

- Background Paper -

PEFC Revision 2016-2017

26th January 2016

INTRODUCTION

PEFC periodically reviews its technical documentation every five years to ensure that they incorporate latest knowledge, best practices, and evolving stakeholder expectations. With stakeholder participation being at the core of PEFC's work, this revision is undertaken through multi-stakeholder working groups. We are therefore looking for nominations for following working groups (WG) for the revision of the PEFC's technical documents for the 2016-2017 revision cycle:

- **Standard Setting WG:** Revision of *Standard Setting – Requirements (PEFC ST 1001:2010)*, approved in November 2010 and entered into force in May 2011
- **SFM Requirements WG:** Revision of *Sustainable Forest Management – Requirements (PEFC ST 1003:2010)*, approved in November 2010 and entered into force in May 2011.
- **Endorsement Procedures WG:** Revision of *Endorsement and Mutual Recognition of National Systems and their Revision (GD 1007:2012)*, approved in November 2012 and entered into force in January 2013.
- **Forest Management Certification Procedures WG:** Revision of *Group Forest Management Certification – Requirements (PEFC ST 1002:2010)*, approved in November 2010 and entered into force in May 2011, and *Requirements for Certification Bodies (CBs) conducting PEFC FM certification* as defined in Annex 6 of the PEFC Technical Document. Annex 6 was originally approved by PEFC in November 2002 and amended in 2003, 2006 and 2007. The revision of the requirements commenced in 2012, but was not finalized.

The revision of these technical documents will be undertaken in compliance with PEFC Council Technical Documents Development Procedures – Requirements (PEFC GD 1003:2009).

SCOPE, APPROACH AND OUTCOME

The WGs will focus on reviewing the respective technical documentation as outlined above. Where gaps between existing requirements and expectations are identified, revise existing or develop of new technical requirements as appropriate, with the objective of ensuring that PEFC's Technical Documentation continues to represent a balanced, robust, efficient and cost-effective framework for forest certification and the promotion of sustainable forest management.

The WGs will through their work identify existing and arising expectations and demands of PEFC stakeholders and consider PEFC's own experience and strategic objectives in their deliberations.

The working groups will also consider the transition from currently applicable to revised requirements, including their implementation and assessment as appropriate.

The revision is expected to result in the revised issue of the respective technical document and/or - depending on the findings during the review and revision work - in the development of new technical documentation and/or document parts, in line with PEFC GD 1001:2008.

ORGANISATION OF REVISION WORK

The revision process is driven by a multi-stakeholder WG through a consensus-based decision-making process and coordinated by PEFC.

Revision Working Groups

The WGs are expected to build consensus on the respective technical documentation and as such rely on the involvement of active and committed individuals from different interest groups. To ensure that no single concerned interest can dominate the process, PEFC requires the WGs to have balanced representation of interested stakeholders, including geographical representation, and a consensus-driven decision making process.

Stakeholder categories within the WGs are derived from the major groups outlined in the UN Agenda 21 (Business & Industry; NGOs; Scientific & Technological Communities; Farmers & Small Forest Landowners; Workers & Trade Unions; Local Authorities; Indigenous People; Women; and Children & Youth) as a framework for the identification of stakeholders. Based on thorough consideration of potential interest groups, PEFC has further refined the desired composition of the WG and requires at least the following stakeholder categories to participate:

- 1) **Materially affected certifiable stakeholders** (Forest Landowners & Managers, Forest-based Businesses and Industry)
- 2) **Conformity Assessment Community** (Certification Bodies, Accreditation Bodies, Assessors)
- 3) **End User – Customers & Consumers** (Retail & Consumer, Institutional Users, Governments & Local Authorities)
- 4) **Civil Society** (NGOs; Workers & Trade Unions; Scientific & Technological Communities; Indigenous People; Women; and Children & Youth)
- 5) **PEFC Members** (PEFC National Governing Body Members)

It is important to note that the role of the PEFC Board of Directors and the PEFC General Assembly is limited to the formal approval (or rejection) of the revised standards; these bodies are not developing the final draft standards agreed by the WG.

Coordination of Revision Working Groups

The work of the WGs will be coordinated by PEFC's Head of Technical Unit. The PEFC Secretariat will provide organisational and administrative support.

Working style

The WGs congregate in meetings organised by the PEFC Secretariat. Meetings can take place in person or via telephone/web conferencing facilities or a combination thereof. WG members are expected to participate in person at least in the first WG meeting. During the revision process at least three physical meetings are expected to take place for every WG. The first WG meetings will take place in Geneva, Switzerland at the following dates:

WG – SFM, 9-11 May 2016

WG - FM Cert. Procedures, 12-13 May 2016

WG - Standard Setting, 14-15 April 2016

WG - Endorsement Procedures, 22-23 June 2016

Costs

Expenses incurred due to WG members' work within a WG, especially for travelling, accommodation, phone bills, meals and working time cannot be expected to be reimbursed by PEFC, unless otherwise agreed beforehand with the PEFC Secretary General in writing.


Stages in the Revision Process


In line with the requirements outlined PEFC's Technical Documents Development Procedures (PEFC GD 1003:2009), the revision includes the phases as outlined below, with the WG being core to **Phase 3 - Working Group Stage I** and **Phase 5 - Working Group Stage II**.

- **Phase 1 - Proposal Stage:** The project proposal is prepared and approved by the Board of Directors.
- **Phase 2 - Preparatory Stage:** Working Group established through stakeholder mapping, public announcement of the revision, invitation of stakeholders and selection of members from the nominations received. Key customer and stakeholder expectations analyzed. A first working draft document is developed.
- **Phase 3 - Working Group Stage I:** Based on the first working papers, the Working Groups are expected to find consensus to create an enquiry draft. Phase usually requires 1-3 meetings.
- **Phase 4 - Enquiry Stage:** Stakeholder consultations (including direct stakeholders, members and public consultations) on the enquiry draft. Stakeholder feedback/comments processed.
- **Phase 5 - Working Group Stage II:** Based on the consideration of comments, the Working Group builds consensus to create the final draft. Phase usually requires 1-2 meetings.
- **Phase 6 - Approval Stage:** Final draft submitted to the Board of Directors and PEFC General Assembly for formal approval.
- **Phase 7 -Publication Stage:** Approved document published on the PEFC website. PEFC members and stakeholders (accreditation and certification bodies in particular) informed of the new document and its implications.
- **Phase 8 - Implementation Stage:** PEFC members and stakeholders informed of the new document and its implications, PEFC schemes assessed for compliance with revised requirements, and evaluation of the implications of the revised requirements.

Overview Revision Schedule 2016-2017

	2016								2017							
	I		II		III		IV		I		II		III		IV	
WG - SFM	WG establishment		WG meeting		WG meeting		WG meeting		WG meeting		Consultation		WG meeting			
WG - FM Cert. Proced.	WG establishment		WG meeting		WG meeting		WG meeting		WG meeting		Consultation		WG meeting			
WG - Standard Setting	WG establishment		WG meeting		WG meeting		WG meeting		Consultation		WG meeting		WG meeting			
WG - Endorsement Procedures	WG establishment		WG meeting		WG meeting		WG meeting		WG meeting		Consultation		WG meeting			

WG establishment 

WG meeting 

Consultation 