



Forest Stewardship Council®



FSC Directive on Chain of Custody Certification

FSC-DIR-40-006 EN

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FSC's vision is that the world's forests meet the social, ecological, and economic rights and needs of the present generation without compromising those of future generations.

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Foreword

FSC received various comments from certification bodies and stakeholders requesting a reduction in the number of normative documents to make the documented certification system more comprehensible. FSC therefore combined all previous advice notes into single documents which are called “directive”. A directive includes all advice notes issued in relation to a single standard. The relation to a standard is reflected in the document code. Where new advice note is approved, these will be added to the directive and the revised document will be reissued.

The intention of this document is to standardize understanding and implementation of requirements by FSC accredited certification bodies and certificate holders.

This document will be revised as required. The content of the directive will be incorporated into the related standards in each major review as feasible.

Changes and amendments to the directive will be announced to the FSC Network immediately.

Note on use of this directive

All aspects of this document are considered to be normative, including the scope, effective date, references, terms and definitions, tables and annexes, unless otherwise stated.

A Scope

This document provides FSC's formal interpretation of the requirements included in FSC-STD-40-006.

B Effective date

The effective date is specified for each advice separately.

C References

The following referenced documents are indispensable for the application of this document. For undated references, the latest edition of the referenced document (including any amendments) applies.

FSC-STD-40-006 *FSC Standard for Project Certification*

D Terms and definitions

Terms and definitions are provided in FSC-STD-01-002 *FSC glossary of terms* and in FSC-STD-40-006 *FSC Standard for Project Certification*. Further advice-related definitions may be provided in the context of each advice.

Part 1 FSC Advices

ADVICE-40-006-01	Registering Projects on FSC Certification Database
Normative reference	FSC-STD-40-006 Clause 7.1; FSC-STD-20-001 Clause 4.6.1
Publication date	15 October 2021
Effective date	Effective from date of publication
Background	<p>FSC-STD-40-006 V2-0 <i>FSC Standard for Project Certification</i> became effective as of the 1st of February 2020. A key change in the new version of the standard is that certification will now be granted to the organization/entity managing the project, rather than to the project itself.</p> <p>In addition, an organization can be certified for the duration of a single project or retain certification for continuous certification of multiple projects.</p> <p>With these changes, only organizations can now be registered on the FSC Certification Database and not projects. However, this raises a concern that stakeholders cannot find FSC certified projects or verify FSC certified project claims on the FSC Certification Database anymore.</p> <p>The purpose of this Advice Note is to facilitate certification bodies (CBs) in registering both organizations and projects certified against V2-0 of the Standard on the FSC Certification Database.</p> <p>NOTE: FSC will review this Advice Note in case of changes in the management of the FSC Certification Database or after the completion of the transition period of V2-0 of the <i>FSC Standard for Project Certification</i>.</p>
Advice	<p>Before registering organizations applying the FSC-STD-40-006 V2-0 <i>FSC Standard for Project Certification</i> on the FSC Certification Database, the CB shall verify whether an organization record and a certification record for the organization already exists on the FSC Certification Database.</p> <p>In case the organizational record does not exist, the CB shall create an organization record and a new certification record for the organization. This will automatically create a License code in the format FSC-C XXXXXX.</p> <p>NOTE: Organizations that are certified would already be having a License code in the format FSC-C-XXXXXX.</p> <p>For each certified organization, in the certification record, under Organizational level records, the CB shall set the field Type to "Project Certificate" unless they also have a regular COC certification.</p> <p>Under the certification record, the CB shall include project certification to the scope by adding FSC-STD-40-006 V2-0 as an applicable standard.</p> <p>Each certified organization with FSC-STD-40-006 V2-0 in their scope will have corresponding project(s) associated with it. For each project/sub-project, the CB shall create a project certification record associated with the organization. Adding the project certification record will automatically create a project license code in the format FSC-P XXXXX.</p> <p>NOTE: Every project/sub-project, whether it is a single project or a part of multiple projects in a continuous certification will need to have their own distinct project records.</p> <p>The project certification records can be created by the CB at any time, but at the latest, it shall be created by the time the project is finalized and prior to</p>

	<p>the issuance of the project statement by the organization. The CB shall set the certification date to be the date of the issuance of the project statement.</p> <p>FSC-STD-40-006 V2-0 Clause 7.1 requires each project/sub-project to have a unique identifier. This unique identifier shall correspond to the project license code obtained from the FSC Certification Database as per Clause 5 above. (e.g., ABC-COC-123456-XXXXX)</p> <p>The list of all projects/sub-projects of a given organization shall be made available on the FSC Certification Database as a supplementary file (PDF document) attached to the certification record. The list shall contain at least the project statement for each project and where relevant, for sub-projects.</p>
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