



PEFC Council

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Board Minutes

Geneva, Switzerland

Tuesday 24 & Wednesday 25 April 2018

PEFC Council Board Minutes

Present:

- Peter Latham (Chair)
- Natalie Hufnagl-Jovy (1st Vice Chair)
- Geneviève Chua
- Riikka Joukio
- Brian Kernohan
- David Ford
- Peter Crook
- Nurudeen Iddrisu
- Juan Carlos Jintiach

Apologies:

- Hervé LeBouler
- Fermin Olabé-Velasco
- Eduardo Rojas y Briaies
- Gerald Pfiffinger

In attendance:

- Ben Gunneberg (CEO / Secretary General)
- Michael Berger (Deputy Secretary General/ Head of Technical Unit)
- Xavier Hafner (Accountant – Branded) – Item 6.1
- Gill Parker (Finance) – Item 6.1

1. AGENDA

The Chairman declared a potential conflict of interest concerning item 4.3, and David Ford for item 5.3

BOD/1/2018 Unanimously agreed:

- To approve the agenda.

2. MINUTE

BOD/2/2018 Unanimously agreed:

- To approve the minutes of last Board meeting held on November 13, 2017 in Helsinki and the Conference call held on February 28, 2018.
- To recommend to the General Assembly the draft minutes of the 22nd General Assembly held in Helsinki on November 15, 2017.

3. MATTERS ARISING

It was noted that Fermin Olabé-Velasco had tendered his resignation citing time commitments. It was noted that a call for nominations would be issued following the members meeting.

4. STRATEGIC DISCUSSIONS

4.1 Final PEFC Strategy and Implementation Discussion

The Board discussed the document to be presented to members and proposed strengthening wording with respect to local and indigenous peoples. In addition, alternative wording to “leverage” was proposed to members to consider the following day.

BOD/3/2018 Unanimously agreed:

- To note the strategy document to be presented to members.

4.2 PEFC Board’s Risk Register

The Board reviewed and suggested amendments to the risk register noting that risk was considered at each meeting and

should be part of every decision. It was further noted that the risk register was a living document to be regularly reviewed and updated as the occasion dictates but no less than every second year.

BOD/4/2018 Unanimously agreed:

- To approve the Board’s PEFC Risk Register as a true reflection of the Board’s current understanding of risks.

4.3 PAFC Regional Approach Congo Basin

The Chairman absented himself from the vote having declared an interest in that he is a recently appointed board member of ATIBT.

BOD/5/2018 Unanimously agreed:

- To note and confirm support for the innovative regional approach being applied to the Congo Basin in keeping with PEFC’s federal approach.

5. OPERATIONAL ITEMS

5.1 PEFC International Progress Report Q4 2017

This was noted.

5.2 Review of Board Charter and Board Policies

This was noted.

BOD/6/2018 Unanimously agreed:

- To approve the revised Board Charter including Board Policies.

5.3 PEFC Strategic Funding Options Task Force

David Ford absented himself from voting on this issue as he was subject of the vote.

BOD/7/2018 Unanimously agreed:

- To approve the remit of the PEFC Strategic Funding Options Task Force.
- To appoint Mr David Ford as the Chair of the PEFC Strategic Funding Options Task Force.

5.4 General Assembly Venue 2019

The Board approved the application by PEFC Germany to co-host the 2019 General Assembly in Wurzburg, Germany in November 2019. The board would consider a proposal by the secretariat to rotate the General Assembly around the world at the next board meeting.

BOD/8/2018 Unanimously agreed:

- To accept the application by PEFC Germany to co-host the 2019 PEFC Week and General Assembly.

5.5 Revised Nominations Committee Guideline

The Board proposed a few amendments including time-limited terms for Board members for consultation.

BOD/9/2018 Unanimously agreed:

- To undertake a member consultation on the revised guideline concerning the nominations committee member election process.

5.6 Members meeting overview and planning

The Board reviewed the week's activities with members and its participation.

6. FINANCE

6.1 DRAFT Year-End Accounts 2017

The accountant was present to answer questions from board members on the draft unaudited accounts which will now be formally audited.

BOD/10/2018 Unanimously agreed:

- To note the draft year-end account for 2017.

6.2 Requests for subscription reductions to date

The board noted the requests to date. The Management Accounts Sub Committee would be making recommendations to the Board for the 2019 budgeting.

BOD/11/2018 Unanimously agreed:

- To note the requests for 2019 received to date.

7. TECHNICAL ISSUES

7.1 Scheme Endorsement PAFC Cameroon

BOD/12/2018 Unanimously agreed:

- To recommend to the PEFC General Assembly the PAFC Cameroon scheme for an endorsement limited to two-years once the assessment process is finalised, subject to the final assessment report confirming that the seven non-conformities, not related to the standard setting process, have been addressed.

7.2 Accreditation in Belarus – exemption from MLA requirement

BOD/13/2018 Unanimously agreed:

- To extend the temporary exemption of the Belarusian Forest Certification System from the PEFC requirement for accreditation 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) until 31 December 2018.

7.3 Macedonian Forest Certification Scheme Endorsement

BOD/14/2018 Unanimously agreed:

- To recommend the endorsement of the Macedonian Forest Certification Scheme to the General Assembly by postal ballot, on the condition that the five minor non-conformities are resolved by the Council for Sustainable Forest Management in the Republic of Macedonia and verified as such by the PEFC Secretariat within six months after endorsement.

7.4 Romanian Forest Certification Scheme Endorsement

BOD/15/2018 Unanimously agreed:

- To recommend the endorsement of the Romanian Forest Certification Scheme to the General Assembly by postal ballot, on the condition that five minor non-conformities are resolved by PEFC Romania and verified as such by the PEFC Secretariat within six months after endorsement.

8. COMMITTEE UPDATES

8.1 Financing PEFC WG

The Chairman provided a verbal report noting the working group would be meeting in person at the end of the week. The key issue concerning fairness and sustainability of the membership fee would be dependent on further information gathering from certificate holders to allow the membership fees to be remodelled in a fashion supported by members.

8.2 Nominations Committee

The Secretary General reported that the committee had met and was looking for candidates under the headings labour, ENGOs, Major Consumer Brand Retailers, Traders,

Forest Industry/Processor and Forest Owner/ Government to complement and balance the current composition and representativeness of the Board.

8.3 Branding Task Force

The Chairman reported on the various testing with consumers and companies that had taken place, including the work to produce revised branding guidelines. Presentations would be given at the members meeting.

9. ANY OTHER BUSINESS

There was none.

10. DATES OF NEXT MEETING – Thursday 4 & Friday 5 October 2018

Signed:

Peter Latham - PEFC Council Chairman

Ben Gunneberg - PEFC Council Secretary General