

 PEFC 36-01-01	PEFC URUGUAY Guide for the functioning of the Specialized Committee of Sustainable Forestry Management	
	Código de documento	DG 10.01
	Fecha de Versión	19.09.2016
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1. Objective

To complement and specify some aspects of the UNIT Rules for the Specialized Committee of Sustainable Forestry Management (**CE-GFS**) - **UNIT- N/RGFS 001 Rev 2.0. August 2014.**

2. Background

The UNIT Rules for the Specialized Committee of Sustainable Forestry **UNIT- N/RGFS 001 Rev 2.0. August 2014** establishes general guidelines for the creation, organization, functioning and dissolution of the UNIT Specialized Committee of Sustainable Forestry Management.

With the objective of complying with the requirements defined by the PEFC ST 1001:2010, *Standard Setting – Requirements* the present guide specifies some aspects of the functioning of the Specialized Committee of Sustainable Forestry Management, with special emphasis in items 5.3 and 5.4 of the standard.

5.3 The standardizing 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.

5.4 The standardizing 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.

3. Scope and application

Functioning of the Specialized Committee of Sustainable Forestry Management.

4. Procedure

4.1 Creation of the Specialized Committee of Sustainable Forestry Management.

The Specialized Committee of Sustainable Forestry Management will be created and will function according to the items 2 and 3 of the **Standard UNIT- N/RGFS 001 Rev 2.0. August 2014.**

4.2 Functioning of Specialized Committee of Sustainable Forestry Management.

Elaborado por: Secretaría Técnica	Aprobado por: Comisión Directiva PEFC Uruguay

4.2.1 The Specialized Committee of Sustainable Forestry Management will function according to the rules established in item 4 of the **Standard UNIT- N/RGFS 001 Rev 2.0. August 2014.**

The beginning of the Committee activities for the elaboration or revision of the standards will be publicly announced.

The announcement will be done:

- a) In the UNIT webpage (www.unit.org.uy)
- b) In the PEFC Uruguay webpage (www.pefc.com.uy)
- c) Through any other media considered appropriate

The announcement will include:

- a) Date of the beginning of the activities
- b) Brief description of the objectives of the process and scope of the standards to be reviewed
- a) An invitation to comment on the scope and process during the revision process. In order to receive and process the comments received, links to the UNIT and PEFC Uruguay webs will be indicated. Comments received will be processed according to the guidelines in Item 7 of **Standard UNIT- N/RGFS 001 Rev 2.0. August 2014.** This invitation is an extension to the UNIT and PEFC Uruguay webpages. Comments received will be processed according to item 7 of the **Standard UNIT- N/RGFS 001 Rev 2.0. August 2014.**

4.2.2. In addition to the general announcement, formal notifications will be sent to potential members for the Specialized Committee through their institutions, via mail or e-mail.

Invitations will include:

- a) date of the start of the activities
- b) Brief description of the objectives of the process and scope of the standards under revision.
- c) User and password for the access to the UNIT extranet where all activities will be registered, along with the calendar of activities, minutes, revised documents, etc.
- d) Instructions for the use of the extranet.

4.2.3. The functions of the Specialized Committee, the coordination of the meetings, minutes and resolutions will take place according to the rules established in Item 4 of the **Standard UNIT- N/RGFS 001 Rev 2.0. August 2014.**

Elaborado por: Secretaría Técnica	Aprobado por: Comisión Directiva PEFC Uruguay

4.3 Public consultation

Once the draft of the project has been aproved by the Specialized Committee, a public consultation must take place. The public consultation will take place according to the rulse established in ítem 5 of the **Standard UNIT- N/RGFS 001 Rev 2.0. August 2014.**

Registro de Conocimiento

REGISTRO DE CONOCIMIENTO DEL PRESENTE DOCUMENTO

Apellido y Nombre
Fecha
Firma

 Elaborado por: **Secretaría Técnica**

 Aprobado por: **Comisión Directiva PEFC Uruguay**

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Specialized Committee of Sustainable
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