

Development report

First Revision of the Polish PEFC scheme



PEFC Polska

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1. Introduction

The Polish PEFC scheme was for the first time endorsed by PEFC International in March 2008. Since that time all State Forests in Poland have been certified.

On February 2011 the PEFC Polska has started the first revision of the PEFC National Standard: *Polish criteria and indicators of sustainable forest management for forest certification*, the aim of which was inclusion the new knowledge and experiences, and updating the national standard in accordance with international requirements. The process was transparent, based on consensus and public consultation.

2. Scope of the revision process

The revision has covered the entire Polish PEFC scheme. Work related to the revision was conducted in two groups:

WG 1 – revision of PEFC Polska’s forest management standard, and

WG 2 – revision of remaining technical documents.

Works on the revision of the scheme were conducted in accordance with PEFC PL 1001: *Standard setting – Requirements*, and were regularly consulted with Polish Centre for Accreditation.

Table 1 contains documents of Polish PEFC scheme affected by the revision process, stating the nature of the changes.

Table 1. List of documents

Old name	New name	WG	Changes
Document 1: Certification and Accreditation Revision and Procedures (General Guidelines)	PEFC PL 1002: Certification and accreditation procedures	2	Minor, resulting mainly from changes in ISO standards
Document 2: Detailed Guidelines for Conduct of Forest Management Audits and Chain of Custody Verifications in Polish PEFC Forest Certification System	-	2	Withdrawn, following PCA's suggestion (all procedures are described in corresponding ISO standards)
Document 3: Application for Certification	PEFC PL 1004: Group forest management certification – Requirements	2	Major – restructuring, removal of part concerning regional certification

Table 1 (continued)

Document 4: Polish Criteria and Indicators for Sustainable Forest Management for the Purpose of Forest Certification	PEFC PL 1003: Sustainable forest management – Requirements	1	Major – mainly restructuring
Working Plan	PEFC PL 1001: Standard setting – Requirements	Board (before revision process)	
PEFC ST 2002:2010: Chain of custody - requirements	PEFC ST 2002:2013: Chain of custody - requirements	N/A	
PEFC ST 2001:2008 v2: PEFC Logo Usage Rules - requirements	PEFC ST 2001:2008 v2: PEFC Logo Usage Rules - requirements	N/A	
PEFC_Pol 1. Procedure for PEFC Notification of Certification Bodies operating Forest Management System and/or Chain of Custody Certification in Poland	Procedure for PEFC Notification of Certification Bodies operating Forest Management System and/or Chain of Custody Certification in Poland	Board (be revised after endorsement)	Minor
Bylaws of PEFC Polska	Bylaws of PEFC Polska	Board	Minor

3. Managing the process of revision of the scheme

Revision of the Polish standard of forest management within the PEFC scheme was made by the PEFC Polska through a working group appointed by PEFC Polska. The distribution of tasks during the revision process was as follows:

3.1. The Board of Directors of PEFC Polska Council

The Board was to coordinate and support the work associated with the process of revision, which consisted of:

- Starting the revision process;
- Ensuring the fulfillment of formal requirements;
- Providing the necessary information about the national and international conditions, that might affect revision process;
- Coordinating the exchange of information;
- Facilitating contacts;
- Dealing with practical issues related to the process of revision.

Following the decision by General Assembly of the PEFC Polska Council, the Board sent out invitations to all identified stakeholders to take part in working groups and nominate their representatives. The invitation was sent to 51 stakeholders. Some stakeholders have decided not to take part in the work.

The PEFC Polska bears full responsibility for the execution of the revision of the system.

3.2. Working Group 1

The PEFC Polska established the temporary working group responsible for revision of the PEFC National Standard: *Polish criteria and indicators of sustainable forest management for forest certification*) based on received nominations. The working group consisted of representatives of relevant groups/stakeholders (see Appendix 1):

The working group have been accessible to stakeholders, had balanced representation of stakeholders and included stakeholders with expertise relevant to the subject matter of the standard.

The task of the working group was to contribute with comments and proposals to the revision of update the standard. The main part of the work done by the working group was made during the joint meetings, taking into account comments, opinions or votes (sent by e-mails) of participants who were unable to attend the meeting. Final decisions were primarily taken at meetings, but Internet voting was also used.

The PEFC Polska established accessible to stakeholders procedures for dealing with complaints relating to the standardising activities. The PEFC Polska established the contact point for enquiries and complaints relating to its standard-setting activities (<http://www.pefc-polska.pl/aktualnosci/kontakt>).

3.3. Working Group 2

Working Group 2 consisted of stakeholders interested in working on technical documents PEFC Polska, which were outside the scope of interest of the Working Group 1. A list of the members is given in Annex 1

3.4. The General Assembly of PEFC Polska Council

General Assembly of PEFC Polska Council is responsible for final approval of documents before they are submitted to the PEFC International in the process of acceptance.

4. Revision process

4.1. Start of revision process

On February 2011 PEFC Polska has initiated the first revision of the PEFC National Standard: *Polish criteria and indicators of sustainable forest management for forest certification*. According to the decision of the board, the works on the revision of the system were to be conducted in two working groups. At the same time revision of standard setting procedure was launched.

On the 8th of February 2012, PEFC Polska announced and invited for participation in process of revision on its website (<http://www.pefc-polska.pl/zaproszenie-do-udzialu-w-pracach-grup-roboczych>) and by announcements published in forest media (Las Polski) and on State Forests' website.

The announcement included:

- information about the objectives, scope and the steps of the standard-setting process,
- information about opportunities for stakeholders to participate in the process (a special attention was paid to disadvantaged and key stakeholders),

- an invitation to comment on the scope and the standard-setting process,
- the invitation to stakeholders to nominate their representative(s) to the working group.

The PEFC Polska identified stakeholders relevant to the objectives and scope of the revision process of the *Polish criteria and indicators of sustainable forest management for forest certification* as follows:

- 1) forest owners/managers (private and state service),
- 2) forest/wood related industry/business,
- 3) non-governmental organisations (forest and ecology),
- 4) authorities (public administration and local government),
- 5) forest science.

The PEFC Polska identified disadvantaged stakeholder: private forest owners. In Poland private forests are very fragmented and poorly managed. Private forest owners are very poor represented in the forest sector (the most of private forest associations established with support of Environment Ministry are not active). The PEFC Polska did it's best to incorporate private forest owners to revision of the PEFC National Standard: *Polish criteria and indicators of sustainable forest management – for forest certification*.

Despite of special means to involve private forest owners in the process, the PEFC Polska's efforts failed. Private forest owners' associations did not answer to announcements and invitations sent by post, electronic and phone calls. For this reason the PEFC Polska paid special attention to represent the private forest owner's interests in the process.

The PEFC Polska identified the key stakeholder: the State Forests National Forest Holding. The State Forests National Forest Holding manages 7.5 mln hectares of forests – 77.4% of total forest resources in Poland.

In addition to public announcements in the media, the PEFC Polska has contacted the identified stakeholders by mail, by e-mail and, occasionally, by phone.

Invited stakeholders were also asked to make comments on the existing forest management standard.

The standard-setting procedures were publicly available on PEFC Polska website. The records relating to the standard-setting process are kept by PEFC Polska.

4.2. The appointment of working group

All nominated representatives of stakeholders were included in the working groups. The PEFC Polska appointed the working groups at their first meeting on the 16th of April 2012, basing on nominations received from invited stakeholders. All the participants were informed of the date of the meeting by e-mail. It was decided at the meeting that working group 1 will work on revision of forest management standard while working group 2 on revision of the technical documents.

4.3. The activities of the working groups

WG 1

The secretariat of PEFC Polska elaborated the very first draft of the PEFC National Standard "Sustainable forest management – requirements" basing on comments received from the

public announcement and two documents: the PEFC International Standard: Sustainable Forest Management – Requirements (PEFC ST 1003:2010) and PEFC National Standard: *Polish criteria and indicators of sustainable forest management for forest certification*.

Working drafts and any other documents were available to all working group members. They were provided to contribute to working group activities.

The working group activities were based on a consensus, according to definition of consensus introduced in ISO/IEC GUIDE 2:2004. The working group activities were recorded.

The working group had four meetings (16/04/2012, 11/05/2012, 14-15/06/2012, 22-23/10/2012). In the open and transparent process the working group elaborated the draft of the PEFC National Standard “*Sustainable forest management – requirements*”.

The vote on the approval of the draft standard for public consultation was conducted via e-mail.

WG 2

The working group has reviewed the remaining documents included in the PEFC Polska scheme. The group had three joint meetings (16/04/2012, 11/05/2012, 14-15/06/2012), using also electronic communication.

4.4. Public consultation

The PEFC Polska organised public consultation on the draft elaborated by working group. The beginning and the end of consultation was announced in forest periodicals, on the PEFC Polska’s website (<http://www.pefc-polska.pl/aktualnosci/publiczne-konsultacje>), and by e-mails. The special attention was paid to disadvantaged stakeholders – private forest owners.

The draft was publicly available and accessible. The duration of consultation was: 12/07 – 14/09/2012. During the consultation working group received more than 170 comments. All comments were considered by working group and published, together with working group decisions/argumentation on PEFC Polska’s website (<http://www.pefc-polska.pl/aktualnosci/koncowa-wersja-projektu-normy-krajowej-pefc>). All comments were discussed on the last joint group meeting.

Finally, the working group recommended final draft of the PEFC National Standard “*Sustainable forest management – requirements*” using internet voting.

Documentation on the implementation of the PEFC National Standard “*Sustainable forest management – requirements*” - setting process is published on PEFC Polska website (<http://www.pefc-polska.pl/>).

4.5. Approval of the standard

On 19th of December 2012 the PEFC Polska formally approved the final version of PEFC National Standard “*Sustainable forest management – requirements*”. The approved document is published on PEFC Polska website (<http://www.pefc-polska.pl/>).

Table 2. The main phases of the revision process

Period	Responsible body	Description of activity
February 2011	PEFC Polska	General Assembly of PEFC Polska Council accepted start of the revision process
February 2011- January 2012	PEFC Polska	Revision of procedures for standard-setting activities
February 2012	PEFC Polska	Announcement and invitation to participate in the process of revision
February 2012	PEFC Polska	Identifying stakeholders relevant to the objectives and scope of the revision (including disadvantaged and key stakeholders)
February-April 2012	PEFC Polska	Elaborating the very first draft of the PEFC national standard “Sustainable forest management – requirements
April 2012	PEFC Polska	Establishing the temporary working group responsible for revision
April-June 2012	Working group 1	Elaborating the draft of the PEFC National Standard “Sustainable forest management – requirements”
July-September 2012	PEFC Polska	Public consultation of the draft elaborated by the working group
October-November 2012	Working group	Elaborating and recommending the final draft of the PEFC National Standard “Sustainable forest management – requirements”
December 2012	PEFC Polska	Approving the final version of the PEFC National Standard “ <i>Sustainable forest management – requirements</i> ” (postal balloting)

Work related to the establishment of the remaining technical documents (apart from PEFC PL 1004: *Group forest management certification – Requirements*) lasted until April 2014 and were connected with consultations with the Polish Centre for Accreditation. Consultations were primarily related to the updates of ISO standards dealing with certification and accreditation procedures.

Stakeholders/members of the Working Group 1

No.	Affiliation	Stakeholders	Name
1	2	3	4
1	Association 'Woman of Forest'	Non- governmental organisations	Liliana Armatys
2	Regional Directorate of State Forests Szczecin	Forest owners/managers (State Forest Service)	Mariusz Borowski
3	Warsaw University of Life Sciences – SGGW	Forest science	Stanisław Drozdowski
4	-	Private person	Piotr Aleksander Dubiel
5	The Coordination Centre for Environmental Projects	Forest owners/managers (State Forest Service)	Krzysztof Flis
6	Regional Directorate of State Forests Kraków	Forest owners/managers (State Forest Service)	Maciej Gomułka
7	Regional Directorate of State Forests Wrocław	Forest owners/managers (State Forest Service)	Grażyna Góral
8	Office of Technical Inspection	Public administration	Olaf Henrykowski
9	Regional Directorate of State Forests Gdańsk	Forest owners/managers (State Forest Service)	Sebastian Klisz
10	Forest District of Jugów	Forest owners/managers (State Forest Service)	Leszek Kościński
11	Regional Directorate of State Forests Poznań	Forest owners/managers (State Forest Service)	Marlena Kowalkowska
12	Regional Directorate of State Forests Gdańsk	Forest owners/managers (State Forest Service)	Mariusz Krysiak
13	Bastex Wolman Division	Forest/wood related industry	Andrzej Kundzewicz
14	Regional Directorate of State Forests Toruń	Forest owners/managers (State Forest Service)	Maciej Kuss
15	Wildlife Protection League	Non- governmental organisations	Adam Kwiatkowski
16	Regional Directorate of State Forests Zielona Góra	Forest owners/managers (State Forest Service)	Bartłomiej Lenard
17	Forest District of Bystrzyca Kłodzka	Forest owners/managers (State Forest Service)	Lubomir Leszczyński
18	Regional Directorate of State Forests Radom	Forest owners/managers (State Forest Service)	Andrzej Matysiak
19	Forest District of Miękinia	Forest owners/managers (State Forest Service)	Tomasz Międzyrzecki
20	Regional Directorate of State Forests Olsztyn	Forest owners/managers (State Forest Service)	Piotr Mioduszewski
21	Regional Directorate of State Forests Katowice	Forest owners/managers (State Forest Service)	Miroslaw Nowak
22	Regional Directorate of State Forests Krosno	Forest owners/managers (State Forest Service)	Andrzej Nowakowski
23	Association of Foresters and Wood Technologist	Non- governmental organisations	Jerzy Osiak
24	Zieloni R.P. (Greens of Republic of Poland)	Non- governmental organisations	Magdalena Popławska
25	Forest District of Parczew	Forest owners/managers (State Forest Service)	Miroslaw Potapiuk
26	Forest District of Rudka	Forest owners/managers (State Forest Service)	Krzysztof Radziszewski
27	Polish Forest Society	Non- governmental organisations	Ewa Referowska-Chodak

Appendix 1 (continued)

28	Regional Directorate of State Forests Warszawa	Forest owners/managers (State Forest Service)	Krzysztof Rostek
29	Committee of Gallinaceous Bird Protection	Non- governmental organisations	Zenon Rzońca
30	Local Association of Celestynów	Non- governmental organisations	Mariusz Wrona
31	Regional Directorate of State Forests Łódź	Forest owners/managers (State Forest Service)	Tomasz Wrzalik
32	General Directorate of State Forests	Forest owners/managers (State Forest Service)	Damian Zieliński
	Forest Research Institute	Chairman	Michał Kalinowski

Stakeholders/members of the Working Group 1

No.	Affiliation	Stakeholders	Name
1	Regional Directorate of State Forests Toruń	Forest owners/managers (State Forest Service)	Jerzy Bargiel
2	Regional Directorate of State Forests Kraków	Forest owners/managers (State Forest Service)	Tadeusz Chlipała
3	Łódź University	Science	Andrzej Choromański
4	Regional Directorate of State Forests Kraków	Forest owners/managers (State Forest Service)	Michał Głowacz
5	Forest District of Legnica	Forest owners/managers (State Forest Service)	Hubert Kawalec
6	Regional Directorate of State Forests Warszawa	Forest owners/managers (State Forest Service)	Piotr Lutyk
7	Regional Directorate of State Forests Białystok	Forest owners/managers (State Forest Service)	Marek Masłowski
8	Association of Foresters and Wood Technologist	Non- governmental organisations	Jarosław Oktała
9	Forest District of Jugów	Forest owners/managers (State Forest Service)	Andrzej Palmowski
10	Regional Directorate of State Forests Piła	Forest owners/managers (State Forest Service)	Małgorzata Partyka
11	DGLP	Forest owners/managers (State Forest Service)	Jacek Przypaśniak
12	Regional Directorate of State Forests Olsztyn	Forest owners/managers (State Forest Service)	Joanna Sienkiewicz
13	Regional Directorate of State Forests Gdańsk	Forest owners/managers (State Forest Service)	Andrzej Skulski
14	Local Association of Celestynów	Non- governmental organisations	Stefan Traczyk
15	Regional Directorate of State Forests Szczecin	Forest owners/managers (State Forest Service)	Zofia Węgrzyn
16	Forest District of Wejherowo	Forest owners/managers (State Forest Service)	Tomasz Wiczanowski
	PEFC Polska	Chairman	Krzysztof Jodłowski