by the working group on the basis of consensus. For reaching a consensus the working group can use the following alternative methods of detecting disagreement:</p> <ul style="list-style-type: none"> <li>-holding of a conference call, during which a voice vote for/ against is held;”</li> </ul> <p><b>CONFORMS  </b></p>
	Process	<b>N/A</b>	

c) an e-mail meeting where a request for agreement or objection is provided to members with the members providing a written response (a proxy for a vote), or	Procedures	<b>YES</b>	Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.3.1: "6.3.1 Decision on sending the final version of draft standard for approval shall be taken by the working group on the basis of consensus. For reaching a consensus the working group can use the following alternative methods of detecting disagreement: - sending via email or via post a request to the participants of the working group to give a written response with agreement or disagreement to the proposed draft;" <b>CONFORMS  </b>
	Process	<b>N/A</b>	
d) combinations thereof.	Procedures	<b>YES</b>	Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.3.1: "6.3.1 Decision on sending the final version of draft standard for approval shall be taken by the working group on the basis of consensus. For reaching a consensus the working group can use the following alternative methods of detecting disagreement: - holding of a conciliation meeting with participation of all the members of a working group; the resolution at the conciliation meeting can be taken in the following ways: - open vote – opinions for and against are expressed verbally or by raising hands; - statement of consensus made by the head of the group in case absence of votes or raised hands against the resolution; - secret vote, etc.; -holding of a conference call, during which a voice vote for/ against is held; - sending via email or via post a request to the participants of the working group to give a written response with agreement or disagreement to the proposed draft; - combination of the mentioned above methods." <b>CONFORMS  </b>
	Process	<b>YES</b>	<b>Comment by RAFCS:</b> "1.The process of review (consideration) and approval of standards. As to see opposing views we usually use traditional or electronic correspondence, where members of the working group are sent a letter about sending a draft standard for agreeing upon procedure, and the members (their proxies for voting) reply in writing with their agreement upon the draft or expressing their remarks and comments. The questions regarding individual remarks and comments are discussed via telephone. If there are disputes regarding the draft of a state standard a conciliatory meeting should be held with obligatory participation of the organizations having remarks and comments on the issues where disputes occurred (points 5.3.2.3 of TCP 1.2). But in the process of developing (elaborating) standards for forest certification there have been no disputes requiring conciliatory meetings, and thus, they were not held. The agreement letters and the list of comments and responses to the final version serve as evidence of coming to consensus. 2. The working group may apply all ways to find out the opinions, and it may also apply one or several of them."  In Appendix F and G of this report: The outcome of the letters on the agreement are presented for the standard process of STB2157 and STB 1708 in English. Agreement was reached. <b>CONFORMS  </b>
5.9 In the case of a negative vote which represents sustained opposition to any important part of the concerned interests surrounding a substantive issue, the issue shall be resolved using the following mechanism(s):			



a) discussion and negotiation on the disputed issue within the working group/committee in order to find a compromise,	Procedures	<b>YES</b>	<p>TCP 1.2-2004:clause 5.3.2.9: "5.3.2.9 The second consideration of the final edition of draft governmental standard is acceptable if necessary in the accordance with the rules stated in 5.3.2.5-5.3.2.7. If final edition of draft governmental standard was supported by less than three fourths of all participants, the final edition of draft governmental standard is recommended to be approved as preliminary standard." TCP 1.2-2004 clause 5.3.2.3: "If there are disagreements on the draft governmental standard an author holds a conciliatory meeting with obligatory participation of the representatives of the organizations that made remarks causing disagreements and in the case of need with the participation of the representatives of other interested parties. Combination of participants should provide comprehensive discussion and decision-making on the examined matters. Decisions of the conciliatory meeting are entered in the minutes of the conciliatory meeting signed by the participants of the meeting. Special opinion of the conciliatory meeting participants (if there is one) is enclosed to the minutes."</p> <p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.3.2 6.3.2 In case if the result of the voting was negative because of a steady disagreement of any sec-tor of interests upon essential matters, the disagreement can be resolved in the following ways: - holding of discussions and negotiations on the matter of argument within the working group with the purpose of reaching a consensus; - holding of direct negotiations between the interested parties which expressed disagreement and between the parties which have different opinions about the matter of argument with the purpose of reaching a consensus; - usage of dispute procedure." <b>Comment by the assessors:</b> The first dot point of 6.3.2 above provides further evidence - holding of discussions and negotiations on the matter of argument within the working group with the purpose of reaching a consensus; <b>CONFORMS</b></p>
	Process	<b>N/A</b>	<p>No evidence found in the Description of the Scheme regarding a dispute during the development of the TCP's and STB's. <b>Comment by RAFCS:</b> If there are <u>disputes</u> regarding the draft of a state standard a conciliatory meeting should be held with obligatory participation of the organizations having remarks and comments on the issues where disputes occurred (points 5.3.2.3 of TCP 1.2). But in the process of developing (elaborating) standards for forest certification there have been no disputes requiring conciliatory meetings, and thus, they were not held. The agreement letters and the list of comments and responses to the final version serve as evidence of coming to consensus.</p>
b) direct negotiation between the stakeholder(s) submitting the objection and stakeholders with different views on the disputed issue in order to find a compromise,	Procedures	<b>YES</b>	<p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.3.2: " In case if the result of the voting was negative because of a steady disagreement of any sec-tor of interests upon essential matters, the disagreement can be resolved in the following ways: - holding of direct negotiations between the interested parties which expressed disagreement and between the parties which have different opinions about the matter of argument with the purpose of reaching a consensus." <b>CONFORMS  </b></p>
	Process	<b>N/A</b>	<p>No evidence found in the Description of the Scheme regarding a dispute during the development of the TCP's and STB's. <b>Comment by RAFCS:</b> If there are <u>disputes</u> regarding the draft of a state standard a conciliatory meeting should be held with obligatory participation of the organizations having remarks and comments on the issues where disputes occurred (points 5.3.2.3 of TCP 1.2). But in the process of developing (elaborating) standards for forest certification there have been no disputes requiring conciliatory meetings, and thus, they were not held. The agreement letters and the list of comments and responses to the final version serve as evidence of coming to consensus.</p>

c) dispute resolution process.	Procedures	<b>YES</b>	<p>Document description of the scheme: Appendix 14 "Regulations of ensuring balanced representation of all interested parties at development of technical normative and legislative documents in the sphere of forest certification, complying with the requirements of PEFC": clause 6.3.2 6.3.2 In case if the result of the voting was negative because of a steady disagreement of any sector of interests upon essential matters, the disagreement can be resolved in the following ways:</p> <ul style="list-style-type: none"> <li>- holding of discussions and negotiations on the matter of argument within the working group with the purpose of reaching a consensus;</li> <li>- holding of direct negotiations between the interested parties which expressed disagreement and between the parties which have different opinions about the matter of argument with the purpose of reaching a consensus;</li> <li>- usage of dispute procedure."</li> </ul> <p>The following dispute procedures are available relating to the organisation involved:</p> <p>Gosstandart: Appeal rules standard setting committee is given by the Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs. (document available in English)</p> <p>RAFCS: Regulations on complaints and appeals handling, approved by RAFCS on 30 October 2014 (Document description of the Scheme, Appendix 3, p192-195)</p> <p>Appeal law: Procedure of complaints and disputes consideration is governed by the Law of the Republic of Belarus No 300-3 of July 18, 2011 'On public and legal persons appeals. (document available in English)</p> <p><b>CONFORMS</b></p>
	Process	<b>N/A</b>	<p>No evidence found in the Description of the Scheme regarding a dispute during the development of the TCP's and STB's.</p> <p><b>Comment by RAFCS:</b> If there are <u>disputes</u> regarding the draft of a state standard a conciliatory meeting should be held with obligatory participation of the organizations having remarks and comments on the issues where disputes occurred (points 5.3.2.3 of TCP 1.2). But in the process of developing (elaborating) standards for forest certification there have been no disputes requiring conciliatory meetings, and thus, they were not held. The agreement letters and the list of comments and responses to the final version serve as evidence of coming to consensus.</p>
5.10 Documentation on the implementation of the standard-setting process shall be made publicly available.	Procedures	<b>YES</b>	<p>TCP 1.2-2004, Amendment N2: clause 4.7: "State clausees 4.7 and 4.8 in new revisions:</p> <p>"4.7 Information about the process of development, including approval and state registration of state standards is placed on the official website of State Standard in the Internet; information on the approval and state registration of state standards is also published in official periodicals of State Standard.</p> <p>Publication of information in official periodicals is carried out by:</p> <ul style="list-style-type: none"> <li>- when the information comes before the fifteenth day of the current month inclusively - in official periodicals of this month;</li> <li>- in other cases - in official periodicals of the month following the month in which the information was received.</li> </ul> <p>The information is placed on the official website of State Standard in the Internet within five calendar days after its receipt."</p> <p>TCP 1.8-2008 clause 6.1.1.2. "Information about developing TNLAs shall be prepared and provided with the aim of informing all interested parties about the beginning and course of development, the contents and supposed dates of putting into effect the developing TNLAs for the interested parties to be able to:</p> <ul style="list-style-type: none"> <li>- directly participate in developing the respective draft TNLA;</li> <li>- receive a draft TNLA copy and send proposals and remarks (recalls) to the developer;</li> <li>- anticipatorily plan and carry out measures required for meeting the requirements of TNLAs."</li> </ul> <p>TCP 1.8-2008 clause 6.1.1.4.: "Notifications of TNLAs depending on the stage of TNLA development in accordance with the requirements set up in TCP1.0, TCP 1.1, TCP1.2 shall be divided into:</p> <ul style="list-style-type: none"> <li>- a notification about the beginning of development;</li> <li>- a notification about development of a draft;</li> </ul>

			<p>- a notification about the end of draft consideration.”          TCP 1.8-2006: “6.1.3. of the present technical code, and it shall be sent to BelGISS simultaneously with the TNLA and an explanatory note for the draft TNLA.          6.1.2.3. During 15 calendar days since the date of the end of draft TNLA consideration, which is indicated in the notification about development of a draft TNLA, the developer shall prepare a notification about the end of draft TNLA consideration executed in accordance with clause 6.1.3 of the present technical code, and it shall be sent to BelGISS.          TCP 1.8-2006: “7.4 BelGISS shall place the following information at the Web-site of State Standard:          (a) about availability of plans (programs) of TNLA development in accordance with TCP;          (b) about the beginning of TNLA development:          -a notification about the beginning of TNLA development;          (c) about development of a draft TNLA:          - a notification of TNLA development;          - a draft TNLA;          - an explanatory note to a draft TNLA;          (d) about the end of TNLA development:          - a notification about the end of TNLA development;          - summary of reviews for a draft TNLA;          - final edition of a draft technical regulation.”  <b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p><b>Comment by RAFCS:</b> “Picture 2, appendixes 15, 17 in the description of the scheme          Official websites <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a>, <a href="http://www.tnpa.by">www.tnpa.by</a>. <a href="http://www.belgiss.org.by">www.belgiss.org.by</a>          Technical codes of the system of technical norms and standardization of the Republic of Belarus, setting requirements to elaboration of state standards and other technical normative and legislative documents, are obligatory for all developers.”  <b>CONFORMS  </b></p>
5.11 The standardising body shall formally approve the standards/normative documents based on evidence of consensus reached by the working group/committee.	Procedures	<b>YES</b>	<p>TCP 1.2-2004 clause 5.4.2; “5.4.2 Governmental standard approval is carried out when agreement of all interested parties is achieved.  <b>CONFORMS  </b></p>
	Process	<b>YES</b>	<p>Order of Gosstandart on approval of technical normative and legislative documents , appendix 16 in the description of the scheme  <b>CONFORMS  </b></p>
5.12 The formally approved standards/normative documents shall be published in a timely manner and made publicly available.	Procedures	<b>YES</b>	<p>TCP 1.4-2006 clause 5.4. Official publication of state standards officially published and registered in accordance with the established procedure shall be carried out by publishing their texts in the form of independent official printing editions (books, brochures, collections, etc.) or official electronic editions published on behalf of State Standard.          5.5. Preparation for official publication and official publication of state standards, as well as draft state standards shall be carried out by BelGISS, state standards, which were introduced by the Ministry of Architecture and Construction of the Republic of Belarus – by the republican scientific and production unitary enterprise “Stroitekhnorm” (hereinafter referred to as UE “Beltekhnorm”).          (Amended wording, amendment No.1)          5.6. State standards shall be officially published no later than during 60 calendar days since the date of official publication of information on their approval and no later than during 60 calendar days before the date of putting them into effect.”          6.2. Technical codes approved by State Standard shall be officially published no later than during 60 calendar days since the date of</p>

			official publication of information on their approval and no later than during 60 calendar days before the date of putting them into effect. 7.3. Preparation for official publication and official publication of information about TNLA shall be carried out by BELGISS.” <b>CONFORMS  </b>
	Process	<b>YES</b>	Official websites <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> , <a href="http://www.tnpa.by">www.tnpa.by</a> , <a href="http://www.belgiss.org.by">www.belgiss.org.by</a> <b>CONFORMS  </b>
<b>Revisions of standards/normative documents</b>			
6.1 The standards/normative documents shall be reviewed and revised at intervals that do not exceed a five-year period. The procedures for the revision of the standards/normative documents shall follow those set out in chapter 5.	Process	<b>YES</b>	TCP 1.2-2004, with due regard for amendment № 2 Clause 6.1.1, 3rd paragraph, clause 6.1.3, clause 6.1.4, clause 6.2.1, clause 6.2.2, clause 6.3.1 2nd paragraph Revision of the scientific and technical level of state standard is made not less than once every five years. Upon results of the revision the following decisions can be made: - keeping of the state standard in effect without reconsideration and amendments; - reconsideration of the state standard; - making amendments into the state standard; - republication of the state standard; - cancellation of the state standard. Reconsideration and amendments into the state standard are made in compliance with section 5 TCP 1.2-2004  The standards are reviewed every five year, at least technical. In Appendix 17 description of the scheme the actual dates concerning the revised standards can be found. <b>CONFORMS  </b>
6.2 The revision shall define the application date and transition date of the revised standards/normative documents.	Process	<b>YES</b>	TCP 1.2 -2004, clause 5.5.10 «Approved state standard is put into effect after its state registration. The term of putting into effect of state standard is not earlier than 60 calendar days after the date of official publication of the information about its state registration». Order of Gosstandart on approval of technical normative and legislative documents. Appendix 16 in the description of the scheme, submitted amendments to technical normative and legislative documents of the forest certification system.  The notifications gives the requested dates. <b>CONFORMS  </b>
6.3 The application date shall not exceed a period of one year from the publication of the standard. This is needed for the endorsement of the revised standards/normative documents, introducing the changes, information dissemination and training.	Process	<b>YES</b>	TCP 1.2 -2004 with due regard for amendment № 2 clause3.2.13 «Developer forms a file of state standard and sends it for checking to the organization authorized for implementation of checking by Gosstandart with a covering letter with indication of estimated date of putting the state standard into effect». Technical codes of the system of technical norms setting and standardization of the Republic of Belarus, setting requirements to elaboration of state standards and other technical normative and legislative documents really do not determine the maximum period between the official publication of information about its state registration and putting into effect. It is connected with the fact that elaboration of state standards is carried out in compliance with State Standardization Plan (SSP), approved annually by Gosstandart. SSP is brought to the notice of all interested parties. Procedure of notification about standards under elaboration and about their elaboration process allows all the interested parties to prepare to acceptance of state standard well in advance. The developer in the explanatory note to the final version of draft standard indicates the estimated date of putting the standard into effect and justifies it, on the basis of necessity of taking additional measures to introduce state standard.

			<p>When approving state standard the date of putting it into effect is fixed with due regard for the developer's suggestion. As a rule, the maximum period between the official publication of the information about its state registration and putting it into effect does not exceed 6 months.</p> <p>Order of Gosstandart on approval of technical normative and legislative documents, Appendixes 16, 17 in the description of the scheme, submitted amendments to technical normative and legislative documents of the forest certification system..</p> <p><b>CONFORMS  </b></p>
6.4 The transition date shall not exceed a period of one year except in justified exceptional circumstances where the implementation of the revised standards/normative documents requires a longer period.	Process	<b>YES</b>	<p>TCP 1.2 -2004, clause 5.5.10 «Approved state standard is put into effect after its state registration. The term of putting into effect of state standard is not earlier than 60 calendar days after the date of official publication of the information about its state registration».</p> <p>Decision on approval and putting into effect of standard is made by Gosstandart with due regard for the developer's suggestions, elaboration of interconnected standards, as well as for the possibility of timely publication of standards.</p> <p>Order of Gosstandart on approval of technical normative and legislative documents, Appendix 16 in the description of the scheme, submitted amendments to technical normative and legislative documents of the forest certification system</p> <p>In practice the normative and the forest code have one year transition period.</p> <p><b>CONFORMS  </b></p>

## 15. PART II: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR GROUP FOREST MANAGEMENT CERTIFICATION (PEFC ST 1002:2010)

### 15.1 Scope

Part II covers requirements for group forest management certification as defined in PEFC ST 1002:2010, *Group Forest Management Certification – Requirements*.

### 15.2 Checklist

Question	YES / NO*	Reference to system documentation
<b>General</b>		
4.1 Does the forest certification scheme provide clear definitions for the following terms in conformity with the definitions of those terms presented in chapter 3 of PEFC ST 1002:2010:		
a) the group organisation,	YES	TCP 5.1.16-2014, clause 3.1.4: "A group means an organizational structure created for confirmation of conformity of the forest management and forest use systems and/or proof of origin of any manufactured (sold) forest based products by origin, with the requirements of the Forest Certification System within the National confirmation of conformity system of the Republic of Belarus; given that such structure consists of several organizations which bear all responsibility for meeting such requirements." <b>CONFORMS  </b>
b) the group entity,	YES	TCP 5.1.16-2014, clause 3.1.16: "Group management means a legal entity which represents the group members (in case of a group certification) and is responsible for compliance of all group members with the requirements of sustainable forest management and forest use, identification of forest based products and their derivative products by origin." TCP 5.1.16-2014, clause 4.23.4-4.23.5 "4.23.4. The group management may be: - the state production forestry association (hereinafter "SPFA"); - any of the group members; - any legal entity having experience in this field, which was appointed for this purpose by the group or proffered its services on a contractual basis. 4.23.5. The group management: - forms the group membership; - applies to the Forest Certification Authority for certification of the forest management and forest use system, forest based products and their derivative products by origin; - maintains the list of active group members, list of new group members, list of ex-pelled group members; - bears responsibility to the Forest Certification Authority for meeting, by the group members, of the requirements of STB 1708, Technological Regulations for sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored for certification; - controls conformity of the group members, who are holders of certificates of conformity in accordance with other forest certification systems,

		with the requirements of such other systems." <b>CONFORMS</b>
c) the participant,	YES	TCP 5.1.16, clause 3.1.22: "3.1.22. Group member means a legal entity engaged in forestry and entitled to long-term forest management and forest use within the forest reserve land allocated to such legal entity, or any organization engaged in different steps passed by the forest based products and their derivative products, to which the group certificate of conformity applies and which is able to ensure compliance with the requirements of sustainable forest management and forest use and/or identification of forest based products and their derivative products by origin. Note: The right of a legal entity engaged in forestry to long-term forest management and forest use ensures compliance with the requirements of sustainable forest management and forest use, and rules out the possibility that opportunity contractors can join the group." <b>CONFORMS</b>
d) the certified area,	YES	TCP 5.1.16, clause 3.1.17: "Certified forests means the forest reserve land the use of which is granted to a legal entity (in case of an individual certification) or every group member (in case of a group certification) to which the certificate of conformity applies." <b>CONFORMS</b>  <b>Note from the assessor:</b> This means Forest outside the official Forest reserve land, cannot be certified. e.g christmas tree plantages or other agricultural land. This has also consequences for non-forest areas in the forest reserve.
e) the group forest certificate, and	YES	TCP 5.1.16, clause 3.1.3: "A group certificate of conformity means a document which certifies conformity of the forest management and forest use systems of a group of legal entities, and/or conformity of forest based products and their derivative products identification by origin carried out by a group of organizations, with the requirements of regulatory legal acts in the field of technical rate setting and standardization." <b>CONFORMS</b>
f) the document confirming participation in group forest certification.	YES	TCP 5.1.16, clause 3.1.5: "A document evidencing of the participation in a group certification means a document issued to any group member, which contains a reference to the group certificate of conformity and confirms that the group certificate of conformity applies to such group member." <b>CONFORMS</b>
4.1.2 In cases where a forest certification scheme allows an individual forest owner to be covered by additional group or individual forest management certifications, the scheme shall ensure that non-conformity by the forest owner identified under one forest management certification is	NO	TCP 5.1.16, clause 4.23.3: "If there exists more than one <u>national</u> forest certification system, a legal entity which is engaged in forestry and is a holder of an individual or group certificate of conformity for the forest management and forest use system, forest based products and their derivative products by origin issued according to any one forest certification system may additionally participate in the group or individual certification according to another forest certification system. Should this be the case, any non-conformities with the requirements of any one forest certification system detected in such entity's business environment must be taken into account for the certification according to any other forest certification system wherein such legal entity participates."  <b>Comment by RAFCS:</b> In 2016-2017 the following amendment will be made to the TCP 5.1.16: "4.23.3 In case of several national and/or international forest certification systems, legal forest entity that has individual or group certificate on forest management and chain of custody issued within one forest certification system, can participate in group or individual certification under other forest certification system. In this case non-conformities identified against requirements of one forest certification system should be considered in the process of certification within the frames of any other forest certification system where this legal entity is a participant."  <b>MINOR NON-CONFORMITY</b> Requirement 4.1.2 only covers multiple certifications within the group certification of PEFC. No evidence found in TCP 5.1.16 that multiple

<p>addressed in any other forest management certification that covers the forest owner.</p>		<p>certifications for an individual forest owner is prevented. If this is intentional, the requirement 4.1.2 needs to be ensured but the wording of the proposed solution needs to be adapted.</p>
<p>4.1.3 The forest certification scheme shall define requirements for group forest certification which ensure that participants' conformity with the sustainable forest management standard is centrally administered and is subject to central review and that all participants shall be subject to the internal monitoring programme.</p>	<p>YES</p>	<p>TCP 5.1.16, clause 4.23.5 The group management: bears responsibility to the Forest Certification Body for meeting, by the group members, of the requirements of STB 1708, Technological Regulations for sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored for certification;" "</p> <p>TCP 5.1.16, clause 4.23.7: "4.23.7. Control of conformity with the requirements related to membership in the group is carried out by the group management via annual audits, at the conclusion of which the reports are made and submitted to the Forest Certification Authority [RAFCS].</p> <p>TCP 5.1.16, Appendix A: "A.1. Rights and obligations of the group members</p> <p>A.1.1. Control of the group's forest management and forest use system and/or system of identification of forest based products and their derivative products, and analysis of its effectiveness must be carried out centrally.</p> <p>All group members, including the group management, must be included in the internal audit program and be audited annually according to the mentioned program.</p> <p>A.1.2. The group management must ensure conformity of all group members, the group management including, with the requirements of STB 1708, Technological Regulations as to sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored during certification (hereinafter "the forest certification requirements").</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix I "7.2 Fulfillment of the effective legislation of the Republic of Belarus "</p> <p>Requirement: "The legal entity engaged in forestry management shall fulfill the existing forestry, nature saving, taxation legislation, health care legislation of the Republic of Belarus"</p> <p>Identification:" By availability in forestry bodies and their subdivisions of materials of inspections by state controlling bodies of fulfillment of the effective legislation of the Republic of Belarus"</p> <p>TCP 5.1.16 foreword: "This Technical Code of Common Practice takes account of requirements [3] – [5] [3. PEFC ST 1003:2010] [4. PEFC ST 1002:2010] and [5. PEFC ST 2002-2010]"</p> <p><b>Observation by the assessor:</b> In the definition "the forest certification requirements " the summation of relevant legislation to SFM and COC as presented: "the requirements of STB 1708, Technological Regulations for sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored for certification;" seems rather limited. The Belarusian PEFC system is part of the total legislation also for example The law on appeal (N300-3) and the forest fund, the scope of the legislation summed here seems limited. However in the foreword of TCP 5.1.16 reference is made to the PEFC standards and in the requirement 7.2 of STB 1708 reference to more elaborate legislation can be found. In STB 1708 also more references to legislative documents are used, they are summed up in the specialized Bibliography section of the standard STB 1708, including.</p> <p><b>CONFORMS  </b></p>
<p>4.1.4 The forest certification scheme shall define requirements for an annual internal monitoring programme</p>	<p>YES</p>	<p>TCP 5.1.16, clause 4.23.5 The group management:- bears responsibility to the Forest Certification Body for meeting, by the group members, of the requirements of STB 1708, Technological Regulations for sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored for certification;"</p> <p>TCP 5.1.16, clause 4.23.7: "4.23.7. Control of conformity with the requirements related to membership in the group is carried out by the group management via annual audits, at the conclusion of which the reports are made and submitted to the Forest Certification Authority. [RAFCS]</p> <p>Combination of audits of conformity with the requirements related to membership in the group and audits of other fields of activities of the group</p>



<p>that provides sufficient confidence in the conformity of the whole group organisation with the sustainable forest management standard.</p>	<p>members related to the forest management and forest use, forest based products and their derivative products identification by origin is allowed." TCP 5.1.16, Appendix A.1. Rights and obligations of the group members</p> <p>A.1.1. Control of the group's forest management and forest utilization system and/or system of identification of forest based products and their derivative products, and analysis of its effectiveness must be carried out centrally.</p> <p>All group members, including the group management, must be included in the internal audit program and be audited annually according to the mentioned program."</p> <p>TCP 5.1.16, Appendix A2:"A.2. Duties and responsibilities of the group management"</p> <p>d) maintains accounting and keeps information related to: (...)</p> <ul style="list-style-type: none"> <li>- internal audit programs, their revision, and internal audits in accordance with such developed programs; ;</li> </ul> <p>g) provides for possession, by all group members, of information and guidelines necessary for the group certification, or provides for access to such documents, in particular: (...)</p> <ul style="list-style-type: none"> <li>- information on fulfillment of the internal audit program, results of periodic assessment of the certified objects by the Certification Body, prescribed corrective and/or preventive measures, and assessment of efficiency of their execution by the group members.</li> </ul> <p>h) annually carries out internal audit of conformity of all group members and the group management with the forest certification requirements in accordance with the developed program;</p> <p>i) analyses the results of internal audits of conformity of all group members and the group management with the forest certification requirements (detected non-conformities, prescribed corrective and/or preventive measures and execution thereof); controls the elimination, by the group members, of any non-conformities detected by the Forest Certification Authority in the course of inspectorial control of the certified objects, and assesses their execution efficiency.";</p> <p>TCP 5.1.16, Appendix A3: "A.3. Duties and responsibilities of the group members. The group members are responsible for: (...)</p> <p>c) timely submission, to the group management and/or Forest Certification Body, of all requested information on conformity with the forest certification requirements; ensuring complete cooperation and creation of conditions necessary for audits carried out by the group management and Forest Certification Body, provision of access to necessary tools and evidentiary material related to products identification;</p> <p>d) taking the appropriate corrective and preventive measures prescribed by the group management, notification to the group management and certification authorities.;</p> <p>The specific requirements of the monitoring program are not described in the procedures, but "All group members, including the group management, must be included in the internal audit program and be audited annually according to the mentioned program" gives sufficient confidence, together with the group management making a conclusion of these audits which the reports are submitted to the Forest Certification Authority [RAFCS].</p> <p><b>CONFORMS</b>  </p>
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**Functions and responsibilities of the group entity**

<p>4.2.1 The forest certification scheme shall define the following requirements for the function and responsibility of the group entity:</p>		
<p>a) To represent the group organisation in the certification process, including in communications and relationships with the</p>	<p>YES</p>	<p>TCP 5.1.16, clause 4.23.5: "4.23.5. The group management:</p> <ul style="list-style-type: none"> <li>- forms the group membership;</li> <li>- applies to the Forest Certification Authority for certification of the forest management and forest use system, forest based products and their derivative products by origin;</li> <li>- maintains the list of active group members, list of new group members, list of ex-pelled group members;</li> <li>- bears responsibility to the Forest Certification Authority for meeting, by the group members, of the requirements of STB 1708, Technological</li> </ul>

<p>certification body, submission of an application for certification, and contractual relationship with the certification body;</p>		<p>Regulations for sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored for certification;          - controls conformity of the group members, who are holders of certificates of conformity in accordance with other forest certification systems, with the requirements of such other systems."          TCP 5.1.16 Appendix A: "The group management:          a) forms the group membership and represents the group in the course of certification, in particular:          - applies for the group certification of the forest management and forest use systems and/or forest based products and their derivative products by origin, with indication of the list and legal addresses of all group members;          - provides for signing agreements for the forest certification works between the group members and the Forest Certification Authority;          - ensures interaction between the Forest Certification Authority and group members in the course of certification;          - applies to the Certification Authority for admission of new members to the group or expulsion of a certain member from the group;  <b>CONFORMS  </b></p>
<p>b) To provide a commitment on behalf of the whole group organisation to comply with the sustainable forest management standard and other applicable requirements of the forest certification scheme;</p>	<p>YES</p>	<p>TCP 5.1.16, clause 4.23.5: "The group management: (...)          - bears responsibility to the Forest Certification Authority for meeting, by the group members, of the requirements of STB 1708, Technological Regulations for sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored for certification;          - controls conformity of the group members, who are holders of certificates of conformity in accordance with other forest certification systems, with the requirements of such other systems."          TCP 5.1.16, Appendix A. A2: "Duties and responsibilities of the group management (...)          b) ensures conformity of all group members with the forest certification requirements;"  <b>CONFORMS  </b></p>
<p>c) To establish written procedures for the management of the group organisation;</p>	<p>YES</p>	<p>TCP 5.1.16-2004, Appendix A, "A.2. Duties and responsibilities of the group management          c) develops and approves documented procedures related to guidance of the group certification;"  <b>CONFORMS  </b></p>
<p>d) To keep records of:          - the group entity and participants' conformity with the requirements of the sustainable forest management standard, and other applicable requirements of the forest certification scheme,          - all participants,</p>		<p>TCP 5.1.16-2004, Appendix A, "A.2. Duties and responsibilities of the group management          d) maintains accounting and keeps information related to:          - conformity of the group members and group management with the forest certification requirements;          - all group members, including their legal addresses, area of the forest reserve land where forestry is conducted, kinds and volumes of manufactured products, etc.;          - the certified forests;          - internal audit programs, their revision, and internal audits in accordance with such developed programs;          - results of internal audits, detected non-conformities and prescribed corrective and/or preventive measures, assessment of their execution efficiency;"  <b>CONFORMS</b></p>

<p>including their contact details, identification of their forest property and its/their size(s),          - the certified area,          - the implementation of an internal monitoring programme, its review and any preventive and/or corrective actions taken;</p>		
<p>e) To establish connections with all participants based on a written agreement which shall include the participants' commitment to comply with the sustainable forest management standard. The group entity shall have a written contract or other written agreement with all participants covering the right of the group entity to implement and enforce any corrective or preventive measures, and to initiate the exclusion of any participant from the scope of certification in the event of non-conformity with the sustainable forest management standard;</p>	<p>YES</p>	<p>TCP 5.1.16-2014, clause 4.23.6: "The management signs an agreement with all group members, which specifies the obligations of every group member to meet the requirements of the forest certification and the rights of the group management to control compliance with the re-quirements related to group membership.          The group members maintain self-sufficiency and the rights of legal entities which conduct their business in compliance with the legislation of the Republic of Belarus, carry out and control the forest use and forest management, forest based products and their derivative products identification by origin within the scope of their competence.          Legal entities wishing to join the group certification must notify the group management thereof, and the group management applies to the Forest Certification Authority.          An agreement for the group certification is signed by the Forest Certification Authority with every group member."          TCP 5.1.16-2014, Appendix A: "A.2. Duties and responsibilities of the group management: The group management:          a) forms the group membership and represents the group in the course of certification, in par-ticular:          - applies for the group certification of the forest management and forest utilization systems and/or forest based products and their derivative products upon origin, with indication of the list and legal addresses of all group members;          - provides for signing agreements for the forest certification works between the group members and the Forest Certification Body;          - ensures interaction between the Forest Certification Body and group members in the course of certification;          - applies to the Certification Body for admission of new members to the group or expulsion of a certain member from the group;          e) provides for organizational and legal interaction within the group on the basis of the agree-ment signed between all members, which agreement establishes obligations of the group members to conform with the forest certification requirements, and the right of the group management to:          - carry out planning, management and control of conformity of every group member with the forest certification requirements;          - prescribe corrective or preventive measures for any group member, and assess their exe-cution efficiency;          - make proposals concerning expulsion of any group member in case of repeated failure to conform with the forest certification requirements;  <b>CONFORMS  </b></p>

<p>f) To provide participants with a document confirming participation in the group forest certification;</p>	<p>YES</p>	<p>TCP 5.1.16-2014, Appendix A, A2 "A.2. Duties and responsibilities of the group management f) provides for possession, by all group members, of a set of documents evidencing of their participation in the group certification, in particular, copies of the group certificates of conformity with indication of the list and legal addresses of all group members;" <b>CONFORMS  </b></p>
<p>g) To provide all participants with information and guidance required for the effective implementation of the sustainable forest management standard and other applicable requirements of the forest certification scheme;</p>	<p>YES</p>	<p>TCP 5.1.16-2014, Appendix A, "A.2. Duties and responsibilities of the group management g) provides for possession, by all group members, of information and guidelines necessary for the group certification, or provides for access to such documents, in particular: - STB 1708, Technological Regulations for sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored in the course of certification; - documented procedures related to guidance of the group certification; - requirements to create necessary conditions for work of the Certification Authority and give it access to necessary tools and evidentiary material related to the forest management and forest use system, products identification; - clarification of the principle of the group members' mutual responsibility in case of a group certification; - information on fulfillment of the internal audit program, results of periodic assessment of the certified objects by the Certification Authority, prescribed corrective and/or preven-tive measures, and assessment of efficiency of their execution by the group members. Note: The notion of "mutual responsibility" means that detection of any violation committed by the group management or any group member may entail execution of corrective measures by all group members, internal audit according to a more extensive program, suspension or cancellation of the group certificate of conformity." <b>CONFORMS</b></p>
<p>h) To operate an annual internal monitoring programme that provides for the evaluation of the participants' conformity with the certification requirements, and;</p>	<p>YES</p>	<p>TCP 5.1.16-2014, Appendix A, : "A.2 Duties and responsibilities of the group head The group head: h) annually carries out internal audit of conformity of all group members and the group head with the forest certification requirements in compliance with the developed program." <b>CONFORMS</b></p>
<p>i) To operate a review of conformity with the sustainable forest management standard, that includes reviewing the results of the internal monitoring programme and the certification body's</p>	<p>YES</p>	<p>TCP 5.1.16, clause 4.23.5 The group management:- bears responsibility to the Forest Certification Body for meeting, by the group members, of the requirements of STB 1708, Technological Regulations for sustainable forest management and forest use, forest based products and their derivative products by origin, criteria and indices monitored for certification;" TCP 5.1.16, clause 4.23.7: "4.23.7. Control of conformity with the requirements related to membership in the group is carried out by the group management via annual audits, at the conclusion of which the reports are made and submitted to the Forest Certification Authority. [RAFCS] Combination of audits of conformity with the requirements related to membership in the group and audits of other fields of activities of the group members related to the forest management and forest use, forest based products and their derivative products identification by origin is allowed." TCP 5.1.16, Appendix A.1. Rights and obligations of the group members A.1.1. Control of the group's forest management and forest utilization system and/or system of identification of forest based products and their</p>

<p>evaluations and surveillance; corrective and preventive measures if required; and the evaluation of the effectiveness of corrective actions taken.</p>		<p>derivative products, and analysis of its effectiveness must be carried out centrally.  All group members, including the group management, must be included in the internal audit program and be audited annually according to the mentioned program."  TCP 5.1.16-2014, Appendix A2:"A.2. Duties and responsibilities of the group management"  d) maintains accounting and keeps information related to: (...)  - internal audit programs, their revision, and internal audits in accordance with such developed programs;  g) provides for possession, by all group members, of information and guidelines necessary for the group certification, or provides for access to such documents, in particular: (...)  - information on fulfillment of the internal audit program, results of periodic assessment of the certified objects by the Certification Body, prescribed corrective and/or preventive measures, and assessment of efficiency of their execution by the group members.  h) annually carries out internal audit of conformity of all group members and the group management with the forest certification requirements in accordance with the developed program;  i) analyses the results of internal audits of conformity of all group members and the group management with the forest certification requirements (detected non-conformities, pre-scribed corrective and/or preventive measures and execution thereof); controls the elimination, by the group members, of any non-conformities detected by the Forest Certification Authority in the course of inspectorial control of the certified objects, and assesses their execution efficiency.";  TCP 5.1.16-2014, Appendix A3: "A.3. Duties and responsibilities of the group members. The group members are responsible for: (...)  c) timely submission, to the group management and/or Forest Certification Body, of all re-requested information on conformity with the forest certification requirements; ensuring complete cooperation and creation of conditions necessary for audits carried out by the group management and Forest Certification Body, provision of access to necessary tools and evidentiary material related to products identification;  d) taking the appropriate corrective and preventive measures prescribed by the group management, notification to the group management and certification authorities.;</p> <p><b>CONFORMS  </b></p>
<b>Function and responsibilities of participants</b>		
<p>4.3.1 The forest certification scheme shall define the following requirements for the participants:</p>		
<p>a) To provide the group entity with a written agreement, including a commitment on conformity with the sustainable forest management standard and other applicable requirements of the forest certification scheme;</p>	<p>YES</p>	<p>TCP 5.1.16-2014, Appendix A, "A.1. Rights and obligations of the group members A.1.3. All group members, including the group management, must provide for acquisition and processing of data related to conformity with the forest certification requirements, and also making changes in their forest management and forest use system, product identification." (...)  "A.3. Duties and responsibilities of the group members  The group members are responsible for:  a) legal arrangements of their membership in the group and duties to ensure conformity with the forest certification requirements – through signing the written agreement;"</p> <p><b>CONFORMS  </b></p>

<p>b) To comply with the sustainable forest management standard and other applicable requirements of the forest certification scheme;</p>	<p>YES</p>	<p>TCP 5.1.16-2014, Appendix A, "A.3. Duties and responsibilities of the group members The group members are responsible for: b) conformity of the forest management and forest use system, forest based products and their derivative products identification by origin – with the <u>forest certification requirements</u>;" <b>CONFORMS  </b></p>
<p>c) To provide full co-operation and assistance in responding effectively to all requests from the group entity or certification body for relevant data, documentation or other information; allowing access to the forest and other facilities, whether in connection with formal audits or reviews or otherwise;</p>	<p>YES</p>	<p>TCP 5.1.16-2014, Appendix A, "A3 Duties and responsibilities of the group members The group members are responsible for: c) timely submission, to the group management and/or Forest Certification Authority, of all requested information on conformity with the forest certification requirements; ensuring complete cooperation and creation of conditions necessary for audits carried out by the group management and Forest Certification Authority, provision of access to necessary tools and evidentiary material related to products identification;" <b>CONFORMS  </b></p>
<p>d) To implement relevant corrective and preventive actions established by the group entity.</p>	<p>YES</p>	<p>TCP 5.1.16-2014, Appendix A "A3 Duties and responsibilities of the group members The group members are responsible for: d) taking the appropriate corrective and preventive measures prescribed by the group management, notification to the group management and certification authorities." <b>CONFORMS  </b></p>

## 16. PART III: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR SUSTAINABLE FOREST MANAGEMENT (PEFC ST 1003:2010)

### 16.1 Scope

Part III covers requirements for sustainable forest management as defined in PEFC ST 1003:2010, *Sustainable Forest Management – Requirements*.

### 16.2 Checklist

Question	YES/NO	Reference to system documentation
<b>General requirements for SFM standards</b>		
<b>4.1 The requirements for sustainable forest management defined by regional, national or sub-national forest management standards shall</b>		
a) include management and performance requirements that are applicable at the forest management unit level, or at another level as appropriate, to ensure that the intent of all requirements is achieved at the forest management unit level.	YES	<p>STB 1708-2006 clause 1: "1 Field of application.</p> <p>The present standard establishes general provisions of sustainable forest management and forest use in the Republic of Belarus aimed at provision of high productivity and sustainability of forestry ecological systems, improvement of their biological diversity, minimization or elimination of the negative impact of forestry production on environment, inexhaustibility of forest use, economic effectiveness of the forestry production, its social orientation.</p> <p>The present standard is the fundamental document of the group of standards of sustainable forest use and forest management which regulate sustainable management of forestry and forest use. The present standard is intended for application by legal entities managing the forestry and/or fulfilling the forest use</p> <p>"4.4. The sustainable forest management and forest use shall be performed by legal entities being engaged in forestry and/or forestry use on the voluntary basis by interacting with the specially authorized republican body of state control in the field of the use and protection of the forestry fund and reproduction of forests – by the Ministry of Forestry of the Republic of Belarus.</p> <p>"4.6 Requirements to forestry management which ensure high productivity and sustainability of forestry ecological systems, improvement of their biological diversity, minimization or elimination of the negative impact of forestry production on environment, inexhaustibility of forest use, economic effectiveness of forestry production, its social orientation shall be determined in standards STB 1342 (Sustainable forest management and forest exploitation LOGGING MACHINES), STB 1358 (Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements) STB 1359 (Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION), STB1360 (Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements), STB 1361 (Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies), STB 1582 (Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION) and other TVSAs which regulate forestry management."</p>

		<p>STB 1708-2006: ch 6 "6 System of criteria and indicators of the sustainable forest management and forest use. 6.1 Criteria of the sustainable forest management and forest use are fundamental features which characterize forest management and the use of forest resources, and they are based on [1] the effective legislation, as well as liabilities assumed by the Republic of Belarus in accordance with international conventions and agreements signed by it.</p> <p>STB 1708-2006 ch 6.4 (Revised edition, amendment No 2): "The system of criteria of the sustainable forest management and forest use includes the following criteria:</p> <ul style="list-style-type: none"> <li>- criterion 1. Development of forest resources, improvement of forests productivity and their contribution to global carbon cycling;</li> <li>- criterion 2. Provision of proper sanitary state of forests and vitality of forest ecological systems;</li> <li>- criterion 3. Conservation and strengthening of protection functions of forests;</li> <li>- criterion 4. Conservation and restoration of biological diversity of forest ecological systems;</li> <li>- criterion 5. Maintenance and development of social and economic functions of forests, sustainability of the social sphere of forestry functioning;</li> <li>- criterion 6. Provision of ecological completeness of forest ecological systems polluted with radionuclides;</li> <li>- criterion 7. Fulfillment of requirements of the legislation.</li> </ul> <p>STB 1708-2006 ch 6.5 (Revised edition, amendment No 1) "6.5. Validity of criteria of the sustainable forest management and forest use relates to the following objects:</p> <ul style="list-style-type: none"> <li>- forest fund land management;</li> <li>- forestry designing;</li> <li>- forest protection;</li> <li>- forest conservation</li> <li>- forest restoration and planting;</li> <li>- auxiliary and other felling;</li> <li>- timber harvesting during felling;</li> <li>- harvesting of turpentine, auxiliary forest resources and ancillary forest use;</li> <li>- use of forest fund sections for purposes of game management;</li> <li>- use of forest fund sections for purposes of recreation;</li> <li>- use of forest fund sections for purposes of researches and pilot studies;</li> <li>- economic efficiency of the forestry complex;</li> <li>- social protection of employees of the forestry complex;</li> <li>- labour protection and safety precautions;</li> <li>- propaganda of ecological knowledge and ecological education of the population."</li> </ul> <p>In the document "Extra information on the forestry cycle in the Republic of Belarus" provided by RAFCS a clear overview of the forest management cycle all actors involved on state and on management unit level are presented.</p> <p><b>CONFORMS</b></p>
<p>b) be clear, objective-based and auditable.</p>	<p>YES</p>	<p>STB 1708-2006, Appendixes A-L:</p> <p>"Attachment A (mandatory). Indicators of criterion 1. Development of forest resources, improvement of forests productivity and their contribution to global carbon cycling.</p> <p>Attachment B (mandatory). Indicators of criterion 2. Provision of proper sanitary state of forest and vitality of forestry ecological systems</p>



		<p>Attachment C (mandatory). Indicators of criterion 3. Maintenance and improvement of protecting forest functions            Attachment D (mandatory). Indicators of criterion 4. Maintenance and restoration of biological diversity of forestry ecological systems            Attachment E (mandatory). Indicators of criterion 5. Maintenance and development of social and economic functions of forests, stability of the social sphere of forestry functioning.            F (mandatory). Indicators of criterion 6. Security of ecological closure of forestry ecological systems polluted with radionuclides.            Attachment G (mandatory). Specially protected natural territories, specially protected forest sections and other forestry fund sections, for which forest use mode limitations are established            Attachment K (mandatory). Indicators of criterion 7. Security of fulfilment of legislation requirements”            In the document “Extra information on the forestry cycle in the Republic of Belarus” provided by RAFCS a clear overview of the forest management cycle all actors involved on state and on management unit level are presented.</p> <p><b>Comment by the assessors:</b>            STB 1708 provides identification methods for almost all indicators, sometimes references to other STBs are presented, which included detailed requirements related to the Belarusian situation.</p> <p><b>CONFORMS</b></p>
<p>c) apply to activities of all operators in the defined forest area who have a measurable impact on achieving compliance with the requirements.</p>	<p>YES</p>	<p>STB 1708-2006, clause 1: 1. Field of application            The present standard establishes general provisions of sustainable forest management and forest use in the Republic of Belarus aimed at provision of high productivity and sustainability of forestry ecological systems, improvement of their biological diversity, minimization or elimination of the negative impact of forestry production on environment, inexhaustibility of forest use, economic effectiveness of the forestry production, its social orientation.            The present standard is the fundamental document of the group of standards of sustainable forest use and forest management, which regulate sustainable management of forestry and forest use.            The present standard is intended for application by legal entities managing the forestry and/or fulfilling the forest use.”            STB 1708-2006, clause 4.4, “The sustainable forest management and forest use shall be performed by legal entities being engaged in forestry and/or forestry use on the voluntary basis by interacting with the specially authorized republican body of state control in the field of the use and protection of the forestry fund and reproduction of forests – by the Ministry of Forestry of the Republic of Belarus.”</p> <p><b>Comment by the assessors:</b> STB 1708, the main standard on sustainable forest management includes reference to Sustainable forest management and forest utilization standards which addresses specific activities in the forest:            STB 1358-2002 Afforestation and reforestation. Technological requirements.            STB 1359-2002 Requirements to forest-protection measures.            STB 1360-2002 Main use felling. Technological requirements.            STB 1361-2002 after forest felling. Technological requirements.            STB 1582-2005 Requirements to forest-protection measures.            STB 1625-2006 Collateral forest utilization. Technological requirements.            STB 1627-2006 Requirements to forest motor roads.            STB 1681-2006 Forest management. General requirements.            STB 1709-2006 Forest seed growing. Basic provisions.</p>

		<p>STB 1715-2006 Requirements to organization and management of forestry in forests used for recreation.</p> <p>STB 1754-2006 Growing of forest planting stock in open soil. General requirements.</p> <p>STB 1938-2009 Harvesting of turpentine. Technological requirements.</p> <p>STB 1862 -2009 Harvesting of secondary forest resources. Technological requirements.</p> <p>STB 1708 states: "All legal entities managing or fulfilling the forest use" this includes state organisation involved in forest organization (system of the forestry fund inventory check, design of forestry), and enterprises involved in forest management or accomplishment of forestry practices and all other operators in the forest fund area.</p> <p><b>CONFORMS</b></p>
d) require record-keeping that provides evidence of compliance with the requirements of the forest management standards.	YES	<p>STB 1708-2006, appendixes "Attachment A (mandatory). Indicators of criterion 1. Development of forest resources, improvement of forests productivity and their contribution to global carbon cycling.</p> <p>Attachment B (mandatory). Indicators of criterion 2. Provision of proper sanitary state of forest and vitality of forestry ecological systems</p> <p>Attachment C (mandatory). Indicators of criterion 3. Maintenance and improvement of protecting forest functions</p> <p>Attachment D (mandatory). Indicators of criterion 4. Maintenance and restoration of biological diversity of forestry ecological systems</p> <p>Attachment E (mandatory). Indicators of criterion 5. Maintenance and development of social and economic functions of forests, stability of the social sphere of forestry functioning</p> <p>Attachment F (mandatory). Indicators of criterion 6. Security of ecological closure of forestry ecological systems polluted with radionuclides</p> <p>Attachment G (mandatory). Specially protected natural territories, specially protected forest sections and other forestry fund sections, for which forest use mode limitations are established</p> <p>Attachment K (mandatory). Indicators of criterion 7. Security of fulfilment of legislation requirements"</p> <p>In these indicators there is mentioned "a legal entity responsible for forestry management" e.g. A1.10 "The materials of a legal entity responsible for forestry management shall include: a report on designer's inspection of forestry project fulfilment,"</p> <p>In the document "Extra information on the forestry cycle in the Republic of Belarus" provided by RAFCS a clear overview of the forest management cycle all actors involved on state and on management unit level are presented.</p> <p><b>Comment by the assessor:</b></p> <p>No overall forest management plan is available, but different authorities and enterprises are involved in different stages of forest management cycle. In the identification methods of most indicators, concrete reports/documents/references to cadastre are mentioned. The document "Extra information on the forestry cycle in the Republic of Belarus" provides a clear overview on the organisations responsible for each stage and each level (state or management unit). This combined provide the assessors with sufficient proof, that the responsible organisation to provide the records on the identification methods mentioned in STB 1708 are known and can be held accountable.</p> <p><b>CONFORMS</b></p>
<b>Specific requirements for SFM standards</b>		
<b>Criterion 1: Maintenance and appropriate enhancement of forest resources and their contribution to the global carbon cycle</b>		
5.1.1 Forest management planning	YES	STB 1708-2006, amendment N2, Appendix A, Indicator 1.8, "Planning of forestry management: Forestry shall be managed on the basis of forestry projects developed as the result of the basis forest arrangement.

<p>shall aim to maintain or increase forests and other wooded areas and enhance the quality of the economic, ecological, cultural and social values of forest resources, including soil and water. This shall be done by making full use of related services and tools that support land-use planning and nature conservation.</p>	<p>The forest arrangement project shall include:</p> <ul style="list-style-type: none"> <li>- description of the forest fund and changes in it;</li> <li>- analysis of results of the previous economic activity;</li> <li>- volumes, periods, spatial distribution of forestry measures;</li> <li>- designed volumes of forest use;</li> <li>- forest use methods and technologies</li> </ul> <p>Identification: "By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688"</p> <p>STB 1688-2006: [STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS]"</p> <p>1 Field of Implementation</p> <p>The present standard determines requirements to the forest management intended for minimization or elimination of negative impact of forest production on the environment, support of forest management economic effectiveness and develop social and economic functions of forests. The standard can be used by organization dealing with forest management designing, developing methods, technologies, software and technical documentation on forest management administration."</p> <p>STB 1688-2006 Clause 4.5-4.7: 4.5 FMD (Forest Management Design) can be carried out for all types of forest economic activity in the forest management</p> <p>4.6. FMD should be carried out taking into account economic value of forests, their ecological and social function and expenses on EP (Environmental protection).</p> <p>4.7. The result of FMD is ecologically, economically and socially substantiate project, system, scheme , program, technology, method of FMD, planning and map materials in electronic form or on other material medium, meeting task of designing. "</p> <p>STB 1688-2006 Clause 4.9-4.10: "4.9. The fulfillment of the forest management should:</p> <ul style="list-style-type: none"> <li>- Increase the productivity of the forest,</li> <li>- Increase the effectiveness of the forest managements</li> <li>- multi-purpose, continuous and non depleted forest management;</li> <li>- saving and increase of media forming, water protection, protection, sanitary and hygienic, health promotion functions of forests;</li> <li>- prevention or minimization of negative impact on the environment , flora, fauna and health of people;</li> <li>- rational use of the natural resources;</li> <li>- Protection of the objects belonging to historical and cultural and natural heritage.</li> </ul> <p>4.10. FMD for the territories contaminated with nuclear wastes shall be carried out in accordance with [2]"</p> <p>[2] [Rules of conducting forestry in the zones of radioactive contamination. Minsk., 2001]</p> <p>STB 1688-2006 Clause 5.2. "5.2 Design of FMM (forest management measures) on forest conservation</p> <p>5.2.1. Design of FMM on forest conservation is carried out in accordance with STB 1582 (STB 1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION, incl Amendment N1).</p> <p>5.2.2. Design FMM on forest conservation provide for:</p> <ul style="list-style-type: none"> <li>-organizational and territorial division of the object on then areas as well as making the round on the forestry;</li> <li>- distribution of the territories depending on the fire protection level;</li> <li>- determination of the volumes of measures on forest conservation with their distribution by types and stating if it exist or required additionally;</li> </ul>
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		<ul style="list-style-type: none"> <li>- development of organizational and technical measures on prevention, revealing and elimination of forest fire;</li> <li>- organization of ground patrol service, fire extinguishing service and communication.</li> <li>- determination of necessity in construction of :</li> <li>- fire-chemical stations, fire observation towers, posts;”</li> </ul> <p>STB 1582-2005: clause 1: “Field of application: Present standard determines requirements for forest protection measures aimed at securing forest against fires and forest infringements. Forest protection measures must meet the criteria of sustainable forest management (1), (2) and influence environment marginally.”</p> <p>STB1688-2006, clause 6: “6 Social-ecological requirements</p> <p>6.1. Designing of FMM (FMM: Forest Management Measures) should be directed on achievement of economically profitable, ecologically responsible and socially focused forestry.</p> <p>6.2. Projected FMM should meet the requirements of stable steady multi-purpose forest management and reproduction of forests providing EP (Ep: Environmental protection) and preservation of a biodiversity, performance of ecological and economic, protective and social functions.</p> <p>6.3. Realization of projected FMM should provide increase of profitability of producing lands, improvement of their qualitative condition and performance by forest of its multi –sided functions.</p> <p>6.4. During the designing of FMM should be considered possible economic, ecological and social consequences of their realization for forest management organizations, local population and economy of the territory.</p> <p>6.5. Forest management projects should contain an ecological and economic substantiation of forest management and efficiency projected FMM.</p> <p>6.6. Structure and the contents of an ecological and economic justification of the projects is determined by the requirements of corresponding TNPA</p> <p><b>Comment by the assessors:</b> ‘Forest organization’ in Belarus is the system of the forestry fund inventory check, design of forestry and other practice aimed at safeguarding, protection and regeneration of forests, rational (steady) use of forest resources, retention and strengthening of habitat forming, water conservation, protection, sanitary and hygienic, recreation and other functions of forests, pursuing the single scientific and technological policy in forestry and is carried out by the forest management republican unitary enterprise – UE ‘Belgosles’ and its affiliated companies: the republican affiliated unitary enterprise “Vitebsklesproject”, the republican affiliated unitary enterprise “Gomellesproject”. UE “Belgosles” shall also execute the state forest cadaster by order of the Forestry Ministry and the check of forestry husbandry compliance with the forest estimation record. The following standards: STB 1708, STB 1688-2006 and STB 1582-2005 provide the key requirements to maintain or increase forests and other wooded areas.</p> <p>The indicator of STB 1708-2006 1.8, “Planning of forestry management” refers to STB 1688-2006, were the requirements of Forest Management Design (FMD) and the FMM: Forest Management Measures (FMM) are explained. The design of FMM on forest conservation is also carried out in accordance with STB 1582 (protection against fire and forest infringements). The terminology of the PEFC “shall aim”, is “should” in the STB’s, the elaborated clauses on this subject let the assessors conclude that the intent to maintain or increase the forest fund is taken very seriously, taken into account economic, ecological and social consequences</p> <p><b>CONFORMS</b></p>
5.1.2 Forest management shall comprise the cycle of	YES	<p>STB 1708-2006, incl. amendment 2, appendix A, 1.13:</p> <p>“1.13 Forestry management designing Requirement:” It shall be carried out on the basis of forestry data by proceeding from economic value of forests, their ecological and social</p>

<p>inventory and planning, implementation, monitoring and evaluation, and shall include an appropriate assessment of the social, environmental and economic impacts of forest management operations. This shall form a basis for a cycle of continuous improvement to minimise or avoid negative impacts.</p>	<p>functions, environment protection, establishment of sizes, periods, spatial distribution of forestry measures.  Forestry management and use of forests are prohibited without forestry arrangements.  Basic forestry arrangement shall be carried out once per 10 years.  During the period between forestry arrangements information about the forest fund shall be actualized which stipulates data actualization of the forestry fund with the account of natural growth of plants and current changes occurring in the forest fund, calculation (if necessary) of the volume of forest use and restoration and other forestry measures.  Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688. [STB1688-2006: STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS]”  STB1688-2006, clause 4.2., “4.2 FMD (Forest Management Design) should be carried out in accordance with the present standard, STB 1681 (STB1681:2006: Sustainable forest management and forest exploitation FOREST INVENTORY General requirements) and other TNPA” (TNPA: Legal documents in the field of technical normalization and standardization).  STB1681-2006 clause 4.1.2:” 4.1.2 Forest inventory is realized by State Institution in all the forests of the Republic of Belarus as a unified system approved by the Government of the Republic of Belarus. Forestry and forest usage are forbidden without forest inventory [source: Forest Code of the Republic of Belarus. Mn., 2000]  STB1681-2006 clause 4.1.4: “4.1.4 Forest inventory is repeated every 10 years”  STB1681-2006 clause 4.1.5: “4.1.5 Within inventory interval actualization of the information on forest resource is carried out, that implies:  - current modification of GIS “Forest resources” as per ( Technical provisions on continuous forest inventory in the Republic of Belarus-Mn., Minleshoz, 1999)  - actual data on forest resource and natural plant growth;  - Calculation (if necessary) of forest exploitation, reforestation and other LXM (LXM: forest inventory measures)”  STB1681-2006 clause “5.4.12 Explanatory note to forest inventory design contains the following sections:  - forest resource features and modifications;  analysis of the results of the economic activities;  - economical;  - nature protection;  - planned measures for the inspection period;  - anticipation of forest resource structure at the end of the inspection period.  5.4.15 Economical explanation of forest inventory design is the basis of business-plan of the forestry.  STB 1681-2006: “5.5 Enhancement of social economical effect of forest regulation.  5.5.1 While patterning the area and planning the economical measures consider in accordance to current legislation, the interests of local people and institutions of the region of the forest inventory object.  5.5.2 Forest inventors should provide forest data form available sources (literature, interrogation of old residents and experts of local lore) and monitor close toponymy on aerographic documents (name of forests, small hydro graphic objects, roads, felling) as part of historical and cultural heritage of the country.”  STB1688-2006: “5.5.8 Realization of designed FMM (Forest management measures) on should not bring:  - to pauperization of a biodiversity;  - to deterioration of a sanitary condition of forest ;</p>
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	<p>- to increase of fire danger of forest; - to development of erosive processes.”</p> <p>STB 1708-2006, incl. amendment 2, appendix A, 1.10 “1.10 Analysis and assessment of efficiency of forestry measures and their economic, ecological and social consequences, monitoring of forests” Requirement: “A legal entity responsible for forestry management shall annually analyze and assess efficient performance of forestry measures, their economic, ecological and social consequences. The materials of a legal entity responsible for forestry management shall include: a report on designer’s inspection of forestry project fulfilment, results of forests monitoring annually performed on its territory within the frameworks of the National Monitoring System for Environment in the Republic of Belarus. Examination points of forests monitoring included to the state register of examination points of the National Monitoring System for Environment in the Republic of Belarus, monitoring network objects of flora and fauna shall be pointed out; officials of the state forest service shall know about their existence and provide their safety.” Identification:” By using the reports on production activities, acts of audits and inspections, reports on designer’s inspection of forestry project fulfilment, materials of felling and its quality inspections, inventories of forest cultures, etc. By using the materials of forests monitoring, materials of geoinformation systems”</p> <p><b>Comment received from RAFCS:</b> “Designer’s supervision over forestry project fulfillment is regulated by TCP 350–2011 (02080) ‘Procedure of designer’s supervision over forestry projects fulfillment’ ‘3.1 designer’s supervision over forestry project fulfillment, designer’s supervision: Normative action taken by state forest management organization, which is a forestry project developer, for the purpose of verification of compliance between forest management of legal person engaged in forest management and forestry project.’ ‘4.3 Designer’s supervision is made after three years from the date of forestry project bringing into action’. ‘5.1 During the process of designer’s supervision the following matters are considered: - if forestry enterprise fulfills main provisions of forestry project; - if actual scope of work, work techniques, spatial allocation of forest exploitation objects and forestry measures comply with forestry project; - quality, completed cuttings, other types of forest exploitation and forestry measures are assessed (based on on-site investigation); - if deviations between completed volumes of forestry measures, scope of works on forest resources exploitation and planned volumes stated in forestry project, are justified; - changes, which took place in forest fund of forest enterprise and their influence on forestry measures implementation; - drawbacks of forestry project and offers on introduction of necessary amendments into it’. «5.8 Upon results of designer’s supervision, a state forest management organization draws up a report on designer’s supervision over forestry projects implementation (hereinafter – report on designer’s supervision) in accordance with a Program on drawing up a report on designer’s supervision over forestry projects implementation, see Appendix B’.</p> <p>TCP 377–2012 (02080) ‘Rules of forest fund management’ ‘6.4.5 Forest gardens, man-made forests, permanent study areas, forest monitoring recording centers and other plots designed for scientific research, habitat of wild plant and wild life, included in [3], are given in separate stratum with an area equal to not less than 0.1 hectare. If the</p>
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	<p>plot area is less than 0.1 hectare it is indicated in compartment many-leaved in symbols in those stratum where it is situated, and an appropriate record is made in a stratum description with indication of this object profile.”</p> <p><b>Comment by the assessors:</b> In Belarus no overall management plan exists, the cycle of inventory and planning, implementation, monitoring and evaluation is divided among different organisations and different projects exist on the same forest fund land. They are also described in different STBs and TCP’s.</p> <p>1) The inventory and overall planning is done <b>on state level</b>, ‘Forest organization’ in Belarus is the system of the forestry fund inventory check, design of forestry and other practice aimed at safeguarding, protection and regeneration of forests, rational (steady) use of forest resources, retention and strengthening of habitat forming, water conservation, protection, sanitary and hygienic, recreation and other functions of forests, pursuing the single scientific and technological policy in forestry and is carried out by the forest management republican unitary enterprise – UE “Belgosles” and its affiliated companies: the republican affiliated unitary enterprise “Vitebsklesproject”, the republican affiliated unitary enterprise “Gomellesproject”. The principle STBs are STB 1681 [STB 1681-2006 Sustainable forest management and forest exploitation FOREST INVENTORY General requirements] where the method of inventory is specified and STB1686 [STB 1688-2006: Sustainable forest management request to protect of Forest events] where the requirements of Forest Management Design (FMD) and the FMM: Forest Management Measures (FMM) are explained, these are made every 10 years.</p> <p><b>CONFORMS</b></p> <p>2) Planning and execution of forestry practice is done <b>by legal entities/enterprises</b>, but not without the presence of a FMD. The key requirements are found in STB 1708, but more requirements on specific works can be found in related STBs:</p> <p>STB 1358-2002 Afforestation and reforestation. Technological requirements.  STB 1359-2002 Requirements to forest-protection measures.  STB 1360-2002 Main use felling. Technological requirements.  STB 1361-2002 after forest felling. Technological requirements.  STB 1582-2005 Requirements to forest-protection measures.  STB 1625-2006 Collateral forest utilization. Technological requirements.  STB 1627-2006 Requirements to forest motor roads.  STB 1681-2006 Forest management. General requirements.  STB 1709-2006 Forest seed growing. Basic provisions.  STB 1715-2006 Requirements to organization and management of forestry in forests used for recreation.  STB 1754-2006 Growing of forest planting stock in open soil. General requirements.  STB 1938-2009 Harvesting of turpentine. Technological requirements.  STB 1862 -2009 Harvesting of secondary forest resources. Technological requirements.</p> <p>In each of the summed STB above each practice is set up as a separate project</p> <p>RAFCS Document, Extra information on the forestry cycle in the Republic of Belarus: “An annual business plan of development shall be worked out for forest management in a forestry enterprise. The forestry enterprise development plan shall be aimed at higher efficiency of the forestry production, organization of rational forest management, provision of reproduction, safeguarding and protection of forests, forestry fund development, effective control in these spheres.”</p> <p><b>CONFORMS</b></p> <p>3) Monitoring done <b>by the state</b>: by the Design organization regulated by TCP 350–2011 (02080) Designer’s supervision over forestry project</p>
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		<p>fulfilment.</p> <p>RAFCS Document, Extra information on the forestry cycle in the Republic of Belarus: "State production forestry associations shall analyze efficiency of forestry measures, their economical, ecological and social consequences by subordinate forestry husbandries. The Forestry Ministry of the Republic of Belarus shall appraise the efficiency of forestry measures, their economical, ecological and social consequences in the republic on the whole." UE 'Belgosles' shall also execute the state forest cadaster by order of the Forestry Ministry and the check of forestry husbandry compliance with the forest estimation record." <b>CONFORMS</b></p> <p>4) <b>On state level</b> evaluation is executed: In TCP350 can be found: «5.8 Upon results of designer's supervision, a state forest management organization draws up a report on designer's supervision over forestry projects implementation (hereinafter – report on designer's supervision) in accordance with a Program on drawing up a report on designer's supervision over forestry projects implementation, see Appendix B'.</p> <p>RAFCS Document, Extra information on the forestry cycle in the Republic of Belarus: By the results of the designer's supervision by the state forestry organization a report shall be executed and submitted to the legal entities engaged in forest management and to higher ranking agencies. The assessors assume that evaluation of these reports takes place, especially as the Forestry Ministry is not conducting these monitoring but state related enterprises.</p> <p>RAFCS Document, Extra information on the forestry cycle in the Republic of Belarus: The Forestry Ministry of the Republic of Belarus shall appraise the efficiency of forestry measures, their economical, ecological and social consequences in the republic on the whole.</p> <p><b>CONFORMS  </b></p>
<p>5.1.3 Inventory and mapping of forest resources shall be established and maintained, adequate to local and national conditions and in correspondence with the topics described in this document.</p>	<p>YES</p>	<p>STB 1708-2006, incl. amendment 2, appendix A, 1.13:          "1.13 Forestry management designing          Requirement:" It shall be carried out on the basis of forestry data by proceeding from economic value of forests, their ecological and social functions, environment protection, establishment of sizes, periods, spatial distribution of forestry measures.          Forestry management and use of forests are prohibited without forestry arrangements.          Basic forestry arrangement shall be carried out once per 10 years.          During the period between forestry arrangements information about the forest fund shall be actualized which stipulates data actualization of the forestry fund with the account of natural growth of plants and current changes occurring in the forest fund, calculation (if necessary) of the volume of forest use and restoration and other forestry measures.          Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688. [STB1688-2006: STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS]          STB1688-2006, clause 4.2., "4.2 FMD (Forest Management Design) should be carried out in accordance with the present standard, STB 1681 (STB1681:2006: Sustainable forest management and forest exploitation FOREST INVENTORY General requirements) and other TNPA" (TNPA: Legal documents in the field of technical normalization and standardization).          STB 1681-2006 clause 4.1.1." 4.1.1 General provision of forest inventory are:          - determination of forest resource borers;          - intereconimical inventory of objects          - details on forest protection, modification of forest groups as per protection categories, unwooded lands to the group of wooded, non forest lands to the group of forest lands;          - inventory of forest resource and classification of lands, species, age of forests, qualitative and quantitative features of forest resource;          - Determination of forest plots for LXM (LXM: forest inventory measures) (final and intermediate harvest, other felling, reforestation and</p>



	<p>forestation, etc.);</p> <ul style="list-style-type: none"> <li>- determination of methods of LXM;</li> <li>- ground of species, quantitative index and space distribution of LXM aimed at effective forest production, and ecological resistance;</li> <li>- forest inventory sheets and maps, data base of forest resource and resources;</li> <li>- development of design of organization and inventory (further forest inventory design);</li> <li>- topographical and geodesic, biological and other examination of forest resource;</li> <li>- evaluation of forest resource and efficiency of LXM;</li> <li>- field supervision of forest inventory design."</li> </ul> <p>STB1681-2006 clause 4.1.2:" 4.1.2 Forest inventory is realized by State Institution in all the forests of the Republic of Belarus as a unified system approved by the Government of the Republic of Belarus. Forestry and forest usage are forbidden without forest inventory [source: Forest Code of the Republic of Belarus. Mn., 2000]</p> <p>STB 1708-2006, clause 1.14: "1.14 Use of the informational system of forestry management Requirement:"Management of data bases of forestry activity on the basis of geoinformation systems" Identification: "By availability of geoinformation systems"</p> <p>STB 1708-2006, clause 1.15: "1.15 Account of forests and lands of the forest fund Requirement:"Availability of the data of the state account of the forest fund and cadaster" Indicator: "By Order by the Council of Ministers of the Republic of Belarus, No 1031, dated 12.07.2001 'On approval of forest cadaster management' and 'Procedure of the state account of the state forest fund Order by the Council of Ministers of the Republic of Belarus, dated 12.07.2001, No. 1032.'"(means: Availability of the data of the state account of the forest fund and cadaster).</p> <p><b>Comment by the assessor:</b> The inventory and overall planning is done on state level, 'Forest organization' in Belarus is the system of the forestry fund inventory check, design of forestry and other practice aimed at safeguarding, protection and regeneration of forests, rational (steady) use of forest resources, retention and strengthening of habitat forming, water conservation, protection, sanitary and hygienic, recreation and other functions of forests, pursuing the single scientific and technological policy in forestry and is carried out by the forest management republican unitary enterprise – UE 'Belgosles' and its affiliated companies: the republican affiliated unitary enterprise "Vitebsklesproject", the republican affiliated unitary enterprise "Gomellesproject". The principle STBs are STB 1681 [STB 1681-2006 Sustainable forest management and forest exploitation FOREST INVENTORY General requirements] were the method of inventory is specified and STB1686 [STB 1688-2006: Sustainable forest management request to protect of Forest events] were the requirements of Forest Management Design (FMD) and the FMM: Forest Management Measures (FMM) are explained, these are made every 10 years.</p> <p>The indicator of STB 1708-2006, "1.13 Forestry management designing" 2006 refers to STB1688-2006. Here the requirements of Forest Management Design (FMD) and the FMM: Forest Management Measures (FMM) are explained. The method of inventory as main input of the FMD and FMM is described in STB1681-2006, relevant references of both STBs are stated in this description.</p> <p>The indicators STB1688-2006 "1.14 Use of the informational system of forestry management" Identification: "By availability of geoinformation systems" and STB1688-2006, clause "1.15 Account of forests and lands of the forest fund" Requirement:"Availability of the data of the state account of the forest fund and cadaster"</p> <p>As stated in the RAFCS Document, Extra information on the forestry cycle in the Republic of Belarus: Forest inventory (design) is carried out by the</p>
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		<p>forest management republican unitary enterprise – UE 'Belgosles'          Independent state monitoring: Designer's supervision of forest estimation record fulfillment (TCP 350–2011 (02080) 'Procedure of designer's supervision over forestry projects fulfillment' is carried out by UE 'Belgosles'          And UE 'Belgosles' shall execute the state forest cadaster by order of the Forestry Ministry.          The data in the Forest fund and cadaster are not only updated by the enterprise active in the forest fund but also by UE 'Belgosles'. Therefore considered dependable as identification by the assessors.  <b>CONFORMS</b></p>
<p>5.1.4 Management plans or their equivalents, appropriate to the size and use of the forest area, shall be elaborated and periodically updated. They shall be based on legislation as well as existing land-use plans, and adequately cover the forest resources also.</p>	<p>YES</p>	<p>STB 1708-2006, incl. amendment 2, appendix A, 1.13:          "1.13 Forestry management designing          Requirement: "It shall be carried out on the basis of forestry data by proceeding from economic value of forests, their ecological and social functions, environment protection, establishment of sizes, periods, spatial distribution of forestry measures.          Forestry management and use of forests are prohibited without forestry arrangements.          Basic forestry arrangement shall be carried out once per 10 years.          During the period between forestry arrangements information about the forest fund shall be actualized which stipulates data actualization of the forestry fund with the account of natural growth of plants and current changes occurring in the forest fund, calculation (if necessary) of the volume of forest use and restoration and other forestry measures."          Identification: "By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688." [STB1688-2006: STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS]          STB 1708-2006, clause 1.14: "1.14 Use of the informational system of forestry management          Requirement: "Management of data bases of forestry activity on the basis of geoinformation systems"          Identification: "By availability of geoinformation systems"          STB 1708-2006, clause 1.15: "1.15 Account of forests and lands of the forest fund          Requirement: "Availability of the data of the state account of the forest fund and cadaster"          Indicator: "By Order by the Council of Ministers of the Republic of Belarus, No 1031, dated 12.07.2001 'On approval of forest cadaster management' and 'Procedure of the state account of the state forest fund Order by the Council of Ministers of the Republic of Belarus, dated 12.07.2001, No. 1032.'"(means: Availability of the data of the state account of the forest fund and cadaster)</p> <p><b>Comment by RAFCS:</b> "Procedure of state forest cadaster management          "1. State forestry cadaster is an information system, which includes economic, ecological and social data on forest fund and is made in order to provide state administrative bodies, legal entities, engaged in forest management, forest users and other interested persons with information containing in it.          2. Keeping of state forestry cadaster means maintaining a system of continuous documenting of information on forest fund, changes introduced in it and their economic assessment.          Procedure of state account of state forest fund          '1. State account of state forest fund is made in order to provide harmonious exploitation, protection and safety of forest fund and regeneration of forests, systematic monitoring of quantitative and qualitative changes in forest fund and to supply legal and private persons with reliable information on forest resources in accordance with the established procedure.</p>

		<p>2. State account of state forest fund is a system of continuous documenting of information on forest fund and changes, introduced in it”</p> <p>In the document Extra information On the forestry cycle in the Republic of Belarus: “1.3 Forest organization takes place on the forestry fund territory provided for forestry management to a specific legal entity engaged in forestry management (hereinafter referred to as the forestry enterprise) in accordance with the requirements of STB 1681-2006 “Sustainable forest management. Forest organization. General requirements”. (...)</p> <p>1.5 In accordance with forest management by an agency engaged in forest organization a forest organization project shall be worked out in accordance with STB 1688-2006 “Sustainable forest management. Requirements to forestry designing”.</p> <p>1.6 The forest organization project shall give a complex appraisal of forestry management, the state and use of forests over the period after approval of the former forest organization project, other trends of forestry organization and management are elaborated, types and volumes of forestry measures and forest organization are determined for the forthcoming period, as well as maps are prepared for the forest organization project.”</p> <p>(...) 1.8 At the reasonable suggestion of legal entities engaged in forest management any amendments and (or) additions may be entered to the forest organization project.</p> <p>(...)1.10 The forest organization project, amendments and (or) additions to it before their approval shall undergo the state ecological examination in accordance with the legislation on environment protection.</p> <p><b>2. FOREST MANAGEMENT PLANNING</b></p> <p>2.1 Forest management shall be planned by a legal entity engaged in forestry (hereinafter referred to as “a forestry enterprise”) on the basis of a forest organization project by proceeding from the economic value of forests, their ecological and social functions, environment protection, and sizes, dates, spatial distribution of forest management measures shall be determined.</p> <p>2.5 Planning of forest regeneration and cultivation</p> <p>Forest regeneration shall be planned before felling simultaneously with outfall and preparation of felling-area resources. Methods and volumes of forest regeneration shall be specified during revision of felling record.”</p> <p><b>Comment by the assessors:</b> the State forestry cadastre is a tool which can support a management plan, it also contains legislative information such as protected areas, etc... of the forest fund. The Forest management design is a regulated by the state and the procedures are established by law, and contain a 10-year overall plan. The Planning and execution of forestry practice however would be managed by enterprises (could be state owned).</p> <p><b>CONFORMS</b></p>
<p>5.1.5 Management plans or their equivalents shall include at least a description of the current condition of the forest management unit, long-term objectives; and the average annual</p>	<p>YES</p>	<p>STB 1708-2006, Appendix A 1.8: “1.8 Planning of forestry management: requirement: “Forestry shall be managed on the basis of forestry projects developed as the result of the basis forest arrangement. The forest arrangement project shall include:</p> <ul style="list-style-type: none"> <li>- description of the forest fund and changes in it;</li> <li>- analysis of results of the previous economic activity;</li> <li>- volumes, periods, spatial distribution of forestry measures;</li> <li>- designed volumes of forest use;</li> <li>- forest use methods and technologies”</li> </ul> <p>Identification: “By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688 ((STB1688-2006: STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST</p>

<p>allowable cut, including its justification and, where relevant, the annually allowable exploitation of non-timber forest products.</p>		<p>EVENTS)”            STB 1688-2006: “4. The objects of FMD (Forest Management Design) are:            - forest resources within the borders of the territory of forestry unit, which carries out management, part of this forest resources;            - forest management;            4.5. FMD can be carried out for all types of forest economic activity in the forest management.”            STB 1688-2006: “5.8 Designing of forest management            5.8.2 Calculation of the size of using on preparation of wood            5.8.3 Designing of preparation of pine turpentine            5.8.4 Designing of cutting of minor wood resources            5.8.6 Development of projects on the organization of usage of sites of forest resources for needs of the hunting facilities.”  <b>CONFORMS</b></p>
<p>5.1.6 A summary of the forest management plan or its equivalent appropriate to the scope and scale of forest management, which contains information about the forest management measures to be applied, is publicly available. The summary may exclude confidential business and personal information and other information made confidential by national legislation or for the protection of cultural sites or sensitive natural resource features.</p>	<p>YES</p>	<p>STB 1708-2006 (incl Amendment N2) Appendix A:            “1.9 Availability and accessibility of a brief survey of the forest arrangement project for provision to all interested persons”            Requirement:” A legal entity responsible for forestry management shall prepare a brief review of the forest arrangement project, including forest fund description, volumes, periods and spatial distribution of forestry measures, designed volumes, forest use and other technologies, as well as analysis of its fulfilment. Confidential information of the business and personal character, as well as the confidential information in accordance with the effective legislation, or the information which would be detrimental to historical, cultural and/or nature saving values, if divulged, shall be withdrawn from the brief review.            The brief review shall be accessible for all interested persons.”            Identification: ”In accordance with availability and accessibility of a brief survey of the forest arrangement project”  <b>CONFORMS</b></p>
<p>5.1.7 Monitoring of forest resources and evaluation of their management shall be</p>	<p>YES</p>	<p>STB 1708-2006 (incl Amendment N2) Appendix A:            “1.10 Analysis and assessment of efficiency of forestry measures and their economic, ecological and social consequences, monitoring of forests.”            Requirement:” 1.10 A legal entity responsible for forestry management shall annually analyze and assess efficient performance of forestry measures, their economic, ecological and social consequences.</p>

<p>periodically performed, and results fed back into the planning process.</p>	<p>The materials of a legal entity responsible for forestry management shall include: a report on designer's inspection of forestry project fulfillment, results of forests monitoring annually performed on its territory within the frameworks of the National Monitoring System for Environment in the Republic of Belarus.</p> <p>Examination points of forests monitoring included to the state register of examination points of the National Monitoring System for Environment in the Republic of Belarus, monitoring network objects of flora and fauna shall be pointed out; officials of the state forest service shall know about their existence and provide their safety"</p> <p>Identification: "By using the reports on production activities, acts of audits and inspections, reports on designer's inspection of forestry project fulfillment, materials of felling and its quality inspections, inventories of forest cultures, etc. By using the materials of forests monitoring, materials of geoinformation systems"</p> <p><b>Comment by RAFCS:</b> "Designer's supervision over forestry project fulfillment is regulated by TCP 350–2011 (02080) 'Procedure of designer's supervision over forestry projects fulfillment'</p> <p>'3.1 designer's supervision over forestry project fulfillment, designer's supervision: Normative action taken by state forest management organization, which is a forestry project developer, for the purpose of verification of compliance between forest management of legal person engaged in forest management and forestry project.'</p> <p>'4.3 Designer's supervision is made after three years from the date of forestry project bringing into action'.</p> <p>'5.1 During the process of designer's supervision the following matters are considered:</p> <ul style="list-style-type: none"> <li>- if forestry enterprise fulfills main provisions of forestry project;</li> <li>- if actual scope of work, work techniques, spatial allocation of forest exploitation objects and forestry measures comply with forestry project;</li> <li>- quality, completed cuttings, other types of forest exploitation and forestry measures are assessed (based on on-site investigation);</li> <li>- if deviations between completed volumes of forestry measures, scope of works on forest resources exploitation and planned volumes stated in forestry project, are justified;</li> <li>- changes, which took place in forest fund of forest enterprise and their influence on forestry measures implementation;</li> <li>- drawbacks of forestry project and offers on introduction of necessary amendments into it'.</li> </ul> <p>«5.8 Upon results of designer's supervision, a state forest management organization draws up a report on designer's supervision over forestry projects implementation (hereinafter – report on designer's supervision) in accordance with a Program on drawing up a report on designer's supervision over forestry projects implementation, see Appendix B'.</p> <p>TCP 377–2012 (02080)</p> <p>'Rules of forest fund management'</p> <p>'6.4.5 Forest gardens, man-made forests, permanent study areas, forest monitoring recording centers and other plots designed for scientific research, habitat of wild plant and wild life, included in [3], are given in separate stratum with an area equal to not less than 0.1 hectare. If the plot area is less than 0.1 hectare it is indicated in compartment many-leaved in symbols in those stratum where it is situated, and an appropriate record is made in a stratum description with indication of this object profile."</p> <p>STB 1708-2006 (incl Amendment N2) Appendix A:</p> <p>"1.15 Account of forests and lands of the forest fund*</p> <p>Requirement:"Availability of the data of the state account of the forest fund and cadaster"</p> <p>Indicator:" [12] Order by the Council of Ministers of the Republic of Belarus, No 1031, dated 12.07.2001 "On approval of forest cadaster</p>
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		<p>management” and [13] Procedure of the state account of the state forest fund Order by the Council of Ministers of the Republic of Belarus, dated 12.07.2001, No. 1032 “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p><b>Comment by RAFCS:</b> “Procedure of state forest cadaster management “1. State forestry cadaster is an information system, which includes economic, ecological and social data on forest fund and is made in order to provide state administrative bodies, legal entities, engaged in forest management, forest users and other interested persons with information containing in it. 2. Keeping of state forestry cadaster means maintaining a system of continuous documenting of information on forest fund, changes introduced in it and their economic assessment. Procedure of state account of state forest fund ‘1. State account of state forest fund is made in order to provide harmonious exploitation, protection and safety of forest fund and regeneration of forests, systematic monitoring of quantitative and qualitative changes in forest fund and to supply legal and private persons with reliable information on forest resources in accordance with the established procedure. 2. State account of state forest fund is a system of continuous documenting of information on forest fund and changes, introduced in it”</p> <p>In the document “Extra information on the forestry cycle in the Republic of Belarus” provided by RAFCS a clear overview of the forest management cycle all actors involved on state and on management unit level are presented.</p> <p><b>Comment by the assessors:</b> Updates by different parties involved in forest management are presented to the forest cadaster. The forest design uses this information. The same organisation: UE ‘Belgosles’ is responsible for both processes. <b>CONFORMS</b></p>
<p>5.1.8 Responsibilities for sustainable forest management shall be clearly defined and assigned.</p>	<p>YES</p>	<p>STB 1708-2006 (incl Amendment N2), Appendix A. “1.11 Duties of a legal entity responsible for provision of the sustainable forest management and forest use” Requirement: “Duties of a legal entity responsible for provision of the sustainable forest management and forest use shall officially be formulated and documentarily executed in the form of the policy in the field of the sustainable forest management and forest use. The policy containing document shall be accessible for the company’s personnel, suppliers, customers and other interested persons” Identification: “In accordance with availability of the formulated and documentarily executed policy in the field of the sustainable forest management and forest use” <b>Comment by RAFCS:</b> Development of sustainable forest management and forest exploitation policy is made in accordance with the requirements for quality policy according to art. 5.3 of STB ISO 9001-2009 ‘Quality management systems. Requirements’. ‘5.3 Quality policy Principal officers shall guarantee that the quality policy: a) complies with intentions of organization; b) includes obligations related to compliance with the requirements and to increase of quality management system effectiveness; c) creates a basis for setting of targets and their analysis in the sphere of quality;</p>

		<p>d) is communicated to all employees of the organization and is understandable;  e) was analyzed on continual applicability'  Herewith, quality management system is a forest management and forest exploitation system of products identification by chain of custody. STB ISO 9001-2009 is identical to ISO 9001:2008,"  Forest Code-2000:" Chapter 2 Public Administration in the Field of Use, Guarding, Protection of the Forest Resources and Forest Reproduction  Article 10. Public administration in the field of use, guarding, protection of the forest Resources and forest reproduction  Article101. Powers of the President of the Republic of Belarus in the field of use, guarding, protection of the forest resources and reproduction of forests  Article 11. Powers of the Government of the Republic of Belarus in the field of use, guarding, protection of the forest resources and reproduction of forests  Article 12. Powers of the specially authorized republican body of public administration in the field of use, guarding, protection of the forest resources and reproduction of forests  Article 13. Powers of local Councils of Deputies, executive and regulatory authorities in the field of use, guarding, protection of the forest resources and reproduction of forests  Article 23. Obligations of legal persons keeping the forestry (...)  Article 91. Authorities carrying out the state control of the condition, use, preservation, protection of forest resources and forest reproduction."  Etc...</p> <p><b>Comment by the assessors:</b> On state level all responsibilities for sustainable forest management are stated in the Forest code. At enterprise level ISO 9001-2009 is used to describe the responsibilities. The documents of RAFCS: Description- forest management-Belarus and Forest management revised give also a clear overview of the main responsibilities.</p> <p><b>CONFORMS</b></p>
<p>5.1.9 Forest management practices shall safeguard the quantity and quality of the forest resources in the medium and long term by balancing harvesting and growth rates, and by preferring techniques that minimise direct or indirect damage to forest, soil or water resources.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: "1.2 Share of lands covered with forests as a part of forest lands*  Requirement: "Area of the forest resource lands covered with forests and their share in the total area of forest lands shall not decrease during 5 years. Cases of reduction shall be substantiated by non-economic reasons (catastrophic phenomena, acceptance of lands not covered with forests from other users, etc.)"  Identification: "In accordance with forest management materials, state account data of the forest fund and forest cadaster"  "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.  STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: "1.5 Current and average change of reserves by predominant species and groups of forests"  Requirement:"Current and average change of reserve growing stocks of main forest forming species during 10 years shall not decrease. Cases of their reduction shall be substantiated (by catastrophic phenomena, acceptance to the forest fund of new lands with reduced productivity, etc.)"  Identification:"In accordance with forest management materials, state account data of the forest fund and forest cadaster"  STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: "1.13 Forestry management designing"  Requirement:" It shall be carried out on the basis of forestry data by proceeding from economic value of forests, their ecological and social functions, environment protection, establishment of sizes, periods, spatial distribution of forestry measures.</p>

	<p>Forestry management and use of forests are prohibited without forestry arrangements.          Basic forestry arrangement shall be carried out once per 10 years.          During the period between forestry arrangements information about the forest fund shall be actualized which stipulates data actualization of the forestry fund with the account of natural growth of plants and current changes occurring in the forest fund, calculation (if necessary) of the volume of forest use and restoration and other forestry measures.          Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688.”[STB1688-2006: State Standard of the Republic of Belarus sustainable Forest management request TO PROTECT OF FOREST EVENTS]          STB1688-2006: “4.9. The fulfillment of the forest management should:          - Increase the productivity of the forest,          - Increase the effectiveness of the forest managements          - multi-purpose, continuous and non depleted forest management;          - saving and increase of media forming, water protection, protection, sanitary and hygienic, health promotion functions of forests;”          STB1688-2006: 5.6.2. Following requirements are applied to projects on land restoration:          - maintenance of restoration of soil cover and prevention of erosive processes;          - creation of favorable soil conditions, water -physical properties and fertility of root-inhabited layer;          - the depth of designed root-inhabited soil horizon should satisfy to designed woody and shrubby breeds.          If necessary projects on restoration should provide:          - the engineering of hydraulic, anti-erosion and other constructions;          - a complex of actions on prevention of negative action of soil horizons spreading on cultivated plants.”          STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: “1.16 Use of materials of surveys of soils and forest typology”          Requirement:” Design of measures of forest restoration and regeneration shall be carried out on the basis of materials of surveys of soils and forest typology”          Identification:” By availability of materials of surveys of soils and forest typology and their compliance with the designed measures of forest restoration and regeneration”          STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: “1.18 Restoration of indigene forest formations”          Requirement:” Restoration of indigene forest formations shall be performed by means of natural forest regeneration or artificially (creation of forest cultures) depending on forestry and biological peculiarities of wood species, terms of habitat, purpose of forests, economic conditions, etc”          Identification:” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”          STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: “1.19 Design of forest cultures”          Requirement:” Forest cultures shall be designed with the account of habitat conditions, with the use of seeding materials of the local origin by preferring the seeding material having the improved hereditary base          Identification:” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”          STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: “1.23 Selection of main species in case of artificial forest restoration and regeneration”          Requirement: “Selection of main species for provision of most productive and sustainable plants for forest restoration and regeneration shall be carried out in accordance with soil and hydrological conditions and forest zoning. Mixed plantations should be preferable. In protecting plantations sustainable, long-term and quick-growing species should be preferable”</p>
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	<p>Identification:” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”</p> <p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: “1.31 Total volume of felling* Requirement:” The total volume of felling shall not exceed the current (or average) increase (unless the current increase is determined), by excluding the cases of felling necessity by the state. If the usage exceeds increase, in some years it shall be compensated by reduction of lumbering in subsequent years”</p> <p>Identification:” It shall be assessed by the balance of the current (or average) increase and lumbering volumes in the 5-year dynamics by years”</p> <p>“*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: “5.25 Procurement and sale of merchantable wood*” Requirement:”Volumes of procurement and sale of merchantable wood during cuttings of the main use in the 5-year dynamics shall steadily grow without exceeding the volumes of the estimated cutting area, and if this is impossible – these volumes shall remain steady”</p> <p>Identification:” In accordance with the data on procurement and sale of merchantable wood”</p> <p>Extra information on the forestry cycle in the Republic of Belarus: “4.2 Actualization of information about the forestry fund 4.2.1 The UE ‘Belgosles’ shall execute the state forest cadaster by order of the Forestry Ministry. The state account of the forestry fund shall be carried out with the aim of organization of the rational use, safeguarding, protection of the forestry fund and regeneration, systematic control of quantitative and qualitative changes in the forestry fund and provision of true information about forest resources to the interested legal entities and physical persons as per established procedure. Maintenance of the state forest cadaster is a system of continuous documentary provision of information about the state of the forestry fund, changes in it and economic assessment of these changes. Accounting units of the state forest cadaster include units of measurement of the forestry fund area, volume (reserves) of wood, valuation and forest productivity indicators, units of volume of carbon dioxide fixed by forest vegetation, mass of non-timber forest resources, the cost of forest resources. 4.2.2 During the period between forest surveys information actualization in forestry companies shall be performed by stipulating the actualization of the forestry fund data and by taking into account the natural growth of vegetation and current changes in the forestry fund, calculation (if necessary) of forest utilization amount, regeneration and other forest management measures, data bases shall be maintained for forest management activity on the basis of geoinformational systems. 4.2.3 Forestry companies shall submit annual actualized data of accounting the forests and forestry fund lands to UE ‘Belgosles’ for execution of the forest cadaster. 4.2.4 The results of the forestry fund state accounting shall be used for the current and long-term planning of forest management.”</p> <p>Extra information on the forestry cycle in the Republic of Belarus: 1.2 Forest organization in the Republic of Belarus shall be provided by the forest management republican unitary enterprise – UE ‘Belgosles’ and its affiliated companies: the republican affiliated unitary enterprise “Vitebsklesproject”, the republican affiliated unitary enterprise “Gomellesproject”.</p> <p>1.3 Forest organization takes place on the forestry fund territory provided for forestry management to a specific legal entity engaged in forestry management (hereinafter referred to as the forestry enterprise) in accordance with the requirements of STB 1681-2006 “Sustainable forest management. Forest organization. General requirements”.</p>
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		<p>2.5 Planning of forest regeneration and cultivation            Forest regeneration shall be planned before felling simultaneously with outfall and preparation of felling-area resources. Methods and volumes of forest regeneration shall be specified during revision of felling record.</p> <p>4.2.3 Forestry companies shall submit annual actualized data of accounting the forests and forestry fund lands to UE 'Belgosles' for execution of the forest cadaster.</p> <p>4.2.4 The results of the forestry fund state accounting shall be used for the current and long-term planning of forest management.</p> <p>5. INTRODUCTION OF CHANGES TO FOREST MANAGEMENT MATERIALS AND PLANS OF FOREST MANAGEMENT</p> <p>5.1 By results of the designer's supervision over forest utilization project fulfillment, actualization of the information about the forestry fund, analysis and evaluation of efficiency of forestry management measures, their economic, ecological and social consequences at all levels, changes may be worked out and introduced to the forest utilization project, as well as to the forestry management plan.</p> <p>5.2 During the process of implementation of the approved forest organization project forestry enterprises may make proposals to the state production forestry associations on introduction of changes and additions to the forest organization project as per agreement with the forestry enterprise. The changes and additions being proposed are considered and where applicable introduced into the forest organization project on the basis of the decision of the Forestry Ministry."</p> <p><b>CONFORMS</b></p>
<p>5.1.10 Appropriate silvicultural measures shall be taken to maintain or reach a level of the growing stock that is economically, ecologically and socially desirable.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A            "1.4 Total and average reserves per 1 hectare of lands covered with forests in predominant species and age groups*            Requirement:" The total reserve on the lands covered with forests comprising the forest forming species, and the average reserve per 1 hectare of lands covered with forests during 5 years shall not decrease. Cases of their reduction shall be substantiated (by catastrophic phenomena, acceptance to the forest fund of new lands with reduced reserves of the growing stock, transfer of a part of lands to other users, etc.)"            Identification:" In accordance with forest management materials, state account data of the forest fund and forest cadaster"            "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."            STB 1708-2006 (incl. Amendments N1 and N2) Appendix A            "1.13 Forestry management designing"            Requirement:" It shall be carried out on the basis of forestry data by proceeding from economic value of forests, their ecological and social functions, environment protection, establishment of sizes, periods, spatial distribution of forestry measures.            Forestry management and use of forests are prohibited without forestry arrangements.            Basic forestry arrangement shall be carried out once per 10 years.            During the period between forestry arrangements information about the forest fund shall be actualized which stipulates data actualization of the forestry fund with the account of natural growth of plants and current changes occurring in the forest fund, calculation (if necessary) of the volume of forest use and restoration and other forestry measures.            Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688."            (STB1688-2006: STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS)            STB1688-2006: "5. Forestry and Ecological requirements            5.1. Design of Forest management Measures (FMM) on reproduction and forestation.            5.8 Designing of forest management</p>

	<p>5.8.1 The General requirements</p> <p>5.8.1.1 Designing forest management should include: Definition: a) methods, ways, technologies of forest management; b) organizational-technical of elements and parameters of fellings; c) the sizes of using on preparation: 1) wood; 2) turpentine; 3) minor forest resources; (...)</p> <p>5.8.1.2. Designed methods, ways, technologies of forest management should provide: - duly and rational use of wood resources; - preservation and duly restoration of forest resources; - preservation of a biological variety wood eco-systems; - preservation and increase of stability and social functions of woods.</p> <p>5.8.1.3- Designing of organizational-technical elements and parameters of fellings is carried out according to [11] under condition of continuous maintenance, non -scarcing and uniform using of wood on the basis of balance of ecological -nature protection and economic-economic functions of woods.”</p> <p>STB1688-2006: “6 Social-ecological requirements</p> <p>6.1. Designing of FMM should be directed on achievement of economically profitable, ecologically responsible and socially focused forestry.</p> <p>6.2. Projected FMM should meet the requirements of stable steady multi-purpose forest management and reproduction of forests providing EP and preservation of a biodiversity, performance of ecological and economic, protective and social functions.</p> <p>6.3. Realization of projected FMM should provide increase of profitability of producing lands, , improvement of their qualitative condition and performance by forest of its multi –sided functions.</p> <p>6.4. During the designing of FMM should be considered possible economic, ecological and social consequences of their realization for forest management organizations, local population and economy of the territory.</p> <p>6.5. Forest management projects should contain a ecological and economic substantiation of forest management and efficiency projected FMM.</p> <p>6.6. Structure and the contents of a ecological and economic justification of the projects is determined by the requirements of corresponding TNPA.</p> <p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A</p> <p>“1.31 Total volume of felling* Requirement:” The total volume of felling shall not exceed the current (or average) increase (unless the current increase is determined), by excluding the cases of felling necessity by the state. If the usage exceeds increase, in some years it shall be compensated by reduction of lumbering in subsequent years” Identification:” It shall be assessed by the balance of the current (or average) increase and lumbering volumes in the 5-year dynamics by years” “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p>STB 1708-2006 Appendix E</p>
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		<p>"5.3 Economic, social consequences of designed forestry measures for companies, their employees, local population and regional economy"          Requirement: "Economic, social consequences of designed forestry measures for companies, their employees, local population and regional economy shall be assessed and taken into account in the design of organization and management of forestry, as well as during the current and future planning and designing of forestry measures"          Identification: "According to forestry materials, design of forestry organization and development"</p> <p><b>Comment by the assessors:</b> During the 'Forest organization' in Belarus is the system of the forestry fund inventory check, design of forestry and other practice aimed at safeguarding, protection and regeneration of forests, rational (steady) use of forest resources, retention and strengthening of habitat forming, water conservation, protection, sanitary and hygienic, recreation and other functions of forests, pursuing the single scientific and technological policy in forestry. STB 1688-2006 Clearly refers to FMM (Forest management Measures) and takes into account Social, ecological and economical requirements.</p> <p><b>CONFORMS</b></p>
<p>5.1.11 Conversion of forests to other types of land use, including conversion of primary forests to forest plantations, shall not occur unless in justified circumstances where the conversion:</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A          "1.17 Transfer of forest fund lands to other types of forest use"          Identification: "By availability of the documents which substantiate transfer of forest fund lands to other types of forest use"          Requirement:" Transfer of forest fund lands to other types of forest use, including their use for wood growth in plantations, is not allowed, except for the cases,          when: - this is carried out in accordance with the state policy, based on the effective legislation and when it includes consultations with all interested services;          - this concerns small forest sections;          - this does not cause negative impact on forest ecological systems being threatened by disappearance (including vulnerable, rare and disappearing ones)          - this transfer contributes to long-term conservation and entails economic and social benefits</p> <p><b>CONFORMS</b></p>
<p>a) is in compliance with national and regional policy and legislation relevant for land use and forest management and is a result of national or regional land-use planning governed by a governmental or other official authority including consultation with materially and directly interested</p>	<p>NO</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A          "This is carried out in accordance with the state policy, based on the effective legislation and when it includes consultations with all interested services;"</p> <p><b>Comment by RAFCS:</b> Requirements of indicator 1.17, paragraph 2 :          «- is carried out according to the state policy, is based on the legislation in force and includes consultations with all stakeholders (interested parties);"          The notion "with all stakeholders (interested parties)" is expressed in accordance with the rules of the Russian language and covers all categories of stakeholders – organizations, services, legal entities and individuals, etc., the detailed list of all types of stakeholders is unreasonable because the stakeholders can change.</p> <p><b>MINOR NON-CONFORMITY</b>          "interested services" is an incorrect translation for "all stakeholders". The English version of STB 1708-2006 requires an update in the text as suggested by RAFCS. With the proposed change in place, this requirement would comply.</p>

persons and organisations; and		
b) entails a small proportion of forest type; and	YES	STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: "This concerns small forest sections;" <b>CONFORMS</b>
c) does not have negative impacts on threatened (including vulnerable, rare or endangered) forest ecosystems, culturally and socially significant areas, important habitats of threatened species or other protected areas; and	NO	STB 1708-2006 (incl. Amendments N1 and N2) Appendix A "1.19 Design of forest cultures" Requirement:" Forest cultures shall be designed with the account of habitat conditions, with the use of seeding materials of the local origin by preferring the seeding material having the improved hereditary base Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)" <b>Comment by RAFCS:</b> "It was agreed and adopted, amendments will be introduced in 2016-2017"  <b>MINOR NON-CONFORMITY</b> Does not include all aspects: missing reference to "culturally and socially significant areas, important habitats of threatened species or other protected areas" This requirement will however comply when implementing the proposed amendment.
d) makes a contribution to long-term conservation, economic, and social benefits.	YES	This transfer contributes to long-term conservation and entails economic and social benefits <b>CONFORMS</b>
5.1.12 Conversion of abandoned agricultural and treeless land into forest land shall be taken into consideration, whenever it can add economic, ecological, social and/or cultural value.	YES	STB 1708-2006 (incl. Amendments N1 and N2) Appendix A "1.26 Provision of forest plantations on the lands transferred to forest fund composition from the agricultural usage" Requirement: "During forest plantation provision of forest plantations is preferable on the lands transferred to forest fund composition from the agricultural usage" Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)" STB1358-2002, clause 1: "1 Field of application The present standard establishes the requirements for technologies in reforestation and forestation aimed at reforestation meeting the criteria of the sustainable management of forests [1], [2] under minimum negative effect on the environment." STB1358-2002, clause 5: "5. Silvicultural economic requirements" 5.1 Natural reforestation requirements 5.2 Artificial reforestation requirements 5.3 Forestation requirements 5.4 Quality control of forest sylvula 5.5 Reforestation and forestation requirements on radioactive contaminated zones STB1358-2002, clause 6: "6. Biodiversity conservation 6.1 Measures adopted for conservation and maintenance of biological diversity of forest flora and fauna in the process of artificial reforestation

	<p>should provide as follows:</p> <ul style="list-style-type: none"> <li>- cultivation high-productive, resistant plants by forming the effective species rank corresponding to said type of the conditions of vegetation lands;</li> <li>- maximum possible conservation of the ground cover and upper genetic soil;</li> <li>- elimination of reforestation by techniques resulting in mass loss of animals;</li> <li>- restrictions on applying pesticides and chemical fertilizers;</li> <li>- season restriction on certain reforestation measures in the period of reproduction and feeding of young forest animals and birds;</li> <li>- favourable conditions for vital functions of the forest fauna.</li> </ul> <p>6.2 Restrictions and even absolute prohibitions cover cutting of passages under reconstruction of inferior saplings, surgery of sylvula with clarifying rollers, soil tillage for sylvula cultures by mechanized technique on all the sylvula cultivated areas with the exception of fresh felling and lands disposed from agricultural usage, as well as other reforestation measures that represent “trouble factor”, as per schedule of periods and regions below: (...)”.</p> <p>STB1358-2002, clause 7: “7. Social economical requirements</p> <p>While planning and implementing the reforestation and forest planting measures, consider the rights of the population of said region, use hayfields, pastures, animal driving, traditional recreation areas, etc. as per current norms.</p> <p>While cultivating forest sylvula on the lands adjacent to inhabited localities, consider the interest of local population regarding species and forms of plants and succession of a new landscape. Said plants are recommended to sow with large-size planting stock.</p> <p>All the problems regarding reforestation and forest planting is they affect to some extent the rights and interests of the local people of said region, should be resolved on parity basis aimed at the complete understanding between the parties.”</p> <p><b>Comment by the Assessors:</b> In TCP 5.1.16, clause 3.1.17: "Certified forests means the forest reserve land the use of which is granted to a legal entity (in case of an individual certification) or every group member (in case of a group certification) to which the certificate of conformity applies." This means forest outside the official Forest reserve land, cannot be certified. e.g. plantations on agricultural land. Also consequences for non-forest areas in the forest reserve.</p> <p>The Belarus requirements of forest certification cover the forest fund (definition).</p> <p>The scope of this criterion is broader. STB 1708, Indicator 1.26 states “During forest plantation provision of forest plantations is preferable on the lands transferred to forest fund composition from the agricultural usage” indicates indeed that on national level conversion is considered, this should be officially applied and change to the forest fund takes time.</p> <p><b>Comment by RAFCS:</b> “There is wrong interpretation of the term “Certified forests” by the assessors, and this term, in our opinion, does not refer to point 5.1.12 PEFC ST 1003:2010.</p> <p>A legal entity involved in forest management is entitled to manage only forests and lands covered with them, as well as forest lands not covered with forests and non-forest lands (forest stock) provided to him/her for forestry management.</p> <p>A decision on transfer of non-used agricultural lands is taken by local executive and regulatory authorities within the procedure established in the “Resolution on Procedure of Transfer of Lands from One Category to Others and Refererring Lands to Certain Types” approved by Decree of the President of the Republic of Belarus No. 667 as of 27.12.2007 “On Withdrawal and Provision of Land Plots”.</p> <p>The Resolution on Procedure of Transfer of Lands from One Category to Others and Refererring Lands to Certain Types” approved by Decree of the President of the Republic of Belarus No. 667 as of 27.12.2007 establishes the procedure of decision making regarding transfer of lands.</p>
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		<p>“point 22. Transfer of agricultural lands of agricultural designation to other types of lands is not allowed except for the cases established in this Resolution. Transfer of agricultural lands of agricultural designation to non-agricultural or less productive agricultural lands is allowed due to withdrawal or provision of land plots within the procedure established in the legislation, as well as in case deterioration of their quality condition became a result of anthropogenic and  or natural impacts, including as a result of breaking and amortization of drying and irrigation systems, machines and mechanisms”.”</p> <p><b>Comment by the assessors:</b> It states here that whenever de facto land has been transferred to from agricultural lands to forests, then plantations are considered, but that is not what is required here. Needed are procedures to evaluate if sustainable to transfer a certain area of agricultural land to forestry, one has to study other standards, regulations and laws to find such procedures and evaluations, As the definition of forest certification covers the forest fund only, this evaluation of agricultural lands is not part of the Belarusian forest certification. This criterion however requires it. However, the issue is dealt with in Belarus on a higher level. This compensates the too limited scope of the certification system (to the forest fund only). <b>CONFORMS</b></p>
<p><b>Criterion 2: Maintenance of forest ecosystem health and vitality</b></p>		
<p>5.2.1 Forest management planning shall aim to maintain and increase the health and vitality of forest ecosystems and to rehabilitate degraded forest ecosystems, whenever this is possible by silvicultural means.</p>	<p>YES</p>	<p>STB 1708-2006, Appendix B, “2.1 The total area of drying out or dead forests under impact of unfavourable factors (fires, insects and diseases, industrial emissions and other factors) and their share in the total area of lands covered with forests* Requirement: “The total area of drying out or dead forests under impact of unfavorable factors (fires, insects and diseases, industrial emissions and other factors) and their share in the total area of lands covered with forests shall be taken into account, and measures shall be taken for loss reduction from unfavorable factors” Identification: “By the area of drying out or dead forests under impact of unfavorable factors (to be indicated) and their share in the total area of lands covered with forests in the 5-year dynamics (format 12 lx) and information about measures taken to reduce loss from unfavorable factors” “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.” STB 1708-2006, Appendix B, “2.2 The area of forests suffered from wind blows and other natural factors*” Requirement: “The area of forests suffered from wind blows and other natural factors shall be taken into account, and measures shall be taken for loss reduction from unfavorable natural factors” Identification: “By the area of forests dead due to wind blows and other natural factors (to be indicated) and their share in the total area of lands covered with forests in the 5-year dynamics and information about measures taken to reduce loss from natural factors.” “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.” STB 1708-2006, Appendix B: “2.4 Forest pathological monitoring* Requirement: “Forest pathological monitoring shall constantly be performed with the aim of prompt detection of formed plagues of injurious organisms and diseases, assessment of their state, revealing the forest sections unfavorable by the sanitary state obtaining the indicators for forecasts and timely planning of effective forest protection measures”. Identification: “As per STB 1359 (STB 1359-2002: Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)</p>

		<p>"*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>RAFCS Document, Extra information on the forestry cycle in the Republic of Belarus states: "3.1 Measures taken for safeguarding and protection of forests All measures for safeguarding and protection of forests shall be taken by the State Forest Protection Centre in accordance with the forest husbandry project, the business plan of forestry enterprise development"</p> <p><b>Comment by the assessors:</b> Good examples, and the responsibility of the State Forest Protection Centre. <b>CONFORMS</b></p>
<p>5.2.2 Health and vitality of forests shall be periodically monitored, especially key biotic and abiotic factors that potentially affect health and vitality of forest ecosystems, such as pests, diseases, overgrazing and overstocking, fire, and damage caused by climatic factors, air pollutants or by forest management operations.</p>	<p>YES</p>	<p>STB 1708-2006, incl. amendment 2, appendix A, 1.13: "1.13 Forestry management designing Requirement:" It shall be carried out on the basis of forestry data by proceeding from economic value of forests, their ecological and social functions, environment protection, establishment of sizes, periods, spatial distribution of forestry measures. Forestry management and use of forests are prohibited without forestry arrangements. Basic forestry arrangement shall be carried out once per 10 years. During the period between forestry arrangements information about the forest fund shall be actualized which stipulates data actualization of the forestry fund with the account of natural growth of plants and current changes occurring in the forest fund, calculation (if necessary) of the volume of forest use and restoration and other forestry measures. Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688." (STB1688-2006: STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS) STB1688-2006, clause 4.2., "4.2 FMD (Forest Management Design) should be carried out in accordance with the present standard, STB 1681 (STB1681:2006: Sustainable forest management and forest exploitation FOREST INVENTORY General requirements) and other TNPA" (TNPA: Legal documents in the field of technical normalization and standardization). STB1681-2006 clause 4.1.4: "4.1.4 Forest inventory is repeated every 10 years" STB 1681-2006 clause 4.1.1." 4.1.1 General provision of forest inventory are (...) - details on forest protection, modification of forest groups as per protection categories, unwooded lands to the group of wooded, non forest lands to the group of forest lands; - inventory of forest resource and classification of lands, species, age of forests, qualitative and quantitative features of forest resource; - Determination of forest plots for LXM (LXM: forest inventory measures) (final and intermediate harvest, other felling, reforestation and forestation, etc.); (...) - evaluation of forest resource and efficiency of LXM; - field supervision of forest inventory design."</p> <p>STB 1708-2006, (incl Amendment N2) Appendix B: STB 1708-2006, Appendix B, "2.1 The total area of drying out or dead forests under impact of unfavorable factors (fires, insects and diseases, industrial emissions and other factors) and their share in the total area of lands covered with forests* Requirement: "The total area of drying out or dead forests under impact of unfavorable factors (fires, insects and diseases, industrial emissions and other factors) and their share in the total area of lands covered with forests shall be taken into account, and measures shall be taken for loss</p>



		<p>reduction from unfavorable factors”  Identification: “By the area of drying out or dead forests under impact of unfavorable factors (to be indicated) and their share in the total area of lands covered with forests in the 5-year dynamics (format 12 lx) and information about measures taken to reduce loss from unfavorable factors”  “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.”  STB 1708-2006, Appendix B, “2.2 The area of forests suffered from wind blows and other natural factors*”  Requirement: “The area of forests suffered from wind blows and other natural factors shall be taken into account, and measures shall be taken for loss reduction from unfavorable natural factors”  Identification: “By the area of forests dead due to wind blows and other natural factors (to be indicated) and their share in the total area of lands covered with forests in the 5-year dynamics and information about measures taken to reduce loss from natural factors.”  “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.”  STB 1708-2006, Appendix B, “2.3 The area of forest cultures and young growths damaged by hunted and other types of animals”  Requirement: “The area of forest cultures and young growths damaged by hunted and other types of animals shall be taken into account, and measures shall be taken for loss reduction from impact of animals”  Identification: “By the area and percentage of forest cultures and stands of timber strongly damaged by hoofed animals and mouse-like rodents in the 5-year dynamics (format 12 lx) and information about measures taken to reduce loss from impact of animals”  STB 1708-2006, Appendix B, “2.4 Forest pathological monitoring*”  Requirement: “Forest pathological monitoring shall constantly be performed with the aim of prompt detection of formed plagues of injurious organisms and diseases, assessment of their state, revealing the forest sections unfavorable by the sanitary state obtaining the indicators for forecasts and timely planning of effective forest protection measures”.  Identification: “As per STB 1359 (STB 1359-2002: Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)  “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.”  STB 1708-2006, Appendix B, “2.8 Preventive measures for forest protection”  Requirement: “Preventive measures for forest protection shall be aimed at prevention of forest and peat fires and forest violations, limitation and minimization of economic and ecological detriment. Special burns are allowed for forest managing purposes”  Identification: “As per STB 1582” (STB1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION)  <b>CONFORMS</b></p>
<p>5.2.3 The monitoring and maintaining of health and vitality of forest ecosystems shall take into consideration the effects of naturally occurring fire, pests and other disturbances.</p>	<p>YES</p>	<p>STB 1708-2006, Appendix B, “2.4 Forest pathological monitoring*”  Requirement: “Forest pathological monitoring shall constantly be performed with the aim of prompt detection of formed plagues of injurious organisms and diseases, assessment of their state, revealing the forest sections unfavourable by the sanitary state obtaining the indicators for forecasts and timely planning of effective forest protection measures”.  Identification: “As per STB 1359 (STB 1359-2002: Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)  “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.”  STB 1708-2006, Appendix B, “2.10 Organization of monitoring and forecasts of forest fires on the regional and local levels”  Requirement: “On the forest fund territory, in places and areas of forest fires the work of control, monitoring and prognosis of forest fires, account</p>

	<p>of consequences of forest fires shall be carried out by forest services, forestry agencies, other legal entities which manage forest facilities by interacting with bodies and divisions of the Ministry of Extraordinary Situations by detecting and extinguishing forest fires”</p> <p>Identification:” As per STB 1408” (STB 1408-2003 (GOST R 22.1.09-99) Safety in emergency situations. Monitoring and prediction of forest fires. General)</p> <p>STB 1708-2006, Appendix B, “2.11 Examination and control of prefire situation in the forest fund”</p> <p>Requirement: “Examination and control of prefire situation in the forest fund shall be conducted during the whole fire hazardous season and it shall include:</p> <ul style="list-style-type: none"> <li>- examination, collection and procession of data about the degree of fire hazard in forests in connection with weather conditions;</li> <li>- assessment of the fire hazard degree according to the general or regional scale of fire hazard;</li> <li>- examination of soil water level in drying circuits of hydraulic forest ameliorating systems</li> </ul> <p>Identification: “As per STB 1408 ”(STB 1408-2003 (GOST R 22.1.09-99) Safety in emergency situations. Monitoring and prediction of forest fires. General)</p> <p>STB 1708-2006, Appendix B, “2.12 Assessment of the fire hazard degree of forest sections according to conditions of occurrence of forest fires and their possible intensification*”</p> <p>Requirement: “Assessment of the fire hazard degree of forest sections according to conditions of occurrence of forest fires and their possible intensification is provided according to the 5-point scale in maps of plants distribution by classes of fire hazard and schemes of fire preventive measures.”</p> <p>Identification: “As per STB 1408 ”(STB 1408-2003 (GOST R 22.1.09-99) Safety in emergency situations. Monitoring and prediction of forest fires. General)</p> <p>“*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p>STB1408-2003 is not included in the list of STB related to STB 1708.</p> <p><b>Comment by RAFCS:</b> “STB 1408, This is an interstate standard (for the Republic of Belarus and Russian Federation). Requirements set in the standard don’t cover all aspects of forest fire protection.”</p> <p>Extra information on the forestry cycle in the Republic of Belarus: “2.3 Forests protection planning</p> <p>2.3.1 Forest protection measures shall ensure protection of forests from fires and forest offences in accordance with the requirements of STB 1582-2005 “Sustainable forest management. Requirements to forest protection measures”.</p> <p>The volume of measures performed for protection of forests shall be determined in accordance with forest organization of a forestry enterprise on a given revision period according to the General Plan of fire protection arrangement of forests in the Republic of Belarus, the class of natural fire hazard of forest areas, weather conditions during a fire hazardous season.</p> <p>Fire protection measures shall include:</p> <ul style="list-style-type: none"> <li>- conduct of the public awareness campaign with population, agencies which carry out economic activity on the forestry fund territory for the issues of forests saving and forestry and environment protection legislation fulfillment;</li> <li>- forestry fund land improvement with the aim of forests use organization for the mass rest of population, performance of actions for improvement of fire protection of forests in rest areas;</li> <li>- control of forestry and environment protection legislation fulfillment;</li> <li>- improvement of forest resistance by establishing a system of fire barriers which limit possible fire spreads;</li> </ul>
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		<ul style="list-style-type: none"> <li>- construction of a network of roads and water pools for urgent liquidation of emerging fires;</li> <li>- fire protection arrangement of the forest territory;</li> <li>- timely detection of forest fires.”</li> </ul> <p><b>Comment by RAFCS:</b> “See STB 1359-2002, point 3 “Forest pathological monitoring is a system of immediate and continuous monitoring over forest condition, development and dissemination of pest centers and forest diseases, damage to forests as a result of natural and anthropogenic impacts, assessment and forecasting of forest pathological situation”, which is in full conformity with point 5.2.3 PEFC ST 1003:2010.”</p> <p><b>CONFORMS</b></p>
<p>5.2.4 Forest management plans or their equivalents shall specify ways and means to minimise the risk of degradation of and damages to forest ecosystems. Forest management planning shall make use of those policy instruments set up to support these activities.</p>	<p>YES</p>	<p>STB 1708-2006, Appendix B  “2.5 Conservation of biological stability of plants and creation of unfavourable conditions for development of harmful organisms during forestry management*”  Requirement: “Performance of preventive, sanitary and rehabilitating measures aimed at limitation of injurious organisms and forest diseases spreading, localization of their plagues”  Identification: “As per STB 1359 (STB 1359-2002: Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)”  “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential non-compliance with the requirements of the present standard.”  STB 1708-2006, Appendix B “2.6 Fighting measures with injurious organisms and forest diseases*”  Requirement: “Fighting measures with injurious organisms and forest diseases shall be aimed at suppression or localization of their plagues, protection of plants, forest cultures and forest nurseries, other objects from damage (lesion) by harmful organisms with the aim of prevention or minimization of economic and ecological detriment”  Identification: “As per STB 1359 (1359-2002: Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)”  “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential non-compliance with the requirements of the present standard.”  STB 1708-2006, Appendix B  “2.7 Substantiation of measures against pine-needles and leaves gnawing insects”  Requirement: “Measures against pine-needles and leaves gnawing insects shall be determined if their number exceeds the economic threshold of injuriousness and threatens to damage coniferous plants by 30% and over, deciduous plants – by 60% and over”  Identification: “As per STB 1359 (1359-2002: Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)”  “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential non-compliance with the requirements of the present standard.”  STB 1708-2006, Appendix B  “2.9 Measures for liquidation of forest fires”  Requirement: “Measures for liquidation of forest fires shall ensure complete cessation of firing, as well as exclusion of its possible repeated ignition”  Identification: “as per STB 1582 (STB1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION)”  “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential non-compliance with the requirements of the present standard.”  STB 1708-2006, Appendix B</p>

		<p>"2.16 Assessment of the examination system which detects fires*"          Requirement: ." The examination system shall ensure prompt detection of fires"          Identification:."as per STB 1582 (STB1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION)          "*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard."  <b>Comment by the assessor:</b> Besides the indicators mentioned, the Forest Management Design (FMD) is made by a state related organisation, requirements of STB1582 and STB1359 are taken into account. Since this forms the basis of all other plans of the Forest fund area optimal use of all policy material available is made.  <b>CONFORMS</b></p>
<p>5.2.5 Forest management practices shall make best use of natural structures and processes and use preventive biological measures wherever and as far as economically feasible to maintain and enhance the health and vitality of forests. Adequate genetic, species and structural diversity shall be encouraged and/or maintained to enhance the stability, vitality and resistance capacity of the forests to adverse environmental factors and strengthen natural regulation mechanisms.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A          "1.18 Restoration of indigene forest formations"          Requirement:." Restoration of indigene forest formations shall be performed by means of natural forest regeneration or artificially (creation of forest cultures) depending on forestry and biological peculiarities of wood species, terms of habitat, purpose of forests, economic conditions, etc"          Identification:." As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"          STB 1708-2006 (incl. Amendments N1 and N2) Appendix A          "1.21 Forest restoration method"          Requirement:." The natural forest restoration method shall be preferential, if forest restoration takes place by using the seeds of economically valuable species in compliance with the given type of habitat conditions"          Identification:." As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"          STB 1708-2006 Appendix D          "4.19 Conservation and maintenance of genetic and structural diversity of forest ecological systems*"          Requirement:." For provision of sustainability, vitality and resistance of forests to unfavorable factors of external environment and for strengthening of natural regulating mechanisms during design of forest cultures measures of conservation and maintenance of genetic and structural diversity of forest ecological systems shall be stipulated"          Identification:." As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"          "*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard."          STB 1708-2006 Appendix D          "4.20 Design of forests cultures on special protected natural territories*"          Requirement:." Design of forests cultures on special protected natural territories shall take into account their protection and use mode"          Identification:." As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"          "*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard."          STB 1708-2006 Appendix D</p>

		<p>"4.21 Design of measures for conservation and improvement of biological diversity, improvement and restoration of ecological ties"          Requirement:" The design of forest cultures shall stipulate diversity of forest cultures in the structure which includes the scheme of mixture of wood species, sizes and spatial location of economic cultures in the landscape, number and composition of types distribution by ages, as well as the measures which promote improvement and restoration of ecological ties"          Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"          STB 1708-2006 Appendix D</p> <p>"4.22 Formation of optimal composition of plants by species during forest restoration          Requirement:" In the process of forest restoration formation of highly productive sustainable plants shall be provided by formation of optimal composition of plants by species in compliance with conditions of places of vegetation          Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"          STB 1708-2006 Appendix D</p> <p>"4.23 Conservation of soil cover and upper soil horizons"          Requirement:" In the process of forest restoration the maximum possible conservation of soil cover and upper soil horizons shall be provided"          Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"  <b>Comment by the assessors:</b>          Different methods in place to use natural mechanism to maintain and enhance the resistance capacity, health and vitality of the forest  <b>CONFORMS</b></p>
<p>5.2.6 Lighting of fires shall be avoided and is only permitted if it is necessary for the achievement of the management goals of the forest management unit.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendment N2) Appendix B "2.8 Preventive measures for forest protection"          Requirement: "Preventive measures for forest protection shall be aimed at prevention of forest and peat fires and forest violations, limitation and minimization of economic and ecological detriment. Special burns are allowed for forest managing purposes"          Identification: "As per STB 1582" (STB1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION)  <b>Comment by RAFCs:</b> "Special burns for forestry purposes include, first of all, burning of felling debris, where it necessary according to the sanitary rules (in the centers of trunk pests, vascular and necrotic and cancer diseases), 100-meter forest lines along motorways and railways and some others.          Indicator 4.30 "Retention of biological diversity during cleaning of cutting sites"          Indicator 4.30 requirements "Cleaning of cutting sites shall contribute to retention of biological diversity", Identification method: as per STB 1361 STB 1361-2002, points 5.4.6 , n. 5.4.9 with amendment No. 2.          "5.4.6 Felling debris burning is permissible, as a rule, in areas affected by trunk pests, by vascular or by necrotic and cancerous diseases, where, in accordance with TCP 026, felling site waste burning is mandatory for elimination of pathogens.          For burning, felling debris shall be piled in heaps up to 2.5 m in diameter and up to 1 m high; these piles shall be placed at distances preventing any damage by fire for growing trees, young growth clumps, protected or economically valuable plants.          To preserve diversity of small vertebrates and invertebrates, for fellings carried out in forest areas where the predominant conditions at tree growing sites are cool and wet and that are rarely visited by people, 4-5 heaps of felling debris per hectare may be left unburned.          For fellings carried out within 100-m forest belts along motor roads and railways, if fire lines are cut through, felling debris may be burnt in fire-safe season (if it cannot be used or sold later)."</p>

		<p>"5.4.9 Felling debris burning is prohibited in all radioactive pollution zones ".</p> <p>STB 1708- 2006 , Indicator 4.36: Cleaning of main usage cutting places by means of burning. Indicator 4.36 requirements: "Cleaning of main usage cutting places by means of burning shall be carried out in individual cases by direction of forestry bodies. For burning the cutting rests shall be piled having diameter by 2 m and height by 1.5 m not closer than 4-5 m from growing trees and young growth groups".</p> <p>STB 1708- 2006, "2.3 Forests protection planning 2.3.1 Forest protection measures shall ensure protection of forests from fires and forest offences in accordance with the requirements of STB 1582-2005 "Sustainable forest management. Requirements to forest protection measures". The volume of measures performed for protection of forests shall be determined in accordance with forest organization of a forestry enterprise on a given revision period according to the General Plan of fire protection arrangement of forests in the Republic of Belarus, the class of natural fire hazard of forest areas, weather conditions during a fire hazardous season. Fire protection measures shall include: - conduct of the public awareness campaign with population, agencies which carry out economic activity on the forestry fund territory for the issues of forests saving and forestry and environment protection legislation fulfillment; - forestry fund land improvement with the aim of forests use organization for the mass rest of population, performance of actions for improvement of fire protection of forests in rest areas; - control of forestry and environment protection legislation fulfillment; - improvement of forest resistance by establishing a system of fire barriers which limit possible fire spreads; - construction of a network of roads and water pools for urgent liquidation of emerging fires; - fire protection arrangement of the forest territory; - timely detection of forest fires."</p> <p><b>CONFORMS</b></p>
<p>5.2.7 Appropriate forest management practices such as reforestation and afforestation with tree species and provenances that are suited to the site conditions or the use of tending, harvesting and transport techniques that minimise tree and/or soil damages shall be</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A "1.19 Design of forest cultures" Requirement:" Forest cultures shall be designed with the account of habitat conditions, with the use of seeding materials of the local origin by preferring the seeding material having the improved hereditary base Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A "1.21 Forest restoration method" Requirement:" The natural forest restoration method shall be preferential, if forest restoration takes place by using the seeds of economically valuable species in compliance with the given type of habitat conditions" Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A "1.23 Selection of main species in case of artificial forest restoration and regeneration"</p>

<p>applied. The spillage of oil during forest management operations or the indiscriminate disposal of waste on forest land shall be strictly avoided. Non-organic waste and litter shall be avoided, collected, stored in designated areas and removed in an environmentally-responsible manner.</p>	<p>Requirement: "Selection of main species for provision of most productive and sustainable plants for forest restoration and regeneration shall be carried out in accordance with soil and hydrological conditions and forest zoning. Mixed plantations should be preferable. In protecting plantations sustainable, long-term and quick-growing species should be preferable"</p> <p>Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix B: 2.22 Improvement of the sanitary state of plants and fire safety"</p> <p>Requirement: "Improvement of the sanitary state of plants and fire safety during cutting places cleaning shall be provided at the expense of cleaning the cutting places. During performance of cuttings, contamination of forest fund land with fuels and lubricants and other production wastes is not allowed. Inorganic wastes and garbage shall be collected in specially allocated places along with subsequent removal for disposal."</p> <p>Identification:" As per STB 1361 (STB 1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies),</p> <p>STB 1708-2006 Appendix B: 2.23 "Conservation of forest environment, key biotopes, places of vegetation of wild growing species of plants entered to the Red Book of the Republic of Belarus, the state of stands, water saving, protecting and other forest properties, timely and rational use of mature wood during cuttings of the main use**"</p> <p>Requirement:" Main use cuttings shall be carried out by methods aimed at conservation of the forest environment, key biotopes, the state of stands, water saving, protecting and other forest properties. In case of damage of key biotopes measures for their restoration shall be taken. In forests of forestry parts of green areas, water protecting forests they shall mandatorily be performed, if there are conditions for performance of non-continuous cuttings. During performance of cuttings contamination of forest fund land with fuels and lubricants and other production wastes is not allowed. Inorganic wastes and garbage shall be collected in specially allocated places along with subsequent removal for disposal"</p> <p>Identification:" As per STB 1361(STB 1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies),"</p> <p>"*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix C</p> <p>"3.10 Safety of young growth, undergrowth, soil cover and upper soil horizons during cutting and timber skidding**"</p> <p>Requirement:" Safety of young growth, undergrowth, soil cover and upper soil horizons during cutting and timber skidding shall be maximally provided.</p> <p>When cutting is carried out, contamination of forest fund lands with fuels and lubricants and other production wastes is not allowed."</p> <p>Identification:" : " As per STB 1361(STB 1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies),"</p> <p>"*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix C: "3.14 Conservation and improvement of protecting properties of forest by using appropriate cutting methods, technologies and systems of machines"</p> <p>Requirement:" In all groups of forests those cutting methods, technologies and machinery systems shall be used which contribute to conservation and improvement of protecting properties of forests. No contaminations of forest fund lands with fuels, lubricants and other wastes are allowed during cutting"</p> <p>Identification:" As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)</p> <p>STB 1708-2006 Appendix C: "3.23 Cleaning of places of loading and other production and household sites"</p>
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		<p>Requirement: " After the end of cutting places of loading and other production and household sites shall be brought to the state suitable for performance of forest restoration works. If necessary, measures for prevention of soil erosion shall be taken. Inorganic wastes and garbage shall be removed and disposed</p> <p>Identification: " As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)"</p> <p>STB 1708-2006 Appendix D: "4.21 Design of measures for conservation and improvement of biological diversity, improvement and restoration of ecological ties"</p> <p>Requirement: " The design of forest cultures shall stipulate diversity of forest cultures in the structure which includes the scheme of mixture of wood species, sizes and spatial location of economic cultures in the landscape, number and composition of types distribution by ages, as well as the measures which promote improvement and restoration of ecological ties"</p> <p>Identification: " As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p><b>CONFORMS</b></p>
<p>5.2.8 The use of pesticides shall be minimised and appropriate silvicultural alternatives and other biological measures preferred.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix D "4.25 Limitation of application of chemicals for protection of plants and mineral fertilizers"</p> <p>Requirement: " In the process of forest restoration application of chemicals for protection of plants (pesticides, herbicides, fungicides, etc.) and mineral fertilizers shall be minimized"</p> <p>Identification: " As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB1359-2002, clause 5.3: "5.3 Forest protection actions are to be carried out in accordance with the following basic principles:</p> <ul style="list-style-type: none"> <li>- application of forestry methods to enhance the biological stability of trees and to create adverse conditions for the development of harmful organisms;</li> <li>- implementation of the pest control in view of the pests' interconnections with natural enemies (parasites, predators, pathogens), and other forest biocenosis factors is not to alter these interconnections;</li> <li>- realization of the forest protection actions on a scale large enough to reduce the number of harmful organisms to the economic threshold of harmfulness; there is no need to aim at their total annihilation;</li> <li>- application of biological and biochemical preparations in the first run that are practically harmless for the useful components of the forest biocenosis;</li> <li>- strict control of the minimum use of the chemical means of plant protection that are approved to be applied in the Republic of Belarus in accordance with [3];</li> <li>- compliance with the following requirements while using chemical means of plant protection: <ul style="list-style-type: none"> <li>a) to choose pesticides with lower levels of toxicity that cause minimum damage to the forestry and human health;</li> <li>b) to make use of non-stable pesticides with selective action in order to preserve useful organisms;</li> <li>c) to apply minimal doses only big enough to reach positive results;</li> <li>d) to choose the most technological and economical methods of treatment;</li> <li>e) to determine the borders of the areas to be treated with pesticides in a very precise way;</li> <li>f) to choose the time of insecticide treatment taking into consideration the sensitivity of insects, their phenology, as well as the phenology of their natural enemies;</li> </ul> </li> </ul>



		<p>g) to avoid permanent use of the same means of protection in order to prevent harmful organisms from developing resistance to them.” STB1359-2002, clause 6.2, “6.2 Preventive actions on forest protection from pests and diseases 6.2.1 The basis of the preventive actions on forest protection from pests and diseases is formed by forestry actions aimed at enhancing the biological stability of trees and playing part in forest protection. They are to be conducted in accordance with the following requirements: - to make use of healthy sowing and planting material, to preserve and transport it in the right way; - to apply the right land treatment techniques of growing the landing material in nurseries and of producing forest cultures that help to get healthy and standard seedlings and saplings; - to form the generic make-up of trees in accordance with the climactic and soil conditions, taking into consideration their damageability and the possibility of the pests and diseases’ spread from one breed to another; - to select breeds and forms resistant to harmful insects and diseases, including the use of selection and hybridization; - to create various and if possible mixed-age plantations as the most resistant to pests and diseases; - to take the right, timely, and systematic care of the newly-made cultures and the forest, with the removal of the sick, infected and weak trees; - to select the right system of felling: methods of felling, contiguity of cutting areas, felling and cutting areas directions, width of cutting areas, reduction of the borders perimeter; - to reconstruct plantations by means of their make-up changing and introducing soil-conditioners; - to meet the forest sanitary requirements (to clear from litter, to liquidate disorganized plantations, to take out in time the prepared timber).” <b>CONFORMS</b></p>
<p>5.2.9 The WHO Type 1A and 1B pesticides and other highly toxic pesticides shall be prohibited, except where no other viable alternative is available.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. amendment N3) Appendix D 4.14 Preparations (pesticides) used for control of the number of pests and forest diseases * Requirement:” For performance of liquidating and protecting processions only preparations and pesticides shall be used which are registered by the State Commission for Testing and Registering Chemical and Biological Means for Protection of Plants, Growth Regulators and Fertilizers as per agreement with the Ministry of Health Care permitted for use in the Republic of Belarus. Pesticides consumption standards shall comply with the manufacturer’s instructions. Work with pesticides shall be carried out by the specially trained personnel along with application of appropriate equipment and individual protecting means. Usage of pesticides included by the World Health Organization according to their degree of danger in categories IA and IB is not allowed except for cases when other effective means are absent. Usage of chlorinated hydrocarbons and other prohibited persistent organic pollutants, derivatives of which keep biological activity and are accumulated in food chain, which is not provided for by the purpose of their usage, is not allowed. “ Identification:” As per STB 1359 (STB1359--2002 Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION), [38] Directions of the World Health Organization on classification of pesticides according to their degree of danger, 1996. And [39] Stockholm Convention on persistent organic pollutants (Signed in Stockholm on 22.05.2001) “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.” <b>CONFORMS.</b></p>
<p>5.2.10 Pesticides, such as chlorinated hydrocarbons whose derivates remain</p>	<p>NO</p>	<p>STB 1708-2006, (incl. Amendment N3) clause 6.7.2: “– prohibition to use pesticides included according to their degree of danger in categories IA and IB in compliance with [38] , except for cases when other effective means are absent; – prohibition to use chlorinated hydrocarbons and other persistent organic pollutants in compliance with [39] (Stockholm Convention on persistent organic pollutants (Signed in Stockholm on 22.05.2001))”</p>

<p>biologically active and accumulate in the food chain beyond their intended use, and any pesticides banned by international agreement, shall be prohibited.</p>		<p>STB 1708 (incl. amendment N3) Appendix D            4.14 Preparations (pesticides) used for control of the number of pests and forest diseases *            Requirement:” For performance of liquidating and protecting processions only preparations and pesticides shall be used which are registered by the State Commission for Testing and Registering Chemical and Biological Means for Protection of Plants, Growth Regulators and Fertilizers as per agreement with the Ministry of Health Care permitted for use in the Republic of Belarus.            Pesticides consumption standards shall comply with the manufacturer’s instructions. Work with pesticides shall be carried out by the specially trained personnel along with application of appropriate equipment and individual protecting means.            Usage of pesticides included by the World Health Organization according to their degree of danger in categories IA and IB is not allowed except for cases when other effective means are absent.            Usage of chlorinated hydrocarbons and other prohibited persistent organic pollutants, derivatives of which keep biological activity and are accumulated in food chain, which is not provided for by the purpose of their usage, is not allowed. “            Identification:” As per STB 1359 (STB1359--2002 Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION), [38] Directions of the World Health Organization on classification of pesticides according to their degree of danger, 1996. And [39] Stockholm Convention on persistent organic pollutants (Signed in Stockholm on 22.05.2001)            “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.”            In STB1938-2009, (turpentine storage) “Table 1 Dichlorethylphosphonovaleric acid and its derivatives (hydrel) is mentioned as a permitted stimulator for turpentine output.”  <b>Comment by RAFCS:</b> “We do not agree upon the stated non-conformity: 1. Unproven assumption cannot be classified as a non-conformity. In the standard dichlorethylphosphonovaleric acid and its derivatives (hydrel) are recommended as an excipient used for activation of non-aggressive stimulators of turpentine output. 2. During audits we have not found application of dichlorethylphosphonovaleric acid and its derivatives (hydrel) in turpentine outputs. “Currently amendment No. 1 is being developed in STB 1938-2009 “Sustainable Forest Use and Management. Storage of Turpentine. Technological Requirements”, where use of dichlorethylphosphonovaleric acid and its derivatives (hydrel) are described.”</p> <p><b>MINOR NON-CONFORMITY</b>            Dichlorethylphosphonovaleric acid can be used in the forest (STB1938-2009).            According to RAFCS an Amendment to prohibit use of this substance in STB1938-2009 is being developed.</p>
<p>5.2.11 The use of pesticides shall follow the instructions given by the pesticide producer and be implemented with proper equipment and training.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix E            “5.6 Provision of safety for employees during performance of forest protection works*”            Indicator 5.6 Provision of safety for employees during performance of forest protection works *            Requirement: The persons engaged in works for forest protection with the use of pesticides shall be provided with special cloths and individual protection means, they shall observe measures of personal hygiene, the established timetable, the mode of nutrition and rest. The periods of work with pesticides shall not exceed 6 hours.            Identification method: as per STB 1359 (STB1359--2002 Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)            “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.”            STB 1708-2006 Appendix E: “5.8 Provision of the required level of knowledge of forest protection”</p>

		<p>Requirement: "The required level of knowledge of forest protection by forestry employees shall be provided by the <u>educational and knowledge improvement system</u>, and during performance of large-scale measures with the use of newest means of forest (plants) protection – by training the specialists participating in this process, along with participation of experts and consultants of companies and organizations – manufacturers of pesticides and biological preparations"</p> <p>Identification:" As per STB 1359 (STB1359--2002 Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION) STB 1708-2006 Appendix E</p> <p>"5.5 Control of the use of chemical and biological control means of the number of forest pests and diseases (pesticides) *</p> <p>Requirement: Forest protecting measures with the use of pesticides on big areas shall be carried out provided the population, owners of bees are informed, and if safety measures are strictly followed. The persons may work with pesticides who have passed medical certification and who have been instructed about safety of work with pesticides</p> <p>Identification:" as per STB 1359 (STB1359--2002 Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)</p> <p><b>CONFORMS</b></p>
<p>5.2.12 Where fertilisers are used, they shall be applied in a controlled manner and with due consideration for the environment.</p>	<p>YES</p>	<p>STB 1708-2006 (incl Amendment N1) Appendix D: "4.25 Limitation of application of chemicals for protection of plants and mineral fertilizers"</p> <p>Requirement:" In the process of forest restoration application of chemicals for protection of plants (pesticides, herbicides, fungicides, etc.) and mineral fertilizers shall be minimized"</p> <p>Identification: "As by STB 1358(STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB1358-2002, clause 6. Biodiversity conservation</p> <p>6.1 Measures adopted for conservation and maintenance of biological diversity of forest flora and fauna in the process of artificial reforestation should provide as follows: (...) - restrictions on applying pesticides and chemical fertilizers;"</p> <p>STB 1708-2006 Appendix E: "5.13 Performance of agrotechnical chemical measures at sections located near settlements, traditional places of rest, etc."</p> <p>Requirement: Performance of agrotechnical chemical measures at sections located near settlements, traditional places of rest, etc. is not allowed</p> <p>Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p><b>CONFORMS</b></p>
<p><b>Criterion 3: Maintenance and encouragement of productive functions of forests (wood and non-wood)</b></p>		
<p>5.3.1 Forest management planning shall aim to maintain the capability of forests to produce a range of wood and non-wood forest products and services on a sustainable basis.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: "1.4 Total and average reserves per 1 hectare of lands covered with forests in predominant species and age groups*</p> <p>Requirement:" The total reserve on the lands covered with forests comprising the forest forming species, and the average reserve per 1 hectare of lands covered with forests during 5 years shall not decrease. Cases of their reduction shall be substantiated (by catastrophic phenomena, acceptance to the forest fund of new lands with reduced reserves of the growing stock, transfer of a part of lands to other users, etc.)"</p> <p>Identification:" In accordance with forest management materials, state account data of the forest fund and forest cadaster"</p> <p>"*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: "1.5 Current and average change of reserves by predominant species and groups of forests"</p>

	<p>Requirement: "Current and average change of reserve growing stocks of main forest forming species during 10 years shall not decrease. Cases of their reduction shall be substantiated (by catastrophic phenomena, acceptance to the forest fund of new lands with reduced productivity, etc.)"</p> <p>Identification: "In accordance with forest management materials, state account data of the forest fund and forest cadastre"</p> <p>STB 1708-2006, incl. amendment N2, Appendix A, Indicator 1.8, "Planning of forestry management: Forestry shall be managed on the basis of forestry projects developed as the result of the basis forest arrangement.</p> <p>The forest arrangement project shall include:</p> <ul style="list-style-type: none"> <li>- description of the forest fund and changes in it;</li> <li>- analysis of results of the previous economic activity;</li> <li>- volumes, periods, spatial distribution of forestry measures;</li> <li>- designed volumes of forest use;</li> <li>- forest use methods and technologies</li> </ul> <p>Identification method: "By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688" [STB 1688-2006: State Standard of the Republic of Belarus Sustainable forest management request to protect of forest events]</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A</p> <p>"1.40 Purpose of bleeding plantations, procedure of their allocation, state of raw material base, observance of bleeding technologies, work planning, execution in nature and certification of plantations transferred for bleeding, bleeding of almost mature plantations*"</p> <p>Requirement: " Purpose of bleeding plantations, procedure of their allocation, state of raw material base, observance of bleeding technologies, work planning, execution in nature and certification of plantations transferred for bleeding, bleeding of almost mature plantations shall comply with the established procedure"</p> <p>Identification;"As per STB1938 (STB1938-2009 Sustainable Forest Management STORAGE OF TURPENTINE Technological Requirements)</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A</p> <p>"1.41 Volumes of procurement of auxiliary forest resources and accessory use"</p> <p>Requirement: Volumes of procurement of auxiliary foreign resources and accessory use shall be calculated during the basic forest management and they are shown in the project of forestry organization and conduct</p> <p>Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688. (STB1688-2006 SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS) To be assessed on the basis of the analysis of total and average reserves of auxiliary forest resources, accessory use volumes set up in the design and actual volumes of annual procurements in the 5-year dynamics.</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A</p> <p>"1.42 Stocking up of auxiliary forest resources and ancillary forest use"</p> <p>Requirement: "Legal entities and individual entrepreneurs shall (if solvent demand is available) stock up auxiliary forest resources (stubs, roots, birch bark, Christmas trees, spruce sulfur, etc.) and ancillary commercial use on the basis of a forest voucher within the forest fund sections provided for them"</p> <p>Identification:" To be assessed on the basis of the analysis of total and average reserves of auxiliary forest resources and volumes of annual procurements in the 5-year dynamics in compliance with the requirements of STB 1625 (STB1625-2006 Sustainable forest management and forest exploitation MINOR FOREST PRODUCE Technological requirements), STB 1862 (STB 1862-2009 Sustainable forest management Storage of the secondary forest resources Technological requirements)"</p> <p>STB 1708-2006 Appendix E</p>
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		<p>“5.3 Economic, social consequences of designed forestry measures for companies, their employees, local population and regional economy”  Requirement: Economic, social consequences of designed forestry measures for companies, their employees, local population and regional economy shall be assessed and taken into account in the design of organization and management of forestry, as well as during the current and future planning and designing of forestry measures  Identification: “According to forestry materials, design of forestry organization and development”  STB 1708-2006 Appendix E</p> <p>5.14 Account of rights of the local population for the use of grasslands, pastures, traditional rest areas, etc.  Requirement: “During planning and performance of forest restoration measures and forest growing the rights of the local population for the use of grasslands, pastures, traditional rest areas, etc. shall be taken into account”  Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”  STB 1708-2006 Appendix E</p> <p>“5.15 Account of interest of the local population during provision of forest cultures on areas adjacent to settlements”  Requirement: “During provision of forest cultures on areas adjacent to settlements the interests of local population shall be taken into account in relation to compositions of plants by species and types and succession of the newly established landscape”  Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”  STB 1708-2006 Appendix E</p> <p>“5.25 Procurement and sale of merchantable wood*”  Requirement: “Volumes of procurement and sale of merchantable wood during cuttings of the main use in the 5-year dynamics shall steadily grow without exceeding the volumes of the estimated cutting area, and if this is impossible – these volumes shall remain steady”  Identification: “In accordance with the data on procurement and sale of merchantable wood”</p> <p>“5.20 Provision of rights of citizens for hunting  Requirement: Citizens of the Republic of Belarus permanently living on the territory of the Republic of Belarus having the state hunting certificates and having paid the state fee shall be entitled to hunt with the use of hunting weapons  Identification: As per [1] Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020 of [17] Rules of hunting facilities and hunting management Approved by the Decree of the President of RB No. 580, dated 08.12.2005</p> <p><b>CONFORMS</b></p>
<p>5.3.2 Forest management planning shall aim to achieve sound economic performance taking into account any available market studies and possibilities for new</p>	<p>YES</p>	<p>STB 1688-2006: STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS.  STB 1708-2006, (incl. amendment N2), Appendix A,  “1.8 “Planning of forestry management: Forestry shall be managed on the basis of forestry projects developed as the result of the basis forest arrangement.  Requirement: “The forest arrangement project shall include:</p> <ul style="list-style-type: none"> <li>- description of the forest fund and changes in it;</li> <li>- analysis of results of the previous economic activity;</li> <li>- volumes, periods, spatial distribution of forestry measures;</li> <li>- designed volumes of forest use;</li> <li>- forest use methods and technologies”</li> </ul>

<p>markets and economic activities in connection with all relevant goods and services of forests.</p>		<p>Identification: "By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688 (STB1688-2006 SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS)"            STB 1708-2006 (incl. Amendment N1, N2) Appendix E            STB 1708-2006 Appendix E: 5.27 Improvement of quality, consumer properties and competitiveness of forestry products and services            Requirement: "Organizations engaged in forestry shall ensure improvement of quality, consumer properties and competitiveness of forestry products and services"            Identification:" In accordance with quantity of claims and reclamations by consumers of forestry products and services"            STB 1708-2006 Appendix E: "5.28 Widening of the assortment of forestry products and services offered to external and internal markets by forestry organizations"            Requirement: "Forestry organizations shall take measures for widening of the assortment of forestry products and services offered to external and internal markets"            Identification:" In accordance with the assortment of forestry products and services offered to external and internal markets"            STB 1708-2006 Appendix E: 5.29 Export of forestry products            Requirement: "Export of round timber shall be reduced at the expense of increase of sawmilling products. A share (in percentage) of timber in the total export volume in the 5-year dynamics shall not decrease, and a share of round timber shall not increase"            Identification:" In accordance with the data on the structure of forestry export for 5 years"  <b>CONFORMS</b></p>
<p>5.3.3 Forest management plans or their equivalents shall take into account the different uses or functions of the managed forest area. Forest management planning shall make use of those policy instruments set up to support the production of commercial and non-commercial forest goods and services.</p>	<p>YES</p>	<p>STB 1688-2006: STATE STANDARD OF THE REPUBLIC OF BELARUS SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS.            STB 1708-2006, (incl. amendment N2), Appendix A,            "1.8 "Planning of forestry management: Forestry shall be managed on the basis of forestry projects developed as the result of the basis forest arrangement.            Requirement: "The forest arrangement project shall include:            - description of the forest fund and changes in it;            - analysis of results of the previous economic activity;            - volumes, periods, spatial distribution of forestry measures;            - designed volumes of forest use;            - forest use methods and technologies"            Identification: "By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688 (STB1688-2006 SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS)"            STB 1708-2006 (incl. Amendment N1, N2) Appendix E: "5.3 Economic, social consequences of designed forestry measures for companies, their employees, local population and regional economy"            Requirement:"Economic, social consequences of designed forestry measures for companies, their employees, local population and regional economy shall be assessed and taken into account in the design of organization and management of forestry, as well as during the current and future planning and designing of forestry measures"            Identification:"According to forestry materials, design of forestry organization and development"            STB 1708-2006 Appendix E: "5.15 Account of interest of the local population during provision of forest cultures on areas adjacent to settlements"            Requirement: "During provision of forest cultures on areas adjacent to settlements the interests of local population shall be taken into account in relation to compositions of plants by species and types and succession of the newly established landscape"</p>

		<p>Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix E: "5.20 Provision of rights of citizens for hunting</p> <p>Requirement: Citizens of the Republic of Belarus permanently living on the territory of the Republic of Belarus having the state hunting certificates and having paid the state fee shall be entitled to hunt with the use of hunting weapons</p> <p>Identification: As per [1] Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020 of [17] Rules of hunting facilities and hunting management Approved by the Decree of the President of RB No. 580, dated 08.12.2005</p> <p>"5.28 Widening of the assortment of forestry products and services offered to external and internal markets by forestry organizations"</p> <p>Requirement: "Forestry organizations shall take measures for widening of the assortment of forestry products and services offered to external and internal markets"</p> <p>Identification:" In accordance with the assortment of forestry products and services offered to external and internal markets"</p> <p>STB 1708-2006 Appendix E: 5.29 Export of forestry products</p> <p>Requirement: "Export of round timber shall be reduced at the expense of increase of sawmilling products. A share (in percentage) of timber in the total export volume in the 5-year dynamics shall not decrease, and a share of round timber shall not increase"</p> <p>Identification:" In accordance with the data on the structure of forestry export for 5 years"</p> <p><b>CONFORMS</b></p>
<p>5.3.4 Forest management practices shall maintain and improve the forest resources and encourage a diversified output of goods and services over the long term.</p>	<p>YES</p>	<p>STB 1708-2006, incl. amendment 2, appendix A, 1.13: "1.13 Forestry management designing</p> <p>Requirement:" It shall be carried out on the basis of forestry data by proceeding from economic value of forests, their ecological and social functions, environment protection, establishment of sizes, periods, spatial distribution of forestry measures.</p> <p>Forestry management and use of forests are prohibited without forestry arrangements.</p> <p>Basic forestry arrangement shall be carried out once per 10 years.</p> <p>During the period between forestry arrangements information about the forest fund shall be actualized which stipulates data actualization of the forestry fund with the account of natural growth of plants and current changes occurring in the forest fund, calculation (if necessary) of the volume of forest use and restoration and other forestry measures.</p> <p>Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688."</p> <p>STB 1708-2006 Appendix A: 1.22 Terms of forest restoration*</p> <p>Requirement: "Creation of forest cultures shall be effected at places of felling, slashes and on other lands which are not covered with forests, where forests did not exist earlier, in accordance with the type of habitat conditions within the periods not exceeding three years since the moment of occurrence of these types of forestry fund lands"</p> <p>Identification:"as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>"*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix E: "5.28 Widening of the assortment of forestry products and services offered to external and internal markets by forestry organizations"</p> <p>Requirement: "Forestry organizations shall take measures for widening of the assortment of forestry products and services offered to external and internal markets"</p>

	<p>Identification:” In accordance with the assortment of forestry products and services offered to external and internal markets”</p> <p>STB 1708-2006 Appendix A: “1.31 Total volume of felling*  Requirement:” The total volume of felling shall not exceed the current (or average) increase (unless the current increase is determined), by excluding the cases of felling necessity by the state. If the usage exceeds increase, in some years it shall be compensated by reduction of lumbering in subsequent years”</p> <p>Identification:” It shall be assessed by the balance of the current (or average) increase and lumbering volumes in the 5-year dynamics by years”  “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p>STB 1708-2006 Appendix A: “1.32 Total volume of the main forest usage*  Requirement:” The total volume of the main forest usage shall not exceed the estimated one.  The actual volume of felling of the main usage, including by groups of species (coniferous, hard-leaved, soft-leaved) shall not exceed the volume of the main forest use, designed forest arrangement (estimated cutting area) (in the 5-year dynamics). If the designed cutting area is exceeded, it shall be substantiated (offset of undercuts of previous years, liquidation of consequences of catastrophic phenomena, etc.) ”</p> <p>Identification:” It shall be assessed by the balance of the actual volume of felling of the main usage and amount of the main usage designed by forest arrangement (estimated cutting area) in the 5-year dynamics by groups of species”  “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: “1.41 Volumes of procurement of auxiliary forest resources and accessory use”  Requirement: Volumes of procurement of auxiliary foreign resources and accessory use shall be calculated during the basic forest management and they are shown in the project of forestry organization and conduct</p> <p>Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688. (STB1688-2006 SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS) To be assessed on the basis of the analysis of total and average reserves of auxiliary forest resources, accessory use volumes set up in the design and actual volumes of annual procurements in the 5-year dynamics.</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: “1.42 Stocking up of auxiliary forest resources and ancillary forest use”  Requirement: “Legal entities and individual entrepreneurs shall (if solvent demand is available) stock up auxiliary forest resources (stubs, roots, birch bark, Christmas trees, spruce sulfur, etc.) and ancillary commercial use on the basis of a forest voucher within the forest fund sections provided for them”</p> <p>Identification:” To be assessed on the basis of the analysis of total and average reserves of auxiliary forest resources and volumes of annual procurements in the 5-year dynamics in compliance with the requirements of STB 1625 (STB1625-2006 Sustainable forest management and forest exploitation MINOR FOREST PRODUCE Technological requirements), STB 1862 (STB 1862-2009 Sustainable forest management Storage of the secondary forest resources Technological requirements)”</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: “1.43 Observance of the procedure of stocking up of auxiliary forest resources (stubs, roots, birch bark, Christmas trees, spruce sulfur), execution of sections, determination of stocking up and removal methods, technological discipline, control of the usage and protection of auxiliary foreign resources”  Requirement:” Observance of the procedure of stocking up of auxiliary forest resources (stubs, roots, birch bark, Christmas trees, spruce sulfur), execution of sections, determination of stocking up and removal methods, technological discipline, control of the usage and protection of auxiliary foreign resources shall be carried out in accordance with the established procedure”</p>
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<p>5.3.5 Regeneration, tending and harvesting operations shall be carried out in time, and in a way that does not reduce the productive capacity of the site, for example by avoiding damage to retained stands and trees as well as to the forest soil, and by using appropriate systems.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: 1.22 Terms of forest restoration*</p> <p>Requirement: "Creation of forest cultures shall be effected at places of felling, slashes and on other lands which are not covered with forests, where forests did not exist earlier, in accordance with the type of habitat conditions within the periods not exceeding three years since the moment of occurrence of these types of forestry fund lands"</p> <p>Identification: "as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>"*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix B: "2.21 Prevention of stands damage</p> <p>Requirement: "In order to diminish damaged stands in the age of the second half of isolations cutting of branches and tree length bucking should be performed in cutting areas along with subsequent skidding of assortments. Bucking skidding, especially if the second tier or reliable young growth are available among stands, as well as undergrowth species and highly productive berry-bearing plants is not allowed.</p> <p>Identification: "As per STB 1361 ((STB 1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)"</p> <p>STB 1708-2006 Appendix B: "2.23 Conservation of forest environment, key biotopes, places of vegetation of wild growing species of plants entered to the Red Book of the Republic of Belarus, the state of stands, water saving, protecting and other forest properties, timely and rational use of mature wood during cuttings of the main use*"</p> <p>Requirement: " Main use cuttings shall be carried out by methods aimed at conservation of the forest environment, key biotopes, the state of stands, water saving, protecting and other forest properties. In case of damage of key biotopes, measures for their restoration shall be taken. In forests of forestry parts of green areas, water protecting forests they shall mandatorily be performed, if there are conditions for performance of non-continuous cuttings. During performance of cuttings contamination of forest fund land with fuels and lubricants and other production wastes is not allowed. Inorganic wastes and garbage shall be collected in specially allocated places along with subsequent removal for disposal"</p> <p>Identification: " As per STB 1361(STB 1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies),"</p> <p>"*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix C: "3.8 Provision of protecting plants in ravines and gulleys, on sands, river and water pool banks, sanitary and rehabilitating areas around enterprises of chemical, metallurgical, petroleum, cement and other industries – environment contamination sources</p> <p>Requirement: " Provision of protecting plants in ravines and gulleys, on sands, river and water pool banks, sanitary and rehabilitating areas around enterprises of chemical, metallurgical, petroleum, cement and other industries – environment contamination sources shall be the top priority task of forest growing"</p>

		<p>Identification: "as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix C: "3.9 Measures for conservation and improvement of structure of soils, their fertility and biological activity during forest restoration Requirement:" Measures for conservation and improvement of structure of soils, their fertility and biological activity during forest restoration shall be stipulated in the design for forest cultures, and they shall prevent from further soil degradation and water mode deterioration in the long term" Identification: ""as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix C: "3.10 Safety of young growth, undergrowth, soil cover and upper soil horizons during cutting and timber skidding*" Requirement:" Safety of young growth, undergrowth, soil cover and upper soil horizons during cutting and timber skidding shall be maximally provided. When cutting is carried out, contamination of forest fund lands with fuels and lubricants and other production wastes is not allowed." Identification: "As per STB 1361 (STB 1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)" "3.14 Conservation and improvement of protecting properties of forest by using appropriate cutting methods, technologies and systems of machines" Requirement:" In all groups of forests those cutting methods, technologies and machinery systems shall be used which contribute to conservation and improvement of protecting properties of forests. No contaminations of forest fund lands with fuels, lubricants and other wastes are allowed during cutting" Identification:" As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)</p> <p>STB 1708-2006 Appendix C: "3.23 Cleaning of places of loading and other production and household sites" Requirement:" After the end of cutting places of loading and other production and household sites shall be brought to the state suitable for performance of forest restoration works. If necessary, measures for prevention of soil erosion shall be taken. Inorganic wastes and garbage shall be removed and disposed Identification:" As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)" <b>CONFORMS</b></p>
<p>5.3.6 Harvesting levels of both wood and non-wood forest products shall not exceed a rate that can be sustained in the long term, and optimum use shall be</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: "1.31 Total volume of felling* Requirement:" The total volume of felling shall not exceed the current (or average) increase (unless the current increase is determined), by excluding the cases of felling necessity by the state. If the usage exceeds increase, in some years it shall be compensated by reduction of lumbering in subsequent years" Identification:" It shall be assessed by the balance of the current (or average) increase and lumbering volumes in the 5-year dynamics by years" "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential non-compliance with the requirements of the present standard."</p>

<p>made of the harvested forest products, with due regard to nutrient off-take.</p>		<p>STB 1708-2006 Appendix A: "1.32 Total volume of the main forest usage* Requirement:" The total volume of the main forest usage shall not exceed the estimated one. The actual volume of felling of the main usage, including by groups of species (coniferous, hard-leaved, soft-leaved) shall not exceed the volume of the main forest use, designed forest arrangement (estimated cutting area) (in the 5-year dynamics). If the designed cutting area is exceeded, it shall be substantiated (offset of undercuts of previous years, liquidation of consequences of catastrophic phenomena, etc.) "</p> <p>Identification:" It shall be assessed by the balance of the actual volume of felling of the main usage and amount of the main usage designed by forest arrangement (estimated cutting area) in the 5-year dynamics by groups of species"</p> <p>"*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: "1.37 Prevention of depletion of forest soils during cuttings" Requirement: "For prevention of depletion of forest soils during cuttings the felling residues regularized in accordance with the requirements of cleaning the cutting areas shall be left for digestion" Identification: "As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)"</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: "1.41 Volumes of procurement of auxiliary forest resources and accessory use" Requirement: Volumes of procurement of auxiliary foreign resources and accessory use shall be calculated during the basic forest management and they are shown in the project of forestry organization and conduct Identification: By available ecological, economic and social substantiated forest arrangement project, planning and mapping materials as per STB 1688. (STB1688-2006 SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS) To be assessed on the basis of the analysis of total and average reserves of auxiliary forest resources, accessory use volumes set up in the design and actual volumes of annual procurements in the 5-year dynamics.</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: 2. STB 1708-2006 "1.45 Number of wild animals Requirements: Number of wild animals shall be controlled and it must be close to the economically optimal value. If the number of wild animals exceeds the optimal number, and their negative impact on forest economic systems grows, measures shall be taken for regulation of their number. Identification method: Instruction on development and management of hunting sector (hunting sector management) of the Ministry of Forestry of the Republic of belarus, Minsk, 2000, a hunting sector management project (if available)."</p> <p><b>CONFORMS</b></p>
<p>5.3.7 Where it is the responsibility of the forest owner/manager and included in forest management, the exploitation of non-</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A "1.40 Purpose of bleeding plantations, procedure of their allocation, state of raw material base, observance of bleeding technologies, work planning, execution in nature and certification of plantations transferred for bleeding, bleeding of almost mature plantations*" Requirement:" Purpose of bleeding plantations, procedure of their allocation, state of raw material base, observance of bleeding technologies, work planning, execution in nature and certification of plantations transferred for bleeding, bleeding of almost mature plantations shall comply with the established procedure" Identification;"As per STB1938 (STB1938-2009 Sustainable Forest Management STORAGE OF TURPENTINE Technological Requirements)</p>

<p>timber forest products, including hunting and fishing, shall be regulated, monitored and controlled.</p>	<p>“*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential non-compliance with the requirements of the present standard.”</p> <p>STB1938-2009, clause 1 “1. Field of use, This standard establishes the requirements to technological processes of storage of turpentine which provide the maintenance of sustainability of operated plantations to the influence of unfavourable factors, preservation of technical qualities of the wood, minimal negative influence on the environment which satisfy the criteria of the sustainable management of forests [1] [Forest Code of the Republic of Belarus dtd. July 14th, 2000. No. 420-3.]. This standard is used by legal persons keeping the forestry (hereinafter referred to as “forestry”) and legal and natural persons carrying out the storage of turpentine (hereinafter referred to as “forest users”).</p> <p>STB1938-2009, clause “4.8. The storage of turpentine is allowed by a special permit – a forest ticket and is carried out for a pay. A forest ticket is issued to a forest user for the whole period of storage of turpentine in conformity with [3] [Instruction of the procedure of accounting, storage, completion and issue of the felling permit, order and forest ticket. Approved by the Decree of the Council of Ministers of the Republic of Belarus dtd. September 27th, 2006 No. 1276]”</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix A: “1.43 Observance of the procedure of stocking up of auxiliary forest resources (stubs, roots, birch bark, Christmas trees, spruce sulfur), execution of sections, determination of stocking up and removal methods, technological discipline, control of the usage and protection of auxiliary foreign resources”</p> <p>Requirement:” Observance of the procedure of stocking up of auxiliary forest resources (stubs, roots, birch bark, Christmas trees, spruce sulfur), execution of sections, determination of stocking up and removal methods, technological discipline, control of the usage and protection of auxiliary foreign resources shall be carried out in accordance with the established procedure”</p> <p>Identification:”as per STB1862 (STB 1862-2009 Sustainable forest management Storage of the secondary forest resources Technological requirements)”</p> <p>STB1862-2009, clause 1 “1. Sphere of application. The real standard sets the requirements to the technological processes of storage of secondary forest resources which provide ecologically responsible, economically rational and socially orientated management of forest resources and their multipurpose inexhaustible usage which corresponds to requirements [1]-[5] of minimal negative influence on the environment subject to the requirements [6]</p> <p>The requirements of the real standard are applied to juridical and physical persons who manage the storage of secondary forest resources (further – forest users).”</p> <p>STB1862-2009, clause 4.4, “4.4. Registration and distribution of forest resources order of accommodation of the forest fund areas for the storage of secondary forest resources is carried out according to [2] [The rules of storage of the secondary forest resources and collateral forest utilization. Minsk, 2001.]</p> <p>Storage designing of the storage of secondary forest resources is carried out according to STB 1688. (STB1688-2006: SUSTAINABLE FOREST MANAGEMENT REQUEST TO PROTECT OF FOREST EVENTS.) Storage volume of storage of secondary forest resources is established according to the project of the organization and forest administration for the current revision period.</p> <p>STB1862-2009, Clause 4.7, “4.7. Storage of secondary forest resources is carried out only on the basis of the forest card given by the juridical person managing forestry enterprise and in the limits of the accommodated zones of the forest fund accommodated to him.</p> <p>Forestry managements are to control systematically the maintenance by the established requirements by the forest users in storage of secondary forest resources.</p> <p>Rights and obligations of forest users in storage of secondary forest resources are established by [2].</p>
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	<p>STB 1708-2006 Appendix A: “1.44 Control of ancillary use, control and protection of wild growing fruits and berries, medicinal plants”  Requirement:” Legal entities engaged in forestry shall systematically control fulfillment of rules of ancillary forest use by forest users”  Identification:”as per STB1625 (STB1625-2006 Sustainable forest management and forest exploitation MINOR FOREST PRODUCE Technological requirements)”</p> <p>STB1625-2006, clause 1, 1 Field of application. The present standard establishes the requirements for technologies in minor forest produce to assure ecological responsibility, economic profit, social orientation of forest management and its multiple inexhaustible exploitation as per [1] – [5] under minimum negative effect on the environment [8].  The standard is applied to institutes of forest inventory and development of methods, technologies, program products and technical documentation for forest inventory.</p> <p>STB1626-2006: the following clauses are included in this standard: Silvicultural ecological requirements to minor forest produce, Stock of wood sap, Stock and picking of wild fruit and nuts, Stock and picking of wild berries and mushrooms, Stock and picking of plants and/or parts of them like herbs, technical and other raw material, Mowing, Pasturage, Hive and bee-garden location, Collecting moss, forest floor, dead leaves, Biodiversity conservation, Social economical requirements for minor forest produce</p> <p>Forest Law, 2000: Article 41: “Sites of the forest resources are granted for the needs of hunting ground to legal persons keeping the forestry, on conditions of the free use contact, to other legal persons – on the conditions of the lease contract on the basis of the decision of local executive and regulatory authorities taken by agreement with the specially authorized republican body of public administration in the filed of use, preservation, protection of the forest resources and reproduction of forests and the Ministry of Natural Resources and Environment Protection of the Republic of Belarus.”</p> <p>Forest Law, 2000: Article 60; “The lease contract or agreement of free use of sites of the forest resources for the needs of the hunting ground are concluded for the period of not less than ten years. Legal persons which are granted sites of the forest resources for the needs of the hunting ground shall receive in the established procedure a special permit (license) for keeping the forestry.”</p> <p>STB 1708-2006, Appendix A: “Use of forest fund sections for hunting purposes”  “1.45 Number of wild animals”  Requirement: “Number of wild animals shall be controlled and it must be close to the economically optimal value. If the number of wild animals exceeds the optimal number, and their negative impact on forest economic systems grows, measures shall be taken for regulation of their number”  Identification: As per [16] [[16] Instructions for development and management of hunting facilities of the Ministry of Forestry of the Republic of Belarus. Minsk, 2000], hunting arrangement project (if available)]</p> <p>STB 1708-2006, Appendix A: “Use of forest fund sections for hunting purposes”  “1.46 Observance of hunting rules and periods”  Requirement: “Control of observance of hunting rules and periods”  Identification:” as per [17] [Rules of hunting facilities and hunting management. Approved by the Decree of the President of RB No. 580, dated 08.12.2005]</p> <p>STB 1708-2006, Appendix A: “Use of forest fund sections for hunting purposes]”</p> <p>STB1688-2006: clause 5.8.1.1 “Designing forest management should include:  -Definition:</p>
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	<p>a) methods, ways, technologies of forest management;  b) organizational-technical of elements and parameters of fellings;  c) the sizes of using on preparation:  1) wood; 2) turpentine; 3) minor forest resources;  the sizes of collateral forest management;”  STB1626-2006: clause 4.8 “Minor forest produce is realized on the basis of forest permit released to juridical person administrating the forestry. Forestry is mandatory nominated to control the regulations of minor forest produce.  The right and obligations of the forest users under minor forest produce are determined in [Rules of stock of the secondary forest resources and implementation of the minor forest produce. Mn., 2001]</p> <p><b>Comment by RAFCS:</b> STB 1708-2006, Appendix A: “Criterion 1.41 Volume of secondary forest resources felling and minor forest production. ]”  Requirements: Volume of secondary forest resources felling and minor forest production is calculated at the stage of primary forest management and is indicated in organization and forest management projects. ]”  Identification: Upon presentation of ecologically, economically and socially justified project of forest management, planimetric and cartographic documents under STB 1688. Assessment is made on the basis of analysis of total and average volume of secondary forest resources, volume of minor forest production, indicated in the project, and actual volume of annual felling in 5-year dynamics.  Criterion 1.42 Felling of secondary forest resources and minor forest production. Criterion requirements: Legal persons and individual entrepreneurs harvest (if there is actual demand) secondary forest resources (stumps, roots, birch-bark, New Year trees, hardened resin, etc.) and carry minor forest production for industrial purposes on the basis of forest usage permit within the given plot of forest fund. Identification method: Assessment is made on the basis of analysis of total and average volume of secondary forest resources and volume of their annual harvesting in 5-year dynamics in accordance with the requirements of STB 1625, STB 1862</p> <p>In STB 1708 for the Criterion 1.45 there is a reference to ‘Rules of hunting and hunting management’. Decree of the President of the Republic of Belarus No 580 of December 8, 2005. ‘In order to conduct unified state policy, secure state economic interests in the sphere of hunting and fisheries management, improvement of their government control, and also improvement of reproduction, protection and sustainable use of wild animals which are species of hunting and fishing:  1. decree, that:  1.1. Ministry of Forestry conducts a unified state policy, including scientific and technical policy, in the sphere of hunting management and performs: its government control on the territory of the Republic of Belarus;  preparation of draft laws and regulations on hunting management;  coordination of activity of republican state administrative bodies and other hunting management organizations;  drawing-up of annual and long-term plans on hunting sector development;  arrangement of game wild animals census, participation in maintenance of state cadaster and monitoring of wildlife;  approval of draft decisions of executive committees on hunting areas leasing, and also lease agreements for these areas;  issue of a certificate for hunting;  cooperation with republican state administrative bodies on issues related to hunting tourism development;  arrangement of works on reproduction, protection and sustainable use of wild animals which are species of hunting, conservation and restoration of their life environment;</p>
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		<p>control over hunting and hunting management; international cooperation in the sphere of hunting; other activities in the sphere of hunting management in accordance with legislation.</p> <p>'Rules of hunting and hunting management', part 1. 'Main Principles'. Chapter 1 'General Provisions'. '1. The present rules define fundamental legal principles of hunting and hunting management on the territory of the Republic of Belarus.' Appendix 2 to the Rules of hunting and hunting management 'List of periods, methods and hunting weapons for certain game species'. In the Republic of Belarus fisheries and fishing don't belong to forest management and are under control of the Ministry of Agriculture and Food. Decree of the President of the Republic of Belarus No 580 of December 8, 2005. 'In order to conduct unified state policy, secure state economic interests in the sphere of hunting and fisheries management, improvement of their government control, and also improvement of reproduction, protection and sustainable use of wild animals which are species of hunting and fishing: 1. decree, that: 1.2. Ministry of Agriculture and Food conducts a unified state policy, including scientific and technical policy, in the sphere of fisheries management &lt;*&gt; and performs: government control over fisheries management; preparation of draft laws and regulations on fisheries management; coordination of fisheries management of republican state administrative bodies and other organizations and individual entrepreneurs; organization of works on reproduction of fish and aqueous invertebrates, conservation and restoration of their life environment; increase of fishing areas productivity, including organization of selection and stock breeding works, fish stock replenishment, works on fish and aqueous invertebrates acclimation, stocking of fishing areas; accounting of fishing areas or their grounds, used for fisheries maintenance; approval of draft decisions of executive committees on fishing areas leasing, and also lease agreements for these areas; organization of ichthyological examination in fishing areas, collection and analysis of information received during such examination; arrangement of fish stock census, participation in maintenance of state cadaster and wildlife monitoring; control over fisheries management; international cooperation in the sphere of fisheries management; other activities in the sphere of fisheries management in accordance with legislation; Fisheries and fishing is made in accordance with 'Rules of fishing and fisheries management' 'Rules of fishing and fisheries management', part 1, Chapter 1, art.1 "1. The present rules govern procedure of fishing and fisheries management in fishing areas fund. Appendix 1 to Rules of fishing and fisheries management 'Norms of allowable fish catch per one hectare or one kilometer of fishing area "</p> <p><b>Comment by the assessors:</b> Sufficient evidence found for secondary forest resources and turpentine storage. Sufficient found on monitoring and control for minor forest produce. (regulations can be found in STB1625-2006) Additional evidence received by RAFCS on monitoring and control for hunting Evidence for fishing received by RAFCS on monitoring and control for fishing <b>CONFORMS</b></p>
5.3.8 Adequate	YES	STB 1708-2006 (incl. Amendment N1 and N2) Appendix A

<p>infrastructure such as roads, skid tracks or bridges shall be planned, established and maintained to ensure efficient delivery of goods and services while minimising negative impacts on the environment.</p>	<p>"1.7 Average length of forest roads per area unit of the forest fund, km/hectare"          Requirement: "The average length of forest roads per area unit of the forest fund shall be sufficient for meeting the requirements of forestry, forests saving, protection and use"          Identification: "In accordance with the available scheme of transport woodland assimilation and designs of forest roads construction"          STB 1708-2006 (incl. Amendment N1 and N2) Appendix C          "3.6 Minimization of soil erosion and retention of the natural level and mode of water sources and river beds during design and construction of forest roads*"          Requirement: "Designed and existing forest roads shall minimize soil erosion and retain the natural level and mode of water sources and river beds"          Identification: "As per STB1627 (STB 1627- 2006 Sustainable forest management and forest use REQUIREMENTS FOR FOREST AUTOROADS) STB1627-2006, clause 1: "1. Field of application. Present standard determines requirements for forest autoroads which are aimed to assure roads stability and durability, improve roads technical level and operative condition aimed at meeting freight services requirements of economy, foresters and people (1), (2). The standard regulates all types of forest roads."          STB1627-2006, clause 4.1.12 "Construction of new forest roads (reconstruction of existing roads) is to be authorized with state ecological expert review and estimation of environmental impact (EEI)"</p> <p><b>Extra information added by RAFCS:</b>          Law of the Republic of Belarus No 54-3 of November 9, 2009 'On state environmental impact assessment'          'The present Law governs relations in the sphere of state environmental impact assessment and is aimed at ensuring ecological safety during implementation of project designs which are mentioned in project or other documentation on planned business or other activity'          "Article 5. Objects of state environmental impact assessment          The following project documentation is an object of state environmental impact assessment:          Urban planning projects of overall planning, special planning, detailed planning, architectural designs on building development;          Construction investment consideration, architectural and construction designs for objects, mentioned in the first part of Article 13 of the present Law (except running or heavy repairs of such objects);          projects of territorial integrated schemes of natural resources conservation and environmental protection;          projects of water conservation zones and water objects coastlands.          Besides objects mentioned in the first part of the present article, there is other documentation on the planned business or other activity, which is also an object of state environmental impact assessment:          draft concepts, prognosis, programs and schemes of field development, implementation of which is connected with use of natural resources and (or) could make an impact on environment;          projects of hunting management, biological groundings of fish-breeding, biological groundings of fish stocking in fishing areas, biological groundings of wild animals stocking and (or) buying, which are not hunting or fishing objects, and also amendments and additions to the mentioned projects and groundings;          projects of forest management, and also amendments and additions to these projects;          drafts of technical regulatory legal acts, in which requirements related to environment protection and (or) rational use of natural resources are set towards products, process of their development, production and exploitation (use), storage, transportation, selling and utilization or towards provision of services.</p>
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		<p>Other project documentation or documentation of different type, mentioned in legislative acts or international agreements of the Republic of Belarus could be an object of state environmental impact assessment.</p> <p>Article 13. Objects and procedure of environmental impact assessment.</p> <p>The following objects are subject to environmental impact assessment at the stage of project documentation development (consideration of construction investments, architectural and construction designs):</p> <ul style="list-style-type: none"> <li>Republican roads and railways, airdromes and air-ports with a main air-strip over 1500 meters;</li> <li>objects of business and other activities which are planned for construction on the territories, which are defined under Convention on the Wetlands of International Importance Especially as Wildlife Habitat, adopted at the International Convention on the Wetlands and Wildlife Habitat in the city of Ramsar on February 2, 1971, and also in areas of possible impact on such territories;</li> <li>objects of business and other activities which are planned for construction on bogs bordering on the State border of the Republic of Belarus or on territories which could impact these bogs;</li> <li>melioration systems with projected area over 10 square kilometers;</li> <li>objects of business and other activities (except accommodation units, public facilities, systems of engineering infrastructure and site improvements within the boundaries of inhabited localities), which are planned for construction within the boundaries of specially protected natural areas, their protective zones, territories which are to be declared as conservation areas, habitat areas of wildlife and wild plants, which are listed in the Red Book of the Republic of Belarus and placed under protection of land plots and water objects user;</li> <li>objects of business and other activities, which are planned for construction within the boundaries of botanical gardens, dendrological parks and their protective zones, and also on territories of health resorts, if they don't fit for purpose of function of such territories;</li> <li>objects of business and other activities, which are planned for construction in security zones of immovable material historical and cultural sites;</li> <li>other objects, mentioned in legislative acts or international agreements of the Republic of Belarus.</li> </ul> <p>Note by RAFCS: More objects are listed in the Law, but we presented the objects, which refer to the issue of projecting in forest management.</p> <p><b>CONFORMS  </b></p>
<p><b>Criterion 4: Maintenance, conservation and appropriate enhancement of biological diversity in forest ecosystems</b></p>		
<p>5.4.1 Forest management planning shall aim to maintain, conserve and enhance biodiversity on ecosystem, species and genetic levels and, where appropriate, diversity at landscape level.</p>	<p>YES</p>	<p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.9 Provision of information on main values of biological diversity on the territory of designing"</p> <p>Requirement: "Forestry designing shall be carried out by taking into account information on biological diversity components subject to conservation on the territory of designing. Designing and application of forestry measures shall be preceded with works for detection of biological diversity values subject to conservation: populations of plants and animals entered to the Red Book of the Republic of Belarus, grouse lekking grounds, allotments of special protecting forest sections, individual trees, which are important for biological diversity (hollows, with nests of big birds, rare species and shapes, big sizes, etc.)"</p> <p>Identification: "According to forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies"</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.1 Share of natural lands covered with forests by main forest forming species*"</p> <p>Requirement: "Forests of natural origin shall be predominant. Percentage of participation of forest cultures in the forest fund on the whole shall exceed 50%. In case of such an excess in composition of forest plants the measures of natural restoration shall dominate among forest restoration measures. Reduction of the share of forest cultures with their participation of more than 50% shall be provided in the 5-year dynamics"</p>

		<p>Identification: "In accordance with forest arrangement materials, data of state account of forest fund and forest cadaster"            "**When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.4 Distributions of lands covered with forests by classes of the age (age structure)"            Requirement: "The age structure of forests shall be equalled in the perspective. In the 5-year dynamics distribution of tree stands by age classes shall approach (in percentage) to the purpose oriented age structure (without account of forests on special protected natural territories)"            Identification: "In accordance with forest arrangement materials, data of state account of forest fund and forest cadaster"</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D:"4.5 Specially protected natural territories, specially protected forest sections, key biotopes and other sections of the forest fund, for which prohibitions for some other types of forest use were established"            Requirement: "Specially protected natural territories, specially protected forest sections, key biotopes and other sections of the forest fund, for which prohibitions for some other types of forest use were established in accordance with attachment G shall provide safety of most precious components of biological and landscape variety of the territory. Area and share shall be equal to at least 10% of forest fund lands, and they shall not decrease in the 5-year dynamics. If the required level cannot be achieved this shall be substantiated (by peculiarities of the forest fund structure, non-completed works for increase of the share of lands of the indicated categories, location of big especially protected natural territories on adjacent territories, etc.)"            Identification: "According to the documents for provision of specially protected natural territories, specially protected forest sections (decisions of executive and administrative governing bodies, guidelines, mapping materials), forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies"</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.7 The area of forest fund lands intended for conservation or maintenance of genetic diversity (genetic reserves, positive plants, permanent forest seeding sections, stool beds) and their state"            Requirement: "The area of forest fund lands intended for conservation or maintenance of genetic diversity shall not decrease in the 5-year dynamics. The state of forest fund lands intended for conservation or maintenance of genetic diversity shall provide fulfillment of purpose oriented functions, modes of their use shall not be violated"            Identification: "The area of forest fund lands intended for conservation or maintenance of genetic diversity shall not decrease in the 5-year dynamics – according to the data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection – by means of selective natural assessment"  <b>CONFORMS</b></p>
<p>5.4.2 Forest management planning, inventory and mapping of forest resources shall identify, protect and/or conserve ecologically</p>	<p><b>YES</b></p>	<p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.5 Specially protected natural territories, specially protected forest sections, key biotopes and other sections of the forest fund, for which prohibitions for some other types of forest use were established"            Requirement: "Specially protected natural territories, specially protected forest sections, key biotopes and other sections of the forest fund, for which prohibitions for some other types of forest use were established in accordance with attachment G shall provide safety of most precious components of biological and landscape variety of the territory. Area and share shall be equal to at least 10% of forest fund lands, and they shall not decrease in the 5-year dynamics. If the required level cannot be achieved this shall be substantiated (by peculiarities of the forest fund structure, non-completed works for increase of the share of lands of the indicated categories, location of big especially protected natural territories on adjacent territories, etc.)"</p>

<p>important forest areas containing significant concentrations of:</p>		<p>Identification: "According to the documents for provision of specially protected natural territories, specially protected forest sections (decisions of executive and administrative governing bodies, guidelines, mapping materials), forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies"            STB 1708-2006 (Incl. Amendment N1 and N2) Appendix G: "Special protected natural territories, special protecting forest sections and other sections of the forestry fund for which limitations are stipulated for the forest use mode. G.1 In accordance with [28] [28. Law of the Republic of Belarus "On special protected natural territories", dated 20.10.1994, No. 3335-XII] the following categories of special natural territories are established: - a reserve; - a national park; - a sanctuary;- a monument of nature.            Reserves and national parks are special protected natural territories of the republican level.            Sanctuaries and monuments of nature may be special protected natural territories of the republican or local level."            There are following protection categories of forests: forests located on special protected natural territories (forests of reserves, forests of national parks, forests of reserves of the republican level, forests of monuments of nature of the republican level); forests of especially valuable forest fund sections having genetic, scientific, historical and cultural meaning; water protection forests; protecting forests; sanitary and hygienic and rehabilitating forests."</p> <p>STB1681-2006 clause 4: "4. General provisions            4.1 Forest inventory scopes            4.1.1 General provision of forest inventory are:(...) - details on forest protection, modification of forest groups as per protection categories, unwooded lands to the group of wooded, non forest lands to the group of forest lands;"            STB1681-2006 clause 5.4.10: "5.4.10 The development of forest inventory designs is based on NTA and State program of nature exploitation and protection of the environment, requirements of STB 1342, STB 1358-STB1361, STB 1582 and other TNPA.            STB1681-2006 clause 5.4.12 "5.4.12 Explanatory note to forest inventory design contains the following sections:            - forest resource features and modifications;            analysis of the results of the economic activities;            - economical;            - nature protection;            - planned measures for the inspection period;            - anticipation of forest resource structure at the end of the inspection period."  <b>CONFORMS</b></p>
<p>a) protected, rare, sensitive or representative forest ecosystems such as riparian areas and wetland biotopes;</p>	<p>YES</p>	<p>STB1681-2006 clause 5.4.12 "5.4.12 Explanatory note to forest inventory design contains the following sections:            - Forest sections in erosion resistant forests;            - Forest sections in swampy forests;            - Forest sections in river floodplains;            - Forest sections in ravines and adjacent territories;            - Forest sections in reclaimed quarries and adjacent territories;            - Forest sections on steep slopes;            - Forest sections on easily washed out and blown out lands (sands, peats);            - Coastal forest strips;  <b>CONFORMS  </b></p>

<p>b) areas containing endemic species and habitats of threatened species, as defined in recognised reference lists;</p>	<p>YES</p>	<p>STB1681-2006 clause 5.4.12 "5.4.12 Explanatory note to forest inventory design contains the following sections:</p> <ul style="list-style-type: none"> <li>- Forest sections with available rare and disappearing wild animals and plants;</li> <li>- Forest sections with available relict and introduced species;</li> <li>- Forest sections around grouse lekking grounds;</li> <li>- Monuments of nature of the local level;</li> <li>- Special protected sections of sanctuaries;</li> </ul> <p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A: "1.19 Design of forest cultures"            Requirement:" Forest cultures shall be designed with the account of habitat conditions, with the use of seeding materials of the local origin by preferring the seeding material having the improved hereditary base            Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix B: "2.23 Conservation of forest environment, key biotopes, places of vegetation of wild growing species of plants entered to the Red Book of the Republic of Belarus, the state of stands, water saving, protecting and other forest properties, timely and rational use of mature wood during cuttings of the main use**"            Requirement: "Main use cuttings shall be carried out by methods aimed at conservation of the forest environment, key biotopes, the state of stands, water saving, protecting and other forest properties. In case of damage of key biotopes measures for their restoration shall be taken. In forests of forestry parts of green areas, water protecting forests they shall mandatorily be performed, if there are conditions for performance of non-continuous cuttings.            During performance of cuttings contamination of forest fund land with fuels and lubricants and other production wastes is not allowed. Inorganic wastes and garbage shall be collected in specially allocated places along with subsequent removal for disposal"            Identification: : "As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)"            "**When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."  <b>Comment by the assessors:</b> Reference to The Red Book of the Republic of Belarus.  <b>CONFORMS</b></p>
<p>c) endangered or protected genetic in situ resources; and taking into account</p>	<p>YES</p>	<p>STB1681-2006 clause 5.4.12 "5.4.12 Explanatory note to forest inventory design contains the following sections:</p> <ul style="list-style-type: none"> <li>- Forest sections of genetic reserves, of scientific, historical and cultural level;</li> <li>-Forest sections of special intention: reference plantations; positive plantations; permanent seedling sections; forest monitoring sections; permanent trial areas; sections for plantations of bee plants (linden);</li> <li>- Forest strips around resorts, rest homes, boarding houses, rest camps, tourist bases and other medical, resorting and rehabilitating organizations;</li> <li>- Forest strips around settlements and territories of gardening partnerships;</li> <li>- Forest strips adjacent to railway lines and republican automobile roads.</li> </ul> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D 4.5 (see requirement 5.4.2 above)  <b>CONFORMS  </b></p>
<p>d) globally, regionally and nationally</p>	<p>YES</p>	<p>STB1681-2006 clause 5.4.12 "5.4.12 Explanatory note to forest inventory design contains the following sections:            Reserves, national parks, sanctuaries, monuments of nature.</p>

<p>significant large landscape areas with natural distribution and abundance of naturally occurring species.</p>		<p>Reserves and national parks are special protected natural territories of the republican level. Sanctuaries and monuments of nature may be special protected natural territories of the republican or local level. STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D "4.8 The total area of excessively wet forest lands, swamps (forest vegetable type A4, A5, B4, B5, C4, C5, D4, D5) and underwater lands" Requirement: The total area of excessively wet forest lands, swamps and underwater lands shall not decrease as the result of activities in forests in the 5-year dynamics. In case of reduction this shall be substantiated: by decisions of the authorized power bodies, transfer of a part of excessively wet forest lands to other users, other reasons of the non-economic character Identification: According to the data of the state account of the forest fund, forest cadaster <b>CONFORMS</b></p>
<p>5.4.3 Protected and endangered plant and animal species shall not be exploited for commercial purposes. Where necessary, measures shall be taken for their protection and, where relevant, to increase their population.</p>	<p>YES</p>	<p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D "4.40 Use of plants entered to the Red Book of the Republic of Belarus for commercial purposes*" Requirement: Use of plants entered to the Red Book of the Republic of Belarus for commercial purposes is not allowed. If necessary, measures shall be taken for their protection and/or increase of the population. Identification: According to the list of procured types of plants; the list of rare and almost disappearing wild growing plants entered to the Red Book of the Republic of Belarus approved by the order of the Ministry of Natural Resources and Environment Protection; by passports and guarding obligations for guarded types of plants "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."  STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D "4.43 Use of plants entered to the Red Book of the Republic of Belarus for commercial purposes*" Requirement: Use of plants entered to the Red Book of the Republic of Belarus for commercial purposes is not allowed. If necessary, measures shall be taken for their protection and/or increase of the population Identification: According to the list of procured types of animals "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."  <b>Observation by the assessors:</b> In the translated version of STB2018-2006, section 4.43: "Use of forest fund sections for recreation: Use of plants entered to the Red Book of the Republic of Belarus for commercial purposes." The identification method in the last column is related to animals. <b>CONFORMS</b></p>
<p>5.4.4 Forest management shall ensure successful regeneration through natural regeneration or, where not appropriate, planting that is adequate to</p>	<p>YES</p>	<p>"1.19 Design of forest cultures" Requirement:" Forest cultures shall be designed with the account of habitat conditions, with the use of seeding materials of the local origin by preferring the seeding material having the improved hereditary base Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)" "1.21 Forest restoration method" Requirement:" The natural forest restoration method shall be preferential, if forest restoration takes place by using the seeds of economically valuable species in compliance with the given type of habitat conditions"</p>

<p>ensure the quantity and quality of the forest resources.</p>		<p>Identification:” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”</p> <p>STB1358-2002: “5. Silvicultural economic requirements 5.1 Natural reforestation requirements 5.1.1 Asses natural reforestation as per 3, TKP 047 for new tree planting by conserving underwood of clear felling of the final harvest or by non clear felling of the final harvest under forest canopy destined for felling. STB1358-2002: “5.2 Artificial reforestation requirements 5.2.1 Artificial reforestation is carried out on glades and other unwooded areas where natural reforestation is impossible. 5.2.2 The selection of the base species for the most productive and resistance plants under reforestation is subject to soil and hydrology. Mixed plants are preferable. Forest shelter belts distinguish preferably resistant long-life and rapid-growing trees and bushes.”</p> <p><b>CONFORMS</b></p>
<p>5.4.5 For reforestation and afforestation, origins of native species and local provenances that are well-adapted to site conditions shall be preferred, where appropriate. Only those introduced species, provenances or varieties shall be used whose impacts on the ecosystem and on the genetic integrity of native species and local provenances have been evaluated, and if negative impacts can be avoided or minimised.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A “1.23 Selection of main species in case of artificial forest restoration and regeneration” Requirement: “Selection of main species for provision of most productive and sustainable plants for forest restoration and regeneration shall be carried out in accordance with soil and hydrological conditions and forest zoning. Mixed plantations should be preferable. In protecting plantations sustainable, long-term and quick-growing species should be preferable” Identification:” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”</p> <p>STB 1358-2002: “5.1 Natural reforestation requirements 5.1.1 Asses natural reforestation as per [3], TKP 047 for new tree planting by conserving underwood of clear felling of the final harvest or by non clear felling of the final harvest under forest canopy destined for felling.</p> <p><b>Comment by the assessors:</b> In STB1358 the Natural reforestation requirements are described which provide local provenances and are adapted to site conditions.</p> <p><b>CONFORMS</b></p>

<p>5.4.6 Afforestation and reforestation activities that contribute to the improvement and restoration of ecological connectivity shall be promoted.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix D: "4.21 Design of measures for conservation and improvement of biological diversity, improvement and restoration of ecological ties"            Requirement:" The design of forest cultures shall stipulate diversity of forest cultures in the structure which includes the scheme of mixture of wood species, sizes and spatial location of economic cultures in the landscape, number and composition of types distribution by ages, as well as the measures which promote improvement and restoration of ecological ties"            Identification:" As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"  <b>CONFORMS</b></p>
<p>5.4.7 Genetically-modified trees shall not be used.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix D: "4.27 Application of genetically modified trees:            Requirement: "Application of genetically modified trees during forest restoration is not allowed"            Identification:" In accordance with the documents which confirm the origin of seeding materials"            STB1358-2002:            "5.2.12.5 For forest planting use only seeds certified in quality as per GOST 13056.10.(GOST 13056.10-68 Wood and bush seed. Procedure of issuing and forms of quality certificates)".</p> <p><b>Extra information added by RAFCS:</b>            Requirements of GOST 13056.10-68 cover sowing qualities of seeds, such as moisture content, purity, weight of 1000 seeds, germinating ability and energy, germinating power, seed quality, phytopathogen contamination, damage of seeds with insects.            GOST 13056.10-68 was approved in 1968, last amendments were introduced in 1976, that's why there is no requirements related to genetically modified seeds in it. Research work on production of genetically modified seeds is not carried out in the Republic of Belarus.</p> <p>These works are regulated by a model law 'On safety operation connected with genetically modified organisms' adopted at the twenty seventh plenary meeting of Inter-Parliamentary Assembly of the CIS Members (Decree No 27-9 of November 16, 2006)            'The present law governs types of activities connected with receipt, testing, production, use and selling of organisms, which are genetically modified with the help of contemporary biotechnological method. Human body could not be a subject of genetic modification.            Special mode of regulation, permission and control over the mentioned types of activities is used in order to carry out these activities under biologically safety conditions, which allow to prevent, eliminate or reduce a risk of negative impact of genetically modified organisms on human health, biodiversity, biological balance and environmental quality.'</p> <p>Chapter 4: "Intentional introduction of genetically modified organisms into environment"            Article 19 '1. Before introduction of genetically modified organisms or their combination into environment with the aim of research, testing, development and (or) other (except production for commercial distribution), all private or legal persons should submit a notification to the National Commission.            2. Notification shall include:            a) technical record with information required by Guidelines for assessment of immediate or delayed anticipated risks, which could result from genetically modified organisms and effect human health and (or) environment;            б) assessment of impact and risks for human health and (or) environment, which could result from introduction of genetically modified organisms</p>

		<p>or their combination into environment;”          “b) information received by the applicant on the territory of the state and (or) abroad on results of introduction of same genetically modified organisms or same combination of these organisms, notification of which was submitted earlier or at the same time’.”  <b>CONFORMS  </b></p>
<p>5.4.8 Forest management practices shall, where appropriate, promote a diversity of both horizontal and vertical structures such as uneven-aged stands and the diversity of species such as mixed stands. Where appropriate, the practices shall also aim to maintain and restore landscape diversity.</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A          “1.23 Selection of main species in case of artificial forest restoration and regeneration”          Requirement: “Selection of main species for provision of most productive and sustainable plants for forest restoration and regeneration shall be carried out in accordance with soil and hydrological conditions and forest zoning. Mixed plantations should be preferable. In protecting plantations sustainable, long-term and quick-growing species should be preferable”          Identification:” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: “4.4 Distributions of lands covered with forests by classes of the age (age structure)”          Requirement: “The age structure of forests shall be equalled in the perspective. In the 5-year dynamics distribution of tree stands by age classes shall approach (in percentage) to the purpose oriented age structure (without account of forests on special protected natural territories)”          Identification: “In accordance with forest arrangement materials, data of state account of forest fund and forest cadaster”</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: “4.11 Consequences of designed forestry measures for the state of flora, fauna, biological resources”          Requirement: “During design of forestry measures possible consequences shall be assessed for the state of flora, fauna, biological resources. Designed forestry measures shall provide safety of components of biological diversity subject to conservation: populations of plants and animals entered to the Red Book of the Republic of Belarus, special protecting forest sections; as well as components of forest ecological systems which are important for diversity (trees with hollows, nests of big birds, rare species and shapes, prominent sizes, wild hives, etc.; anthills, parts of dead wood of dead standing trees and wind-thrown trees, berry-bearing plants, clearings, etc.)”          Identification: “According to forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies”</p> <p>STB 1708-2006 Appendix D: “4.19 Conservation and maintenance of genetic and structural diversity of forest ecological systems*”          Requirement:” For provision of sustainability, vitality and resistance of forests to unfavourable factors of external environment and for strengthening of natural regulating mechanisms during design of forest cultures measures of conservation and maintenance of genetic and structural diversity of forest ecological systems shall be stipulated”          Identification:” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”          “*When the forest management and forest use system is certified, failure to fulfill this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p>STB 1708-2006 Appendix D: 4.28 Formation of composition of plants in forests of the 1st group by means of service cuttings          Requirement: In forests of the 1st group preference should be given to formation of mixed and complex plants of various ages</p>



		<p>Identification: As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)”</p> <p>STB 1708-2006 Appendix E: 5.15 Account of interest of the local population during provision of forest cultures on areas adjacent to settlements Requirement: “During provision of forest cultures on areas adjacent to settlements the interests of local population shall be taken into account in relation to compositions of plants by species and types and succession of the newly established landscape Identification: :” As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”</p> <p><b>CONFORMS</b></p>
<p>5.4.9 Traditional management systems that have created valuable ecosystems, such as coppice, on appropriate sites shall be supported, when economically feasible.</p>	<p>YES</p>	<p>Decree of the president of the Republic of Belarus on measures related to improvement of activity in the sphere of forest management: No 214 of May 7, 2007:</p> <p>5. In the forests situated on the territory of national parks, natural memorials of republican importance, in specially protected areas of nature reserves, outstanding forest resources of genetic, scientific, historical and cultural importance, as well as in hygiene-sanitary and recreation forests (urban forests, forests of recreational forest parts of green zones, forests of the first and second zones of sanitary control of water supply sources and forests of the first and second regions of sanitary control of health resorts), in protective forests (gorge forests), only intermediate felling and other felling, renewal and reshape felling – in ripe and overripe forest stands, losing their protective properties and provided with natural or artificial regeneration – shall be allowed. In forests preserves only other felling corresponding to the reservation conditions shall be allowed.</p> <p><b>CONFORMS</b></p>
<p>5.4.10 Tending and harvesting operations shall be conducted in a way that does not cause lasting damage to ecosystems. Wherever possible, practical measures shall be taken to improve or maintain biological diversity.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix B: “2.19 Quantity of suffered trees during performance of isolations, passage cuttings and selected sanitary cuttings” Requirement: “Quantity Quantity of suffered trees during performance of isolations, passage cuttings and selected sanitary cuttings shall not exceed 5% of plantations which are simple by the shape, and 10% in complex – of the number left for additional growing . Leaving of hung up and damaged trees up to cessation of their growth is not allowed” Identification: :” As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)”</p> <p>STB 1708-2006 Appendix B: “2.20 Prevention from damages of trees left on borders of technological corridors” Requirement: “Prevention from damages of trees left on borders of technological corridors shall be provided by installation of protecting spikes or by leaving “cut out” trees subject to cutting after all the others Identification: :”As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)”</p> <p>STB 1708-2006 Appendix B: “2.21 Prevention of stands damage” Requirement: “In order to diminish damaged stands in the age of the second half of isolations cutting of branches and tree length bucking should be performed in cutting areas along with subsequent skidding of assortments. Bucking skidding, especially if the second tier or reliable young growth are available among stands, as well as undergrowth species and highly productive berry-bearing plants is not allowed Identification: :” as per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)”</p> <p>STB 1708-2006 Appendix B: “2.23 Conservation of forest environment, key biotopes, places of vegetation of wild growing species of plants entered to the Red Book of the Republic of Belarus, the state of stands, water saving, protecting and other forest properties, timely and rational use of</p>

	<p>mature wood during cuttings of the main use**  Requirement: "Main use cuttings shall be carried out by methods aimed at conservation of the forest environment, key biotopes, the state of stands, water saving, protecting and other forest properties. In case of damage of key biotopes measures for their restoration shall be taken. In forests of forestry parts of green areas, water protecting forests they shall mandatorily be performed, if there are conditions for performance of non-continuous cuttings.  During performance of cuttings contamination of forest fund land with fuels and lubricants and other production wastes is not allowed. Inorganic wastes and garbage shall be collected in specially allocated places along with subsequent removal for disposal"  Identification: "As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)"  "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix C: "3.10 Safety of young growth, undergrowth, soil cover and upper soil horizons during cutting and timber skidding*"  Requirement: "Safety of young growth, undergrowth, soil cover and upper soil horizons during cutting and timber skidding shall be maximally provided.  When cutting is carried out, contamination of forest fund lands with fuels and lubricants and other production wastes is not allowed."  Identification: "As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)"  "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix C: "3.14 Conservation and improvement of protecting properties of forest by using appropriate cutting methods, technologies and systems of machines."  Requirement: "In all groups of forests those cutting methods, technologies and machinery systems shall be used which contribute to conservation and improvement of protecting properties of forests. No contaminations of forest fund lands with fuels, lubricants and other wastes are allowed during cutting."  Identification: As per STB1360: (STB 1360-2002: Sustainable forest management and forest exploitation, FINAL HARVEST, Technological requirements)</p> <p>STB 1708-2006 Appendix D: "4.31 Provision of conditions which are favorable for habitation of various fauna representatives during intermediate usage cuttings"  Requirement: "During intermediate usage cuttings single oldest trees, hollowed trees with multiple old nests of birds and animals, dry trees with their diameter exceeding the average diameter of plants in the quantity at least 10 pieces per 1 hectare and related to various tree species (in mixed plantations) shall be left for habitation of various representatives of the forest fauna, flora and non-pathogenic mushrooms (if such leaving does not threaten to safety of workers)"  Identification:" As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)"</p> <p>STB 1708-2006 Appendix D: "4.38 Provision of the terms for formation of complex plants by composition and structure during continuous cuttings"  Requirement: "For formation of complex plants by composition and structure during continuous cuttings in areas exceeding 1 hectare regardless of the forest restoration method mature healthy growing trees of pine, oak, ash, maple, linden, black alder shall be left in the quantity from 5 to 10</p>
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		<p>pieces per 1 hectare.          In case of continuous cuttings for conservation of biological diversity, environment of habitation of the vegetable and animal world typical for the given forest section, the trees with nests for wild birds nectar-bearing and hollowed trees, weakened and strongly weakened (potential dry wood) in the total quantity from 5 to 10 pieces per 1 hectare quantity from 5 to 10 pieces per 1 hectare (provided that the latter is unavailable in adjacent plantations and there is no threat to safety and health of the population)"          Identification: "As per STB1360: (STB 1360-2002: Sustainable forest management and forest exploitation, FINAL HARVEST, Technological requirements)  <b>CONFORMS</b></p>
<p>5.4.11 Infrastructure shall be planned and constructed in a way that minimises damage to ecosystems, especially to rare, sensitive or representative ecosystems and genetic reserves, and that takes threatened or other key species – in particular their migration patterns – into consideration.</p>	<p>YES</p>	<p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.5 Specially protected natural territories, specially protected forest sections, key biotopes and other sections of the forest fund, for which prohibitions for some other types of forest use were established"          Requirement: "Specially protected natural territories, specially protected forest sections, key biotopes and other sections of the forest fund, for which prohibitions for some other types of forest use were established in accordance with attachment G shall provide safety of most precious components of biological and landscape variety of the territory. Area and share shall be equal to at least 10% of forest fund lands, and they shall not decrease in the 5-year dynamics. If the required level cannot be achieved this shall be substantiated (by peculiarities of the forest fund structure, non-completed works for increase of the share of lands of the indicated categories, location of big especially protected natural territories on adjacent territories, etc.)"          Identification: "According to the documents for provision of specially protected natural territories, specially protected forest sections (decisions of executive and administrative governing bodies, guidelines, mapping materials), forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies"</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix G: "Special protected natural territories, special protecting forest sections and other sections of the forestry fund for which limitations are stipulated for the forest use mode. G.1 In accordance with [28] [28. Law of the Republic of Belarus "On special protected natural territories", dated 20.10.1994, No. 3335-XII] the following categories of special natural territories are established:- a reserve; - a national park; - a sanctuary; - a monument of nature.          Reserves and national parks are special protected natural territories of the republican level.          Sanctuaries and monuments of nature may be special protected natural territories of the republican or local level."          There are following protection categories of forests: forests located on special protected natural territories (forests of reserves, forests of national parks, forests of reserves of the republican level, forests of monuments of nature of the republican level); forests of especially valuable forest fund sections having genetic, scientific, historical and cultural meaning; water protection forests; protecting forests; sanitary and hygienic and rehabilitating forests.          "The following specially protected forest sections are defined:          Forest sections with available rare and disappearing wild animals and plants          Forest sections with available relict and introduced species          Forest sections around grouse lekking grounds          Forest strips around resorts, rest homes, boarding houses, rest camps, tourist bases and other medical, resorting and rehabilitating organizations          Forest strips around settlements and territories of gardening partnerships          Monuments of nature of the local level          Coastal forest strips</p>

	<p>Special protected sections of sanctuaries            Forest sections in ravines and adjacent territories            Forest sections in reclaimed quarries and adjacent territories            Forest sections on steep slopes            Forest sections on easily washed out and blown out lands (sands, peats)            Forest strips adjacent to railway lines and republican automobile roads            Forest sections in river floodplains            Forest sections of special intention:</p> <ul style="list-style-type: none"> <li>- reference plantations;</li> <li>- positive plantations;</li> <li>- permanent seedling sections;</li> <li>- forest monitoring sections;</li> <li>- permanent trial areas;</li> <li>- sections for plantations of bee plants (linden)</li> </ul> <p>Forest sections of genetic reserves, of scientific, historical and cultural level            Forest sections in erosion resistant forests            Forest sections in swampy forests”</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: “4.11 Consequences of designed forestry measures for the state of flora, fauna, biological resources”</p> <p>Requirement: “During design of forestry measures possible consequences shall be assessed for the state of flora, fauna, biological resources. Designed forestry measures shall provide safety of components of biological diversity subject to conservation: populations of plants and animals entered to the Red Book of the Republic of Belarus, special protecting forest sections; as well as components of forest ecological systems which are important for diversity (trees with hollows, nests of big birds, rare species and shapes, prominent sizes, wild hives, etc.; anthills, parts of dead wood of dead standing trees and wind-thrown trees, berry-bearing plants, clearings, etc.)”</p> <p>Identification: “According to forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies”</p> <p><b>Comment by RAFCS:</b> “National and regional projects having impact on ecosystems located on other categories of lands not related to the field of forestry management are regulated by the legislation on land protection and land use, legislation on environmental protection and other legal acts of the Republic of Belarus. They are carried out and managed by other administrative state bodies (the Ministry of Natural Resources and Environmental Protection, the Ministry of Food and Agriculture, etc.) and are not directly related to forest certification.”</p> <p><b>Comment by assessors:</b> Only information on forestry related infrastructure projects is given. No information on the status of certain protected regions nor the protection of ecosystems during projects of regional or national importance, like building a bridge or a dam. No information on the protection of the status of lands registered as “Forest Fund”, nor if this category can be changed easily. To know if the forest fund and its ecosystems are protected (as well as if threatened or other key species – in particular their migration patterns – are taken into consideration) against infrastructure projects, information should be given on the legal protection of Forest Fund. This concern laws outside the forest legislation.</p>
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<p>5.4.12 With due regard to management objectives, measures shall be taken to balance the pressure of animal populations and grazing on forest regeneration and growth as well as on biodiversity.</p>	<p>YES</p>	<p>STB 1708-2006, Appendix A: “Use of forest fund sections for hunting purposes”  “1.45 Number of wild animals”  Requirement: “Number of wild animals shall be controlled and it must be close to the economically optimal value. If the number of wild animals exceeds the optimal number, and their negative impact on forest economic systems grows, measures shall be taken for regulation of their number”  Identification: As per [16] [[16] Instructions for development and management of hunting facilities of the Ministry of Forestry of the Republic of Belarus. Minsk, 2000], hunting arrangement project (if available)]</p> <p>STB 1708-2006, Appendix B, “2.3 The area of forest cultures and young growths damaged by hunted and other types of animals”  Requirement: “The area of forest cultures and young growths damaged by hunted and other types of animals shall be taken into account, and measures shall be taken for loss reduction from impact of animals”  Identification: “By the area and percentage of forest cultures and stands of timber strongly damaged by hoofed animals and mouse-like rodents in the 5-year dynamics (format 12 lx) and information about measures taken to reduce loss from impact of animals”</p> <p>STB 1708-2006 Appendix D: “4.31 Provision of conditions which are favorable for habitation of various fauna representatives during intermediate usage cuttings”  Requirement: “During intermediate usage cuttings single oldest trees, hollowed trees with multiple old nests of birds and animals, dry trees with their diameter exceeding the average diameter of plants in the quantity at least 10 pieces per 1 hectare and related to various tree species (in mixed plantations) shall be left for habitation of various representatives of the forest fauna, flora and non-pathogenic mushrooms (if such leaving does not threaten to safety of workers)”  Identification:” As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)”</p>

		<p>STB 1708-2006 Appendix D  “4.38 Provision of the terms for formation of complex plants by composition and structure during continuous cuttings”  Requirement: “For formation of complex plants by composition and structure during continuous cuttings in areas exceeding 1 hectare regardless of the forest restoration method mature healthy growing trees of pine, oak, ash, maple, linden, black alder shall be left in the quantity from 5 to 10 pieces per 1 hectare.  In case of continuous cuttings for conservation of biological diversity, environment of habitation of the vegetable and animal world typical for the given forest section, the trees with nests for wild birds nectar-bearing and hollowed trees, weakened and strongly weakened (potential dry wood) in the total quantity from 5 to 10 pieces per 1 hectare quantity from 5 to 10 pieces per 1 hectare (provided that the latter is unavailable in adjacent plantations and there is no threat to safety and health of the population)”  Identification: “As per STB1360: (STB 1360-2002: Sustainable forest management and forest exploitation, FINAL HARVEST, Technological requirements)  <b>CONFORMS</b></p>
<p>5.4.13 Standing and fallen dead wood, hollow trees, old groves and special rare tree species shall be left in quantities and distribution necessary to safeguard biological diversity, taking into account the potential effect on the health and stability of forests and on surrounding ecosystems.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix D: “4.31 Provision of conditions which are favorable for habitation of various fauna representatives during intermediate usage cuttings”  Requirement: “During intermediate usage cuttings single oldest trees, hollowed trees with multiple old nests of birds and animals, dry trees with their diameter exceeding the average diameter of plants in the quantity at least 10 pieces per 1 hectare and related to various tree species (in mixed plantations) shall be left for habitation of various representatives of the forest fauna, flora and non-pathogenic mushrooms (if such leaving does not threaten to safety of workers)”  Identification:” As per STB 1361(STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)”   STB 1708-2006 Appendix D: “4.38 Provision of the terms for formation of complex plants by composition and structure during continuous cuttings”  Requirement: “For formation of complex plants by composition and structure during continuous cuttings in areas exceeding 1 hectare regardless of the forest restoration method mature healthy growing trees of pine, oak, ash, maple, linden, black alder shall be left in the quantity from 5 to 10 pieces per 1 hectare.  In case of continuous cuttings for conservation of biological diversity, environment of habitation of the vegetable and animal world typical for the given forest section, the trees with nests for wild birds nectar-bearing and hollowed trees, weakened and strongly weakened (potential dry wood) in the total quantity from 5 to 10 pieces per 1 hectare quantity from 5 to 10 pieces per 1 hectare (provided that the latter is unavailable in adjacent plantations and there is no threat to safety and health of the population)”  Identification: “As per STB1360: (STB 1360-2002: Sustainable forest management and forest exploitation, FINAL HARVEST, Technological requirements)  <b>CONFORMS</b></p>
<p><b>Criterion 5: Maintenance and appropriate enhancement of protective functions in forest management (notably soil and water)</b></p>		
<p>5.5.1 Forest management planning shall aim to maintain and enhance protective</p>	<p>YES</p>	<p>STB 1708-2006 Appendix C: “3.1 Allocation of forest fund land used for water saving purposes*  Requirement: “Allocation of forest fund land used for water saving purposes shall be carried out in accordance with the requirements set up in [20][ 20: “Guidelines on the procedure of forests distribution to protection groups and categories, transition of forests from one group or category to another, as well as allocation of special protecting forest sections Approved by the Decree of the President of the Republic of Belarus, dated 07.07.2008, No. 364]”</p>

<p>functions of forests for society, such as protection of infrastructure, protection from soil erosion, protection of water resources and from adverse impacts of water such as floods or avalanches.</p>	<p>Identification:” In accordance with the area of forest fund land used for water saving purposes and their share in the total area of lands covered with forests in the 5-year dynamics”          “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p>STB 1708-2006 Appendix C: “3.2 Allocation of forest fund land used for protection purposes*”          Requirement: “Allocation of forest fund land used for protection purposes shall be carried out in accordance with the requirements set up in [20] [20]: “Guidelines on the procedure of forests distribution to protection groups and categories, transition of forests from one group or category to another, as well as allocation of special protecting forest sections Approved by the Decree of the President of the Republic of Belarus, dated 07.07.2008, No. 364]”          Identification:” In accordance with the area of forest fund land used for protection purposes and their share in the total area of lands covered with forests in the 5-year dynamics”          “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p>STB 1708-2006 Appendix C: “3.5 Provision of hydraulic forest ameliorative systems of hydrological sustainability of forest territories and improvement of their productivity”          Requirement: “Designed hydraulic forest ameliorative systems shall provide:          - sustainability of the water mode of dried lands during their operation in the designed mode which, as a rule, is provided by availability of water regulating structures;          - higher productivity of plantations for at least two growth classes, but not below class IV;          - sufficient sustainability of dried forests to occurrence of peat fires.          Identification:” In accordance with the materials of ecologic ameliorative monitoring and design documentation for hydraulic forest ameliorative systems”</p> <p>STB 1708-2006 Appendix C: “3.6 Minimization of soil erosion and retention of the natural level and mode of water sources and river beds during design and construction of forest roads*”          Requirement: “Designed and existing forest roads shall minimize soil erosion and retain the natural level and mode of water sources and river beds”          Identification:”As per STB1627 (STB 1627- 2006 Sustainable forest management and forest use REQUIREMENTS FOR FOREST AUTORoads)”          “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”          STB1627-2006, clause 6.1.4: “6.1.4. Surface drainage system (plan of territory, ditches, evaporation basins, water wells, etc.) must be built to prevent earth roadbed from over moistening with surface waters and erosion and creat conditions to built earth roadbed. Ditches bottom must have longitudinal slope over 5% and over 3% in exceptional cases (4) (4 Manual P3.03.01-96 amendment to SNiP 2.05.02-85 Designing road bases of limp type).          STB1627-2006, clause 7.3 “7.3 When comparing the variants of road it is required to take into consideration adverse impact on surroundings: relief, hydrology, flora and fauna. Particularly it is required to avoid to build roads through marshes and water-logged ground, berry plantations,</p>
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		<p>crucial biotopes, areas where preserved plants grow and habitats of preserved insects, and also closer than 200m to birds' nests and dens of endangered animals recorded in (10, The Red Book of the Republic of Belarus.Minsk 1993). STB1627-2006, clause 7.5 "7.5 While designing drainage and culverts, slopes and strengthening of slopes and its bottoms to prevent soil erosion and severance.</p> <p><b>Comment by RAFCS:</b> "In the Republic of Belarus two groups of forests were identified. All requirements for forestry management in water protection, protective (antierrosive lines along motor ways and railways) of sanitary-hygiene and recreation forests related to group one, are indicated in all STBs provided for assessment." <b>CONFORMS</b></p>
<p>5.5.2 Areas that fulfil specific and recognised protective functions for society shall be registered and mapped, and forest management plans or their equivalents shall take these areas into account.</p>	<p>YES</p>	<p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D "4.5 Specially protected natural territories, specially protected forest sections, key biotopes and other sections of the forest fund, for which prohibitions for some other types of forest use were established" Requirement: "Specially protected natural territories, specially protected forest sections, key biotopes and other sections of the forest fund, for which prohibitions for some other types of forest use were established in accordance with attachment G shall provide safety of most precious components of biological and landscape variety of the territory. Area and share shall be equal to at least 10% of forest fund lands, and they shall not decrease in the 5-year dynamics. If the required level cannot be achieved this shall be substantiated (by peculiarities of the forest fund structure, non-completed works for increase of the share of lands of the indicated categories, location of big especially protected natural territories on adjacent territories, etc.)" Identification: "According to the documents for provision of specially protected natural territories, specially protected forest sections (decisions of executive and administrative governing bodies, guidelines, mapping materials), forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies" STB 1708-2006 (Incl. Amendment N1 and N2) Appendix G: "Special protected natural territories, special protecting forest sections and other sections of the forestry fund for which limitations are stipulated for the forest use mode. G.1 In accordance with [28] [28. Law of the Republic of Belarus "On special protected natural territories", dated 20.10.1994, No. 3335-XII] the following categories of special natural territories are established: - a reserve; - a national park; - a sanctuary; - a monument of nature. Reserves and national parks are special protected natural territories of the republican level. Sanctuaries and monuments of nature may be special protected natural territories of the republican or local level." There are following protection categories of forests: forests located on special protected natural territories (forests of reserves, forests of national parks, forests of reserves of the republican level, forests of monuments of nature of the republican level); forests of especially valuable forest fund sections having genetic, scientific, historical and cultural meaning; water protection forests; protecting forests; sanitary and hygienic and rehabilitating forests. "The following specially protected forest sections are defined: Forest sections with available rare and disappearing wild animals and plants Forest sections with available relict and introduced species Forest sections around grouse lekking grounds Forest strips around resorts, rest homes, boarding houses, rest camps, tourist bases and other medical, resorting and rehabilitating organizations Forest strips around settlements and territories of gardening partnerships Monuments of nature of the local level</p>



	<p>Coastal forest strips  Special protected sections of sanctuaries  Forest sections in ravines and adjacent territories  Forest sections in reclaimed quarries and adjacent territories  Forest sections on steep slopes  Forest sections on easily washed out and blown out lands (sands, peats)  Forest strips adjacent to railway lines and republican automobile roads  Forest sections in river floodplains  Forest sections of special intention:</p> <ul style="list-style-type: none"> <li>- reference plantations;</li> <li>- positive plantations;</li> <li>- permanent seedling sections;</li> <li>- forest monitoring sections;</li> <li>- permanent trial areas;</li> <li>- sections for plantations of bee plants (linden)</li> </ul> <p>Forest sections of genetic reserves, of scientific, historical and cultural level  Forest sections in erosion resistant forests  Forest sections in swampy forests</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.9 Provision of information on main values of biological diversity on the territory of designing"</p> <p>Requirement: "Forestry designing shall be carried out by taking into account information on biological diversity components subject to conservation on the territory of designing. Designing and application of forestry measures shall be preceded with works for detection of biological diversity values subject to conservation: populations of plants and animals entered to the Red Book of the Republic of Belarus, grouse lekking grounds, allotments of special protecting forest sections, individual trees, which are important for biological diversity (hollows, with nests of big birds, rare species and shapes, big sizes, etc.)"</p> <p>Identification: "According to forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies"</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.10 Information on main values of biological diversity subject to conservation"</p> <p>Requirement:" Information on main values of biological diversity subject to conservation shall be known to specialists of forest facilities, forestry companies and (if necessary) design organizations working in the interests and by the orders of legal entities engaged in forestry, accessible for use and shall be applied to planning and mapping materials and/or geoinformational system "Forest resources"</p> <p>Identification: "According to availability of information about available components of biological diversity subject to conservation: special protected natural territories, special protected forest sections, places of vegetation and constant habitation of plants and animals entered to the Red Book of the Republic of Belarus, grouse lekking grounds, etc"</p> <p>STB 1708-2006 (Incl. Amendment N1 and N2) Appendix D: "4.11 Consequences of designed forestry measures for the state of flora, fauna,</p>
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		<p>biological resources”            Requirement: “During design of forestry measures possible consequences shall be assessed for the state of flora, fauna, biological resources. Designed forestry measures shall provide safety of components of biological diversity subject to conservation: populations of plants and animals entered to the Red Book of the Republic of Belarus, special protecting forest sections; as well as components of forest ecological systems which are important for diversity (trees with hollows, nests of big birds, rare species and shapes, prominent sizes, wild hives, etc.; anthills, parts of dead wood of dead standing trees and wind-thrown trees, berry-bearing plants, clearings, etc.)”            Identification: “According to forest arrangement materials, data of the state account of the forest fund, forest cadaster, materials of the Ministry of Natural Resources and Environment Protection and its local bodies”</p> <p><b>Comment by RAFCS:</b> “Specially protected natural areas (territories), specially protective forest sections and other sections of the forest stock where restrictions of forest use are imposed, first of all perform a protective function for society (See Annex Ж to STB 1708), and aim not only at maintaining biodiversity.            STB 1708-2006, Indicator 5.1 The use of forests with the aim of recreation, including green areas around settlements            Indicator requirements: Area of forests used for recreation, including the forests of green areas in the 5-year dynamics shall not reduce. In case of reduction this shall be substantiated (by decisions of local administrative and executive bodies, the Council of Ministers of the Republic of Belarus, the President of the Republic of Belarus)            Identification method: as per forest management materials, data of forest stock state registry and forest cadastre, analysis of the decisions made by local executive and administrative bodies, the Council of Ministers of the Republic of Belarus, the President of the Republic of Belarus            STB 1708-2006, Indicator 5.2 Observance of modes of special protected forest sections having scientific, historical and cultural importance            Indicator requirements: The forestry shall observe modes of special protected forest sections having scientific, historical and cultural importance in accordance with decisions of local administrative and executive bodies and the Minsk City Executive Committee            Identification method: as per forest management materials, data of forest stock registry and forest cadastre, materials of the Ministry of Culture of the Republic of Belarus, local executive and administrative bodies by means of selective natural inspection”</p> <p><b>CONFORMS</b></p>
<p>5.5.3 Special care shall be given to silvicultural operations on sensitive soils and erosion-prone areas as well as in areas where operations might lead to excessive erosion of soil into watercourses. Inappropriate techniques such as</p>	<p>YES</p>	<p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix C: “3.6 Minimization of soil erosion and retention of the natural level and mode of water sources and river beds during design and construction of forest roads*            Requirement: “Designed and existing forest roads shall minimize soil erosion and retain the natural level and mode of water sources and river beds”            Identification: “As per STB1627 (STB 1627- 2006 Sustainable forest management and forest use REQUIREMENTS FOR FOREST AUTORoads)”</p> <p>STB 1708-2006 Appendix C: “3.9 Measures for conservation and improvement of structure of soils, their fertility and biological activity during forest restoration            Requirement:” Measures for conservation and improvement of structure of soils, their fertility and biological activity during forest restoration shall be stipulated in the design for forest cultures, and they shall prevent from further soil degradation and water mode deterioration in the long term”            Identification: ““as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”</p> <p>STB 1708-2006 Appendix C: “3.10 Safety of young growth, undergrowth, soil cover and upper soil horizons during cutting an timber skidding**”</p>

<p>deep soil tillage and use of unsuitable machinery shall be avoided in such areas. Special measures shall be taken to minimise the pressure of animal populations.</p>	<p>Requirement: " Safety of young growth, undergrowth, soil cover and upper soil horizons during cutting and timber skidding shall be maximally provided. When cutting is carried out, contamination of forest fund lands with fuels and lubricants and other production wastes is not allowed." Identification: "As per STB 1361 (STB 1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)" "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix C: "3.14 Conservation and improvement of protecting properties of forest by using appropriate cutting methods, technologies and systems of machines" Requirement: " In all groups of forests those cutting methods, technologies and machinery systems shall be used which contribute to conservation and improvement of protecting properties of forests. No contaminations of forest fund lands with fuels, lubricants and other wastes are allowed during cutting" Identification: " As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)</p> <p>STB 1708-2006 Appendix C: "3.20 Conservation of water protection functions and prevention of soil erosion at slopes*" Requirement: " At slopes having steepness above 10° with the aim of retention of water protection functions and prevention of soil erosion all runways at tractor skidding shall be reinforced with slashes Identification: "As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)" "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix C: "3.21 Conservation of river, brook beds and other artificial water currents during timber procurement*" Requirement: " Arrangement of slashes in beds of continuous and temporary water currents is prohibited. Forest carriages, main and swath runways shall be provided and maintained in the state so that not to violate natural level and capability of functioning of water pools and water currents" Identification: "As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)" "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p>STB 1708-2006 Appendix D: "4.32 Cutting methods, technologies and systems of machines*" Requirement: " In all groups of forests those cutting methods, technologies and machinery systems shall be used which contribute to conservation and improvement of protecting properties of forests. Identification: "As per STB 1360 (STB 1360-2002: Sustainable forest management and forest exploitation FINAL HARVEST Technological requirements)" "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with</p>
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		<p>the requirements of the present standard.”</p> <p>STB 1708-2006, Appendix A: “Use of forest fund sections for hunting purposes” “1.45 Number of wild animals”          Requirement: “Number of wild animals shall be controlled and it must be close to the economically optimal value. If the number of wild animals exceeds the optimal number, and their negative impact on forest economic systems grows, measures shall be taken for regulation of their number”          Identification: As per [16] [[16] Instructions for development and management of hunting facilities of the Ministry of Forestry of the Republic of Belarus. Minsk, 2000], hunting arrangement project (if available)]  <b>CONFORMS</b></p>
<p>5.5.4 Special care shall be given to forest management practices in forest areas with water protection functions to avoid adverse effects on the quality and quantity of water resources.          Inappropriate use of chemicals or other harmful substances or inappropriate silvicultural practices influencing water quality in a harmful way shall be avoided.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix B: “2.23 Conservation of forest environment, key biotopes, places of vegetation of wild growing species of plants entered to the Red Book of the Republic of Belarus, the state of stands, water saving, protecting and other forest properties, timely and rational use of mature wood during cuttings of the main use*”          Requirement:” Main use cuttings shall be carried out by methods aimed at conservation of the forest environment, key biotopes, the state of stands, water saving, protecting and other forest properties. In case of damage of key biotopes measures for their restoration shall be taken. In forests of forestry parts of green areas, water protecting forests they shall mandatorily be performed, if there are conditions for performance of non-continuous cuttings. During performance of cuttings contamination of forest fund land with fuels and lubricants and other production wastes is not allowed. Inorganic wastes and garbage shall be collected in specially allocated places along with subsequent removal for disposal”          Identification:” As per STB 1361(STB 1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies),”          “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential non-compliance with the requirements of the present standard.”</p> <p>STB 1708-2006 (incl. Amendment N1 and N2) Appendix C: “3.6 Minimization of soil erosion and retention of the natural level and mode of water sources and river beds during design and construction of forest roads*”          Requirement: “Designed and existing forest roads shall minimize soil erosion and retain the natural level and mode of water sources and river beds”          Identification: “As per STB1627 (STB 1627- 2006 Sustainable forest management and forest use REQUIREMENTS FOR FOREST AUTOROADS) STB1627-2006, clause 1: “1. Field of application. Present standard determines requirements for forest autoroads which are aimed to assure roads stability and durability, improve roads technical level and operative condition aimed at meeting freight services requirements of economy, foresters and people (1), (2). The standard regulates all types of forest roads.”          STB1627-2006, clause 4.1.12 “Construction of new forest roads (reconstruction of existing roads) is to be authorized with state ecological expert review and estimation of environmental impact (EEI)“</p> <p>STB 1708-2006 Appendix C: “3.21 Conservation of river, brook beds and other artificial water currents during timber procurement*”          Requirement:” Arrangement of slashes in beds of continuous and temporary water currents is prohibited. Forest carriages, main and swath runways shall be provided and maintained in the state so that not to violate natural level and capability of functioning of water pools and water currents”          Identification: “As per STB 1360 [STB 1360-2002: Sustainable forest management and forest exploitation Final Harvest Technological requirements]”</p>

		<p>“*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential non-compliance with the requirements of the present standard.”</p> <p>STB 1708-2006 Appendix D: “4.25 Limitation of application of chemicals for protection of plants and mineral fertilizers” Requirement: “In the process of forest restoration application of chemicals for protection of plants (pesticides, herbicides, fungicides, etc.) and mineral fertilizers shall be minimized” Identification: “As per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)” STB 1708-2006 Appendix D “4.44 Measures of struggle with forest pests and diseases” Requirement: “Biological methods of struggle with pests and diseases in recreation forests are the main ones. Chemical methods may be used in extreme cases by special permits of sanitary control bodies” Identification: “As per TKP 026, STB 1359 (STB1359-2002 Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)” <b>CONFORMS</b></p>
<p>5.5.5 Construction of roads, bridges and other infrastructure shall be carried out in a manner that minimises bare soil exposure, avoids the introduction of soil into watercourses and preserves the natural level and function of water courses and river beds. Proper road drainage facilities shall be installed and maintained.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix C “3.5 Provision of hydraulic forest ameliorative systems of hydrological sustainability of forest territories and improvement of their productivity” Requirement: “Designed hydraulic forest ameliorative systems shall provide: - sustainability of the water mode of dried lands during their operation in the designed mode which, as a rule, is provided by availability of water regulating structures; - higher productivity of plantations for at least two growth classes, but not below class IV; - sufficient sustainability of dried forests to occurrence of peat fires. Identification: “In accordance with the materials of ecologic ameliorative monitoring and design documentation for hydraulic forest ameliorative systems” STB 1708-2006 Appendix C: “3.6 Minimization of soil erosion and retention of the natural level and mode of water sources and river beds during design and construction of forest roads*” Requirement: “Designed and existing forest roads shall minimize soil erosion and retain the natural level and mode of water sources and river beds” Identification: “As per STB1627 (STB 1627- 2006 Sustainable forest management and forest use REQUIREMENTS FOR FOREST AUTORoads)” “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential non-compliance with the requirements of the present standard.” <b>Comment by RAFCs:</b> Requirement of point 5.5.5 PEFC ST 1003:2010: “Construction of roads, bridges and other infrastructure should be carried out in the way as to minimize impact on bare soil, to avoid soil in water flows and to preserve the natural level and functions of water flows and rivers. The required drainage means of roads have to be installed and maintained. Indicator 3.6 requirements in STB 1708 “Designed and existing forest roads shall minimize soil erosion and retain the natural level and mode of water sources and river beds” Identification method: as per STB 1627.” <b>CONFORMS</b></p>

<b>Criterion 6: Maintenance of other socio-economic functions and conditions</b>		
<p>5.6.1 Forest management planning shall aim to respect the multiple functions of forests to society, give due regard to the role of forestry in rural development, and especially consider new opportunities for employment in connection with the socio-economic functions of forests.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix E: "5.3 Economic, social consequences of designed forestry measures for companies, their employees, local population and regional economy"            Requirement: "Economic, social consequences of designed forestry measures for companies, their employees, local population and regional economy shall be assessed and taken into account in the design of organization and management of forestry, as well as during the current and future planning and designing of forestry measures"            Identification: "According to forestry materials, design of forestry organization and development"            STB 1708-2006 Appendix E: "5.11 Account of interest of the local population, enterprises, establishments and other legal entities during performance of fire protecting measures"            Requirement: "During planning and performance of fire protecting measures rights and interests of the local population, enterprises, establishments and other legal entities shall be taken into account in connection with the use of timber, grasslands, pastures, traditional rest areas, picking and procurement of ancillary products in accordance with the established procedure"            Identification: " STB 1582 (STB 1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION, incl N1).</p> <p>STB 1708-2006 Appendix E: "5.13 Performance of agrotechnical chemical measures at sections located near settlements, traditional places of rest, etc."            Requirement: Performance of agrotechnical chemical measures at sections located near settlements, traditional places of rest, etc. is not allowed            Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix E:5.14 Account of rights of the local population for the use of grasslands, pastures, traditional rest areas, etc.            Requirement: "During planning and performance of forest restoration measures and forest growing the rights of the local population for the use of grasslands, pastures, traditional rest areas, etc. shall be taken into account"            Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix E: "5.15 Account of interest of the local population during provision of forest cultures on areas adjacent to settlements"            Requirement: "During provision of forest cultures on areas adjacent to settlements the interests of local population shall be taken into account in relation to compositions of plants by species and types and succession of the newly established landscape"            Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix E: "5.16 Account of interest of the local population during planning of service forest cuttings            Requirement: "During planning of service forest cuttings the interests of local population shall be taken into account in relation to the use of timber, traditional rest places, places of picking up mushrooms, berries, etc."            Identification: "as per STB1361 (STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)"</p>

		<p>STB 1708-2006 Appendix E: "5.28 Widening of the assortment of forestry products and services offered to external and internal markets by forestry organizations"            Requirement: "Forestry organizations shall take measures for widening of the assortment of forestry products and services offered to external and internal markets"            Identification: "In accordance with the assortment of forestry products and services offered to external and internal markets"</p> <p>STB 1708-2006 Appendix E: "5.30 Employment of the population in forestry"            Requirement: "Employment of the population in forestry shall be retained and increase"            Identification: "In accordance with the number of persons in forestry to the total employment in the region (5-year dynamics)"</p> <p><b>CONFORMS  </b></p>
<p>5.6.2 Forest management shall promote the long-term health and well-being of communities within or adjacent to the forest management area.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix E "5.1: The use of forests with the aim of recreation, including green areas around settlements            Requirement: "Area of forests used for recreation, including the forests of green areas in the 5-year dynamics shall not reduce. In case of reduction this shall be substantiated (by decisions of local administrative and executive bodies, the Council of Ministers of the Republic of Belarus, the President of the Republic of Belarus)"            Identification: "According to materials of forestry arrangements, data of forest fund state accounting and forestry cadastre, analysis of the decisions taken by local administrative and executive bodies, the Council of Ministers of the Republic of Belarus, the President of the Republic of Belarus"</p> <p>STB 1708-2006 Appendix E: "5.7 Observance of sanitary protecting areas during performance of forest protecting measures with the use of pesticides"            Requirement: "During performance of forest protecting measures with the use of pesticides sanitary protecting areas shall be arranged and observed between processed plants and settlements, water pools, places of the population mass rest, etc., as well as the mode of special protected natural territories, where their application is prohibited or limited"            Identification: "As per STB 1359 (STB 1359-2002: Sustainable forest management REQUIREMENTS TO PROCEDURES ON FOREST PROTECTION)            STB 1708-2006 Appendix E: "5.13 Performance of agrotechnical chemical measures at sections located near settlements, traditional places of rest, etc."            Requirement: Performance of agrotechnical chemical measures at sections located near settlements, traditional places of rest, etc. is not allowed            Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)"</p> <p>STB 1708-2006 Appendix E: "5.22 Mass use of forests for recreation"            Requirement: "Municipal, resort forests and park green zones shall predominantly be used for rest of the population, performance of cultural and rehabilitating and sports event"            Identification: "As per [1] [1. Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020]"</p> <p>STB 1708-2006 Appendix E: "5.24 Improvement of recreation forests*"            Requirement: "Improvement of recreation forests shall be performed for provision of optimal rest conditions"</p>

		<p>Identification:” As per STB 1715 [STB1715- 2007: SUSTAINABLE FOREST MANAGEMENT, REQUIREMENTS TO THE ORGANIZATION AND CONDUCTING A FORESTRY IN THE WOODS USED WITH A VIEW OF THE RECREATION] , [19] [Recommendations for forestry organization and management in recreating forests. Gosleskhoz of the USSR. M., 1988]</p> <p>“*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential non-compliance with the requirements of the present standard.”</p> <p>STB 1715-2007 clause 5.3.1.2 “5.3.1.2 In woods of recreational purpose the felling of wood should be spent by ways, providing the improvement of a condition of forest stands and increase of their stability, preservation and strengthening nature protection functions of woods, duly and rational use long stand and riped forest stands.”</p> <p><b>CONFORMS</b></p>
<p>5.6.3 Property rights and land tenure arrangements shall be clearly defined, documented and established for the relevant forest area. Likewise, legal, customary and traditional rights related to the forest land shall be clarified, recognised and respected.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix L: “7.1 Right for use of land and forest*”</p> <p>Requirement: “Rights for use of land and forest shall be properly executed in the legal way, forestry fund lands shall be fixed for a specific legal entity engaged in forestry management”</p> <p>Identification:” To be established by:</p> <ol style="list-style-type: none"> <li>a. the state act on permanent use of a land plot, and if it is unavailable - by decisions of local executive and administrative bodies on transfer of land for use;</li> <li>b. the articles of association of a legal entity;</li> <li>c. contracts of rent of the forest fund section;</li> <li>d. permitting documents (a wood cutting voucher; a forest voucher; an order) for forest use activities.</li> </ol> <p>STB 1708-2006 Appendix A: “1.1 1.1 State of district borders, compartment lines and land marks”</p> <p>Requirement: “The forest resource of a forestry institution and its parts shall have distinct and identifiable district borders, compartment lines and land marks in nature”</p> <p>Identification:” To be assessed on the basis of a random control of the state of borders and compartment lines, availability and state of compartment posts and land marks, as defined in a forest management project, as well as fulfillment of the plan of cleaning the compartment lines”</p> <p>STB 1708-2006 Appendix E: 5.14 Account of rights of the local population for the use of grasslands, pastures, traditional rest areas, etc.</p> <p>Requirement: “During planning and performance of forest restoration measures and forest growing the rights of the local population for the use of grasslands, pastures, traditional rest areas, etc. shall be taken into account”</p> <p>Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”</p> <p>STB 1708-2006 Appendix E: “5.19 Provision of rights of citizens during ancillary use of forest”</p> <p>Requirement: “By observing the established rules all citizens are entitled to:</p> <ul style="list-style-type: none"> <li>- pick up wild growing fruits, nuts, mushrooms, berries, other forest food resources for own purposes and used as medicinal and technical raw materials, picking up of moss, forest cover, fallen leaves – without obtaining any forest vouchers;</li> <li>- haying, cattle pasturage, placement of beehives and bee-gardens, picking up of moss, forest cover, fallen leaves on the basis of forest vouchers within the provided forest fund sections;</li> </ul>



	<p>- stocking up birch syrup in forest fund sections provided by legal entities engaged in forestry management”  Identification:” As per STB 1625 (STB1625-2006 Sustainable forest management and forest exploitation MINOR FOREST PRODUCE Technological requirements), STB 1862 (STB 1862-2009 Sustainable forest management Storage of the secondary forest resources Technological requirements)”  STB 1708-2006 Appendix E: “5.20 Provision of rights of citizens for hunting”  Requirement: Citizens of the Republic of Belarus permanently living on the territory of the Republic of Belarus having the state hunting certificates and having paid the state fee shall be entitled to hunt with the use of hunting weapons  Identification: As per [1] Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020 of [17] Rules of hunting facilities and hunting management Approved by the Decree of the President of RB No. 580, dated 08.12.2005”</p> <p>STB 1708-2006 (incl amendment 1) Appendix F: “6.23 Picking up of mushrooms, berries, stocking up of medicinal raw materials, pasturing of milky cattle and stocking up of hay for it in areas of radioactive contamination*  Requirement: “Picking up of berries which weakly accumulate radionuclides, berries, stocking up of medicinal raw materials, pasturing of milky cattle and stocking up of hay for it shall be carried out in forests with density of soil contamination with Caesium-137 by 2 Ku/km2 (subarea IA). Picking up of mushrooms which strongly accumulate radio nuclides is not recommended in contaminated areas”  Identification:” As per [26] [26. Rules of forestry management in areas of radioactive contamination. Approved by the order of the Ministry of Forestry of the Republic of Belarus, dated 15.01.2001, No. 1]</p> <p>STB 1708-2006 (incl amendment 1) Appendix F: “6.24 Beekeeping in areas of radioactive contamination*”  Requirement: “Beekeeping shall be limited with areas with density of soil contamination with Caesium-137 by 15 KU/km2”  Identification:” As per [26] [26. Rules of forestry management in areas of radioactive contamination. Approved by the order of the Ministry of Forestry of the Republic of Belarus, dated 15.01.2001, No. 1]“</p> <p>STB 1708-2006 (incl amendment 1) Appendix F: “6.25 Stocking up of birch syrup in areas of radioactive contamination”  Requirement: “up of birch syrup shall be limited with areas with density of soil contamination with Caesium-137 by 15 KU/km2  Identification:”As per [26] [26. Rules of forestry management in areas of radioactive contamination. Approved by the order of the Ministry of Forestry of the Republic of Belarus, dated 15.01.2001, No. 1]“</p> <p>STB 1708-2006 (incl amendment 1) Appendix F: “6.26 Hunting and fishing in areas of radioactive contamination”  Requirement: “Hunting and fishing are allowed in areas with density of soil contamination with Caesium-137 by15 KU/km2”  Identification:”As per [26] [26. Rules of forestry management in areas of radioactive contamination. Approved by the order of the Ministry of Forestry of the Republic of Belarus, dated 15.01.2001, No. 1]“</p> <p>STB 1708-2006 (incl amendment 1) Appendix F: “6.27 Use of forest fund sections for recreation in areas of radioactive contamination*  Requirement: “Use of forests for recreation is limited with subarea IA (by 2 Ku/km2). Places of safe rest, picking up of mushrooms and berries shall be equipped with special signs, indicators schemes”  Identification:” As per [26] [26. Rules of forestry management in areas of radioactive contamination. Approved by the order of the Ministry of Forestry of the Republic of Belarus, dated 15.01.2001, No. 1]“  *When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the</p>
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		<p>requirements of the present standard.”</p> <p><b>Comment by the assessors:</b> 7.1 ensures land use definition and documentation. Followed by very detailed requirements on customary right.</p> <p><b>CONFORMS</b></p>
<p>5.6.4 Forest management activities shall be conducted in recognition of the established framework of legal, customary and traditional rights such as outlined in ILO 169 and the UN Declaration on the Rights of Indigenous Peoples, which shall not be infringed upon without the free, prior and informed consent of the holders of the rights, including the provision of compensation where applicable. Where the extent of rights is not yet resolved or is in dispute there are processes for just and fair resolution. In such cases forest managers shall, in the interim, provide meaningful opportunities for parties to be engaged in forest management decisions whilst respecting the processes and roles</p>	<p>YES</p>	<p>Remark by RAFCS in the Description of the Scheme Checklist Part III, 5.6.4: “Convention of ILO 169 and Declaration of UNO about the rights of indigenous people are not applicable in the Republic of Belarus, because the titular ethnic group of the country – Belarusians are indigenous people of the country and all the rights related to forestry activities are regulated by the efficient forest, nature protection, labor, taxation and health protection legislation of the Republic of Belarus.”</p> <p>STB 1708-2006 Appendix E: “5.11 Account of interest of the local population, enterprises, establishments and other legal entities during performance of fire protecting measures” Requirement: “During planning and performance of fire protecting measures rights and interests of the local population, enterprises, establishments and other legal entities shall be taken into account in connection with the use of timber, grasslands, pastures, traditional rest areas, picking and procurement of ancillary products in accordance with the established procedure” Identification:” STB 1582 (STB 1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION, incl Amendment N1).</p> <p>STB 1708-2006 Appendix E: 5.14 Account of rights of the local population for the use of grasslands, pastures, traditional rest areas, etc. Requirement: “During planning and performance of forest restoration measures and forest growing the rights of the local population for the use of grasslands, pastures, traditional rest areas, etc. shall be taken into account” Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements).”</p> <p>STB 1708-2006 Appendix E: “5.15 Account of interest of the local population during provision of forest cultures on areas adjacent to settlements” Requirement: “During provision of forest cultures on areas adjacent to settlements the interests of local population shall be taken into account in relation to compositions of plants by species and types and succession of the newly established landscape” Identification: as per STB 1358 (STB1358-2002 (2009): Sustainable forest management and forest exploitation REFORESTATION AND FOREST PLANTING Technological requirements)”</p> <p>STB 1708-2006 Appendix E: “5.16 Account of interest of the local population during planning of service forest cuttings Requirement: “During planning of service forest cuttings the interests of local population shall be taken into account in relation to the use of timber, traditional rest places, places of picking up mushrooms, berries, etc.” Identification:”as per STB1361 (STB1361-2002 Sustainable forest management INTERMEDIATE FELLINGS Requirements for technologies)”</p> <p>STB 1708-2006 Appendix E: “5.19 Provision of rights of citizens during ancillary use of forest” Requirement: “By observing the established rules all citizens are entitled to: - pick up wild growing fruits, nuts, mushrooms, berries, other forest food resources for own purposes and used as medicinal and technical raw materials, picking up of moss, forest cover, fallen leaves – without obtaining any forest vouchers;</p>

<p>and responsibilities laid out in the policies and laws where the certification takes place.</p>	<p>- haying, cattle pasturage, placement of beehives and bee-gardens, picking up of moss, forest cover, fallen leaves on the basis of forest vouchers within the provided forest fund sections;          - stocking up birch syrup in forest fund sections provided by legal entities engaged in forestry management”          Identification:” As per STB 1625 (STB1625-2006 Sustainable forest management and forest exploitation MINOR FOREST PRODUCE Technological requirements), STB 1862 (STB 1862-2009 Sustainable forest management Storage of the secondary forest resources Technological requirements)”</p> <p>STB 1708-2006 Appendix E: “5.20 Provision of rights of citizens for hunting”          Requirement: Citizens of the Republic of Belarus permanently living on the territory of the Republic of Belarus having the state hunting certificates and having paid the state fee shall be entitled to hunt with the use of hunting weapons          Identification: As per [1] Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020 of [17]Rules of hunting facilities and hunting management Approved by the Decree of the President of RB No. 580, dated 08.12.2005”</p> <p>STB 1708-2006 Appendix E: “5.21 Account of interest of the local population for the use of forest fund sections for hunting purposes*          Requirement: “During organization and use of the hunting facilities rights and interests of the local population shall be taken into account for hunting purposes”          Identification:” As per [16] [16. Instructions for development and management of hunting facilities of the Ministry of Forestry of the Republic of Belarus. Minsk, 2000]</p> <p>STB 1708-2006 Appendix E: “5.22 Mass use of forests for recreation”          Requirement: “Municipal, resort forests and park green zones shall predominantly be used for rest of the population, performance of cultural and rehabilitating and sports event”          Identification:” As per [1] [1. Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020]”</p> <p>STB 1708-2006 Appendix E: “5.23 Rest ordering and regulation in forests and its servicing systems”          Requirement: “Rights of using any forest fund sections for forest use purposes in cultural, rehabilitating, tourist, sports and other recreation purposes shall be set up by executive and administrative bodies as per agreement with legal entities engaged in forestry management. Staying of citizens in forests may be limited as per established procedure in the interests of fire safety, and in forests located on special protected natural territories (see attachment G) – in accordance with the established protection mode, as well as in other cases stipulated in the legislation”          Identification:” As per [1] [1. Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020]”</p> <p>STB 1708-2006 Appendix E: “5.36 Contracts and collective agreements*          Requirement: “Contracts and collective agreements shall be concluded with the aim of provision of social protection for forestry employees, safe labour conditions, regulation of labour and connected relations on the basis of social partnership. Contracts (agreements) between the administration and Trade Unions shall be available, their validity shall not be obsolete, measures shall be determined for provision of social protection for forestry employees, safe labour conditions, regulation of labour and connected relations.          Identification:” On the basis of the analysis of a contract.</p>
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<p>5.6.5 Adequate public access to forests for the purpose of recreation shall be provided taking into account respect for ownership rights and the rights of others, the effects on forest resources and ecosystems, as well as compatibility with other functions of the forest.</p>	<p>YES</p>	<p>STB 1708-2006 (incl N1 and N2) Appendix E: "5.22 Mass use of forests for recreation" Requirement: "Municipal, resort forests and park green zones shall predominantly be used for rest of the population, performance of cultural and rehabilitating and sports event" Identification:" As per [1] [1. Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020]"</p> <p>STB 1708-2006 (incl N1 and N2) Appendix E: "5.23 Rest ordering and regulation in forests and its servicing systems" Requirement: "Rights of using any forest fund sections for forest use purposes in cultural, rehabilitating, tourist, sports and other recreation purposes shall be set up by executive and administrative bodies as per agreement with legal entities engaged in forestry management. Staying of citizens in forests may be limited as per established procedure in the interests of fire safety, and in forests located on special protected natural territories (see attachment G) – in accordance with the established protection mode, as well as in other cases stipulated in the legislation" Identification:" As per [1] [1. Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/1020]"</p> <p>STB 1708-2006 (incl amendment 1) Appendix F: "6.27 Use of forest fund sections for recreation in areas of radioactive contamination* Requirement: "Use of forests for recreation is limited with subarea IA (by 2 Ku/km<sup>2</sup>). Places of safe rest, picking up of mushrooms and berries shall be equipped with special signs, indicators schemes" Identification:" As per [26] [26. Rules of forestry management in areas of radioactive contamination. Approved by the order of the Ministry of Forestry of the Republic of Belarus, dated 15.01.2001, No. 1]" *When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."</p> <p><b>Comment by the assessors:</b> Adequate access for the public, requirements ensuring: "respect for ... the effects on forest resources and ecosystems, as well as compatibility with other functions of the forest" is covered by 5.23: "be Staying of citizens in forests may be limited as per established procedure in (...) accordance with the established protection mode, as well as in other cases stipulated in the legislation" <b>CONFORMS</b></p>
<p>5.6.6 Sites with recognised specific historical, cultural or spiritual significance and areas fundamental to meeting the basic</p>	<p>YES</p>	<p>STB 1708-2006 Appendix E: "5.1: The use of forests with the aim of recreation, including green areas around settlements Requirement: "Area of forests used for recreation, including the forests of green areas in the 5-year dynamics shall not reduce. In case of reduction this shall be substantiated (by decisions of local administrative and executive bodies, the Council of Ministers of the Republic of Belarus, the President of the Republic of Belarus)" Identification:" According to materials of forestry arrangements, data of forest fund state accounting and forestry cadaster, analysis of the decisions taken by local administrative and executive bodies, the Council of Ministers of the Republic of Belarus, the President of the Republic of</p>

<p>needs of local communities (e.g. health, subsistence) shall be protected or managed in a way that takes due regard of the significance of the site.</p>		<p>Belarus”</p> <p>STB 1708-2006 Appendix E: “5.2: 5.2 Observance of modes of special protected forest sections having scientific, historical and cultural importance” Requirement: “The forestry shall observe modes of special protected forest sections having scientific, historical and cultural importance in accordance with decisions of local administrative and executive bodies and the Minsk City Executive Committee” Identification:” According to materials of forestry arrangements, data of forest fund state accounting and forestry cadaster, materials of the Ministry of Culture of the Republic of Belarus, local administrative and executive bodies by means of selective natural certification” Appendix G, table G.1. Forests of the first group: Forests of especially valuable forest fund sections having genetic, scientific, historical and cultural meaning.</p> <p><b>Comment by the assessors:</b> The valuable forest having genetic, scientific, historical and cultural meaning are separate classified and registered in the forest fund.</p> <p><b>CONFORMS</b></p>
<p>5.6.7 Forest management operations shall take into account all socio-economic functions, especially the recreational function and aesthetic values of forests by maintaining for example varied forest structures, and by encouraging attractive trees, groves and other features such as colours, flowers and fruits. This shall be done, however, in a way and to an extent that does not lead to serious negative effects on forest resources, and forest land.</p>	<p>YES</p>	<p>STB 1708-2006 Appendix F: “1.47 Forestry management in forests of the recreation intention (in cities, resort forests, park green areas, etc.) Requirement: “Forestry management in forests of the recreation intention shall be carried out in accordance with STB 1715 Identification:” As per STB 1715 (STB1715- 2007: SUSTAINABLE FOREST MANAGEMENT, REQUIREMENTS TO THE ORGANIZATION AND CONDUCTING A FORESTRY IN THE WOODS USED WITH A VIEW OF THE RECREATION) and [1] [Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/] Use of forest fund sections for recreation: STB 1708-2006 Appendix C: “3.27 Timber procurement for performance of main use cuttings, harvesting of turpentine, auxiliary forest resources, tree saps, procurement of wild growing fruits, berries, mushrooms, herbs, technical raw materials, cattle feeding, as well as construction of buildings and structures*” Requirement: “Timber procurement for performance of main use cuttings, harvesting of turpentine, auxiliary forest resources, tree saps, procurement of wild growing fruits, berries, mushrooms, herbs, technical raw materials, cattle feeding, as well as construction of buildings and structures are prohibited in case of incompatibility with performance of cultural and rehabilitating measures and organization of rest for population Identification:” As per STB 1715 (STB1715- 2007: SUSTAINABLE FOREST MANAGEMENT, REQUIREMENTS TO THE ORGANIZATION AND CONDUCTING A FORESTRY IN THE WOODS USED WITH A VIEW OF THE RECREATION) and [1] [Forestry Code of the Republic of Belarus, Minsk, 2000 Edition of the Law, dated 27.02.2004, NRPA, 2004, No. 39, 2/] *When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential non-compliance with the requirements of the present standard.”</p> <p>STB 1708-2006 Appendix C: “3.28 Performance of service cuttings” Requirement: “Performance of service cuttings shall enhance biological potential in recreation forests, provide optimal conditions for growth and development of trees in the predominant part of stands and timely isolation of stands for retention of completeness of 0.6” Identification:” As per STB 1715 (STB1715- 2007: SUSTAINABLE FOREST MANAGEMENT, REQUIREMENTS TO THE ORGANIZATION AND CONDUCTING A FORESTRY IN THE WOODS USED WITH A VIEW OF THE RECREATION) TKP 143 (TKP 143-2008 (02080) Rules of lumbering in the Republic of Belarus), [19] [19. Recommendations for forestry organization and management in recreating forests. Gosleskhoz of the USSR. M., 1988)”</p>

		<p>STB 1708-2006 Appendix C: “3.29 Performance of landscape cuttings”          Requirement: “Performance of landscape cuttings shall provide establishment of structural form of plants which most of all meet the interests of mass visitors, provide better passages, views, colour contrasts and beauty of forest landscapes          Identification:” As per STB 1715 (STB1715- 2007: SUSTAINABLE FOREST MANAGEMENT, REQUIREMENTS TO THE ORGANIZATION AND CONDUCTING A FORESTRY IN THE WOODS USED WITH A VIEW OF THE RECREATION) and [19] [19. Recommendations for forestry organization and management in recreating forests. Gosleskhoz of the USSR. M., 1988)”</p> <p>STB 1708-2006 Appendix C: “3.30 Performance of forest cultural measures”          Requirement: “Performance of forest cultural measures shall be carried out with the aim of forest growing on lands not covered with forests, improvement of forest landscape quality, thickening of margins, decorative execution of groups and open spaces, formation of protecting strips, harnesses, etc.”          Identification:” As per STB 1715 (STB1715- 2007: SUSTAINABLE FOREST MANAGEMENT, REQUIREMENTS TO THE ORGANIZATION AND CONDUCTING A FORESTRY IN THE WOODS USED WITH A VIEW OF THE RECREATION) and [19] [19. Recommendations for forestry organization and management in recreating forests. Gosleskhoz of the USSR. M., 1988)”</p> <p>STB 1715-2007: clause 1: 1. Field of implementation          This standard establishes the requirements to the organization and use of forests for recreation purposes according to basic provisions of stable forest management providing biological stability of plantings and performance of protective, sanitary-and-hygienic and health-improving functions by them.</p> <p>STB 1715-2007: clause 5.5.7: 5.5.7. Landscape cultures are created with the purpose of increase of aesthetic qualities of a landscape and formations of dimensions, horizontal and vertical division into parts large forests.          For creation of landscape cultures alongside with tree species the fast-growing bushes which are capable in short terms to generate the wood environment and not interfering the general{common} perception{recognition} of a landscape are widely used.          Landscape cultures are preferable for creating in the form of dense woods biogroups, as the steadiest in comparison with single trees in conditions of recreational loadings. Biogroups are created as separately from wood and bush breeds, and in mixture. The size of separate groups, the form and a configuration are determined depending on concrete conditions: character, structure and a condition of plantings spreadings, aesthetic value of a landscape and functional purpose assignment; destination of a site. On sites with intensive attendance of the population landing planting of groups with rare accommodation without a protective bush or special protection is inexpedient. At formation of biogroups use the trees of different breeds differing on height and the form, painting of foliage.”</p> <p><b>CONFORMS</b></p>
<p>5.6.8 Forest managers, contractors, employees and forest owners shall be provided with sufficient information and encouraged to keep up-to-date through continuous training in relation to</p>	<p>YES</p>	<p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.33 Educational level of employees”          Requirement: “Higher ranking heads and specialists shall have higher education: foresters, forester assistants and foremen – higher or secondary special education; forest rangers and workers – special education (technical schools or special courses). The share of employees having higher, secondary and special education to the total number of employees in the 5-year dynamics shall not decrease. All engineering and technical employees shall have higher or secondary special education”          Identification:” In accordance with the data on education of employees”</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.34 Improvement of qualification and retraining of the personnel at all stages* ”          Requirement: “Improvement of qualification and retraining of the personnel at all stages shall continuously take place in accordance with the existing programs of the established periodicity. A special place in retraining shall be occupied by the issues of ecology, economics and legislation”</p>

<p>sustainable forest management as a precondition for all management planning and practices described in this standard.</p>		<p>Identification: "By company's materials"            *When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard."  <b>Comment by RAFCS:</b> "Professional development and retraining of employees of all levels have to be carried out continuously according to the current programs within the established time-frame (at specified intervals). Terms of professional development are established in the specialized documents according to complexity and danger of the activities performed, qualification requirements to jobs and positions. The requirements mentioned in these documents can be studied onsite during an audit and can be taken into account."  <b>CONFORMS</b></p>
<p>5.6.9 Forest management practices shall make the best use of local forest-related experience and knowledge, such as those of local communities, forest owners, NGOs and local people.</p>	<p>YES</p>	<p>STB 1708-2006 with amendments No. 1, No. 2 Annex Д: "5.59:" Attraction of public organizations, representatives of the local population and other interested bodies to planning of sustainable forest management and forest use"            Indicator: "Representatives of the local population and other interested bodies to planning of sustainable forest management and forest use shall be attracted to consideration of draft forestry organization and management, determination and establishment of protection mode sections having historical and cultural importance, places of habitat of animals and plants being under threat of disappearance, etc., taking any decisions which concern forest use by the population"            Identification: as per relevant lists of interested parties (stakeholders) in sustainable forest management and forest use available in forestries and their branches, materials proving participation (invitation to participate) of all stakeholders interested in planning of sustainable forest management and forest use (minutes of public hearings, applications from public organizations and/ or citizens, decisions made by administrative and executive bodies, etc.)  <b>CONFORMS</b></p>
<p>5.6.10 Forest management shall provide for effective communication and consultation with local people and other stakeholders relating to sustainable forest management and shall provide appropriate mechanisms for resolving complaints and disputes relating to forest management between forest operators and local people.</p>	<p>YES</p>	<p>STB 1708-2006 (Incl N1 and N2) Appendix E: "5.59 Attraction of public organizations, representatives of the local population and other interested bodies to planning of sustainable forest management and forest use"            Requirement: Representatives of the local population and other interested bodies to planning of sustainable forest management and forest use shall be attracted to consideration of draft forestry organization and management, determination and establishment of protection mode sections having historical and cultural importance, places of habitat of animals and plants being under threat of disappearance, etc., taking any decisions which concern forest use by the population"            Identification: "In accordance with availability in forestry departments of actual lists of organizations interested in sustainable forest management and forest use (invitation for participation), of all organizations interested in planning of sustainable forest management and forest use (minutes of public hearings, statements of public organizations and/or citizens, decisions of executive and administrative bodies, etc.)"             Law of the Republic of Belarus dated 18.07.2011 №300-Z "On appeals of citizens and legal entities":            The procedure of complaints and appeals handling:            "Article 9. Duties of organizations, individual entrepreneurs            Organizations, individual entrepreneurs shall:            - ensure attentive, responsible, benevolent relation to applicants;            - not allow beardedness, bureaucracy, red tape, prejudiced, indelicate behavior, rudeness and disrespect in relations with applicants;            - take measures for full, objective, comprehensive and prompt consideration of appeals;            - take lawful and substantiated decisions;            - inform applicants about the decisions taken by results of consideration of appeals;</p>

	<ul style="list-style-type: none"> <li>- provide control of fulfillment of the decisions taken by appeals;</li> <li>- resolve problems on bringing to responsibility of the persons who are guilty in violation of rights, freedoms and (or) lawful interests of applicants in compliance with the established procedure;</li> <li>- explain to applicants the procedure of appealing against responses to appeals and decisions on leaving the appeals without consideration in essence in cases stipulated in the present Law;</li> <li>- fulfill other duties stipulated in the present Law and other legislative acts.”</li> </ul> <p><b>Extra information added by RAFCS:</b></p> <p>We planned to include procedure of complaints and disputes settlement in Amendment No 3 to STB 1708, however, according to the Law of technical rate setting and standardization legal regulations could not be a subject of standardization. Procedure of complaints and disputes consideration is governed by the Law of the Republic of Belarus No 300-3 of July 18, 2011 ‘On public and legal persons appeals’, which is a more significant document than standard.</p> <p>In STB 1708 criteria of requirements related to securing of interests and rights of local population during cuttings and other activities are set: criteria 5.11, 5.14, 5.15, 5.16, 5.18.</p> <p>Criterion 5.16 Consideration for local population while planning of cleaning cuttings. Requirement: Local population interests should be considered at planning of cleaning cuttings (use of timber, traditional resting places, places of mushrooms and berries picking, etc.). Identification method: According to STB 1361</p> <p>Criterion 5.18 Consideration for local population, enterprises, establishments and other public organizations Requirements: Consideration for local population, enterprises, establishments and other public organizations should take place at planning or carrying of final cuttings.</p> <p>Subjects of forestry relations engaged in cutting and their arrangement should reasonably support social and economic development of timber harvesting area, employment of adult population, improvement of shared facilities (roads, means of communication, memorials, etc.) and also provide assistance to local population and separate citizens in resolution of social issues (supply of firewood and timber wood, organization of public events, keeping of public order, bussing in the same direction, etc.) Identification method: According to STB 1360 “STB1361: “7 Social and economic requirements In planning and implementation of intermediate fellings, interests of local population shall be taken into consideration with regard to making use of timber in accordance with applicable legal procedures, customary recreation areas, areas used to pick mushrooms and berries etc. Any arising disputes must be resolved by managing bodies of forestry enterprises and representatives of the public on pari passu principles, taking the interests of each party into consideration. Section 7 [Amended edition, Amendment N.1]” “STB1360: “6. Increasing the efficiency of socio-economic consequences of the final harvest 6.1 Designing and performing final harvesting, consider the interests of local people, enterprises, institutions and other users of wood, wood raw material and products, mowing, pasturages, traditional recreation places, plots for gathering forest products (mushrooms, berries, fruit and nuts, herbs, etc.). 6.2 Subjects of forest relations, designing and performing felling, should, within their limits, contribute to socio-economic development of the cutting regions, occupation of unemployed adult population, improvement of common amenities (roads, communications, memorials, etc.), as well as assist local population and single persons to solve socio-communal problems (mass activities, law and order, explanatory mission on the</p>
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	<p>environmental protection, associated transportation of schoolchildren, retirees, sick and old people, etc.).”</p> <p><b>Comment by the assessors:</b> A mechanism is in place to ensure consideration of the population when planning and final harvest. All Forests are state-owned, the law 300-3 “On Appeals of Citizens and Legal Entities” provides an appeal procedure which can be used to make an appeal related to a governmental organization. A clause can be found at planning intermediate fellings (STB1361, clause 7) disputes must be resolved by managing bodies of forestry enterprises and representatives of the public on pari passu principles</p> <p><b>CONFORMS  </b></p>
<p>5.6.11 Forestry work shall be planned, organised 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 preventive measures.</p>	<p>YES</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.39 Expenditures for labour protection in the 5-year dynamics” Requirement:” Expenditures for labour protection in the 5-year dynamics shall not be reduced” Identification:” In accordance with the expenditures for labour protection in the 5-year dynamics”</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.40 Expenditures for safe fulfillment of work in areas contaminated with radiation in the 5-year dynamics*” Requirement: “Expenditures for safe fulfillment of work in areas contaminated with radiation in the 5-year dynamics shall not be reduced” Identification:” In accordance with expenditures for labour protection and control of the state of health of the people in areas contaminated with radiation in the 5-year dynamics” “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p> <p><b>Information added by RAFCS:</b> “Forests contaminated with radiation are not excluded from the forest fund of the Republic; forest management is not carried out in such forests according to the ‘Rules of forest management in zones of radioactive contamination’. These forests are not subject to forest certification, requirements towards certification are governed by a criterion 6 ‘Support of ecological reserve of forest ecosystems, contaminated with radioactive nuclides” ‘Rules of forest management in zones of radioactive contamination: “6. Forest management in zones of radioactive contamination has basic criteria for the procedure of carrying out of works, such as: soil contamination density with radionuclide cesium-137, effective radiation exposure of employees and content of cesium-137 in forest products. 4 zones are allocated at zoning of forest fund territories: zone I with soil contamination density with cesium-137 from 1 to 5 Ci / sq.km, zone II - from 5 to 15 Ci / sq.km, zone III - from 15 to 40 Ci / sq.km, zone IV – over 40 Ci / sq.km. For more detailed regulation of forest management activity the following subzones are allocated: subzone IA - from 1 to 2 Ci / sq.km and IB - from 2 to 5 Ci / sq.km within zone I’. ‘8. Planning of forest management and forest exploitation activities on forest fund territories contaminated with radiation is made within the allocated zones of radioactive contamination using results of radiation control: soil contamination density with cesium-137, gamma-dosage rate (hereinafter – dosage), content of cesium-137 in forest products, and also taking into consideration type of site quality, trees species composition, their age and other factors. 9. In order to provide radiation security of employees and prevent supply of products with content of cesium-137 which is above accepted limit, limitations for forest management, forest exploitation are introduced in zones of radioactive contamination. 10. In all zones of radioactive contamination works on forest fire protection, road building, cutting of snags, piping (other cuttings), planting, activities on forest pest and fire protection, protection from illegal felling and from other forest offences are allowed. Forests with level of radioactive contamination above 40 Ci / sq.km. are defined as a Special protection natural site ‘Polesky State Radiation</p>

		<p>Ecological Reserve”  STB 1708-2006 (Incl N1 and N2) Appendix E  “5.42 Information about legislative and other requirements used in the field of labour protection”  Requirement: “Information about legislative and other requirements used in the field of labour protection shall be provided to employees of the organization, as well as to other interested parties”  Identification:” As per STB 18001 (STB 18001-2009 Labour protection management system. Requirements.)”  STB 1708-2006 (Incl N1 and N2) Appendix E: “5.43 Management of labour protection”  Requirement: “A labour protection management program shall be worked out, introduced, regularly verified and actualized”  Identification:” As per STB 18001 (STB 18001-2009 Labour protection management system. Requirements.) “  STB 1708-2006 (Incl N1 and N2) Appendix E: “5.45 Participation of employees in labour protection management and consulting ”  Requirement: “Participation of employees shall be provided in labour protection management by means of their involvement in identification of dangers, assessment of risks and determination of management measures, investigation of accidents in industry and emergency situations, development and analysis of the policy in the field of labour protection, as well as consultations about any amendments, representation during consideration of labour protection issues. Employees shall be informed about measures with their participation and about their representatives for the issues of labour protection”  Identification:” As per STB 18001 (STB 18001-2009 Labour protection management system. Requirements.)“  STB 1708-2006 (Incl N1 and N2) Appendix E: “5.46 Public control of legislation observance in the field of labour protection in the organization”  Requirement: ‘To be provided by the Trade Union (their associations) via legal and technical labour inspectorates, public inspectors for labour protection”  Identification:” As per [24] [24. Law of the Republic of Belarus “On Trade Unions”, dated 22.04.1992, No. 1605-XII]”  STB 1708-2006 (Incl N1 and N2) Appendix E: “5.47 Preparedness for emergency situations and responsiveness”  Requirement: “Measures shall be taken to respond emergency situations and their prevention, as well as reduction of related unfavorable consequences for labour safety”  Identification:” As per STB 18001 (STB 18001-2009 Labour protection management system. Requirements.)“  STB 1708-2006 (Incl N1 and N2) Appendix E  “5.48 Investigation of accidents in industry, professional diseases and analysis of emergency situations, incompiences, correcting and warning actions”  Requirement: “Investigation of accidents in industry, professional diseases and analysis of emergency situations shall be promptly carried out, their results shall be executed and regulated in documents. Real and potential incompiences shall be considered and correcting and warning actions shall be carried out”  Identification:” As per STB 18001 (STB 18001-2009 Labour protection management system. Requirements.) “  <b>CONFORMS  </b></p>
<p>5.6.12 Working conditions shall be safe, and guidance and training in safe working practices shall be provided to all those</p>	<p>YES</p>	<p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.41 Training of safe methods of work, instructions and exams for labour protection issues*”  Requirement: “Organizations provide training of safe methods of work, instructions and exams for labour protection issues”  Identification:” As per [23] [Instructions on the procedure of training, retraining, probation studies, briefing, skills improvement and check of knowledge of employees for the issues of labour protection. Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 28.11.2008, No. 175  “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with</p>

<p>assigned to a task in forest operations.</p>	<p>the requirements of the present standard”</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.44 Plans and programs during training of employees by professions”  Requirement: Plans and programs during training of employees by professions shall stipulate theoretical training for issues of labour protection and industrial training of safe labour methods. Theoretical training shall be carried out within the frameworks of a special subject “Labour protection” and (or) respective sections of special disciplines in the volume of at least 10 hours, and for especially high danger – at least 20 hours”  Identification:” As per [23] [23. Instructions on the procedure of training, retraining, probation studies, briefing, skills improvement and check of knowledge of employees for the issues of labour protection. Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 28.11.2008, No. 175</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.49 Registration of primary, repeated, unplanned, purpose-oriented instructions and probation studied*”  Requirement: “Registration of primary, repeated, unplanned, purpose-oriented instructions and probation studies shall be confirmed by signatures of the persons who conducted and passed instructions (probation studies), in a register of instruction registration for labour protection or in a personal card of training (if used) “  Identification:” As per [23] [23. Instructions on the procedure of training, retraining, probation studies, briefing, skills improvement and check of knowledge of employees for the issues of labour protection. Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 28.11.2008, No. 175”  “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard”</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.50 Provision of individual protection means for employees*”  Requirement: “At works with harmful, dangerous labour conditions, as well as at works connected with contamination or under unfavorable temperature conditions, employees shall get individual protection means in accordance with the established standards on the free of charge basis”  Identification:” As per [25] [[25] Instructions on the procedure of provision of individual protection means for employees  Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 30.12.2008, No. 209]”  “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard”</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.51 Expenditures for provision of individual protection means for employees”  Requirement: “Expenditures for provision of individual protection means for employees shall not decrease in the 5-year dynamics”  Identification:” In accordance with provision of individual protection means for employees”</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: “5.52 Provision of individual protection means for employees in excess of typical standards ”  Requirement: “The employer is entitled to stipulate provision of individual protection means for employees in excess of typical standards (the 5-year dynamics) in accordance with the collective contract, agreement from the own funds”  Identification:” As per [25] [25. Instructions on the procedure of provision of individual protection means for employees  Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 30.12.2008, No. 209]”</p>
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	<p>STB 1708-2006 (Incl N1 and N2) Appendix E: "5.53 Awareness of employees about necessary individual protection means" Requirement: "During conclusion of a labour contract an employer shall inform employees about necessary individual protection means Identification:" As per [25] [25. Instructions on the procedure of provision of individual protection means for employees Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 30.12.2008, No. 209]"</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: "5.54 Compliance of individual protection means with the character and terms of work*" Requirement: "Individual protection means provided to employees shall comply with the character and terms of work and ensure labour safety" Identification:" As per [25] [25. Instructions on the procedure of provision of individual protection means for employees Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 30.12.2008, No. 209]" "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard"</p> <p>STB 1708-2006 (Incl N1 and N2) Appendix E: "5.55 Fulfillment by employees of duties for using the individual protection means*" Requirement: "Employees shall properly use provided individual protection means, and if they are unavailable, the direct head shall be notified about it Identification:" As per [25] [25. Instructions on the procedure of provision of individual protection means for employees Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 30.12.2008, No. 209]" "*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard"</p> <p>STB 1708-2006 (Incl. N1 and N2) Appendix E: "5.56 Fulfillment of duties by the employer for using the individual protection means*" Requirement: "The employer shall: - not allow fulfilment of works without application by employees of required individual protection means; - organize proper handling of individual protection means; - replace or repair individual protection means which have become unfit before expiration of their service life due to the reasons which do not depend on the employee; - ensure regular testing and checking of individual protection means in accordance with the established periods; - when individual protection means are given instructions shall be provided concerning the rules of the use and methods of checking them Identification:" : " As per [25] [25. Instructions on the procedure of provision of individual protection means for employees Approved by the order of the Ministry of Labour and Social Security of the Republic of Belarus, dated 30.12.2008, No. 209]" <b>CONFORMS  </b></p>
<p>5.6.13 Forest management shall comply with fundamental ILO conventions.</p>	<p>YES <a href="http://www.ilo.org/dyn/normlex/en/f?p=1000:11200:0">http://www.ilo.org/dyn/normlex/en/f?p=1000:11200:0</a>: all fundamental ILOs are ratified by the Republic of Belarus. STB 1708-2006 with due regard for amendment №2 Appendix L Indicator 7.5 "Fulfillment of basic conventions of the International Labor Organization" Requirements: "The legal entity engaged in forestry management shall fulfill basic conventions of the International Labor Organization" Identification "By availability of texts of the Conventions [29] –[36] and awareness of employees about the contents of conventions - ILO Convention № 29 «Forced Labor Convention (Convention 29)» (Signed in Geneva 28.06.1930)</p>

		<ul style="list-style-type: none"> <li>- ILO Convention № 87 «Freedom of Association and Protection of the Right to Organize Convention» (Signed in San-Francisco 09.07.1948)</li> <li>- ILO Convention № 98 «Right to Organize and Collective Bargaining Convention» (Signed in Geneva 01.07.1949)</li> <li>- ILO Convention № 100 «Equal Remuneration Convention» (Signed in Geneva 29.06.1951)</li> <li>- ILO Convention № 105 «Abolition of Forced Labor Convention» (Signed in Geneva 25.06.1957)</li> <li>- ILO Convention № 111 «Discrimination (Employment and Occupation) Convention» (Signed in Geneva 25.06.1958)</li> <li>- ILO Convention № 138 «Minimum Age Convention» (Signed in Geneva 26.06.1973)</li> <li>- ILO Convention № 182 «Worst Forms of Child Labor Convention» (Signed in Geneva 17.06.1999)»</li> </ul> <p><b>CONFORMS</b></p>
5.6.14 Forest management shall be based inter-alia on the results of scientific research. Forest management shall contribute to research activities and data collection needed for sustainable forest management or support relevant research activities carried out by other organisations, as appropriate.	YES	<p>STB 1708-2006 (Incl N1 and N2) Appendix E</p> <p>“5.60 Forestry management on the scientific basis”</p> <p>Requirement: “Legal entities managing the forestry shall manage the forestry on the scientific basis, provide collection of the data which are required for sustainable forest management and forest use, promote researching activity carried out by researching organizations on their territory”</p> <p>Identification:” In accordance with availability in forestry departments of materials of researching developments in the forestry field, conservation of biological diversity and other recommendations, pilot objects, acts of introduction, fulfillment of other programs within the frameworks of the branch and elsewhere, adopted and approved as per established procedure”</p> <p><b>CONFORMS</b></p>
<b>Criterion 7: Compliance with legal requirements</b>		
5.7.1 Forest management shall comply with legislation applicable to forest management issues including forest management practices; nature and environmental protection; protected and endangered species; property,	YES	<p>STB 1708-2006 Appendix L</p> <p>“7.1 Right for use of land and forest*”</p> <p>Requirement: “Rights for use of land and forest shall be properly executed in the legal way, forestry fund lands shall be fixed for a specific legal entity engaged in forestry management”</p> <p>Identification:” To be established by:</p> <ul style="list-style-type: none"> <li>a. the state act on permanent use of a land plot, and if it is unavailable - by decisions of local executive and administrative bodies on transfer of land for use;</li> <li>b. the articles of association of a legal entity;</li> <li>c. contracts of rent of the forest fund section;</li> <li>d. permitting documents (a wood cutting voucher; a forest voucher; an order) for forest use activities.</li> </ul> <p>“*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”</p>

<p>tenure and land-use rights for indigenous people; health, labour and safety issues; and the payment of royalties and taxes.</p>	<p>STB 1708-2006 (Incl N1 and N2) Appendix I  “7.2 Fulfillment of the effective legislation of the Republic of Belarus ”  Requirement: “The legal entity engaged in forestry management shall fulfill the existing forestry, nature saving, taxation legislation, health care legislation of the Republic of Belarus”  Identification:” By availability in forestry bodies and their subdivisions of materials of inspections by state controlling bodies of fulfillment of the effective legislation of the Republic of Belarus”  STB 1708-2006 with due regard for amendment №2 Appendix L  Indicator 7.5 “Fulfillment of basic conventions of the International Labor Organization”  Requirements: “The legal entity engaged in forestry management shall fulfill basic conventions of the International Labor Organization”  Identification “By availability of texts of the Conventions [29] –[36] and awareness of employees about the contents of conventions  - ILO Convention № 29 «Forced Labor Convention (Convention 29)» (Signed in Geneva 28.06.1930)  - ILO Convention № 87 «Freedom of Association and Protection of the Right to Organize Convention» (Signed in San-Francisco 09.07.1948)  - ILO Convention № 98 «Right to Organize and Collective Bargaining Convention» (Signed in Geneva 01.07.1949)  - ILO Convention № 100 «Equal Remuneration Convention» (Signed in Geneva 29.06.1951)  - ILO Convention № 105 «Abolition of Forced Labor Convention» (Signed in Geneva 25.06.1957)  - ILO Convention № 111 «Discrimination (Employment and Occupation) Convention» (Signed in Geneva 25.06.1958)  - ILO Convention № 138 «Minimum Age Convention» (Signed in Geneva 26.06.1973)  - ILO Convention № 182 «Worst Forms of Child Labor Convention» (Signed in Geneva 17.06.1999)»”  STB 1708-2006 (Incl N1 and N2) Appendix I  “7.6 Fulfillment of basic international nature saving conventions”  Requirement: “The legal entity engaged in forestry management shall fulfill basic international nature saving conventions”  Identification:” By availability of texts [4] – [8] and awareness of employees about the contents of conventions”  [4] UN Convention on biological variety, Rio-de-Janeiro, 1992  [5] UN Convention on fighting with desert advancing/land degradation, Rio-de-Janeiro, 1992  [6] Convention on preservation of wild nature in Europe, Bern, 1979  [7] Convention on water and swamp areas having international importance, mainly as habitats for water fowls, Ramsar, 1971  [8] Framework UN Convention on climate changing. Rio de Janeiro, 1992  <b>CONFORMS</b></p>
<p>5.7.2 Forest management shall provide for adequate protection of the forest from unauthorised activities such as illegal logging, illegal land use, illegally initiated fires, and other illegal activities.</p>	<p>YES  STB 1708-2006 (Incl N1 and N2) Appendix L: “7.3 Protection of forests from illegal cuttings and other violations of forestry and nature saving legislation*”  Requirement: “forests shall be protected from illegal cuttings and other violations of forestry and nature saving legislation”  Identification:” As per STB 1582 (STB 1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION, incl Amendment N1). ” “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential incompliance with the requirements of the present standard.”  STB 1708-2006 (Incl N1 and N2) Appendix L: “7.4 Account of forest fires and violations*”  Requirement: “Accounting of forest fires and violations”  Identification:” As per STB 1582 (STB 1582-2005: Sustainable forest management REQUIREMENTS ON MEASURES ON FOREST PROTECTION, incl Amendment N1). ” “*When the forest management and forest use system is certified, failure to fulfil this indicator shall be classified as essential</p>

	<p>incompliance with the requirements of the present standard.”</p> <p>STB 1582 -2005 clause 4.4: “4.4 The range of taken measures on forest protection is regulated by entity’s project on forestry arrangement and administration for present audit period. The project is drawn up in conformity with General plan on forest fire-protection facilities in the Republic of Belarus. The weather conditions while fire-hazardous season are also taken into consideration in the project.”</p> <p><b>CONFORMS</b></p>
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## 17. PART IV: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR CERTIFICATION AND ACCREDITATION PROCEDURES (ANNEX 6)

### 17.1 Scope (Annex 6)

This document covers requirements for certification and accreditation procedures given in Annex 6 to the PEFC Council Technical Document (*Certification and accreditation procedures*).

### 17.2 Checklist (Annex 6)

No.	Question	Reference to PEFC Council PROCEDURES	YES / NO*	Reference to scheme documentation
<b>Certification Bodies</b>				
1.	Does the scheme documentation require that certification shall be carried out by impartial, independent third parties that cannot be involved in the standard setting process as governing or decision making body, or in the forest management and are independent of the certified entity?	Annex 6, 3.1	YES	<p>GOST ISO/IEC17021-2013 (ISO/IEC17021:2011, IDT): “            1.Field of application , clause 4.2.1, 4.2.3, clause 5.2.1,5.2.5, 5.2.7            GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT)            clause 3.12, clause 4.2.1, 4.2.2, 4.2.6, 4.2.7            TCP 5.4.02 (OR) clause4.1, clause4.2, clause4.10            "4.1 Forest certification is carried out by forest certification bodies (hereinafter - certification bodies), in compliance with the scope of accreditation.            4.2 Certification of forest management and forest utilization system and certification of forest products and their derivatives upon origin is carried out at forest certification implementation.            4.10 The certification body shall not provide consultations on forest certification for the applicant organization, the group head or members of the group".            Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document Description of the Scheme, Appendix 2): "2.5. Body applying for notification on forest certification under PEFC endorsed scheme shall:            - be a legal entity;            - be independent third party that cannot be involved in the standard setting process as a governing or decision-making body or in the forest management and is independent of the certified entity;"            Document: Description of the scheme: p28: "3.2.2.5 Standardization bodies execute checking, introducing of amendments and revising of Technical Normative Legislative Documents, elaborated by this standardization body in compliance with the requirements of TCP 1.4, TCP 1.2.</p>



			<p>UE 'Belgiproles' in the period from the year 2008 to the year 2013 introduced the following amendments to the following technical normative and legislative documents of the forest certification system: (...)</p> <p>3.2.2.7 While elaborating forest certification standards UE Belgiproles creates a working group in compliance with the requirements of TCP 1.2 and of 'Regulation on balanced representation'. )</p> <p>Document: Description of the scheme, Appendix 8: "List of accredited forest certification bodies</p> <p>Name of the forest certification body Address Scope of accreditation № of accreditation certificate</p> <p>Project and Research Republican Unitary Enterprise Belgiproles 220004, Minsk</p> <p>V. Horuzhei Street, 41 certification of forest management and forest utilization systems № BY/112 075.02</p> <p>Certification of forest products and derivatives upon origin"</p> <p>Regulation on ensuring independence (autonomy) of processes of development of technical normative legal acts and procedure of Forest certification 2.7: "If there are members of the Governing council of the forest certification agency or employees from the Certification department in the composition of the Technical Council of the Unitary Enterprise 'Belgiproles' , they will not take part in making decisions regarding TNLAs in the field of sustainable forest management and forest use, forest management and use, chain of custody of forest based products certification systems as well as amendments to such TNLAs."</p> <p><b>Comment by the RAFCS:</b> "Combination of the functions of the accredited forest certification body and development of technical normative legal acts is a result of the situation where in the Unitary Enterprise 'Belgiproles' the specialists in the field of forestry management, forest utilization and wood processing competent in the field of certification of management systems and in development of technical normative legal (legislative) acts are concentrated.</p> <p>The UE 'Belgiproles' has analysed the risks related to performance of the processes of development of technical normative legal acts and forest certification.</p> <p>The director of the UE 'Belgiproles' developed and approved the "Resolution on Ensuring Independence of the Processes of Development of Technical Normative Legal Acts and Forest Certification".</p> <p>Review of the working drafts of technical normative legal acts and assessment of complete analysis of the received responses (comments) are carried out by the Technical Board of the UE 'Belgiproles' , and the Technical Board of the UE 'Belgiproles' makes decisions on sending of drafts of technical normative legal acts and receives responses (comments). Exerpts from the minutes of review of the draft of STB 2157, amendment No. 3 to STB 1708 were also provided in April 2016."</p>
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			<p>Combining of the functions of the accredited forest certification agency and technical and normative legal acts development is the result of the Unitary Enterprise 'Belgiproles' to have concentrated in its structure the specialists in forestry, forest management, wood processing and wood production, who are competent in the field of certification of management systems and of development of technical normative legal acts.</p> <p>As to ensure the unbiased approach when developing standards, the UE 'Belgiproles' took the following actions:</p> <ol style="list-style-type: none"> <li>1. Risks related to the processes of technical and normative legal acts development and forest certification were analyzed</li> <li>2. the Director of the enterprise 'Belgiproles' approved the developed "Regulation on ensuring the independence of the process of development of technical and normative legal acts and forest certification" (In Russian: Положение об обеспечении независимости процессов.doc, Provision about providing the independence of processes, Provision about providing the independence of processes of developing of technical laws and regulations and certification procedure from 25.03.2015. It was signed by L.K. Birulya (chief engineer). It consists of chapters: <ul style="list-style-type: none"> <li>- Scope of application;</li> <li>- Requirements to developing of technical laws and regulations;</li> <li>- Requirements to providing of free access to developing of technical laws and regulations and to formation of working groups;</li> <li>- Requirements to procedure of Forest Certification.)".</li> </ul> </li> <li>3. Consideration of the drafts of technical and normative legal acts and evaluation of completeness of the analysis of the received comments and notes are carried out by the Technical council of the Unitary Enterprise 'Belgiproles' .</li> </ol> <p>Extracts from the minutes of consideration of the Technical Council can be found in the documents: the Decision of the Final Draft STB2157/OP and Amendment No. 3 to STB 1708-2006.</p> <p>These extracts confirm that Ms. Slobodnik T.Z. (Belgiproles, Certification Department) did not participate in the voting process of the Technical Council.</p> <p>The evidence suggest that Belgiproles is a accredited Certifying body but also member of the Technical council which develops the standards in the standard setting process. The independence and role of Belgiproles is described in the resolution of 2015, that states that the standard setting activities are clustered under the Technical Council and that members of the Certification Department have no voting rights. The extracts of the minutes relating to the Amendment of STB 1708 and STB2157 proof this resolution in practice. Therefore the assessors conclude that despite the same organization is involved, the measures taken by Belgiproles secure the independence of the Certification Department of Belgiproles.</p>
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2.	Does the scheme documentation require that certification body for forest management certification shall fulfil requirements defined in ISO 17021 or ISO Guide 65?	Annex 6, 3.1	YES	<p>TCP 50.10 -2011(03220) [National Accreditation System of the Republic of Belarus. Order of accreditation] "1. Scope of accreditation</p> <p>4.4 The requirements for the applicants for accreditation and accredited entities are established in the normative legal acts (hereinafter referred to as NLA), including the technical NLA of the National Accreditation System, National Conformity Ap-proval System of the Republic of Belarus (hereinafter referred to as the National Conformity Approval System), Uniformity of Measurement System of the Republic of Belarus (hereinafter referred to as the uniformity of measurement system) and basic standards:</p> <p>STB ISO/IEC 17021 for bodies for certification of management system;</p> <p>- STB EN 45011 for forest certification bodies (when the certification is to be performed according to the criterion of origin and STB ISO/IEC 17021 (in CASE of certification of forest administration and forest exploitation systems);</p> <p>4.5 Within the accreditation, the compliance with the main principles of accreditation ensuring the confidence in the results of the applicant's work is performed: impartiality according to ISO/PAS 17001:2005; competence and responsibility according to ISO/PAS 17002:2004; responsiveness to complaints according to ISO/PAS 17003:2004 and openness (information disclosure) according to ISO/PAS 17004:2005.</p> <p><b>Notes from RAFCS in Document: Description of the scheme:</b></p> <p>1 STB ISO/IEC17021-2012 replaced with GOST ISO/IEC 17021-2013 (ISO/IEC17021:2011, IDT), put into effect by order of Gosstandart of the Republic of Belarus dated 23.07.2013 N3, directly as the state standard of the Republic of Belarus from 1.03.2014. (document available in English)</p> <p>2 STB EN 45011-99 replaced with GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT) put into effect by order of Gosstandart of the Republic of Belarus dated 30.08.2013 N45 directly as the state standard of the Republic of Belarus from 1.03.2014".</p> <p><b>CONFORMS  </b></p>
3.	Does the scheme documentation require that certification bodies carrying out forest certification shall have the technical competence in forest management on its economic, social and environmental impacts, and on the forest certification criteria?	Annex 6, 3.1	YES	<p>GOST ISO/IEC17021-2013 (ISO/IEC17021:2011, IDT)</p> <p>Clause 5.1.1 , clause 5.1.2, clause 5.1.3</p> <p>GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT)</p> <p>Clause 4.1.1, clause 4.1.2.1, clause 4.1.3.1, clause 4.3.1 3</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): "2.5 Body applying for notification on forest certification under PEFC endorsed scheme shall: - have technical competence:</p> <p>- in forest management, on its economic, social and environmental impacts while carrying out certification of forest management and forest utilization systems;</p> <p>- in forest based product procurement and processing, material flow in different stages while carrying out chain of</p>

			<p>custody certification;" <b>CONFORMS  </b></p>
<p>4.</p>	<p>Does the scheme documentation require that certification bodies shall have a good understanding of the national PEFC system against which they carry out forest management certification?</p>	<p>Annex 6, 3.1</p>	<p>YES</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): "2.5 Body applying for notification on forest certification under PEFC endorsed scheme shall: - have good knowledge and understanding of PEFC endorsed Forest certification schemes of the National compliance certification system of the Republic of Belarus (hereinafter National forest certification scheme); 1 TCP 5.1.16 , clause "4.2 The forest certification in the Republic of Belarus is carried out in compliance with PEFC requirements which take account of the national systems of the forest certification and management [2] – [5] [[2] Common European criteria and indices of sustainable forest management, adopted in Lisbon, 1998 [3] PEFC ST 1003:2010 Sustainable Forest Management. Requirements [4] PEFC ST 1002:2010 Group Forest Management Certification. Requirements [5] PEFC ST 2002-2010 Chain of Custody. Requirements] , and also in concert with the international centers of other forest certification schemes 4.3 The forest certification rests upon the general principles promulgated in the international treaties and processes to which the Republic of Belarus is a part (see [6] – [11] [[6] The UN Convention on Biological Diversity. Rio de Janeiro, 1992 [7] The UN Convention to Combat Desertification/ Land Degradation. Rio de Janeiro, 1992 [8] The Convention on the Conservation of European Wildlife, Bern, 1979 [9] The Convention on Wetlands of International Importance, especially as Waterfowl Habitat. Ramsar, 1971 [10] Framework Convention on Climate Change, UN FCCC. Rio de Janeiro, 1992 [11] National Strategy and Plan of Actions for Conservation and Sustainable Use of Biological Diversity of the Republic of Belarus. 1997.]." STB 2371-2014, clause 5.2.1: "5.2.1 Expert-auditors shall possess knowledge correspondent to the directions of their activity on forest certification, including: - effective forest [1] and applicable environmental legislation, as well as international environmental conventions[2] - [6]; - national and international (FSC, PEFS and others) systems of certification; - international criteria and indicators of the forest certification[7] - [10]; - legislative, legal and economical basis of certification and others; - criteria and indicators to compliance with which forest certification is performed; - technical normative and legislative documents setting requirements made to the forest certification body; - technical normative and legislative documents of the System of forest certification (TCP 5.1.16, TCP 5.4.02, STB 2370 and others); - requirements of technical normative and legislative documents for compliance with which forest certification is performed (TCP 5.4.02, STB 1708, STB P 2157 and others); - requirements of technical normative and legislative documents, regulating reforestation, conservation and protection of forests, timber harvesting and harvesting of other forest resources, criteria and indices controlled at</p>

				<p>certification;</p> <ul style="list-style-type: none"> <li>- the procedure of performing forest certification;</li> <li>- planning, organization and rules of performing audit of systems of forest management and forest utilization, certification of the forest based products (hereinafter referred to as audit);</li> <li>- formalization in documents of the results of performing audit.</li> </ul> <p>5.2.2 Experts-auditors shall possess necessary management skills required to carry out audit in compliance with TCP 5.4.02, GOST ISO 19011"</p> <p><b>CONFORMS  </b></p>
5.	Does the scheme documentation require that certification bodies have the responsibility to use competent auditors and who have adequate technical know-how on the certification process and issues related to forest management certification?	Annex 6, 3.2	YES	<p>GOST ISO/IEC17021-2013 (ISO/IEC17021:2011, IDT) clause 7.1.1 , clause 7.1.2  GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT) Clause 6.1.1, 6.1.2.1 )  TCP 5.1.16, clause 4.31: "4.31 The forest certification work is carried out by the forest certification experts-auditors who conform to the requirements of STB 2371 [2371-2014: Experts-auditors on forest certification. Requirements to professional competence], STB 2266, whose professional competence has been certified in compliance with the procedures established in TCP 5.1.09 [National conformity approval system of the Republic of Belarus. Certification of professional competence of experts-auditors].  Certain kinds of services (consulting, audit, expert evaluation) can be rendered by the experts-auditors on the grounds of individual agreements signed with the applicants and holders of certificates of conformity." )  Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): "4.1.2. Certification body, which concluded agreement with RAFCs, is obliged: - to engage experts-auditors accredited in the sphere of forest management and forest utilization and/or chain of custody certification;  - to engage for forest certification technical experts accredited in the sphere of forest management, procurement and processing of timber;"</p> <p><b>CONFORMS  </b></p>
6.	Does the scheme documentation require that the auditors must fulfil the general criteria of ISO 19011 for Quality Management Systems auditors or for Environmental Management Systems auditors?	Annex 6, 3.2	YES	<p>TCP 5.1.16, clause 4.31: "4.31 The forest certification work is carried out by the forest certification experts-auditors who conform to the requirements of STB 2371 [2371-2014: Experts-auditors on forest certification. Requirements to professional competence], STB 2266, whose professional competence has been certified in compliance with the procedures established in TCP 5.1.09 [National conformity approval system of the Republic of Belarus. Certification of professional competence of experts-auditors].  Certain kinds of services (consulting, audit, expert evaluation) can be rendered by the experts-auditors on the grounds of individual agreements signed with the applicants and holders of certificates of conformity." )</p> <p>STB 2371-2014 [Experts-auditors on forest certification. Requirements to professional competence]:  "4.2 Experts-auditors can be persons professional and personal qualities of whom meet the requirements of STB 2266, GOST ISO 19011, this standard and who are certified in compliance with TCP 5.1.09.  5.2.2 Experts-auditors shall possess necessary management skills required to carry out audit in compliance with TCP 5.4.02, GOST ISO 19011" .</p> <p><b>CONFORMS  </b></p>

7.	Does the scheme documentation include additional qualification requirements for auditors carrying out forest management audits? [*1]	Annex 6, 3.2	YES	<p>STB 2371-2014 clause "5.1.2 A candidate to experts-auditors shall have:</p> <ul style="list-style-type: none"> <li>- higher education in the field connected with forestry, harvesting and processing of wood;</li> <li>- the total length of practical work not less than five years after graduating a higher educational establishment, of them – not less than two years in the field of certification of forest management and forest utilization systems, forest based products and their derivatives upon origin;</li> <li>- not less than 36 hours of training for conformity approval in the field of certification of forest management and forest utilization systems, forest based products and their derivatives upon origin.</li> </ul> <p>If the base education does not coincide with the applied field of activities, the applicant shall have the length of practical work in the field of forestry, timber harvesting and timber processing of not less than 5 years, confirmed by the record in the work record book».</p> <p>5.2.1 Expert-auditors shall possess knowledge correspondent to the directions of their activity on forest certification, including:</p> <ul style="list-style-type: none"> <li>- effective forest [1] and applicable environmental legislation, as well as international environmental conventions[2]</li> <li>- [6];</li> <li>- national and international (FSC, PEFS and others) systems of certification;</li> <li>- international criteria and indicators of the forest certification[7] - [10];</li> <li>- legislative, legal and economical basis of certification and others;</li> <li>- criteria and indicators to compliance with which forest certification is performed;</li> <li>- technical normative and legislative documents setting requirements made to the forest certification body;</li> <li>- technical normative and legislative documents of the System of forest certification (TCP 5.1.16, TCP 5.4.02, STB 2370 and others);</li> <li>- requirements of technical normative and legislative documents for compliance with which forest certification is performed (TCP 5.4.02, STB 1708, STB P 2157 and others);</li> <li>- requirements of technical normative and legislative documents, regulating reforestation, conservation and protection of forests, timber harvesting and harvesting of other forest resources, criteria and indices controlled at certification;</li> <li>- the procedure of performing forest certification;</li> <li>- planning, organization and rules of performing audit of systems of forest management and forest utilization, certification of the forest based products (hereinafter referred to as audit);</li> <li>- formalization in documents of the results of performing audit."</li> </ul> <p><b>CONFORMS  </b></p>
<b>Certification procedures</b>				
8.	Does the scheme documentation require that certification bodies shall have established internal procedures for forest management certification?	Annex 6, 4	YES	<p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2):"4.1.2. Certification body, which concluded agreement with RAFCS, is obliged: - to have established internal procedures for forest management certification against PEFC endorsed national forest certification scheme;</p> <p>GOST ISO/IEC17021-2013 (ISO/IEC17021:2011, IDT) Clause 8.1, section 9 "Requirements to the process."</p> <p>GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT) Section 7 "Requirements to the process"</p>

				<p><b>Information by RAFCS:</b> Procedures of forest management and/ or chain of custody certification are established TCP 5.1.02 TCP 5.1.05, TCP 5.4.02/OR -2014 (draft, final version), STB 2157/OR (draft, final version), TCP 5.1.16, STB 1708-2006</p> <p><b>CONFORMS  </b></p>
9.	Does the scheme documentation require that applied certification procedures for forest management certification shall fulfil or be compatible with the requirements defined in ISO 17021 or ISO Guide 65?	Annex 6, 4	YES	<p>GOST ISO/IEC17021-2013 (ISO/IEC17021:2011, IDT) Clause 8.1, section 9 «Requirements to the process».</p> <p>GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT) Section 7 «Requirements to the process» )</p> <p>TCP 5.4.02, clause 4.11: "4.11. The procedure of certification of the forest management and forest utilization system includes the following:</p> <ul style="list-style-type: none"> <li>- filing, by the applying organization, of an application form for certification of the forest management and forest utilization system (hereinafter the "application"), and submission by the same of source information, materials and documents;</li> <li>- examination, by the Certification Body, of accuracy of such application and adequacy of submitted information (documents) and absence of threat to impartiality;</li> <li>- making, by the Certification Body, of a decision on the possibility to perform an initial certification audit of the forest management and forest utilization system on the basis of examination of the application and source information; fixing the time of audit; signing an agreement for certification works;</li> <li>- drawing up an audit program;</li> <li>- selection and appointment of an audit team;</li> <li>- carrying out, by the forest Certification Body, of the first stage certification audit of the forest management and forest use system;</li> <li>- carrying out, by the forest Certification Body, of the second stage certification audit of the forest management and forest utilization system;</li> <li>- carrying out additional audit if necessary;</li> <li>- examination of audit results and making a decision to issue (deny) a certificate of conformity for the forest management and forest utilization system;</li> <li>- drawing up, signing, registration and awarding the certificate of conformity for the forest management and forest use system; signing an agreement for certification of the forest management and forest utilization system; maintaining the register of certified forest management and forest utilization systems in accordance with TCP 5.1.10.;</li> <li>- consideration of complaints and appeals</li> </ul> <p>4.12. The procedure of the forest based products certification upon origin includes the following:</p> <ul style="list-style-type: none"> <li>- filing, by the applicant, of an application for the forest based products certification upon origin, with enclosed documents related to such products identification by origin;</li> <li>- analysis, by the Forest Certification Body, of document's related to the products identification system submitted by the applicant;</li> <li>- auditing, by the Forest Certification Body, of forest based products and their derivative products identification upon origin at each unit of technological chain of the applicant;</li> <li>- carrying out additional audit if necessary;</li> </ul>

				<ul style="list-style-type: none"> <li>- examination of audit results and making a decision to issue (deny) a certificate of conformity for forest based products upon origin;</li> <li>- drawing up, signing, registration and awarding the certificate of conformity for forest based products upon origin;</li> <li>- signing an agreement for certification of forest based products upon origin; maintaining the register of forest based products certified upon origin in accordance with TCP 5.1.10.</li> </ul> <p>4.4 The requirements for the applicants for accreditation and accredited entities are established in the normative legal acts (hereinafter referred to as NLA), including the technical NLA of the National Accreditation System, National Conformity Approval System of the Republic of Belarus (hereinafter referred to as the National Conformity Approval System), Uniformity of Measurement System of the Republic of Belarus (hereinafter referred to as the uniformity of measurement system) and basic standards: STB ISO/IEC 17021 for bodies for certification of management system;</p> <ul style="list-style-type: none"> <li>- STB EN 45011 for forest certification bodies (when the certification is to be performed according to the criterion of origin and STB ISO/IEC 17021 (in CASE of certification of forest administration and forest exploitation systems);</li> </ul> <p>4.5 Within the accreditation, the compliance with the main principles of accreditation ensuring the confidence in the results of the applicant's work is performed: impartiality according to ISO/PAS 17001:2005; competence and responsibility according to ISO/PAS 17002:2004; responsiveness to complaints according to ISO/PAS 17003:2004 and openness (information disclosure) according to ISO/PAS 17004:2005.</p> <p><b>Notes from RAFCS in Document: Description of the Scheme:</b> 1 STB ISO/IEC17021-2012 replaced with GOST ISO/IEC 17021-2013 (ISO/IEC17021:2011, IDT), put into effect by order of Gosstandart of the Republic of Belarus dated 23.07.2013 N3, directly as the state standard of the Republic of Belarus from 1.03.2014. (document available in English) 2 STB EN 45011-99 replaced with GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT) put into effect by order of Gosstandart of the Republic of Belarus dated 30.08.2013 N45 directly as the state standard of the Republic of Belarus from 1.03.2014".)</p> <p><b>CONFORMS  </b></p>
10.	Does the scheme documentation require that applied auditing procedures shall fulfil or be compatible with the requirements of ISO 19011?	Annex 6, 4	YES	<p>STB 2371-2014 clause "5.2.2 The expert-auditor must have necessary management skills required for audit performance in conformity with TCP 5.4.02, GOST ISO 19011. ;</p> <p>6.2. The expert-auditor is obliged to:</p> <ul style="list-style-type: none"> <li>- comply with the active legislation of the Republic of Belarus when exercising his/her rights and duties;</li> <li>- perform the forest certification works in accordance with the requirements of the Forest Certification System;</li> <li>- take part in the forest certification works, acting upon the audit plans and programs;</li> <li>- meet the requirements of TCP 5.4.02, GOST ISO 19011 specified for audit;</li> <li>- interact with the audit team head, render assistance in his/her activity, execute his/her in-structions;</li> <li>- develop working documents for auditing;</li> <li>- carry out efficient and effectual planning of his/her activities with a view to performing his/her task;</li> <li>- perform auditing without departure from the objectives to be achieved;</li> <li>- acquire and analyze any data necessary for adequacy of unbiased result of the forest certification;</li> <li>- notify the audit team head or the Forest Certification Authority of all material obstacles arising in the course of</li> </ul>



			<p>work performance;</p> <ul style="list-style-type: none"> <li>- ensure maximum fairness and reliability of audit results;</li> <li>- refrain from biased and unjustified views;</li> <li>- document the results observed in the course of the forest certification;</li> <li>- be impartial and free of any impacts which could hamper his/her fairness;</li> <li>- overlook any information which can influence the results of the forest certification or demand stricter auditing;</li> <li>- maintain the audit-related documents in good condition and ensure their safe keeping;</li> <li>- make reports and provide opinions on audit results;</li> <li>- ensure confidentiality of any information received in the course of audit;</li> <li>- deal with confidential information in observance of respective rules;</li> <li>- control the efficiency of fulfillment of any corrective actions (if any);</li> <li>- maintain generally accepted ethical standards;</li> <li>- be even-tempered, well-balanced, well-intentioned;</li> <li>- use the certificate of competence in a manner preventing from building up a bad name of the experts-auditors Certification Authority, and refrain from any certification-related statements which can be treated by the Certification Authority as misleading or unauthorized;</li> <li>- cease to use information on the status of a specialist certified by the Certification Authority after the certificate of competence has been suspended or cancelled.</li> </ul> <p>Clause 6.5"6.5. In the course of a particular audit, the audit team head is obliged to:</p> <ul style="list-style-type: none"> <li>- introduce the audit team members to the management of the audited entity;</li> <li>- specify the requirements to the audit-related activity, in particular, experts-auditors qualification standards;</li> <li>- notify the audited entity of existence of any fatal non-conformities in die time;</li> <li>- submit, without any delay, the audit report made in a clear, distinct, satisfactory and short form;</li> <li>- conform to the requirements of the present standard, TCP 5.4.02, TCP 5.1.16, GOST ISO 19011 as to performance of audit and audit plan management." ;</li> </ul> <p>Information received from RAFCS in the document: Description of the Scheme: "Requirements to the applied audit procedures are given in GOST ISO/IEC17021-2013, identical to ISO/IEC17021:2011, IDT in which the references to ISO 19011 are excluded and replaced by the text which introduces specific requirement to the third-party certification audit.</p> <p><b>Comment by the assessors:</b> ISO 19011 provides guidance on auditing management systems, including the principles of auditing, managing an audit program and conducting management system audits, as well as guidance on the evaluation of competence of individuals involved in the audit process, including the person managing the audit programme, auditors and audit teams. The competences of individuals involved in audits can be found in STB2371-2014. No evidence found that the principles of auditing, managing an audit program and conducting management system audits are preformed according to ISO19011, in GOST ISO/17021-2013 indeed most references to obligated use of ISO19011 are eliminated, we did not find the specific requirement to the third-party certification audit. However in TCP 5.1.05 certification of the management systems: "clause 3.15 certification audit to be carried out by</p>
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			<p>a third person: Audit to be carried out by the accredited certification body for the purpose of certification of the applicant organization's management system. (...)" was found. Please provide the evidence about auditing management systems and which TCP/document should be consulted.</p> <p><b>Comment by RAFCS:</b> "In the Republic of Belarus as well as in other countries of the world the accreditation of bodies carrying out audit and certification of management systems is performed in compliance with the ISO/IEC standards. The pack of documents for assessment of the forest certification system of the Republic of Belarus contained the following: GOST ISO/IEC 17021 -2013, identical, i.e. ISO/IEC 17021 -2011 accurately translated from English into Russian. In version ISO/IEC 17021:2011 references to ISO 19011 were excluded and replaced by specific requirements to certified audit by a third party and competence management of the staff involved in certification. Currently in the Republic of Belarus within the activities aiming at joining of the BSAC to the multilateral IAF Agreement the transition to the new version ISO/IEC 17021-1:2015 is going on, where specific requirements to certification audit by a third party and competence management of the staff involved in certification, which are mentioned in ISO/IEC 17021:2011 are maintained. It is possible that due to the solutions in ISO/IEC the PEFC Board will also make a decision to update its requirements. GOST ISO/IEC 17021 -2013, identical to ISO/IEC 17021 -2011, mentions all requirements are described in section 7 "Requirements to Resources", section 8 "Requirements to Information", section 9 "Requirements to Process. TCP 5.4.02 -2015 has a step-by-step description of the forest certification procedure."  TCP 5.4.02: "4.10 The Certification Body may not consult the applicant, group management, group members on the forest certification." No specific wording on third party certification in TCP5.4.02, but clause 4.10 ensure independence of the certification body. <b>CONFORMS</b></p>
11.	Does the scheme documentation require that certification body shall inform the relevant PEFC National Governing Body about all issued forest management certificates and changes concerning the validity and scope of these certificates?	Annex 6, 4	<p>YES</p> <p>TCP 5.1.05-2012, Clause 5.3.7. The certificate of conformity shall be entered into the Register of the National Conformity Confirmation System of the Republic of Belarus (hereinafter referred to as the register of the System) in accordance with TCP 5.1.10. 5.4.7. To obtain the registration number, the certification body shall contact the organization authorized by the State Committee of the Republic of Belarus for Standardization, which is responsible for keeping the Register of the National Conformity Confirmation System of the Republic of Belarus (hereinafter referred to as the authorized organization)." 5.7.14. In case of recertification of the management systems, modification of the scope of application of the management system, amendment of the TNLA for the management system, change of the name of the applicant organization and/or its location, the certification body shall submit the draft certificate of conformity in Russian (or English) to the authorized organization, which shall check the compliance of drawing up of the draft certificate of conformity with the requirements of the TNLA of the system as well as authenticity of the draft certificate of conformity with the photocopy of the signed certificate of conformity being valid till that moment with due regard</p>

				<p>to the made respective amendments. When performing the recertification of the management systems, the complete package of documents listed in items 5.7.6 – 5.7.10 shall be also submitted."</p> <p>TCP 5.1.02-2012: clause "5.10.3 The certificate of conformity comes into effect from the date of registration thereof in the System Register. Certificates of conformity are registered in accordance with TCP 5.1.10."</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 4.1.2 The certification body, which signed an agreement with RAFCS is obliged to: - to provide RAFCS information on certificates issued on forest management and forest utilization, chain of custody certificates, and also about their prolongation, suspension or cancellation within seven calendar days once decision on issue (prolongation, etc.) of certificates has been adopted;"</p> <p><b>CONFORMS  </b></p>
12.	Does the scheme documentation require that certification body shall carry out controls of PEFC logo usage if the certified entity is a PEFC logo user?	Annex 6, 4	YES	<p>TCP 5.4.02, Clause 6.3 "The Certification body must carry out inspectorial control in such a way as to ensure regular monitoring of peculiar fields and functions included into the applicable scope of the forest management and forest use system, forest based products identification by origin, taking account of any changes related to the certified applicant and its forest management and forest use system, forest based products identification by origin. Inspectorial control must include field audits with a view to evaluating compliance of the applicant (group member) with specific requirements of Technological Regulations as to the forest management and forest use system, forest based products by origin, against which the certification has been performed..</p> <p>6.4. Other inspectorial control measures can include the following:</p> <ul style="list-style-type: none"> <li>- control of use of certificates and conformity marks by the certified applicant (group members); "</li> </ul> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 4.1.2 The certification body, which signed an agreement with RAFCS is obliged to: - to control rightness of utilization of PEFC logo by holders of certificates;</p> <ul style="list-style-type: none"> <li>- to provide RAFCS with information on usage of PEFC logo by certificate holders;"</li> </ul> <p><b>CONFORMS  </b></p>
13.	Does a maximum period for surveillance audits defined by the scheme documentation not exceed more than one year?	Annex 6, 4	YES	<p>TCP 5.4.02, Clause 6.6 "Periodicity of scheduled inspectorial controls is specified by the Certification Body, but it may not be less often than once a year. The scheduled date of inspectorial control is notified by the Certification Body to the audited organization (or to the group management and all group members in case of a group certification)."</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 4.1.2 The certification body, which signed an agreement with RAFCS is obliged to: - maximum period for surveillance of certified enterprises is one year and maximum period for reassessment audit is five years for both forest management and forest utilization and/or chain of custody certifications;"</p> <p><b>CONFORMS  </b></p>
14.	Does a maximum period for assessment audit not exceed five years for forest	Annex 6, 4	YES	<p>TCP 5.1.16, clause 4.24: "4.24. Positive results of implementation of the forest certification procedure are certified with a certificate of conformity issued to the applicant by the Forest Certification Authority. Certificates of conformity for the forest management and forest use system are issued in accordance with the</p>

	management certifications?			<p>requirements of TCP 5.1.05; certificates of conformity for for-est based products and their derivative products by origin are issued in accordance with the requirements of TCP 5.1.02.</p> <p>Certificates of conformity come into effect from the date of registering thereof with the System register. Periods of validity of certificates of conformity are specified in TCP 5.1.01 and make the following:</p> <ul style="list-style-type: none"> <li>- 3 years for certification of the forest management and forest use systems;</li> <li>- 5 years for certification of forest based products and their derivative products by origin.</li> </ul> <p>The group certificate of conformity for the forest management and forest use system is issued to the group management. The participants of the group certification of the forest management and forest use system receive duplicates of the group certificate of conformity with indication of the list and legal addresses of all group members. The group certificate of conformity for forest based products and their derivative products by origin is issued to every participant of the group certification with indication of the list of products and legal addresses of all group members.</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 4.1.2 The certification body, which signed an agreement with RAFCS is obliged to: - maximum period for surveillance of certified enterprises is one year and maximum period for reassessment audit is five years for both forest management and forest utilization and/or chain of custody certifications;"</p> <p><b>CONFORMS  </b></p>
15.	Does the scheme documentation include requirements for public availability of certification report summaries?	Annex 6, 4	YES	<p>GOST ISO/IEC17021-2013 (ISO/IEC17021:2011, IDT), clause 8.1</p> <p>GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT), clause 4.6</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 4.1.2 The certification body, which signed an agreement with RAFCS is obliged to: - to make available certification reports for any party concerned. Summary of the certification report shall include a summary of findings on the auditee's conformity with the requirements of standards of PEFC endorsed National forest certification scheme; 6 6</p> <p><b>Comment by RAFCS:</b> "GOST ISO/IEC17021-2013 point 8.1.1: "The certification body shall maintain and ensure common access or provision at request of the information, describing its audit processes, certification processes, ... etc."</p> <p>Provision of information at request is carried out according to Law of the Republic of Belarus No. 300-Z as of 18.07.2011 "On Appeals of Citizens and Legal Entities" within 15 days after receiving the request (application). The Law is obligatory for execution by everyone."</p> <p>The PEFC Council's board's decision (17.11.2014) on interpretation of this requirement states: "</p> <p>"The "applicable requirements defined by a certification scheme" shall cover, amongst others, "that the summary shall be made available to any interested party on request within <u>a defined timescale</u>".</p> <p><b>CONFORMS</b></p>
16.	Does the scheme documentation include	Annex 6, 4	YES	<p>TCP 5.4.02, Clause 5.6.1.1. "Certification audit of the forest management and forest utilization system at the first stage (hereinafter the "first stage certification audit") is performed for assessment of preparedness of the applicant</p>

	requirements for usage of information from external parties as the audit evidence?			<p>(group members) for certification audit at the second stage (hereinafter the “second stage certification audit”), and includes the following:</p> <ul style="list-style-type: none"> <li>- examination of documents of the forest management and forest utilization system of the applicant, group management, group members;</li> <li>- examination of a legal status of the applicant, group management, group members;</li> <li>- assessment of understanding by the applicant, group management, group members of the requirements of STB 1708 and other Technological Regulations governing the regeneration, conservation, and protection of forests, wood harvesting and procurement of other forest resources;</li> <li>- acquisition of information on the actual forest management and forest utilization;</li> <li>- acquisition of information related to statutory and mandatory requirements applied to activities of the applicant, group management, group members in the field of forest management, and compliance with such requirements, including information of the Ministry of Forestry of the Republic of Belarus (hereinafter “Minleskhov”) and other supervisory bodies;</li> <li>- negotiation of details of the second stage audit with the applicant, group management;</li> <li>- identification of the most important aspects of activities of the applicant, group members for efficient planning of the second stage audit;</li> <li>- estimation of whether the applicant, group management, group members plan and carry out internal audits and managerial analysis;</li> <li>- gathering of arguments evidencing of preparedness of the applicant, group members for the second stage audit.</li> </ul> <p>The first stage audit must provide for obligatory visit to the applicant and group members (at least 1/3 of the total number of group members)."</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 4.1.2 4.1.2. Certification body, which concluded agreement with RAFCS, is obliged: - to collect and use all relevant information from external parties while performing audit;"</p> <p>The PEFC Council's board's decision (17.11.2014) on interpretation of this requirement states: "The audit must, amongst other relevant information, include sufficient consultation with external stakeholders to ensure that all relevant issues are identified relating to compliance with the requirements of the standard." Appendix 2 states that the certification body is obliged to collect and use information from external parties. "</p> <p><b>CONFORMS</b></p>
17.	Does the scheme documentation include additional requirements for certification procedures? [*1]	Annex 6, 4	NA	
<b>Accreditation procedures</b>				
18.	Does the scheme documentation require that certification bodies carrying	Annex 6, 5	YES	TCP 5.4.02 (OR) clause4.1, clause4.2 ,clause4.10 "4.1 Forest certification is carried out by forest certification bodies (hereinafter - certification bodies), in compliance with the scope of accreditation.

	<p>out forest management certification shall be accredited by a national accreditation body?</p>		<p>4.2 Certification of forest management and forest utilization system and certification of forest products and their derivatives upon origin is carried out at forest certification implementation.</p> <p>4.10 The certification body shall not provide consultations on forest certification for the applicant organization, the group head or members of the group".</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): clause 2.5 "Body applying for being granted authorities on carrying out forest certification under PEFC endorsed scheme shall:</p> <ul style="list-style-type: none"> <li>- be accredited by National Accreditation Body of the Republic of Belarus which is a member of International Accreditation Form (IAF) or a member of IAF's special recognition regional group in compliance with the effective Guides ISO. Accreditation scope shall include standard of the National Forest Certification System on forest management and forest utilization, forest based products and their derivatives, acknowledged by PEFC;</li> <li>- comply with other requirements of effective technical standards and guides PEFC and ISO."</li> </ul> <p><b>CONFORMS  </b></p>
<p>19.</p>	<p>Does the scheme documentation require that an accredited certificate shall bear an accreditation symbol of the relevant accreditation body?</p>	<p>Annex 6, 5</p>	<p>YES</p> <p>"Rules for accreditation" Approved by the order of Gosstandart dated 31.05.2011 № 27: "CHAPTER 9 REFERENCE TO THE ACCREDITATION AND USE OF THE ACCREDITATION MARK</p> <p>53. The accreditation mark is to be used for informing third persons on passing the accreditation procedure by the subject.</p> <p>54. The accreditation mark granted to the accredited entity shall contain the number of the issued Certificate of Accreditation.</p> <p>55. When being applied by the accredited entity, the accreditation mark shall be accompanied by clear identification of the activities in the scope of accreditation, for which the accreditation is obtained." .</p> <p>Appendix 2: the form layout of the certificate of accreditation with the mandatory information, on the form is the Accreditation mark (with a security element)"</p> <p>STB 2370-2014: THE FOREST CERTIFICATION MARK Requirements to labeling"</p> <p>Actual example accompanied with English translation : (Document: Description of the Scheme, Appendix 20):</p> <p>"Accreditation certificate of Forest Certification Body"</p> <p>STB 2370-2014: THE FOREST CERTIFICATION MARK Requirements to labeling"</p> <p>"3.1. The forest certification mark means the mark registered as appropriate which, according to the rules of the forest certification procedure, certifies conformity of forest based products and their derivative products labeled with such mark, as originating from the forests where forest management and forest use is carried out in conformity with the certification requirements (TCP 5.1.16).</p> <p>Note: The forest certification mark is used in the form of its logo."</p> <p>Actual example accompanied with English translation : (Document: Description of the Scheme, Appendix 20, p278):</p> <p>"Accreditation certificate of Forest Certification Body"</p> <p><b>Comment by RAFCS:</b> "The rules of the National system of conformity confirmation of the Republic of Belarus currently does not provide for placing the accreditation mark on the conformity certificate. The accreditation mark is placed on the accreditation certificate. The RAFCS cannot influence this situation. At present the Gosstandart and BSAC are working on development of a form of the accreditation mark and the procedure of its application.</p>

				<p>Conformity certificates are published on state numbered forms, and the number of each form is registered in the Registry of the National Conformity Confirmation System of the Republic of Belarus.”</p> <p>A certificate must contain the name (symbol) of the certification body while in Belarus it mentions the symbol of the accreditation body. Accreditation of certification bodies is carried out by national accreditation body BSAC. As such, certificates must contain the symbol of BSAC. The symbol used on appendix 20 is similar to the symbol on the website of <a href="http://www.bsca.by/">http://www.bsca.by/</a> but it does not contain the BSCA name, the BSCA name is however mentioned on the certificate." This is common practice in Belarus as it is part of their legislation since the beginning of PEFC certification therefore not considered a non-conformity by the assessors.</p> <p><b>CONFORMS</b></p>
20.	Does the scheme documentation require that the accreditation shall be issued by an accreditation body which is a part of the International Accreditation Forum (IAF) umbrella or a member of IAF's special recognition regional groups and which implement procedures described in ISO 17011 and other documents recognised by the above mentioned organisations?	Annex 6, 5	YES	<p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 2.5 Body applying for being granted authorities on carrying out forest certification under PEFC endorsed scheme shall:</p> <ul style="list-style-type: none"> <li>- be accredited by National Accreditation Body of the Republic of Belarus which is a member of International Accreditation Forum (IAF) or a member of IAF's special recognition regional group in compliance with the effective Guides ISO. Accreditation scope shall include standard of the National Forest Certification System on forest management and forest utilization, forest based products and their derivatives, acknowledged by PEFC;</li> <li>- comply with other requirements of effective technical standards and guides PEFC and ISO."</li> </ul> <p>Belarus is a member of IAF: <a href="http://www.iaf.nu/articles/IAF_MEM_Belarus/438">http://www.iaf.nu/articles/IAF_MEM_Belarus/438</a></p> <p><b>Comment by RAFCS:</b> "At present the National Accreditation Body – Belarusian State Accreditation Center (BSAC) is an associated member of ILAC and EA. Work on recognition of BSAC by the European co-operation for Accreditation (EA) is being carried out – the accreditation body (BSAC) has been brought into conformity with the international requirements, in November 2014 an application was submitted for performing parity assessment by EA for signing a recognition agreement, including the field of management system, product and personnel certification. The BSAC in its letter No. 01-16/3807 as of 01.07.2016 provided the following information:          “Within the period from 18 till 22 of January, 2016 the preliminary assessment of the National Accreditation System of the Republic of Belarus by EA was carried out.          EA experts assessed performance by the National accreditation system of the Republic of Belarus of requirements of the EU legislation on accreditation, requirements of the international standard ISO/IEC 17011:2004 “Conformity assessment. General requirements to bodies for accrediting bodies involved in conformity assessment” as well as the requirements of the international accreditation organizations EA, ILAC, IAF.          The results of the preliminary assessment are considered positive because the conclusion made was that the National accreditation system of the Republic of Belarus acts according to the established international standards, rules and regulations. The EA experts recommended to carry out the second stage of the parity assessment, which will take place in 2017. Under the results of the 2nd stage of the parity assessment it is possible to sign both a bilateral agreement on recognition with EA, and multilateral agreements on recognition with ILAC, IAF in the</p>

			specified fields of activities".  <b>Comment by the assessors:</b> BSAC is a IAF member. They are currently in the process of becoming an IAF MLA signatory, however for Forest management certification the MLA is formally not required. <b>CONFORMS  </b>
21.	Does the scheme documentation require that certification body undertake forest management certification as "accredited certification" based on ISO 17021 or ISO Guide 65 and the relevant forest management standard(s) shall be covered by the accreditation scope?	Annex 6, 5	<p>YES</p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): clause 2.5, "2.5 Body applying for being granted authorities on carrying out forest certification under PEFC endorsed scheme shall:</p> <ul style="list-style-type: none"> <li>- be accredited by National Accreditation Body of the Republic of Belarus which is a member of International Accreditation Form (IAF) or a member of IAF's special recognition regional group in compliance with the effective Guides ISO. Accreditation scope shall include standard of the National Forest Certification System on forest management and forest utilization, forest based products and their derivatives, acknowledged by PEFC"</li> </ul> <p>TCP 5.4.02 (OR) clause "4.1 Forest certification is carried out by forest certification bodies (hereinafter - certification bodies), in compliance with the scope of accreditation.</p> <p>4.2 Certification of forest management and forest utilization system and certification of forest products and their derivatives upon origin is carried out at forest certification implementation». .</p> <p>4.10. The Certification Body may not consult the applicant, group management, group members on the forest certification."</p> <p>TCP 50.10-2011(03220) [National Accreditation System of the Republic of Belarus. Order of Accreditation], clause 5.7.17: "Should a positive decision be made by the Technical Committee on Accreditation, the National Accreditation Body shall prepare the draft post-accreditation agreement with the accredited entity (hereinafter referred to as agreement) and draw up the accreditation certificate according to [1] («Rules for accreditation»- note of the working group). The scope of accreditation (Appendix C and D) containing the information according to STB ISO/IEC 17011 (item 7.9.5) is an integral part of the accreditation certificate.</p> <p>An example is given in Document: Description of the Scheme, Appendix 21: Accreditation scope of the forest certification body. Attachment 1 to accreditation certificate # BY/XXX 075.XX issued 30.12.2003 on form #0011392.</p> <p>TCP 5.1.16 clause 4.8 "Certification of the forest management and forest utilization system is carried out so that to confirm the fact that such forest management and forest utilization system conforms to the requirements of STB 1708 and ensures compliance of quality of forest management, forest utilization, and forest resources with the forestry legislation, environmental legislation and Technical normative and legislative documents regulating regeneration, conservation and protection of forests, procurement of wood and other resources"</p> <p>TCP 5.4.02, Clause 5.7.1 "5.7.1 Audit of forest based products upon origin provides check of conformity of identification of forest products upon origin implemented by the applicant organization (a member of the group) with the requirements of STB P 2157-2012 (PEFC ST 2002:2010)"</p> <p>Note - STB P 2157-2012 (PEFC ST 2002:2010) at present has been revised with consideration of PEFC ST 2002:2013 and is expecting approval as STB 2157 OR ( draft, final version)</p> <p>TCP 50.10 -2011(03220) [National Accreditation System of the Republic of Belarus. Order of accreditation] "1. Scope of accreditation</p>



				<p>4.4 The requirements for the applicants for accreditation and accredited entities are established in the normative legal acts (hereinafter referred to as NLA), including the technical NLA of the National Accreditation System, National Conformity Approval System of the Republic of Belarus (hereinafter referred to as the National Conformity Approval System), Uniformity of Measurement System of the Republic of Belarus (hereinafter referred to as the uniformity of measurement system) and basic standards:  STB ISO/IEC 17021 for bodies for certification of management system;  - STB EN 45011 for forest certification bodies (when the certification is to be performed according to the criterion of origin and STB ISO/IEC 17021 (in CASE of certification of forest administration and forest exploitation systems);  4.5 Within the accreditation, the compliance with the main principles of accreditation ensuring the confidence in the results of the applicant's work is performed: impartiality according to ISO/PAS 17001:2005; competence and responsibility according to ISO/PAS 17002:2004; responsiveness to complaints according to ISO/PAS 17003:2004 and openness (information disclosure) according to ISO/PAS 17004:2005.</p> <p><b>Notes from RAFCS in Document: Description of the Scheme:</b>  1 STB ISO/IEC17021-2012 replaced with GOST ISO/IEC 17021-2013 (ISO/IEC17021:2011, IDT), put into effect by order of Gosstandart of the Republic of Belarus dated 23.07.2013 N3, directly as the state standard of the Republic of Belarus from 1.03.2014. (document available in English)  2 STB EN 45011-99 replaced with GOST ISO/IEC17065-2013 (ISO/IEC17065:2012, IDT) put into effect by order of Gosstandart of the Republic of Belarus dated 30.08.2013 N45 directly as the state standard of the Republic of Belarus from 1.03.2014"</p> <p><b>CONFORMS  </b></p>
22.	Does the scheme documentation include a mechanism for PEFC notification of certification bodies?	Annex 6, 6	YES	<p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 2.6. Notification on forest certification under PEFC endorsed system (hereinafter – notification) is made on the basis of agreement concluded between forest certification body and RAFCS. If notification cannot be issued by RAFCS, it is issued directly by PEFC Council. PEFC Council shall inform RAFCS on notification on forest certification.  2.7. Notification on forest certification is made free of charge."</p> <p><b>CONFORMS  </b></p>
23.	Are the procedures for PEFC notification of certification bodies non-discriminatory?	Annex 6, 6	YES	<p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): "3. CONDITIONS FOR AGREEMENT CONCLUSION  3.1. In order to be notified on forest certification, forest certification body (hereinafter - applicant) submits to RAFCS the following documents:  - duly completed application (Appendix A);  - documents confirming status of applicant as legal entity;  - documents confirming accreditation of forest certification body;  - identification data for inclusion into data base of RAFCS and PEFC Council (to be put into Internet, etc.).  3.2. RAFCS considers submitted application and documents within 15 days once the application has been received, and makes decision on notification of Applicant on forest certification and informs Applicant in written.</p>

			<p>3.3. In case of positive decision, RAFCS sends to Applicant notification agreement on forest certification (Appendix B).</p> <p>3.4. In case of negative decision of RAFCS the Applicant can appeal to the PEFC Council.</p> <p>3.5. Discrimination of Applicant through delay of procedure of making decision on notification is not allowed.</p> <p>4.2.2. RAFCS, as PEFC National Governing Body, is obliged: - not to discriminate against forest certification body, country of residence of forest certification body, its belonging to any association, etc." .</p> <p><b>CONFORMS</b>  </p>
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## 18. PART IV B: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR PEFC ST 2003:2012

### 18.1 Scope (PEFC ST 2003:2012)

This document covers requirements for certification and accreditation procedures given in PEFC ST 2003:2012: Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard.

### 18.2 Checklist (PEFC ST 2003:2012)

NR	Requirement ST2003:2012	Yes/ No	Reference in the documents
<b>Definitives</b>			
1	3.1 Chain of custody standard PEFC ST 2002:2010: Chain of Custody of Forest Based Products – Requirements.	YES	STB2157 title: "CHAIN OF CUSTODY OF FOREST BASED PRODUCTS Basic requirements" STB2157 is the Chain of Custody standard in Belarus based on PEFC ST 2002:2010: Chain of Custody of Forest Based Products – Requirements." <b>CONFORMS</b>
2	3.2 Client organisation Organisation, including a multi-site organisation, that is applying for or whose chain of custody has been certified. Note: The term “client organisation” used in this document is equivalent to the term “supplier” used in ISO/IEC Guide 65.	YES	ISO/IEC 17065:2012, IDT: "3.1 client: organization or person responsible to a certification body for ensuring that certification requirements (3.7), including product requirements (3.8), are fulfilled Note: Whenever the term “client” is used in this Standard, it applies to both the “applicant” and the “client”, unless otherwise specified." <b>CONFORMS</b>
3	3.3 Major nonconformity The absence of, or failure to implement and maintain, one or more requirements of the chain of custody standard, that may result in a systemic risk to the function and effectiveness of the chain of custody and/or effects confidence in the client organisation’s claims on certified raw material. Note: A major nonconformity may be an individual nonconformity or a number of minor	YES	<b>Comment by RAFCS:</b> 1. The terms related to classification of non-conformities are applied according to the ISO requirements: major nonconformity – in Russian “существенное несоответствие”, minor nonconformity – in Russian “несущественное несоответствие”. 2. In the Republic of Belarus since 1.07.2016 STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and then the Gosstandart will introduce amendments to the documents of the National conformity confirmation system of the Republic of Belarus, and, respectively, to the documents of the Forest Certification system of the Republic of Belarus, the requirements to major non-conformities will be specified. TCP 5.1.05. 2012, Point 5.5.2.14: “The nonconformities may be classified by the audit team as either essential (major) or non-essential (minor) :

	<p>but related nonconformities, that when considered in total are judged to constitute a major nonconformity.</p>	<p>For the forest administration and forest management system:  An essential nonconformity (major nonconformity) is understood to be partial or full failure to comply with statutory and other mandatory requirements, failure to apply or full failure to comply with any criterion or index of the stable forest administration and forest management, requirements for identification of the forest products (RAFCS note: Chain of Custody of Forest Based Products), failure to apply or full failure to comply with any requirement of the TNLA for the forest administration and forest management, which could cause the system's incapability of achieving the planned results.  TCP 5.4.02 -2015  point 5.6.2.14: "Any non-conformity can be classified by the audit team as both material and immaterial.  Material (major) non-conformity means a partial or full incompliance with the legislative and other mandatory requirements, non-application or complete failure to meet any criteria or index of sustainable forest management and forest use or requirements as to identification of forest products, non-application or complete failure to meet any requirement of Technological Regulations as to the forest management and forest use system, which can lead to inability of the system to achieve the targets.  A final decision on the category of non-conformity is made by the head of the audit team".  Point 5.7.21 To define the category of non-conformities, the audit team takes account of their impact on products identification, and also the fact whether such non-conformity is an isolated instance or regular failure to meet the requirements.  5.7.22 Any non-conformity can be classified by the audit team as both material (major) and immaterial (minor). A final decision on the category of non-conformities is made by the head of the audit team.  5.7.23 Material (major) and immaterial (minor) non-conformities must be documented in the working papers of the certification authority and/or audit report where such detected non-conformities are identified with audit criteria".  <b>CONFORMS</b></p>
4	<p>3.4 Minor nonconformity  A single failure to fulfil the requirements of the chain of custody standard that may result in no systemic risk to the function and effectiveness of the chain of custody and/or effects confidence in the supplier's claims on certified raw material.</p>	<p>YES  <b>Comment by RAFCS:</b>  1. The terms related to classification of non-conformities are applied according to the ISO requirements: major nonconformity – in Russian "существенное несоответствие", minor nonconformity – in Russian "несущественное несоответствие".  2. In the Republic of Belarus since 1.07.2016 STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and then the Gosstandart will introduce amendments to the documents of the National conformity confirmation system of the Republic of Belarus, and, respectively, to the documents of the Forest Certification system of the Republic of Belarus, the requirements to major non-conformities will be specified.  TCP 5.1.05. 2012,  Point 5.5.2.14: "The nonconformities may be classified by the audit team as either essential (major) or non-essential (minor) :  For the forest administration and forest management system:  A non-essential nonconformity (minor nonconformity) is understood to be isolated cases of failure to comply with the requirements of the TNLA for the forest administration and forest management system, omission in compliance with the requirements of the NLA and TNLA, which does not affect the quality of the forest administration and forest</p>

			<p>management and could not cause the system's incapability of achieving the planned results.          TCP 5.4.02 -2015          point 5.6.2.14: "Any non-conformity can be classified by the audit team as both material and immaterial.          (...) Immaterial (minor) non-conformity means isolated instances of failure to meet any requirement of Technological Regulations as to the forest management and forest use system, neglect of the requirements of normative and legal acts and Technological Regulations, which cannot lead to inability of the system to achieve the targets.          A final decision on the category of non-conformity is made by the head of the audit team".          Point 5.7.21 To define the category of non-conformities, the audit team takes account of their impact on products identification, and also the fact whether such non-conformity is an isolated instance or regular failure to meet the requirements.          5.7.22 Any non-conformity can be classified by the audit team as both material (major) and immaterial (minor). A final decision on the category of non-conformities is made by the head of the audit team.          5.7.23 Material (major) and immaterial (minor) non-conformities must be documented in the working papers of the certification authority and/or audit report where such detected non-conformities are identified with audit criteria".  <b>CONFORMS</b></p>
5	3.5 An evaluation finding that does not warrant nonconformity but is identified by the audit team as an opportunity for improvement.	Observation YES	<p>TCP 5.1.05-2012: "3.12 audit observations: Results of assessment of the collected audit evidences in respect of the audit criteria [2] [2 ISO 19011:2011 Guidelines for auditing management systems.]          Notes:          1. The audit observation can indicate the conformity or nonconformity.          2. The audit observations can promote the identification of the opportunities for improvement or registration of the good practices.          3. Should the audit criteria be determined from the statutory or other requirements, the audit evidences shall be determined as observance or non-observance.          4. Taken from STB ISO 9000.  <b>Comment by the assessors:</b> all audit outcomes are defined as an audit observation. This definition is more elaborate. Point 2 is equal to the PEFC definition. Point 3 and 4 could also be appointed as evaluation findings on a specific theme. And point 1, is not seen as an audit observation by PEFC, but does not influence the intent of the definition as presented.  <b>CONFORMS</b></p>
<b>4 Certification body</b>			
6	4.1 General provisions The criteria against which the client organisation's chain of custody is evaluated are those outlined in latest version of the chain of custody standard and relevant mandatory appendices and PEFC logo usage rules. Note: The latest version of the chain of custody standard, its amendments and corresponding	YES	<p>STB 2157-2016: p1. CHAIN OF CUSTODY OF FOREST BASED PRODUCTS, Requirements          2 Normative references          Official publication          1) EN 643:2014 Paper and Board - European List of Standard Grades of Paper and Board for Recycling          2) PEFC ST 2001:2008 2) PEFC Logo usage rules – Requirements          3) PEFC ST 2003:2012 Requirements for Certification Bodies operating certification against the PEFC International Chain of Custody Standard  <b>CONFORMS</b></p>

	transition period are available from the PEFC Council official website <a href="http://www.pefc.org">www.pefc.org</a> .		
7	<p>4.2 Confidentiality</p> <p>The certification body shall inform the client organisation that it is obliged to provide information to the PEFC Council or a PEFC National Governing Body. In order to comply with the ISO/IEC Guide 65 and IAF GD5 requirements for confidentiality, the certification body shall have the written consent of the client organisation for the information disclosed to the PEFC council or the PEFC National Governing Body.</p>	YES	<p>TCP 5.1.16-2014: "4.33. Confidentiality of information obtained in the course of interaction between the forest certification subjects must be ensured during the forest certification under the Forest Certification System, except to the extent that the forest management, forest utilization, forest based products or manufacture can create actual threat to life, health, genetic heredity of the consumers and environmental security."</p> <p>GOST ISO/IEC 17021-2013 ,( ISO/IEC 17021:2011,IDT)</p> <p>"Point 8.5.2 The certification body shall inform the client, in advance, of the information it intends to place in the public domain. All other information, except for information that is made publicly accessible by the client, shall be considered confidential.</p> <p>Point 8.5.3 Except as required in this Standard, information about a particular client or individual shall not be disclosed to a third party without the written consent of the client or individual concerned. Where the certification body is required by law to release confidential information to a third party, the client or individual concerned shall (unless regulated by law) be notified in advance of the information provided".</p> <p><b>CONFORMS</b></p>
<b>5 Certification body personnel</b>			
8	<p>5.1 Personnel involved in the certification activities</p> <p>5.1.1 The certification body shall ensure that all personnel carrying out the key activities, such as contract review, auditing, granting of certification, monitoring of auditors, etc. have the relevant and appropriate knowledge and competencies corresponding to these activities.</p>	YES	<p>TCP 5.1.16: "3.1.21. Forest certification expert-auditor (expert-auditor) means personnel involved in the activities in the field of confirmation of conformity of the forest management and forest use systems, forest based products and their derivative products by origin, whose professional competence in confirmation of conformity of the forest management and forest use systems, forest based products and their derivative products by origin is proven by a certificate." .</p> <p>TCP 5.1.16 "4.31. The forest certification work is carried out by the forest certification experts-auditors who conform to the requirements of STB 2371, STB 2266, whose professional competence has been certified in accordance with the procedures established in TCP 5.1.09.</p> <p>Certain kinds of services (consulting, audit, expert evaluation) can be rendered by the experts-auditors on the grounds of individual agreements signed with the applicants and holders of certificates of conformity.</p> <p>STB2371-2014: "5. Requirements to the forest certification expert-auditor</p> <p>5.1. Requirements as to education, special training, professional background.</p> <p>5.2. Requirements to knowledge and skills</p> <p>5.3. Requirements to personal qualities of the expert-auditor"</p> <p><b>CONFORMS</b></p>
<b>5.2 Auditors</b>			
9	<p>5.2.1 Education</p> <p>The certification body shall ensure that auditors have the knowledge corresponding to at least a secondary education that includes or is supplemented with courses related to forest</p>	YES	<p>STB2371-2014: "5.1. Requirements as to education, special training, professional background</p> <p>5.1.1. The expert-auditor may not depend (administratively and financially) upon legal entities and organizations which are the objects of certification.</p> <p>5.1.2. A competitor for the position of the expert-auditor must have:</p> <p>- higher education with a degree in the forestry, procurement and processing of timber;</p>

	<p>based and related industries where the auditor(s) conducts chain of custody audits.          Note: Secondary education is that part of the national education system that comes after the primary or elementary stage, but that is completed prior to entrance to the tertiary, i.e. university or similar educational institution.          The specific education relating to forest based and related industries can be substituted by working experience in these sectors if the certification body can demonstrate it is equivalent to the required education.          Note: Forest based and related industries include activities relating to manufacturing, transport, distribution or transport and storage of forest based products.</p>	<p>- total length of practical experience at least 5 years after graduation from the higher educational establishment; of them at least 2 years in the field of certification of the forest management and forest use systems, forest based products and their derivative products by origin;          - at least 36 hours of training in confirmation of conformity in the field of certification of the forest management and forest use systems, forest based products and their derivative products by origin.          If basic higher education does not correspond to the claimed field of activity, the competitor must have at least a five-year total length of practical experience in the forestry, procurement and processing of timber, confirmed with the employment record.          5.1.3. The competitor for the position of the expert-auditor who has gained experience in:          - certification of the forest management and forest use systems – at least 2 audits with a total running time of at least 20 days, including examination of documentation, actual conduct of audits and preparation of audit reports,          - certification of forest based products and their derivative products by origin – at least 2 audits, may be admitted to certification.          Audit experience must be confirmed by good references/ job reviews based on the results of every audit, signed by the audit team heads."  <b>CONFORMS</b></p>
10	<p>5.2.2 Chain of custody training.          The certification body shall ensure that auditors, in the last two years, have participated in an education programme in chain of custody of forest based products that is recognised by the PEFC Council or a PEFC National Governing Body.</p>	<p>YES          STB2371-2014: "5.1.4. The expert-auditor must maintain his/her competence in the field of expertise stipulated by item 5.2, through:          - training in the qualification upgrading courses – at least once in 3 years;          - independent upgrade of professional knowledge in the respective field of activities;          - regular participation in the forest certification works – at least twice a year;          - participation in seminars, conferences on the forest certification." :          TCP 5.1.16-2014: "4.16. Training and professional development of experts-auditors is carried out by the experts-auditors training center authorized by the National Conformity Assessment Body, in accordance with training- and program documentation approved by the director of such experts-auditors training center and agreed with Gosstandart."          TCP 5.1.16-2014: "5.2. Duties of the National Conformity Assessment Body, System Council, Board of Appeals, experts-auditors training center are specified in TPC 5.1.01"          Document: Description of the scheme: "2.2.7 Forest certification in Belarus is carried out within the framework of Forest Certification System of National Conformity Approval system of the Republic of Belarus approved by PEFC Council, and in collaboration with interested republican state authorities, enterprises and organizations of forest sector of the economy, scientific and training institutions, and public organizations."  <b>Comment by the assessors:</b> No evidence found on an education programme in chain of custody of forest based products that is recognised by the PEFC Council or a PEFC National Governing Body (RAFCS). Gosstandart act as the National conformity assessment body of the Republic of Belarus. According to RAFCS they are approved by PEFC Council. Therefore can be stated that the education program authorized by the National Conformity Assessment Body complies with this requirement. .  <b>CONFORMS</b></p>

11	<p><b>5.2.4 Working experience</b> For a first qualification of an auditor, the certification body shall ensure that the auditor has a minimum of three (3) years full time experience in the forest based and related industries. The number of years of total work experience may be reduced by one (1) year, if the auditor has completed a tertiary education appropriate and relevant to forest based and related industries. Note: Tertiary education, also referred to as third stage, third level, and post-secondary education, is the educational level following the completion of a school providing a secondary education.</p>	YES	<p>STB2371-2014: "5.1.2. A competitor for the position of the expert-auditor must have: - higher education with a degree in the forestry, procurement and processing of timber; - total length of practical experience at least 5 years after graduation from the higher educational establishment; of them at least 2 years in the field of certification of the forest management and forest use systems, forest based products and their derivative products by origin; - at least 36 hours of training in confirmation of conformity in the field of certification of the forest management and forest use systems, forest based products and their derivative products by origin. If basic higher education does not correspond to the claimed field of activity, the competitor must have at least a five-year total length of practical experience in the forestry, procurement and processing of timber, confirmed with the employment record. <b>CONFORMS</b></p>
12	<p><b>5.2.5 Audit experience</b> For a first qualification of an auditor, the certification body shall ensure that the auditor within the last three years has performed chain of custody audits for at least four organisations under the leadership of a qualified auditor. The number of chain of custody audits in training can be reduced by two (2) audits for auditors that are qualified for ISO 9001 or 14001 auditing in the sector of forest based and related industries. For maintaining the qualification of the auditor, the certification body shall ensure that the auditor has performed a minimum of five (5) external audits per year including at least two (2) chain of custody audits where the sum of these audits should cover at least seven (7) man-day of audit work.</p>	NO	<p>STB2371-2014: "5.1.3. The competitor for the position of the expert-auditor who has gained experience in: - certification of the forest management and forest use systems – at least 2 audits with a total running time of at least 20 days, including examination of documentation, actual conduct of audits and preparation of audit reports, - certification of forest based products and their derivative products by origin – at least 2 audits, may be admitted to certification. Audit experience must be confirmed by good references/ job reviews based on the results of every audit, signed by the audit team heads."  <b>Comment by RAFCS:</b> "We absolutely disagree upon the stated non-conformity. The minimal period of checks is specified for a candidate for expert-auditor for certification of the systems of forest management and forest use , as for a candidate for expert-auditor for certification of chain of custody of forest based products only the number of conducted audits (2 audits) is specified. Besides, the national systems of conformity confirmation have the right to introduce additional requirements if it is necessary to ensure due competence of expert-auditors. If it is necessary to increase the number of works up to 4, this amendment can be introduced till 01.12.2017."  <b>MINOR NON-CONFORMITY.</b> No reference given to minimum man-day of audit work required for COC.</p>
<b>6 Competencies</b>			
13	<p><b>5.2.6.1</b> The certification body shall ensure that auditors demonstrate ability to apply knowledge and skills in the following areas: a) audit principles, procedures and techniques</p>	YES	<p>STB2371-2014: "5.2. Requirements to knowledge and skills 5.2.1. The expert-auditor must have knowledge corresponding to the fields of his/her activities in the forest certification, in particular: - active forest [1] and applicable environmental legislation, as well as international environmental conventions [2] -</p>



<p>(see 7.3.1a of ISO 19011): to enable the auditor to apply those appropriate to different audits and ensure that audits are conducted in a consistent and systematic manner.</p> <p>b) organisation situations (see 7.3.1c of ISO 19011), including organizational size, structure, functions and relationships, general business processes and related terminology and cultural and social customs such as knowledge of the client organisation working language: to enable the auditor to comprehend the organisation's operational context.</p> <p>c) applicable international legislation and country specific forest governance and law enforcement system relevant to forest based raw material procurement and avoidance of raw material from controversial sources: to enable the auditor to comprehend the client organisation's contractual relationships with suppliers and evaluate the client organisation's procedures for avoidance of raw material from controversial sources.</p> <p>Knowledge and understanding of this area shall cover:</p> <ul style="list-style-type: none"> <li>- contracts and agreements,</li> <li>- forest governance and law enforcement system of countries of the uncertified raw material origin,</li> <li>- international treaties and conventions relating to forest products trade (CITES).</li> </ul>	<p>[6];</p> <ul style="list-style-type: none"> <li>- national and international (FSC, PEFC, etc.) certification systems;</li> <li>- international criteria and indices of the forest certification [7] - [10];</li> <li>- legislative, legal, economical foundations of certification, etc.;</li> <li>- criteria and indices against which the forest certification is performed;</li> <li>- Technological Regulations setting the requirements to the Forest Certification Body;</li> <li>- Technological Regulations of the Forest Certification System (TCP 5.1.16, TCP 5.4.02, STB 2370, etc.);</li> <li>- requirements of Technological Regulations against which the forest certification is performed (TCP 5.4.02, STB 1708, STB P 2157, etc.);</li> <li>- requirements of Technological Regulations governing the forest regeneration, conservation and protection, procurement of timber and other forest resources, criteria and indices monitored in the course of certification;</li> <li>- procedure of the forest certification;</li> <li>- planning, arranging, and rules of audit of the forest management and forest use systems, forest based products certification (hereinafter "audit");</li> <li>- documentation of audit results.</li> </ul> <p>5.2.2. The expert-auditor must have necessary management skills required for audit performance in conformity with TCP 5.4.02, GOST ISO 19011. .</p> <p>6.2. The expert-auditor is obliged to: (...)</p> <ul style="list-style-type: none"> <li>- perform the forest certification works in accordance with the requirements of the Forest Certification System;</li> <li>- take part in the forest certification works, acting upon the audit plans and programs;</li> <li>- meet the requirements of TCP 5.4.02, GOST ISO 19011 specified for audit;</li> <li>- develop working documents for auditing;</li> <li>- carry out efficient and effectual planning of his/her activities with a view to performing his/her task;</li> <li>- perform auditing without departure from the objectives to be achieved;</li> <li>- acquire and analyze any data necessary for adequacy of unbiased result of the forest certification;</li> <li>- document the results observed in the course of the forest certification;</li> <li>- be impartial and free of any impacts which could hamper his/her fairness;</li> <li>- overlook any information which can influence the results of the forest certification or demand stricter auditing;</li> <li>- maintain the audit-related documents in good condition and ensure their safe keeping;</li> <li>- make reports and provide opinions on audit results;</li> <li>- ensure confidentiality of any information received in the course of audit;</li> <li>- deal with confidential information in observance of respective rules;</li> <li>- control the efficiency of fulfillment of any corrective actions (if any);</li> <li>- maintain generally accepted ethical standards;</li> <li>- be even-tempered, well-balanced, well-intentioned;</li> <li>- use the certificate of competence in a manner preventing from building up a bad name of the experts-auditors Certification Authority, and refrain from any certification-related statements which can be treated by the Certification Authority as misleading or unauthorized;</li> </ul>
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		<p>- cease to use information on the status of a specialist certified by the Certification Authority after the certificate of competence has been suspended or cancelled.</p> <p><b>Comment by the assessors:</b> .</p> <p>a) STB2371-2014: 6.2. meet the requirements of TCP 5.4.02, GOST ISO 19011 specified for audit; and STB2371-2014: "5.2. Requirements to knowledge and skills a summation of all procedures and techniques which the auditor should be familiar with can be found.</p> <p>b) in STB2371-2014: 5.2.2 reference is made to GOST ISO 19011 and TCP 5.4.02 [National conformity approval system of the Republic of Belarusian Forest certification system PROCEDURE OF FOREST CERTIFICATION]</p> <p>c) in STB2371-2014: 5.2.1 all legislation is mentioned, in STB2157 controversial sources and CITES are explained. Knowledge of STB2157 is required.</p> <p><b>CONFORMS</b></p>
14	<p>5.2.6.2 The certification body shall ensure that auditors demonstrate ability to apply terminology, knowledge, understanding and skills in the following areas of the chain of custody of forest based products:</p> <p>a) principles and requirements of the chain of custody standard,</p> <p>b) products, processes and practices in the specific sector, applied raw material flow, measurements and control measures,</p> <p>c) the application of management systems to forest based and related industries and interaction between their components,</p> <p>d) information systems and technology for, authorisation , security, distribution and control of documents, data and records,</p> <p>e) application of PEFC and other product labels and claims, and</p> <p>f) application of the measures to avoid procurement of raw material from controversial sources, including the relevant risk assessment methodology and indicators.</p>	<p>YES</p> <p>STB2371-2014: "5. Requirements to the forest certification expert-auditor</p> <p>5.1. Requirements as to education, special training, professional background</p> <p>5.1.2. A competitor for the position of the expert-auditor must have:</p> <ul style="list-style-type: none"> <li>- total length of practical experience at least 5 years after graduation from the higher educational establishment; of them at least 2 years in the field of certification of the forest management and forest use systems, forest based products and their derivative products by origin;</li> <li>- at least 36 hours of training in confirmation of conformity in the field of certification of the forest management and forest use systems, forest based products and their derivative products by origin.</li> </ul> <p>If basic higher education does not correspond to the claimed field of activity, the competitor must have at least a five-year total length of practical experience in the forestry, procurement and processing of timber, confirmed with the employment record.</p> <p>5.1.3. The competitor for the position of the expert-auditor who has gained experience in:</p> <ul style="list-style-type: none"> <li>- certification of the forest management and forest use systems – at least 2 audits with a total running time of at least 20 days, including examination of documentation, actual conduct of audits and preparation of audit reports,</li> <li>- certification of forest based products and their derivative products by origin – at least 2 audits, may be admitted to certification.</li> </ul> <p>5.1.4. The expert-auditor must maintain his/her competence in the field of expertise stipulated by item 5.2, through:</p> <ul style="list-style-type: none"> <li>- training in the qualification upgrading courses – at least once in 3 years;</li> <li>- independent upgrade of professional knowledge in the respective field of activities;</li> <li>- regular participation in the forest certification works – at least twice a year;</li> <li>- participation in seminars, conferences on the forest certification.</li> </ul> <p>5.2. Requirements to knowledge and skills</p> <p>5.2.1. The expert-auditor must have knowledge corresponding to the fields of his/her activities in the forest certification, in particular:</p> <ul style="list-style-type: none"> <li>- active forest [1] and applicable environmental legislation, as well as international environmental conventions [2] - [6];</li> <li>- national and international (FSC, PEFC, etc.) certification systems;</li> </ul>

		<ul style="list-style-type: none"> <li>- international criteria and indices of the forest certification [7] - [10];</li> <li>- legislative, legal, economical foundations of certification, etc.;</li> <li>- criteria and indices against which the forest certification is performed;</li> <li>- Technological Regulations setting the requirements to the Forest Certification Body;</li> <li>- Technological Regulations of the Forest Certification System (TCP 5.1.16, TCP 5.4.02, STB 2370, etc.);</li> <li>- requirements of Technological Regulations against which the forest certification is performed (TCP 5.4.02, STB 1708, STB P 2157, etc.);</li> <li>- requirements of Technological Regulations governing the forest regeneration, conservation and protection, procurement of timber and other forest resources, criteria and indices monitored in the course of certification;</li> <li>- procedure of the forest certification;</li> <li>- planning, arranging, and rules of audit of the forest management and forest use systems, forest based products certification (hereinafter "audit");</li> <li>- documentation of audit results.</li> </ul> <p>5.2.2. The expert-auditor must have necessary management skills required for audit performance in conformity with TCP 5.4.02, GOST ISO 19011.</p> <p>6. Rights, obligations and responsibilities of the forest certification expert-auditor</p> <p>6.1. The expert-auditor is entitled to:</p> <ul style="list-style-type: none"> <li>- perform audit of any object of the audited subject;</li> <li>- learn the documentation and materials, production processes necessary for performance of the forest certification works;</li> <li>- communicate with the personnel of the audited object;</li> <li>- request, from outside organizations, additional information on forest management and forest utilization, origin of forest based products of the certified entity, provided such in-formation is required for auditing;</li> <li>- apply to the National Conformity Assessment Body of the Republic of Belarus if any in-terested parties bear pressure upon him/her;</li> <li>- make proposals to the National Conformity Assessment Body of the Republic of Belarus, Accreditation Council, Forest Certification Body, related to improvement of arrangement of works on accreditation of Forest Certification Body, certification of forest management and forest use systems, certification of forest based products and their derivative products by origin;</li> <li>- cease his/her work subject to official notification thereof to the applicant, if the audited entity has failed to submit the necessary documentation and information."</li> </ul> <p>No evidence found by the assessors on e) other product labels and claims, and f) application of the measures to avoid procurement of raw material from controversial sources</p> <p><b>Comment by RAFCS:</b> STB 2371-2014, "point 5.2.1 The expert-auditor must have knowledge corresponding to the fields of his/her activities in the forest certification, in particular:</p> <ul style="list-style-type: none"> <li>- active forest [1] and applicable environmental legislation, as well as international environmental</li> </ul>
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		<p>conventions [2] - [6];</p> <ul style="list-style-type: none"> <li>- national and international (FSC, PEFC, etc.) certification systems;</li> <li>- international criteria and indices of the forest certification [7] - [10];</li> <li>- legislative, legal, economical foundations of certification, etc.;</li> <li>- criteria and indices against which the forest certification is performed;</li> <li>- Technological Regulations setting the requirements to the Forest Certification Authority;</li> <li>- Technological Regulations of the Forest Certification System (TCP 5.1.16, TCP 5.4.02, STB 2370, etc.);</li> <li>- requirements of Technological Regulations against which the forest certification is performed (TCP 5.4.02, STB 1708, STB P 2157, etc.);</li> <li>- requirements of Technological Regulations governing the forest regeneration, conservation and protection, procurement of timber and other forest resources, criteria and indices monitored in the course of certification";</li> </ul> <p>STB 2371-2014, section "Normative references":</p> <p>STB 2370-2014 Forest certification mark. Requirements to labeling</p> <p>STB P 2157-2012 (PEFC ST 2002:2010) Identification of forest based products by origin. Basic requirements.</p> <p>STB 2370-2014 was provided in English in the common pack of documents for assessment (in 2015).</p> <p>STB P 2157-2012 was transformed into STB 2157 in 2013-2014, and the draft of the final version was provided for assessment.</p> <p>These documents set requirements to labeling with a conformity mark, including products (STB 2370), to control over sources of controversial custody of products (STB P 2157-2012 (PEFC ST 2002:2010) or Due Diligence System (STB 2157 -2016).</p> <p>Technical normative legal acts (technical regulations and legislative acts) are produced according to the requirements of the System of Technical Regulations and Standardization of the Republic of Belarus.</p> <p><b>Comment by the assessors:</b> a) STB2157 b) and c) 2 audits and knowledge of STB2157, TCP 5.1.16, TCP 5.4.02, etc d) 5.2.1 - planning, arranging, and rules of audit of the forest management and forest use systems, forest based products certification (hereinafter "audit");- documentation of audit results. 6.1: - learn the documentation and materials, production processes necessary for performance of the forest certification works; e) in 5.2.1. the references includes [8] PEFC ST 1003:2010 Sustainable Forest Management. Requirements [9] PEFC ST 1002:2010 Group Forest Management Certification. Requirements [10] PEFC ST 2002-2010 Chain of Custody. Requirements, STB 2370-2014 Forest certification mark. Requirements to labeling f) 5.2.2 refers to GOST ISO 19011 which requires risk assessments skills and (STB P 2157-2012 (PEFC ST 2002:2010) or Due Diligence System (STB 2157 -2016).</p> <p><b>CONFORMS</b></p>
15	5.2.6.3 The certification body shall provide evidence of annual monitoring of chain of custody auditors applying methods such as audit witnessing, reviewing audit reports or client organisations' feedback, etc based on the frequency of their usage and the level of risk	<p>YES</p> <p>TCP 5.1.16: 4.16. Training and professional development of experts-auditors is carried out by the experts-auditors training center authorized by the National Conformity Assessment Body, in accordance with training- and program documentation approved by the di-rector of such experts-auditors training center and agreed with Gosstandart.</p> <p>4.17. Training and re-training, professional development of personnel engaged in the forest certification is carried out in the higher educational establishments and specialized secondary educational establishments at the Advance</p>

	linked to their activities. In particular, the certification body shall review the competence of its personnel in the light of their performance in order to identify training needs.		<p>Training Faculties according to areas of expertise following the curricula approved by Gosstandart and the Ministry of Forestry of the Republic of Belarus .</p> <p>STB 2371 "4.5. Information on qualification, practical experience of the expert-auditor must be recorded in the personal card of the forest certification expert-auditor; the form of such personal card corresponds to TCP 5.1.09. [TCP 5.1.09-2004(03220) National conformity approval system of the Republic of Belarus. Certification of professional competence of experts-auditors.]</p> <p>"GOST ISO/IEC 17021-2013 ,( ISO/IEC 17021:2011,IDT) Point 7.1.3 Evaluation processes. The certification body shall have documented processes for the initial competence evaluation, and on-going monitoring of competence and performance of all personnel involved in the management and performance of audits and certification, applying the determined competence criteria. The certification body shall demonstrate that its evaluation methods are effective. The output from these processes shall be to identify personnel who have demonstrated the level of competence required for the different functions of the audit and certification process. Note – A number of evaluation methods that can be used to evaluate knowledge and skills are described in Annex B". GOST ISO/IEC 17065 -2013 (ISO/IEC 17065:2012 IDT)., see point 6.1.2."</p> <p><b>CONFORMS</b></p>
16	<p>5.3 Audit Team</p> <p>The audit team shall be comprised of by auditor(s) fulfilling the requirements defined in 5.2. In some cases technical experts may be required to support the required auditor competency in a particular technical area by providing appropriate technical expertise.</p>	YES	<p>TCP 5.1.05: "3.9 audit team: One or more audit experts carrying out the audit with support of technical experts as it can be necessary.</p> <p>Notes:</p> <ol style="list-style-type: none"> <li>1. As a rule, one of the audit experts of the team shall be appointed by the audit team manager.</li> <li>2. The audit team may include probationers.</li> </ol> <p>STB2266: "4.1. Tells that the person who fulfil the requirements defined in 5 can be an expert-auditor. Also he should meet requirements of STB2266 and technological regulations and have a certificate from Certification Body.</p> <p><b>CONFORMS</b></p>
6 Changes in the certification requirements			
18	All the requirements given in clause 6 of ISO/IEC Guide 65 apply.	YES	<p>ISO/IEC 17065:2012, IDT: 7.10 Changes affecting certification</p> <p>7.10.1 When the certification scheme introduces new or revised requirements that affect the client the certification body shall ensure these changes are communicated to all clients. The certification body shall verify the implementation of the changes by its clients and shall take actions required by the scheme. Note – Contractual arrangements with clients can be necessary to ensure implementation of these requirements. A model of a license agreement for the use of certification, including the aspects related to a notice of changes, as far as applicable, can be found in Annex E of ISO/IEC Guide 28:2004.</p> <p>7.10.2 The certification body shall consider other changes affecting certification, including changes initiated by the client, and make decisions on taking relevant measures. Note – changes which affect certification may include new information related to fulfillment of the certification</p>

			<p>requirements received by the certification body after finishing certification.</p> <p>7.10.3 Activities to implement changes affecting certification shall include the following if necessary:</p> <ul style="list-style-type: none"> <li>- evaluation (see 7.4);</li> <li>- review of the information (see 7.5);</li> <li>- decision making (see 7.6);</li> <li>- issue of revised formal certification documents (see 7.7) concerning enhancing or reducing the scope of certification;</li> <li>- issue of the certification document with revised results of surveillance (if surveillance makes a part of the certification scheme).</li> </ul> <p>These actions shall be performed in accordance with 7.4 – 7.8, if applicable. Records (see 7.12) shall include the reason for excluding any of the above mentioned activities (e.g. if the certification requirement, which is not a product requirement, changes and it is not necessary to perform evaluation, review and decision making). ;</p> <p><b>CONFORMS</b></p>
<b>7 Appeal complaints and disputes</b>			
19	All the requirements given in clause 7 of ISO/IEC Guide 65 and IAF GD5 apply.	YES	<p>ISO/IEC 17065:2012, IDT: "7.13 Complaints and appeals</p> <p>7.13.1 The certification body shall have a documented process to receive, evaluate and make decisions on complaints and appeals. The certification body shall record and track complaints and appeals and actions undertaken to resolve them.</p> <p>7.13.2 Upon receipt of a complaint or appeal, the certification body shall confirm whether the complaint or appeal relates to certification activities for which it is responsible, and if so, shall address it.</p> <p>7.13.3 The certification body shall acknowledge receipt of a formal complaint or appeal.</p> <p>7.13.4 The certification body shall be responsible for gathering and verifying all necessary information (to the extent possible) to progress the complaint or appeal to a decision.</p> <p>7.13.5 The decision resolving the complaint or appeal shall be made by, or reviewed and approved by, person(s) not involved in the certification activities related to the complaint or appeal.</p> <p>7.13.6 To ensure that there is no conflict of interest, personnel including those acting in a managerial capacity who have provided consultancy (see 3.2) for, or been employed by a client, shall not be used by the certification body to review or approve the resolution of a complaint or appeal for that client within two years following the end of the consultancy or employment.</p> <p>7.13.7 Whenever possible, the certification body shall give formal notice of the outcome and end of the complaint process to the complainant.</p> <p>7.13.8 The certification body shall give formal notice of the outcome and end of the appeal process to the appellant.</p> <p>7.13.9 The certification body shall take all the relevant actions necessary to allow the complaint or appeal."</p> <p><b>CONFORMS</b></p>
<b>8 Certification Application</b>			
20	8.1 The client organisation, as a minimum, shall provide the following information as a part of the application for chain of custody certification:	YES	<p>ISO/IEC 17065:2012: "7.2 Application</p> <p>The application shall contain all the necessary information for the certification body to implement the certification process according to the relevant certification scheme.</p>

<p>a) corporate entity, name, address and legal status,  b) chain of custody documented procedures of the client organisation as defined in clause 4.3 of the chain of custody standard,  c) descriptive identification of the products covered by the chain of custody, and  d) sites covered by the chain of custody in the case of multi-site certification (Appendix 4 of the chain of custody standard).</p>	<p>Note 1 – the following are examples of necessary information:</p> <ul style="list-style-type: none"> <li>- the name of the product to be certified;</li> <li>- the standards and/ or other regulatory documents for which the client is seeking certification (see 7.1.2);</li> <li>- the general features of the applicant organization, including its name and the address of its physical location, significant aspects of its process and operations (if required by the relevant certification scheme), and any relevant legal obligations;</li> <li>- general information, relevant for the field of certification applied for, concerning the client organization, such as its activities, human and technical resources, including laboratories and/ or means of control, functions and relationship in a larger corporation, if any;</li> <li>- information concerning all outsourced processes used by the client that will affect conformity to requirements; if the client indicates legal entity(ies) which produces the certified product other than the client itself, the certification body may use on the contract basis a relevant means of control of such legal entity(ies), if it is necessary for an effective surveillance control; if such means of control on the contract basis are found necessary, they may be established prior to official granting of the certification documentation (see 7.7);</li> <li>- any other necessary information complying with the certification requirements such as information for preliminary evaluation and control, e.g. the location of the certified product manufacturing site and the contact information for this location."</li> </ul> <p>TCP 5.4.02: "Appendix C (mandatory) Application form for certification of forest based products upon origin  APPLICATION for performance of works for certification of forest based products and their derivative products upon origin</p> <ol style="list-style-type: none"> <li>1. name of the entity (full and abbreviated), legal address, location of legal entity, bank details (settlement account, bank name, bank code), bank address, payer's identification number, National classifier of enterprises and organizations  telephone, fax, e-mail, represented by [position, name and initials of the applicant's manager]  declares that products, products name, designation and name of Technological Regulations according to which such products are manufactured originate from the forests certificated in accordance with the requirements of the Forest Certification System of the National Conformity Approval System, Republic of Belarus, and that a special record and identification of raw and other materials, obtained or manufactured from forest based products originating from the certified forests, was carried out to ensure its distinguishing from products of other origin in conformity with the requirements of [designation and name of Technological Regulations]  and applies for certification of such mentioned products by origin in conformity with [designation and name of Technological Regulations]</li> <li>2. Registration number and year of the certificate of conformity for forest based products, name of the Certification Body (to be filled in if the applicant has already held the certificate of conformity for forest based products)</li> <li>3. The applicant undertakes to: <ul style="list-style-type: none"> <li>- provide conditions for certification (availability of documentation, access to all business units, familiarization with documentation and records);</li> <li>- comply with the rules and procedures of certification of forest based products;</li> </ul> </li> </ol>
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		<ul style="list-style-type: none"> <li>- ensure conformity of the certified forest based products certification system with Technological Regulations mentioned in the certificate of conformity;</li> <li>- pay all costs of certification irrespective of its results."</li> </ul> <p>TCP 5.4.02: "Appendix D (recommended)</p> <p>Composition of source information for certification of forest based products upon origin</p> <p>D1. Manufacturing information:</p> <ul style="list-style-type: none"> <li>- availability of the certificate of conformity for the forest management and forest utilization system (registration number in the register of the Forest Certification System, date of issue, period of validity);</li> <li>- availability of the certificate of conformity for the environmental management system (registration number in the register of the National Conformity Approval System, Republic of Belarus, date of issue, period of validity);</li> <li>- availability of the certificate of conformity for the quality management system (registration number in the register of the National Conformity Approval System, Republic of Belarus, date of issue, period of validity);</li> <li>- flow charts of manufacturing processes</li> <li>- technological layout of the equipment in business units;</li> <li>- number of people employed; shift-working arrangements;</li> <li>- the list of documentation used during manufacturing (process flow documentation, accounting records, etc.);</li> <li>- the list of documents on occupational safety and fire prevention.</li> </ul> <p>D2. Product information:</p> <ul style="list-style-type: none"> <li>- volume of raw material received by the applicant from different suppliers;</li> <li>- the list of suppliers of raw and other materials, and their company details;</li> <li>- possession, by suppliers, of certificates of conformity for the forest management and forest utilization system, forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);</li> <li>- products output and volume of sales;</li> <li>- the list of Technological Regulations for products;</li> <li>- the list of flowcharts;</li> <li>- volume of export supplies;</li> <li>- the list of consumers and their company details.</li> </ul> <p>D3. The list of documents related to the system of forest based products identification by origin.</p> <p>D4. Documents related to the system of forest based products identification upon origin.</p> <p>Note: Composition of the set of documents to be submitted, system of forest based products identification by origin, is defined by the Certification Body.</p> <p>STB2157: "B.2 Definitions</p> <p>B.2.1 Group (multisite organization) – an organizational structure, created for confirmation of origin of manufactured (sold) products at all stages of the chain of supply, which consists of a head of the group, implementing the functions of planning, managing and surveillance of product identification activities, and members of the group, which identify products at the stages of the supply chain carried out by them."</p>
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			<p>d) Sites covered by the chain of custody in the case of multi-site certification (group certification):          TCP 5.4.02, point 5.2.2 "In case of a group certification the application is filed by the group management. The group management submits source information, filled in questionnaire, documents characterizing the forest management and forest use systems, and identification of forest based products by origin of all group members".          Application for group certification of forest based products, Annex 1  <b>CONFORMS</b></p>
21	<p>8.2 The client organisation, as a minimum, shall provide for products covered by the chain of custody, the following information relating to the application of the optional requirements of the chain of custody standard:</p> <p>a) chain of custody method (chapter 4 and 5)          b) method of calculation of the certification percentage (clause 5.3.4)          c) transfer of certification percentage to output products (clause 5.4)          d) applied definition of the origin (Appendix 1), and          e) intended application of the PEFC Logo usage rules.</p>	NO	<p>TCP 5.4.02: "Appendix C (mandatory) Application form for certification of forest based products upon origin          APPLICATION for performance of works for certification of forest based products and their derivative products upon origin          1. name of the entity (full and abbreviated)          legal address          location of legal entity          bank details (settlement account, bank name, bank code)          bank address payer's identification number          National classifier of enterprises and organizations          telephone fax e-mail          represented by [position, name and initials of the applicant's manager]          declares that products          products name, designation and name of Technological Regulations according to which such products are manufactured originate from the forests certificated in accordance with the requirements of the Forest Certification System of the National Conformity Approval System"          TCP 5.4.02: "Appendix D (recommended)          Composition of source information for certification of forest based products upon origin          D1. Manufacturing information:          - availability of the certificate of conformity for the forest management and forest utilization system (registration number in the register of the Forest Certification System, date of issue, period of validity);          - availability of the certificate of conformity for the environmental management system (registration number in the register of the National Conformity Approval System, Republic of Belarus, date of issue, period of validity);          - availability of the certificate of conformity for the quality management system (registration number in the register of the National Conformity Approval System, Republic of Belarus, date of issue, period of validity);          - flow charts of manufacturing processes;          - technological layout of the equipment in business units;          - number of people employed; shift-working arrangements;          - the list of documentation used during manufacturing (process flow documentation, accounting records, etc.);          - the list of documents on occupational safety and fire prevention.          D2. Product information:          - volume of raw material received by the applicant from different suppliers;          - the list of suppliers of raw and other materials, and their company details;</p>

		<ul style="list-style-type: none"> <li>- possession, by suppliers, of certificates of conformity for the forest management and forest utilization system, forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);</li> <li>- products output and volume of sales;</li> <li>- the list of Technological Regulations for products;</li> <li>- the list of flowcharts;</li> <li>- volume of export supplies;</li> <li>- the list of consumers and their company details.</li> </ul> <p>D3. The list of documents related to the system of forest based products identification by origin.</p> <p>D4. Documents related to the system of forest based products identification upon origin.</p> <p>Note: Composition of the set of documents to be submitted, system of forest based products identification by origin, is defined by the Certification Body</p> <p>TCP 5.4.02: "Appendix K (recommended)</p> <p>Form of the agreement for certification of forest based products upon origin NATIONAL CONFORMITY APPROVAL SYSTEM OF THE REPUBLIC OF BELARUSIAN FOREST CERTIFICATION SYSTEM AGREEMENT NO. for certification of forest based products upon origin (...)</p> <p>3.1. Label the products with the forest certification mark in conformity with designation of Technological Regulations The forest certification mark must be applied to every product, label (tag), container, package, shipping and technical documentation. (...)</p> <p>3.7. Comply with the requirements prescribed by the certification scheme concerning the use of the forest certification mark, and also requirements to product information."</p> <p><b>Comment by the assessor: ;</b></p> <p>"a) chain of custody method (chapter 4 and 5)": TCP 5.4.02: "Appendix C (mandatory) Application form for certification of forest based products upon origin APPLICATION for performance of works for certification of forest based products and their derivative products upon origin. 1. name of the entity (...) represented by [position, name and initials of the applicant's manager] declares that products products name, designation and name of <u>Technological Regulations</u> according to which such products are manufactured originate from the forests certificated in accordance with the requirements of the Forest Certification System of the National Conformity Approval System"</p> <p><u>b) method of calculation of the certification percentage (clause 5.3.4) No evidence found by the assessors</u></p> <p><u>c) transfer of certification percentage to output products (clause 5.4) No evidence found by the assessors</u></p> <p>d) applied definition of the origin (Appendix 1): In TCP TCP 5.4.02: Appendix D: Product information:</p> <ul style="list-style-type: none"> <li>- volume of raw material received by the applicant from different suppliers;</li> <li>- the list of suppliers of raw and other materials, and their company details;</li> <li>- possession, by suppliers, of certificates of conformity for the forest management and forest utilization system, forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);</li> </ul>
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			<ul style="list-style-type: none"> <li>- products output and volume of sales;</li> <li>- the list of Technological Regulations for products;</li> <li>- the list of flowcharts;</li> <li>- volume of export supplies;</li> <li>- the list of consumers and their company details.</li> </ul> <p>e) intended application of the PEFC Logo usage rules: Can be found in TCP 5.4.02, Appendix K, the agreement between The accredited Forest Certification Body and the Client Organisation. This is not a mandatory form, but when other agreements are used, we assume they will add information on logo usage (certification mark) also into the agreement, as the requirements are stated in TCP5.4.02 clause 11. "Use of the forest certification mark"</p> <p><b>Comment by RAFCS:</b> TCP 5.4.02 point 5.2 Filing and examination of the application, making a decision in respect of such application          "5.2.1 An applying organization (applicant) seeking the forest certification submits its application, source information, filled in questionnaire (Note: i.e. answers to questions from the questionnaire), documents characterizing the forest management and forest use system, identification of forest based products by origin to the Certification Authority of the respective accreditation".          The questionnaire is composed based on the standard, the conformity with which is certified, in this case STB 2157, and in this questionnaire the organization while answering the questions to all points of the standard, specifies its applied methods of product identification, including physical and percentage methods. The questionnaire is an unalienable part of the application for certification. Due to enforcement of the STB currently in 2016 a new form of the questionnaire is being developed, and it will be uploaded on the website of the forest certification body as soon as possible. Annex 2."</p> <p><b>MINOR NON-CONFORMITY</b>          No reference found on          b) method of calculation of the certification percentage (clause 5.3.4)          c) transfer of certification percentage to output products (clause 5.4)          According to RAFCS the questionnaire will be update based on the standard STB2157. With the new questionair in place PEFC BY complies with PEFC requirement.</p>
22	8.3 Where the client organisation is using different chain of custody methods (a-e) for various products or at various sites, in case of multisite organisation, the application shall include information specified under a) to e) separately for each product and/or site.	YES	<p>TCP 5.4.02: 7.2 Application          The application shall contain all the necessary information for the certification body to implement the certification process according to the relevant certification scheme.          Note 3 – application for extension to the scope of certification may include the name of the uniform product, different production sites and other. .          TCP 5.4.02: Appendix D: "D2. Product information:          - volume of raw material received by the applicant from different suppliers;          - the list of suppliers of raw and other materials, and their company details;          - possession, by suppliers, of certificates of conformity for the forest management and forest utilization system,</p>

			<p>forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);</p> <ul style="list-style-type: none"> <li>- products output and volume of sales;</li> <li>- the list of Technological Regulations for products;</li> <li>- the list of flowcharts;</li> <li>- volume of export supplies;</li> <li>- the list of consumers and their company details." ;</li> </ul> <p><b>Comment by the assessors:</b> TCP 5.4.02, Note 3 indicates that the application could be extended to different production sites and products</p> <p><b>CONFORMS</b></p>
<b>9 Preparation for evaluation</b>			
23	<p>9.1 The certification body shall have documented procedures to ensure that an audit plan is established for each audit to provide basis for agreement regarding the conduct and scheduling of the audit activities. The audit plan shall be communicated and the dates of the audit shall be agreed upon, in advance with the client organisation. Note: Guidance for preparing the audit plan is provided by ISO 19011, clause 6.4.1.</p>	YES	<p>TCP 5.4.0.2: "5.6.1.2. Development of the first stage audit plan by the audit team head is deemed the beginning of the first stage audit work."5.6.1.3. The first stage audit plan must include the following:</p> <ul style="list-style-type: none"> <li>- audit objectives;</li> <li>- criteria and Technological Regulations setting the requirements to the forest management and forest use system;</li> <li>- audit scope, including identification of business units (forestry enterprises) of the applicant, group members and their business units subject to auditing, and also audited elements of the forest management and forest utilization system according to STB 1708;</li> <li>(..) - date and place of audit (date and place of audit of the audited group member – in case of a group certification);</li> <li>- audit time schedule (estimated time of audit beginning and duration, estimated time of a tentative and concluding meetings with the applicant’s managers, and meetings of the audit team) (...) The presence of observers and justification of their presence during audit must be negotiated between the Certification Body and the applicant prior to audit. The audit team ensures non-interference of observers in the audit process and absence of their influence on the audit results.</li> </ul> <p>An attendant must be assigned to every auditor, unless otherwise agreed between the audit team head and the applicant. The attendants are appointed in order to facilitate the audit team work and may not interfere in the audit process and influence the audit results.</p> <p>5.6.1.5. The first stage audit plan is approved by the head of the Certification Body and submitted to the applicant prior to commencement of audit. In case of a group certification the audit plan is submitted to the group management and every group member prior to commencement of audit. If the applicant has justified arguments against certain items of the plan, such arguments must be notified to the audit team head. All matters of argument must be settled prior to commencement of audit by the audit team head and representative of the applicant who has appropriate powers.</p> <p>The first stage audit plan must provide for modification thereof in the course of audit."</p> <p><b>CONFORMS</b></p>
24	<p>9.2 In the case of multisite certification, the audit plan shall list the sites to be sampled.</p>	YES	<p>TCP 5.4.02: "5.5.2. Audit of the applicant’s (group’s) forest management and forest utilization system, forest based products upon origin must be sampling, provided that</p> <ul style="list-style-type: none"> <li>- the following must be checked during audit of the forest management and forest utilization system:</li> </ul>

			<p>a) at least 1/3 of business units of the applicant – in case of an individual certification, and at least 1/3 of the total number of group member – in case of a group certification;</p> <p>b) at least one forestry production facility for each kind of silvicultural operations;</p> <p>- the following must be checked during audit of forest based products:</p> <p>a) at least 1/3 of business units of the applicant – in case of an individual certification, and at least 1/3 of the total number of group member – in case of a group certification;</p> <p>b) identification of all kinds of forest based products for which certification is sought;</p> <p>c) processes of manufacture of products;</p> <p>d) steps passed by the products, in which the applicant (group member) is engaged"</p> <p><b>CONFORMS</b></p>
25	<p>9.3 The certification body shall have documented procedures for selecting and appointing the audit team, including audit team leader. Note: Guidance for selecting the audit team and audit team leader is provided by ISO 19011, clauses 6.2.1 and 6.2.4.</p>	YES	<p>TCP 5.4.02: "5.4. Choice and appointment of the audit team</p> <p>5.4.1. Choice and appointment of the audit team is carried out in accordance with clause 5.3 in TCP 5.1.05 [TCP 5.1.05 National Accreditation System of the Republic of Belarus MANAGEMENT SYSTEMS CERTIFICATION].</p> <p>5.4.2. Requirements for competence of staff members who are included in the audit team and take part in making decisions on certification of the forest management and forest utilization systems, and forest based products by origin are established in STB .</p> <p>5.4.3. The audit team head, after consulting with the audit team, must define responsibilities of every team member for audit of particular forest certification objects in conformity with TCP 5.1.16, including silvicultural operations, processes of manufacture, steps passed by the products, business units of the applicant or group member. Such distribution of tasks must take account of the necessity to ensure competence and efficient use of the audit team, as well as distinctions between the duties and responsibilities of experts-auditors, technical experts, and probationers. Distribution of tasks may be changed in the course of audit to accomplish purpose.</p> <p>TCP 5.1.05 "5.3. Selection and appointment of the audit team" .</p> <p><b>Comment by the assessors:</b> documented procedures are in place. TCP 5.01.05 provides more detailed information on the appointment of the audit team.</p> <p><b>CONFORMS</b></p>
26	<p>9.4 The certification body should carry out review of the client organisation's documentation (see 8.1 b) prior to the on-site audit to determine the conformity of the chain of custody documentation with the audit criteria according to clause 6.3 of ISO 19011.</p>	YES	<p>TCP 5.4.02: "4.11. The procedure of certification of the forest management and forest utilization system includes the following:</p> <p>- filing, by the applying organization, of an application form for certification of the forest management and forest utilization system (hereinafter the "application"), and submission by the same of source information, materials and documents;</p> <p>- examination, by the Certification Body, of accuracy of such application and adequacy of submitted information (documents) and absence of threat to impartiality;</p> <p>- making, by the Certification Body, of a decision on the possibility to perform an initial certification audit of the forest management and forest utilization system on the basis of examination of the application and source information; fixing the time of audit; signing an agreement for certification works;</p> <p>- drawing up an audit program;</p> <p>- selection and appointment of an audit team;</p>

		<ul style="list-style-type: none"> <li>- carrying out, by the forest Certification Body, of the first stage certification audit of the forest management and forest use system;</li> <li>- carrying out, by the forest Certification Body, of the second stage certification audit of the forest management and forest utilization system;</li> <li>- carrying out additional audit if necessary;</li> </ul> <p>4.12. The procedure of the forest based products certification upon origin includes the following:</p> <ul style="list-style-type: none"> <li>- filing, by the applicant, of an application for the forest based products certification upon origin, with enclosed documents related to such products identification by origin;</li> <li>- analysis, by the Forest Certification Body, of document's related to the products identification system submitted by the applicant;</li> </ul> <p>5.6.2.7. The audit team may prepare working papers for keeping records in the course of audit and registration of audit certificates, including the following:</p> <ul style="list-style-type: none"> <li>- inspection sheets;</li> <li>- form of a list of non-conformities;</li> <li>- form of aspects for improvements;</li> <li>- form of audit reports.:</li> </ul> <p>5.7.4. The audit team may prepare working papers for keeping records in the course of audit and registration of audit evidences in accordance with the documents of the Certification Body management system.</p> <p>TCP 5.4.02: "Appendix F (recommended) Form of the audit program for forest based products upon origin"</p> <p>TCP 5.1.05: "5.1.1. Notes:</p> <ol style="list-style-type: none"> <li>1. The minimum score of information on the applicant organisation for assessment of the management systems is given in Appendix B.</li> <li>2. The scope of baseline information on the applicant organization for assessment of the systems for management of safety of foods on the basis of analysis of hazards and critical points is specified in the technical codes of the System.</li> </ol> <p>TCP 5.1.05: Appendix B (recommended) Contents of the Baseline Information for Assessment of the Management Systems of the Applicant Organizations (Assessor: provides a list with all documents and information required, prior to the start of the on-site audit)</p> <p><b>Assessors comment:</b> The audit criteria according to clause 6.3 of ISO 19011:</p> <ul style="list-style-type: none"> <li>-6.3.1 Performing document review in preparation for the audit (TCP 5.1.05, 5.1.1)</li> <li>-6.3.2 Preparing the audit plan (TCP 5.4.02, 4.11: - drawing up an audit program, TCP 5.4.02: Appendix F)</li> <li>-6.3.3 Assigning work to the audit team (TCP 5.4.02, selection and appointment of an audit team)</li> <li>-6.3.4 Preparing work documents are used (TCP 5.1.05 Appendix B, TCP 5.4.02, 5.7.4, 5.6.2.7: inspection sheets, form of a list of non-conformities, form of aspects for improvements, form of audit reports. )</li> </ul> <p><b>CONFORMS</b></p>
<b>10 Evaluation</b>		
<b>10.1 General requirements</b>		
27	10.1.1 The scope of the chain of custody audit is:	YES TCP 5.4.02: 5.6.2.12 The audit team can identify the aspects of the applicant's (group member's) business

<p>a) to determine the conformity of the client organisation's chain of custody process with the requirements of the chain of custody standard and the relevant Appendix with the definition of the raw material origin and its effective implementation;</p> <p>b) to determine the conformity of the client organisation's management system with the requirements of the chain of custody standard and its effective implementation;</p> <p>c) to determine the conformity of the client organisation's chain of custody process with requirements for the avoidance of raw material from controversial sources where applicable (Appendix 2 to the chain of custody standard) and its effective implementation;</p> <p>d) to determine the conformity of the client organisation with the PEFC logo usage rules and its effective implementation; and</p> <p>Note: The usage of the PEFC Logo and PEFC claims is to be evaluated at the time of the surveillance and re-certification audits.</p> <p>e) to identify areas for potential improvement of the client organisation's chain of custody.</p>	<p>improvement. Audit observations which are non-conformities may not be presented as the aspects of improvement.</p> <p>TCP 5.4.02, Clause 6.3 "The Certification body must carry out inspectorial control in such a way as to ensure regular monitoring of peculiar fields and functions included into the applicable scope of the forest management and forest use system, forest based products identification by origin, taking account of any changes related to the certified applicant and its forest management and forest use system, forest based products identification by origin. Inspectorial control must include field audits with a view to evaluating compliance of the applicant (group member) with specific requirements of Technological Regulations as to the forest management and forest use system, forest based products by origin, against which the certification has been performed..</p> <p>6.4. Other inspectorial control measures can include the following:</p> <ul style="list-style-type: none"> <li>- control of use of certificates and conformity marks by the certified applicant (group members); "</li> </ul> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): .</p> <p>TCP 5.4.02, 4.1.2 The certification body, which signed an agreement with RAFCS is obliged to: - to control rightness of utilization of PEFC logo by holders of certificates;</p> <ul style="list-style-type: none"> <li>- to provide RAFCS with information on usage of PEFC logo by certificate holders;"</li> </ul> <p>TCP 5.4.02: "5.7. Certification audit of forest based products upon origin</p> <p>5.7.1. Audit of forest based products by origin provides for verification of conformity of forest based products identification by origin, performed by the applicant (group member), with the requirements of STB P 2157. (...)</p> <p>5.7.7. Analysis of the state of production is carried out with a view to obtaining evidence of the fact that the production control system makes it possible to expressly separate and identify processes related to procurement, processing, and shipping of products manufactured from raw and other materials obtained or produced from forest based products originating from the certified forests.</p> <p>5.7.8. The following must be verified in the course of analysis of the state of production:</p> <ul style="list-style-type: none"> <li>- raw and other materials purchase inspection;</li> <li>- registration of purchased certified raw and other materials;</li> <li>- ensuring proof of origin of the certified raw and other materials and products at all steps passed by them, in which the applicant (group member) is engaged;</li> <li>- labelling of finished products with the forest certification mark or marks of international forest certification systems/ schemes;</li> <li>- registration of sold products manufactured or procured from the certified forests.</li> </ul> <p>5.7.9. The applicant (group member) must develop, document, introduce in the process of manufacturing, and apply the documented procedure of forest based products identification upon origin, including:</p> <ul style="list-style-type: none"> <li>- the standard of the organization engaged in identification of products (hereinafter the "Corporate Standard");</li> <li>- Technological Regulations as to raw and other materials;</li> <li>- manufacturing method;</li> <li>- production scheme;</li> <li>- requirements to warehousing and storage of certified raw and other materials and products;</li> <li>- requirements to in-plant conveying, loading-unloading operations;</li> </ul>
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			<p>TCP 5.4.02, "Appendix J (mandatory) Percentage of certified raw material in the finished product"</p> <p><b>Comment by the assessors:</b></p> <p>a) TCP 5.4.02, 5.7.1: 5.7.1. Audit of forest based products by origin provides for verification of conformity of forest based products identification by origin, performed by the applicant (group member), with the requirements of STB P 2157 and TCP 5.4.02, 5.7.10: requirements to products identification using the percentage method, in particular, requirements to the batch lot, method of calculation of the percentage of certified raw material, method of conversion of the share of certified raw materials in the volume (quantity) of certified products (for organizations where such method is applied);</p> <p>b) TCP 5.4.02, 5.7.10. The Corporate Standard</p> <p>c) Controversial sources are not mentioned in TCP 5.4.02, but are a requirement in STB2157 (COC standard). STB2157 6.3.1 "The organization shall carry out the risk assessment of procuring raw material from controversial sources for all input forest based material (product) covered by the organization's PEFC DDS." The output of this DDS is not requested in Appendix D. However the composition of the set of documents to be submitted, system of forest based products identification by origin (D3), is defined by the Certification Body. To comply with the requirements of STB2157 one may assume that the information will be requested by the certification body. To add documentation of DDS to the Appendix D, could be considered during the next (technical) review of this TCP.</p> <p>d) TCP 5.4.02, 4.1.2 The certification body, which signed an agreement with RAFCS is obliged to: - to control rightness of utilization of PEFC logo by holders of certificates</p> <p>e) TCP 5.4.02: 5.6.2.12 aspects of improvement</p> <p><b>CONFORMS</b></p>
28	10.1.2 The certification body shall conduct the initial audit of a chain of custody following the relevant guidance provided in ISO 19011, clause 6.5. The initial audit and re-certification audits shall be conducted on-site.	YES	<p>TCP 5.4.02: 5.7.5. The certification audit of forest based products by origin includes the following:</p> <ul style="list-style-type: none"> <li>- tentative meeting at the beginning of audit;</li> <li>- analysis of the state of production;</li> <li>- examination of control of the products identification system;</li> <li>- acquisition and verification of information;</li> <li>- obtaining audit evidences and preparation of conclusions;</li> <li>- preparation of conclusions based on audit results;</li> <li>- concluding meeting based on the results of audit;</li> <li>- preparation of the audit report.</li> </ul> <p>5.6.1.8. The tentative meeting is held by the audit team head with the management of the applicant or group member. The purpose of such tentative meeting is a short explanation of how the work will be performed. The tentative meeting must include the following elements:</p> <ul style="list-style-type: none"> <li>- presentation of the participants including brief description of their functions;</li> <li>- approval of the scope of certification of the forest management and forest use system;</li> <li>- approval of the audit plan (in particular, the kind, scope, objective and criteria of audit), any modifications, and other respective agreements with the applicants, such as date and time of the final meeting, interim meetings of the audit team with the management of the applicant (group member);</li> <li>- approval of official data communication channels between the audit team and the applicant (group member);</li> </ul>

		<ul style="list-style-type: none"> <li>- confirmation of availability of resources (room, office equipment, transport, etc.) necessary for the audit team;</li> <li>- approval of issues related to confidentiality of information;</li> <li>- familiarization with the labour safety requirements and actions of the audit team members in case of emergency, as in effect at the applicant's organization (group member);</li> <li>- approval of possibility of presence, duties and identifications of any attendants and observers;</li> <li>- specification of the method of reporting, including classification of audit findings;</li> <li>- communication of conditions under which audit may be early terminated;</li> <li>- confirmation of the fact that the audit team head and the audit team members who represent the Certification Authority are responsible for audit and will oversee compliance with the audit plan, in particular, the performed and remaining audit works;</li> <li>- communication of methods and procedures to be used for audit based on sampling inspection;</li> <li>- confirmation of the fact that in the course of audit the applicant (group member) will be notified of audit progress and any evolving problems;</li> <li>- providing an opportunity to the applicant (group member) to discuss all issues related to audit, and opportunity to the applicant (group member) to ask questions.</li> </ul> <p>5.6.1.9. Examination of documents related to the forest management and forest utilization system of the applicant (group members) is performed by the audit team and includes audit of the following:</p> <ul style="list-style-type: none"> <li>- source information and questionnaire;</li> <li>- documents related to forestry organization and management;</li> <li>- materials related to inspections of the applicant by the superior and supervision bodies;</li> <li>- results of internal audits (inspections of operating activities of business units of the applicant (group member));</li> <li>- results of management review;</li> <li>- additional documentation (if necessary).</li> </ul> <p>5.6.1.10. The audit team must examine the documents submitted by the applicant taking account of the following:</p> <ul style="list-style-type: none"> <li>- requirements of the applicable forestry legislation;</li> <li>- requirements of the state standards for sustainable forest management and forest use;</li> <li>- criteria and indices of sustainable forest management and forest utilization;</li> <li>- requirements of Technological Regulations in accordance with which certification of the forest management and forest utilization is carried out;</li> <li>- information on activities of the applicant (group member) in the field of exploitation, conservation, protection of forest reserves and re-forestation, obtained from other sources.</li> </ul> <p>5.6.1.11. During the first stage audit, information on the forest management and forest utilization system must be gathered and verified. Information is gathered through:</p> <ul style="list-style-type: none"> <li>- questioning of personnel of the audited entity, local population, representatives of the state supervision and regulatory bodies (regional, district, local) and also non-governmental organizations (trade unions, environmental movements, hunt groups, foundations, etc.), educational and research institutions interested in certification of the forest management and forest utilization system;</li> <li>- examination of documents and records of the audited entity related to forestry management, results of recording of</li> </ul>
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		<p>information on the forest management and forest utilization system of the audited entity and field evidence at the audited sites;</p> <ul style="list-style-type: none"> <li>- field inspection of the objects of forestry production.</li> </ul> <p>The obtained information must be verified through comparison with the information received from other sources. Only verified information can be audit evidences.</p> <p>5.6.1.12. Results of the first stage audit can lead to postponement or cancellation of the second stage audit. Results of the first stage audit apply to all group members.</p> <p>5.6.1.13. Based on the results of the first stage audit, the head of the audit team arranges the final meeting with the management of the audited entity and audit participants.</p> <p>In case of a group certification the representatives of all group members or the representative of the group management must be present at the concluding meeting.</p> <p>Results of documents examination, problem areas detected during the first stage audit, as well as an opinion on preparedness of the audited entity (group) for the second stage audit are communicated to the management of the audited entity at the concluding meeting.</p> <p>5.6.1.14. The entity (group) must be assessed as prepared for the second stage audit, if the audit team comes to an opinion that:</p> <ul style="list-style-type: none"> <li>- all required elements have been presented and are complete;</li> <li>- there are no areas of relatively efficient functioning of the forest management and forest use system which can lead to material non-conformities at the second stage of audit.</li> </ul> <p>5.6.1.15. The concluding meeting must include the following elements;</p> <ul style="list-style-type: none"> <li>- notification to the applicant (group member) of the fact that all gathered audit evidences are based on the random data verification and, hence, an element of uncertainty exists;</li> <li>- methods and time of submission of the first stage audit report;</li> <li>- Certification Body process of dealing with problem areas;</li> <li>- fixing, for the applicant (group members), of the deadline for submission of plan of corrections and corrective actions concerning problem areas detected in the course of the first stage audit;</li> <li>- clarification of the post-audit activity of the Certification Body;</li> <li>- information on the complaints and appeal procedure.</li> </ul> <p>5.6.1.16. Any problem areas must be presented in such a way as to be clear to the applicant.</p> <p>5.6.1.17. The applicant (group member) must be afforded an opportunity to ask questions. Any difference of opinion of the audit team and applicant concerning audit evidences or observations must be discussed and settled, if possible. Any difference of opinion that was not settled must be registered and submitted to the Certification Body.</p> <p>5.6.1.18. The Certification Body must submit to the applicant (group management, group members) the written first stage audit report not later than within 14 business days from the final meeting. The audit team head is responsible for preparation of the first stage audit report and its contents.</p> <p>The audit team must not recommend any solutions related to the detected problem areas.</p> <p>To ensure making a justified decision, the first stage audit report must be in a form of an accurate, succinct and clear audit record, and must include the following:</p>
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		<p>7. Procedure of re-certification audit of the forest management and forest utilization system</p> <p>7.1. An application for re-certification audit (re-audit) of the forest management and forest use system is filed by the applicant (group management) at least in 90 calendar days prior to expiry of validity of the conformity certificate. The date of re-audit may not exceed the period of three years. Re-audit scheduling must provide for sufficient time for audit performance, elimination by the applicant (group member) of non-conformities detected in the course of re-audit, checking by the Certification Body of effectiveness of corrections and corrective actions related to such detected non-conformities, and making a decision on the certification prior to expiry of validity of the then current certificate of conformity.</p> <p>7.2. Procedure of re-certification audit of the forest management and forest use system provides for:</p> <ul style="list-style-type: none"> <li>- performance of full-scale two-stage works in compliance with the requirements of the present technical code;</li> <li>- performance of one-stage works insitu in the applicant's business environment.</li> </ul> <p>7.3. A decision on procedure of re-audit of the forest management and forest utilization system is made by the Certification Body on the basis of results of inspectorial controls and analysis of information on the applicant's organizational changes.</p> <p>7.4. Re-audit is performed by the audit team of the Certification Body in accordance with procedure established for the initial certification audit.</p> <p>7.5. A decision on reissue of the certificate of conformity is made by the Forest Council of the Certification Body on the basis of audit reports submitted by the audit team.</p> <p>7.6. The certificate of conformity for the forest management and forest utilization system is issued for the period of 3 years. The certificate of conformity for the forest management and forest utilization system is issued under the same number as in case of the initial certification.</p> <p>7.7. Information on reissue of certificates of conformity is entered in the register of the Conformity System in accordance with TCP 5.1.10.</p> <p><b>Comment by Assessor:</b> In the PEFC requirement 10.1.2 on-site audits are obligatory. This seems not the case in Belarus: reference TCP 5.4.02, 6.5.</p> <p><b>Comment by the RAFCS:</b> "We absolutely disagree upon this non-conformity, and it might appear due to the wrong translation or misunderstanding of the Russian language peculiarities. TCP 5.4.02, 6.5 "Audits are carried out on-site, but not obligatory they mean full-scale audit of the forest management and forest use system, forest based products by origin, and must be planned together with any other inspectorial control measures so that the Certification Authority could rest assured that the certified forest management and forest use system, forest based products identification by origin of the applicant continues as conforming to the requirements in the periods between the certification re-audits. In this context, all requirements of Technological Regulations against which the certificates of conformity have been issued, and all business units of the entity must be inspected at least once during validity period of the individual certificate of conformity for the forest management and forest use system, forest based products by origin. All requirements of Technological Regulations against which the certificates of conformity have been issued, and all</p>
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		<p>group members must be inspected at least once during validity period of the group certificate of conformity for the forest management and forest use system, forest based products by origin."</p> <p>1. Point 6.5 of TCP 5.4.02 contains requirements for inspectorial (inspection) (periodic) control over the certified system of forest management and forest use, chain of custody of forest based products, requirements of point 10.1.2 PEFC ST 2003:2012, refer to certification and re-certification audits. In Belarus recertification of forest based products is not provided for and the validity of a conformity certificate for products is prolonged according to the results of the inspectorial (inspection) (periodic) check.</p> <p>2. The phrase "Audits are carried out on-site..." means that audits are carried out at the location of the conformity certificate holder, i.e. with a visit to the location of activities, but not in the certification body (agency), - these are the peculiarities of the Russian language translated into English. We could not even imagine that based on this phrase the assessors would think that we carry out audits without going to the applicant's location (site).</p> <p>3. TCP 5.4.02.,point 4.12  "4.12 The procedure of the forest based products certification by origin includes the following:</p> <ul style="list-style-type: none"> <li>- filing, by the applicant, of an application for the forest based products certification by origin, with enclosed documents related to such products identification by origin;</li> <li>- analysis, by the Forest Certification Authority, of document's related to the products identification system submitted by the applicant;</li> <li>- auditing, by the Forest Certification Authority, of forest based products and their derivative products identification by origin at each unit of technological chain of the applicant;</li> <li>- carrying out additional audit if necessary;</li> <li>- examination of audit results and making a decision to issue (deny) a certificate of conformity for forest based products by origin;</li> <li>- drawing up, signing, registration and awarding the certificate of conformity for forest based products by origin;</li> <li>- signing an agreement for certification of forest based products by origin; maintaining the register of forest based products certified by origin in accordance with TCP 5.1.10".</li> </ul> <p>4. TCP 5.4.02., point 5.7 Certification audit of forest based products by origin (of chain of custody of forest based products)</p> <p>5.7.1 Audit of forest based products by origin provides for verification of conformity of forest based products identification by origin, performed by the applicant (group member),with the requirements of STB P 2157." How is it possible to carry out this check (verification) without going to the applicant's location (site)?</p> <p>Provided the extra information the assessors agree with RAFCS that the audits for chain of custody of forest based products, have an obligatory.on-site inspection as this requirement requests.</p> <p><b>CONFORMS</b></p>
<b>10.2 Duration of initial audits</b>		
29	10.2.1 The certification body shall have	YES TCP 5.1.05: "5.4.1. The certification body shall have a documented procedure for determining the audit time with due

<p>documented procedures for determining audit time, and for each client organisation the certification body shall determine, with input from the auditor and / or technical expert, the time needed to plan and accomplish a complete and effective audit of the client organisation's chain of custody. The audit time determined by the certification body, and the justification for the determination, shall be recorded. The minimum time for the on-site audit is one half of a man day with the exemption to micro enterprises.</p> <p>Note: Micro enterprises are defined as having fewer than 10 employees and annual turnover or global balance less than 2 million EUR, or equivalent in the national currency.</p>	<p>regard to specificity of the applicant organizations.</p> <p>5.4.2. For every applicant organization, the certification body shall determine the time required for planning and effective performance of the audit of the management system.</p> <p>5.4.3. The audit time determined by the certification body and basis for such determination shall be confirmed by appropriate records.</p> <p>5.4.4. When determining the audit time, the certification body should be governed by the laboriousness norms provided in Appendix C.</p> <p>5.4.5. Appendix C contains the recommendations for determining the audit performance time immediately in the applicant organization. The time required for planning the audit, communication with the applicant organization's personnel and drawing-up of the audit documentation shall be determined by the certification body in accordance with the documents of the management system of the certification body.</p> <p>5.4.6. When determining the time of audit of the management system, the certification body should consider in addition the following aspects:</p> <ul style="list-style-type: none"> <li>a) requirements of the respective TNLA for the management system;</li> <li>b) size and complexity of the applicant organization;</li> <li>c) number and location of branch offices and sites;</li> <li>d) technological and normative aspects;</li> <li>e) outsourcing processes included in the scope of application of the management system;</li> <li>f) results of any previous audits;</li> <li>g) risks related to the products (works/services), processes, activity of the applicant organization and failure to comply with the requirements of NLA and TNLA;</li> <li>h) possibility of carrying out the combined, joint or integrated audit.</li> </ul> <p>5.4.7. The time spent by the audit team member, who is not audit expert (for example, technical experts, probationers and observers) shall not be included in the established time of audit.</p> <p>5.4.8. If the branch offices and sites for carrying out the audit of the applicant organization's management system are to be selected among several branch offices and/or places of location of the sites carrying out the same activity, the certification body shall develop the sampling audit programme to ensure the proper carrying-out of the management system audit. The justification of the sampling plan for every applicant organization shall be confirmed by the appropriate records. "</p> <p>TCP 5.1.05: "Appendix C (recommended) Recommendations for determining the labour intensiveness of the works for certification of the management systems of the applicant organizations in the National Conformity Approval System of the Republic of Belarus. "</p> <p>C.1. This appendix forms the basis for the calculation, which should be used by the certification bodies when drawing up the internal documents of the management system of the body for certification of management systems to determine the time of the audit with due regard to specificity of the applicant organizations to be audited. This Appendix does not establish the minimum or maximum labour-intensiveness for certification of the management systems.</p> <p>The certification bodies shall determine the duration of the first (stage 1) and second stage (stage 2) of the</p>
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		<p>certification, supervisory controls and recertification for every applicant organization.</p> <p>C.2. The labour intensiveness of the works for certification of the management systems (duration of the audit) is an actual time measured in man-days necessary for performing the audit. The duration of the audit includes the time spent immediately in the applicant organization being audited and the time spent outside the applicant organization and taken for planning the audit, analysis of the documentation, communication with the personnel of the applicant organization and drawing up the audit documentation.</p> <p>The norms of basic duration of audits of the management systems given in the Appendix are based on [12], [13], [14], [15].</p> <p>The man-day duration is 8 hours and not includes the time spent for movement from one place to another and meal break.</p> <p>When determining the audit duration, the working hours of the technical experts and probationers are not to be accounted.</p> <p>C.3. The actual number of workers of the applicant organization to be audited shall be used as a basis for calculating the audit duration. The actual number of workers should be understood as a total number of full-time workers of the applicant organization, who are employed in the scope of application of the management system.</p> <p>The number of part-time workers may be reduces for the purpose of converting the same to the equivalent number of full-time workers. Such reduction shall also pertain to the temporary unqualified workers, should a large number of them be employed due to low level of scientific and technical development or automation of the applicant organization. The number of persons shall be also reduced accordingly in cases where a considerable number of works perform similar simple functions, for example, transportation, work on the conveyor, line works, etc.</p> <p>C.4. In addition to the actual number of workers of the applicant organization to be audited, the audit duration is also affected by various increasing and decreasing factors. The basic duration of the audit of all the management systems shall be corrected with due regard to the factors related to the applicant organization by applying the appropriate coefficients increasing or decreasing the basic value of the audit duration. The adjusting factor is to be set by the certification body. The calculation of the audit duration with due regard to corrections shall be documented. The reduction of duration of the audits for all the management systems shall not exceed 30% of the basic duration of the audit.</p> <p>The calculation of the basic duration of the primary certification (including the first and second stages) of the quality management systems (except for QMS in accordance with STB ISO/TS 16949), power consumption management system, GMP systems as well as forest administration and forest management systems is given in Table C.1.</p> <p>Table C.1 – Interaction between the actual number of workers of the applicant organization and basic duration of the primary certification of (...) forest administration and forest management systems</p> <p>Actual number of workers of the organization's personnel   Duration of the audit; stage 1 + stage 2 (man-days)</p> <p>1 – 5   1.5, 6 – 10   2, 11 – 15   2.5, 16 – 25   3, 26 – 45   4, 46 – 65   5, (...), 826 – 875   12, 876 – 1,175   13, (...), 2,026 – 2,675   16, 2,676 – 3,450   17 (...):</p> <p>Figure C.1 – Dependence between the characteristics of the management system and duration of the audit: Baseline (basic duration of the primary certification in accordance with Table B.1) and Complexity of the organization's management system</p>
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30	<p>10.2.2 In determining the audit time, the certification body should consider among other things, the following aspects:</p> <ul style="list-style-type: none"> <li>a) the requirements of the chain of custody standard,</li> <li>b) size and complexity of the client organisation's operation, number of product types and product lines covered by the production batch(es) and their unity,</li> <li>c) extent of supplies that could create a high risk of procurement of raw material from controversial sources,</li> </ul>	<p>NO</p> <p>TCP 5.1.05: 5.4.4. When determining the audit time, the certification body should be governed by the laboriousness norms provided in Appendix C.</p> <p>5.4.5. Appendix C contains the recommendations for determining the audit performance time immediately in the applicant organization. The time required for planning the audit, communication with the applicant organization's personnel and drawing-up of the audit documentation shall be determined by the certification body in accordance with the documents of the management system of the certification body.</p> <p>Table B1.Notes: 1. The documented procedure of the certification body shall provide for setting the basic duration of the audit at the number of workers of the applicant organization to be audited including that exceeding 10,700 persons. Such duration of the audit is determined in accordance with the progression given in Table B.1 and with due regard to Figure C.1.</p> <p>Figure C.1 – Dependence between the characteristics of the management system and duration of the audit</p>

<p>d) extent of PEFC Logo labelling activities,  e) any outsourcing of any activities included in the scope of the chain of custody standard,  f) the results of any prior audits, including those of client organisation's management systems,  g) number of sites and multi-site considerations.</p>	<p>Organization size, Large, Simple, Several sites, Few processes, Recurrent processes, Narrow scope, High complexity, Several sites, Many processes, Wide scope, Unique processes, Responsibility for designing  Baseline (basic duration of the primary certification in accordance with Table B.1)  Few processes, Narrow scope, Recurrent processes, Small simple, Many processes, Responsibility for designing, Wide scope, Unique processes, Small complex, Complexity of the organization's management system  2. Factors increasing the duration of the audit of the quality management systems, power consumption management system, GMP systems, forest administration and forest management systems:  - complex logistics with the use of more than one building, site or territory, on which the activity is carried out;  - Personnel of the organization of the applicant organization speaking more than one language (that requires engagement of interpreter(s) or impedes the independent work of individual work of individual audit experts);  - large site relatively to the number of workers (for example, forest area);  - high degree of statutory regulation (for example, wood, (...), etc.) ;  - management system covering complex processes or large quantity of different kinds of activities;  - activities requiring the visits of the temporary sites for confirming the activities carried out on the permanent sites, the management system of which is to be certified;  - existence of branch offices or parallel production lines (to reduce the time expenditures, which are possible in this case, the sampling method of audit of the branch offices shall be applied); (...)  - size of the forest fund, biological and landscape diversity, manufacturing processes and methods of keeping the forestry and forest management (for the forest administration and forest management systems); (...)  3. Factors decreasing the duration of the audit of the quality management systems, power consumption management system, GMP systems, forest administration and forest management systems:  – absence of requirements of the STB ISO 9001 (7.3 or other requirements of section 7) in the quality management system of the applicant organization, but the exclusion of these requirements in this case shall be objectively justified (for the quality management system);  – small site relatively to the number of workers (for example, office complex only);  – high degree of maturity of the management system;  – combined audit of the management system consisting of two or more compatible systems;  – presence of the certification body's preliminary knowledge on the management system of the applicant organization (for example, the applicant organization's management system has been already certified according to the requirements of any other TNLA for the managing system by the same certification body);  – confidence of the certification body in the readiness of the applicant organization for certification (for example, the management system of the applicant organization has been already certified by another certification body having good reputation);  – low degree of complexity of the activity carried out by the applicant organization: the processes include the typical kind of activity (for example, service); identical kinds of activity performed by all the shifts provided the existence of the respective data being evidence of equivalent results of activities of all the shifts on the basis of the previous audits; a considerable number of the applicant organization's workers perform the similar simple functions;  – the staff of the applicant organization consists of workers employed outside the organization; for example, trade</p>
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		<p>representatives, drivers, etc.; in this case, the certification body is capable of checking the conformity of the applicant organization's activities with the requirements of the management system and applicable TNLA by checking the documents and records; "</p> <p>TCP5.4.02: "6.4. Other inspectorial control measures can include the following: (...)</p> <ul style="list-style-type: none"> <li>- control of use of certificates and conformity marks by the certified applicant (group members);</li> <li>- other means of monitoring of the applicant's (group's) activities specified by the Certification Body.</li> </ul> <p><b>Comment by the Assessor:</b> No evidence found for c) extent of supplies that could create a high risk of procurement of raw material from controversial sources</p> <p><b>Comment by RAFCS:</b></p> <p>TCP 5.4.02, 5.2.3, paragraph two: "A decision on the application is based on the examination of such application and source information submitted by the applicant (group management)".</p> <p>TCP 5.4.02, 5.2.4 Examination of the application and source information submitted by the applicant consists in assessment of the following:</p> <ul style="list-style-type: none"> <li>- accuracy of filing in the application;</li> <li>- adequacy of information about the applicant and its forest management and forest use system and forest based products, for certification audit;</li> <li>- competence of the Certification Authority and its ability to perform certification of the forest management and forest use of the applicant;</li> <li>- continued possibilities of the Certification Authority to perform certification audit and make a decision on the basis of certification results;</li> <li>- aspects influencing on impartiality of the forest certification works;</li> <li>- declared scope of application of the forest management and forest use system, identification of forest based products, and requested scope of certification; address of the applicant's actual place of business; time period required for audit; and any other information making impact on the forest certification works".</li> </ul> <p>TCP 5.4.02, Annex Г (D).</p> <p>«D.2 Product information:</p> <ul style="list-style-type: none"> <li>- volume of raw material received by the applicant from different suppliers;</li> <li>- the list of suppliers of raw and other materials, and their company details;</li> <li>- possession, by suppliers, of certificates of conformity for the forest management and forest use system, forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);</li> <li>- products output and volume of sales;</li> <li>- the list of Technological Regulations for products;</li> <li>- the list of flowcharts;</li> <li>- volume of export supplies;</li> </ul>
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			<p>- the list of consumers and their company details”.</p> <p>In the Republic of Belarus since 1.07.2016 r. STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and the Gosstandart will introduce amendments to the documents on the National conformity confirmation system of the Republic of Belarus and respectively, the documents of the Forest certification system of the Republic of Belarus. In amendments to TCP 5.4.02 the requirements for determining time for audits when certifying the chain of custody of forest based products will be specified.”</p> <p><b>MINOR NON-CONFORMITY</b></p> <p>The enforcement of the STB 2157 took place 2016, this requirement on information related to controversial sources is directly related.</p> <p>No sufficient evidence found for c) extent of supplies that could create a high risk of procurement of raw material from controversial sources.</p> <p>The assessors propose that this requirement should be re-assessed after the amendments to TCP 5.4.02 are in place.</p>
<b>Evaluation report</b>			
31	11.1 The evaluation report shall identify the parts of the client organisation’s organisation, processes and product groups and their products covered by the chain of custody.	YES	<p>TCP 5.4.02 5.3.5. The audit program must include the requirements of Technological Regulations as to the forest management and forest utilization system, forest based products upon origin, business units (forestry enterprises, wood-working shops, etc.) of the applicant (group) audited during the entire forest certification cycle.</p> <p>The audit program must be drawn up in such a way as to check the following during the entire validity period of the conformity certificate:</p> <ul style="list-style-type: none"> <li>- all requirements of Technological Regulations as to the forest management and forest use system, forest based products upon origin;</li> <li>- all business units of the applicant – in case of an individual certification;</li> <li>- all group members and at least 1/3 of business units of every group member – in case of a group certification;</li> <li>- all kinds of silvicultural operations;</li> <li>- all processes of manufacture of products for which certification is sought;</li> <li>- all steps passed by the products, in which the applicant (group member) is engaged.</li> </ul> <p>5.7.8. The following must be verified in the course of analysis of the state of production:</p> <ul style="list-style-type: none"> <li>- raw and other materials purchase inspection;</li> <li>- registration of purchased certified raw and other materials;</li> <li>- ensuring proof of origin of the certified raw and other materials and products at all steps passed by them, in which the applicant (group member) is engaged;</li> <li>- labelling of finished products with the forest certification mark or marks of international forest certification systems/ schemes;</li> <li>- registration of sold products manufactured or procured from the certified forests.</li> </ul> <p>5.7.27. Based on the results of audit of forest based products, and taking account of the results of concluding meeting, the audit team head ensures preparation of the audit report. To ensure making a justified decision, the audit report must be in the form of an accurate, succinct and clear audit record and must include the following:</p> <ul style="list-style-type: none"> <li>- identification of the certification authority;</li> <li>- name and address of the applicant and an authorized representative of management of the applicant (all group</li> </ul>

		<p>members in case of a group/ regional certification);</p> <ul style="list-style-type: none"> <li>- audit type;</li> <li>- audit criteria;</li> <li>- objectives of audit;</li> <li>- scope of audit (e.g., e.g. scope and limitations of audit such as identification of officials, audited business units (forest enterprises, wood-working shops, dispatch stations, etc.), forestry production objects, kinds of forest based products, manufacturing processes, steps passed by the products, in which the applicant (group member) is engaged, time of audit. Any deviation of audit period from the audit plan must be mentioned; (...)</li> <li>- dates and places where audit works have been done (within or outside the applicant (group member); any negative conditions must be mentioned which influence the audit activity (breach of electrical energy consumption, fire, etc.);</li> <li>- results of analysis of internal audit activity and management review of the products identification system; (...)</li> </ul> <p>The audit report must contain the statement of effectiveness of the applicant's (group's) products identification system. The statement of effectiveness of the products identification system can include the following:</p> <ol style="list-style-type: none"> <li>a) kinds of activity of the applicant (group member) within the field of application of the products identification system, and applicability of certification to such field of application;</li> <li>b) analysis, understanding, and identification of needs and expectations of interested parties related to applicable STB P 2157;</li> <li>c) objectives of the products identification system in relation to meeting the requirements of such interested parties, and regulatory legal acts and Technological Regulations applying to the applicant's activities;</li> <li>d) specification and management of processes required for getting expected results;</li> <li>e) availability of resources needed to support functioning and monitoring of such processes;</li> <li>f) monitoring and management of certain characteristics of the process;</li> <li>g) prevention from non-conformities and processes of regular improvement, as to:             <ul style="list-style-type: none"> <li>- eliminate any non-conformities which actually occur;</li> <li>- analyze the reasons of non-conformities and take corrective actions in order to prevent their recurrence;</li> <li>- consider the appeals;</li> </ul> </li> <li>h) effective internal audit and management review process;</li> <li>i) monitoring, management, and continual improvement of effectiveness of the products identification system.</li> </ol> <p>The audit report can contain comments on the development level of the products identification system, and can indicate whether the products identification system has been introduced into the applicant (group) in full and what is the level of its support by the top and middle management.</p> <p>The audit report can contain a disclaimer clause stating that audit is based on random verification of available information. Such disclaimer clause must also state that the audit team's recommendations on issuing the certificate of conformity to the applicant (group) are subject to independent analysis by the Forest Council prior to making a decision.</p> <p>The audit report can contain the statement of risks (if any) which can influence (if applicable to this case) on the following:</p> <ol style="list-style-type: none"> <li>a) conformity with the requirements to the products identification system;</li> </ol>
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			<p>b) conformity with the established legislative and mandatory requirements;</p> <p>c) efficiency of the products identification system of the applicant (group member).</p> <p><b>CONFORMS</b></p>
32	<p>11.2 The evaluation report shall define the applied certification criteria; i.e. the chain of custody standard and its parts that are applicable to the client organisation's chain of custody, including:</p> <p>a) chain of custody method (chapter 4 and 5 of the chain of custody standard),</p> <p>b) method of calculation of the certification percentage (clause 5.3.4 of the chain of custody standard),</p> <p>c) transfer of certification percentage to output products (chapter 5.4 of the chain of custody standard),</p> <p>d) applied definition of the origin (Appendix 1 of the chain of custody standard),</p> <p>e) the PEFC logo usage rules, and</p> <p>f) requirements for avoidance of raw material from controversial sources (Appendix 2 of the chain of custody standard).</p>	YES	<p>TCP 5.4.02: "5.7. Certification audit of forest based products upon origin</p> <p>5.7.1. Audit of forest based products by origin provides for verification of conformity of forest based products identification by origin, performed by the applicant (group member), with the requirements of STB P 2157.</p> <p>TCP 5.4.02: 5.7.27. Based on the results of audit of forest based products, and taking account of the results of concluding meeting, the audit team head ensures preparation of the audit report. To ensure making a justified decision, the audit report must be in the form of an accurate, succinct and clear audit record and must include the following:</p> <ul style="list-style-type: none"> <li>- identification of the certification authority;</li> <li>- name and address of the applicant and an authorized representative of management of the applicant (all group members in case of a group/ regional certification);</li> <li>- audit type;</li> <li>- audit criteria;</li> <li>- objectives of audit;</li> <li>- scope of audit (e.g., e.g. scope and limitations of audit such as identification of officials, audited business units (forest enterprises, wood-working shops, dispatch stations, etc.), forestry production objects, kinds of forest based products, manufacturing processes, steps passed by the products, in which the applicant (group member) is engaged, time of audit. Any deviation of audit period from the audit plan must be mentioned;</li> <li>- identification of the audit team (audit team head, experts-auditors, attendants, and (if applicable) technical experts, probationary employees, observers);</li> <li>- dates and places where audit works have been done (within or outside the applicant (group member); any negative conditions must be mentioned which influence the audit activity (breach of electrical energy consumption, fire, etc.);</li> <li>- results of analysis of internal audit activity and management review of the products identification system;</li> <li>- information on inspections of the applicant by the supervision (inspection) bodies and elimination of non-conformities detected on the basis of inspection findings (if any);</li> <li>- results of assessment, by the Certification Body, of the applicant's (group member's) efforts to implement policies and targets in the field of products identification, conformity with regulatory legal acts and Technological Regulations, efficiency of internal audits and management review, functioning of the products identification system;</li> <li>- audit observations, evidences and conclusions (mention of meeting audit objectives, information on modifications of the audit plan (if applicable), summary of conformities and detailed description of non-conformities, and audit evidence which proves any non-conformity in order to ensure a grounded decision on certification);</li> <li>- opinion containing the conclusions on conformity (non-conformity) of the products identification system with the requirements of STB P 2157 and other Technological Regulations as to the forest management and forest use system;</li> <li>- any unsolved issues, if defined.</li> </ul> <p>A clear detailed record must be made in relation to any non-conformity statement in the audit report so that to submit the proper description of facts to the applicant (group member).</p>



		<p>The audit report must contain the statement of effectiveness of the applicant's (group's) products identification system. The statement of effectiveness of the products identification system can include the following:</p> <ul style="list-style-type: none"> <li>a) kinds of activity of the applicant (group member) within the field of application of the products identification system, and applicability of certification to such field of application;</li> <li>b) analysis, understanding, and identification of needs and expectations of interested parties related to applicable STB P 2157;</li> <li>c) objectives of the products identification system in relation to meeting the requirements of such interested parties, and regulatory legal acts and Technological Regulations applying to the applicant's activities;</li> <li>d) specification and management of processes required for getting expected results;</li> <li>e) availability of resources needed to support functioning and monitoring of such processes;</li> <li>f) monitoring and management of certain characteristics of the process;</li> <li>g) prevention from non-conformities and processes of regular improvement, as to:             <ul style="list-style-type: none"> <li>- eliminate any non-conformities which actually occur;</li> <li>- analyze the reasons of non-conformities and take corrective actions in order to prevent their recurrence;</li> <li>- consider the appeals;</li> </ul> </li> <li>h) effective internal audit and management review process;</li> <li>i) monitoring, management, and continual improvement of effectiveness of the products identification system.</li> </ul> <p>The audit report can contain comments on the development level of the products identification system, and can indicate whether the products identification system has been introduced into the applicant (group) in full and what is the level of its support by the top and middle management.</p> <p>The audit report can contain a disclaimer clause stating that audit is based on random verification of available information. Such disclaimer clause must also state that the audit team's recommendations on issuing the certificate of conformity to the applicant (group) are subject to independent analysis by the Forest Council prior to making a decision.</p> <p>The audit report can contain the statement of risks (if any) which can influence (if applicable to this case) on the following:</p> <ul style="list-style-type: none"> <li>a) conformity with the requirements to the products identification system;</li> <li>b) conformity with the established legislative and mandatory requirements;</li> <li>c) efficiency of the products identification system of the applicant (group member).</li> </ul> <p>5.7.28. The audit report must contain an exact detailed record of the audit observation related to any statement of non-conformity, so that to present a proper description of facts to the applicant (group member).</p> <p>5.7.29. The audit report must state when access to certain persons, sites or information was impossible or prohibited.</p> <p>5.7.30. The audit report must point out the necessity of the development of corrections and corrective actions, fix the time for elimination of non-conformities, and time for submission of documented evidences of elimination of non-conformities to the Certification Body, which time may not exceed 30 days from audit completion.</p> <p>5.7.31. The audit report must be signed by the audit team head and auditors, and approved by the authorized person of the Certification Body.</p>
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33	11.3 If the certification criteria differ for individual products/product groups, the definition described in 11.2 shall be made separately for each product/product group.	<p>NO</p> <p>TCP 5.4.02: '5.7.9. The applicant (group member) must develop, document, introduce in the process of manufacturing, and apply the documented procedure of forest based products identification upon origin, including:  - the standard of the organization engaged in identification of products (hereinafter the “Corporate Standard”);"  TCP 5.4.02: "5.7. Certification audit of forest based products upon origin  5.7.1. Audit of forest based products by origin provides for verification of conformity of forest based products identification by origin, performed by the applicant (group member), with the requirements of STB P 2157."  TCP 5.4.02: 5.7.27. "Based on the results of audit of forest based products, and taking account of the results of concluding meeting, the audit team head ensures preparation of the audit report. To ensure making a justified decision, the audit report must be in the form of an accurate, succinct and clear audit record and must include the following: (...)  The audit report can contain comments on the development level of the products identification system, and can indicate whether the products identification system has been introduced into the applicant (group) in full and what is the level of its support by the top and middle management.  The audit report can contain a disclaimer clause stating that audit is based on random verification of available information. Such disclaimer clause must also state that the audit team’s recommendations on issuing the certificate of conformity to the applicant (group) are subject to independent analysis by the Forest Council prior to making a</p>

		<p>decision.</p> <p>The audit report can contain the statement of risks (if any) which can influence (if applicable to this case) on the following:</p> <ul style="list-style-type: none"> <li>a) conformity with the requirements to the products identification system;</li> <li>b) conformity with the established legislative and mandatory requirements;</li> <li>c) efficiency of the products identification system of the applicant (group member).</li> </ul> <p>5.7.28. The audit report must contain an exact detailed record of the audit observation related to any statement of non-conformity, so that to present a proper description of facts to the applicant (group member).</p> <p>5.7.29. The audit report must state when access to certain persons, sites or information was impossible or prohibited.</p> <p>5.7.30. The audit report must point out the necessity of the development of corrections and corrective actions, fix the time for elimination of non-conformities, and time for submission of documented evidences of elimination of non-conformities to the Certification Body, which time may not exceed 30 days from audit completion."</p> <p>TCP 5.4.02: "5.7.10. The Corporate Standard must comply with the requirements of STB P 2157 and necessarily include the following elements:</p> <ul style="list-style-type: none"> <li>- structure of the organization; structure of the products identification system; duties and authorities of personnel engaged in products identification;" :</li> </ul> <p>5.7.25. Based on findings of detected non-conformities analysis, the audit team prepares its opinion on the extent of conformity (non-conformity) of the forest based products identification system with the established requirements. The following conclusions are possible as the result of audit:</p> <ul style="list-style-type: none"> <li>a) the forest based products identification system conforms to STB P 2157 and other Technological Regulations which serve as a basis of audit;</li> <li>b) the forest based products identification system does not conform to STB P 2157 and other Technological Regulations which serve as a basis of audit</li> </ul> <p>The forest based products identification system is recognized as conforming to STB P 2157 and other Technological Regulations, if:</p> <ul style="list-style-type: none"> <li>- no nonconformities exist;</li> <li>- immaterial non-conformities exist which can be eliminated in the course of work of the audit team or within 30 days from their detection.</li> </ul> <p>The forest based products identification system is recognized as non-conforming to STB P 2157 and other Technological Regulations, if at least one material nonconformity and immaterial non-conformities have been detected. In this case an unfavourable decision is made based on the results of forest based products certification by origin. The applicant is entitled to re-apply for certification of forest based products by origin after elimination of non-compliances. Then the certification audit is carried out on a full scale.</p> <p>In case of a group certification an opinion on conformity (non-conformity) is applied to all group members.</p> <p>TCP 5.1.16: "4.9.1. The following are the main tasks of products identification:</p> <ul style="list-style-type: none"> <li>- confirmation of the fact, that the supplier of certified raw and other materials is a holder of the valid certificate of conformity for the forest management and forest uti-lization system and/or the certificate of conformity for forest based products and their derivative products upon origin (hereinafter "the certificate of conformity");</li> </ul>
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		<ul style="list-style-type: none"> <li>- provision of shipping documents evidencing of the fact that raw and other materials purchased by the organization and used for further processing originate from the certified forests;</li> <li>- provision of reliable verifiable data on quantity of raw and other materials (including certified and uncertified ones) incoming from different suppliers;</li> <li>- provision of reliable verifiable data on percentage of certified and uncertified raw material in the manufactured products over the past 5 years;</li> <li>- provision of the consumer with information about the product manufacturer, content (in such products) of certified raw material used for manufacturing such products;</li> <li>- provision of documentary evidence of origin of any certified raw and other materials and products at all steps passed by them, in which the organization is engaged;</li> <li>- confirmation of origin of any certified raw and other materials and products at the steps passed by them, in which the organization is engaged, by means of physical separation of certified and uncertified raw and other materials."</li> </ul> <p><b>Comment by RAFCS:</b> TCP 5.4.02, clause 5.7.27: "The audit report must contain the statement of effectiveness of the applicant's (group's) products identification system. The statement of effectiveness of the products identification system can include the following:</p> <ul style="list-style-type: none"> <li>a) kinds of activity of the applicant (group member) within the field of application of the products identification system, and applicability of certification to such field of application;</li> </ul> <p>(...) The audit report can contain comments on the development level of the products identification system, and can indicate whether the products identification system has been introduced into the applicant (group) in full and what is the level of its support by the top and middle management. "</p> <p>Therefore the opinion with conclusions on conformity (non-conformity) of the product identification system in compliance with STB P 2157 and other technical normative legal acts includes "b) method of calculation of the certification percentage (point 5.3.4 of the chain of custody standard), c) transfer of the certification percentage to output products (chapter 5.4 of the chain of custody standard), d) applied origin definition (Annex 1 of the chain of custody standard), e) rules of using PEFC logo, and f) requirements for avoidance of raw material from controversial sources" as these requirements are set in STB P 2157 (currently STB 2157 -2016) and are respectively reflected in a report.</p> <p><b>Note by the assessor:</b> probably intended "reporting each product/product group if certification criteria differ" (previous wording is relating to 11.2 (row 32)).</p> <p><b>MINOR NON-CONFORMITY</b></p> <p>No specific evidence found on reporting for each product/product group if certification criteria differ, as this is a specific requirement on the method of reporting. The assessors would like to see a specific description that assures reporting for each product/product group if certification criteria differ takes place. Also because in STB2157 no specifics on reporting is described.</p>
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12.1 Nonconformities		
34	12.1.1 Audit findings shall be classified as major nonconformities, minor nonconformities and observations.	<p><b>Comment by the RAFCS:</b></p> <p>1. The terms related to classification of non-conformities are applied according to the ISO requirements: major nonconformity – in Russian “существенное несоответствие”, minor nonconformity – in Russian “несущественное несоответствие”.(...)</p> <p>3. In the Republic of Belarus since 1.07.2016 STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and then the Gosstandart will introduce amendments to the documents of the National conformity confirmation system of the Republic of Belarus, and, respectively, to the documents of the Forest Certification system of the Republic of Belarus, the requirements to major non-conformities will be specified.</p> <p>TCP 5.1.05. 2012,            Point 5.5.2.14: “The nonconformities may be classified by the audit team as either essential (major) or non-essential (minor) :</p> <p>For the forest administration and forest management system:            An essential nonconformity (major nonconformity) is understood to be partial or full failure to comply with statutory and other mandatory requirements, failure to apply or full failure to comply with any criterion or index of the stable forest administration and forest management, requirements for identification of the forest products (RAFCS note: Chain of Custody of Forest Based Products), failure to apply or full failure to comply with any requirement of the TNLA for the forest administration and forest management, which could cause the system's incapability of achieving the planned results.</p> <p>A non-essential nonconformity (minor nonconformity) is understood to be isolated cases of failure to comply with the requirements of the TNLA for the forest administration and forest management system, omission in compliance with the requirements of the NLA and TNLA, which does not affect the quality of the forest administration and forest management and could not cause the system's incapability of achieving the planned results.</p> <p>TCP 5.4.02 -2015            point 5.6.2.14: “Any non-conformity can be classified by the audit team as both material and immaterial.            Material (major) non-conformity means a partial or full incompliance with the legislative and other mandatory requirements, non-application or complete failure to meet any criteria or index of sustainable forest management and forest use or requirements as to identification of forest products, non-application or complete failure to meet any requirement of Technological Regulations as to the forest management and forest use system, which can lead to inability of the system to achieve the targets.</p> <p>Immaterial (minor) non-conformity means isolated instances of failure to meet any requirement of Technological Regulations as to the forest management and forest use system, neglect of the requirements of normative and legal acts and Technological Regulations, which cannot lead to inability of the system to achieve the targets.</p> <p>A final decision on the category of non-conformity is made by the head of the audit team”.</p> <p>Point 5.6.2.17The audit team can identify the aspects of the applicant’s (group member’s) business improvement which are not connected with violation of the requirements to the forest management and forest uses system but, if implemented, can improve the functioning of the forest management and forest uses system.</p> <p>Implementation of the aspects of business improvement is checked during the subsequent audit of the applicant or</p>

			<p>group members.</p> <p>If the applicant (group member) fails to implement the aspects of business improvement, they may be assigned to non-conformities by a decision of the audit team head.</p> <p>Point 5.7.21 To define the category of non-conformities, the audit team takes account of their impact on products identification, and also the fact whether such non-conformity is an isolated instance or regular failure to meet the requirements.</p> <p>5.7.22 Any non-conformity can be classified by the audit team as both material (major) and immaterial (minor). A final decision on the category of non-conformities is made by the head of the audit team.</p> <p>5.7.23 Material (major) and immaterial (minor) non-conformities must be documented in the working papers of the certification authority and/or audit report where such detected non-conformities are identified with audit criteria".</p> <p><b>CONFORMS</b></p>
35	12.1.2 Major and minor nonconformities shall be corrected and the corrective action(s) verified by the certification body before granting a certification and recertification.	YES	<p>TCP 5.4.02.: 5.7.25: "The forest based products identification system is recognized as conforming to STB P 2157 and other Technological Regulations, if:</p> <ul style="list-style-type: none"> <li>- no nonconformities exist;</li> <li>- immaterial non-conformities exist which can be eliminated in the course of work of the audit team or within 30 days from their detection.</li> </ul> <p>TCP 5.4.02 "6.14. If immaterial non-conformities are detected during inspectorial control, the applicant (group management, group member) must develop corrections and corrective actions and ensure their implementation not later than within 60 days from detection of such non-conformities. In case of a group certification such corrections and corrective actions must be developed and implemented by all group members.</p> <p>The applicant, group management must inform the Certification Body about corrections and corrective actions implemented with respect to non-conformities detected during inspectorial control.</p> <p>6.15. If material non-conformities are detected during inspectorial control, validity of the certificate of conformity is suspended for the period not exceeding 90 calendar days.</p> <p>Suspension of a group certificate of conformity applies to all group members...</p> <p>6.16. Elimination of non-conformities and effectiveness of corrections and corrective actions is checked by the audit team of the Certification Body.</p> <p>The method used for checking of elimination of non-conformities detected during inspectorial control is recorded in the report on inspectorial control and can include an additional inspection of the applicant (group member) insitu, examination of documents submitted by the applicant and evidencing of elimination of non-conformities, or check during the subsequent inspectorial control (depending on the category of detected non-conformities)."</p> <p><b>Comment by the assessor:</b> all non-conformities need to be solved within a timeframe of maximum 90 days, a check takes place by the Certification body.</p> <p><b>CONFORMS</b></p>
36	12.1.3 Major and minor nonconformities identified in the surveillance audits shall result in corrective action(s) by the client organisation resolving the nonconformities. The corrective	YES	<p>TCP 5.4.02 "5.6.2.23. The second stage audit report must point out the necessity of the development of corrections and corrective actions, fix the time for elimination of non-conformities detected during the second stage audit and time for submission of documented evidences of elimination of non-conformities to the Certification Body which time may not exceed 30 calendar days from completion of the second stage audit.</p>

	<p>action plan, including a timeframe shall be reviewed and accepted by the certification body. The time period for completion of the corrective action(s) for major nonconformities identified in surveillance audits and their verification by the certification body shall follow the rules of the certification body but not exceed 3 months. Corrective action(s) for minor nonconformities shall be verified no later than during the next audit.</p>		<p>6.14. If immaterial non-conformities are detected during inspectorial control, the applicant (group management, group member) must develop corrections and corrective actions and ensure their implementation not later than within 60 days from detection of such non-conformities. In case of a group certification such corrections and corrective actions must be developed and implemented by all group members. The applicant, group management must inform the Certification Body about corrections and corrective actions implemented with respect to non-conformities detected during inspectorial control. . 6.15. If material non-conformities are detected during inspectorial control, validity of the certificate of conformity is suspended for the period not exceeding 90 calendar days." <b>CONFORMS</b></p>
37	<p>12.1.4 Corrective action(s) for all nonconformities identified in initial, surveillance and re-certification audits shall be verified by the certification body by site visit or other appropriate forms of verification.</p>	YES	<p>TCP 5.1.05: "6.14. The elimination of the nonconformities as well as the effectiveness of the corrections and corrective actions shall be checked by the audit team of the certification body. The method of checking the elimination of the nonconformities revealed in the course of the supervisory control shall be documented in the report on the supervisory control and can include the additional check immediately in the applicant organization or check according to the documents confirming the elimination of the nonconformities submitted by the applicant organization. The certification body shall analyse the effectiveness of the corrections and corrective actions and make a decision on the results of the supervisory control within 14 days from the moment of submission of them". TCP 5.4.02: "5.8. Consideration of audit results, making a decision on certification of the forest management and forest use system, forest based products by origin 5.8.1. After elimination of detected non-conformities, the applicant (group management) notifies the certification authority of this fact. The results of elimination of detected non-conformities by the applicant (group member) must be followed-up by auditors. The method of follow-up on elimination of non-conformities is specified in the second stage audit report (for the forest management and forest use systems) or in the audit report (for products identification). The audit team must analyze corrections and corrective actions made by the applicant (group member) in order to eliminate detected non-conformities and their reasons, and have documentary follow-up evidence (e.g. in the lists of non-conformities kept at the Certification Body). 5.7.24. Entries for non-conformities and their supporting audit evidences are subject to consideration jointly by the head of the audit team and head of the applicant (group member) or authorized person of the applicant (group member) with a view to getting confirmation that audit evidences are accurate and non-conformities are clear. 5.7.25. Based on findings of detected non-conformities analysis, the audit team prepares its opinion on the extent of conformity (non-conformity) of the forest based products identification system with the established requirements. The following conclusions are possible as the result of audit: a) the forest based products identification system conforms to STB P 2157 and other Technological Regulations which serve as a basis of audit; b) the forest based products identification system does not conform to STB P 2157 and other Technological Regulations which serve as a basis of audit</p>

		<p>The forest based products identification system is recognized as conforming to STB P 2157 and other Technological Regulations, if:</p> <ul style="list-style-type: none"> <li>- no nonconformities exist;</li> <li>- immaterial non-conformities exist which can be eliminated in the course of work of the audit team or within 30 days from their detection.</li> </ul> <p>The forest based products identification system is recognized as non-conforming to STB P 2157 and other Technological Regulations, if at least one material nonconformity and immaterial non-conformities have been detected. In this case an unfavourable decision is made based on the results of forest based products certification by origin. The applicant is entitled to re-apply for certification of forest based products by origin after elimination of non-compliances. Then the certification audit is carried out on a full scale.</p> <p>In case of a group certification an opinion on conformity (non-conformity) is applied to all group members.</p> <p>5.7.26. Based on the results of audit of forest based products, the audit team head conducts a concluding meeting with the applicant (group member) manager and audit participants. The concluding meeting is held in order to:</p> <ul style="list-style-type: none"> <li>- inform the applicant (group member) on the fact that the acquired audit evidences are based on random verification of information and, hence, the element of uncertainty exists;</li> <li>- notify of the method and time of submission of the audit report;</li> <li>- inform on non-conformities detected in the course of audit;</li> <li>- inform about the preliminary report on conformity (nonconformity) of the forest based products identification system with the requirements of STB P 2157 and other Technological Regulations;</li> <li>- inform on the deadline for submission of correction plan and corrective actions concerning the detected non-conformities by the applicant (group member);</li> <li>- inform on the methods of submission of information concerning elimination of non-conformities;</li> <li>- inform on the complaints and appeals examination procedure;</li> <li>- clarification of the post-audit activity of the Certification Body.</li> </ul> <p>In case of a group certification representatives of all group members or the representative of the group management must be present at the concluding meeting."</p> <p>TCP 5.4.02: "5.7.27. Based on the results of audit of forest based products, and taking account of the results of concluding meeting, the audit team head ensures preparation of the audit report. To ensure making a justified decision, the audit report must be in the form of an accurate, succinct and clear audit record and must include the following: - information on inspections of the applicant by the supervision (inspection) bodies and elimination of non-conformities detected on the basis of inspection findings (if any);</p> <ul style="list-style-type: none"> <li>- audit observations, evidences and conclusions (mention of meeting audit objectives, information on modifications of the audit plan (if applicable), summary of conformities and detailed description of non-conformities, and audit evidence which proves any non-conformity in order to ensure a grounded decision on certification));</li> <li>- opinion containing the conclusions on conformity (non-conformity) of the products identification system with the requirements of STB P 2157 and other Technological Regulations as to the forest management and forest use system;</li> <li>- any unsolved issues, if defined.</li> </ul> <p>A clear detailed record must be made in relation to any non-conformity statement in the audit report so that to</p>
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			submit the proper description of facts to the applicant (group member). <b>CONFORMS</b>
<b>12.2 Certification document</b>			
38	12.2.1 The certification document shall include at least the following information: a) identification of the certification body, b) name and address of the client organisation or its parts whose chain of custody is subject to certification, c) scope of the certification granted (see 12.2.2), d) accreditation mark as prescribed by the accreditation body (including accreditation number where applicable), and the date of granting, extending or renewing certification and the expiry date or recertification due date (see 12.2.6). The effective date on a certification document shall not be before the date of the certification decision, and	YES	<p>ISO17065 "7.7 Certification documentation 7.7.1 The certification body shall provide to the client formal certification documentation that clearly conveys, or permits identification of: a) the name and address of the certification body; b) the issue date of the certification document (the date shall not precede the date of the certification decision); c) the name and the address of the client; d) the scope of certification (see 3.10). Note – if the standard(s) or other regulatory document(s) (see 7.1.2), for which the client is seeking certification, contain references to other standards or regulatory documents, it is not necessary to mention these standards or regulatory documents in formal certification documents. e) the term or expiration date of certification if certification expires after an established period; f) any other information required by the certification scheme".</p> <p><b>Comment by RAFCS:</b> "The rules of the National system of conformity confirmation of the Republic of Belarus currently does not provide for placing the accreditation mark on the conformity certificate. The accreditation mark is placed on the accreditation certificate. The RAFCS cannot influence this situation. At present the Gosstandart and BSAC are working on development of a form of the accreditation mark and the procedure of its application. Conformity certificates are published on state numbered forms, and the number of each form is registered in the Registry of the National Conformity Confirmation System of the Republic of Belarus. The conformity certificate contains a full name and the legal address of the certification body (authority). These data help verify the accreditation of the certification body in the Register of the National Conformity Confirmation System of the Republic of Belarus. Thus, authenticity and validity of certificates are ensured."</p> <p><b>Comment by the assessors:</b> A copy of the COC certification is present with the certification mark of the Certification body. The definition of the Certificate of conformity states that the Logo of the certification body is placed on the certificate of conformity instead of BSAC the accreditation body of Belarus (PEFCC requirement). This 'certificate of conformity' definition is used for other certificates and not specific for issuing PEFC Forest Management and COC certificates. This definition is a standard definition stated in Law No 239-3 (a non-conformity in the previous assessment by Indufor but at the moment common practice, therefore not considered a non-conformity by the assessors). <b>CONFORMS</b></p>
39	12.2.2 The scope of certification shall include at least the following information: a) chain of custody standard identification, b) applied chain of custody method,	YES	<p>ISO17065: " 3.10 scope of certification: identification of — the product(s), process(es) or service(s) for which the certification is granted, — the applicable certification scheme, and — the standard(s) and other normative document(s), including their date of publication, to which it is judged that the</p>

	<p>c) applied definition of the raw material origin (Appendix 1 of the custody of standard), and d) products covered by the chain of custody.</p>	<p>product(s), process(es) or service(s) comply".          TCP 5.4.02: "5.7. Certification audit of forest based products upon origin          5.7.1. Audit of forest based products by origin provides for verification of conformity of forest based products identification by origin, performed by the applicant (group member), with the requirements of STB P 2157.          5.7.3. The audit plan must include the following:          - audit objectives;          - criteria and Technological Regulations setting the requirements to identification of forest based products;          - audit scope, including identification of business units of the applicant (group members), kinds of forest based products for which certification is sought, and all steps passed by the products, in which the applicant (group member) is engaged and which are subject to verification;          5.7.10. The Corporate Standard must comply with the requirements of STB P 2157 and necessarily include the following elements: - requirements to products identification using the percentage method, in particular, requirements to the batch lot, method of calculation of the percentage of certified raw material, method of conversion of the share of certified raw materials in the volume (quantity) of certified products (for organizations where such method is applied);"  <b>Comment by the assessors:</b> a) STB 2157 is the COC standard, b) TCP 5.4.02: identification of business units of the applicant (group members), kinds of forest based products for which certification is sought, and all steps passed by the products, in which the applicant (group member) is engaged and which are subject to verification; c) (ISO17065) The definition of raw material origin should be stated in the standard(s) and other normative document(s), including their date of publication, to which it is judged that the product(s), process(es) or service(s) comply. d) (ISO17065) the product(s), process(es) or service(s) for which the certification is granted,  <b>CONFORMS</b></p>
40	<p>12.2.3 Where national identification of the chain of custody standard differs from the international one, the chain of custody certificate shall always, in addition to the national identification, include the international identification, i.e. PEFC ST 2002:2010, Chain of Custody of Forest Based Products – Requirements.          Note: The identification of the chain of custody standard shall refer to the version of the chain of custody standard against which the evaluation was carried out and which was valid at the time when the certification was granted. In order to avoid the necessity to issue a new certification document every time the chain of custody standard is amended, the identification of the chain of custody standard should include a</p>	<p>YES          A scanned copy of the product certificate is present by RAFCS:          Here the text STB2157:2016 (PEFC ST 2002:2013) can be found.  <b>CONFORMS</b></p>

	statement "as amended" with the reference to the PEFC Council website (www.pefc.org) where the amendments to the valid version of the chain of custody standard are presented.		
41	12.2.4 Where different definitions of the raw material origin have been applied for individual products/product groups, the scope of the certification document (12.2.2 b) shall be identified for individual products. Where the scope of the certification is included in an appendix to the certificate, the certificate shall include a reference to the appendix as an integral part of it.	YES	<p>STB2157-2016: "3.1.2 Certified raw material: Raw material whose origin is confirmed in identification of forest based products by the chain of custody.  Notes: 1 Classification criteria for certified raw material are set up by PEFC. PEFC requirements to certified raw material can be found in Appendix A."  Appendix A (normative) Specification of the PEFC claims  A.1 Specification of the PEFC claim on "PEFC certified" material  A.2 Specification of the PEFC claim on "PEFC Controlled Sources" material A.I  2.3 Requirements for PEFC Controlled Sources input material"</p> <p><b>Comment by RAFCS:</b> (...) 2.TCP 5.4.02., point 5.9.1 "The certificates of conformity for the forest management and forest use system, for forest based products by origin, are issued and drawn up in compliance with TCP 5.1.16, TCP 5.1.05, TCP 5.1.02".  3.TCP 5.1.02, point 5.10.11 "The certificate of conformity is filled out in accordance with the instruction on filling in the conformity certificate form (Appendix L)".  Appendix L, point 3  Position 5. "Name, type, line, brand (as a general rule in capital letters) in accordance with the operational document relating to products.. Details of Technological Regulations establishing the requirements to quality of products, and details of shipping documentations (relating to the lot or piece of product) must be indicated".  Appendix L, point 3  Position 8 "Designation of Technological Regulations and their items, against which certification was carries out. It is allowed to omit indication of items of Technological Regulations if they are applicable as a whole during certification".  TCP 5.1.02, point 5.10.15 "If information content included in the conformity certificate fields is considerable, such information may be provided in the appendix(ces) to such certificate".  Point 5.10.15.1 "The appendix is drawn up on the reverse side of the certificate of conformity and/or on the form of the copy of the certificate (a special fraud-proof standard form which is a strictly accountable document) and makes an integral part of the certificate of conformity".  Point 5.10.15.2 Reference to the appendix must be made in the respective fields of the certificate of conformity".  Thus, when indicating in the certificate in position 8 the references to points 4, 5, 6, 7.2, 8, 9, 10 of STB 2157 -2016 we confirm the conformity of product identification by origin (chain of custody) by the method of physical separation.  Note to point 5 "Confirmation of forest raw material and forest based products", point 6 "Requirements to the Due Diligence System (DDS) PEFC", point 7.2 Requirements to identification of products by physical separation method", point 8 "Selling of products and informing", point 9 "Minimal requirements to management system", point 10 "Requirements to social security, occupational safety when identifying forest based products by origin".</p>

			References to the appendices included in STB are not indicated in the certificate as there are references to appendices in the text of STB points. <b>CONFORMS</b>
42	12.2.5 Based on a client organisation's request, the certification body shall issue the certification document in an internationally common language - or at least in English.	YES	TCP 5.1.16: "5.7.12. The certification body shall submit the photocopies of the certificates of conformity signed by the certification body manager in Russian (or English) to the authorized organization for entering the information into the register of the System. 5.7.14. In case of recertification of the management systems, modification of the scope of application of the management system, amendment of the TNLA for the management system, change of the name of the applicant organization and/or its location, the certification body shall submit the draft certificate of conformity in Russian (or English) to the authorized organization, which shall check the compliance of drawing up of the draft certificate of conformity with the requirements of the TNLA of the system as well as authenticity of the draft certificate of conformity with the photocopy of the signed certificate of conformity being valid till that moment with due regard to the made respective amendments. When performing the recertification of the management systems, the complete package of documents listed in items 5.7.6 – 5.7.10 shall be also submitted." TCP 5.1.16: "4.28. The documents within the Forest Certification System are drawn up in the Bela-russian or Russian languages. Issuing of certificates of conformity in foreign languages is permitted at the request of the applicant." <b>Comment by the assessors:</b> The certificates of conformity is available in English, Russian is commonly used as the international language. <b>CONFORMS</b>
43	12.2.6 The certification shall be granted for a maximum of 5 years.	YES	TCP 5.1.16: 4.24 "Certificates of conformity come into effect from the date of registering thereof with the System register. Periods of validity of certificates of conformity are specified in TCP 5.1.01 and make the following: (...) - 5 years for certification of forest based products and their derivative products upon origin. <b>CONFORMS</b>
44	12.2.7 The certification body shall make information on the validity and scope of any issued certification document publicly available. Note: Certification body's website is an appropriate and recognised mean of making the information publicly available.	YES	TCP 5.1.16: "5.7.1. The applicant is responsible for: - conformity of objects of certification with the requirements of STB 1708 and other Technological Regulations governing forest regeneration, conservation and protection, procurement of wood and other forest resources; and also with STB P 2157, and criteria and indices monitored during certification; - keeping all interested parties informed about the course of certification and its results. Note: Keeping all interested parties informed about the course of certification and its results can be carried out through publication of the audit report (excluding any confidential information contained therein) in the mass media, on appropriate Internet sites, and by other means." Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): "4.1.2. Certification body, which concluded agreement with RAFCS, is obliged: (...) - to make available certification reports for any party concerned. Summary of the certification report shall include a summary of findings on the auditee's conformity with the requirements of standards of PEFC endorsed National forest certification scheme; " <b>Comment by the assessors:</b> The applicant is obliged to inform all interested parties. The responsibility to disclose

			information by the certification body is stated in the RAFCS approved "Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody". Here the certification body also should make the certification reports available for any party concerned. Not clear what actions are realised to comply with this requirement. However available upon request, is also considered publicly available. <b>CONFORMS</b>
45	12.2.8 Certification bodies shall immediately inform the relevant PEFC National Governing Body or the PEFC Council where the PEFC National Governing Body does not exist, when certification is granted, suspended, withdrawn, or its scope is changed.	YES	Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): "4.1.2. Certification body, which concluded agreement with RAFCS, is obliged: (...) to provide RAFCS information on certificates issued on forest management and forest utilization, chain of custody certificates, and also about their prolongation, suspension or cancellation within seven calendar days once decision on issue (prolongation, etc.) of certificates has been adopted. <b>CONFORMS</b>
<b>13 Surveillance</b>			
<b>13.1 Audit requirements</b>			
46	13.1.1 The surveillance audits shall be carried out at least annually.	YES	TCP 5.4.02: "5.3.3. The program of audit of forest based products certification upon origin must be developed for the period of five years in include the following: - audit of the forest based products identification; - inspectorial controls of the forest based products identification from year one to year four; - extension of the conformity certificates for forest based products upon origin. 6.6. Periodicity of scheduled inspectorial controls is specified by the Certification Body, but it may not be less often than once a year. The scheduled date of inspectorial control is notified by the Certification Body to the audited organization (or to the group management and all group members in case of a group certification)." <b>CONFORMS</b>
47	13.1.2 The surveillance shall be carried out at the client organisation's site. The annual on-site surveillance audit at the client organisation's premises can be replaced by other audit techniques, such as documentation and records review and the period between on-site surveillance audits shall not exceed two (2) years where: a) the certification body can demonstrate that audit techniques used deliver sufficient confidence in the certified entity's compliance with the certification criteria, b) the client organisation is a micro enterprise, c) no nonconformity was raised during the	YES	TCP 5.4.02: "6.1. The Certification body must carry out inspectorial control in such a way as to ensure regular monitoring of peculiar fields and functions included into the applicable scope of the forest management and forest use system, forest based products identification by origin, taking account of any changes related to the certified applicant and its forest management and forest use system, forest based products identification by origin. Inspectorial control must include field audits with a view to evaluating compliance of the applicant (group member) with specific requirements of Technological Regulations as to the forest management and forest use system, forest based products by origin, against which the certification has been performed. . 6.6. Periodicity of scheduled inspectorial controls is specified by the Certification Body, but it may not be less often than once a year. The scheduled date of inspectorial control is notified by the Certification Body to the audited organization (or to the group management and all group members in case of a group certification)." <b>Comment by the assessors:</b> Field audits are carried out as part of the inspectorial control once a year, no exemptions were discovered by the Assessor in the provided TCP's. <b>CONFORMS</b>

	<p>previous initial, surveillance or re-certification audit,</p> <p>d) the client organisation procurement does not include high risk supplies, and</p> <p>e) the client organisation provides the certification body with all the individual records required to be kept by the chain of custody standard or a list of all the records which allow the certification body to establish an independent sampling.</p>		
48	<p>13.1.3 The on-site surveillance audit can also be avoided and replaced by other audit technique where the submitted records provide sufficient evidence that the client organisation has not procured and has not made claims on certified raw material since the last certification, surveillance or re-certification audit. The period between the on-site surveillance audits shall however not exceed two (2) years.</p>	YES	<p>TCP 5.4.02: "6.1. The Certification body must carry out inspectorial control in such a way as to ensure regular monitoring of peculiar fields and functions included into the applicable scope of the forest management and forest use system, forest based products identification by origin, taking account of any changes related to the certified applicant and its forest management and forest use system, forest based products identification by origin. Inspectorial control must include field audits with a view to evaluating compliance of the applicant (group member) with specific requirements of Technological Regulations as to the forest management and forest use system, forest based products by origin, against which the certification has been performed. .</p> <p>6.6. Periodicity of scheduled inspectorial controls is specified by the Certification Body, but it may not be less often than once a year. The scheduled date of inspectorial control is notified by the Certification Body to the audited organization (or to the group management and all group members in case of a group certification)."</p> <p><b>Comment by the assessors:</b> Field audits are carried out as part of the inspectorial control once a year. No exemptions were discovered by the Assessor in the provided TCP's. Comparably also not in the specific circumstances that if evidence that the client organisation has not procured and has not made claims on certified raw material since the last certification is been provided.</p> <p><b>CONFORMS</b></p>
49	<p>13.1.4 The minimum time for the surveillance and re-certification audit is the same as for the initial audit defined in 10.2.1 and 10.2.2.</p>	NO	<p>TCP 5.4.02: "7.4. Re-audit is performed by the audit team of the Certification Body in accordance with procedure established for the initial certification audit."</p> <p><b>Comment by RAFCS :</b> "TCP 5.4.02 point 7.2 Procedure of re-certification audit of the forest management and forest use system provides for:</p> <ul style="list-style-type: none"> <li>- performance of full-scale two-stage works in compliance with the requirements of the present technical code;</li> <li>-performance of one-stage worksinsitu in the applicant's business environment..</li> </ul> <p>7.3 A decision on procedure of re-audit of the forest management and forest use system is made by the Certification Authority on the basis of results of inspectorial controls and analysis of information on the applicant's organizational changes.</p> <p>7.4 Re-audit is performed by the audit team of the Certification Authority in accordance with procedure established for the initial certification TCP audit".</p> <p>See point 5.6, 5.7 of TCP 5.4.02.</p> <p>TCP 5.4.02</p>

		<p>8 Procedure of extension of the certificate of conformity for the forest management and forest use system</p> <p>8.1 An application for extension of the certificate of conformity for the forest management and forest use system is filed by the applicant at least in 60 calendar days prior to expiry of validity of the conformity certificate.</p> <p>8.2 A decision on procedure of extension of the certificate of conformity is made by the Certification Authority on the basis of results of inspectorial controls.</p> <p>8.3 Procedure of extension of the certificate of conformity provides for:</p> <ul style="list-style-type: none"> <li>- full-scale audit in accordance with item 5.6;</li> <li>- reduced audit (at the discretion of the Certification Authority depending on the results of initial certification and findings of inspectorial control) with formalization as a decision of the Certification Authority.</li> </ul> <p>2. TCP 5.1.05 , point 5.4.4 “When determining the audit time, the certification body should be governed by the laboriousness norms provided in Appendix C”.</p> <p>Point 5.4.5 “Appendix C contains the recommendations for determining the audit performance time immediately in the applicant organization. (Note: in place of performance of the activities). The time required for planning the audit, communication with the applicant organization's personnel and drawing-up of the audit documentation shall be determined by the certification body in accordance with the documents of the management system of the certification body”</p> <p>The phrase “Basic duration” means that this period of time is taken as a basis and it can increase or decrease depending on various factors specified in notes to Table B.1.</p> <p>3. TCP 5.4.02, 5.2.3, paragraph two: “A decision on the application is based on the examination of such application and source information submitted by the applicant (group management)”.</p> <p>TCP 5.4.02, 5.2.4 Examination of the application and source information submitted by the applicant consists in assessment of the following:</p> <ul style="list-style-type: none"> <li>- accuracy of filing in the application;</li> <li>- adequacy of information about the applicant and its forest management and forest use system and forest based products, for certification audit;</li> <li>- competence of the Certification Authority and its ability to perform certification of the forest management and forest use of the applicant;</li> <li>- continued possibilities of the Certification Authority to perform certification audit and make a decision on the basis of certification results;</li> <li>- aspects influencing on impartiality of the forest certification works;</li> <li>- declared scope of application of the forest management and forest use system, identification of forest based products, and requested scope of certification; address of the applicant’s actual place of business; time period required for audit; and any other information making impact on the forest certification works”.</li> </ul> <p>TCP 5.4.02, Annex Г (D).</p> <p>Г (D) .2 Product information:</p> <ul style="list-style-type: none"> <li>- volume of raw material received by the applicant from different suppliers;</li> <li>- the list of suppliers of raw and other materials, and their company details;</li> <li>- possession, by suppliers, of certificates of conformity for the forest management and forest use system,</li> </ul>
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			<p>forest based products by origin (registration number in the register of the Forest Certification System, date of issue, period of validity);</p> <ul style="list-style-type: none"> <li>- products output and volume of sales;</li> <li>- the list of Technological Regulations for products;</li> <li>- the list of flowcharts;</li> <li>- volume of export supplies;</li> </ul> <p>-the list of consumers and their company details”.</p> <p>In the Republic of Belarus since 1.07.2016 r. STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and the Gosstandart will introduce amendments to the documents on the National conformity confirmation system of the Republic of Belarus and respectively, the documents of the Forest certification system of the Republic of Belarus. In amendments to TCP 5.4.02 the requirements for determining time for audits when certifying the chain of custody of forest based products will be specified.</p> <p><b>MINOR NON-CONFORMITY</b></p> <p>No specific evidence found by the assessors about the timeframe of the surveillance and timeframe of the re-certification audit, only reference to 'Basic Duration'.</p> <p>The assessors propose that this requirement should be re-assessed after the amendments of TCP 5.4.02 are in place.</p>
<b>14 Usage of licences, certificates and marks of conformity</b>			
<b>14.1 Use of PEFC Logo</b>			
50	14.1.1 Where the certification body makes use of the PEFC Logo on the certification document or for any other purposes linked to the PEFC certification scheme, the use shall only be carried out based on a valid licence issued by the PEFC Council or the relevant PEFC National Governing Body.	YES	<p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 4. RIGHTS AND OBLIGATIONS OF PARTIES</p> <p>4.1. Rights and obligations of certification body</p> <p>4.1.1 Certification body, which concluded agreement with RAFCS, has a right: (...) - to use PEFC logo in accordance with conditions defined by PEFC Council and RAFCS;</p> <p><b>CONFORMS</b></p>
51	14.1.2 Where the certification body makes use of the PEFC Logo on the certification document, it shall make clear to the client organisation that the PEFC Logo on the certificate only refers to the client organisation's compliance with the PEFC certification scheme and does not provide the client organisation with the right to use the PEFC Logo. Note: The client organisation with a valid PEFC chain of custody certificate can only use the PEFC Logo with a unique PEFC licence logo number for “on-product” as well as “off-	YES	<p>STB2370-2014 : '5. Labeling of the forest management and forest use system, forest based products and their derivative products by origin. 5.3.3 All markings must be made in the Russian (Belarusian) language and with Arabic figures. Options of placement of marking and the forest certification mark see in Appendix A. STB2370-2014 : Appendix A: A.2. Labeling of the forest management and forest use system is made directly on the documents of such forest management and forest use system, organizational administrative documentation, documents published with promotional, informational, educational purposes, literary and other editions in accordance with positions 1-3, 6 in Fig. A.1. An example of labeling of the forest management and forest use system is shown in figure A.2 below:</p> <p>Regulations on issue of licenses for usage of PEFC logo, approved by RAFCS on 30 October 2014 (Document: description of the Scheme, Appendix 12, p 205-220): "7.3. Usage of the PEFC Logo without a registration number. The usage of the PEFC Logo without a registration number is not allowed. Registration number is given in accordance with PEFC coding system (Appendix D). .</p>



	<p>product” purposes based on PEFC Logo usage licence contract issued by the PEFC Council or another entity authorised by the PEFC Council and in accordance with the PEFC logo usage rules.</p>	<p>STB2157: "A.1.3.3 Other material is forest based material other than certified material, including forest based material delivered with the supplier’s claim “PEFC Controlled Sources” by the supplier with either:            1) valid PEFC recognized chain of custody certificate;            2) a document confirming that the supplier is covered by the PEFC recognized chain of custody certificate. (...)            2 During performance of group certification for forest-based products’ chain of custody within the Forest Certification System the member-organizations shall be provided with a duplicate group certificate in accordance with TCP 5.4.02 for forestry management and forest utilization system and/or group certificates for forest based products’ chain of custody, bearing PEFC logo.</p> <p><b>Comment by the assessors:</b> No PEFC Logo is found on the certification document in the TCP available and the scanned certificate, but reference in STB2157 found of a duplicate group certificate bearing PEFC logo.</p> <p><b>Comment by RAFCS:</b> “Use of PEFC logo is carried out in compliance with the “Resolution in Issuance of Licenses for Use of PEFC Logo” approved by the RAFCS. The certification body (authority) applies PEFC logo on the basis of a permission issued by the RAFCS, including on the certificates of forest management and forest use system. The assessors were provided with a group certificate for the forest management and forest use system, and that’s why there is PEFC logo on it.            Currently PEFC logo is not applied on conformity certificates for forest products and chain of custody of forest based products because the National forest certification system of Belarus has not been recognized by PEFC in regard to forest based products, and we have no right to apply PEFC logo for labeling of forest based products.            STB 2157 -2016, point 8.2 Usage of conformity marks (logos and labels)            8.2.1 The organization which uses a logo or label, for on-product and/or off-product purposes, relating to the chain of custody certification, shall have an authorization from the logo/label’s trademark owner or from the owner’s authorized representative.            The usage shall be carried out according to the terms and conditions of the authorization.            Notes: 1 Where the organization decides to use the logo/label, the logo/label usage rules specified by the logo/label owner become an integral part of the chain of custody requirements.            2 In case of PEFC Logo usage, “authorization” means a valid license issued by the PEFC Council or another body authorized by the PEFC Council and the “terms and conditions” of the license requires conformity with PEFC ST 2001.            3 Rules for labeling of forest based products with the forest certification mark are given in STB 2370..            8.2.2 The organization may only use the label on-product for those certified products that meet the eligibility criteria for product labeling as specified by the owner of the logo/label trademark”.”</p> <p><b>CONFORMS</b></p>
<p><b>15 Complaints to suppliers</b></p>		
<p>52</p>	<p>All the requirements given in clause 15 of ISO/IEC Guide 65 apply.</p>	<p>YES</p> <p>7.13 Complaints and appeals            7.13.1 The certification body shall have a documented process to receive, evaluate and make decisions on complaints and appeals. The certification body shall record and track complaints and appeals and actions undertaken to resolve them.</p>

		<p>7.13.2 Upon receipt of a complaint or appeal, the certification body shall confirm whether the complaint or appeal relates to certification activities for which it is responsible, and if so, shall address it.</p> <p>7.13.3 The certification body shall acknowledge receipt of a formal complaint or appeal.</p> <p>7.13.4 The certification body shall be responsible for gathering and verifying all necessary information (to the extent possible) to progress the complaint or appeal to a decision.</p> <p>7.13.5 The decision resolving the complaint or appeal shall be made by, or reviewed and approved by, person(s) not involved in the certification activities related to the complaint or appeal.</p> <p>7.13.6 To ensure that there is no conflict of interest, personnel including those acting in a managerial capacity who have provided consultancy (see 3.2) for, or been employed by a client, shall not be used by the certification body to review or approve the resolution of a complaint or appeal for that client within two years following the end of the consultancy or employment.</p> <p>7.13.7 Whenever possible, the certification body shall give formal notice of the outcome and end of the complaint process to the complainant.</p> <p>7.13.8 The certification body shall give formal notice of the outcome and end of the appeal process to the appellant.</p> <p>7.13.9 The certification body shall take all the relevant actions necessary to allow the complaint or appeal.</p> <p><b>CONFORMS</b></p>
<b>Annex 1 – Accreditations accepted by the PEFC Council</b>		
<p>53</p>	<p>The PEFC Council requires that chain of custody certification shall be carried out by certification bodies who are accredited by accreditation bodies that are signatories of the Multilateral Recognition Arrangement (MLA) for product certification of IAF or IAF's Regional Accreditation Groups such as European co-operation for Accreditation (EA), Interamerican Accreditation Cooperation (IAAC), Pacific Accreditation Cooperation (PAC) and Southern African Development Community in Accreditation (SADCA). The scope of the accreditation shall explicitly cover the PEFC chain of custody standard ((PEFC ST 2002:2010, Chain of Custody of Forest Based Products – Requirements) in its valid version and/or with reference to any future changes and amendments adopted by the PEFC Council and presented at the PEFC Council official website <a href="http://www.pefc.org">www.pefc.org</a>. The scope of accreditation shall also explicitly state ISO/IEC Guide 65, this document and other requirements</p>	<p>BSAC is a member of IAF but is not a signatory to the MLA: <a href="http://www.iaf.nu/articles/IAF_MEM_Belgium/58">http://www.iaf.nu/articles/IAF MEM Belgium/58</a></p> <p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2): 2.5 Body applying for being granted authorities on carrying out forest certification under PEFC endorsed scheme shall:</p> <ul style="list-style-type: none"> <li>- be accredited by National Accreditation Body of the Republic of Belarus which is a member of International Accreditation Form (IAF) or a member of IAF's special recognition regional group in compliance with the effective Guides ISO. Accreditation scope shall include standard of the National Forest Certification System on forest management and forest utilization, forest based products and their derivatives, acknowledged by PEFC;</li> <li>- comply with other requirements of effective technical standards and guides PEFC and ISO."</li> </ul> <p><b>NON-CONFORMITY</b></p> <p><b>information provided by RAFCS:</b> "At present the National Accreditation Body – Belarusian State Accreditation Center (BSAC) is an associated member of ILAC and EA. Work on recognition of BSAC by the European co-operation for Accreditation (EA) is being carried out – the accreditation body (BSAC) has been brought into conformity with the international requirements, in November 2014 an application was submitted for performing parity assessment by EA for signing a recognition agreement, including the field of management system, product and personnel certification. The BSAC in its letter No. 01-16/3807 as of 01.07.2016 provided the following information: "Within the period from 18 till 22of January, 2016 the preliminary assessment of the National Accreditation System of the Republic of Belarus by EA was carried out.</p> <p>EA experts assessed performance by the National accreditation system of the Republic of Belarus of requirements of the EU legislation on accreditation, requirements of the international standard ISO/IEC 17011:2004 "Conformity</p>

	<p>against which the certification body has been assessed.</p>		<p>assessment. General requirements to bodies for accrediting bodies involved in conformity assessment” as well as the requirements of the international accreditation organizations EA, ILAC, IAF.</p> <p>The results of the preliminary assessment are considered positive because the conclusion made was that the National accreditation system of the Republic of Belarus acts according to the established international standards, rules and regulations. The EA experts recommended to carry out the second stage of the parity assessment, which will take place in 2017. Under the results of the 2nd stage of the parity assessment it is possible to sign both a bilateral agreement on recognition with EA, and multilateral agreements on recognition with ILAC, IAF in the specified fields of activities”.</p> <p><b>Comment by the assessors:</b> The following documents were reviewed to find evidence on IAF MLA requirements:</p> <ol style="list-style-type: none"> <li>5) “Accreditation rules.doc”</li> <li>6) TCP 50.10-2011 (03220): National Accreditation System of the Republic of Belarus ORDER OF ACCREDITATION</li> <li>7) THE LAW OF REPUBLIC OF BELARUS January 5th, 2004 Nr. 262-3 On Technical Normalization and Standardization</li> <li>8) THE LAW OF THE REPUBLIC OF BELARUS No. 269-3 of January 5, 2004 OF ASSESSMENT OF CONFORMITY WITH THE REQUIREMENTS OF TECHNICAL NORMATIVE LEGAL ACTS IN THE FIELD OF TECHNICAL NORMALIZATION AND STANDARDIZATION”</li> </ol> <p>No evidence available on IAF MLA requirements in PEFC BY and BSAC is not a IAF MLA signatory. According to the assessors a PEFC Board decision is required.  </p>
<b>Annex 2: PEFC notification of certification bodies</b>			
54	<p>(Requirements are not applicable to the accreditation of the certification body)</p> <p>The certification body operating the PEFC recognised chain of custody certification shall be notified by the PEFC Council or other PEFC authorised body for the specific country in which it operates. The PEFC notification requires that the certification body shall have a valid accreditation recognised by the PEFC Council (see Annex 1 of this document). The certification body shall provide the PEFC Council or the relevant PEFC authorised body with information on granted certifications as specified by the PEFC Council or the relevant PEFC authorised body. Note: The information on granted certifications usually includes identification of the certificate holder, scope of the granted certifications, client</p>	YES	<p>Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2):</p> <p>“2.4. Notification of forest certification is made by RAFCS – PEFC National Governing Body unless otherwise is provided by PEFC Council.</p> <p>(...) 2.6. Notification on forest certification under PEFC endorsed system (hereinafter – notification) is made on the basis of agreement concluded between forest certification body and RAFSC. If notification cannot be issued by RAFCS, it is issued directly by PEFC Council. PEFC Council shall inform RAFCS on notification on forest certification.”</p> <p>(...)</p> <p>4.1.2. Certification body, which concluded agreement with RAFCS, is obliged:</p> <ul style="list-style-type: none"> <li>- to fulfill all requirements of PEFC Council standards, technical documents and guides, current ISO standards and guides and also requirements of PEFC endorsed national forest certification scheme;</li> <li>(...) - to provide RAFCS information on certificates issued on forest management and forest utilization, chain of custody certificates, and also about their prolongation, suspension or cancellation within seven calendar days once decision on issue (prolongation, etc.) of certificates has been adopted;”</li> </ul> <p>(...) 5.3. Notification agreement on forest certification concluded between PEFC and forest certification body can be suspended or cancelled by RAFCS or PEFC Council if:</p> <ul style="list-style-type: none"> <li>- forest certification body violates conditions of the Agreement;</li> <li>- forest certification body doesn't comply with PEFC requirements;</li> </ul>

	organisation's turnover where used for determination of the PEFC notification fee. The PEFC notification may require the certification body to pay a PEFC notification fee as specified by the PEFC Council or the relevant PEFC authorised body.		- contract between PEFC Council and RAFCS is terminated." <b>CONFORMS</b>
<b>Annex 3: multi-site</b>			
55	<p>1.0.2 In addition to requirements of Appendix 3 to the chain of custody standard, the multi-site client organisation should demonstrate its ability to collect and analyse data (including but not limited to items bellow) from all sites including the central office and its authority over all sites and also demonstrate its authority to initiate change if required:</p> <p>a) chain of custody documentation and chain of custody changes,  b) management review,  c) complaints,  d) evaluation of corrective actions,  e) internal audit planning and evaluation of the results,  f) different legal requirements in relation to the avoidance of raw material from controversial sources.</p>	YES	<p>STB 2157: "Annex B.2 Definitions  B.2.1 Group (multisite organization) – an organizational structure, created for confirmation of origin of manufactured (sold) products at all stages of the chain of supply, which consists of a head of the group, implementing the functions of planning, managing and surveillance of product identification activities, and members of the group, which identify products at the stages of the supply chain carried out by them.  B.2.2 Group does not need to be a unique legal entity. All members of the group shall have a legal membership in the group and shall have an agreement with the head of the group on implementation of surveillance of their conformity with the requirements to products identification.  The agreement provides the head of the group with the right to implement corrective actions for any member of the group when needed.  B.3.1.1 The group's chain of custody shall be centrally administered and be subject to central review.  All group members (including the head of the group) shall be included to the internal audit program for the group and shall have been audited in accordance with that program prior to the certification body starting its assessment.  B.3.1.2 The head of a group shall establish a chain of custody requirements at all the stages of the chain of supply in accordance with this standard and ensures that all the group members (including the head of the group) meet the requirements of this standard.  B.3.1.3 The organization shall be able to demonstrate its ability to collect and analyze data from all members including the head of the group and its ability to initiate changes in the chain of custody operating in the sites if required.  <b>Comment by the assessors:</b> Appendix 3 to the chain of custody standard referred to in Annex 3. Is currently Appendix 2 (Appendix 2: Implementation of the chain of custody standard by multisite organisations) of ST2003:2013. This is equal to the Annex B of STB2157. This specific requirement is similar to STB2157: B.3.1.3. STB2157 is the normative related to COC, therefore the assessors state that the Belarusian forest certification system complies with this requirement.  <b>CONFORMS</b></p>

## 19. PART V: STANDARD AND SYSTEM REQUIREMENT CHECKLIST FOR SYSTEM SPECIFIC CHAIN OF CUSTODY STANDARDS – (PEFC ST 2002:2010)

### 19.1 Scope

This document covers requirements for chain of custody given in PEFC ST2002:2013 to the PEFC Council Technical Document (*Certification and accreditation procedures*).

A new checklist is developed by the assessors, the total text of PEFC ST2002:2013 has been compared to reference document STB2157-2013.

### 19.2 Checklist

No.	Reference to PEFC ST2002:2013	YES / NO*	Reference to application documents
<b>Terms and Definitions</b>			
1.1	For the purposes of this standard, the relevant definitions given in ISO/IEC Guide 2 and ISO 9000:2005 apply, together with the following definitions:	YES	STB2157-2016, clause 3.1: "3.1 For the purposes of this standard, the terms given in TCP 5.1.16, STB ISO 9000, STB 1500 are applied, as well as the following terms with the appropriate definitions:" <b>CONFORMS</b>
1.2	<b>3.1 Accredited certificate</b> A certificate issued by a certification body within the scope of its accreditation which bears the accreditation body's symbol.	YES	STB2157-2016, clause 3.1.1: "3.1.1 <b>Certificate of conformity:</b> The document certifying conformity of the object of assessment with the requirements of technical normative legal acts in the field of technical regulation and standardization. Note – The certificate of conformity is issued by the certification body in accordance with the field of its accreditation and it contains the name of the certification body and its logo"  <b>Comment RAFCS:</b> "Definition 'Certificate of conformity' is given in the amended Law of the Republic of Belarus No 239-3 of January 5, 2004 'On Evaluation of Compliance of Technical Laws and Regulations in the Sphere of Technical Rate Settings'. Form of Certificate of conformity is approved by the State Committee for Standardization, Decree No 23 of May 26, 2011. Symbol or logo of the accreditation body should not be mentioned in the Form of the certificate. That's why in STB we should comply with the set requirements. Symbol of the accreditation body BSAC is indicated in the accreditation certificate issued to the certification body."  Document: Description of the scheme p22 "2.4 drawing up, signing, registration and issuing the certificate of conformity for the forest management and forest utilization system; signing an agreement for certification of the forest management and forest utilization system; maintaining the register of certified forest

			<p>management and forest utilization systems in compliance with TCP 5.1.10.”</p> <p><b>Comment by RAFCS:</b> “The rules of the National system of conformity confirmation of the Republic of Belarus currently does not provide for placing the accreditation mark on the conformity certificate. The accreditation mark is placed on the accreditation certificate. The RAFCS cannot influence this situation. At present the Gosstandart and BSAC are working on development of a form of the accreditation mark and the procedure of its application.</p> <p>Conformity certificates are published on state numbered forms, and the number of each form is registered in the Registry of the National Conformity Confirmation System of the Republic of Belarus.”</p> <p>The definition of the Certificate of conformity states that the Logo of the certification body is placed on the certificate of conformity instead of BSAC the accreditation body of Belarus (PEFCC requirement). This ‘certificate of conformity’ definition is used for other certificates and not specific for issuing PEFC Forest Management and COC certificates. This definition is a standard definition stated in Law No 239-3 (a non-conformity in the previous assessment by Indufor but at the moment common practice, therefore not considered a non-conformity by the assessors).</p> <p><b>CONFORMS</b></p>
1.3	<p><b>3.2 Certified material</b></p> <p>Raw material which is covered by the chain of custody claims.</p> <p>Note: The criteria for certified material and its suppliers are defined as a part of the definition of PEFC claim(s) which can be found in an Appendix to this standard. In addition, forest certification schemes endorsed by PEFC can make their own definition of certified material for the purposes of their own claims applied together with this standard.</p>	YES	<p>STB2157-2016, clause 3.1.2: "3.1.2 <b>Certified raw material:</b> Raw material whose origin is confirmed in identification of forest based prod-ucts by the chain of custody.</p> <p>Notes</p> <p>1. Classification criteria for certified raw material are set up by PEFC. PEFC requirements to certified raw material can be found in Appendix A. Forest certification schemes endorsed by PEFC can establish their own requirements to raw material origin and apply them together with this standard.</p> <p>2. Requirements to the origin of products within the frameworks of the forest certification system of the National conformity approval system of the Republic of Belarus (hereinafter referred to as the Forest certification system) are set up in TCP 5.4.02. (TCP 5.4.02: National confirmation of conformity system of the Republic of Belarusian Forest certification system PROCEDURE OF THE FOREST CERTIFICATION) "</p> <p><b>CONFORMS</b></p>
1.4	<p><b>3.3 Certified product</b></p> <p>Product which is claimed as including certified material whose content is verified by chain of custody.</p>	YES	<p>STB2157-2016, clause 3.1.3: "3.1.3 <b>Certified products:</b> Product which is manufactured from certified raw material whose origin is verified by chain of custody. "</p> <p><b>CONFORMS</b></p>
1.5	<p><b>3.4 Chain of custody of forest based products</b></p> <p>Process of handling of information on the material category of forest based products which allows the organisation to make accurate and verifiable claims on the content of certified material.</p>	YES	<p>STB2157-2016, clause 3.1.4: "3.1.4 <b>Chain of custody of forest based products;</b> identification of forest based products: Process of acquiring and processing of information on the origin of forest based products, forest raw material which is used for production of forest based products which allows the organization to provide the consumer with accurate and verifiable information on the origin of forest products or the content of materials identified on the basis of origin.</p> <p>Note – requirements to the claim and the documents, confirming the conformity with PEFC requirements are</p>

			given in Appendix A. 2" STB2157-2013: Appendix C." Explanation: The term is replaced with the one accepted in Forest certification system of National conformity approval system of the Republic of Belarus <b>CONFORMS</b>
1.6	<b>3.5 Claim</b> Information which indicates certain aspects of a product. Note: The term "claim" used in this standard indicates usage of the official chain of custody claims (see for example Appendix 1) relating to the PEFC claim.	YES	STB2157-2016, clause 3.1.5: "3.1.5 <b>Claim on the chain of custody</b> ; claim on the origin: Official information on the chain of custody of forest based products or the content of materials identified on the basis of origin. " <b>CONFORMS</b>
1.7	<b>3.6 Claim period</b> Time period for which the chain of custody claim applies.	YES	STB2157-2016, clause 3.1.6: "3.1.6 <b>Claim period</b> : Time period during which information on the forest based products' chain of custody or on the content of materials identified on the basis of origin is valid." " <b>CONFORMS</b>
1.8	<b>3.7 Conflict timber</b> "Timber that has been traded at some point in the chain of custody by armed groups, be they rebel factions or regular soldiers, or by a civilian administration involved in armed conflict or its representatives, either to perpetuate conflict or take advantage of conflict situations for personal gain... conflict timber is not necessarily illegal" or the exploitation of timber may itself be a direct cause of conflict. (Definition used by UNEP ( <a href="http://www.unep.org/dewa/Africa/publications/AEO-2/content/205.htm">http://www.unep.org/dewa/Africa/publications/AEO-2/content/205.htm</a> )).	YES	STB2157-2016, clause 3.1.7: "3.1.7 <b>Conflict timber</b> : Timber that has been traded at some point in the chain of custody by armed groups, be they rebel factions or regular soldiers, or by a civilian administration involved in armed conflict or its representatives, either to perpetuate conflict or take advantage of conflict situations for personal gain. Conflict timber is not necessarily illegal or the exploitation of timber may itself be a direct cause of conflict." <b>CONFORMS</b>
1.9	<b>3.8 Controlled sources</b> Material for which the risk of originating from controversial sources has been minimized through the implementation of the PEFC Due Diligence System.	YES	STB2157-2016, clause 3.1.8: "3.1.8 <b>Controlled sources</b> : Forest raw material and forest based products for which the risk of originating from controversial sources has been minimized through the implementation of the PEFC Due Diligence System." <b>CONFORMS</b>
1.10	<b>3.9 Controversial sources</b> 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	YES	STB2157-2016, clause 3.1.9: "3.1.9 Controversial sources: Forestry legal entities and organizations that carry out forest utilization activities allowing: a) not complying with local, national or international legislation, applying to forest related activities, in particular in the following areas: - forest use without proper permit by state or other authorized bodies, or with violations of the established mode of forest activities, requirements to preservation of biodiversity; - forest use on specially protected territories, specially protected forest sections and other sections of the forestry fund, for which limitations of the forestry use are established ;

<p>- 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) utilising 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 31 December 2015.</p>	<p>- harvesting of wood classified by the Convention on international trade of wild flora and fauna species under threat of disappearance (CITES) and by the Red Book of the Republic of Belarus as disappearing and becoming extinct;          - violation of labor protection requirements relating to forest workers;          - violation of indigenous peoples' property, tenure and use rights;          - violation of the property rights, possession and using of the third parties;          - non-payment of taxes and rents.          b) violation of trade and customs legislation concerning forest sector of the country in which logging is conducted;          c) use of genetically modified organisms;          d) creation of wood plantations on primary forest lands."</p> <p><b>Comment by RAFCS:</b> "In Belarus only legal entities are engaged in forest management, because forests are in ownership of the state; industrial forest utilization is made by organizations on the grounds specified in the Forestry Code. Private persons are engaged in forest utilization only for personal needs. In paragraph one there is a reference to legal entities involved in forestry and organizations involved in forest use (forest utilizers, etc.), and it is not the same. In the Republic of Belarus individuals (physical persons) can provide services in timber utilization, but they cannot sell timber. This term and definition are given in accordance with the legislation of the Republic of Belarus, which is mentioned in the foreword to STB 2157. Besides, the clauses difference from PEFC ST 2002:2013 standard but reflecting the requirements of the legislation of the Republic of Belarus are marked in the standard by one vertical bold line.          Legal entities engaged in forest management are not authorized to transfer forest fund lands into other types of land utilization. Transfer of lands to other types of lands is carried out only in compliance with the legislation of the Republic of Belarus.          As for paragraph two stated in the following way:          "-forest use without proper permit of state or other authorized bodies or use with violation of the established mode of forest utilization, requirements on preservation (conservation) of biodiversity;"          The notion "violation of the established mode of forest utilization" includes use of forest lands for other purposes not related to forestry.          Paragraph from the standard PEFC ST 2002:2013 "- management of areas with designated high environmental and cultural values," is mentioned in point 3.1.9 of STB 2157 ( paragraph four) in the following way: "forest use on specially protected territories, specially protected forest sections and other sections of the forestry fund, for which limitations of the forestry use are established"          PEFC 3.9 d): The PEFC standard does not contain the exact guidelines what can be referred to "other vegetation types" It is possible that there are some translation inaccuracies, and it is about forest plantations, not about tree plantings. The PEFC standard does not contain exact guidelines what can be referred to as other forest usage. Besides, in the Republic of Belarus there are no practices of mass</p>
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			<p>transformation of forest lands to other types of land use.”</p> <p><b>Comment by the assessors:</b> Conversion of forest into other vegetation types and conversion of primary forest land into forest plantations has been clarified by RAFCS and is now conform.</p> <p>The STB2157-2016, clause 3.1.9 refers to timber from “Legal Entities” and “organisations”. It is unclear if the definition “organisations” in this clause also applies to individual forest owners. RAFCS arguments that this unclarity is covered by the fact that individual owners cannot sell timber, meaning that timber that might be subject to “controversial source” will never enter the COC chain. This remains a weak spot in the practise of COC. The assessors advises to also include “individual forest owners” in the controversial sources clause to prevent these unclaritys and become 100% conform with this PEFC criteria. Another solution would be to leave out specifications of entities in this clause, similar like the PEFC criteria. In this case, the assessors applies the benefit of the doubt regarding conformity with this PEFC criteria (meaning that this criteria conforms) .</p> <p><b>CONFORMS</b></p>
1.11	<p><b>3.10 Customer</b> A single entity, either buyer or user of the organisation’s products, to whom the claim is made. Note: The term customer also covers an internal customer within the organisation where more subsequent product groups exist.</p>	YES	<p>STB2157-2016, clause 3.1.10: "3.1.10 <b>Customer:</b> A single entity (either buyer or user of the organization’s products) to whom the claim is made. Note – The term “customer” also covers structural subdivisions of production (production and trade) associations implementing different stages of passage of forest based products and products of their processing (harvesting, transportation, processing, packaging, warehousing, storage, sale, waste treatment)."</p> <p><b>CONFORMS</b></p>
1.12	<p><b>3.11 Due Diligence System (DDS)</b> A framework of procedures and measures, namely information gathering, risk assessment and risk mitigation, to exercise due diligence.</p>	YES	<p>STB2157-2016, clause 3.1.11: "3.1.11 <b>Due Diligence System (DDS):</b> A framework of procedures and measures, namely information gathering, risk assessment and risk mitigation, to exercise due diligence."</p> <p><b>CONFORMS</b></p>
1.13	<p><b>3.12 Forest based material</b> Raw material originating in forest areas or from other areas recognised by the PEFC Council as eligible for PEFC forest management certification, including recycled material originally coming from those areas. Note: Forest based material includes wood based as well as non-wood based material.</p>	YES	<p>STB2157-2016, clause 3.1.12: "3.1.12 <b>Forest based material:</b> Raw material originating in forest areas certified in accordance with PEFC requirements, including recycled material originally coming from forest areas certified in accordance with PEFC requirements. ."</p> <p><b>CONFORMS</b></p> <p>Note – The forest based material includes wood based as well as non-wood based material. "</p>

1.14	<p><b>3.13 Forest based products</b> Products which include forest based material.</p>	YES	<p>STB2157-2016, clause 3.1.13: "3.1.13 <b>Forest based products:</b> Products manufactured from forest based material." Comment RAFCS: "Word-for-word translation of the definition from English is not clear enough for Russian. The given definition is given in accordance with rules of Russian language and does not mean that forest products are products entirely made of forest based materials, because in such a case the definition will be as follows 'Products entirely made of forest based materials' or 'Products made of exclusively forest based materials'." Assessor agrees with RAFCS Comment. <b>CONFORMS</b></p>
1.15	<p><b>3.14 Forest plantation/timber plantation/productive plantation</b> Forest or other wooded land of introduced species, and in some cases native species, established through planting or seeding mainly for production of wood or non-wood goods. Note 1: Includes all stands of introduced species established for production of wood or non-wood goods. Note 2: May include areas of native species characterised by few species, intensive land preparation (e.g. cultivation), straight tree lines and/or even-aged stands. Note 3: Application of the definition requires consideration of national forestry terminology and legal requirements.</p>	YES	<p>STB2157-2016, clause 3.1.14: "3.1.14 <b>Forest plantation/timber plantation/productive plantation:</b> The forest planting created from introduced or native species by landing or crops for industrial cultivation of wood and non-wood material. Notes 1 Forest plantations include plantations of introduced species established for industrial cultivation of wood based and non-wood based material. 2 Forest plantations may include even-aged forest stands created of native species characterized by few species, intensive land preparation and straight tree lines. 3 In the Republic of Belarus requirements to plantation forest species are stipulated by GOST 17559. [GOST 17559-82 Forest plantations. Terms and definitions.]" <b>CONFORMS</b></p>
1.16	<p><b>3.15 Labelling</b> Usage of labels (on- or off-product).</p>	YES	<p>STB2157-2016, clause 3.1.15: "3.1.15 <b>Labeling:</b> Application of signs, symbols or graphic images of the established format directly on products, as well off products, declaration/label, sticker, accompanying documents, etc." <b>CONFORMS</b></p>
1.17	<p><b>3.16 Material category</b> The characteristics of the place where the raw material is coming from. Note: This standard uses three material categories: certified, neutral and other material, whose definitions are made specifically for individual claims.</p>	YES	<p>STB2157-2016, clause 3.1.16: "<b>3.1.16 Category of forest raw materials and forest products;</b> category: forest raw material and forest products classified on the basis of origin from a definite source.  Note - Three categories of forest raw materials and supplies are applied in this standard: certified raw material, neutral, other, which definitions are given for concrete origin claims. "  STB2157-2013: Appendix C: "_Explanation: STB2157In this standard the terms 3.1.8, 3.1.15 3.1.16, 3.1.18 are given in accordance with TNLA effective in the Republic of Belarus" <b>CONFORMS</b></p>

1.18	<p><b>3.17 Neutral material</b> Material which is not forest-based and is therefore considered as neutral in the calculation of the certification percentage. Note: Forest certification schemes endorsed by PEFC can make their own definition of neutral material within their own claims used together with this standard.</p>	YES	<p>STB2157-2016, clause 3.1.17: "3.1.17 <b>Neutral material:</b> Material which is not forest-based and does not therefore influence the certification percentage. Note – Forest certification schemes endorsed by PEFC can establish requirements to neutral raw material within the requirements to claims applied together with this standard." <b>Observation by the assessors:</b> The wording " doesn't influence the content of certified raw materials" has a different meaning then "considered as neutral in the calculation of the certification percentage." But this definition still covers the PEFC Council definition, as the definition prevents to change (alter or reduce) the % of certified material in a product with neutral material. <b>CONFORMS</b></p>
1.19	<p><b>3.18 Organisation</b> Any entity which is making claims on products and is implementing the requirements of this standard. Such an entity has the ability to clearly identify the supplier of its raw materials and the customer of its products.</p>	YES	<p>STB2157-2016, clause 3.1.18: "3.1.18 <b>Organization, identifying forest based products by origin;</b> organization: An organization which officially confirms the origin of manufactured forest based products or content in them of forest raw material identified by chain custody and meets the requirements of this standard, which is capable of clearly identifying both suppliers of raw material and customers of the products." Comment RAFCS: In Belarus the term 'Organization' is used for designation of all business entities. The following term is given: 'Organization, identifying forest based products by origin' and its short form is 'organization'. "or content in them of forest raw material identified by chain custody" means that if products are entirely made of raw material, identified by origin (certified raw material), then the organization confirms that the origin of the manufactured products is from certified forests. If manufactured products contain a part of raw material, identified by origin (certified raw material), then the organization confirms a specified percentage of certified raw material content in products. <b>CONFORMS</b></p>
1.20	<p><b>3.19 Other material</b> Forest based material other than certified material.</p>	YES	<p>STB2157-2016, clause 3.1.19: "3.1.19 <b>Other material:</b> Raw material other than certified and neutral material." <b>CONFORMS</b></p>
1.21	<p><b>3.20 PEFC recognised certificate</b> is: (a) a valid accredited forest management certificate issued by a PEFC notified certification body against the forest management scheme/standard which is endorsed by the PEFC Council, (b) a valid accredited chain of custody certificate issued by a PEFC notified certification body against this standard together with PEFC recognised specification of the material category, or (c) a valid accredited chain of custody certificate issued by a PEFC notified certification body against a</p>	YES	<p>STB2157-2016, clause 3.1.20: "3.1.20 <b>PEFC recognized certificate:</b> A valid certificate of conformity issued by a PEFC notified certification body: a) against the system of forest management and forest utilization, which conforms the compliance of the system of forest management and forest utilization with PEFC requirements or requirements of the forest certification scheme endorsed by the PEFC Council; b) against chain of custody of forest based products which conforms the compliance of forest products category with the requirements of the PEFC standard on the chain of custody; c) against chain of custody of forest based products which conforms the compliance of forest products category with the requirements of TNLA on the chain of custody endorsed by the PEFC Council. Note – PEFC endorsed forest certification schemes and chain of custody standards can be found at the PEFC Council website <a href="http://www.pefc.org">www.pefc.org</a>." Comment RAFCS: "In present article a short definition of 'technical regulatory legal acts in the sphere of rate</p>

	<p>scheme specific chain of custody standard which is endorsed by the PEFC Council.          Note: PEFC endorsed forest certification schemes and chain of custody standards are found at the PEFC Council website, www.pefc.org.</p>		<p>setting and standardization' (TNPA) is given. It is not a definition of a certain TNPA (STB, TCP, etc.)."  <b>Comment by the assessors:</b> Point c) the TNLA are not specified. This is the definition of a <u>PEFC</u> recognized certificate; a summation of the TNLA involved (reference to bibliography) would increase the comprehending of this standard. Although the TNLA are not clear, the assessors are of the opinion that all important conditions are met for compliance with the definition of a "PEFC recognized certificate".  <b>CONFORMS</b></p>
1.22	<p><b>3.21 Physical separation</b>          A procedure in which various materials/products of different material categories are kept separate so that the category of the material/products used and transferred to the customer is known.          Note: Physical separation can involve physical separation at an organisation's facility e.g. in separate bays or in specific storage areas of the facility, or it can include clear marking or usage or having distinguishing marks, to readily identify the materials of different origin categories.</p>	YES	<p>STB2157-2016, clause 3.1.21: "3.1.21 <b>Physical separation:</b> Method of confirmation of the origin of forest based products in which various materials of different material categories are kept and processed separately, so that the category of the raw material used in manufacture of products on all stages of the chain of custody is known.          Note – Physical separation can be carried out in the following ways:          - storage of raw materials of different categories in different storage areas;          - processing of raw materials of various categories on separate production lines;          - labeling of raw materials of different categories. "  <b>CONFORMS</b></p>
1.23	<p><b>3.22 Primary forest</b>          Forest of native species where there are no clearly visible indications of human activities and the ecological processes are not significantly disturbed.          Note: Includes areas where collection of non-timber forest products occurs, provided the human impact is small. Some trees may have been removed.</p>	YES	<p>STB2157-2016, clause 3.1.22: "3.1.22 <b>Primary forest:</b> Forest of native species where there are no clearly visible indications of human activities and the ecological processes are not significantly disturbed.          Note - primary forests include areas where insignificant gathering of non-timber forest products or cuttings of individual trees occur."  <b>CONFORMS</b></p>
1.24	<p><b>3.23 Product group</b>          Set of products manufactured or traded in the specified processes which are covered by the organisation's chain of custody.          Note 1: The organisation can establish one or more product groups as a result of parallel or subsequent processes.          Note 2: The chain of custody product group can also include a single product for which the chain of custody is implemented. This approach of implementing chain of custody is also called "project chain of custody".</p>	YES	<p>STB2157-2016, clause 3.1.23: "3.1.23 <b>Product group:</b> Set of products manufactured or traded in the specified processes which are covered by the organization's chain of custody.          Notes          1. The organization can establish one or more product groups as a result of parallel or subsequent processes.          2. The chain of custody product group can also include a single product for which the chain of custody is implemented."  <b>CONFORMS</b></p>
1.25	<p><b>3.24 Recycled material</b>          Forest based material that is</p>	YES	<p>STB2157-2016, clause 3.1.24: "3.1.24 <b>Recycled material:</b> Forest based material which is:          a) excluded from the manufacturing process from which it was obtained. Excluded is reutilisation of</p>

	<p>(a) diverted from the waste stream during a manufacturing process. Excluded is reutilisation of materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process that generated it. Excluded are by-products such as sawmilling by-products (sawdust, chips, bark, etc.) or forestry residues (bark, chips from branches, roots, etc.) as they do not represent "waste stream".</p> <p>(b) generated by households or by commercial, industrial and institutional facilities in their role as end-users of the product which can no longer be used for its intended purpose. This includes returns of material from the distribution chain.</p> <p>Note 1: The term "capable of being reclaimed within the same process that generated it" means that the material generated in one process is continuously returned to the same process at the same site. An example is residue generated by a press line in a panel board production which continuously re-enters the same press line. This is not considered as recycled material.</p> <p>Note 2: Material classified under the grades of recovered paper according to EN 643 is recognised as meeting the definition of the recycled material.</p> <p>Note 3: The definition is based on definitions of ISO 14021:1999.</p>		<p>materials such as rework and/or regrind or raw material generated in a process and capable of being reclaimed within the same process that generated it. Excluded are by-products such as sawmilling by-products (sawdust, chips, bark, etc.) or forestry residues (bark, chips from branches, roots, etc.) as they do not represent "waste stream".</p> <p>b) generated by households or by commercial, industrial and institutional facilities in their role as end-users of the product which can no longer be used for its intended purpose.</p> <p>This category includes returns of material from the distribution chain.</p> <p>Notes</p> <ol style="list-style-type: none"> <li>1. Raw material usable within the technological process which generated it is the material generated within this technological process and constantly returning to the same process at the specific stage. For example, wastes at the pressing section during manufacture of panel boards which always return to the same pressing section are not considered to be recycled material.</li> <li>2. Material classified under the grades of recovered paper according to EN 643 is recognized as meeting the definition of the recycled material.</li> <li>3. The definition is based on definitions of STB ISO 14021."</li> </ol> <p><b>CONFORMS</b></p>
1.26	<p><b>3.25 Rolling percentage calculation</b> Calculation of the certification percentage based on input material procured during the specified period before the product's manufacturing or trading.</p>	YES	<p>STB2157-2016, clause 3.1.25: "3.1.25 <b>Rolling percentage calculation:</b> Calculation of the certification percentage based on input material procured during the specified period before the product's manufacturing or trading"</p> <p><b>CONFORMS</b></p>
1.27	<p><b>3.26 Simple percentage calculation</b> Calculation of the certification percentage based on input material physically included in the product for which the calculation is made.</p> <p>Note: An example of the simple percentage calculation is a printing job where the certification percentage is calculated from the material purchased</p>	YES	<p>STB2157-2016, clause 3.1.26: "3.1.26 <b>Simple percentage calculation:</b> Calculation of the certification percentage based on input material physically included in the product for which the calculation is made.</p> <p>Note – An example of the simple percentage calculation is a printing job where the certification percentage is calculated from the material purchased and used for this specific printing job."</p> <p><b>CONFORMS</b></p>

	and used for this specific printing job.		
1.28	<p><b>3.27 Supplier</b> A clearly identified single entity directly supplying input material to the relevant product group. Note 1: In cases where the material is physically delivered by another entity than that having the ownership title to the material, the organisation shall appoint a single supplier for the purposes of this definition, either an entity with the ownership title or an entity physically delivering the material. E.g. A printing house procuring material from a distributor, which is however delivered directly by a paper producer, may consider as the supplier either the distributor or paper producer. Note 2: The term supplier also covers an internal supplier within the organisation where more subsequent product groups exist.</p>	YES	<p>STB2157-2016, clause 3.1.27: "3.1.27 <b>Supplier</b>: A clearly identified single entity directly supplying input material to the relevant product group.</p> <p>Notes</p> <p>1. Raw material can be supplied either by an entity having the ownership title to the material or any other entity. In this case the customer shall appoint a single supplier: either an entity with the ownership title or another entity. For example, if a printing house procures paper from a wholesale supplier to which it has been supplied directly by the manufacturer, the printing house can consider either the wholesale supplier or the manufacturer as its supplier.</p> <p>2. The term "supplier" also covers structural units within the organization where subsequent technological processes of production exist."</p> <p><b>CONFORMS</b></p>
1.29	<No definition>	YES	<p>STB2157-2016, clause 3.1.28: "3.1.28 <b>Volume credit method</b>: Transfer of a share of certified forest based materials to the volume (quantity) of certified forest based products by summing up and accumulating data about quantity of finished products totally consisting of certified materials manufactured during the previous period, for determination of the quantity of products totally consisting of certified material, in lots of products manufactured during the subsequent period.</p> <p>Note</p> <p>When the accumulating method is used the certified material quantity is recalculated in the ready-made products to quantity of the ready-made products totally (100 %) consisting of certified material."</p> <p><b>Comment by RAFCS</b>: "The present term and its definition are additionally introduced for better understanding of 'points distribution method per volume' by users, which was described in Article 6.3.4.2 PEFC ST2002:2013 or Article 7.3.4.2 STB 2157."</p> <p><b>Comment by the assessors</b>: Additional definition added not found in the PEFC standards. The name of the clause STB2157, 7.3.4.2 is Volume credit method.</p> <p><b>CONFORMS</b></p>
<b>Identification of material/products</b>			
2.1	<p>4.1 Identification at delivery (incoming) level 4.1.1 For each delivery of material entering the chain of custody product group the organisation shall obtain from the supplier the information that is necessary to identify and verify the material category of the procured material.</p>	YES	<p>STB2157-2016, clause 5.1: "5.1 <b>Identification at delivery (incoming) level</b> 5.1.1 For each delivery of certified material/products the organization shall obtain from the suppliers the documents that are necessary to identify and verify the material category of the procured material according to PEFC requirements or requirements of forest certification scheme endorsed by PEFC. 5.1.2 The accompanying documents associated with each delivery of certified material/products shall be provided by the supplier, containing at least the following information:</p>

<p>4.1.2 A document associated with each delivery of material/products shall include at least the following information:</p> <p>(a) the organisation's name as the customer of the delivery,</p> <p>(b) supplier identification,</p> <p>(c) product(s) identification,</p> <p>(d) quantity of delivery for each product covered by the documentation,</p> <p>(e) date of delivery / delivery period / accounting period,</p> <p>Additionally the document shall include for each product with PEFC claim:</p> <p>(f) the formal claim on the material category (percentage of certified material) specifically for each claimed product covered by the documentation, as applicable,</p> <p>(g) the identifier of the supplier's chain of custody or forest management certificate or other document confirming the supplier's certified status.</p> <p>Note 1: The formal claim, which means the claim in its exact wording, as well as documents confirming the certified status are specified in an Appendix to this standard or by other document(s) defined by the relevant forest certification or labelling scheme.</p> <p>Note 2: The certificate identifier can be a numerical or alpha-numerical combination and is usually referred to as the "certification number".</p> <p>Note 3: An example of the delivery documentation is an invoice or delivery note provided that it meets all the requirements of clause 4.1.2.</p> <p>4.1.3 For each delivery, the organisation shall classify the procured material as certified, neutral or other material following the claim specification for which the chain of custody was implemented.</p> <p>Note: Criteria for certified, neutral and other material for a specific claim are specified in an Appendix on specification of the claim or by other document(s)</p>	<p>a) the organization's name as the customer of the delivery;</p> <p>b) supplier identification;</p> <p>c) product(s) identification;</p> <p>d) quantity of products delivery in each unit of shipping container covered by documents;</p> <p>e) date of delivery and/ or receipt, delivery period, accounting period;</p> <p>f) the formal claim on the origin of forest based material including the material category and percentage of certified material specifically for each claimed product covered by the documentation, as applicable;</p> <p>g) the identifier of the supplier's chain of custody or forest management and forest use certificate or other document confirming the supplier's conformity with PEFC requirements or with the requirements of the forest certification scheme endorsed by PEFC.</p> <p>Notes</p> <p>1. Requirements to the formal claim on origin as well as documents confirming the product origin are specified in Appendix A to this standard or by other document(s) defined by the relevant forest certification or labeling scheme.</p> <p>The documents confirming the product origin within the Forest Certification System are set in TCP 5.1.16.</p> <p>2. The certificate identifier is a numerical or alpha-numerical combination and is usually referred to as the "certification number".</p> <p>3 The delivery documents meeting the requirements of clause 5.1.2 include an invoice and/or a delivery note.</p> <p>5.1.3 The organization which implements the chain of custody in accordance with PEFC requirements or the requirements of the forest certification scheme endorsed by PEFC shall classify every lot of procured forest based material according to categories (certified, neutral, other).</p> <p>Note – PEFC requirements to the categories of certified material are specified in Appendix A."</p> <p><b>CONFORMS</b></p>
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	defined by the relevant forest certification or labelling scheme.		
2.2	<p>4.2 Identification at supplier level</p> <p>4.2.1 The organisation shall require, from all suppliers of certified material, a copy of or access to the forest management or chain of custody certificate or another document confirming the supplier's certified status.</p> <p>Note: The criteria for the supplier of certified material and documents confirming the supplier's certified status are specified for each claim in an Appendix on specification of the claim or by other document defined by the relevant forest certification or labelling scheme.</p> <p>4.2.2 The organisation shall evaluate the supplier's certified status with the criteria for the suppliers of certified material based on validity and scope of documents received under clause 4.2.1.</p> <p>Note: In addition to the document received from the supplier, the organisation should make use of publicly available registers of suppliers of certified material (certificate holders) kept by the PEFC Council or other recognized organisations.</p>	YES	<p>STB2157-2016, clause 5.2: "5.2 <b>Identification at supplier level</b></p> <p>5.2.1 The organization shall require, from all suppliers, a copy of or access to the documents which confirm the supplier's certified status, including copies of conformity certificates and information on conformity certificate identifiers, information on the certification body which issued the certificate, etc.</p> <p>Note – Requirements to the suppliers of certified raw material and the documents confirming the product origin per each claim of origin are specified in an Appendix A or set up by other document defined by the relevant forest certification or labeling scheme.</p> <p>The documents confirming the product origin within the Forest Certification System are set in TCP 5.1.16.</p> <p>5.2.2 The organization shall evaluate the supplier's certified status with the criteria for the suppliers of certified material based on analysis of documents and information received under 5.2.1.</p> <p>Note – In addition to the documents and the information specified in 5.2.1, the organization should make use of publicly available registers of suppliers of certified material (certificate holders) kept by PEFC or by other forest certification schemes endorsed by PEFC."</p> <p><b>CONFORMS</b></p>
<b>PEFC Due Diligence System (DDS) for avoidance of raw material from controversial sources</b>			
3.	<p>5.1 General requirements</p> <p>5.1.1 The organisation shall operate a Due Diligence System (DDS), in accordance with the following elements of this standard, which is based on risk management techniques to minimise the risk that the procured material originates in controversial sources.</p> <p>5.1.2 The PEFC DDS shall be implemented for all input forest based material covered by the organisation's PEFC chain of custody with the exception of:</p> <p>(a) recycled material; and</p> <p>(b) material originating from species listed in Appendices I to III of CITES provided it complies with applicable international, European and national legislation relating to CITES.</p>	YES	<p>STB2157-2016, clause 6: "<b>6 PEFC Minimum Due Diligence System (DDS) requirements</b></p> <p><b>6.1 General requirements</b></p> <p>6.1.1 The organization shall operate a Due Diligence System (DDS), in accordance with the requirements of this standard, which is based on risk management techniques to minimize the risk that the procured material originates in controversial sources.</p> <p>6.1.2 The PEFC DDS shall be implemented for all input forest based material covered by the organization's chain of custody with the exception of:</p> <p>a) recycled material;</p> <p>b) forest based material originating from forest species listed in [1] (Appendixes 1 – 3) [1 Convention on international trade of wild fauna and the flora, being under the threat disappearance (CITES)], [2] [2 The Red Book of the Republic of Belarus provided it complies with applicable national or international legislation applicable to forestry activities and based on the provisions [1].</p> <p>6.1.3 PEFC DDS shall be included in the product identification system and its management shall be implemented in compliance with clause 9 of this standard.</p>



	<p>5.1.3 The organisation's PEFC DDS shall be supported by the organisation's management system meeting requirements of clause 8 of this standard.</p> <p>5.1.4 The organisation shall implement the PEFC DDS in three steps relating to:          (a) gathering information,          (b) risk assessment and          (c) management of significant risk supplies.</p> <p>5.1.5 The organisation procuring raw material originating from species listed in Appendix I to III of CITES shall comply with applicable international, European and national legislation relating to CITES.</p> <p>5.1.6 The organisation shall not include any restricted forest based material originating from countries which are covered by applicable UN, EU or national government sanctions restricting the export/import of such forest based products.          Note: The term "applicable" means that sanctions are applicable to the organisation.</p> <p>5.1.7 Conflict timber shall not be used by the organization.</p> <p>5.1.8 The organisation shall not include any material from genetically modified forest based organisms in products covered by the organisation's PEFC DDS.</p> <p>5.1.9 The organisation shall not include in products covered by the organisation's PEFC DDS any wood based material originating in conversion of forests to other vegetation type, including conversion of primary forests to forest plantations.</p>		<p>6.1.4 The organization shall implement PEFC DDS step-by-step and shall include:          (a) gathering information,          (b) risk assessment,          (c) management of significant risk supplies.</p> <p>6.1.5 The organization supplying (purchasing) raw material originating from species listed in [1] (Appendixes 1 – 3), [2], shall comply with all applicable national or international legislation applicable to forestry activities and based on the provisions [1].</p> <p>6.1.6 The organization shall not include any restricted forest based material originating from countries which are covered by applicable UN, EU or national government sanctions restricting the export/import of such forest based products.          Note – The term "applicable" means that sanctions are applicable to the organization supplying raw material.</p> <p>6.1.7 Conflict timber shall not be used by the organization.</p> <p>6.1.8 The organization shall not include any material from genetically modified forest based organisms in products covered by the organization's PEFC DDS.</p> <p>6.1.9 The organization shall not include in products covered by the organization's PEFC DDS any wood based material originating in conversion of forests to other vegetation type, including conversion of primary forests to forest plantations."  <b>CONFORMS</b></p>
4.	<p>5.2 Gathering of information</p> <p>5.2.1 The PEFC DDS is based on information provided by the supplier. The organisation shall have access to the following information:          (a) identification of the material/product, including its trade name and type;          (b) identification of tree species included in material/product by their common name and/or their scientific name where applicable;</p>	YES	<p>STB2157-2016, clause 6.2: "6.2 <b>Gathering of information</b></p> <p>6.2.1 The PEFC DDS is based on information provided by the supplier. The organization shall have access to the following information:          a) identification of the forest based material (product), including its trade name and type;          b) identification of tree species included in forest based material (product) by their common name and/or their scientific name (where applicable);          c) name of the country of harvest of the material and where applicable sub-national region and/or concession of harvest.</p>

	<p>(c) country of harvest of the material and where applicable sub-national region and/or concession of harvest.</p> <p>Note 1: Access to the scientific name of species is required in cases where the usage of a common name could pose a risk of wrong identification of the species.</p> <p>Note 2: Usage of a trade name of species is considered as equivalent to the common name in cases where all species covered by the trade name have an equivalent risk of originating in controversial sources.</p> <p>Note 3: Access to the sub-national level of the material origin is required in cases where sub-national regions within one country do not represent an equivalent risk relating to the controversial sources.</p> <p>Note 4: The term concession of harvest means a long – term and exclusive contract for harvest on defined geographical area of the publicly owned forests.</p> <p>Note 5: The term “country/region” is further used throughout this clause to identify a country, a sub-national region or a concession of harvest of the material/product origin.</p>		<p>Notes</p> <ol style="list-style-type: none"> <li>1. Access to the scientific name of species is required in cases where the usage of a common name could pose a risk of wrong identification of the species.</li> <li>2. Usage of a trade name of species is considered as equivalent to the common name in cases where all species covered by the trade name have an equivalent risk of originating in controversial sources.</li> <li>3. Access to information on sub-national level of the material origin is required in cases where sub-national regions within one country do not represent an equivalent risk relating to the controversial sources.</li> <li>4 The term “concession of harvest” means a long – term and exclusive contract for harvest on defined geographical area of the publicly owned forests.</li> <li>5 The term “country/region” is further used throughout this standard to identify a country, a sub-national region or a concession of harvest of the material/product origin."</li> </ol> <p><b>CONFORMS</b></p>
5.1	<p>5.3 Risk assessment</p> <p>5.3.1 The organisation shall carry out the risk assessment of procuring raw material from controversial sources for all input forest based material covered by the organisation’s PEFC DDS, with the exception of:</p> <p>(a) certified material/products delivered with a claim by a supplier with PEFC recognised certificate,</p> <p>(b) other material/products delivered with a claim by a supplier with PEFC recognised chain of custody certificate.</p> <p>5.3.2 The organisation’s risk assessment shall result in the classification of supplies into the “negligible” or “significant” risk category.</p> <p>5.3.3 The organisation’s risk assessment shall be carried out based on an evaluation of:</p>	YES	<p>STB2157-2016, clause 6.3: "<b>6.3 Risk assessment</b></p> <p>6.3.1 The organization shall carry out the risk assessment of procuring raw material from controversial sources for all input forest based material (product) covered by the organization’s PEFC DDS, with the exception of:</p> <p>a) certified material (products) delivered with an origin claim by a supplier with valid conformity certificates for forest management and forest utilization systems or for forest based products upon origin recognized by PEFC;</p> <p>b) other material (products) delivered with an origin claim by a supplier, confirmed by a valid conformity certificate on chain of custody recognized by PEFC.</p> <p>6.3.2 The organization’s risk assessment shall result in the classification of supplies into the “significant” and “low” risk categories.</p> <p>6.3.3 The risk assessment shall be carried out based on an evaluation of:</p> <p>a) the likelihood that activities of controversial sources of raw material occur in the country / region of the supply or for the tree species of the supply (hereinafter referred to as the likelihood at the origin level);</p> <p>b) the likelihood that the supply chain has not been able to identify a potential controversial source of supply (hereinafter referred to as the likelihood at the supply chain level).</p>

	<p>(a) the likelihood that activities defined under the term controversial sources occur in the country / region of the supply or for the tree species of the supply (hereinafter referred to as the likelihood at the origin level) and;</p> <p>(b) the likelihood that the supply chain has not been able to identify a potential controversial source of supply (hereinafter referred to as the likelihood at the supply chain level).</p> <p>5.3.4 The organisation shall determine the risk, based on the likelihood at the origin level and the likelihood at the supply chain level and their combination, in order to classify all supplies as “significant” risk where one or both levels are assessed as having high likelihood (see Figure 1).</p>		<p>6.3.4 The organization shall determine the risk based on the likelihood at the origin level and the likelihood at the supply chain level and their combination, in order to classify all supplies as “significant” risk. Significant risk supplies are the supplies where one or both levels are assessed as having high likelihood (see Figure 1).” ).”</p> <p><b>CONFORMS</b></p>																		
5.2	<p>5.3.5 The following tables list indicators which shall be used for the classification of the risk of supplies. Note: The indicators for “low likelihood” on origin as well as on supply chain level (Table 1) describe options for a first step of risk mitigation (e.g. provision of additional information) before starting the formal risk mitigation process described in clause 5.5. Hence, if the supplies can be characterized by indicators indicating “low likelihood” on the supply chain level or the origin level this always overrules a high “likelihood” indicator on the same axis.</p> <p>Table 1: List of indicators for “low” likelihood on origin and supply chain level (negligible risk) Indicators Supplies:</p> <p>a) certified material/products delivered with a claim by a supplier with PEFC recognised certificate,</p> <p>b) other material/products delivered with a claim by a supplier with PEFC recognised chain of custody certificate.</p> <p>Supplies declared as certified against a forest certification scheme (other than PEFC endorsed) supported by a forest management or chain of custody certificate issued by a third party certification</p>	YES	<p>STB2157-2016, clause 6.3.5: "6.3.5 <b>Indicators for the classification of risk</b></p> <p>Tables 1, 2, 3 give the list of indicators which shall be used for classification of the risk of supplies.</p> <p>Note – The indicators for “low likelihood” at the origin as well as at the supply chain level, given in Table 1, describe options for a first step of risk mitigation (e.g. provision of additional information) before starting the formal risk mitigation process described in clause 6.5. If the risk of supplies is characterized by indicators as “low likelihood” at the supply chain level or at the origin level, a “high likelihood” indicator on the same axis shall not be taken in consideration.</p> <p>Table 1 – List of indicators for “low” likelihood at the origin and supply chain levels (negligible risk)</p> <table border="1" data-bbox="936 1066 2116 1455"> <thead> <tr> <th>No</th> <th>Risk degree</th> <th>Indicator</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Low</td> <td>Certified forest based material (products) delivered with a claim of origin by a supplier with PEFC recognized conformity certificate</td> </tr> <tr> <td>2</td> <td>Low</td> <td>Other material (products) delivered with a claim of origin by a supplier with PEFC recognized chain of custody certificate</td> </tr> <tr> <td>3</td> <td>Low</td> <td>Forest based material (products) declared as certified against a forest certification scheme other than PEFC endorsed schemes supported by a forest management and forest utilization or chain of custody certificate issued by an independent certification body.</td> </tr> <tr> <td>4</td> <td>Low</td> <td>Forest based material (products) verified by governmental or non-governmental verification or licensing mechanisms other than forest certification schemes focused on activities covered by the term controversial sources .</td> </tr> <tr> <td>5</td> <td>Low</td> <td>Forest based material (products) supported by verifiable documentation which</td> </tr> </tbody> </table>	No	Risk degree	Indicator	1	Low	Certified forest based material (products) delivered with a claim of origin by a supplier with PEFC recognized conformity certificate	2	Low	Other material (products) delivered with a claim of origin by a supplier with PEFC recognized chain of custody certificate	3	Low	Forest based material (products) declared as certified against a forest certification scheme other than PEFC endorsed schemes supported by a forest management and forest utilization or chain of custody certificate issued by an independent certification body.	4	Low	Forest based material (products) verified by governmental or non-governmental verification or licensing mechanisms other than forest certification schemes focused on activities covered by the term controversial sources .	5	Low	Forest based material (products) supported by verifiable documentation which
No	Risk degree	Indicator																			
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	<p>body. Supplies verified by governmental or non-governmental verification or licensing mechanisms other than forest certification schemes focused on activities covered by the term controversial sources. Supplies supported by verifiable documentation which clearly identifies „X country of harvest and/or sub-national region where the timber was harvested (including consideration of the prevalence of armed conflict) „X trade name and type of product as well as the common name of tree species and, where applicable, its full scientific name „X all suppliers within the supply chain and „X the forest management unit of the supply origin „X documents or other reliable information indicating compliance of those timber and timber products with activities referred to by the term controversial sources. Special attention shall be given to documentation which is produced by a governmental body of the country with TI CPI below 50. Note 1: The timber verification by a DDS according to the requirements of the European Timber Regulation, monitored by a Monitoring Organisation, can be used as evidence for the legality of the supplies. Note 2: A specific geographical approach for the identification of negligible risk is described in clause</p>		<p>clearly identifies: - country of harvest and/or sub-national region where the timber was harvested (including consideration of the prevalence of armed conflict); - trade name and type of forest based material (product) as well as the common name of tree species and, where applicable, its full scientific name; - all suppliers within the supply chain; - names of forestry management legal entities within the supply chain; - documents or other reliable information confirming the origin of those forest based materials (products) from the sources not related to controversial sources. Special attention shall be given to documentation which is produced by a governmental body of the country with TI CPI below 50.  Notes 1 The timber verification by a DDS according to the requirements of [3] [[3] Regulations (EU) № 995/2010 of European Parliament and Council dated 20 October 2010 on duties of operators placing forest based materials and timber products in the market (validity of the regulations covers the countries of the European economic space)], monitored by a Monitoring Organization, can be used as evidence for the legality of the supplies. 2 A specific geographical approach for the identification of negligible risk is described in clause 6.3.8." <b>CONFORMS</b></p>															
5.3	<p>Table 2: List of indicators for “high” likelihood on origin level<sup>3</sup> Indicators The actual corruption perception index (CPI) of the country presented by Transparency International (TI) is lower than 50. 4) The country / region has a prevalence of armed conflict. The country/region is known as a country with low level of forest governance and law enforcement.</p>	YES	<p>STB2157: STB2157-2016, clause 6.3.5:"6.3.5 <b>Indicators for the classification of risk</b> Table 2 – List of indicators for “high” likelihood on origin level <sup>1)</sup></p> <table border="1" data-bbox="936 1197 2116 1455"> <thead> <tr> <th></th> <th>Risk degree</th> <th>Indicator</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>High</td> <td>The actual corruption perception index (CPI) of the country presented by Transparency International (TI) is <u>higher</u> than 50 <sup>2)</sup></td> </tr> <tr> <td>2</td> <td>High</td> <td>The country / region has a prevalence of armed conflict</td> </tr> <tr> <td>3</td> <td>High</td> <td>The country/region is known as a country with low level of forest governance and law enforcement</td> </tr> <tr> <td>4</td> <td>High</td> <td>Tree species (forest based products) consists of wood of species originating from controversial sources</td> </tr> </tbody> </table>		Risk degree	Indicator	1	High	The actual corruption perception index (CPI) of the country presented by Transparency International (TI) is <u>higher</u> than 50 <sup>2)</sup>	2	High	The country / region has a prevalence of armed conflict	3	High	The country/region is known as a country with low level of forest governance and law enforcement	4	High	Tree species (forest based products) consists of wood of species originating from controversial sources
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<p>Tree species included in the material/product is known as species with prevalence of activities covered by the term controversial sources.</p> <p><sup>3</sup> Examples of external references and more detailed explanation can be found in the recent issue of PEFC GD 2001 Chain of custody of forest-based products – Guidance for use.</p> <p>4) Transparency International has indicated that its corruption perception index is not always appropriate for forestry. And therefore, where more appropriate indicators exist, these can be used with a prior agreement with the PEFC Council in consultation with Transparency International. These indicators will be listed in the chain of custody guidance document. .</p> <p>Table 3: List of indicators for high likelihood on supply chain level</p> <p>Indicators</p> <p>Actors and steps in the supply chain before the first verification by a verification system accepted as indicator for low risk in this risk matrix are unknown</p> <p>Countries/regions where the timber and timber products have been traded before the first verification by a verification system accepted as indicator for low risk in this risk matrix are unknown.</p> <p>Tree species in the product are unknown</p> <p>Evidence of illegal practices by any company in the supply chain</p>	<p>1) Examples of external references and more detailed explanation can be found in the recent issue of PEFC GD 2001 Chain of custody of forest-based products – Guidance for use.</p> <p>2) Transparency International has indicated that its corruption perception index is not always appropriate for forestry. And therefore, where more appropriate indicators exist, these can be used with a prior agreement with the PEFC Council in consultation with Transparency International. These indicators will be listed in the chain of custody guidance document.</p> <p>Table 3 – List of indicators for high likelihood on supply chain level</p> <table border="1"> <thead> <tr> <th>Risk degree</th> <th>Indicators</th> </tr> </thead> <tbody> <tr> <td>1 High</td> <td>Information on all actors and steps in the supply chain before the first verification by a verification system accepted as indicator for low risk in this risk matrix is unavailable</td> </tr> <tr> <td>2 High</td> <td>Information on the country/region where the timber and timber products have been traded before the first verification by a verification system accepted as indicator for low risk in this risk matrix is unavailable</td> </tr> <tr> <td>3 High</td> <td>Tree species in the forest based material (product) are unknown</td> </tr> <tr> <td>4 High</td> <td>Evidence of illegal practices by any company in the supply chain. "</td> </tr> </tbody> </table> <p><b>Comment by RAFCS:</b> The UE 'Belgiproles' drafted a letter to Gosstandart on introduction of amendments and changes to Table 3, see document Proposal for an amendment to STB 2157-2016 (PEFC ST 2002:2013) Letter No. 05-10/ 891 as of 30 June 2016"</p> <p>Amendment to STB 2157-2016 (PEFC ST 2002:2013): "CHAIN OF CUSTODY OF FOREST BASED PRODUCTS. Basic Requirements</p> <table border="1"> <thead> <tr> <th>Where</th> <th>It is published as</th> <th>To be published as</th> </tr> </thead> <tbody> <tr> <td>Point 6.3.5. Table 2 Column "Indicators", for the risk degree "High"</td> <td>is higher than 50<sup>2)</sup></td> <td>is lower than 50<sup>2)</sup></td> </tr> </tbody> </table> <p><b>Comment by RAFCS:</b> "The Gosstandart approved the amendment proposed by the Unitary Enterprise 'Belgiproles' and it was put into effect."</p> <p><b>CONFORMS</b></p> <p><b>Observation by the assessors:</b> The CPI of Belarus is 32 in 2015. PEFC GD 2001:2014, p31, Table 6: "If PEFC International has not yet approved an alternative index for a specific country, PEFC certificate holders or PEFC National Governing Bodies can send a request to the PEFC</p>	Risk degree	Indicators	1 High	Information on all actors and steps in the supply chain before the first verification by a verification system accepted as indicator for low risk in this risk matrix is unavailable	2 High	Information on the country/region where the timber and timber products have been traded before the first verification by a verification system accepted as indicator for low risk in this risk matrix is unavailable	3 High	Tree species in the forest based material (product) are unknown	4 High	Evidence of illegal practices by any company in the supply chain. "	Where	It is published as	To be published as	Point 6.3.5. Table 2 Column "Indicators", for the risk degree "High"	is higher than 50 <sup>2)</sup>	is lower than 50 <sup>2)</sup>
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			International Secretariat. PEFC International will actively consult with Transparency International regarding potential alternatives for the particular country."
5.4	<p>5.3.6 The risk assessment shall be carried out for the first delivery of every individual supplier. It shall be reviewed and if necessary revised at least annually.</p> <p>5.3.7 The risk assessment shall be carried out for every delivery by an individual supplier in which changes regarding the characteristics listed in clause 5.2.1 occurred.</p> <p>5.3.8 An organisation can conduct a risk assessment and identify negligible risk for deliveries from a specific geographical area, subsequent to the following conditions:</p> <p>(a) The organisation shall keep updated</p> <p>i. a clear definition of the particular area.</p> <p>ii. a list with tree species delivered from the area.</p> <p>iii. appropriate evidence to verify that its sources of supply are limited to the identified geographic area and tree species.</p> <p>(b) No indicator listed in Table 2 and Table 3 shall be applicable.</p> <p>(c) The area specific risk assessment shall be carried out before the first delivery from the area. It shall be revised at least once a year.</p> <p>(d) The area specific risk assessment shall be reviewed and if necessary revised if (a) is changed.</p>	YES	<p>STB2157-2016, clause 6.3.6: "6.3.6 The risk assessment shall be carried out for the first delivery of every individual supplier. It shall be re-viewed and if necessary revised at least annually.</p> <p>6.3.7 The risk assessment shall be carried out for every delivery by an individual supplier in which changes regarding the characteristics listed in clause 6.2.1 occurred.</p> <p>6.3.8 An organization can conduct a risk assessment and identify low risk for deliveries from a specific geographical area, subsequent to the following conditions:</p> <p>a) The organization shall keep updated:</p> <ul style="list-style-type: none"> <li>- a clear definition of the particular area;</li> <li>- a list with tree species delivered from the area;</li> <li>- appropriate documents to verify that its sources of supply are limited to the identified geographic area and tree species;</li> </ul> <p>b) No indicator listed in Table 2 and Table 3 shall be applicable;</p> <p>c) The area specific risk assessment shall be carried out before the first delivery from the area. It shall be revised at least once a year.</p> <p>d) The area specific risk assessment shall be reviewed and if necessary revised if list a) is changed. "</p> <p><b>CONFORMS</b></p>
6	<p>5.4 Substantiated comments or complaints</p> <p>5.4.1 The organisation shall ensure that substantiated concerns provided by third parties concerning supplier compliance with legal requirements and other aspects of controversial sources are promptly investigated and, if validated, result in (re-)assessment of the risks associated with the relevant supplies.</p> <p>5.4.2 In case of substantiated concerns material originally excluded from the risk assessment (see clause 5.3.1) shall undergo a risk assessment according to the requirements in 5.3.</p>	YES	<p>STB2157-2016, clause 6.4: "6.4 <b>Substantiated comments or complaints</b></p> <p>6.4.1 The organization shall ensure that substantiated comments or complaints provided by third parties, interested in product identification, concerning supplier conformity with national and international legal requirements applicable to forestry activities and other aspects of controversial sources are promptly investigated and, if validated, result in (re-)assessment of the risks associated with the relevant supplies.</p> <p>6.4.2 In case of validation of substantiated comments and complaints, supplies of forest based material (products) originally excluded from the risk assessment in accordance with clause 6.3.1, shall undergo a risk re-assessment according to the requirements in 6.3."</p> <p><b>Observations by the assessors:</b> "applicable to forestry activities" is added in this text, it appears more limited.</p> <p><b>CONFORMS</b></p>
7.1	5.5 Management of significant risk supplies	YES	STB2157-2016, clause 6.5: "6.5 <b>Management of significant risk supplies</b>

<p>5.5.1 General</p> <p>5.5.1.1 For supplies identified as “significant” risk, the organisation shall request the supplier to provide additional information and evidence, if possible, which allows the organisation to classify the supply as negligible risk. The supplier shall ensure that,</p> <p>(a) it will provide the organisation with necessary information to identify the forest management unit(s) of the raw material and the whole supply chain relating to the “significant” risk supply.</p> <p>(b) it will enable the organisation to carry out a second party or a third party inspection of the supplier’s operation as well as operations of the previous suppliers in the chain.</p> <p>Note: These procedures can be ensured e.g. by contractual agreements or a written self-declaration by the supplier.</p> <p>5.5.1.2 The organisation shall establish a second or third party verification programme for supplies classified as “significant” risk. The verification programme shall cover:</p> <p>(a) identification of the whole supply chain and forest management unit(s) of the supply’s origin;</p> <p>(b) on-site inspection whenever relevant and</p> <p>(c) risk mitigation, corrective and preventive measures as required.</p> <p>5.5.2 Identification of the supply chain</p> <p>5.5.2.1 The organisation shall require, from all suppliers of “significant” risk supplies, detailed information on the whole supply chain and forest management unit(s) of the supply’s origin.</p> <p>5.5.2.2 In cases where the supplies can be verified as negligible risk according to the indicators in Table 1 at one step in the supply chain the organization is not required to track the whole supply chain to the forest management unit.</p> <p>5.5.2.3 The information submitted shall allow the organisation to plan and execute on-site inspections.</p>	<p>6.5.1 General</p> <p>6.5.1.1 For supplies identified as “significant” risk, the organization shall request the supplier to provide additional information and evidence which allows the organization to classify the supply as negligible risk. The supplier shall ensure that:</p> <p>a) it will provide the organization with necessary information to identify the forest management unit(s) of the raw material and the whole supply chain relating to the “significant” risk supply;</p> <p>b) it will enable the organization to carry out a second party or a third party inspection of the supplier’s operation as well as operations of the previous suppliers in the chain.</p> <p>Note – These procedures can be ensured by contractual agreements or a written self-declaration by the supplier.</p> <p>6.5.1.2 The organization shall develop, document, introduce and implement a second or third party verification program for supplies of forest based materials (forest based products) classified as “significant” risk.</p> <p>The verification program shall cover:</p> <ul style="list-style-type: none"> <li>- identification of the whole supply chain and forest management unit(s) of the supply’s origin;</li> <li>- on-site inspection whenever relevant;</li> <li>- risk mitigation, corrective and preventive measures as required.</li> </ul> <p>6.5.2 Identification of the supply chain</p> <p>6.5.2.1 The organization shall require, from all suppliers of “significant” risk supplies, detailed information on the whole supply chain including the information on forest management unit(s) of the supply’s origin.</p> <p>6.5.2.2 In cases where the supplies can be verified as low risk according to the indicators in Table 1 at one step in the supply chain the organization is not required to track the whole supply chain to the forest management unit.</p> <p>6.5.2.3 The information submitted shall allow the organization to plan and execute on-site inspections. "</p> <p><b>Observations by the assessors:</b> "This definition limits the second and third party verification program for "supplies with significant risks" to "supplies of forest based materials"</p> <p><b>CONFORMS</b></p>
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<p>7.2</p>	<p>5.5.3 On-site inspections</p> <p>5.5.3.1 The organisation's verification programme shall include on-site inspections of suppliers delivering significant risk supplies. The on-site inspections can be carried out by the organisation itself (second party inspection) or by a third party on behalf of the organisation. The organisation may substitute the on-site inspection with documentation review where the documentation provides sufficient confidence in the material origin in non-controversial sources.</p> <p>5.5.3.2 The organisation shall demonstrate that it has sufficient knowledge and competence in the legislation applicable to the origin of significant risk supplies and relevant to the definition of the controversial source.</p> <p>5.5.3.3 Where the on-site inspection is carried out by a third party on behalf of the organisation, the organisation shall demonstrate that the third party has sufficient knowledge and competence in the legislation as required by clause 5.5.3.2. The competency requirements in clause 5.2.6 of PEFC ST 2003:2012 shall be met by third parties.</p> <p>5.5.3.4 The organisation shall determine a sample of significant risk supplies from one supplier to be verified by the verification programme. The size of the annual sample shall be at least the square root of the number of significant risk supplies per one year: <math>(y = \sqrt{ax})</math>, rounded to the nearest whole number. Where the previous on-site inspections proved to be effective in fulfilling the objective of this document, the size of the sample may be reduced by a factor of 0.8, i.e.: <math>(y = 0.8 \sqrt{ax})</math>, rounded up to the next whole number.</p> <p>5.5.3.5 The on-site inspections shall cover:</p> <p>(a) the direct supplier and all previous suppliers in the supply chain in order to assess compliance with the supplier claims on the origin of the raw material and;</p> <p>(b) the forest owner / manager of the forest</p>	<p>YES</p> <p>STB2157-2016, clause 6.5.3: "6.5.3 On-site inspections</p> <p>6.5.3.1 The organization shall develop a verification program which includes on-site inspections of suppliers delivering "significant risk" supplies. The on-site inspections can be carried out by the organization itself (second party inspection) or by a third party on behalf of the organization. The organization may substitute the on-site inspection with documentation review where the documentation provides sufficient confidence in the material origin in non-controversial sources.</p> <p>6.5.3.2 The organization shall demonstrate that it has sufficient knowledge and competence in the legislation applicable to the origin of "significant" risk supplies and relevant to the definition of the controversial source.</p> <p>6.5.3.3 Where the on-site inspection is carried out by a third party on behalf of the organization, the organization shall demonstrate that the third party has sufficient knowledge and competence in the legislation as required by clause 6.5.3.2. A third party shall meet the requirements to competence of PEFC ST 2003 and GOST ISO/IEC17065.</p> <p>6.5.3.4 The inspection is carried out selectively. The organization shall determine a sample of significant risk supplies from one supplier to be verified by the verification program. The size of the annual sample shall be determined according to the formula</p> $Y = \sqrt{X} \quad (1)$ <p>where Y - the number of samples per year, units.;</p> <p>X - the total number of "significant" risk supplies per year, Nos.</p> <p>Where the previous on-site inspections proved to be effective in fulfilling the objective of this document, the size of the sample may be reduced by a factor of 0,8 and the number of samples is determined according to the formula</p> $Y = 0,8\sqrt{X}, \quad (2)$ <p>where Y - the number of samples;</p> <p>X - the total number of "significant" risk supplies per year, units.</p> <p>Note – the calculated numbers are rounded up to the next whole number.</p> <p>6.5.3.5 The on-site inspections shall cover:</p> <p>a) the direct supplier and all previous suppliers in the supply chain in order to assess compliance with the supplier claims on the origin of the raw material;</p> <p>b) the legal entities engaged in forest management in the territory of the supply origin in order to assess their compliance with the effective legislation (including forestry legislation, environmental legislation, etc.)."</p> <p><b>CONFORMS</b></p>
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	management unit of the supply origin or any other party responsible for management activities on that forest management unit in order to assess their compliance with legal requirements.		
7.3	<p>5.5.4 Corrective measures</p> <p>5.5.4.1 The organisation shall define written procedures for implementing corrective measures for non-compliance for suppliers identified by the organisation's verification programme.</p> <p>5.5.4.2 The range of corrective measures shall be based on the scale and seriousness of the risk that timber or timber product(s) may be from controversial sources and shall include at least one or more of the following:</p> <p>(a) clear communication of the risk identified with a request for addressing the risk identified within a specific timeline so as to ensure that timber or timber product(s) from controversial sources is not supplied to the organisation;</p> <p>(b) requiring suppliers to define risk mitigation measures relating to forest management units compliance with legal requirements or efficiency of the information flow in the supply chain;</p> <p>(c) cancellation of any contract or order for timber or timber product(s) until the supplier can demonstrate that appropriate risk mitigation measures have been implemented.</p>	YES	<p>"6.5.4 Corrective measures</p> <p>6.5.4.1 The organization shall develop, document, introduce and implement in the process of manufacture the procedure for implementing, by the supplier included in the on-site inspection program, of corrective measures for non-conformity identified during such on-site inspection.</p> <p>6.5.4.2 The range of corrective measures shall be based on the scale and seriousness of the risk that timber or timber product(s) may be from controversial sources and shall include at least one or more of the following:</p> <p>a) clear communication of the risk identified with a request for addressing the risk identified within a specific timeline so as to ensure that timber or timber product(s) from controversial sources is not supplied to the organization;</p> <p>b) requiring suppliers to define risk mitigation measures relating to forest management units conformity with legal requirements or efficiency of the information flow in the supply chain;</p> <p>c) cancellation of any contract or order for timber or timber product(s) until the supplier can demonstrate that appropriate risk mitigation measures have been implemented."</p> <p><b>Comment by RAFCS:</b> "The UE 'Belgiproles' drafted a letter to Gosstandart on introduction of changes and amendments to point 6.5.4.1, document: Two (2) Amendments on STB2157 (COC)" (Letter No. 05-10/ 891 as of 30 June 2016)</p> <p>"6.5.4.1 The organization shall develop, document, introduce and implement in the process of manufacture the procedure for implementing, by the supplier included in the inspection program, of corrective measures for non-conformity identified during such inspection."</p> <p>"The Gosstandart approved the amendment proposed by the Unitary Enterprise 'Belgiproles' and it was put into effect."</p> <p>Proposal for an amendment to STB 2157-2016 (PEFC ST 2002:2013):"included in the on-site inspection program, of corrective measures for non-conformity identified during such on-site inspection." is replaced by: "included in the inspection program, of corrective measures for non-conformity identified during such inspection."</p> <p><b>Comment by the assessors:</b> Relating STB2157-2016, clause 6.5.4.1, no reference to the verification program as described in STB2157-2016, clause 6.5.1.2. The verification program covers more than just on-site inspections, as 6.5.4.1 is referring to at the moment. Corrective measures must be developed and written for the whole supply chain. As such, reference to the verification program is important. This requirement will however comply when the amendment of 'Letter No. 05-10/ 891 as of 30 June 2016' is in put into effect.</p>

			<p>The current introduction of an amendment to 6.5.4.1 (Letter No. 05-10/ 891 as of 30 June 2016) refers to 'inspection program' versus 'verification program' for which a definition is given in 6.5.1.2. Probably due to unfortunate translation. Reference to the definition of the 'verification program' would improve consistency in the English version of the document.</p> <p><b>CONFORMS</b></p>
8	<p>5.6 No placement on the market</p> <p>5.6.1 Timber or timber product(s) from unknown sources or from controversial sources shall not be included in product groups covered by the organisation's PEFC chain of custody.</p> <p>5.6.2 Timber known or reasonably suspected as coming from illegal sources (controversial sources 3.9(a) or (b)) shall not be processed and, shall not be traded and/or shall not be placed on the market unless appropriate documented evidence has been provided and verified which allows the timber supplied to be classified as presenting "negligible risk".</p>	YES	<p>STB2157-2016, clause 6.6: "6.6 <b>No placement on the market</b></p> <p>6.6.1 Timber or timber product(s) from unknown sources or from controversial sources shall not be included in product groups covered by the organization's PEFC chain of custody.</p> <p>6.6.2 Timber known or reasonably suspected as coming from illegal sources (controversial sources a), b) 3.1.9), shall not be processed, traded and/or placed on the market unless appropriate documented evidence has been provided and verified which allows the timber supplied to be classified as presenting "negligible risk". "</p> <p><b>CONFORMS</b></p>
<b>Chain of custody methods</b>			
9.	<p>6.1 General</p> <p>6.1.1 There are two methods to implement the chain of custody, namely the physical separation method and the percentage based method. Depending on the nature of material flows and processes the organisation shall choose the appropriate method.</p>	YES	<p>STB2157-2016, clause 7.1: "7.1 <b>General</b></p> <p>7.1.1 There are two methods to implement the chain of custody:</p> <ul style="list-style-type: none"> <li>- the physical separation method;</li> <li>- the percentage based method.</li> </ul> <p>Depending on the possibility of mixing forest based material of different categories in the manufacture process and the possibility to identify it at all stages of supply chain the organization shall choose the appropriate method."</p> <p><b>CONFORMS</b></p>
10.	<p>6.2.1 General requirements for physical separation method</p> <p>6.2.1.1 The organisation whose certified material/products are not mixed with other material/products and/or where the certified material/products can be identified during the whole process, <u>should</u> use the physical separation method as the preferred option.</p> <p>6.2.1.2 The organisation applying the physical separation method shall ensure that the certified material is separated or clearly identifiable at all stages of the production or trading process.</p>	YES	<p>STB2157-2016, clause 7.2.1: "7.2.1 <b>General requirements</b></p> <p>7.2.1.1 The organization whose certified material/products are not mixed with other material/products and/or where the certified material/products can be identified during the whole process can use the physical separation method.</p> <p>7.2.1.2 The organization applying the physical separation method for product identification shall ensure that the certified material (products) is separated or clearly identifiable at all stages of the whole process implemented by the organization.</p> <p>Note – The main stages of production process are:</p> <ul style="list-style-type: none"> <li>- purchase (procurement) of forest based raw materials (products);</li> <li>- transportation to the place of processing (selling, using);</li> <li>- recycling;</li> <li>- packaging;</li> </ul>

	<p>6.2.1.3 The physical separation method may also apply to the certified products with various content of certified material.          Note: The organisation may physically separate a product(s) with the same percentage based claim from other products with or without different percentage claims.</p>		<ul style="list-style-type: none"> <li>- warehousing;</li> <li>- storage;</li> <li>- sale;</li> <li>- waste management .</li> </ul> <p>7.2.1.3 The physical separation method may also apply to the certified products with various content of certified material.          Note – The organization may physically separate a product(s) with the same percentage of certified material from products with other percentage of certified material (products) or from products whose origin is not confirmed."          STB2157-2013, Appendix C: "The text in 7.2.1.2 is supplemented with the note in order to explain the stages of production process"  <b>CONFORMS</b></p>
11.	<p>6.2.2 Separation of certified material/products          6.2.2.1 Certified material and certified products with different content of certified material shall remain clearly identifiable throughout the whole production/trading process, including storage. This shall be achieved by:          (a) physical separation in terms of production and storage space or          (b) physical separation in terms of time or          (c) clear identification of the certified material/products during the process.</p>	YES	<p>STB2157-2016, clause 7.2.2: "<b>7.2.2 Identification of certified materials/products</b>          7.2.2.1 Certified material and certified products shall be clearly identified at all stages of production process, starting from the beginning of processing to manufacturing of finished products, their storage and sale.          Identification is carried out by:          a) processing and storage of forest based materials and products of various origin in individual production lines;          b) processing of certified materials by lots;          c) labeling of certified materials and products."          Comment RAFCS: "In the context of state standard an expression 'Identification <u>is</u> carried out by' is of obligatory nature and doesn't need the use of additional 'shall'.  <b>CONFORMS</b></p>
12.	<p>6.3.1 Application of the percentage based method          6.3.1.1 The percentage based method of the chain of custody applies to organisations that are mixing certified material/products with other material categories.</p>	YES	<p>STB2157-2016, clause 7.3.1: "<b>7.3.1 Application of the percentage based method</b>          7.3.1.1 The percentage based method of the chain of custody applies in organizations that are mixing certified material/products with other material categories, and the certified materials and products shall not be identified in completed products and are based on determination of content in certified materials and products."  <b>CONFORMS</b></p>
13.	<p>6.3.2 Definition of the product group          6.3.2.1 The organisation shall implement the requirements for the chain of custody process of this standard for the specific product group.          6.3.2.2 The product group shall be associated with (i) a single product type or (ii) a group of products, which consist of the same or similar input material according to, for example species, sort, etc. The material entering the group of products shall have the same</p>	YES	<p>STB2157-2016, clause 7.3.2: "<b>7.3.2 Requirements to the product group</b>          7.3.2.1 The organization shall implement the percentage based method in accordance with the requirements of this standard for the specific product group.          7.3.2.2 The product group shall be associated with a single product type or a group of products, which consist of the same or similar input material according to, for example species, sort, etc. The material entering the group of products shall have the same measurement unit or units that are transferable to the same measurement unit.          7.3.2.3 The product group shall be associated with products which have been produced or manufactured by a single structural division of the organization which carries out successive technological production</p>

	<p>measurement unit or units that are transferable to the same measurement unit.</p> <p>6.3.2.3 The product group shall be associated with products which have been produced or manufactured by the organisation at one production site.</p> <p>Note: This requirement is not applicable to organisations and its processes where the production site cannot be clearly identified, e.g. forest contractors, transportation, trade, etc.</p>		<p>processes.</p> <p>Note - This requirement is not applicable to organizations whose structural divisions cannot be clearly identified, e.g. contractors, transport and trade organizations."</p> <p><b>Comment by RAFCS:</b> "Structural subdivision is forestry, workshop, depot camp and other industrial sites" "Requirement of Clause 7.3.2.1 does not limit percentage based method of products identification and has the same meaning as in PEFC ST2002: 2013. The difference is that the requirement is stated in accordance with the rules of Russian language and requirements related to state standards. It is meant that the organization shall apply percentage based method of products identification in accordance with the requirements of the present standard for a separate products lot. Word combination 'in accordance with the present standard' covers fulfilling of all requirements of standard and all objects subject to standard without exception.</p> <p>Requirements of the standard STB 2157 cover the whole process of forest based product chain of custody, and it is mentioned in section 1 'Scope of application", paragraph one:          "This state standard (hereinafter referred to as the standard) sets up requirements to the chain of custody of forest based products (hereinafter referred to as the chain of custody) carried out by the company with the aim of raw materials origin confirmation for manufacture of the products to be sold (transferred)".          Percentage-based method is a chain of custody of product method.</p> <p>In point 7.3.2.1 it is specified but not restricted, how to apply it specifically for the product group because the limited quantity of products (a product lot) is required for calculation of the precise certification percentage."</p> <p><b>Comment by the assessors:</b> The assessors agree with the reasoning of RAFCS that word combination 'in accordance with the present standard' covers all requirements of the standard of the CoC process for a specific product group. Not only applying to the requirements for the percentage based method, which is a more limited interpretation of the text.</p> <p><b>CONFORMS</b></p>
14.1	<p>6.3.3 Calculation of the certification percentage</p> <p>6.3.3.1 The organisation shall calculate the certification percentage separately for each product group and for a specific claim period according to the following formula: •</p> <p><math>P_c [\%] = V_c / (V_c + V_o)</math></p> <p>P<sub>c</sub> Certification percentage          V<sub>c</sub> Volume of certified material          V<sub>o</sub> Volume of other material</p> <p>Note: In addition to certified and other material, the criteria for specific claims also define neutral material</p>	YES	<p>STB2157-2016, clause 7.3.3: "7.3.3 <b>Calculation of the certification percentage</b></p> <p>7.3.3.1 The calculation of the certification percentage PC, % is made for each product group and for a specific claim period according to the following formula</p> $PC = V_c \times 100 / (V_c + V_o) \quad (3)$ <p>where V<sub>c</sub> - volume (mass) of certified materials and supplies, m3 (kg);          V<sub>o</sub> - volume (mass) of other materials and supplies, m3 (kg).</p> <p>Note – The following categories of origin of materials as certified, neutral, other are set by requirements to claims concerning chain of custody. Formula (3) shall be used for calculation without consideration of neutral materials.</p>

<p>which does not enter into the calculation formula. Therefore, the total volume of the material is the sum of certified material, neutral material and other material. (<math>V_t = V_c + V_o + V_n</math>; where <math>V_t</math> is total volume of material and <math>V_n</math> is volume of neutral material).</p> <p>6.3.3.2 The organisation shall calculate the certification percentage based on a single measurement unit used for all raw material covered by the calculation. In cases of conversion to a single measurement unit for calculation purposes, the organisation shall only use generally recognised conversion ratios and methods. If a suitable generally recognised conversion ratio does not exist, the organisation shall define and use a reasonable and credible conversion ratio.</p> <p>6.3.3.3 If the procured product includes only a proportion of certified material, then only the quantity corresponding to the percentage claimed by the supplier shall enter the calculation formula as certified material. The rest of the material shall enter the calculation as other material.</p>	<p>Percentage of the certified materials with neutral materials taken into account PC, %, shall be calculated according to the formula</p> $PC = V_c \times 100 / (V_c + V_o + V_n) \quad (4)$ <p>where <math>V_c</math> - volume (mass) of certified materials, m<sup>3</sup> (kg);  <math>V_o</math> - volume (mass) of other materials, m<sup>3</sup> (kg);  <math>V_n</math> - volume (mass) of neutral materials, m<sup>3</sup> (kg).</p> <p>7.3.3.2 The organization shall calculate the certification percentage based on a single measurement unit (by volume or by mass) used for all raw material covered by the calculation. For conversion of volume measurement units into mass ones and vice versa, the organization shall only use generally recognized conversion ratios and methods or conversion ratios approved by the organization in accordance with established procedure.</p> <p>7.3.3.3 If the procured forest based material includes only a proportion of certified material, then only the quantity corresponding to the percentage claimed by the supplier shall enter the calculation formula as certified material. The rest of material shall enter the calculation as other material."</p> <p>STB2157-2013, Appendix C: "7.3.3.1: The calculation of the certification percentage with the consideration of neutral material is given in the form of a formula in accordance with TCP 1.5-2004 (04100). (System of technical norms and standardization of the Republic of Belarus. Rules for construction, description, execution and contents of technical codes of common practice and state standards)"</p> <p><b>Comment by RAFCS:</b>" STB 2157 clause 7.3.3.2  'Content of certified raw material is calculated in units of measurement (volume or mass), which are general for all raw materials used for the manufacture of products lot.  Only officially stated coefficients or coefficients approved by the organization in accordance with the established procedure shall be used for conversion of volume units of measurement into mass units of measurement, and mass units of measurement into volume units of measurement  In standard PEFC ST2002:2013 units of measurements are not mentioned. According to the requirements of the State Committee for Standardization towards execution of STB in formulas, this fact is considered to be impermissible. Moreover, forest raw material and forest products are measured in volume and mass units. As for your question regarding different density of tree species, all calculations are made for a lot of forest raw material (forest products). According to the requirements of PEFC ST2002:2013 and STB 2157, a lot of forest products shall contain products of one type, grade or type group, produced from common or homogeneous original forest raw material, measured in uniform (or easily converted into uniform) units of measurement.  This means that a lot could contain only homogeneous raw material with the same density (hardwood or softwood of one type or class).  There are methods of converting of volume measurement units to weight (mass) measurement units with</p>
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			<p>taking into account the wood species, timber moisture.”</p> <p>The criteria of PEFC 6.3.3.2 refers to calculations with volumes or any other common measurement unit: In this case it is mass, therefore this requirement conforms.</p> <p><b>CONFORMS</b></p>
14.2	<p>6.3.3.4 The organisation shall calculate the certification percentage either as: (a) simple percentage (clause 6.3.3.5) or (b) rolling percentage (clause 6.3.3.6).</p> <p>6.3.3.5 The organisation applying the simple percentage calculation shall calculate the certification percentage based on material physically included in the specific products of the product group for which the percentage is calculated.</p> <p>6.3.3.6 The organisation applying rolling percentage shall calculate the certification percentage for the specific product group and claim period based on material procured in the specified material input period preceding the claim period. The claim period, in the case of rolling percentage, shall not exceed 3 months and the material input period shall not exceed 12 months.</p> <p>Example: The organisation which has chosen 3 months claim period and 12 months material input period will calculate the rolling percentage for the coming three months from the quantity of material procured in the previous 12 months.</p>	YES	<p>STB2157-2016, clause 7.3.3.4: "7.3.3.4 The organization shall calculate the certification percentage either as: a) simple percentage; b) rolling percentage.</p> <p>7.3.3.5 The organization applying the simple percentage calculation shall calculate the certification percentage based on material physically included in the specific products of the product group for which the percentage is calculated.</p> <p>7.3.3.6 The organization applying rolling percentage shall calculate the certification percentage for the specific product group and claim period based on material procured in the specified material input period preceding the claim period.</p> <p>The claim period, in the case of rolling percentage, shall not exceed 3 months and the material input period shall not exceed 12 months.</p> <p>Note: The organization which has chosen 3 months claim period and 12 months material input period will calculate the rolling percentage for the coming three months from the quantity of material procured in the previous 12 months."</p> <p><b>CONFORMS</b></p>
15.1	<p>6.3.4 Transfer of the calculated percentage to the outputs</p> <p>6.3.4.1 Average percentage method</p> <p>6.3.4.1.1 The organisation applying average percentage method shall use the calculated certification percentage for all the products covered by the product group for which the calculation has been made.</p> <p>Note: No minimum threshold for the certified percentage is set to use the average percentage method. However, the certified percentage is always a</p>	YES	<p>STB2157-2016, clause 7.3.4: "7.3.4 <b>Transfer of the calculated percentage to the outputs</b></p> <p>7.3.4.1 Average percentage method</p> <p>7.3.4.1.1 The organization applying average percentage method shall use the calculated certification percentage for all the products covered by the product group for which the calculation has been made. When applying average percentage method all the products included in the product group shall be sold as containing a definite (average for this product group) percentage of certified raw material.</p> <p>Note – No minimum threshold for the certified percentage is set to use the average percentage method. However, the certified percentage is always a part of the claim delivered to the customer. An individual forest certification or labeling scheme may however determine a minimum certified percentage for the usage of its label.</p>

	<p>part of the claim delivered to the customer. An individual forest certification or labelling scheme may however determine a minimum threshold for the usage of its own label.</p> <p>Example: If the certified percentage calculated for the 3 months claim period is 54 %, all products covered by the product group can, during this claim period, be sold/transferred as certified products including 54 % percent of certified material, e.g. "54 % PEFC Certified".</p>		<p>Within the frameworks of the forest certification system TCP 5.4.02 [ TCP 5.4.02: National confirmation of conformity system of the Republic of Belarusian Forest certification system PROCEDURE OF THE FOREST CERTIFICATION] sets up the minimum contents of certified materials.</p> <p>Example - If the certified percentage calculated for the 3 months claim period is 54 %, all products covered by the product group can, during this claim period, be sold/transferred as certified products including 54 % percent of certified material, e.g. "54 % PEFC Certified".</p> <p>TCP 5.4.02: Appendix J: "Appendix J (mandatory) Percentage of certified raw material in the finished product D.1.1. Percentage of certified raw material in the finished product Д.1.1 may not be below the figures indicated in Table D.1"</p> <p><b>CONFORMS</b></p>
15.2	<p>6.3.4.2 Volume credit method</p> <p>6.3.4.2.1 The organisation shall apply the volume credit method for a single claim. The organisation receiving a single delivery of material with more than one claim relating to the material category shall either use it as a single inseparable claim or shall only use one from the received claims for calculating the volume credits.</p> <p>Note: The organisation which is receiving a single delivery of material with two claims relating to two certification schemes (e.g. PEFC/SFI certified) either establishes a credit account for the multiple claim (PEFC/SFI certified) or decides, for a single delivery, which claim (either PEFC or SFI) will be entered into the respective volume credit account.</p> <p>6.3.4.2.2 The organisation shall calculate the volume credits using either:</p> <p>(a) certification percentage and volume of output products (clause 6.3.4.2.3) or</p> <p>(b) input material and input/output ratio (clause 6.3.4.2.4).</p> <p>6.3.4.2.3 The organisation applying the certification percentage shall calculate the volume credits by multiplying the volume of output products of the claim period by the certified percentage for the relevant claim period.</p> <p>Example: If the certified percentage for the product group of the specific claim period, which consists of</p>	YES	<p>STB2157-2016, clause 7.3.4.2: "7.3.4.2 <b>Volume credit method</b></p> <p>7.3.4.2.1 The organization shall apply the volume credit method for a single claim. The organization receiving a single delivery of material with more than one claim relating to the material origin shall either use it as a single inseparable claim or shall only use one from the received claims for calculating the volume credits.</p> <p>Note – The organization which is receiving a single delivery of material with two claims relating to two certification schemes (e.g. PEFC/SFI certified) either establishes a credit account for the multiple claim (PEFC/SFI certified) or decides, for a single delivery, which claim (either PEFC or SFI) will be entered into the respective volume credit account.</p> <p>7.3.4.2.2 The organization shall calculate the volume credits using either:</p> <p>a) recalculated percentage of certified materials in output products fully (100%) consisting of certified materials and products (see clause 7.3.4.2) or;</p> <p>b) input of certified material/ output ratio (see clause 7.3.4.2.4).</p> <p>7.3.4.2.3 The organization applying the certification percentage shall calculate the volume credits by multiplying the volume of output products of the claim period by the certified percentage for the relevant claim period.</p> <p>Example- If the certified percentage for the product group of the specific claim period, which consists of 100 tons of output products, is 54 %, the organization achieves volume credits equal to 54 tons of the output products.</p> <p>7.3.4.2.4 The organization that can demonstrate a verifiable ratio between the input material and output products, may calculate the volume credits directly from input certified material by multiplying the volume of input certified material by the input/output ratio.</p> <p>Example- If the volume of input certified material is 70 m3 (e.g. 100 m3with claim "70 % PEFC certified") and</p>

	<p>100 tonnes of output products, is 54 %, the organisation achieves volume credits equal to 54 tonnes (100*0.54) of the output products.</p> <p>6.3.4.2.4 The organisation that can demonstrate a verifiable ratio between the input material and output products, may calculate the volume credits directly from input certified material by multiplying the volume of input certified material by the input/output ratio.</p> <p>Example: If the volume of input certified material is 70 m<sup>3</sup> (e.g. 100 m<sup>3</sup> with claim "70 % PEFC certified") and input/output ratio is 0.60 (e.g. 1 m<sup>3</sup> of roundwood results in 0.60 m<sup>3</sup> of sawnwood), the organisation achieves volume credits equal to 42 m<sup>3</sup> of sawnwood.</p>		<p>in-put/output ratio is 0.60 (e.g. 1 m<sup>3</sup> of round wood results in 0.60 m<sup>3</sup> of saw wood), the organization achieves volume credits equal to 42 m<sup>3</sup> of saw wood (100 m<sup>3</sup> x 70/100x0,6=42 m<sup>3</sup>)."</p> <p><b>CONFORMS</b></p>
15.3	<p>6.3.4.2.5 The organisation shall create and manage a credit account in a single measurement unit and shall enter the volume credits into the credit account. The credit account shall be established for individual product types of the product group or for the whole product group where the same measurement unit is applied to all product types.</p> <p>6.3.4.2.6 The total quantity of credits cumulated at the credit account shall not exceed the sum of credits entered into the credit account during the last twelve months. The twelve months maximum period can be extended to the average products production period where the products production period is longer than twelve months.</p> <p>Example: If the average production period of fuelwood (including drying process) is 18 months, the organisation can extend the 12 months maximum period for the accumulation of credits to 18 months.</p> <p>6.3.4.2.7 The organisation shall distribute the volume credits from the credit account for the output products covered by the credit account. The volume credits shall be distributed to the output products in a way that the certified products will be considered as containing 100 % of certified material or as containing</p>	YES	<p>STB2157-2016, clause 7.3.4.2.5: "7.3.4.2.5 The organization shall create and manage a credit account in a single measurement unit and shall enter the volume credits into the credit account. The credit account shall be established for individual product types of the product group or for the whole product group where the same measurement unit is applied to all product types. The period of credit account formation shall not exceed 12 months.</p> <p>7.3.4.2.6 The total quantity of credits cumulated at the credit account shall not exceed the sum of credits entered into the credit account during the last twelve months. The twelve months maximum period can be extended to the average products production period where the products production period is longer than twelve months.</p> <p>Example- If the average production period of fuel wood (including drying process) is 18 months, the organization can extend the 12 months maximum period for the accumulation of credits to 18 months.</p> <p>7.3.4.2.7 The organization shall distribute the volume credits from the credit account for the output products in a way that the certified products will be considered as containing 100 % of certified material or as containing less than 100 % certified material and meeting the organization's own threshold. If finished forest based products partially consist of certified raw material its content in the finished products shall not be less than a threshold established by the organization or by a specific scheme of forest certification.</p> <p>Note – Within the framework of the forest certification system the minimum content of certified materials shall be determined according to TCP 5.4.02.</p> <p>The result of the volume of the forest based products having the established percentage of certified material, multiplied by the established percentage of certified material and divided by 100 shall not exceed the</p>



	<p>less than 100 % certified material and meeting the organisation's own threshold. The result of the volume of certified products multiplied by the output percentage of certified material included in the certified products shall be equal to the distributed volume credits withdrawn from the credit account. Example: If the organisation decides to distribute 54 tonnes of volume credits to output products, then the organisation can either sell 54 tonnes as certified products including 100 % of certified material (e.g. 54 tonnes as "100 % PEFC Certified") or x tonnes as certified products including y % of certified material, where <math>x * y =</math> distributed volume credit (e.g. 77 tonnes of output products can be sold as "70 % PEFC Certified", where <math>77 t * 0,70 = 54 t</math>).</p>		<p>volume of finished products fully consisting of certified material. Example – If the content of certified material in the product lot consisting of 100 t of finished forest based products is equal to 54 %, it means that: - 54 t of finished forest based products can be supplied as certified products including 100 % of certified material (e.g. 54 t as "100 % PEFC Certified"); - 77 t of finished forest based products can be supplied as certified products including 70 % of certified material with the claim -"77 % PEFC certified" (X t of the products can be sold as containing Y % of certified material, where <math>X * Y/100 = V_c</math>, <math>V_c</math> - volume (quantity) of finished products, completely (100 %) composed of certified material or <math>77 t * 70/100 = 54 t</math>)." STB2157-2013, Appendix C: " 7.3.4.2.7 In this standard [TCP 5.4.02] references to the effective TNLA of Forest System Certification of National conformity approval system of the Republic of Belarus are given.</p> <p><b>Comment by RAFCS:</b> "The text in Russian was stated in order to be understandable; in some cases word-for-word translation from English into Russian could have wrong sense." "STB 2157 point 7.3.4.2.6 Example- If the average production period of fuel wood (including drying process) is 18 months, the organization can extend the 12 months maximum period for the accumulation of credits to 18 months. Clause 7.3.4.2.7 , paragraph four reads: "The result of the volume of the forest based products having the established percentage of certified material, multiplied by the established percentage of certified material and divided by 100 (Note by RAFCS – the point according to PEFC standard) shall not exceed the volume of finished products fully consisting of certified material" (i.e. of distributed volume points deducted from the accumulative account) . Example – If the content of certified material in the product lot consisting of 100 t of finished forest based products is equal to 54 %, it means that: - 54 t of finished forest based products can be supplied as certified products including 100 % of certified material (e.g. 54 t as "100 % PEFC Certified"); - 77 t of finished forest based products can be supplied as certified products including 70 % of certified material with the claim -"77 % PEFC certified" (X t of the products can be sold as containing Y % of certified material, where <math>X * Y/100 = V_c</math>, <math>V_c</math> - volume (quantity) of finished products, completely (100 %) composed of certified material or <math>77 t * 70/100 = 54 t</math>)." Therefore, there is a clear link between the volume of sold certified forest based products and the volume of certified raw material accounted for at the accumulative account." <b>CONFORMS</b></p>
16.	<p>7.1 Documentation associated with sold/transferred products 7.1.1 At the point of sale or transfer of claimed products to the customer, the organisation shall</p>	YES	<p>STB2157-2016, clause 8.1: "8.1 <b>Documentation associated with sold/transferred products</b> 8.1.1 At the point of sale or transfer of the certified products to the customer, the organization shall provide the customer with a copy or access to a copy of its chain of custody certificate or other document confirming the organization's conformity with the criteria for the supplier of certified material. The organization shall</p>

<p>provide the customer with a copy or access to a copy of its chain of custody certificate. The organisation shall inform the customers about any change in the scope of its chain of custody certification and shall not misuse its chain of custody certification.</p> <p>Note: In the case of multi-site certification where individual sites receive a separate document (referring to the main certificate) confirming their certified status, the organisation (the site) provides its customers copies of this document together with the main certificate.</p> <p>7.1.2 For the purposes of communication of the chain of custody claim, the organisation shall identify the type of document(s) associated with the delivery of all sold/transferred products. The document(s), including the formal claim, shall be issued to a single customer. The organisation shall keep copies of the documents and ensure that information contained within those copies cannot be altered after the originals are delivered to the customers.</p> <p>Note: The document(s) associated to each delivery covers the media and information, including electronic media.</p> <p>7.1.3 The document(s) associated with each delivery of all claimed products shall include at least the following information:</p> <ul style="list-style-type: none"> <li>(a) customer identification,</li> <li>(b) supplier identification,</li> <li>(c) product(s) identification,</li> <li>(d) quantity of delivery for each product covered by the documentation,</li> <li>(e) date of delivery / delivery period / accounting period,</li> <li>(f) the formal claim on the material category (including percentage of certified material) specifically for each claimed product covered by the document, as applicable,</li> <li>(g) the identifier of the supplier's chain of custody</li> </ul>	<p>inform the customer about any change in the scope of its certification and shall not misuse its certification.</p> <p>Note – In case of multi-site certification where individual sites receive a group certificate of conformity of the forest based products' chain of custody, with the indication of the range of products and legal addresses of all sites, the organization (the site) provides its customers the copy of the certificate.</p> <p>Requirements to product identification are set up in Appendix B.</p> <p>8.1.2 For the purposes of communication of the chain of custody claim, the organization shall identify a single type of document associating delivery of all sold/transferred products. This document and the chain of custody claim for a specific claim shall be issued to a single customer. The organization shall ensure that the document and/or its information cannot be altered after it is delivered to the customer.</p> <p>Note – The document associated to each delivery covers the media and information, including electronic media.</p> <p>8.1.3 The document associated with each delivery of all products covered by the chain of custody shall include at least the following information:</p> <ul style="list-style-type: none"> <li>a) customer identification;</li> <li>b) supplier identification;</li> <li>c) product(s) identification;</li> <li>d) quantity of delivery in each unit of shipping container, covered by the documentation</li> <li>e) date of delivery and/ or receipt, delivery period, accounting period;</li> <li>f) the formal claim on the material category (including percentage of certified material) specifically for each claimed product covered by the document;</li> <li>g) the identifier of the supplier's forest management or chain of custody certificate or other document confirming the conformity of the supplier with PEFC requirements or the requirements of the forest certification scheme acknowledged by PEFC.</li> </ul> <p>Notes</p> <ol style="list-style-type: none"> <li>1. Requirements to the claim of origin and the documents confirming the product origin are given in Appendix A or set up in documents of the respective forest certification or labeling schemes. Documents confirming the product origin within the Forest Certification System are specified in TCP 5.1.16.</li> <li>2. The certificate identifier can be a numerical or alpha-numerical combination and is usually referred to as the "certification number".</li> </ol> <p><b>Observations by the Assessor:</b> RAFCS allows organisations, certified for CoC, to put documents into circulation other than the original CoC certificate (to roof their conformity with the CoC criteria). This may lead to the circulation of all kind of documents from which the origin and legallity cannot be proven or tracked. This may result in customers assuming to have purchased PEFC certified products (based on 'other document'), while this may well not be the case... However, the fact that RAFCS also included the minimal requirements that a document must contain customer identification and supplier identification, etc. (see 8.1.3) does cover the risk of misuse of documentation.</p>
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	<p>certificate or other document confirming the supplier's certified status.</p> <p>Note 1: The formal claim, which means the claim in its exact wording, as well as documents confirming the certified status are specified in an Appendix to this standard or by other document(s) defined by the relevant forest certification or labelling scheme.</p> <p>Note 2: The certificate identifier can be a numerical or alpha-numerical combination and is usually referred to as the "certification number".</p>	<p>Furthermore, in CoC PEFC Council criteria 27.2, Appendix 1, 1.3 Requirement a) for the categories of forest based input material that is certified (or "other material"), can be delivered with a suppliers claim by either "i) PEFC recognised certificate or ii) a document confirming that the supplier is covered by the PEFC recognised certificate." It is important to stress that a document other than a PEFC recognized certificate is only valid/applicable in case of group forest management certification or multi-site CoC certification (see criteria 27.2). Criteria for multi-site CoC certification (organisations with multiple production locations) also allows implementation and certification of the chain of custody in a group of typically small independent companies. (see PEFC criteria 29, Appendix 2, Introduction)</p> <p>This indicates that a chain of custody certificate is not mandatory and that also other documents may be eligible, as long as the source supplier of this document identifiable.</p> <p><b>CONFORMS</b></p> <p><b>Comment of the assessors:</b> "d) quantity of products delivery <u>in each unit of shipping container</u> covered by documents;" Is translated differently is this latest version of the standard.</p>
17.	<p>7.2 Usage of logos and labels</p> <p>7.2.1 The organisation which uses a logo or label, for on-product and/or off-product purposes, relating to the chain of custody certification, shall have an authorisation from the logo/label's trademark owner or from the owner's authorised representative and the usage shall be carried out according to the terms and conditions of the authorisation.</p> <p>Note 1: Where the organisation decides to use the logo/label, the logo/label usage rules specified by the logo/label owner become an integral part of the chain of custody requirements.</p> <p>Note 2: In case of PEFC Logo usage, "authorisation" means a valid licence issued by the PEFC Council or another body authorised by the PEFC Council and the "terms and conditions" of the licence requires compliance with PEFC ST 2001:2008.</p> <p>7.2.2 The organisation may only use the label on-product for those certified products that meet the eligibility criteria for product labelling as specified by the owner of the logo/label trademark.</p> <p>7.2.3 The organisation which makes on-product claims on the product itself or its packaging (without a logo or label) relating to chain of custody certification shall</p>	<p>YES</p> <p>STB2157-2016, clause 8.2: "8.2 <b>Usage of conformity marks (logos and labels)</b></p> <p>8.2.1 The organization which uses a logo or label, for on-product and/or off-product purposes, relating to the chain of custody certification, shall have an authorization from the logo/label's trademark owner or from the owner's authorized representative.</p> <p>The usage shall be carried out according to the terms and conditions of the authorization.</p> <p>Notes</p> <p>1. Where the organization decides to use the logo/label, the logo/label usage rules specified by the logo/label owner become an integral part of the chain of custody requirements.</p> <p>2. In case of PEFC Logo usage, "authorization" means a valid license issued by the PEFC Council or another body authorized by the PEFC Council and the "terms and conditions" of the license requires conformity with PEFC ST 2001.</p> <p>3. Rules for labeling of forest based products with the forest certification mark are given in STB 2370. [STB2370-2014: THE FOREST CERTIFICATION MARK, Requirements to labeling]</p> <p>8.2.2 The organization may only use the label on-product for those certified products that meet the eligibility criteria for product labeling as specified by the owner of the logo/label trademark.</p> <p>8.2.3 The organization which makes on-product claims on the product itself or its packaging (without a logo or label) relating to chain of custody certification shall always use the formal claim in accordance with Appendix A.</p> <p>Note – Requirements to the claim and other document(s), confirming the conformity with PEFC requirements, are specified in Appendix A.</p> <p>Documents confirming the product origin within the Forest Certification System are specified in TCP 5.1.16. [TCP 5.1.16-2014: National conformity approval system of the Republic of Belarusian FOREST CERTIFICATION SYSTEM Basic provisions]"</p> <p><b>Observations by the Assessor:</b> Most PEFC Council subcriteria of 7.2 have been copied by RAFCS. Also STB</p>

	<p>always use the formal claim and the organisation making the claim shall be identifiable.            Note: The term “formal claim” means the claim in its exact wording as specified in an Appendix on specification of the claim or by other document(s) defined by the relevant forest certification or labelling scheme.</p>		<p>2370 explains in detail the labeling rules. No deviations have been found in the STB 2370 labeling procedure that can threat conformity with the PEFC Council's CoC criteria for usage of logos and labels.            PEFC Criteria 7.2.2 is partly covered by RAFCS criteria STB 2157-2013 chapter 8.2.3: "The organization which makes on-product claims on the product itself or its packaging (without a logo or label) relating to chain of custody certification shall always use the formal claim in accordance with Appendix A."            In Appendix A of STB 2157-2013, chapter A.1.1: "This specification is obligatory for organizations which use the chain of custody identification in accordance with this standard and provide customers with the information on the origin of forest based products complying with PEFC requirements in the form of the claim of origin." This, covers the other part of PEFC criteria 7.2.2. referring that "...the claim shall be identifiable."  <b>CONFORMS  </b></p>
<b>18. 8.1 General requirements</b>			
18.	<p>8.1 General requirements            The organisation shall operate a management system in accordance with the following elements of this standard, which ensure correct implementation, and maintenance of the chain of custody process(es). The management system shall be appropriate to the type, range and volume of work performed.            Note: An organisation's quality (ISO 9001:2008) or environmental (ISO 14001:2004) management system can be used to meet the minimum requirements for the management system defined in this standard.</p>	YES	<p>STB2157-2016, clause 9.1: "9.1 <b>General requirements</b>            The organization shall operate a management system in accordance with the following elements of this standard, which ensure correct implementation, and maintenance of the chain of custody process(es). The management system shall be appropriate to the type, range and volume of work performed.            Note – An organization's quality STB ISO 9001 or environmental STB ISO 14001management system can be used for confirming the origin of the forest based products from certified forests."  <b>CONFORMS  </b></p>
19.	<p>8.2 Responsibilities and authorities            8.2.1 General responsibilities            8.2.1.1 The organisation's management shall define and document its commitment to implement and maintain the chain of custody requirements in accordance with this standard. The organisation's commitment shall be made available to the organisation's personnel, suppliers, customers, and other interested parties.            8.2.1.2 The organisation's management shall appoint a member of the management who, irrespective of other responsibilities, shall have overall responsibility and authority for the organisation's chain of custody.            8.2.1.3 The organisation's management shall carry out a regular periodic review of the organisation's chain of</p>	YES	<p>STB2157-2016, clause 9.2: "9.2 <b>Responsibilities and authorities</b>            9.2.1 General responsibilities            9.2.1.1 The organization's management shall define and document its commitment to implement and maintain the chain of custody requirements in accordance with this standard.            The organization's commitment shall be made available to the organization's personnel, suppliers, customers, and other interested parties.            9.2.1.2 The organization's management shall appoint a member of the management who, irrespective of other responsibilities, shall have overall responsibility and authority for the organization's chain of custody.            9.2.1.3 The organization's management shall carry out a regular periodic review of the organization's chain of custody and its conformity with the requirements of this standard.            9.2.2 Responsibilities and authorities for chain of custody            The organization shall identify the personnel performing activities for the implementation and maintenance of chain of custody and establish responsibilities and authorities relating to chain of custody for at least the following elements:            a) raw material procurement and identification of the origin,</p>

<p>custody and its compliance with the requirements of this standard.</p> <p>8.2.2 Responsibilities and authorities for chain of custody</p> <p>The organisation shall identify the personnel performing activities for the implementation and maintenance of chain of custody and shall establish personnel responsibilities and authorities relating to chain of custody for at least the following elements:</p> <p>(a) raw material procurement and identification of the origin,</p> <p>(b) product processing covering physical separation or percentage calculation and transfer into output products,</p> <p>(c) product sale and labelling,</p> <p>(d) record keeping,</p> <p>(e) internal audits and non-conformity control,</p> <p>(f) due diligence system.</p> <p>Note: The responsibilities and authorities for the chain of custody given above can be cumulative.</p>		<p>b) product processing covering physical separation or percentage calculation and transfer into output products,</p> <p>c) product sale and labeling,</p> <p>d) record keeping,</p> <p>e) internal audits and non-conformity control,</p> <p>f) due diligence system (DDS).</p> <p>Note – The responsibilities and authorities for the chain of custody given above can be cumulative. "</p> <p><b>CONFORMS  </b></p>
<p>20. 8.3 Documented procedures</p> <p>8.3.1 The organisation shall establish written documented procedures for its chain of custody. The documented procedures shall include at least the following elements:</p> <p>(a) organisational structure, responsibilities and authorities relating to chain of custody,</p> <p>(b) description of the raw material flow within the production/trading process(es), including definition of product groups,</p> <p>(c) procedures for chain of custody process covering all requirements of this standard, including:</p> <ul style="list-style-type: none"> <li>- identification of the raw material category,</li> <li>- physical separation of certified material (for the organisations applying the physical separation),</li> <li>- definition of product groups, calculation of the certified percentage, calculation of volume credits, management of credit accounts (for the organisations</li> </ul>	<p>YES</p>	<p>STB2157-2016, clause 9.3: "9.3 <b>Documented procedures of product identification</b></p> <p>9.3.1 The organization shall develop, introduce and implement the documented procedure for its chain of custody.</p> <p>The documented procedures shall include at least the following elements:</p> <p>a) organizational structure, responsibilities and authorities relating to chain of custody;</p> <p>b) description of the raw material flow within the production/trading process(es), including definition of product groups;</p> <p>c) documentation on procedures for chain of custody process covering all requirements of this standard, including:</p> <ul style="list-style-type: none"> <li>- identification of the raw material category;</li> <li>- physical separation of certified material (for the organizations applying he physical separation),</li> <li>-definition of product groups, calculation of the certified percentage, calculation of volume credits, management of credit accounts (for the organizations applying percentage based methods),</li> <li>- sale/transfer of products, on-products claims and on-product labeling</li> </ul> <p>d) procedures for the due diligence system (DDS);</p> <p>e) procedures for conduct of internal audits;</p> <p>f) procedures for complaints resolution."</p> <p><b>CONFORMS  </b></p>

	<p>applying percentage based methods),          - sale/transfer of products, on-products claims and on-product labelling,          (d) procedures for the due diligence system,          (e) procedures for internal audits,          (f) procedures for complaints resolution.</p>		
21.	<p><b>8.4 Record keeping</b>  <b>8.4.1</b> The organisation shall establish and maintain records on its chain of custody to provide evidence of conformity with the requirements of this standard and its effectiveness and efficiency. The organisation shall keep at least the following records relating to the product groups covered by the chain of custody:          (a) records of all suppliers of certified material, including copies of the suppliers' forest management or chain of custody certificates or other documents confirming the supplier's compliance with the criteria for suppliers of certified material,          (b) records of all input material, including claims on the material category and documents associated to the delivery of the input material,          (c) records of calculation of the certified percentage, transfer of the percentage to output products and management of the credit account, as applicable,          (d) records of all products sold/transferred, including claims on the material category and documents associated to the delivery of the output products,          (e) records of the due diligence system, including records of risk assessments and significant risk supplies management, as applicable,          (f) records of internal audits, periodic chain of custody review, non-conformities which occurred and corrective actions taken,          (g) records on complaints and their resolution.  <b>8.4.2</b> The organisation shall maintain the records for a minimum period of five years.          Note: The records cover the media and information, including electronic media.</p>	YES	<p>STB2157-2016, clause 9.4: "<b>9.4 Record keeping</b>  <b>9.4.1</b> The organization shall establish and maintain accurate, available and updated records on its chain of custody to provide evidence of conformity with the requirements of this standard and its effectiveness and efficiency.          Records shall contain the following information:          a) records of all suppliers of certified material, including copies of the suppliers' forest management or chain of custody certificates or other documents confirming the supplier's conformity with the criteria for suppliers of certified material;          b) records of all input material, including claims on the material origin and documents associated to the delivery of the input material;          c) records of calculation of the certified percentage, transfer of the percentage to output products and management of the credit account, as applicable;          d) records of all products sold/transferred, including claims on the material origin and documents associated to the delivery of the output products;          e) records of the due diligence system relating to controversial sources, including records of self-declarations, risk assessment and high risk supplies management, as applicable;          f) records of internal audits, periodic chain of custody review, non-conformities which occurred and corrective actions taken;          g) records on complaints and their resolution.  <b>9.4.2</b> The organization shall maintain the records for a minimum period of five years.          Note- The records cover the media and information, including electronic media."  <b>CONFORMS  </b></p>

22.	<p>8.5 Resource management</p> <p>8.5.1 Human resources/personnel The organisation shall ensure and demonstrate that all personnel performing activities affecting the implementation and maintenance of the chain of custody are competent on the basis of appropriate training, education, skills and experience.</p> <p>8.5.2 Technical facilities The organisation shall identify, provide and maintain the infrastructure and technical facilities needed for effective implementation and maintenance of the organisation's chain of custody with the requirements of this standard.</p>	YES	<p>STB2157-2016, clause 9.5: "9.5 <b>Resource management</b></p> <p>9.5.1 Human resources/personnel The organization shall ensure and demonstrate that all personnel performing activities affecting the implementation and maintenance of the chain of custody are competent on the basis of appropriate training, education, skills and experience.</p> <p>9.5.2 Technical facilities The organization shall identify, provide and maintain the infrastructure and technical facilities needed for effective implementation and maintenance of the organization's chain of custody with the requirements of this standard." <b>CONFORMS  </b></p>
23.	<p>8.6 Inspection and control</p> <p>8.6.1 The organisation shall conduct internal audits at least annually covering all requirements of this standard and establish corrective and preventive measures if required.</p> <p>8.6.2 A report on the internal audit shall be reviewed at least annually. Note: Guidance for performing internal audits is given in ISO 19011:2002</p>	YES	<p>STB2157-2016, clause 9.6: "9.6 <b>Inspection and control</b></p> <p>9.6.1 The organization shall conduct internal audits at least annually covering all requirements of this standard and establish corrective and preventive measures if required.</p> <p>9.6.2 A report on the internal audit shall be reviewed at least annually by the management of the organization. Note – Guidance for performing internal audits is given in STB ISO 19011." <b>CONFORMS  </b></p>
24.	<p>8.7 Complaints</p> <p>8.7.1 The organisation shall establish procedures for dealing with complaints from suppliers, customers and other parties relating to the organisation's chain of custody.</p> <p>8.7.2 Upon receipt of the complaint, the organisation shall: (a) acknowledge the complaint to the complainant, (b) gather and verify all necessary information to evaluate and validate the complaint and make decision on the complaint, (c) formally communicate the decision on the complaint and of the complaint handling process to the complainant, (d) ensure that any appropriate corrective and preventive actions are taken.</p>	YES	<p>STB2157-2016, clause 9.7: "9.7 <b>Complaints and appeals</b></p> <p>9.7.1 The organization shall establish procedures for dealing with complaints from suppliers, customers and other parties relating to the organization's chain of custody.</p> <p>9.7.2 Upon receipt of the complaint, the organization shall: a) acknowledge the complaint to the complainant, b) gather and verify all necessary information to evaluate and validate the complaint and make decision on the complaint, c) formally communicate the decision on the complaint (appeal) and of the complaint (appeal) handling process to the complainant, d) ensure that any appropriate corrective and preventive actions are taken." <b>CONFORMS  </b></p>

<p>25.</p>	<p><b>8.8 Subcontracting</b>  <b>8.8.1</b> The organisation's chain of custody shall also cover activities of sub-contractors involved in the manufacturing of products covered by the organisation's chain of custody process(es), within or outside the organisation's site.  <b>8.8.2</b> The organisation may only consider those activities as subcontracting where the subcontractor receives the material from the organisation which is physically separated from other material and returns the material back to the organisation after the subcontracted work is completed or where the organisation remains responsible for the sale or transfer of the product to the customer.  <b>Note 1:</b> An example of subcontracting is outsourcing of cutting and stapling process by a printing house with chain of custody where the printed material is transferred to the subcontractor and returned back to the printing house after the subcontracted activities have been performed.  <b>Note 2:</b> An entity which is either involved in procuring the raw material or sale of the output products is required to implement its own chain of custody. The terms "receives the material from the organisation" and "returns the material back to the organisation" also cover situation where the material is received by the subcontractor directly from the supplier on the organisation's behalf or is sent by the subcontractor to the customer on the organisation's behalf. The organisation still remains responsible for all parts of the chain of custody, including requirements relating to the material procurement and sale and communication.  <b>Note 3:</b> Subcontracting is not considered as being in conflict with clause 6.3.2.3 that requires the product group to be manufactured at one site.  <b>8.8.3</b> The organisation shall take full responsibility for the all the subcontracted activities in relation with the</p>	<p>YES</p>	<p>STB2157-2016, clause 9.8: "<b>9.8 Subcontracting</b>  <b>9.8.1</b> The organization's chain of custody shall also cover activities of sub-contractors involved in the manufacturing of products covered by the organization's chain of custody process(es), within or outside the organization's production units.  <b>9.8.2</b> The organization may only consider those activities as subcontracting where the subcontractor receives the material from the organization which is physically separated from other material and, after the subcontracted work is completed, returns the material back to the organization in the form of semi-finished or finished product suitable for sale (transfer) to consumer.</p> <p>Notes  <b>1</b> An example of subcontracting is outsourcing of cutting and stapling process by a printing house with chain of custody where the printed material is transferred to the subcontractor and returned back to the printing house after the subcontracted activities have been performed.  <b>2</b> An entity which is either involved under subcontract in procuring the raw material or sale of the output products is required to implement its own chain of custody. Receipt of forest based material by the subcontractor on behalf of the organization shall also refer to subcontracting.  The organization still remains responsible for all parts of the chain of custody, including requirements relating to the material procurement and sale and communication.  <b>3</b> Subcontracting is not considered as being in conflict with clause 7.3.2.3 which requires that the product group shall include forest based products manufactured by one structural unit of the organization.</p> <p><b>9.8.3</b> The organization shall take full responsibility for the all subcontracted activities in relation with the organization's chain of custody.  <b>9.8.4</b> The organization shall have a written agreement with all subcontractors ensuring that the organization's material/products are physically separated from other material or products.  <b>9.8.5</b> The organization's internal audit program shall cover the subcontractor's activities."</p> <p><b>CONFORMS  </b></p>
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	<p>organisation's chain of custody.</p> <p>8.8.4 The organisation shall have a written agreement with all subcontractors ensuring that the organisation's material/products are physically separated from other material or products.</p> <p>8.8.5 The organisation's internal audit programme shall cover the subcontractor's activities.</p>		
<b>Social, health and safety requirements</b>			
26.	<p>9 Social, health and safety requirements in chain of custody</p> <p>9.1 Scope This clause includes requirements relating to health, safety and labour issues that are based on ILO Declaration on Fundamental Principles and Rights at Work, 1998.</p> <p>9.2 Requirements</p> <p>9.2.1 The organisation shall demonstrate its commitment to comply with the social, health and safety requirements defined in this standard.</p> <p>9.2.2 The organisation shall demonstrate that:</p> <p>(a) workers are not prevented from associating freely, choosing their representatives, and bargaining collectively with their employer,</p> <p>(b) forced labour is not used,</p> <p>(c) workers, who are under the minimum legal age, <u>the age of 15</u>, or the compulsory school attendance age, whichever is higher, are not used,</p> <p>(d) workers are not denied equal employment opportunities and treatment,</p> <p>(e) working conditions do not endanger safety or health.</p>	YES	<p>STB2157-2016, clause 10: "<b>10 Social, health and safety requirements in chain of custody</b></p> <p>10.1 General These requirements are based on [4] [[4] International Labor Organization declaration "On the fundamental principles and the rights in the sphere of work and the mechanism of its realization" Geneva, 1998].</p> <p>10.2 Requirements</p> <p>10.2.1 The organization shall demonstrate its commitment to comply with the social, health and safety requirements defined in this standard.</p> <p>10.2.2 The organization shall guarantee that:</p> <ul style="list-style-type: none"> <li>- workers are not prevented from associating freely, choosing their representatives, and bargaining collectively with their employer, etc.;</li> <li>- forced labor is not used;</li> <li>- workers, who are under the minimum legal age, or the compulsory school attendance age, whichever is higher, are not used;</li> <li>- workers are not denied equal employment opportunities and treatment;</li> <li>- working conditions do not endanger safety or health."</li> </ul> <p><b>Extra information provided by RAFCS:</b> "1. Convention concerning Minimum Age for Admission to Employment (Convention 138) was ratified by the Decree of the Presidium of the Supreme Soviet of the Republic of Belarus No 2688-IX of March 6, 1979 and came into force on May 3, 1980.</p> <p>2. Clause 272 of Labour Code of the Republic of Belarus 'Conclusion of employment agreement is possible with persons who have attained the age of sixteen.</p> <p>Subject to written approval of a parent member (adoptive parents, trustees) an employment agreement could be concluded with a person who has attained the age of fourteen for easy work or professional sport, which:</p> <ol style="list-style-type: none"> <li>1) do not have negative effect on his/her health and development;</li> <li>2) do not prevent him/her from general, secondary, vocation technical education, vocational secondary education'.</li> </ol> <p>3. Decree of the Ministry of Labour and Social Protection of the Republic of Belarus No 144 of October 15, 2010 'On list of easy types of works which are possible for execution by persons of fourteen to sixteen years</p>

			<p>old.</p> <p>4. Decree of the Ministry of Labour and Social Protection of the Republic of Belarus No 67 of June 27, 2013 'On list of works which are forbidden for execution by persons under eighteen years old'. This decree prohibits employment of persons under eighteen years old at cutting area works.</p> <p><b>Comment by the assessors:</b> The age limit in Belarus is regulated.</p> <p><b>CONFORMS  </b></p>
<b>Specification of PEFC claims</b>			
27.1	<p>Appendix 1: Normative</p> <p>1 Specification of the PEFC claim on "PEFC certified" material</p> <p>1.1 Introduction: The specification of this section shall be used together with the requirements of this standard when the organisation establishes a chain of custody to use the PEFC claim on PEFC certified material.</p> <p>1.2 Formal claim The organisation shall use the claim "x % PEFC certified" when communicating the content of PEFC certified material in output products.</p>	YES	<p>STB2157-2016, Appendix A, A1: "A.1 <b>Specification of the PEFC claim on "PEFC certified" material</b></p> <p>A.1.1 This specification is obligatory for organizations which use the chain of custody identification in accordance with this standard and provide customers with the information on the origin of forest based products complying with PEFC requirements in the form of the claim of origin.</p> <p>A.1.2 The organization shall use the claim "x % PEFC certified" where x – is the content of PEFC certified material in output products."</p> <p><b>CONFORMS  </b></p>
27.2	<p>Appendix 1, 1.3 Requirements for the categories of input material</p> <p>Certified material: (a) forest based material delivered with the supplier's claim "x % PEFC certified" by the supplier with either: i) PEFC recognised certificate or ii) a document confirming that the supplier is covered by the PEFC recognised certificate. (b) recycled material (other than products delivered with the "PEFC certified" claim).</p> <p>Neutral material: Other than forest based material</p> <p>Other material: Forest based material other than certified material, including forest based material delivered with the supplier's claim "PEFC Controlled Sources" by the supplier with either: i) PEFC recognised chain of custody certificate or ii) a document confirming that the supplier is covered</p>	YES	<p>STB2157-2016, Appendix A, A.1.3: "A.1.3 <b>Requirements for the categories of input material</b></p> <p>A.1.3.1 Certified materials include: a) forest based material which is delivered with the claim "x % PEFC certified" confirmed either by: 1) a valid certificate of conformity recognized by PEFC or 2) a document confirming that the supplier is covered by the PEFC recognized certificate of conformity; b) recycled material (other than products delivered with the "PEFC certified" claim).</p> <p>A.1.3.2 Neutral material is material other than forest based material.</p> <p>A.1.3.3 Other material is forest based material other than certified material, including forest based material delivered with the supplier's claim "PEFC Controlled Sources" by the supplier with either: 1) valid PEFC recognized chain of custody certificate; 2) a document confirming that the supplier is covered by the PEFC recognized chain of custody certificate.</p> <p>Notes 1. The term "a document confirming that the supplier is covered by the PEFC recognized certificate for forestry management and forest usage and chain custody" is applicable in case of regional or group forest management certification and multi-site (group) chain of custody certification where the supplier is provided with a document containing the list of all group members. 2. During performance of group certification for forest-based products' chain of custody within the Forest Certification System the member-organizations shall be provided with a duplicate group certificate in accordance with TCP 5.4.02 [ TCP 5.4.02: National confirmation of conformity system of the Republic of</p>

	<p>by the PEFC recognised chain of custody certificate          Note : The term “a document confirming that the supplier is covered by the PEFC recognised certificate” is applicable in case of regional or group forest management certification and multi-site (group) chain of custody certification where the supplier is <u>provided with a document referring to the scope of the PEFC recognised certificate.</u></p> <p>1.4 Additional requirements for the usage of the “PEFC certified” claim          For products covered by the organisation’s chain of custody which include recycled material, the organisation shall calculate the content of recycled material based on ISO 14 021 and inform about it upon request.</p>		<p>Belarusian Forest certification system PROCEDURE OF THE FOREST CERTIFICATION] for forestry management and forest utilization system and/or group certificates for forest based products’ chain of custody, bearing PEFC logo.</p> <p>A.1.4 Additional requirements for the usage of the “PEFC certified” claim          For products covered by the organization’s chain of custody which include recycled material, the organization shall calculate the content of recycled material based on STB ISO 14021 and inform about it upon request.”</p> <p><b>Comment by the assessors:</b> The notes 1 and 2, explaining the conditions for the usage of a document other than a PEFC recognized certificate (for FM and CoC) seem to contradict: While note 1 mentions the conditions when to use alternative documents, note 2 contradicts the need to use alternative documents as all group members shall be provided with a (duplicate) certificate. In this case Note 1 may only remain valid for multi-site certification where 1 group member receives only 1 (duplicate) certificate but not all the locations of this group member (multi-sites).</p> <p><b>CONFORMS  </b></p>
27.3	<p>Appendix 1, 2 Specification of the PEFC claim on “PEFC Controlled Sources” material          Note: The PEFC DDS delivering the Controlled Sources material is described in detail in clause 5 of the chain of custody standard..</p> <p>2.1 Introduction          The specification of this section shall be used together with the requirements of this standard when the organisation establishes a chain of custody including the due diligence system to use a PEFC claim on output products, for which the PEFC DDS has been implemented.</p> <p>2.2 Formal claim          The organisation shall use the claim “PEFC Controlled Sources” when communicating on output products for which the PEFC DDS has been implemented.</p> <p>2.3 Requirements for PEFC Controlled Sources input material          Certified material:          forest based material delivered with the supplier’s claim “x % PEFC certified” by the supplier with either:          (a) PEFC recognised certificate or          (b) a document confirming that the supplier is covered</p>	YES	<p>STB2157-2016, Appendix A, A2:: Specification of the PEFC claims: "A.2 <b>Specification of the PEFC claim on “PEFC Controlled Sources” material</b></p> <p>A.2.1 This specification is obligatory for organizations, which establish a chain of custody including the due diligence system to use a PEFC claim on output products, for which the PEFC DDS has been implemented.          Note - Requirements to DDS are described in clause 6.</p> <p>A.2.2 The organization shall use the claim “PEFC Controlled Sources” when communicating on output products for which the PEFC DDS has been implemented.</p> <p>A.2.3 Requirements for PEFC Controlled Sources input material</p> <p>A.2.3.1 Forest based material delivered from controlled sources are divided into:          - certified; - neutral; - other.</p> <p>A.2.3.2 Certified material is forest based material delivered with the supplier’s claim “x % PEFC certified” by the supplier with either:          1) valid PEFC recognized certificate of conformity;          2) a document confirming that the supplier is covered by the PEFC recognized certificate of conformity;</p> <p>A.2.3.3 Neutral materials are materials other than forest based material.</p> <p>A.2.3.4 Other material is forest based material other than certified material, including forest based material delivered with the supplier’s claim “PEFC Controlled Sources” by the supplier with either:          1) valid PEFC recognized chain of custody certificate;          2) a document confirming that the supplier is covered by the PEFC recognized chain of custody certificate.</p> <p>Notes          1. The term “a document confirming that the supplier is covered by the PEFC recognized certificate for forestry management and forest usage and chain custody” is applicable in case of regional or group forest management certification and multi-site (group) chain of custody certification where the supplier is provided</p>

	<p>by the PEFC recognised certificate. Neutral material: Other than forest based material Other material: Forest based material other than certified material, including forest based material delivered with the supplier's claim "PEFC Controlled Sources" by the supplier with either: (a) PEFC recognised chain of custody certificate or (b) a document confirming that the supplier is covered by the PEFC recognised chain of custody certificate. Note: The term "a document confirming that the supplier is covered by the PEFC recognised certificate" is applicable in case of regional or group forest management certification and multi-site (group) chain of custody certification where the supplier is provided with a document referring to the scope of the PEFC recognised certificate.</p>		<p>with a document containing the list of all group members. 2. During performance of group certification for forest-based products' chain of custody within the Forest Certification System the member-organizations shall be provided with a duplicate group certificate in accordance with TCP 5.4.02 [National conformity approval system of the Republic of Belarusian Forest certification system PROCEDURE OF FOREST CERTIFICATION] for forestry management and forest utilization system and/or group certificates for forest based products' chain of custody, bearing PEFC logo." STB2157-2013, Appendix C: "explanation: The appendix explains the order of issue of the documents confirming participation in group certification according to effective TNLA of Forest System Certification of National conformity approval system of the Republic of Belarus." <b>CONFORMS </b></p>
<b>Implementation of chain of custody by multisite organisations (only for standards which include rules for multisite or group certification)</b>			
28.	<p>Appendix 2, 1 Introduction The aim of this appendix is to establish guidance for the implementation of the chain of custody requirements in an organisation with a network of sites, thus ensuring on the one hand, that the certification of the chain of custody is practical and feasible in economic and operative terms and on the other, that the assessment provides adequate confidence in the conformity of the chain of custody. Certification of multisite organisations also allows implementation and certification of the chain of custody in a group of typically small independent companies. This appendix only includes requirements for implementation of the chain of custody requirements which are applicable to organisations with multiple production locations. 2 Definitions 2.1 The multisite organisation is defined as an</p>	YES	<p>STB2157-2016, Appendix B: "B.2 <b>Definitions</b> B.2.1 Group (multisite organization) – an organizational structure, created for confirmation of origin of manufactured (sold) products at all stages of the chain of supply, which consists of a head of the group, implementing the functions of planning, managing and surveillance of product identification activities, and members of the group, which identify products at the stages of the supply chain carried out by them. B.2.2 Group does not need to be a unique legal entity. All members of the group shall have a legal membership in the group and shall have an agreement with the head of the group on implementation of surveillance of their conformity with the requirements to products identification. The agreement provides the head of the group with the right to implement corrective actions for any member of the group when needed. B.2.3 Group may cover: a) organizations operating with franchises or companies with multiple branches where the sites are linked through a common ownership, management or other organizational link which implement different stages of the supply chain of forest based products and their derivatives (harvesting, transporting, processing, packaging, warehousing, storage, sale, wastes management); b) independent legal entities which unite for the purposes of the chain of custody identification at all stages of the chain of supply implemented by each of these organizations. Note – The term "Managerial and other organizational relations" does not concern membership in associations. "</p>

<p>organisation having an identified central function (normally, and hereafter referred to as a “central office”) at which certain activities are planned, controlled and managed and a network of local offices or branches (sites) at which such activities are fully or partially carried out.</p> <p>2.2 The multisite organisation does not need to be a unique entity, but all sites shall have a legal or contractual link with the central office and be subject to a common chain of custody which is subject to continuous surveillance by the central office. This means that the central office has the right to implement corrective actions when needed at any site. Where applicable, this should be laid down in the contract between the central office and the sites.</p>		<p><b>Observation by the assessors:</b> This conforms with the entity definitions for multi-site certification (see 2.1 and 2.2) and also the covers the criteria for independent legal entities who participate in a multi-site certificate.</p> <p><b>CONFORMS  </b></p>
<p>29. Appendix 2, 2.3 The multisite organisation may cover: (a) organisations operating with franchises or companies with multiple branches where the sites are linked through a common ownership, management or other organisational link and (b) groups of independent legal enterprises established and functioning for the purposes of the chain of custody certification (producer group). Note: Membership in an association is not covered by the term “management or other organisational link”.</p> <p>2.4 The producer group means a network of typically small independent enterprises which have associated together for the purpose of obtaining and maintaining chain of custody certification. The central office may be an appropriate trade association, or any other properly experienced legal entity that is either nominated for the purpose by a group of intending members or offers a group service managed for the purposes of and consistently with this standard. The central office can also be administered by one member of the group.</p> <p>Note: The central office in the case of the producer group can be called the “group entity” and sites can be</p>	<p>YES</p>	<p>STB2157-2016, Appendix B (normative): Implementation of chain of custody by multisite organization (group):</p> <p>"B.1 General requirements</p> <p>B.1.1 The present appendix sets up requirements to identification of products with the aim of provision of conditions for chain custody certification by a group (multisite) organization (hereinafter referred to as “group identification”) carrying out various stages of products chain of supply which guarantees the conformity of product identification by a group on the whole and by every member of the group individually with the requirements of this standard.</p> <p>B.1.2 Group identification may be used by small organizations for introduction of the requirements to chain of custody identification and certification.</p> <p>B.1.3 This appendix only sets the requirements to group identification of products in accordance with this standard.</p> <p>B.2 Definitions</p> <p>B.2.1 Group (multisite organization) – an organizational structure, created for confirmation of origin of manufactured (sold) products at all stages of the chain of supply, which consists of a head of the group, implementing the functions of planning, managing and surveillance of product identification activities, and members of the group, which identify products at the stages of the supply chain carried out by them.</p> <p>B.2.2 Group does not need to be a unique legal entity. All members of the group shall have a legal membership in the group and shall have an agreement with the head of the group on implementation of surveillance of their conformity with the requirements to products identification.</p> <p>The agreement provides the head of the group with the right to implement corrective actions for any member of the group when needed.</p> <p>B.2.3 Group may cover:</p>

	<p>called "group members"</p> <p>2.5 A site means location on which activities relating to the organisation's chain of custody are carried out.</p> <p>2.6 The producer group is limited to participation of sites which are domiciled in a single country and which:</p> <p>a) have no more than 50 employees (full time employees equivalent) and</p> <p>b) have an turnover of maximum of 9,000,000 CHF, or equivalent.</p> <p>2.7 Additional criteria set for the producer group set up by the relevant accreditation body shall be applied.</p>	<p>a) organizations operating with franchises or companies with multiple branches where the sites are linked through a common ownership, management or other organizational link which implement different stages of the supply chain of forest based products and their derivatives (harvesting, transporting, processing, packaging, warehousing, storage, sale, wastes management);</p> <p>b) independent legal entities which unite for the purposes of the chain of custody identification at all stages of the chain of supply implemented by each of these organizations.</p> <p>Note – The term "Managerial and other organizational relations" does not concern membership in associations.</p> <p>B.2.4 A group of independent legal entities includes small independent organizations which have associated together for providing products identification at all stages of the chain of supply carried out by each of these organizations for the purpose of obtaining and maintaining chain of custody certification.</p> <p>In this case the head of a group may be represented by:</p> <ul style="list-style-type: none"> <li>- an appropriate trade association;</li> <li>- any legal entity appointed by a group or which has offered its services and has appropriate experience;</li> <li>- one member of the group.</li> </ul> <p>B.2.5 The term "a group member" means an organization (a structural unit of an organization, production association) carrying out any chain of supply stage within the frameworks of group identification.</p> <p>B.2.6 A group may include organizations (structural units of an organization or a production association) located in one country and having:</p> <p>a) a number of employees – not exceeding 50 persons (full time employees equivalent);</p> <p>b) turnover of maximum 9 million Swiss francs or equivalent.</p> <p>B.2.7 Extra requirements stipulated by the forestry certification scheme acknowledged by PEFC may be applied to group members."</p> <p><b>Comment by the assessors:</b> All PEFC Council criteria of point 29 are met. Requirement 2.5 "A site means location on which activities relating to the organisation's chain of custody are carried out" is covered by chapter B.2.3 a) where a group covers "...companies with multiple branches where the sites are linked through a common ownership, management or other organizational link which implement different stages of the supply chain of forest based products and their derivatives (harvesting, transporting, processing, packaging, warehousing, storage, sale, wastes management)".</p> <p><b>CONFORMS  </b></p>
30	<p>Appendix 3, 3 Eligibility criteria for the multisite organisation</p> <p>3.1 General</p> <p>3.1.1 The organisation's chain of custody shall be centrally administered and be subject to central review. All the relevant sites (including the central administration function) shall be subject to the organisation's internal audit program and shall have</p>	<p>YES</p> <p>STB2157-2016, Appendix B.3: "B.3 <b>Eligibility criteria for a group</b></p> <p>B.3.1 General</p> <p>B.3.1.1 The group's chain of custody shall be centrally administered and be subject to central review. All group members (including the head of the group) shall be included to the internal audit program for the group and shall have been audited in accordance with that program prior to the certification body starting its assessment.</p> <p>B.3.1.2 The head of a group shall establish a chain of custody requirements at all the stages of the chain of supply in accordance with this standard and ensures that all the group members (including the head of the</p>

	<p>been audited in accordance with that program prior to the certification body starting its assessment.</p> <p>3.1.2 It shall be demonstrated that the central office of the organisation has established a chain of custody in accordance with this standard and that the whole organisation (including all the sites) meets the requirements of this standard.</p> <p>3.1.3 The organisation shall be able to demonstrate its ability to collect and analyse data from all sites including the central office authority and its ability to initiate changes in the chain of custody operating in the sites if required.</p>		<p>group) meet the requirements of this standard.</p> <p>B.3.1.3 The organization shall be able to demonstrate its ability to collect and analyze data from all members including the head of the group and its ability to initiate changes in the chain of custody operating in the sites if required."</p> <p><b>CONFORMS  </b></p>
31	<p>3.2 Function and responsibilities of the central office</p> <p>3.2.1 The central office shall:</p> <p>(a) represent the multisite organisation in the certification process, including communication and relationship with the certification body,</p> <p>(b) submit an application for the certification and its scope, including a list of participating sites,</p> <p>(c) ensure contractual relationship with the certification body,</p> <p>(d) submit to the certification body a request for extension or reduction of the certification scope, including coverage of participating sites,</p> <p>(e) provide a commitment on behalf of the whole organisation to establish and maintain a chain of custody in accordance with the requirements of this standard,</p> <p>(f) provide all the sites with information and guidance needed for effective implementation and maintenance of the chain of custody in accordance with this standard; The central office shall provide the sites with the following information or access to the following information:</p> <ul style="list-style-type: none"> <li>- a copy of this standard and any guidance relating to the implementation of the requirements of this standard,</li> <li>- PEFC Logo usage rules and any guidance relating to</li> </ul>	YES	<p>STB2157-2016, Appendix B.3.2: "B.3.2 <b>Functions and duties of the head of a group</b></p> <p>The head of a group shall: a) represent the group and ensure its interaction in the process of certification including interaction with the certification body;</p> <p>b) apply for certification, together with indication of the type and scope of certification and with the list and legal addresses of all group members;</p> <p>c) ensure implementation of contractual agreements with the certification body;</p> <p>d) submit to the certification body an application for expansion (narrowing) of the scope of certificate, as well as for inclusion of new members into the group or exclusion of any member from the group;</p> <p>e) guarantee fulfillment of requirements of chain of custody by all members in accordance with this standard;</p> <p>f) ensure for all group members availability of information and guidelines required for effective implementation and maintenance of the chain of custody, or an access to them in accordance with this standard, including:</p> <ul style="list-style-type: none"> <li>- this standard and guidelines for its use;</li> <li>- rules for usage of PEFC logo - PEFC ST 2001 and guidelines for PEFC usage;</li> <li>- documented procedures for the management of group identification;</li> <li>- conditions of the contract with the certification body relating to the rights of the certification body to access the group members' documentation and manufacture for the purposes of evaluation and surveillance, and disclosure of information on product identification concerning the group members to a third party;</li> <li>- explanation of principles of mutual responsibility of group members at group certification;</li> <li>- information about fulfillment of internal audits program, results of periodical evaluation of certified projects by the certification body, appointed corrective and/or preventive measures and evaluation of efficiency of their fulfillment by group members;</li> <li>- copies of group conformity certificate along with indication of the list and legal addresses of all group members.</li> </ul> <p>Note – The term “mutual responsibility” means that non-conformities found in one member or the group head may result in corrective actions to be performed at all group members, an increase in internal audits or</p>

<p>the implementation of the PEFC Logo usage rules,  - a central office's procedures for the management of the multisite organisation,  - conditions of the contract with the certification body relating to the rights of the certification body or accreditation body to access the sites' documentation and installations for the purposes of evaluation and surveillance, and disclosure of information about the sites to a third party,  - explanation of the principle of the mutual responsibility of sites in the multisite certification.  - results of the internal audit programme and the certification body's evaluation and surveillance and relating corrective and preventive measures applicable to individual sites,  - the multisite certificate and any of its parts relating to the scope of the certification and coverage of sites.  Note: The term "mutual responsibility" means that non-conformities found in one site or the central office may result in corrective actions to be performed at all sites; an increase in internal audits or withdrawal of the multisite certificate.  (g) provide organisational or contractual connection with all the sites, which shall include commitments by the sites to implement and maintain the chain of custody in accordance with this standard. The central office shall have a written contract or other written agreement with all the sites which covers the right of the central office to implement and enforce any corrective or preventive measures and to initiate the exclusion of any site from the scope of certification in case of nonconformities with this standard,  (h) establish written procedures for the management of the multisite organisation,  (i) keep records relating to the central office and sites compliance with the requirements of this standard,  (j) operate an internal audit programme. The internal audit programme shall provide for:</p>	<p>withdrawal of the group certificate of conformity.  g) provide organizational or contractual interaction with all the members, which shall include commitments by the members to implement and maintain the chain of custody in accordance with this standard. The group head shall make a written contract (or other written agreement) with all the group members which stipulates the right of the group head to fix any corrective or preventive measures for any member of the group and to control their implementation, to make a proposal on exclusion of any member of the group in case of its noncompliance with the requirements of this standard;  h) develop written procedures for the management of the group identification;  i) keep records relating to the group head and group members conformity with the requirements of this standard;  j) develop and implement an internal audit program. The internal audit program shall provide for:  - on-site audit of all the group members (including carrying out its functions by the group head) prior to certification body starting its evaluation;  - on-site annual audits of all the group members (including carrying out its functions by the group head);  - on-site audit of any new member prior to their inclusion into the group and the certification body starting its evaluation.  k) carry out surveillance of implementation of the requirements by the group head and the group members, including the surveillance of the results of the internal audit program, surveillance and assessment by certification bodies; if necessary fix corrective and preventive measures, assess the efficiency of their execution."  Observation by the assessors: All PEFC Council sub-requirements for these criteria are met.  <b>CONFORMS</b></p>
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	<ul style="list-style-type: none"> <li>- on-site audit of all the sites (including its own central administration function) prior to certification body starting its evaluation,</li> <li>- on-site annual audits of all the sites covered by the certification scope (including its own central administration function),</li> <li>- on-site audit of any new site prior the certification body starting the process of the certification scope extension,</li> </ul> <p>(k) operate a review of the central office and sites conformity, including review of results of the internal audits programme and certification body's evaluations and surveillance; shall establish corrective and preventive measures if required; and shall evaluate the effectiveness of corrective actions taken.</p>		
32	<p>3.2.2 Function and responsibilities of sites</p> <p>Sites connected to the multisite organisation shall be responsible for:</p> <ul style="list-style-type: none"> <li>(a) implementation and maintenance of the chain of custody requirements in accordance with this standard,</li> <li>(b) entering into contractual relationship with the central office, including commitment on the compliance with the chain of custody requirements <u>and other applicable certification requirements</u>,</li> <li>(c) responding effectively to all requests from the central office or certification body for relevant data, documentation or other information whether in connection with formal audits or reviews or otherwise,</li> <li>(d) providing full co-operation and assistance in respect of the satisfactory completion of internal audits performed by the central office and audits performed by the certification body, including access to the sites installations,</li> <li>(e) implementation of relevant corrective and preventive actions established by the central office.</li> </ul>	YES	<p>STB2157-2016, Appendix B: "B.3.3 <b>Function and responsibilities of group members</b></p> <p>Group members shall be responsible for:</p> <ul style="list-style-type: none"> <li>a) implementation and maintenance of the chain of custody requirements in accordance with this standard;</li> <li>b) entering into contractual relationship with the group head including commitment to the conformity with the requirements of this standard;</li> <li>c) responding effectively to all requests from the head of the group and/ or certification body for relevant data, documentation or other information whether in connection with formal audits or reviews or otherwise;</li> <li>d) providing full co-operation and assistance in respect of the satisfactory completion of internal audits performed by the head of the group and audits performed by the certification body, including access to the group members' installations;</li> <li>e) implementation of relevant corrective and preventive actions, fixed by the head of the group."</li> </ul> <p><b>Observation of the assessors:</b> This requirement conforms regarding group members. Conformity of this criteria at site level (multiple production sites of 1 legal entity) is covered by the definition STB2157, Appendix B, B.2.3 a) for Groups, stating that groups are "...companies with multiple branches where the sites are linked through a common ownership, management or other organizational link which implement different stages of the supply chain of forest based products and their derivatives (harvesting, transporting, processing, packaging, warehousing, storage, sale, wastes management"</p> <p><b>CONFORMS  </b></p>
33.	<p>4 Scope of responsibilities for requirements of this standard implemented in the multisite organisation</p>	YES	<p>STB2157-2016, Appendix B.4: "B.4 Scope of responsibilities for product identification inside the group</p> <p>Scope of responsibilities for product identification inside the group is shown in table B.1."</p>

	(Table)		<p>Table B.1 - Scope of responsibilities for implementation of this standard inside the group. STB2157-2013: Appendix C: "Supplemented with the following clause: "B.4 Scope of responsibilities for product identification inside the group. Scope of responsibilities for product identification inside the group is shown in table B.1."":</p> <p>Table "Scope of responsibilities for requirements of this standard implemented in the multisite organisation" of PEFC ST2002:2013 is similar to Table B.1 in STB2157-2013."</p> <p><b>CONFORMS  </b></p>
34.		NA	STB2157-2016 Appendix C (informative): List of technical deviations with explanations of the reasons for their introduction.
35.		NA	STB2157-2016 Appendix D (informative): Comparison of structure of PEFC ST 2002:2013 With the structure of this standard.

## 20. PART VI: STANDARD AND SCHEME REQUIREMENT CHECKLIST FOR SCHEME ADMINISTRATION REQUIREMENTS

### 20.1 Scope

Part VI is used for the assessment of requirements for the administration of PEFC schemes outlined in PEFC 1004:2009, *Administration of PEFC scheme*. Any inconsistencies between this text and the original referred to document will be overruled by the content and wording of the standard or the guide.

### 20.2 Checklist

No.	Question	YES NO	Reference to application documents
<b>PEFC Notification of certification bodies</b>			
1.	Are procedures for the notification of certification bodies in place, which comply with chapter 5 of PEFC GD 1004:2009, Administration of PEFC scheme?	YES	Regulations on Notification on certification of forest management and forest utilization systems and/or chain of custody under PEFC endorsed schemes, (Document: Description of the Scheme, Appendix 2, p 182-191) approved by RAFCS 30-10-2014. These regulations and the appendixes <b>CONFORM</b> with PEFC GD 1004:2009 Chapter 5.
<b>PEFC Logo usage licensing</b>			
2.	Are procedures for the issuance of PEFC Logo usage licenses in place, which comply with chapter 6 of PEFC GD 1004:2009, Administration of PEFC scheme?	YES	Regulations on issue of licenses for usage of PEFC logo, approved by RAFCS on 30 October 2014 RAFCS. (Document: Description of the Scheme, Appendix 12, p 205-220) These regulations and the appendixes <b>CONFORM</b> with PEFC GD 1004:2009 Chapter 6.
<b>PEFC complaint and dispute procedures</b>			
3.	Are complaint and dispute procedures logo usage licenses in place, which comply with chapter 8 of PEFC GD 1004:2009, Administration of PEFC scheme?	YES	Regulations on complaints and appeals handling, approved by RAFCS on 30 October 2014 (Document: Description of the Scheme, Appendix 3, p192-195). These regulations <b>CONFORM</b> with PEFC GD 1004:2009 Chapter 8.

## ANNEX B: Results of Stakeholder survey

A stakeholder survey made up of eleven questions was conducted from January 5 till February 23 2016. The survey comprised two questionnaires, one related to SFM and one to COC. The respondents were guaranteed anonymity, therefore the comments received by the assessors are summarised.

### Standard setting process: Chain of Custody

Invitations to complete the online stakeholder survey were sent to all participants in the standard setting process for Chain of custody via e-mail. Twenty people were contacted, only one responded. The answers provided did not indicate any concern regarding the standard setting process.

A review of the answers is provided below.

### Stakeholder survey results Chain of Custody (one respondent)

Q1: What stakeholder category do you represent? (one choice possible) Какую категорию заинтересованных сторон представляете Вы? (возможен только один ответ)

*Forest owners and managers/ Собственники леса и управляющие собственников*

Q2: Did the participating stakeholders represent the range of interest in forest management in your country? Представляли ли участвующие заинтересованные стороны весь спектр интересов в управлении лесами вашей страны? *Yes Да*

Q3: In your view, were all interested parties given the possibility to participate and contribute equally to the scheme development and revision? На ваш взгляд, все ли заинтересованные стороны имели возможность участвовать и равноправно вносить свой вклад в развитие схемы сертификации лесов Беларуси и её пересмотр? *Yes Да*

Q4: Did the organizers provide you on time with relevant material (working drafts, meeting minutes etc.) to participate in the scheme development and revision? Предоставили ли организаторы вам вовремя всю необходимую информацию для участия в разработке и пересмотре схемы сертификации лесов Беларуси (рабочие проекты, расписание встреч и пр.)? *Yes Да*

Q5: In your view were all comments received during the public consultation period considered in an objective manner? Были ли, на Ваш взгляд, все комментарии, полученные в период общественных слушаний (консультаций) рассмотрены объективно? *Yes Да*

Q6: In your view were comments received by members of the working group considered in an objective manner? Были ли, на Ваш взгляд, все комментарии, полученные в период общественных слушаний (консультаций) членами рабочей группы рассмотрены объективно? *Yes Да*

Q7: Was a consensus reached in the development of the certification criteria? Был ли достигнут консенсус в разработке критерия сертификации? *Yes Да*

Q8: Were you satisfied with the decision making process? Удовлетворены ли вы процессом принятия решений? *Yes Да*

Q9: Was the development and revision process well planned and structured? Был ли процесс разработки и пересмотра хорошо продуманным и структурированным? *Yes Да*

Q10: Do you believe any aspects of the scheme deserve further considerations? Полагаете ли вы, что какие-то аспекты схемы сертификации лесов Беларуси заслуживают дальнейшего рассмотрения? *No Hem*

Q11: Have there been any issues or processes during your involvement with the development, amendment, revision or checking of legislation that you disagree with? Были ли какие-то пункты или процессы во время вашего участия в разработке поправки, пересмотра или проверки законодательства, с которыми Вы не согласны? *No Hem*

Standard setting process: Sustainable Forest Management

Invitations to complete the online stakeholder survey were sent to all participants in the standard setting process for sustainable forest management. In total 31 stakeholders directly involved in the standard setting process were contacted, 29 by e-mail while two could only be reached by fax (see Annex F). Four people responded, less than 13 % of all contacted stakeholders. The four respondents fit into the categories of the scientific community and environmental organisations.

In the comments it was stated that the representation of recreational users of the forest, the organization of hunters, tourists, companies that use wood as an intangible resource and research centers not related to forestry were not invited to participate in the standard setting process.

The majority of the respondents agreed that all members were given the opportunity to participate and contribute equally. One respondent disagreed and stated that independent NGOs and other stakeholders not directly involved in Forest management are shunned and not given the opportunity to participate actively.

Not everyone agreed on the fact that the organizers provided on time the relevant material to participate in the scheme development and revision. One respondent mentioned that the agendas to meetings and documentation were not always distributed to everyone.

One person disagreed on the point that comments of the working group and the public consultation period are considered objectively since there was no feedback from UE Belgiproles.

In the view of one of the respondents, consensus in the development of the forest certification criteria was only partially reached, while another respondent stated that consensus was not reached at all. Two respondents agreed that consensus was reached. In comments it was mentioned that complete consensus is not possible and that not every organisation was invited.

One respondent disagreed with the decision making process, the other three respondents agreed. Comments concerned a specific remark on biodiversity and that it is unclear what the consequences of decisions are.

One respondent partially disagreed and one totally disagreed that the development and revision process was planned and well structured. Comments point out that respondents are not always invited and that it is unclear why not.

Three respondents completely agreed on the fact that the standard deserves further consideration. Comments given to explain their answer highlight that in connection with the adoption of the new Forest Code of the Republic of Belarus and the revision of a number of other important legal acts (Law on flora, fauna Act), the certification scheme and its standards should be adapted to the new legal environment. Others state that the National certifier must identify the stakeholders and all the organizations that represent them, after which a Council for certification must be established to re-discuss all the standards. Reasoned answers should be specified as to why this or that provision

cannot be applied. Now in Belarus, the PEFC certification system is completely discredited, because it is based on a national system that completely ignores public opinion, including leading scientists. Independent experts should also be invited to participate on a voluntary basis to all audit sessions.

Three respondents answered 'yes' and one 'partially' on the question of "Have there been any issues or processes during the latest Standard Setting Process that you disagree with?" Two explanatory comments were received on this issue. One stated that any legal act is to some extent a compromise between the interests and views of stakeholders. Therefore, a decision cannot fully reflect all points of view. There is sometimes a clash between a more environmentally and socially oriented view and economic interests.

Another comment expressed the view that the new adopted Forest Code considerably weakens the protection of forests and strengthens their exploitation. Developers of the Code (UE Belgiproles) virtually ignored public opinion. In some certified forests carved timber is rotting because there is nobody to sell it to, while money is paid for woodcutters. Now logging will increase while demand remains stable. There is a growing demand for dead wood for energy, which is also problematic for the conservation of biodiversity.

A comment also emphasized that because feedback is lacking, the process and result of adoption of standards cannot be followed.

**Stakeholder survey results per question SFM**

**PEFC Survey SFM Belarus / PEFC Опрос - Устойчивое лесопользование и лесопользование – Беларусь**

**Question 1**

<b>What stakeholder category do you represent? (one choice possible)Какую категорию заинтересованных сторон представляете Вы? (возможен только один ответ)</b>		
<b>Answer Options</b>	<b>Response Percent</b>	<b>Response Count</b>
Forest owners and managers Собственники леса и управляющие собственников	0,0%	0
Manufacturing and marketing wood based products Производители продукции из древесного сырья	0,0%	0
Consumer representatives Представители потребителей	0,0%	0
Hunters, hikers or other recreational users Охотники, туристы и другие пользователи леса как зоной отдыха	0,0%	0
Environmental associations, worker representative organisations, youth organisation Ассоциации по охране окружающей среды, профсоюзы, юношеские организации	50,0%	2
Research centres and scientific organisations Исследовательские центры и научные организации	50,0%	2
Timber trade Поставщики древесины	0,0%	0
Forest professional Специалисты по выращиванию леса	0,0%	0
Organisations using forest for immaterial goods Организации, использующие лес как нематериальный ресурс	0,0%	0
Organisations receiving income from forest Организации, получающие доход от использования леса	0,0%	0
Other (please specify)Другое (просьба уточнить)	0,0%	0
<b>answered question</b>		<b>4</b>
<b>skipped question</b>		<b>0</b>

## Question 2

Did the participating stakeholders represent the range of interest in forest management in your country? Представляли ли участвующие заинтересованные стороны весь спектр интересов в управлении лесами вашей страны?

Answer Options	Response Percent	Response Count
YesДа	75,0%	3
NoНет	25,0%	1
PartiallyЧастично	0,0%	0
<i>answered question</i>		<b>4</b>
<i>skipped question</i>		<b>0</b>

## Question 3

In your view, were all interested parties given the possibility to participate and contribute equally to the scheme development and revision? На ваш взгляд, все ли заинтересованные стороны имели возможность участвовать и равноправно вносить свой вклад в развитие схемы сертификации лесов Беларуси и её пересмотр?

Answer Options	Response Percent	Response Count
YesДа	75,0%	3
NoНет	25,0%	1
PartiallyЧастично	0,0%	0
<i>answered question</i>		<b>4</b>
<i>skipped question</i>		<b>0</b>

## Question 4

Did the organizers provide you on time with relevant material (working drafts, meeting minutes etc.) to participate in the scheme development and revision? Предоставили ли организаторы вам вовремя всю необходимую информацию для участия в разработке и пересмотре схемы сертификации лесов Беларуси (рабочие проекты, расписание встреч и пр.)?

Answer Options	Response Percent	Response Count
YesДа	75,0%	3
NoНет	0,0%	0
Partially Частично	25,0%	1
<i>answered question</i>		<b>4</b>
<i>skipped question</i>		<b>0</b>

## Question 5

In your view were all comments received during the public consultation period considered in an objective manner? Были ли, на Ваш взгляд, все комментарии, полученные в период общественных слушаний (консультаций) рассмотрены объективно?

Answer Options	Response Percent	Response Count
----------------	------------------	----------------

YesДа	75,0%	3
NoНет	25,0%	1
PartiallyЧастично	0,0%	0
<b>answered question</b>		<b>4</b>
<b>skipped question</b>		<b>0</b>

### Question 6

In your view were comments received by members of the working group considered in an objective manner?Были ли, на Ваш взгляд, все комментарии, полученные в период общественных слушаний (консультаций) членами рабочей группы рассмотрены объективно?

Answer Options	Response Percent	Response Count
YesДа	75,0%	3
NoНет	25,0%	1
Partially Частично	0,0%	0
<b>answered question</b>		<b>4</b>
<b>skipped question</b>		<b>0</b>

### Question 7

Was a consensus reached in the development of the certification criteria?Был ли достигнут консенсус в разработке критерия сертификации?

Answer Options	Response Percent	Response Count
YesДа	50,0%	2
NoНет	25,0%	1
Partially Частично	25,0%	1
<b>answered question</b>		<b>4</b>
<b>skipped question</b>		<b>0</b>

### Question 8

Were you satisfied with the decision making process?Удовлетворены ли вы процессом принятия решений?

Answer Options	Response Percent	Response Count
Yes Да	75,0%	3
NoНет	25,0%	1
Partially Частично	0,0%	0
<b>answered question</b>		<b>4</b>
<b>skipped question</b>		<b>0</b>

### Question 9

Was the development and revision process well planned and structured?Был ли процесс разработки и пересмотра хорошо продуманным и структурированным?

Answer Options	Response Percent	Response Count
----------------	------------------	----------------



YesДа	50,0%	2
NoНет	25,0%	1
PartiallyЧастично	25,0%	1
<b>answered question</b>		<b>4</b>
<b>skipped question</b>		<b>0</b>

### Question 10

**Do you believe any aspects of the scheme deserve further considerations? Полагаете ли вы, что какие-то аспекты схемы сертификации лесов Беларуси заслуживают дальнейшего рассмотрения?**

Answer Options	Response Percent	Response Count
YesДа	75,0%	3
NoНет	25,0%	1
Partially Частично	0,0%	0
<b>answered question</b>		<b>4</b>
<b>skipped question</b>		<b>0</b>

### Question 11

**Have there been any issues or processes during your involvement with the development, amendment, revision or checking of legislation that you disagree with? Были ли какие-то пункты или процессы во время вашего участия в разработке поправки, пересмотра или проверки законодательства, с которыми Вы не согласны?**

Answer Options	Response Percent	Response Count
YesДа	75,0%	3
NoНет	25,0%	1
Partially Частично	0,0%	0
<b>answered question</b>		<b>4</b>
<b>skipped question</b>		<b>0</b>

### **ANNEX C: Results of international consultation**

PEFCC carried out an international stakeholders consultation through the PEFCC website. During a sixty (60) day global public consultation period, all interested stakeholders and the general public was invited to submit comments regarding the PEFC BY. Comments had to be sent directly to PEFCC. The consultation period was open from 5 May 2015 till 6 July 2015.

No stakeholder comments had been received.

### ANNEX D: Panel of Experts comments

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
General	I found this report rather difficult to read and to understand. The report part of the document contains long lists of Belarussian documentation with names and numbers. No description, nor even short, of the contents of the documents is given. There is no clear description of the Belarussian PEFC system (the chart on p. 42 is the opposite of a description). Especially the group certification part is impossible to understand: how the groups are being formed, who or what are the members of the group both in SFM and COC certification – more descriptive lines are needed! I found also several terms which are not so familiar or not so often used in forestry-related documents – the reason might be translation difficulties		Noted, the Final report explains more, although the total PEFC BY and the organisations and the overview of all documents remains complex.
General	The Belarussian PEFC system differs totally from other PEFC systems which I am familiar with. When trying to understand at least some parts of it I questioned myself – is this really a voluntary forest certification system, built up in a similar way as the other PEFC endorsed systems, which aim at promoting voluntarily good forest management practices among the forest owners, often above the national legislation level. I think the PEFC Board of Directors could consider this.		Noted. Belarus has a strategy to develop legislation built upon international standards. It is voluntary to apply for certification but all forest is state-owned.
General	The assessors have done a huge work when going through all the Belorussian documentation and preparing this huge assessment report.		Noted.
General	This is a very comprehensive evaluation of the PEFC BY by ForestSense. The depth of analysis of the clauses from the forest management and chain of custody standards and supporting information based on Belarussian regulatory framework is to be commended especially in utilising the full and extensive suite of requirements or other information to provide evidence for conformity.		Noted. The congruity of all standards and other legislation is hard to assess but considered needed by the assessors.
General	The PEFC BY is a very complex framework of 'normatives' (STBs and TCPs) and supporting documentation. The level of detail used as evidence for the PEFC requirements can be, at times, overwhelming to comprehend, so I genuinely applaud the assessors for their evaluation of the PEFC BY		Noted.
General	In the main, I agree with the assessors' assessment in regards to the PEFC requirements noting the identified non-conformities but must highlight the 'major' non-conformity that has been identified.		The non-conformity relating BSAC membership of EA is identified as a Major Non-Conformity.

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
	This is essentially a roadblock for PEFC BY which must be managed for it to move forward with re-endorsement		
General	As the assessors state (p42) in Belarus "the structure of organisations involved in forest certification and the interaction between different organisations are complex" and (p45) "the boundaries of legislation and normative are difficult to establish". Added to these difficulties is the quality of the translations of the Belarus submission into English, which is often very puzzling making it difficult to establish exactly what is meant. Given these problems the assessors have done a thorough job, all points are thoroughly discussed with appropriate supporting quotes from relevant documents.		Noted.
General	In referencing the normative documents, need to adopt a single approach i.e. either STB1708 or STB 1708 and use consistently in the report. Check on how it is officially presented and follow that approach.		Corrected.
General	In 13. Annex A, as there is so much evidence (text) in each reference cell, there needs to be a distinction between its origin and other text as it is all in normal text. Can I suggest that the assessors' comments at least be in italics to differentiate from evidence and RAFCS comments.		In this report we have used a convention of bolding text for ' <b>Comment by RAFCS</b> ' and ' <b>Comment by the assessors</b> '
General	Also, for Annex A and elsewhere, as required, when quoting text from PEFC BY documents, be diligent to use the quotation marks "[text]" to commence and end the relevant text to avoid any doubt.		Corrected.
General	The SFM standard seems to be referred to as STB 1708 or STB1708-2006 or STB1708 N3 – if they are all different depending on context, that is OK otherwise would adopt one identifier and note it in the Acronyms and Abbreviations where it can be qualified, if required.		They are the different documents 1708-2016 is the same as STB 1708, but STB1708 N3 is only the text of the third Amendment. More versions of different documents were made available (e.g. STB 2157) to us during this assessment. Unfortunately, due to different translations we are cautious to change the name of the initial source.
General	In many places, there is a term '... approved by RAFCS 30-10-2014' – I believe it would be better to use '... approved by RAFCS on 30 October 2014' as this provides a more favourable dating terminology		Corrected.
General	In Annex A, the assessors have used a convention of bolding text for ' <b>Comment by RAFCS</b> ' and ' <b>Comment by the assessors</b> ' but isn't for all instances. Please ensure all are bolded to highlight that		Partially Corrected.

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
	these are comments and to distinguish from the PEFC BY documentation.		
General	In a number of sections of the report, 'Annex F and G' are quoted but they do not align – 'Annex E and F' cover the various stakeholders while 'Annex G and H' cover comments from stakeholders. So, it must be one or the other, it can't be a part of one and a part of the other!		Corrected.
General	In many locations in the body text, words have been hyphenated for no apparent reason – it is annoying to an English as a first language speaker. There is no need to have hyphens unless absolutely required. A good example is five (5) instances on Page 238. Also, with modern WORD formatting, it isn't required at the end of lines		Corrected, this is due to the original RAFCS provided documents.
General	As the documentation for the PEFC BY Scheme has had to be translated from Russian to English, there are many interesting terms or use of English wording/grammar which I can understand but at others times I cannot understand at all. On the whole, the translation effort is to be commended as much of the evidence used in Annex A seems very bureaucratic or wordy.		Noted.
General	I have provided some essential editorial changes which I trust the assessors will take on board in finalising the report. In terms of editorial comments on the report, additional text is <b>bolded</b> and deleted text is shown as <del>strikethrough</del> text.		Appreciated and corrected.
Pg 4	ACRONYMS AND ABBREVIATIONS	Add in CITES; CPI; GOST; TCP; TNLA; STB; UE Add in COC to the CoC cell as have used both in the body text	Corrected as suggested.
1 Introducti on Pg 5 1.1, 1st para 2nd para	'... the Forest Code, adapted in 2000.' '... of state forest fund ...'  'Number of legal persons managing forestry'	Is it 'adopted' rather than 'adapted'? I presume this is the forest estate or area – I haven't come across use of 'fund' in this context. It may need an explanation!  It is described as 'entities' in 1 <sup>st</sup> para, 1.3 – are they the same?	Adapted, as this is a law, not a standard. This is the translation provided by RAFCS it means the total forest estate, this in now added in the text. The use of the word fund will remain, as this can also be found in the STBs and TCPs. Yes 106 entities.

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
Table 1			
1.1 p. 5	Recently a new Forest Code of the Republic of Belarus was approved by the Law of the Republic of Belarus № 332-3 dated 24.12.2015 and will be enacted a year after the date of promulgation.	(red) Details not needed .	To provide clarity on the scope of the assessment this specific law is not included in the current assessment. And need to be reviewed in a later stage. The law will contain content influencing PEFC requirements. This law is more significant than the STBs and TCPs, and should make references and not contradict PEFC BY as assessed at the moment.
1.1 p.5	The current assessment does not consider this new legislation.	In the first chapter of the report this statement sounds weird. I suppose the revised Belorussian PEFC system was the object of the assessment.	As the assignment started in the middle of 2015 this law was not active yet. This law was not included in the current assessment. This report is based on our assessment on the Forest code of 2000 and additional STB 1708 and related standards. In the Forest Code of 2000 no references to the standards STB1708 are present.
1.1 p. 5	The state account of state forest fund is made in order to provide congruent exploitation, protection and safety of the forest fund and regeneration of forests, systematic monitoring of quantitative and qualitative changes in the forest fund and to supply legal and private persons with reliable information on forest resources in accordance with the established procedures. It is a system of continuous administration of information on the forest fund.	I have gone through quite a few assessment reports but this chapter in the beginning of the report made me confused: I do not understand it. Some words needed here to explain, why this administrative jargon here is necessary. Are these forest funds and state accounts integral part of the Belarusian PEFC system?	Noted, this information and almost exact wording is provided to us by RAFCS. We choose not to alter the text. We moved the paragraph in the chapter.
1.1 p. 5	The state forest cadaster is a system, which	Obviously there is a data bank and statistics of	The state forest cadaster plays a major role in preserving

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
	includes economic, ecological and social data on the forest fund and is made in order to provide state administrative bodies, legal entities, engaged in forest management, forest users and other interested persons with information.	Belarusian forest resources?	data for forest management in Belarus. The level on information is detailed and vital for forest management planning and monitoring.
	content of the chapter 1.1	<p>Odd terms – are they so important that these terms must be used in the Introduction and Background chapters? “forest fund” “state account” “legal persons” “private persons” “state forest cadaster system” “legal entities” “forest husbandry” “conservation of environment forming” “improvement of environment forming” “execution of the unified scientific and technical policy in forestry”</p> <p>These sounds like translations without proper meaning. For most terms used, an example could help the reader.</p> <p>For instance “legal person” and “legal entity”</p> <p>“Forest fund”=Forest resources (Table 1)</p> <p>“cadaster system” = statistics</p>	Noted, this information and almost exact wording is provided to us by RAFCS. We choose not to alter the text. Definitions of most of these terms can be found in the legislative documents, where possible we added a definition in the text.
1.1 s. 5	Table 1, Number of legal persons managing forestry Source: Dscription – forest management- Belarus v01	is this the same as “legal entities” v01 – not listed in the list of abbreviations	Yes. Deleted the column. Corrected.
1.1 s. 5	On the regional level forest management is executed by the state production forestry associations (hereinafter - SPFA),	This background information does not help me at all. Who is responsible for forest management in the region? What are these local bodies? Are they	Additional info not added in the report: State production forestry associations in the sphere of forest management:

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
	<p>subordinate to the Ministry of Forestry of the Republic of Belarus, as well as by local executive and administrative bodies</p>	<p>operating under the SPFAs? – Are they members in the Group certification?</p>	<ul style="list-style-type: none"> <li>- ensure highly professional and high-quality managing of forestry and hunting enterprises;</li> <li>- execute the public administration in the sphere of use, safeguarding and protection of the forest fund and reproduction of forest and fauna in the territory of the region;</li> <li>- implement the public supervision of safeguarding and protection of the forest fund;</li> <li>- execute implementation of state programs and forestry development projects with a purpose of ensuring the increase of productivity and improving the quality composition of forests, reinforcement of their nature protecting functions and ensuring the best supply of the national economy sectors and the population with all kinds of products.</li> </ul> <p>State production forestry associations carry out their activities in the territories of forest fund areas of the Republic of Belarus, which are allocated to them in accordance with the established order. The management of an association is carried out by the general director of the association.</p> <ul style="list-style-type: none"> <li>- 106 legal entities are managing regional units</li> <li>- Local executive and administrative bodies include regional, district, city, township and village executive committees and local administrations.</li> </ul>



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			The head of the group can be SPFA.
1.1 s. 5	Processing of complains are regulated according to the Law of the Republic of Belarus dated 18.07.2011 N300-3: "On Appeals of Citizens and Legal Entities". Governmental organizations should have regulations in place in compliance with this law.	How many complains there are in the field of forestry annually? Who normally complains and why? – I would like to know, if this statement stands in "Background"-chapter.  (Later I understood that hardly anyone could afford complaining...)	No statistics available on the amount of complaints. Complaints can be made to the responsible civil servant who needs to react in a short time.  The other statement is referring to complaints to RAFCS which is not a governmental organisation. Their complaints are handled according to 'Regulations on complaints and appeals handling, approved by RAFCS on 30 October 2014 (Document: Description of the Scheme, Appendix 3, p192-195)' According to RAFCS no complaint was filed after October 2014 or during the Standard Setting Processes of the different standards in the past 5 years.
1.2 p. 6	In total 8842.5 thousand hectares of forests have been certified in conformity with the PEFC scheme;	Does this mean that the area is PEFC-certified, or has the area been certified with a certification system which is in conformity with PEFC?	Belarus 8,710,234 PEFC certified area (ha) according to PEFC.org Source: <a href="https://www.pefc.org/images/documents/PEFC_Global_Certificates_-_Dec_2016.pdf">https://www.pefc.org/images/documents/PEFC_Global_Certificates_-_Dec_2016.pdf</a>
1.2 p. 6	. By 1 January 2014, 106 legal entities manage forestry and products produced by 47 enterprises have been certified following the PEFC national scheme.	Are these entities same as the legal persons in table 1. What are the names of the entities? Are the "enterprises" forest industry companies, i.e. wood-processing companies? If enterprises have been certified, does it mean that the enterprises have valid CoC-certificates?	Yes, but we deleted this column to reduce confusion. The names can be found on the pefc.org website: <a href="https://www.pefc.org/find-certified/certified-certificates/advanced-search">https://www.pefc.org/find-certified/certified-certificates/advanced-search</a> They may have valid Coc-certificates or SFM-certificates.
1.2 p. 6	The first pilot forest and chain of custody (CoC) certification process started in	"Forest enterprise"? What is it? Previously "enterprise" was used as producing products certified	The forest enterprise are the 106 legal entities engaged in forest management. Local executive and administrative

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	Smorgon forest enterprise in 2003	by PEFC. Is this the type of enterprise mentioned earlier, or does "forest enterprise" be the same as "local executive and administrative bodies" I would like to know.	bodies are e.g. municipalities, they own 0,4% of the forest.
1.2 Pg 6 2 <sup>nd</sup> para	'... document: 'Description of the Scheme' an overview ...'	Is this listed in 1.8?	Yes.
	'... the current situation.'	Does this mean for this re-assessment or re-endorsement?	Corrected, this re-assessment
5 <sup>th</sup> para	'In 2002, the UE "Belgiproles" ...'	See term in 10 <sup>th</sup> paragraph – first use should be in full! As it's the first use, it should be in full (see 14 <sup>th</sup> para);	Corrected.
7 <sup>th</sup> para	'In 2006 BAFCS was renamed to RAFCS.'	also, it is described as PEFC Belarus in the 12 <sup>th</sup> para? Please indicate the relationship!	Corrected.
	'The assessment restarted in December 2009 ...'	I presume it was 2008 so that it predates the July 2009 at end of sentence!	Corrected.
8 <sup>th</sup> para	'... of the National System of forest certification ...'	This is one of probably four or more descriptions of the Belarus system – need to have one consistent term and ensure it is used through the whole report to avoid doubt on system	In this context, the National System of Forest Certification is the overall system not just PEFC.
10 <sup>th</sup> para		Use capitals or non-capitals for each dot point – maintain consistency	Corrected.
15 <sup>th</sup> para	dot point text		
1.2 p. 6-7	The assessment restarted in December 2009 and was endorsed in July 2009.	Belorussian forest certification system was endorsed by PEFC in 2009. But the system did not include CoC-certification?	Yes, but this was the previous PEFC standard in Belarus the requirements could be found in 1) TCP 5.4.03-2009 National system of compliance conformation of the Republic of Belarus. System of

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	<p>In 2011 the state preliminary standard STB P 2157-2011: 'Identification of forest products upon origin. Basic requirements' was approved and put into effect; it complies with the international PEFC chain of custody of forest products requirements.</p>	<p>CoC-certification was finalised in 2011, but it is not endorsed by PEFC? (Although it complies with PEFC requirements) If so, should be explained here.</p>	<p>forestry certification. Rules of identification forest products and treatment products based on origin 2) TCP 5.4.04-2005 National system of compliance conformation of the Republic of Belarus. System of forestry certification. Rules of marking forest products and treatment products with forestry certification logo</p> <p>The STB P means that is a proposed/preliminary standard. STB2157-2016 is compatible with PEFC ST 2002:2013. STB2157 was translated into Russian, all reviewed texts have been aligned with present legislation and normatives. In this assessment, the exact wording is compared to PEFC ST 2002:2013</p>
1.2 p. 7	<p>the unitary enterprise "Belgiproles"</p>	<p>(red) never heard – is it important information?</p>	<p>The text is changed to UE. UE is added in the abbreviations, most organisations involved are governmental organisations, this is an enterprise. They are currently involved in the standard setting process and are a certification body.</p>
1.2 p. 7	<p>With the purpose of maintaining the conformity .... 2010 by PEFC Council.</p> <p>In 2014 the technical normative and legislative documents of the Forest certification system.... adopted in 2010 by PEFC Council, were developed and approved.</p>	<p>Did the work include CoC-certification?</p> <p>Approved by whom?</p> <p>- I suppose this was a national exercise?</p>	<p>Yes.</p> <p>Annex J: Gosstandart after approval of the standard by all interested parties. The standard is then officially published.</p> <p>Yes.</p>
1.2 p. 7	<p>The current endorsement for PEFC Belarus</p>	<p>Does it include both SFM and CoC certification?</p>	<p>Yes, however, the current COC standard, STB2157 was</p>

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	is valid until the 31 July 2017.		never endorsed.
1.2 p. 7	The Republican Association of Forest Certification System (RAFCS) is the PEFC National Governing Body of Belarus. For the purpose of national forest certification, RAFCS uses state standards and other normative documents that are adopted by the State Committee of Standardization (also referred to as Gosstandart).	The PEFC National Governing Body of Belarus does not use the Belarus PEFC certification system for forest certification? Peculiar!	This is a common practice in Belarus. All ISO standards and other international standards are put in legislative documents, and the processes are executed accordingly. The consequence is that the standards should be valid for all certifications not only forest related or PEFC related. The process to change standards is therefore more time-consuming and expertise on legislation is required in the standard setting process.
1.2 p. 7	In the Republic of Belarus, the Ministry of Forestry of the Republic of Belarus manages over forestry as Republican body of state control.	Table 1 shows that the Ministry manages 87,7 % of the forest area!	They are directly owner of 87,7% of the Forest but they have also a control function for the other 12,3%.
1.2 p. 7	Forest certification is based on the Forest Code of the Republic of Belarus, effective legislation of the Republic of Belarus, technical normative and legislative documents that regulate reproduction, protection and conservation of forest, harvesting of timber and other forest resources, national criteria of sustainable forest management and forest utilization developed with due regard to requirements of PEFC Council.	The wording here and in several other parts in the report confuses me. This is an assessment report of the revision of the Belarusian national PEFC system. So far it is unclear, whether such a national PEFC system exists. There are so far listed several codes and laws and other administrative material which is said to be "in conformance with" PEFC requirements. However, I am still missing a clear statement that such documentation is available.	We added additional text in the introduction to explain that the PEFC requirements are included in national legislative documents instead of a voluntary system as it would be in other countries.  All required documentation and information is available. Also special attention was given during this assessment to the congruencies and consistency of the different normatives.
1.3 p. 7	It provides a recommendation to the PEFC Council Board of Directors (PEFCC Board) on the re-endorsement of the revised 'Belarus	(red) See above. Here Belarus PEFC System is mentioned for the first time!	Corrected.

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	forest certification System'. The scope of this assessment is to compare the revised Belarus PEFC System against the 'PEFC Council standard requirements'.		Corrected.
1.3 Pg 7/8 1 <sup>st</sup> para  2 <sup>nd</sup> para	'...the revised 'Belarus forest certification System'. The scope of this assessment is to compare the revised Belarus PEFC System...'  'The Belarusian PEFC System is an integral part of the legislation.'	Why two terms for the one 'term'? See comment above for 1.2 10 <sup>th</sup> para  What or whose in terms of the legislation? Also, there are three terms for the system in the one paragraph – see earlier comments!	Corrected.  In the second context it refers to the countries' PEFC system Term is corrected. In Belarus PEFC and ISO standards are integral part of the legislation.
1.4.1 Pg 8  'General analysis ...' 1 <sup>st</sup> para	<u>Preliminary desk study</u>        '... structure of PEFC RB was carried ...'	It is more commonly a 'desk-top study' Also, see comment at 1.3, 2 <sup>nd</sup> para re assessment     What is 'RB'? Is it really 'BY'? Is it RAFCS?	Corrected. The term 'PEFC BY' is used to refer to 'Belarus forest certification System' in the context of this PEFC assessment. As the Belarus forest certification System also applies for FSC.  Corrected. No, it refers to the system not the organisation
1.4.2 Pg 8	'... started 7 May 2014 , and was completed 6 July 2015. ...'	This is a year and two months! Are these the correct dates?	Yes, because it was a new standard the standard setting process was very elaborate with lot of stakeholders involved.
1.3 p. 8	An overview of the documents related to the 'Belarus forest certification System' is provided in chapter 1.7 of this report.	Chapter 1.7 contains a list of PEFC Council standards and reference documentations	Corrected.

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1.3 p. 8	The 'PEFCC Standards and Guidelines' used in the conformity assessment are listed in chapter 1.6 of this report.	Chapter 1.6 refers to the Timetable of the assessment	Correct to 1.7
1.4.1 p. 8	The first stage of the assessment consisted of a preliminary desk study, in which an initial conformity assessment of PEFC BY was .... between the revised 'Belarus forest certification System' and the 'PEFC Council standard requirements'.	(red) helps the reader if only one term for the Belorussian National PEFC system could be used.	Corrected. There were more terms used, now only PEFC BY or Belarusian Forest certification system is used.
1.4.1 p. 8	Also an analysis on the general structure of PEFC RB was carried out on the following aspects:	(red) ? PEFC BY?	Corrected to PEFC BY.
1.4.3 p. 8-9	content of the chapter	What kind of stakeholders was included in the surveys? I would like to know! – It is an important issue.	Text added. The stakeholders can be found in Annex E and F.
1.4.3 Pg 8/9 1 <sup>st</sup> para	'... The faxes were sent 7 January 2016 ...'	Presume emails were sent on 5 January? Would be better to confirm	Text modified as not all stakeholders had an email-address available.
1.4.4 p. 9	The Draft Report is structured according to the	(red) was	Corrected.
1.4.4 p. 9	The main issue, related to the Standard Process Setting	(red) the Standard Setting Process	Corrected.
1.4.4 p. 9	During the review of STB1708-2006 (and related official productions)	(red) this is non-information, these acronyms here and in other parts of the report must be opened for the reader.	Corrected.
1.4.4 Pg 9/10	'... of the first evaluation, the public ...' 'Reactions received until 3th of March were	Is this really the 'preliminary desk-top study'? Is this a 2015 report or 2016 report? Would be better	Corrected. 2016

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1 <sup>st</sup> para 3 <sup>rd</sup> para  5 <sup>th</sup> para 7 <sup>th</sup> para	'...'  '... develop a description* on the methods ...' '... including Amendments 29 of March. ...'	to confirm Also, have this date, why no earlier dates? Also, it should be '3 March YYYY' as there is no 3th!  If the * is a footnote, it should be a proper footnote and not included as text! Need to indicate the year to avoid any doubt	This date was crucial as we received essential documents on a later date. Corrected.  Corrected. Corrected.
1.4.5 Pg 10 2 <sup>nd</sup> & 3 <sup>rd</sup> para 4 <sup>th</sup> para	'... sent their questions obtained ...' '...RAFCS sent extra information ...' '... was provided on the ...'	To whom was it sent in both cases?  By whom and to whom?	Corrected.  Corrected.
1.4.5 p. 10	from the PEFC Council's)	(red) misprint	Corrected.
1.4.5 p. 10	a Final Draft Report was be elaborated (as presented here).	(red) misprint	Corrected.
1.5.1 p. 10	Based on this screening, an assessment methodology was proposed to PEFC (as presented in chapter 1.3 of this report).	I cannot find proposed methodology in chapter 1.3	Corrected to 1.4.
1.6 Pg 10/11	'... to the PEFC Council October 20 <sup>th</sup> , 2016.' In the table – 'Februari' or 'februari'	(red) date should be corrected: 7. April 2017  Change to February!	Date changed.  Date changed.
1.8 Pg 12/30		I cannot readily isolate the SFM and CoC standards from the mass of documentation in this section!	We added SFM and COC in the title it is the 2 <sup>nd</sup> and 3 <sup>rd</sup> table. We added an extra text in the beginning of the chapter.

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	<p>Pg 12</p> <p>Pg 13/14</p> <p>Pg 14</p> <p>Pg 14/15</p> <p>Pg 17 'Additional documents ...'</p> <p>Pg 18 Appeal 1. Pg 30</p>	<p>'PEFC Belarus' for 'PEFC Belarusians' in the 1.8 heading To be consistent with rest, use 'N' rather than 'No' Swap STB 1862 with STB 1938 for numerical order Make sure a space between numbers and bracketed numbers How essential are the documents form here to Pg 29 to the assessment as part of the report being body text? Maybe they could go into an Appendix with an overall summary (short)? For what purpose? Should the para 'Furthermore ...' be at the start of the paragraphs of websites? If so, needs to be in same format as other two paragraphs</p>	<p>Corrected.</p> <p>Corrected.</p> <p>Corrected.</p> <p>Corrected.</p> <p>These documents are referred to in the Checklists. It is indeed a long list, however it is more convenient to have all documents listed in one chapter. Corrected. The sentence was moved to previous chapter.</p>
1.7 p.12	Specific Assessment Issues 20150612	(red) this number does not say anything.	It's the name of an additional document provided by PEFC.
1.8 p.12-30	Content of the chapter: lists of documents	Such long lists of names of documents make the reading of the report displeasing. I recommend to put the lists as appendix and to describe the structure of the PEFC BY here. The content and structure is so unique compared to other PEFC national systems that by doing so, it makes the reading far more interesting I am sure that Belorussian documents can be grouped according to major headings of the PEFC requirements, as an example.	In the chapters 5-12 the different documents are grouped per topic. This information is added at the beginning of the chapter.





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	Group certification and CoC, RAFCS		
2. p. 31	RAFCS will submit amendments in 2017 to solve these non-conformities. The assessors assume that the identified minor non-conformities can be corrected within a timeframe of one year.	I recommend to put the decision of the assessor first and after that the reaction of RAFCS. In recommendation the assessor "requires that the NCs shall be corrected in xxx months"	Corrected.
2. p. 31	One (1) non-conformity is relating to Annex 6, requirement 6.5.,	(red) this must be opened. This is an important issue. It seems as if it will take a longer period of time until this NC can be resolved. I think all necessary information should be included here. Normally NCs are classified as "minor" and "major". This assessment report's classification seems to "minor" and "NC" ? The requirement of the assessor "This NC requires PEFC Board decision must be seen more clearly!	Corrected. 'Major' Added. Paragraph changed.
3.2 Pg 32 1 <sup>st</sup> para	'... play a key role in the PEFC standard implementation ...'	Or is it 'scheme' or 'system' as a standard is but a component of the scheme/system I don't understand what this is – it may need a footnote explanation	Corrected.
6 <sup>th</sup> para	'... of the unitary enterprise "Belgiproles" ...' 'UA Belgiproles is appointed ...'	Also, in 1.3 it is UE?	Extra info added. Corrected.
3.1 p. 32	Content of the chapter	I would like to see here something saying: "Certification is a voluntary tool where a third independent party gives a proof that your operations fulfil certain accepted standards which are established in open processes... and then adding the Belarus way of doing certification and why they do as they do.	Information added

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		(?)	
3.2 p.32	The standardization department of the unitary enterprise "Belgiproles" is the developer of the standards of forest certification. UA Belgiproles is appointed by Gosstandart.	(red) I recommend to use the term "Company" instead of "unitary...", especially, if the abbreviation UA means the same as "unitary..." Odd terms confuse me.	The RAFCS documents refer to UE or RUE, therefore this abbreviation is not changed.
3.2 p.32	UA Belgiproles is also a certification body.	Standard setting body and certification body are the same organisation! – I think this is not acceptable in PEFC certification! "I set the standard and I control it!?!"	Information added. They have mechanisms in place to increase impartiality as different departments are involved and voting rights are not executed. The procedure is provided by RAFCS in English: Regulation on ensuring independence (autonomy) of processes of development of technical normative legal acts and procedure of Forest certification. Additionally, the minutes of meetings were provided to assess the process.
3.3 p. 33	Content of the chapter	There is hardly any information on the most important issues in standard setting, like -how open the standard setting process is (procedures and process) - how the information of revisions in the standards has been distributed how interested parties could join the process - how the comments of the interested parties have been taken into account  Only one (governmental) organisation is mentioned to	The information added is relevant to the Non-conformities and the general concern on the UE Belgiproles.

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		<p>carry out the standard setting process – does not seem very open process!</p> <p>This chapter must have more informative content!</p> <p>Later in the report there are more information on this, but due to the unique operating model more info needed here.</p>	
3.3 p.33	...and is following procedures mostly addressed in TCP 1.2-2004	(red) For me this not acceptable way of writing reports – it does not give any information to the reader.	The complexity of the system and number of documents are not contributing to the readability. We added the title of the document, 'Rules for elaboration of state standards'
3.3 p. 33	To verify the comments made in the survey, the standard process documentation (STB2157 and STB1708 N3) has been submitted by RAFCS in Russian	(red) As above	Additional info provided.
3.3 p. 33	: In both assessed standard setting processes (STB 1708 and STB2157) NGO representatives were not personally invited to participate. These processes concern minor revisions of the standard. In the past, when the initial standard was developed, NGO's have been invited.	In all other PEFC revision processes it has been as important as in the first processes to establish national PEFC standard/system to invite stakeholders to participate. This comment of the assessor sounds weird. I try to understand this "continuous process to develop Gosstandart" but from the point of view of a critical observer this NC in procedures as well as in process could easily be classified as "major". Some words more needed here.	The process did not change from last revision. The past 5 years there were a lot of revisions on legislative documents related to PEFC requirements. It was impossible to review in detail the standard revision process for all the amendments and standards developed. RAFCS provided in the description of their process additional information. But after the survey responses, we felt obliged to review the latest amendment regarding STB1708 (SFM) and STB2157 (CoC). This were small amendments and were well documented and all documentation was provided to us. Taking into account it

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			is a legislative process and not carried out by RAFCS.
3.3 p. 33	A selected group of NGO's could have been given a written notification, encouraging them one more time to send comments. This would have proven that RAFCS made an effort to create a balanced representation of stakeholders.	This comment of the assessor makes the decision "minor NC" even more questionable.	RAFCS however on October 2014 adapted a procedure to enhance Key-stakeholder participation and get a more balanced representation. These reviews started earlier. The results of this procedure should be reflected in the next revisions. NGO's were involved in the past Five (5) years on the elaboration of the STB2157 (CoC) standards. Therefore it is considered a minor NC.
3.3 p. 33	In both assessed standard setting processes NGOs were not personally invited to participate (regarding the minor revisions of the standard). NGO's may lack professional knowledge of legislation as expected by the developer (**), however their participation in the standard setting process is required.  This is regarded as a minor non-conformity, as NGO's occasionally were invited to participate in the standard setting process.	There is not a mention of identifying disadvantaged stakeholders in the report documentation. In many other PEFC revision processes this issue has been of major importance. – Difficult to find proof for the decision of the assessor.	The lack of NGOs participating is a concern. However the evidence does not suggest organisations are denied to participate. NGOs were invited to participate in the past 5 years on the revision of the SFM standard and they did join the Working group of the revision of STB 1708. The revision of the CoC was rather technical as RAFCS decided to adapt PEFC ST 2002:2013, only alterations and modifications took place to comply with the Belarusian Law.  RAFCS adapted a procedure to enhance more balanced representation on October 2014.
3.3 Pg 33 2) PEFC ST 1001:2010 ... 3) PEFC ST	'... expected by the developer (**), however their ...'  '... but to let the developer (**) adapt the ...'	Is this a footnote? If so, should be in normal footnote format  See comment above for 2)	Corrected.  Corrected.

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<b>1001:2010</b> ...			
3.3 p. 34	: For the revisions of STB2157 and STB1708 N3 that lead to adaptation of existing legal acts no working group is in place to review and discuss comments.	(red) this is not informative in the summary. Does not give any information for the reader	Additional info provided
3.3 p. 34	(**) The representative of Belgiproles (not RAFCS) in charge of inviting participants to the Belarusian process of standard development, who is managing the different comment iterations and implementing the proposed changes to the documents, actually only 'replaces' the working group. A separate working group was established only when major changes or a new standard was developed.	From the report documentation, I got the understanding that Belgiproles demands certain qualities of interested parties in order to be invited. Those qualities included "expertise" – this is the way to exclude participation in the process! – Participative process is one of the strengths of the PEFC certification – but not in this case!	They do not demand this, but some understanding of Belarusian legislation is needed to ensure meaningful participation. RAFCS or Gosstandart could facilitate stakeholders such as NGOs to remove this barrier. NGOs did participate in the past 5 years.
3.4 p. 34	During the review of STB1708-2006 (and related official productions) a large number of documents and managing authorities are mentioned.	This sentence does not have any information to the reader.	Corrected and partially removed.
<b>3.4</b> Pg 34 1 <sup>st</sup> para	'... are always topped by "laws". ...'	Would it be better to use 'governed' or 'overseen'?	Noted. The meaning is related to legal matters were the text of the Law always prevails over STBs or TCP.
2 <sup>nd</sup> para	'... (and related official productions) a ...'	Is it 'instruments' or just plain 'documents'?	Could also be an accurate term, however official productions are covering all documents, instruments, norms. Corrected.

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<p>4<sup>th</sup> para</p> <p><b>3) PEFC ST 1003:2010</b></p> <p>...</p>	<p>'The Belarus system of SFM did not ...'</p> <p>3<sup>rd</sup> &amp; 4<sup>th</sup> paragraphs</p> <p>4<sup>th</sup> para</p>	<p>Aren't the assessors looking at the SFM standard NOT the whole PEFC BY system?</p> <p>This response could be repeated in 2) for consistency Also, isn't it PEFC ST 1003:2010 rather than PEFC ST 1002:2010?</p>	<p>Not clear what is suggested by the expert. Corrected.</p>
<p>3.4 p. 35</p>	<p>STB 1708-2006 (incl. Amendments N1 and N2) Appendix A "This is carried out in accordance with the state policy, based on the effective legislation and when it includes consultations with all interested services;"</p>	<p>This is carried out. I do not understand – must be more words explaining what is carried out. The translation problem really is a minor NC – I agree</p>	<p>Meaning of executed. Noted.</p>
<p>3.4 p. 35</p>	<p>Comment by RAFCS: According to RAFCS an Amendment to prohibited use of this substance in STB1938-2009 is being developed.</p> <p>After the proposed amendments are in place, PEFC BY complies with the requirements of PEFC ST 1002:2010. This is considered a minor non-conformity.</p>	<p>The assessor considers the promise of PEFC BY to develop something as being acceptable proof for conformance. – I do not agree without further information of the content of the promise.</p>	<p>The standard setting process takes time. The proposed date of this amendment being approved is 31<sup>th</sup> of March 2017. Based on our experience the past year, RAFCS has a clear view on which date could be achievable. In this case we have seen proof of the standards setting process and the progress. Furthermore there is additional proof the substance is not used in practise in the past years. Of course, in the end all non-conformities need to be checked.</p>
<p>3.5 p. 35</p>	<p>The participants of the group have an agreement signed with the group</p>	<p>There is no information anywhere in the report describing and identifying the members of the</p>	<p>Additional information added.</p>

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	head/group management and with RAFCS.	certification groups, neither for SFM nor CoC. More information needed	
3.5 p. 35-36	NOTE: This requirement will comply when the proposed amendment to TCP 5.1.16 comes in force. This is considered a minor non-conformity.	The proposed amendment does not handle the requirement. The requirement deals with two certification groups in the group certification of PEFC. The requirement has nothing to do with two alternative forest certification systems! So this NC must be solved in due time! The assessor shall modify the wording here.	Agreed. The wording is adapted: Requirement 4.1.2 only covers multiple certifications within the group certification of PEFC. No evidence found in TCP 5.1.16 that multiple certifications for an individual forest owner is prevented. If this is intentional, the requirement 4.1.2 needs to be ensured but the wording of the proposed solution needs to be adapted.
3.7, 3.8 p. 36	Regulations to comply in relation with annex 6, were approved by RAFCS in October 2014.  Both requirements of Annex 6 and PEFC ST 2003:2012 (COC)  During the assessment of Annex 6 One (1) NON-CONFORMITIES relating Annex 6:	(red) more words needed.	Corrected.  Corrected.  Corrected.
3.6 Pg 36	'STB2157-2016 is compatible with PEFC ST 2002:2013.'	While not adopted by RAFCS, as the PEFC governing body, it has been adopted into the conformity assessment framework in Belarus, which provided the compliance? If so, should indicate such	The STB2157 is being approved as an official national standard in November 2014.
3.7 Pg 36	'Regulations to comply in relation with annex 6, ...'	What of PEFC ST 2001:2008: Also, it would be 'Annex 6'	Corrected.
3.8 p. 37	FIVE (5) MINOR NON-CONFORMITIES	(red) more words needed! the reader does not	Corrected.



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	related to PEFC ST 2003:2012	understand this	
3.8 p.37-38	the decisions of the assessor concerning the NCs	I do not know the reasons why the judgement of the assessor says :“minor NC” – There are all together 5 minor NCs in “certification and accreditation procedures”-> how many “minor NCs” are acceptable before the judgement will be “major NC”? This should be considered	Taken into consideration knowing that PEFC ST 2003:2012, ‘Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard’ was not fully adopted. The standard setting process is started and will be completed in 2017, currently the Annex 6 requirements are still in place. It remains as 5 minor NC.
3.8 Pg 36/38  1) PEFC ST 2003:2012 ... 2) PEFC ST 2003:2012 ...	<p><b>‘One (1) NON-CONFORMITIES relating Annex 6:’</b></p> <p><b>‘Comment by by the Assessors: ... At the moment this ...’</b></p> <p>This is considered a non-conformity.</p> <p>‘... an amendment to changes the ...’</p> <p><b>‘Comment by RAFCS: The questionnaire ...’</b></p> <p>‘... comes into force.’</p>	<p><b>ONE (1) NON-CONFORMITY relating to Annex 6:</b></p> <p>Delete a ‘by’</p> <p>Its is really ‘As a result of the assessment, ...’</p> <p>Correct, and should not lead to the re-endorsement until BSAC becomes a member of EA/IAF or alternative arrangements can be accommodated.</p> <p>Amendment to what – need to be specific</p> <p>I’m not sure I understand the context of ‘questionnaire’ – is it the application form for CoC certification? Otherwise, may need further explanation</p> <p>In which document?</p>	<p>In 2015 BSAC became a IAF member, in the current version of the report a conformity.</p> <p>At the moment in Belarus BSAC is also the accreditation body. This was decided by the PEFC Board as a result of the previous assessment.</p> <p>Text added to explain the ‘questionnaire’.</p>
p38 3.8; p251 20; p381 6	Assessors “The accreditation body (BSAC) is not part of IAF. The process of becoming a member of IAF will continue in 2017. At the	Can approval be given on condition that recognition is eventually achieved? Perhaps Belarus should be required to provide PEFC with regular updates of the	In 2015 BSAC became a IAF member, in the current version of the report a conformity.

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	<p>moment this is a fundamental inconsistency in the scheme documentation".</p> <p>RAFCS "The results of the preliminary assessment are considered positive because the conclusion made was that the national system of the Republic of Belarus acts according to the established international standards, rules and regulations. The EA experts recommended to carry out the second stage of the parity assessment, which will take place in 2017."</p>	<p>progress towards such agreement.</p>	
<p>3.9 p. 38-39</p>	<p>content of the chapter</p>	<p>No PEFC requirements assessed? The Observation by the Assessor means that obviously very seldom anybody considers it possible to make any complaints at all, due to expected costs. – I think this issue is somehow fundamental in the point of view of PEFC certification.</p>	<p>No separate complaints procedure available to assess. Text modified.</p> <p>This is not a PEFC requirement we needed to assess. The Assessors agree that it is an unwanted situation. However, no evidence of misuse is available. This is only for complaints to RAFCS. Our worst interpretation is not likely to happen in practice. The sentence is likely put in to avoid misuse, it could be looked at by RAFCS and modified.</p> <p>In Belarus it is common practice to get a quick response on complaints and administration is well executed.</p>
<p>3.10 p. 39</p>	<p>content of the chapter</p>	<p>I understand common practices to carry out processes in various countries. But this report deals with PEFC certification and practices established by PEFC for the PEFC certification process. I feel very</p>	<p>The assessors agree that the situation appears not in favour of the current method. The intention though is that using international standards in national laws will enhance quality of the legislation and improve the</p>

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		<p>uncomfortable to accept practices which are quite different than those which PEFC-endorsed systems should follow.</p> <p>My experience is that especially the attitude towards (E)NGO's is most delicate one.</p>	<p>transparency of the process.</p> <p>The practise of including PEFC-requirements into legislative documents is a method which is chosen years ago, also FSC and ISO are handled similarly. A re-assessment is not the place to question the system, but could uncover the failures and weak spots. During the assessment we could spot that in the past 5 years they already made progress by splitting organisations and by establishing regulations to reduce conflict of interests. RAFCS is also putting pressure on other organisations to accelerate the Standard Setting Process and reduce red tape. The invitations of stakeholders not related to governmental organisation or state-owned enterprises will be crucial for balanced representation on the development of PEFC certification in Belarus and RAFCS has recently (2014) adopted regulations to enhance a balanced stakeholder participation.</p>
<p>3.9 Pg 38/39</p>	<p><u>Gosstandart: Appeal rules standard setting committee</u> is given by the Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs</p>	<p>Is it the 'appeal rules for the standard setting committee'?</p> <p>Is this the title of the document'</p>	<p>Yes, extracted from "Instructions on organization of work with appeals of citizens and legal entities and the procedure of office work in the state Standardization Committee of the Republic of Belarus approved by the order of the State Standardization Committee of the Republic of Belarus, dated 07.07.2014, No. 99</p>
<p>3.10 Pg 39 4<sup>th</sup> para</p>	<p>'The impartially of the certification body (ISO 17025) is at risk ...'</p>	<p>Don't you mean 17021? 17025 is for testing and calibration laboratories!</p>	<p>Corrected: ISO 17065: Conformity assessment -- Requirements for bodies certifying products, processes and services</p>
<p>1.1 Pg 40/41</p>	<p>'...of being recognised by the European</p>	<p>The abbreviation should have been used at first use of</p>	<p>The text is altered to 'the European co-operation for</p>

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BSAC 1 <sup>st</sup> para	Accreditation Association (EA). ... ... According to preliminary information the assessment by EA is expected in 2017. '	EA in the report.  'preliminary information' from whom? 'the assessment' is it the 'full' or is it the 'results of'?	Accreditation (EA) To increase readability sometimes the organisations name is mentioned in the beginning of a pharagraph.  During the assessment updates on the process to receive recognition by EA were given regularly. December 2015: Letter EA, July 2016: EA assessment preliminary result.
4.1 p. 41	The Statute of the State Committee for standardization of the Republic of Belarus Approved by the decree of the Council of Ministers of the Republic of Belarus 31.07.2006 No 981, explains the function of this organization in more detail.	This sentence is non-informative. It does not explain anything on the function of Gosstandart. Some words needed to understand the role of Gosstandart in PEFC certification in Belarus.	Additional info on Gosstandart added in 3.3.  Additional comment added.
4.1 p. 42	the chart	When trying to understand the chart it only made me think, if the PEFC Council really is competent to acknowledge the national scheme described in the chart!	The system is very different then a regular PEFC country organisation, the chart only gives an overview on the different organisations involved. A lot of effort was made to get also a better insight on their different roles in the process. We added comments on conflicting roles of the Ministry of Forestry. Also UE Belgiproles has a role in the standard setting process and the certification. Additional papers on how the process is handled lead to the conclusion that the different departments and different roles are following protocol. The document Regulation on ensuring independence (autonomy) of processes of development of technical normative legal acts and procedure of Forest certification was received and also some minutes of meetings which showed protocols are

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			being followed.
1.2 Pg 43 4 <sup>th</sup> para  All Pg 43	'Furthermore on certification bodies: ...'	Do you mean that these are relevant documents adopted and applicable in this assessment? If so, say so. In this page, three terms have been used – Belarus PEFC system; Belarus PEFC certification system; Belarus system! There should be one consistent term related to the system or use PEFC BY if that is applicable!	Yes, text added.  Corrected.
4.2 p.43	TCPs and STBs	Not listed in the list of abbreviations	Added in abbreviations
4.2 p.43	content of the chapter	The chapter should introduce the structure of the Belorussian PEFC system. The structure remains unclear but the list of documentation is overwhelming with abbreviations and numbers, however the content is unknown.	Additional information added on the structure of PEFC BY.
5 Pg 44 4 <sup>th</sup> para 5 <sup>th</sup> para 1)  5 <sup>th</sup> para 3)	'... with the nature of the technical code.' 'Preparation for the technical article ...' '3) Technical article project final version development: The developers compose the final version of the Technical article consideration with Working Group with interested technical control and standardization subjects. If needed conciliatory consultation holding can be carried out.' '... Approval are detailed described with forms ...'	Presume that this is equivalent to a standard for PEFC purposes? Presume it is the same as the 'technical code'? With the edits below, is this correct? 3) Technical article project final version development: The developers compose the final version of the Technical article <b>for</b> consideration with Working Group with <b>an interested in the</b> technical control and standardization subjects. If needed, conciliatory consultation holding can be carried out. Is it a 'and' or is it a 'or' for the 'detailed described'? It would be better to be consistent if using the	Correct: Subject  Agree, translation issue, not modified in the report.  Corrected.  Corrected.

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6 <sup>th</sup> para	'... was approved by RAFCS October, 30 <sup>th</sup> , 2014.'	following wherever used in the report – ' by RAFCS on <b>30 October 2014</b> .	Corrected.
Pg 45 8 <sup>th</sup> para	'RAFCS stated: ...'	Have been using 'Comment by RAFCS' so maintain consistency Also, up to this one, these have been in italics! Why is this significant? What does this mean in context of the STBs/TCPs?	Corrected. Corrected. Corrected.
10 <sup>th</sup> para	'... and COC are not clustered. ...' 'But checking, ...' 'RUE "Belgiproles" as developer ...'	According to the figure (Pg 42), this entity is an accredited forest certification body not a standardizing body. Isn't that Gosstandart? They are Annexes! E and F list the participants in standard setting! G and H provide the comments!	Corrected. Corrected.
11 <sup>th</sup> para	'In appendix F and G an overview of participants and comments can be found.'	This is a different statement to 3.3 – here it implies non-compliance to <u>all</u> of the PEFC ST but 3.3 indicates only three (3) requirements There are only Annexes in this report!	Indeed UE 'Belgiproles' is mentioned twice, as developer of the standard and certification body This is commonly used one non-conformity leads to a non-compliance of the PEFC standard. Corrected
12 <sup>th</sup> para	'The assessors conclude PEFC BY does not conform to PEFC ST 1001:2010.'		
Pg 46 16 <sup>th</sup> para	'...(contact details received can be found in Appendix D).' '... It is the method used by the Belarus government since they joined PEFC. ...'	For 'they', is it RAFCS or is it the Belarus government as could be interpreted from the sentence!	Corrected
Pg 47 19 <sup>th</sup> para			

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<p><b>1. PEFC ST 1001:2010</b> ... <b>3. PEFC ST 1001:2010</b> ...</p>			
5. p.45	RUE "Belgiproles"	RUE the same as earlier UE?	Corrected.
5. p. 47	<p>The stakeholder list contains the name and organization of each person involved in the checking, reviewing and introducing of amendments of normative in the past 5 years.</p> <p>The survey by ForestSense is send to all persons involved.</p>	What kind of "stakeholders"? Is there balanced presentation guaranteed? It is important to know.	<p>All stakeholders involved in the reviews and development of normatives relating PEFC BY, even when currently having another job.</p> <p>The list Annex E and F is balanced as different categories are present.</p>
<p><b>6</b> Pg 52 2<sup>nd</sup> para 4<sup>th</sup> para</p> <p>Pg 53</p> <p>5<sup>th</sup> para</p> <p>6<sup>th</sup> para</p>	<p>'... main document is STB1708-2009, ...'</p> <p>'The following Belarusian standard documents ...'</p> <p><b>STB 1938-2009 and STB 1862-2009</b></p> <p>'... amendments on STB1708-2009 were ...'</p> <p>'The 'technical' site of forestry is exceedingly documented ...'</p>	<p>In 1.8, it is listed as STB 1708-2006!</p> <p>Have been using 'normatives' – presume both terms are interchangeable? If not, maintain normatives as used to here</p> <p>Swap STBs so that they are in numerical order</p> <p>See comment for 2<sup>nd</sup> paragraph</p> <p>I would use 'very well' for exceedingly.</p>	<p>Corrected</p> <p>STBs are standards, no reference to TCPs, or other regulations.</p> <p>Corrected.</p> <p>Corrected.</p>

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Pg 54 2. PEFC ST 1003:2010 ... 3. PEFC ST 1003:2010 ...	<b>(Minor) NON-CONFORMITY</b> para  <b>(Minor) NON-CONFORMITY</b> para	See 3.4 for further qualification which should be included here  See comment above for 2. related to section 3.4	Noted, See comment 3.4 p. 35.  Noted, See comment 3.4 p. 35
7 Pg 56/57 11 <sup>th</sup> para 17 <sup>th</sup> para	'The following three (3) remarks are not ...' 'The assessors have concluded that at the moment of the delivery of this report PEFC BY does not conform to PEFC ST 1002:2010 but will after the proposed amendment to TCP 5.1.16. '	Or is it 'observations' as have used this term in Section 11  See comment in 5, 3 <sup>rd</sup> para, Pg 47 re 'whole document' versus 'one requirement'	Corrected.  The adapted amendments need to be checked by PEFC.
7. p.56	content of the chapter	There should be a short description of Group Certification. Members of the group in SFM certification, as well as in COC certification. "Legal entity" is no information!  Minor NC: I have commented already in summary. – According to the comment by RAFCS on p. 56, RAFCS has not understood the group certification of PEFC.	Information added.  Legal entity explained.  Agree, confusing, text adapted accordingly.
7. p. 57	The assessors have concluded that at the moment of the delivery of this report PEFC BY does not conform to PEFC ST 1002:2010 but will after the proposed amendment to TCP 5.1.16.	Does the Belarussian PEFC system conform with the PEFC requirements or not?	The proposed amendments are always object to a standard setting process. The information is not provided yet.  Due to potential conflicting interest in legislation, the outcome of an amendment cannot be guaranteed.



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8 Pg 58 2 <sup>nd</sup> para	'The CPI of Belarus is 32 in 2015.'	What is CPI? Please explain further. And what does the sentence mean?	Added with abbreviations. CPI= Corruption Perception Index. The current CPI of Belarus was 32 in 2015 and 40 in 2016. PEFCC requires that special attention shall be given to documentation which is produced by a governmental body of the country with a CPI below 50.
10 Pg 60 3 <sup>rd</sup> para	'1) group B: ...' '3) other users ...'	Presume its 'User group B'? Presume this is 'User group D'?	Corrected. Corrected.
10 Pg 60 5 <sup>th</sup> para	'A certificate must contain the name (symbol) of the certification body while it should mention the symbol of the accreditation body.'	Is this a quote?  Also for whole paragraph, I'm not sure that this is listed in Section 2 and Section 3? Also, if so, it is at odds with the next paragraph which indicates <u>no</u> non-conformities. The assessors should review their assessment of this matter!	No, this was an initial quote in the draft report.  This is common practice in Belarus as it is part of their legislation since the beginning of PEFC certification therefore not considered a non-conformity by the assessors.
11 Pg 61/73 1 <sup>st</sup> para 2)  4 <sup>th</sup> para 1)  6 <sup>th</sup> para  12 <sup>th</sup> para	'TCP 50.10-2011(03220): National Accreditation System of the Republic of Belarus. Order of accreditation' 'STB 2370-2014: The forest certification mark, Requirements to labelling' 'The newly created checklist for assessing PEFC ST 2003:2012 can be found in Appendix 17 Part IV B.' 'According to the assessors a PEFCC Board descision is required.'	In 1.8, it is 'Accreditation procedure'?  In 1.8, it is 'Labelling requirements'?  Is this section 17 from Pg 234?  Firstly spelling – 'decision' Secondly, while this may be so, have not indicated the	Corrected in 1.8  Corrected in 1.8  In this report chapter 18 part IV B  Corrected.  Text added.

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<p>14<sup>th</sup> para</p> <p>Pg 66</p> <p>Pg 72</p> <p>Pg 73 last para</p>	<p>'The Belarusian did not have ...'</p> <p><b>MINOR NON-CONFORMITY</b></p> <p>'According to RAFCS the ...'</p> <p>'... the requirements if ISO17026 ...'</p> <p>'The assessors concluded PEFC BY at the moment of delivering the final draft report does not conform to the PEFC requirements, related to Annex 6 and PEFC 2003:2012.'</p>	<p>reason – see 3.8 for summary text on this issue</p> <p>See comment at 3.8</p> <p>What is it of 'The Belarusian'?</p> <p>This is 'conformity assessment – Example of a certification scheme for tangible products' – is this the correct standard? I don't know how it is applied within the PEFC scheme documentation.</p> <p>This has been included as an observation not a non-conformity; so the language doesn't appear to be logical. It was not formally identified as a non-conformity in 3.10 – it was discussed in the last paragraph. The five formal non-conformities have been described – this section didn't indicate six non-conformities.</p>	<p>Corrected. Gosstandart.</p> <p>In the past year the assessors perceive RAFCS as accurate in planning amendments and documents. It usually takes some time to process, that's the reason it is not yet available to us now.</p> <p>Corrected. ISO17065</p> <p>It is included as an observation as this is not part of the checklists in the assessment. During our research on the roles of the different organisations it was noticed. The conclusion is added it the Summary in chapter 3.10.</p> <p>The other nc is related to Annex 6 (1 NC) not PEFC 2003:2012 (5 NCs)</p>
<p>12 Pg 74</p> <p>2<sup>nd</sup> para</p>	<p>'Gosstandart: Appeal rules <u>standard setting committee</u> is given by the Procedure of consideration of appeals of citizens, legal entities and individual entrepreneurs. (document available in English)'</p>	<p>See comments at 3.9!</p>	<p>Noted. See comments at 3.9.</p>
<p>12 p. 74</p>	<p>the remark and the conclusion of the assessor</p>	<p>The assessor says, when analyzing the content of the assessed system: ...."this would not be the intention of the appeal process". However the assessor concludes that "the system does conform". – As I said earlier, the result might be, that hardly anyone can afford to</p>	<p>See comments at 3.9</p>

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		complain. !	
13 Pg 75 2 <sup>nd</sup> para	'... When the FI Standard Documents ... When the text of the FI standard documents ...'	What is FI?	Text modified.
<b>14</b> 4.4 Process Pg 85	'Three (3) letters were sent during the revision ...'	What was the purpose of the letters?	The letters are accompanied with draft documentation. This means that the documentation was being reviewed three times. All correspondence is archived and all comments are processed. A summary of the comments and the considerations are made public.
4.4 a) Procedure s Pg 86  Process Pg 87	'In the RAFCS Appendix 14, ...'  'Comment by RAFCS: ...'  'Note: as a result ... was not applied to by ...'	The Appendix must belong to a document! Is it from 'Document Description of the Scheme'? This comment is the same text as in the Procedures but with extra information on the relevant document! 'not applied' – does this mean 'was not contacted'?	Corrected: 'Document: Description of the Scheme appendix 14' And additional info on the process, not modified.  No, even when not contacted, a public announcement on the website invites for participation but no request was received.
4.4 b) Process Pg 89	'As for mass media, their function is to inform ...'	I would agree with RAFCS in regard to the media!	The contact persons of the mass media were given as a stakeholder by RAFCS (Annex E and F). In assessing this requirement, it became clear that not everyone is invited to participate in the standard setting process permanently, it depends on the scope and magnitude of the review.
4.4 c) Process Pg 91	'RAFCS states: ...'	Both here and if used further on, I would stick with ' <b>Comment by RAFCS</b> '	Text modified in the whole report
5.2 Process	"No evidence was found on proactively seeking ..."	Whom in terms of the seeking?	Text added

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Pg 97			
5.3 Procedures Pg 100	'... and adopted (approved) TNLAs are intended ...'	What is a TNLA – not explained anywhere previously?	Added in abbreviations.
5.3 b) Process Pg 105	'... there were no applications from NGOs and ...'	Presume that these are comments or queries or submissions? Haven't seen the use of 'application' in this context!	Request participation is considered an application to participate, translated from Russian.
5.3 c) Process Pg 107	'Belorussian National Institute of standardization and certification'	I presume that Belarusian is also an acceptable term? There is text in a smaller font size!	Corrected. Font size altered.
5.3 d) Process Pg 109	Dot points relating to STB 2157	There is text in a smaller font size!	Font size altered.
5.4 Procedures Pg 110 Pg 112	' – 1.8-2008 clause 6.1.1.2: ...'  'In Appendix 14 no reference can be found	Is this a TCP?  Presume that it's 'Document Description of the Scheme'?	TCP. Corrected.  Corrected
5.4 Process Pg 113	'... used by the Belarus government since they joined ...'	Wouldn't it be the Belarus NGB rather than the Belarus government joining the PEFC!	Corrected to RAFCS
5.5 a) Process Pg 113	'... The majority of the people agree on the ...'	Presumably it would be the 'survey respondents' than just people!	Corrected.
5.5 b) Procedure	'Appendix 14: << Regulations of ...'	Presume that it's 'Document Description of the Scheme'?	Corrected.

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Pg 116 Process Pg 117	'In Appendix 16 the evidence ...'	Presume that it's 'Document Description of the Scheme'?	Corrected.
5.5 c) Process Pg 120	'No working group was in place in the cases studied ...' 'In the 2 studied cases no evidence ...' '... comments handled in a non open way.'	This is an interesting term for the review of standards! As above Wouldn't it be better as 'non-transparent way' or a non-biased manner'?	See comment for 3.3 p. 33.  RAFCS and Belgiproles adapted protocols and procedures in 2014 regarding the transparency of the stakeholders and role of Belgiproles during the Standard Setting process. The cases studied were the latest revisions of STB 2157 and STB 1708 to be able to review the current working method. Unfortunately, they started prior to October 2014. If NGO were denied access or if NGO were never invited we would have considered this a major non-conformity. The current measures should insure an increase in participation of disadvantaged stakeholders.
5.6 a) Process	'Website ...'	What of these websites in terms of the process? Just listing websites doesn't indicate that anything happened!	Text added. Controlled by the assessors and examples in the appendices of the document description of the scheme.
5.6 e) Process Pg 125	Whole Reference cell	There is text in a smaller font size!	Corrected.
5.6 f) Process Pg 126/7	Whole Reference cell	There is text in a smaller font size!	Corrected.
5.7	Whole Reference cell	There is text in a smaller font size!	Corrected.

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Procedure Process Pg 127	Whole Reference cell	As it is a re-endorsement, this isn't mandatory, as I understand it	Noted.
5.8 Process Pg 128	'... As to see oppositions we usually use ...'	Is this 'negative comments' or 'opposing views' – as stated, it makes no sense in English!	Corrected as this improves readability.
5.9 Procedures Pg 131	'Comment by the assessors: 6.3.2 - ...'	6.3.2 of what?  Also, could be said as 'The first dot point of 6.3.2 above provides further evidence.'	Document description of the scheme: Appendix 14, Blank space added to increase readability. Corrected.
5.11 Process Pg 133	Whole Reference cell	There is text in a smaller font size!	Corrected.
5.12 Process Pg 134	Whole Reference cell	There is text in a smaller font size!	Corrected.
6.1, 6.2, 6.3 & 6.4 Process Pg 134/135	Whole Reference cell	There is text in a smaller font size!	Corrected.
16 4.1 a) Pg 145	'... and other TVSAs which regulate ...'	What are these?	Normatives, no exact abbreviation available.
5.1.7 Pg 159	'... date of forestry project brining into action'	What is 'brining'?	Typo: bringing
5.1.9 Pg 161	'... classified as essential incomppliance with the ...'	I believe the word would be 'non-compliance'. There are many places where incomppliance is used	Noted. The translation of STB1708 is provided by RAFCS, in de next version of the translation this could be altered.

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		and it should be replaced in all instance.	The assessor chose not to alter this quoted text.
5.1.11 a) Pg 166	<b>(Minor) NON-CONFORMITY</b>	Why in brackets and lower case when all other Parts have used upper case and no brackets?	Corrected.
5.1.11 b) Pg 167	Whole Reference cell	Why in italics when all others are in normal text? Also, this seems to relate to harvesting (wood-cutting) and doesn't address conversion of forest. STB 1360 covers 'Main use felling' not conversion!	Corrected.
5.1.11 c) Pg 167	<b>(Minor) NON-CONFORMITY</b> '... comply when implementing the proposed amendment.'	See comment for 5.1.11 a) Presume the assessors have seen the text of the amendment to conclude this? Otherwise, it would require an amendment to address the non-conformity.	Corrected. RAFCS proposed an amendment to Gosstandart regarding this specific non-conformity, the outcome needs to be evaluated by PEFCC.
5.1.12 Pg 168	'5.4 Quality control of forest sylvula'	Is this silvics or silviculture as I've not heard of sylvula?	Silviculture (Russian translation)
p169 (b)	PEFC requirement is that conversion of forests to other land use (b) "entails a small portion of the forest type"	The evidence given here by the assessors seems to refer solely to rules governing the size of cutting areas (coupes) rather than the proportion of land converted to other land uses.	Evidence deleted.
5.2.3 Pg 173	Whole Reference cell  'Comment by assessors: ...'	It is heavily weighted towards fire over any other injurious agent.  I don't understand the context of this comment – in first part, this will be the cause in all forest situations; in the second part, I don't see any stimulation?	Not intentionally, the descriptions and measures on fire were referred to additional TCPs, to insure consistency all was presented. It was the outcome of a discussion, text deleted, confusing
5.2.7 Pg 178	References to '(STB 136-2002 ...' '... soilhorizons during cutting an timber	Presume its STB 1361-2002? Presume its 'soil horizons during cutting and timber	Corrected. Corrected.

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
	skidding' '... during cutting a timber skidding ...'	skidding' and 'during cutting and timber skidding' Both of these are used elsewhere in report, so need to be changed in all instances	Corrected.
5.2.10 Pg 181	<b>(Minor) NON-CONFORMITY</b>	See comment at 5.1.11 a)	Corrected.
5.2.11 Pg 181	'STB1708-2006 Appendix E: ...'	What about 4.14, Appendix D, STB 1708 – see 5.2.9 & 5.2.10!	Noted. Repetition of text not needed. In practise RAFCs researched that although in the standard STB1938 the substance is not used.
5.3.1 Pg 183	Section on STB 1708-2006, (incl. amendment N2), Appendix A,	There is a repeated section from same text on Pg 182 Also, what about 1.32, Appendix 8, STB 1708?	Corrected.  Noted. Sufficient evidence for a conformity already present.
5.3.7 Pg 193/194	<b>Comment by RAFCs</b> Section headed by 1.1 and 1.2  4 lines above <b>CONFORMS</b>	These would be better as dot points!  Is this <b>Comment by the assessors?</b>	Some blank lines are added.  Corrected.
5.4.3 Pg 200	4.43 section	It starts out with plants but ends in animals – is it really about animals?	It is a translation issue, added in the report as an additional observation.
5.4.11 Pg 207	STB 1708-2006 + Comment by RAFCs + Comment by Assessors	I don't see any explicit evidence of conformity for this requirement, If 'forestry measures' translates to infrastructure, there is a modicum of conformity. It may be a translation issue as despite the wealth of evidence, there is no information directly related.	<b>Additional information researched by the assessors:</b> <a href="https://www.unece.org/fileadmin/DAM/env/eia/documents/EaP_GREEN/1_Homepage/Report_SEA__Belarus_final_unedited.pdf">https://www.unece.org/fileadmin/DAM/env/eia/documents/EaP_GREEN/1_Homepage/Report_SEA__Belarus_final_unedited.pdf</a> An analysis of the environmental assessment legislation is made by independent researchers. Belarus is currently working with UNECE to improve their legislation.



Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
			<p><a href="https://www.unece.org/hk/environmental-policy/conventions/environmental-assessment/about-us/protocol-on-sea/enveiaaboutteap-green/belarus.html">https://www.unece.org/hk/environmental-policy/conventions/environmental-assessment/about-us/protocol-on-sea/enveiaaboutteap-green/belarus.html</a>: Based on the results of the review Belarus with the support of the EaP GREEN was drafting the new law on environmental expertise, SEA and EIA, from December 2014 to December 2015. The Law came into force in July 2016. However, due to the national legislative technique the Law still has some significant gaps vis-à-vis the provisions of the UNECE Protocol on SEA and the Espoo Convention. Belarus intends to address these gaps with the assistance of EaP GREEN through the secondary legislation that would be fully compliant with the above documents. To this end, the Ministry will establish a drafting group that – with the support of the UNECE secretariat and the international consultants – will develop a draft secondary legislation (January - April 2017).</p> <p><b>Comment by assessors:</b> The assessors assumed changing from land category Forest Fund is an lengthy process in which ecological aspects of the forest fund are considered.</p>
5.5.1 Pg 210	'... built to prevent earthroadbed from over ...'	Presume its 'earth roadbed'?	Corrected.
5.5.2 Pg 210/212	Whole Reference cell	Is mapping implicit or explicit in the evidence?	Explicit. Updates by different parties involved in forest management are presented to the forest cadaster. The

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
			forest design uses this information. The same organisation: UE 'Belgosles' is responsible for both processes
5.5.3 Pg 213	'... having steepness above 10o with the aim of ...'	It should be 10 <sup>0</sup>	Corrected.
5.6.3 Pg 220	'*When the forest management and forest ...'	This should be moved above the <b>Comment by the assessors</b> to retain with evidential text	Corrected.
5.6.4 Pg 220	'Remark by RAFCS in the ...'	Its really an opening statement to set out the evidence in the context of the requirement	Agreed. However the requirement is assessed using the available text from the standard STB18708.
5.6.5 Pg 223	'... is covered by 1.23: ...;'	1.23 of what?	Corrected 5.23
17 1. Pg 234 Pg 235	Whole Reference cell  Appendix 8 List ... section	Italics font but everything else has been in normal text!  What is the significance of this text	Corrected.  Added. Document description of the scheme
10. Pg 243	'Please provide the evidence about ...'	This seems to be a request to RAFCS? Is that what you want in this Final Report?	Corrected.
20. Pg 249	'According to the assessors a PEFC Board descision ...'	See comment at Section 2. and Section 3.8	Taken into consideration knowing that PEFC ST 2003:2012, 'Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard' was not fully adopted. The standard setting process is started and will be completed in 2017, currently the Annex 6 requirements are still in place. It remains as 5 minor NC.
18 6 Pg 254	'EN 643:2014 ...  3) and 4)	I don't understand the significance of this document Does this mean STB 2157 is effective till another STB takes over to be equivalent to ST 2001:2008 and ST	Corrected, in version STB 2157-2016 the text is clarified.

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
Pg 254/255		2003:2012?	
9 Pg 255	'5.1.2. A competitor for the position ...'	Is this the correct term as translated from Russian? I would have thought it would be 'applicant' or 'nominee' or 'candidate'?	A 'candidate', not changed in the report as this is a translated document.
11 Pg 257	STB2371-2014: "5.1.2. ..."	See comment at 9 above	A 'candidate', not changed in the report as this is a translated document.
12 Pg 257	<b>'Comment by RAFCS: ...'</b>	Why in italics?	Corrected.
18 Pg 262	There is no text in the requirement!		Corrected. All the requirements given in clause 6 of ISO/IEC Guide 65 apply.
25 Pg 270	'... in accordance with p. 5.3 in TCP ...'	Is the 'p.' in fact 'clause'?	Corrected.
29 Pg 284	'No evidence found on the time spend ...'	This seems to be an initial comment by the assessors which is addressed by RAFCS before a final comment by the assessors and the decision on conformity. See text in 30 on Pg 286 as the lead into body text	Corrected.
31 Pg 288	'STB P 2157 ...'	What does the 'P' signify? It has been used a few times but overall it hasn't been used for this technical document.	This is the name of the standard before it is a
32 Pg 289	'5.7. Certification audit based ...'	5.7 of what?	Corrected.
38 Pg 298	'A copy of the COC certificate is present: ...'	What does this section mean?	Corrected.
42 Pg 301	'... Russian is commonly used as the international language.' <b>'Remark by the assessors in the draft report:</b>	Is this correct?  Is this required for the Final Report?	Yes, especially in former sovjet countries. Corrected.
48 Pg 303	'... also not for the specific ... is been provided.'	I don't understand this statement – maybe its two sentences?	Corrected.
19 1.1 Pg	Whole Reference cell	I don't believe this is PEFC text – it references TCP &	Corrected.

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
309		STB which are exclusively related to PEFC BY	
1.2 Pg 309	'Document : Description of the scheme: ...'	Which section or clause does this text relate to?	Corrected.
1.10 Pg 312	'(forestries)'  'The assessors question about ... and is now conform.' 'The consultant ...' (X2)	Not a word, term, definition that I/m familiar with – is it European? If so, what does it mean? These must relate to initial question but no context here – need a lead in if intend to retain in report Is this in fact the Assessors?	Unknown. Deleted.  Corrected.  Corrected.
1.17 Pg 314	'... given for concrete origin claims.'	I don't understand the context of using 'concrete'?	Reading as 'Specific'
N/K Pg 318	Missing PEFC requirement under 1.28		No PEFC requirement available
5.3 Pg 324	Majority of Reference cell	Why in italics compared to rest of Part V?	Corrected.
7.3 Pg 329	' <b>Comment by RAFCS:</b> ...' 'Relating STB2157-2016, clause 6.5.4.1, ...'	See comment above at 5.3 Is this the <b>Comment by the assessors</b> ?	Corrected. Corrected.
13. Pg 332	'The assessors agree with the reasoning ...'	Is this the <b>Comment by the assessors</b> ?	Corrected.
27.2 Pg 347	'... note 2 erradicates the need to use ...'	This is slightly over the top if used in correct context – is it really 'contradicts'?	Corrected.
29. Pg 350	'All PEFC Council criteria of point 30 are met.'	But this text relates to point 29 – point 30 is below this point!	Corrected.
20 3. Pg 355	PEFC requirement text	Check full text as I don't believe its 'go'!	Corrected.
<b>Annex B</b> Pg 357	'... on the fact that the organizers provided on time ...'	Is this really the 'developers' as has been used in the report?	Yes. Text added.
<b>Annex E</b>	Name of contact person from 6 to 12 of	To be consistent with rest of Annex, names should be	Corrected.

Report chapter / page (Final Draft Report)	Consultant's report statement	PoE member comment	Consultant's response
<b>and F</b> Pg 367/368	Public organizations and mass media Category from 9 to 12	in bold  There is no category for these persons	The list is provided by RAFCS without category, they are als identified as stakeholders with preferences. Hunting and fishing could be considered a separate category
<b>Annex J</b> Pg 385	4 <sup>th</sup> box on right hand side	What does 'pinched' mean?	'disadvantaged' translated from Russian

**ANNEX E and F: All stakeholders involved in the process of standard setting and invited to online survey**

List of stakeholders involved in the process of standard setting for forest certification and Chain of Custody from 2012 till 2015

Holders of forest fund, loggers and wood processors

Organization	Contact person	E mail	Period of involvement	Field of involvement		Category	Comments
				SFM	CoC		
1. Ministry of Forestry of the Republic of Belarus	<b>Kulik Alexandre Antonovich</b> - First Deputy Minister of Forestry	mail@ministry.mlh.by	2012-2015	+	-	Holder of forest fund	Key stakeholder
	<b>Demjanik Leonid Yurievich</b> – Deputy Minister	mlh@mlh.by		-	+	Logging and processing of timber	
2. Ministry of Defense of the Republic of Belarus	<b>Hmelevskij Alexandre Alexandrovich</b> – Head of the Unit of Forest Territories and Natural Resources	oltipr1@tut.by	2013-2015	+	+	Forest fund holder, logging and processing of timber	Key stakeholder without preferences
3. Presidents' Authorities of the Republic of Belarus	<b>Kozlov Vasilij Ivanovich</b> – Head of the Unit of natural Complexes and Industrial Production	info@pmrb.gov.by	2013-2015	+	+	Forest fund holder, logging and processing of timber, Nature protection organization	Key stakeholder
4. Concern "Bellesbumprom"	<b>Nazarov Yury Viktorovich</b> – Chairman of the Concern	info@bellesbumprom.by	2012-2015	-	+	Logging and industrial processing of timber	Key stakeholder
5. Brest State Regional Forestry Organization	<b>Matyushevskij Alexandre Nikolaevich</b> – Chief Forester	plhobrest@mail.ru dialog@lesnoi.by	2012-2015	+	+	Forest fund holder, logging and processing of timber	Stakeholder without preferences
6. Vitebsk State Regional Forestry Organization	<b>Danilovich Sergei Alexandrovich</b> - General Director	plho@vitebsk.by	2012-2015	+	+	Forest fund holder, logging and processing of timber	Stakeholder without preferences
7. Gomel State Regional Forestry organization	<b>Suprun Mikhail Petrovich</b> - General Director	mail@forest.gomel.by	2012-2015	+	+	Forest fund holder, logging and processing of timber	Stakeholder without preferences
8. Grodno State Regional Forestry Organization	<b>Semenyuk Vladimir Dmitrievich</b> - General Director	info@gplho.by	2012-2015	+	+	Forest fund holder, logging and processing of timber	Stakeholder without

Organization	Contact person	E mail	Period of involvement	Field of involvement		Category	Comments
				SFM	CoC		
							preferences
9. Minsk State Regional Forestry Organization	<b>Matyushevskij Sergei Nikolayevich</b> –General Director	minskplho@mail.ru	2012-2015	+	+	Forest fund holder, logging and processing of timber	Stakeholder without preferences
10. Mogilev State Regional Forestry Organization	<b>Raevskij Vladimir Alexandrovich</b> - General Director	mplho@tut.by	2012-2015	+	+	Forest fund holder, logging and processing of timber	Stakeholder without preferences
11. Open Stock Society "Minskprojectmebel"	<b>Kushcheva Nonna Romanovna</b> - Head of the Unit of Standardization and Certification	<a href="mailto:mpm_a@tut.by">mpm_a@tut.by</a> <a href="mailto:mbl_pro@tut.by">mbl_pro@tut.by</a>	2013-2014	-	+	Design and production of furniture	Stakeholder without preferences
12. Unitary Enterprise "Bellesexport"	<b>Malyshev Nikolaj Stepanovich</b> – Director	lesexport@solo.by	2014-2015	-	+	Commercial enterprise on sales of forest products	Stakeholder without preferences

### Environmental, research and educational organizations

Organization	Contact person	E mail	Period of involvement	Field of involvement		Category	Comments
				SFM	CoC		
1. Ministry of Natural Resources and Environmental protection of the Republic of Belarus	<b>Kachanovskij Igor Mikhailovich</b> - Deputy Minister	minproos@mail.belpak	2013-2015	+	-	Environmental organization	Key stakeholder
2. Belarusian State technological University	<b>Morozov Oleg Vsevolodovich</b> - Dean of Forestry Faculty	lh@belstu.by	2012-2014	+	+	Educational and research organization	Key stakeholder
	<b>Naskovets Mikhail Trofimovich</b> - Head of Chair of Forest Roads and Transport	transles@tut.by		+			
	<b>Protas Pavel Alexandrovich</b> – Assistant Professor of the Chair of	limitz.belstu.by		+			

Organization	Contact person	E mail	Period of involvement	Field of involvement		Category	Comments
				SFM	CoC		
	Forest machines and Logging Technologies						
3. Institute of Experimental Botany of the National Academy of Sciences of Belarus	<b>Pugachevskij Alexandre Viktorovich</b> – Director	nan.botany@yandex.by	2012-2015	+	-	Research institution	Key stakeholder
4. Institute of Forest of the National Academy of Sciences of Belarus	<b>Kovalevich Alexandre Ivanovich</b> - Director	forinstnanb@gmail.com	2012-2015	+	+	Research institution, Forest fund holder, Logging and processing of timber	Key stakeholder
5. Forest Inventory Republican Unitary Enterprise “Belgosles”	<b>Kulagin Alexei Petrovich</b> - General Director	gosles@open.by belgosles@open.by	2012-2015	+	-	Forest Inventory Enterprise	Key stakeholder without preferences
6. State Enterprise “Ecologiyainvest”	<b>Kurilov Valerij Vladimirovich</b> – Director	ecoinv@solo.by	2015	+	+	Environmental organization	3Stakeholder without preferences
7. State organization “Main State Inspection on Seed Management and Quarantine and Protection of Plants”	<b>Pleshko Leonid Vladimirovich</b> – Director	<a href="mailto:rasten@tut.by">rasten@tut.by</a>	2015	+	-	Environmental organization	Stakeholder without preferences
8. Belarusian State Institute of Standardization and Certification	<b>Osmola Iryna Ivanovna</b> - Director	belgiss@mail.belpak.by	2015-2015	-	-	Scientific and Production Enterprise in the Field of Technical Norms Development and Standardization	Stakeholder without preferences

**Public organizations and mass media**

Organization	Contact person	E mail	Period of involvement	Field of involvement		Category	Comments
				SFM	CoC		
1 Republican Committee	<b>Goeva Cheslava Stanislavovna</b> –	<a href="mailto:RKlesa@tut.by">RKlesa@tut.by</a>	2013-2015	+	+	Republican Trade Union	Key stakeholder



Organization	Contact person	E mail	Period of involvement	Field of involvement		Category	Comments
				SFM	CoC		
of Belarusian Trade Union of Forest Workers	Chairman of Republican Committee						
2. Republican Association of Forest Certification	<b>Hozhevets Konstantin Konstantinovich</b> – executive director	gosles@open.by belgosles@open.by	2012-2015	+	+	Public organization	Key stakeholder
3. NGO “BirdLife Belarus”	<b>Vintchevskij Alexander Evgenievich</b> - executive director	info@ptushki.org	2013-2014	+	-	Environmental organization	Stakeholder without preferences, Supporters to FSC
4. “Belarusian Forest Newspaper”	<b>Tsybulsij Alexandre Cheslavovivch</b> – Chief Editor	info@lesgazeta.by	2012-2015	+	+	Mass media	Stakeholder without preferences
5. Belarusian Society of Foresters	<b>Atroshchenko Oleg Alexandrovich</b> – Chairman	gosles@open.by belgosles@open.by	2012-2015			Public organization	Key stakeholder
6. Republican State Public Organization “Belarusian Society of Hunters and Fishermen”, Central Administration	<b>Shumskij Yury Ivanovich</b> - Chairman	rgooboor@mail.ru	2012-2015			Public organization	Key stakeholder
7. Department of the Republican State Public Organization “Belarusian Society of Hunters and Fishermen” on work with organizational structures of Minsk and Minsk region	<b>Banet Alexandre Alexeevich</b> – Head of the Department	rgooboor@mail.ru	2012-2015	+		Public organization	Stakeholder without preferences
8. Institution “Brest Regional Organizational Structure of the Belarusian Society of Hunters and Fishermen”	Yurgel Vladimir Stanislavovich – Chairman	brestboor@mail.ru	2012-2015	+		Public organization	Stakeholder without preferences

Organization	Contact person	E mail	Period of involvement	Field of involvement		Category	Comments
				SFM	CoC		
9. Institution "Vitebsk Regional Organizational Structure of the Belarusian Society of Hunters and Fishermen"	<b>Zhilinskij Pavel Timofeevich</b> - Chairman	No e-mail, address: Republic of Belarus, 210023 Vitebsk Frunze avenue, 22, Room 87 +(375 212) 60 15 61	2012-2015	+			Stakeholder without preferences
10. Institution "Gomel Regional Organizational Structure of the Belarusian Society of Hunters and Fishermen"	<b>Marchenko Sergei Alexandrovich</b> -Chairman	boorgomel@mail.ru	2012-2015	+			Stakeholder without preferences
11. Institution "Grodno Regional Organizational Structure of the Belarusian Society of Hunters and Fishermen"	<b>Polyanchuk Valentin Grigorievich</b> – Chairman	Address: Republic of Belarus, 230012, Grodno, Pushkin str., 41, +(375 152) 43 34 93	2012-2015	+			Stakeholder without preferences
12. Institution "Mogilev Regional Organizational Structure of the Belarusian Society of Hunters and Fishermen"	<b>Shestak Alexandre Vladimirovich</b> - Chairman	mogilev.boor@tut.by	2012-2015	+			Stakeholder without preferences

## Annex G: Overview of comments by stakeholders on STB 1708

Overview of the content of the Russian documents received April 2016 made by the assessors.

Organization	Category	Letters for review (1 <sup>st</sup> ed.)	Answers to Letters for review – reviews for changing	Approval letters (final edition)	Answers to Approval letters
1. Ministry of Forestry of the Republic of Belarus	Holder of forest fund	+	Was suggested to eliminate the word "preparation" from column "indicator name" and column "requirement" (in article 4.14) because that word has the same meaning as a term "pesticides". A term "pesticides" should be used because it is logical from next text. Suggestion was accepted.	+	Approved without comments.
	Logging and processing of timber				
2. State Enterprise "Ecologyinvest"	Environmental organization	+	No comments and suggestions.	-	-
3. State organization "Main State Inspection on Seed Management and Quarantine and Protection of Plants"	Environmental organization	+	Was suggested to make alterations to paragraphs 1-2 of column "requirements" of article 4.14 of explanatory note and to state in new version: "For carrying out of measures for forest protection from nuisance organisms it should be used only pesticides which have state registration and allowed to use in Belarus. The usage rate of pesticides should conform to the order of use. Special personal with special equipment and individual protection equipment should work with pesticides". Suggestion was accepted.	+	Approved without comments (their previous comments were accepted and they have no others).
4. State organization "Republican Centre of	No mention at "List of stakeholders"	+	No comments and suggestions.	+	Decided that Final Edition conforms to Belarusian Laws about Sanitation-and-epidemiological welfare of population.

Organization	Category	Letters for review (1 <sup>st</sup> ed.)	Answers to Letters for review – reviews for changing	Approval letters (final edition)	Answers to Approval letters
Hygiene, Epidemiology and Public Health”					
5. Institute of Experimental Botany of the National Academy of Sciences of Belarus	Research institution	+	No comments and suggestions.	+	-
6. Belarusian State technological University	Educational and research organization	+	-	-	-
7. Republican Association of Forest Certification	Public organization	+	-	+	Approved without comments.
8. Republican Committee of Belarusian Trade Union of Forest Workers	Republican Trade Union	+	-	-	-
9. State organization "Bellesozashita"	No mention at “List of stakeholders”	+	-	+	Was suggested to state the paragraph "requirements" (article 2.7.) in new version like this: "The control measures against leaf-eating insects and needle-eating insects are used when their number is higher than the threshold of harmful effect (economical) and constitute a danger for 30% and more destructions of coniferous plantings, 50% and more for hardwoods, 40% and more for oaks". Method of identification is STB 1359. (It was accepted).
10. Brest State Regional Forestry Organization	Forest fund holder, logging and processing of	+	No comments and suggestions.	+	-

Organization	Category	Letters for review (1 <sup>st</sup> ed.)	Answers to Letters for review – reviews for changing	Approval letters (final edition)	Answers to Approval letters
	timber				
11. Vitebsk State Regional Forestry Organization	Forest fund holder, logging and processing of timber	+	-	+	Approved without comments.
12. Gomel State Regional Forestry organization	Forest fund holder, logging and processing of timber	+	-	+	Approved without comments.
13. Grodno State Regional Forestry Organization	Forest fund holder, logging and processing of timber	+	-	+	Approved without comments.
14. Minsk State Regional Forestry Organization	Forest fund holder, logging and processing of timber	+	-	+	-
15. Mogilev State Regional Forestry Organization	Forest fund holder, logging and processing of timber	+	Was suggested to make alterations to paragraph 2 of article 4.14 of explanatory note and state in new version: "The usage rate of pesticides should conform to National registry of pesticides and fertilizers which are allowed to use in Belarus" - with no further amendments to the text" Suggestion was taken into account.	+	Approved without comments.
16. Ministry of Natural Resources and	Environmental organization	-	-	-	(An answer to the letter from the Ministry of Forestry of the Republic of Belarus). Approved with taking into account the

Organization	Category	Letters for review (1 <sup>st</sup> ed.)	Answers to Letters for review – reviews for changing	Approval letters (final edition)	Answers to Approval letters
Environmental protection of the Republic of Belarus					<p>next comments. 1) In paragraph 1 of article 6.7.2. the words "except the cases when there are no other effective preparations" should be eliminated (due to requirement of PEFC ST 1003:2010 which was in explanatory note and said that every exception from the ban for usage of pesticides of 1A-type and 1B-type (by WHO) should be defined in special Forest management standard. And the project of changing №3 to STB 1708-2006 doesn't have the names of certain pesticides which are the exceptions from the ban and doesn't have a rule about deciding if it is a case when there are no other effective preparations. (It was accepted).</p> <p>2) In part 4 of paragraph "requirements" of new edition of article 4.14. the word "forbidden" should be eliminated because it doesn't confirm to edition of second addition of 2nd paragraph of article 6.7.2. of STB 1708. (It was accepted).</p>
17. Belarusian State Institute of Standardization and Certification	Scientific and Production Enterprise in the Field of Technical Norms Development and Standardization		<p>This organization was the responsible authority for project of changing №3 to STB 1708-2006 "Sustainable forest management. Basic provisions".</p> <p>Its name stands in Notification 1-2 (from 23.02.2015) about start of developing of Changing № 3 to STB 1708-2006 "Sustainable forest management. Basic provisions" and in Notification about end of consideration of Changing №3 STB from 08.06.2015.</p>		

### Annex H: Overview of comments by stakeholders on STB2157

Overview of the content of the Russian documents received April 2016 made by the assessors.

Organization	Category	A letter about adaptation STB P to STB 2157	Answers to letter about adaptation – Proposals about adaptation	Letter for reviews (final edition)	Answers to Letter for reviews (final edition)
1. Ministry of Forestry of the Republic of Belarus	Holder of forest fund	+	It said that it's useful to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015).  It also suggested in developing of final version of State Standard to take into account the requirements of PEFC ST 2002:2013 "Chain of Custody of Forest Based Products – Requirements" (instead of PEFC ST 2002:2010).	+	Approve with no comments and remarks.
	Logging and processing of timber				
2. Concern "Bellesbumprom"	Logging and industrial processing of timber	+	It said that it's useful to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015).  Organization don't have any comments or suggestions.	+	No comments and remarks.
3. Belarusian State Institute of Standardization and Certification	Scientific and Production Enterprise in the Field of Technical Norms	+	-	-	-

Organization	Category	A letter about adaptation STB P to STB 2157	Answers to letter about adaptation – Proposals about adaptation	Letter for reviews (final edition)	Answers to Letter for reviews (final edition)
	Development and Standardization				
4. Forest Inventory Republican Unitary Enterprise “Belgosles”	Forest Inventory Enterprise	+	-	-	-
5. Republican Association of Forest Certification	Public organization	+	<p>It said that it's useful to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015).</p> <p>It also suggested in developing of final version of State Standard to take into account the requirements of PEFC ST 2002:2013 "Chain of Custody of Forest Based Products – Requirements" (instead of PEFC ST 2002:2010).</p> <p>It also said that it sent the translation of PEFC ST 2002:2013 "Chain of Custody of Forest Based Products – Requirements" (by Republican Association of Forest Certification) to UE Belgiproles.</p>	+	-
6. Open Stock Society “Minskprojectmebel”	Design and production of furniture	+		+	No comments and remarks.
7. Brest State Regional Forestry Organization	Forest fund holder, logging and	+	-	+	-



Organization	Category	A letter about adaptation STB P to STB 2157	Answers to letter about adaptation – Proposals about adaptation	Letter for reviews (final edition)	Answers to Letter for reviews (final edition)
	processing of timber				
8. Vitebsk State Regional Forestry Organization	Forest fund holder, logging and processing of timber	+	Organization wrote that it doesn't have any comments or suggestions.	+	-
9. Gomel State Regional Forestry organization	Forest fund holder, logging and processing of timber	+	It said that it's useful to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015). Organization don't have any comments or suggestions.	+	-
10. Grodno State Regional Forestry Organization	Forest fund holder, logging and processing of timber	+	It said that it's useful to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015). Organization don't have any comments or suggestions.	+	No comments and remarks.
11. Minsk State Regional Forestry Organization	Forest fund holder, logging and processing of timber	+	Organization wrote that it doesn't have any comments or suggestions.	+	No comments and remarks.
12. Mogilev State Regional Forestry Organization	Forest fund holder, logging and processing of timber	+	It said that it's useful to transform preliminary standard STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of	+	-

Organization	Category	A letter about adaptation STB P to STB 2157	Answers to letter about adaptation – Proposals about adaptation	Letter for reviews (final edition)	Answers to Letter for reviews (final edition)
			origin. Basic provisions" into National Standard (because activity of STB P 2157-2012 ended on 1.01.2015).		
13. Republican Committee of Belarusian Trade Union of Forest Workers	Republican Trade Union	+	-	+	-
14. Unitary Enterprise "Bellesexport"	Commercial enterprise on sales of forest products	-	-	+	No comments and remarks.
3. Belarusian State Institute of Standardization and Certification	Scientific and Production Enterprise in the Field of Technical Norms Development and Standardization	<p>A proposal-request for STB 2157 was received to that organization. Documents that Belgiproles sent are Proposal-request to State Plan of Standartization for 2014 year (1 page) and Feasibility study (3 pages).</p> <p>To this organization also were sent for checking:</p> <ul style="list-style-type: none"> <li>- Extract from the protocol of Session of Belgiproles's Technical Committee (№10 from 31.10.2014);</li> <li>- Notifications (2 files) about start and about the finish of developing of STB P 2157-2012 (PEFC ST 2002:2010) "Identification of forest production on grounds of origin. Basic provisions";</li> <li>- The file (case) of STB 2157 "Identification of forest production on grounds of origin. Basic provisions";</li> <li>- The inventory of file (case) of STB 2157 "Identification of forest production on grounds of origin. Basic provisions" (22 documents)..</li> </ul> <p>This organization sent to Belgiproles a conclusion about results of checking of STB 2157.</p> <p>It was decided that project should be improved (with 11 remarks).</p>			

**ANNEX I: Overview of the 13 non-conformities and the proposed Amendments.**

NR		PEFCC requirement	Non-conformity	Amendment	Date to adopt amendment/solution
1	Process	PEFC ST 1001:2010 requirement 4.4b: <i>“4.4 The working group/committee shall: b) have balanced representation and decision-making by stakeholder categories relevant to the subject matter and geographical scope of the standard where single concerned interests shall not dominate nor be dominated in the process”</i>	<p>In both assessed standard setting processes (STB 1708 and STB2157) NGO representatives were not personally invited to participate. These processes concern minor revisions of the standard. In the past, when the initial standard was developed, NGO’s have been invited.</p> <p>A selected group of NGO’s could have been given a written notification, encouraging them one more time to send comments.</p> <p>This would have proven that RAFCS made an effort to create a balanced representation of stakeholders.</p> <p>This is considered a minor non-conformity.</p>	N/A	N/A
2		PEFC ST 1001:2010 requirement 5.2: <i>“The standardising body shall identify disadvantaged and key stakeholders. The standardising body shall address the constraints of their participation and proactively seek their participation and contribution in the standard-setting activity.”</i>	<p>In both assessed standard setting processes NGOs were not personally invited to participate (regarding the minor revisions of the standard).</p> <p>NGO’s may lack professional knowledge of legislation as expected by the developer (**), however their participation in the standard setting process is required.</p>	N/A	N/A

NR	PEFCC requirement	Non-conformity	Amendment	Date to adopt amendment/solution
		<p>This is regarded as a minor non-conformity, as NGO's occasionally were invited to participate in the standard setting process.</p> <p>(**) The representative of Belgiproles (not RAFCS) in charge of inviting participants to the Belarusian process of standard development, who is managing the different comment iterations and implementing the proposed changes to the documents, actually only 'replaces' the working group. A separate working group was only established when major changes or a new standard was developed.</p>		
3	<p>PEFC ST 1001:2010 requirement 5.4: <i>"5.4 The standardising body shall review the standard-setting process based on comments received from the public announcement and establish a working group/committee or adjust the composition of an already existing working group/committee based on received nominations. The acceptance and refusal of nominations shall be justifiable in relation to the requirements for balanced representation of the working group/committee and resources available for the standard-setting."</i></p>	<p>For the revisions of STB2157 and STB 1708 N3 that lead to adaptation of existing legal acts, no working group is in place to review and discuss comments.</p> <p>Common practice in Belarus is not to install a working group, but to let the developer (**) adapt the standard. He sends notifications and a working draft to the stakeholders and processes the received stakeholder comments. All comments were registered, and the process was traceable.</p> <p>The assessors consider this a minor non-conformity. This has been the method used by</p>	N/A	N/A

NR		PEFCC requirement	Non-conformity	Amendment	Date to adopt amendment/ solution
			<p>the Belarus government since RAFCS joined PEFC. However, participation of a working group is a required aspect within the standard setting process.</p> <p>(**) The representative of Belgiproles (not RAFCS) in charge of inviting participants to the Belarusian process of standard development, who is managing the different comment iterations and implementing the proposed changes to the documents, actually only 'replaces' the working group. A separate working group was only established when major changes or a new standard was developed.</p>		
4	No Amendment	PEFC ST 2003:2012 requirement Annex 1, "Accreditation bodies are signatories of the Multilateral Recognition Arrangement (MLA) for product certification of IAF or IAF's Regional Accreditation Groups such as European co-operation for Accreditation (EA)."	<p>Comment by RAFCS: EA experts assessed performance by the National accreditation system of the Republic of Belarus of requirements of the EU legislation on accreditation, requirements of the international standard ISO/IEC 17011:2004 "Conformity assessment. General requirements to bodies for accrediting bodies involved in conformity assessment" as well as the requirements of the international accreditation organizations EA, ILAC, IAF. The results of the preliminary assessment are considered positive because the conclusion made was that the National accreditation</p>	No evidence found that this requirement is present in PEFC BY, an amendment may be needed.	PEFCC Board decision needed. RAFCS, accreditation body BSAC (Belarusian State Accreditation Center) is part of the IAF umbrella but is currently still in the process of

NR	PEFCC requirement	Non-conformity	Amendment	Date to adopt amendment/solution
		system of the Republic of Belarus acts according to the established international standards, rules and regulations. The EA experts recommended to carry out the second stage of the parity assessment, which will take place in 2017. Under the results of the 2nd stage of the parity assessment it is possible to sign both a bilateral agreement on recognition with EA, and multilateral agreements on recognition with ILAC, IAF in the specified fields of activities".		becoming a IAF MLA signatory, this process continues in 2017.  This is considered a major non-conformity.
5	PEFC ST 1003:2010 requirement 5.1.11a Conversion of forests to other types of land use, including conversion of primary forests to forest plantations, shall not occur unless in justified circumstances where the conversion: a) is in compliance with national and regional policy and legislation relevant for land use and forest management and is a result of national or regional land-use planning governed by a governmental or other official authority including consultation with materially and directly interested persons and organisations;	In the paragraph below, "Interested services" is an incorrect translation for "all stakeholders".  STB 1708-2006 (incl. Amendments N1 and N2) Appendix A "This is carried out in accordance with the state policy, based on the effective legislation and when it includes consultations with all interested services;"	The English version of STB 1708 requires an update to "all stakeholders" as suggested by RAFCS. With the proposed change in place, this requirement would comply. The version of STB 1708 -2006 in English will be updated till 01.12.2016	2016
6	PEFC ST 1003:2010 requirement 5.1.11c: 5.1.11c: "Conversion of forests to other types of land use, including conversion of primary forests to forest plantations, shall not occur unless in justified circumstances where the conversion: c) does not have negative impacts on threatened (including vulnerable, rare or endangered) forest	Does not include all aspects: missing reference to "culturally and socially significant areas, important habitats of threatened species or other protected areas".  NOTE: This requirement will comply when the	Comment by RAFCS: "It was agreed and adopted, amendments will be introduced in 2016-2017. Development of the amendment to STB 1708-2006 will be carried out in 2016-2017, the expected term of approval of the amendment is 01.12.2017"	2017

NR	PEFCC requirement	Non-conformity	Amendment	Date to adopt amendment/ solution
	ecosystems, culturally and socially significant areas, important habitats of threatened species or other protected areas; and”	proposed amendment No. 3 to the State Standard STB 1358-2002 comes in force.		
7	PEFC ST 1003:2010 requirement “5.2.10 Pesticides, such as chlorinated hydrocarbons whose derivatives remain biologically active and accumulate in the food chain beyond their intended use, and any pesticides banned by international agreement, shall be prohibited.”	In STB1938-2009, (turpentine storage) “Table 1 Dichlorethylphosphonovaleric acid and its derivatives (hydrel) are mentioned as legal stimulators for turpentine output.”	According to RAFCS an Amendment to prohibited use of this substance in STB1938-2009 is being developed. The first version of the draft of amendment No. 1 to STB 1938 has been developed and sent for consideration and review. The first version of amendment No. 1 to STB 1938 is uploaded on the Gosstandart <a href="http://www.gosstandart.gov.by">www.gosstandart.gov.by</a> . Annex 2 The expected date of the amendment approval is 31.03.2017.	March 2017
8	PEFC ST 1002:2010, Group Forest Management Certification – Requirements, 4.1.2: “In cases where a forest certification allows an individual forest owner to be covered by additional group or individual forest management certifications, the scheme shall ensure that non-conformity by the forest owner identified under one forest management certification is addressed in any other forest management certification that covers the forest owner.”	Insufficient proof on compliance was provided.  Requirement 4.1.2 only covers multiple certifications within the group certification of PEFC. No evidence found in TCP 5.1.16 that multiple certifications for an individual forest owner is prevented. If this is intentional, the requirement 4.1.2 needs to be ensured but the wording of the proposed solution needs to be adapted.	Comment by RAFCS: “In 2016-2017 the following amendment will be made to the TCP 5.1.16: <i>“4.23.3 In case of several national and/or international forest certification systems, legal forest entity that has individual or group certificate on forest management and chain of custody issued within one forest certification system, can participate in group or individual certification under other forest certification system. In this case non-conformities identified against requirements of one forest certification system should be considered in the process of</i>	2017

NR	PEFCC requirement	Non-conformity	Amendment	Date to adopt amendment/solution
			<p><i>certification within the frames of any other forest certification system where this legal entity is a participant."</i></p> <p>The assessors recommend some adjustment to the wording.</p>	
9	<p>PEFC ST 2003:2012 requirement 5.2.5: 5.2.5: Audit experience</p> <p>For a first qualification of an auditor, the certification body shall ensure that the auditor within the last three years has performed chain of custody audits for at least four organisations under the leadership of a qualified auditor. The number of chain of custody audits in training can be reduced by two (2) audits for auditors that are qualified for ISO 9001 or 14001 auditing in the sector of forest based and related industries. For maintaining the qualification of the auditor, the certification body shall ensure that the auditor has performed a minimum of five (5) external audits per year including at least two (2) chain of custody audits where the sum of these audits should cover at least seven (7) man-day of audit work.</p>	<p>No information or reference was provided on the minimum man-days of audit work required for COC certification.</p>	<p>Comment by RAFCS: <i>"If it is necessary to increase the number of works up to 4, this amendment can be introduced till 01.12.2017"</i></p>	2017
10	<p>PEFC ST 2003:2012 requirement 11.3: "11.3 If the certification criteria differ for individual products/product groups, the definition described in 11.2 shall be made separately for each product/product group."</p>	<p>No evidence was provided on reporting on each product/product group, if certification criteria differ.</p> <p>This is an explicit requirement on the method of reporting.</p>	<p>Comment by RAFCS: "This issue can be tackled by making amendments to TCP 5.4.02. These amendments will be done within 2017. The expected term of approval of the amendments are 1.12.2017."</p>	2017

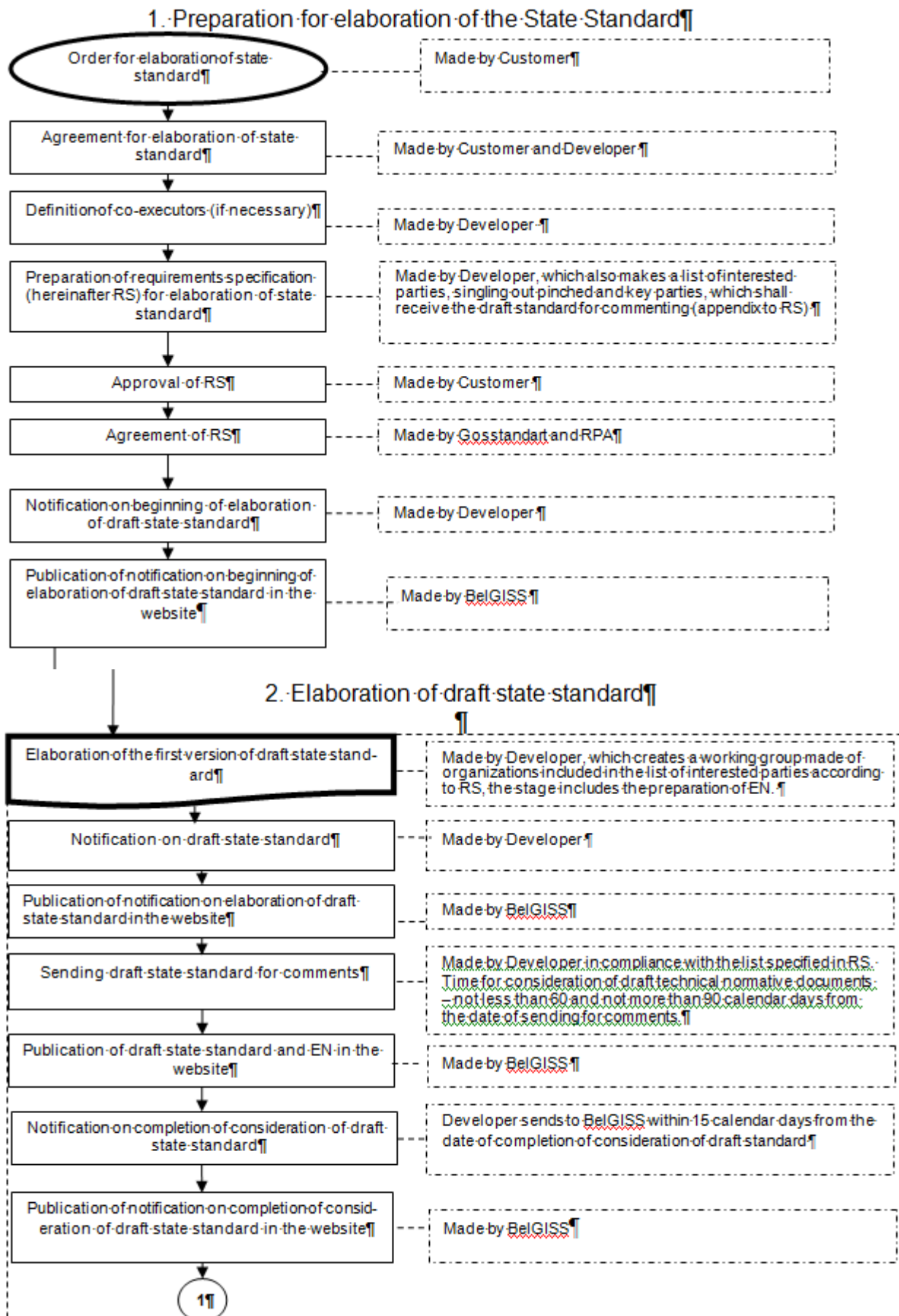


NR	PEFCC requirement	Non-conformity	Amendment	Date to adopt amendment/solution
		Mainly because in STB2157 no specifics on reporting are described, the assessors conclude a statement is missing that requires reporting for each product/product group, if certification criteria differ.		
11	PEFC ST 2003:2012 requirement 8.2 : “8.2 The client organisation, as a minimum, shall provide for products covered by the chain of custody, the following information relating to the application of the optional requirements of the chain of custody standard: a) chain of custody method (chapter 4 and 5) b) method of calculation of the certification percentage (clause 5.3.4) c) transfer of certification percentage to output products (clause 5.4) d) applied definition of the origin (Appendix 1), and e) intended application of the PEFC Logo usage rules.”	No reference was provided on the following subsections of this criterion: PEFCC requirement 8.2 b) method of calculation of the certification percentage (clause 5.3.4) PEFCC requirement 8.2 c) transfer of certification percentage to output products (clause 5.4)	According to RAFCS the questionnaire will be update based on the standard STB2157. With the new questionnaire in place PEFC BY complies with PEFCC requirement. The development of the questionnair is being finalised, the date of its approval is 01.11.2016	2016
12	PEFC ST 2003:2012 requirement 10.2.2.: 10.2.2 In determining the audit time, the certification body should consider among other things, the following aspects: a) the requirements of the chain of custody standard, b) size and complexity of the client organisation’s operation, number of product types and product lines covered by the production batch(es) and their unity,	Insufficient evidence was provided on the following subsection of this requirement: 10.2.2 c) extent of supplies that could create a high risk of procurement of raw material from controversial sources.  NOTE: This requirement could be re-assessed when the amendments to TCP 5.4.02 come in force.	Comment by RAFCS: “ <i>In the Republic of Belarus since 1.07.2016 г. STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and the Gosstandart will introduce amendments to the documents on the National conformity confirmation system of the Republic of Belarus and respectively, the documents of the Forest certification system of the Republic of Belarus. In amendments to TCP 5.4.02 the requirements for determining time</i>	These amendments will be introduced within 2017. The expected term for approval of the amendment is 1.12.2017

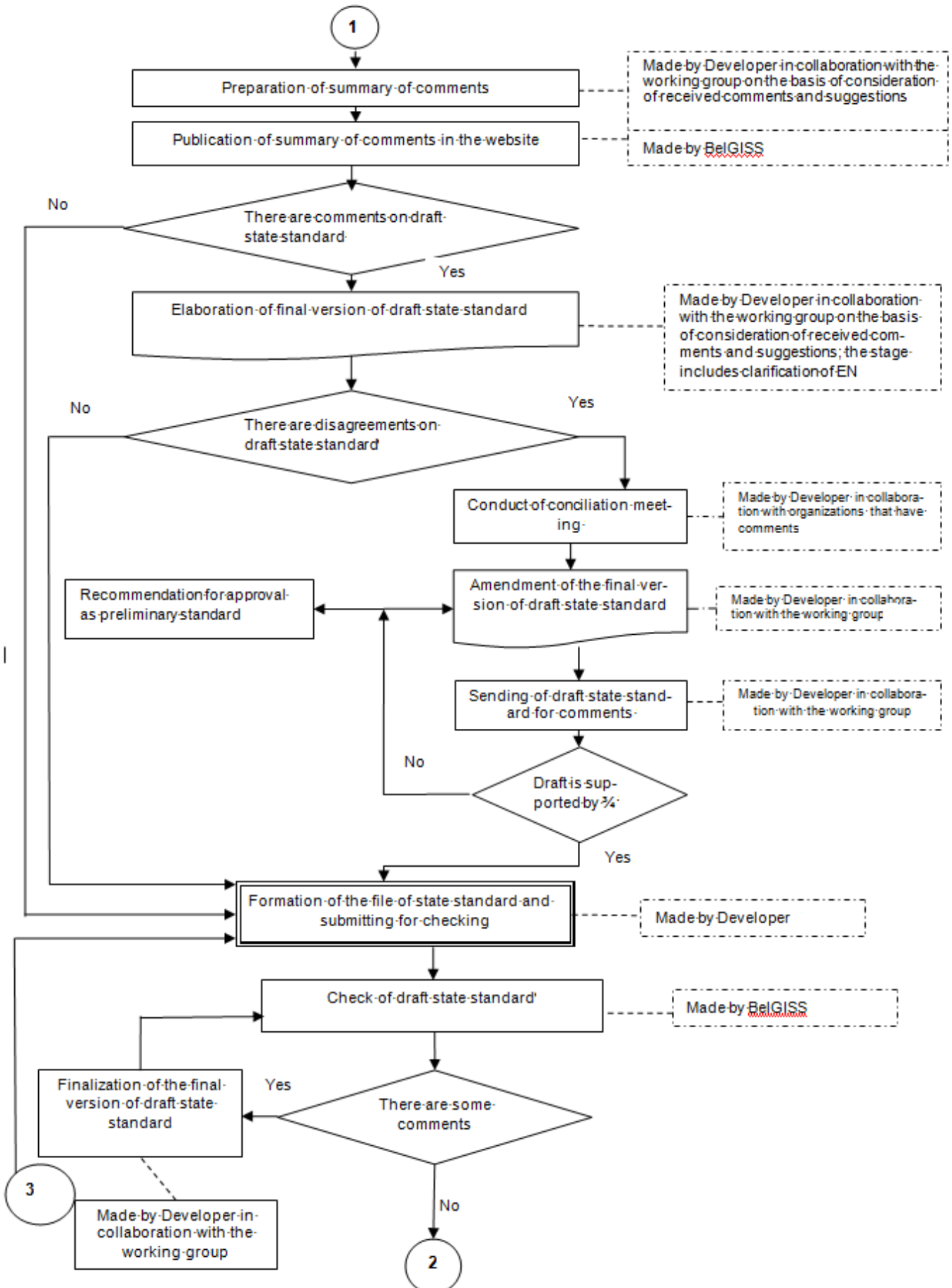
NR	PEFCC requirement	Non-conformity	Amendment	Date to adopt amendment/solution
	<p>c) extent of supplies that could create a high risk of procurement of raw material from controversial sources,  d) extent of PEFC Logo labelling activities,  e) any outsourcing of any activities included in the scope of the chain of custody standard,  f) the results of any prior audits, including those of client organisation's management systems,  g) number of sites and multi-site considerations.</p>		<p><i>for audits when certifying the chain of custody of forest based products will be specified."</i></p>	
13	<p>PEFC ST 2003:2012 requirement 13.1.4: <i>"13.1.4 The minimum time for the surveillance and re-certification audit is the same as for the initial audit defined in 10.2.1 and 10.2.2."</i></p>	<p>No explicit evidence was provided on the timeframes related to the surveillance, and the re-certification audit (only a timeframe was provided to a 'Basic Duration').</p> <p>NOTE: This requirement could be re-assessed after the amendments to TCP 5.4.02 come in force.</p>	<p>Comment by RAFCS: <i>"In the Republic of Belarus since 1.07.2016 г. STB ISO/IEC17021-1:2015 (ISO/IEC17021-1:2015. IDT has come into force, and the Gosstandart will introduce amendments to the documents on the National conformity confirmation system of the Republic of Belarus and respectively, the documents of the Forest certification system of the Republic of Belarus. In amendments to TCP 5.4.02 the requirements for determining time for audits when certifying the chain of custody of forest based products will be specified."</i></p>	<p>These amendments will be introduced within 2017. The expected term for approval of the amendment is 1.12.2017.</p>

## ANNEX J: Procedure of elaboration of the state standards of the Republic of Belarus

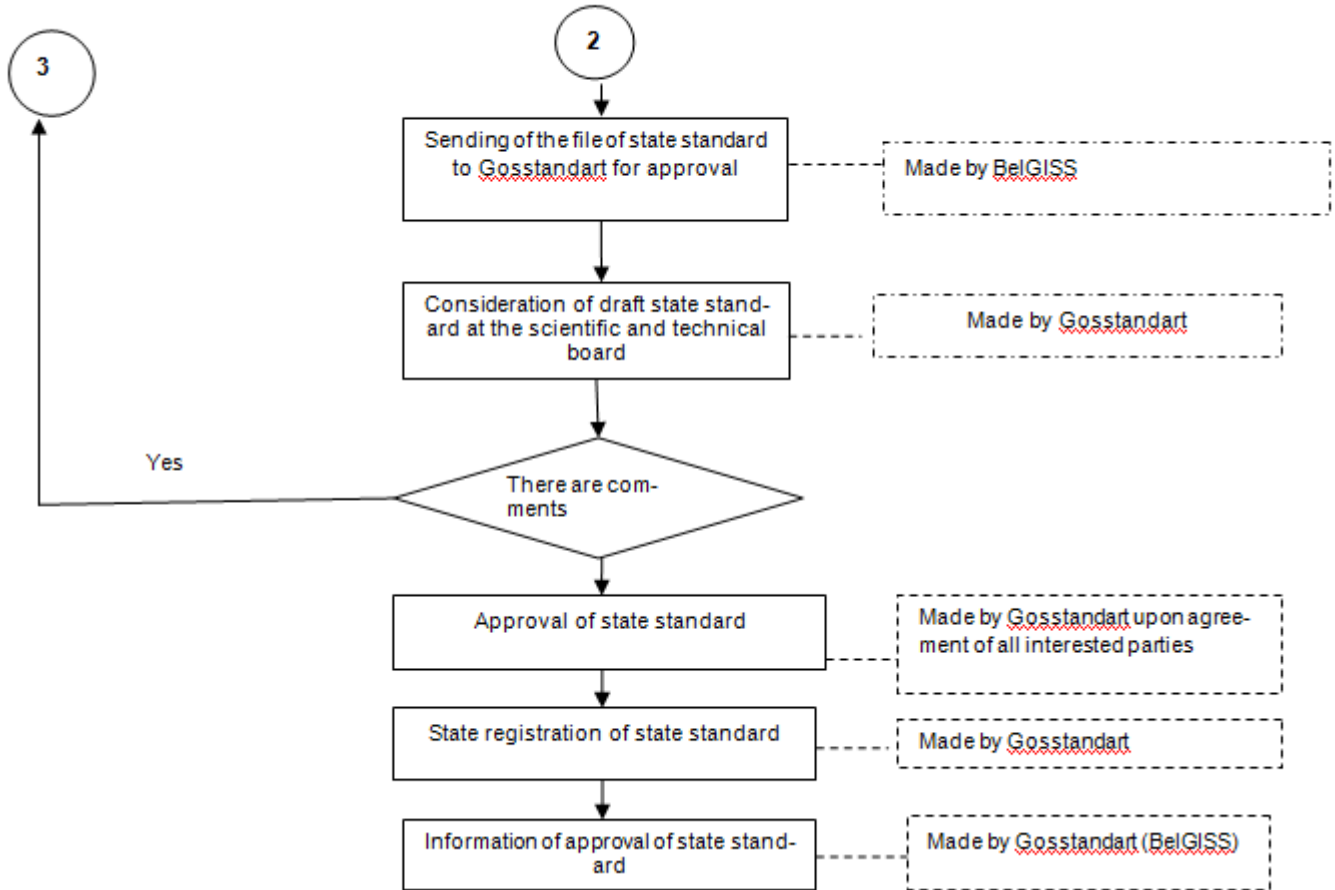
(According to TCP 1.2 with regard for amendment № 2)



### 3. Elaboration of final version of draft state standard



### Approval and registration of state standard



### Publication of state standard

