



PEFC Council

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Board Minutes

Marienberg Fortress Wurzburg German
Monday 11 November 2019

PEFC Council Board Minutes

Present:

- Peter Latham (Chair)
- Natalie Hufnagl-Jovy (1st Vice Chair)
- Eduardo Rojas y Briaies
- Peter Crook
- David Ford
- Nurudeen Iddrisu
- Brian Kernohan
- Gerald Pfiffinger
- Suzette Weeding
- Jin Sook Lee (by Phone)

Apologies:

- Geneviève Chua (2nd Vice Chair)
- Juan-Carlos Jintiach
- Hervé LeBouler
- Riikka Joukio

In attendance:

- Ben Gunneberg (CEO / Secretary General)
- Michael Berger (Head of Technical Unit / Deputy Secretary General)
- Matthew Parkan (Innovation Technical Unit) for item 3

1. AGENDA

BOD/18/2019 Unanimously agreed:

- To approve the agenda.

1.1 Declarations of potential conflicts of interest with agenda

It was noted that no one conflicted with any agenda item.

1.2 Affiliations Register - noted all up to date.

2. MINUTES OF THE LAST BOARD MEETING

BOD/19/2019 Unanimously agreed:

- To approve the minutes of last Board meeting held on October 3rd and 4th 2019 in Geneva Switzerland.

3. MATTERS ARISING

3.1 Follow up last board meeting

The Board noted:

- Matters arising and,
- Q3 Progress report 2019 in the Background Papers
- Follow-up in PEFC Week preparations with respect to the call with NGBs
- Request by IBA concerning consideration of the concept of sustainable intensification
- Letter by the Southern Hemisphere Plantation Group with respect to the revised chain of custody standard
- Letters from Italy and Finland concerning the GA minutes and the appointment of auditor for the year end accounts 2018

3.2 Risks to be considered

There were none which hadn't already been considered in 3.1

3.3 Discussion on possible structural changes (one NGB one Country)

Noted that this agenda item would need to be deferred to the April meeting and was separate from any agreement reached under item 5.2

4. OPERATIONAL ITEMS

4.1 PEFC International Progress Report Q3 2019

The Board noted the Q3 report

4.2 Russia Application – Membership transfer

BOD/20/2019 Unanimously agreed:

- To note the PEFC Russia NGB name change, changes of statutes and the transfer of all the PEFC Russia Scheme documentation from the "Association Non-Profit Partnership Centre for Development of Forest Certification" to the "Association Centre for Development of Forest Certification", and to inform the General Assembly accordingly.

4.3 Feedback on NGB meetings & discussion on possible structural solutions

The Board considered options to improve the communication lines between members and the PEFC Board and Secretariat. It was felt that decisions should be taken after the members' session on communication and marketing but that the board should be prepared to offer some structural and process solutions.

The first proposal was to pull the planning process and calendar of the work plan and associated budgets forward by 3 months to allow member input at the members meeting. An additional approach to ensure more member involvement in the work planning process could be achieved by creating a formal link to all the informal working groups in communications and marketing. To this end the Board would be prepared to offer the setting up a new formal working group chaired by Board members:

Marketing Communication and Advocacy (MCA working group) – through this members could submit formal requests and the working group would consider the areas needing most focus in these areas and advise the Board and Secretariat accordingly. One would need to ensure regional balance and also ISM (International Stakeholder Members)

involvement as well as involvement by NGBs. All informal groups would be encouraged to feed into this formal working group. This way members would be assured that they can raise and have discussed issues which they feel the board or the secretariat might not be paying enough attention too. It would also be a safeguard to the Board, that the plans and budgets take into consideration the inputs from this committee. In addition, MCA activities would be covered in the committee updates at each Board meeting – addressing some of the risk issues and bringing to the Board any issues it feels the board should deal with.

Looking ahead, the Secretary General suggested that the Board might wish to consider establishing yet another formal working group namely a Member Services, Innovation and Development (MSID working group). This, if deemed necessary by the Board and members, would cover all the remaining services PEFC provides. It could provide an additional input mechanism for members to the board on issues such as the appropriate balance of PEFC focus on supporting existing versus potential new members etc. Innovations could also be covered as a place to work with members on subjects such as GIS mapping and other innovations and development issues. The Board could also ask both working groups to investigate certain issues on its behalf.

The chairman offered to present such ideas to the members at the end of the members sessions on marketing and communications to get feedback allowing the board to consider next steps.

5. FINANCE

5.1 Q3 Management accounts

Presented by David Ford on behalf of MAC

BOD/21/2019 Unanimously agreed

- To note the Management Accounts for the period 1 January to 30 September 2019.

5.2 Regularising charging of membership fees

Board members noted that, National Governing Bodies (NGBs) are responsible for payment of the PEFC Council membership fee for the certified area of all PEFC endorsed schemes operating in the country for which they are a member. In addition, it was noted that under the current procedures, NGBs are required to collect the PEFC Council Membership fees applicable from all PEFC endorsed schemes operating in the country for which they are a member. The Board discussed the scenario of what happens if an endorsed scheme does not pay the NGB the required membership fee portion for the NGB attributable to the endorsed scheme.

BOD/22/2019 Unanimously agreed:

- To hold PEFC endorsed schemes liable for any portion of a PEFC NGB membership fee attributed to them and not paid to the relevant NGB (rather than holding the NGB itself liable); with the sanction of suspending, or revoking the endorsement of, the PEFC scheme in areas, should payments not be made to the NGB collecting the membership fee by the specified timelines in the invoices agreed with PEFC Council.
- To request the Secretariat to develop new procedures and associated safeguards to replace the above interim procedures as part of the ongoing review and potential revision of the “one member one NGB” discussion currently being considered by the Board.

6. MEMBERSHIP

6.1 Sierra Leone - Application for National Governing Body

It was noted that although the application from Sierra Leone met all the formal requirements to allow the board to propose it to the general assembly, that there were some questions as to the financial projections provided as well as resource support requirement for the Secretariat. It was considered prudent to seek more information before making a recommendation to members.

7. TECHNICAL ISSUES

7.1 Approval of revised PEFC GD 1008, Information and Registration System

It was noted that this document would require members to start collecting the information required to allow PEFC to implement a fairer membership fee structure over time.

BOD/23/2019 Unanimously agreed:

- To approve the final draft of the revised PEFC International Guide “PEFC Information and Registration System - Data Requirements” (PEFC GD 1008:2019).

Signed:

Peter Latham - PEFC Council Chairman

Ben Gunneberg - PEFC Council Secretary General

8. COMMITTEE UPDATES

8.1 SFM WG update (Brian Kernohan and Michael Berger)

Messrs Kernohan and Berger reported on the outputs of the first meeting of the SFM Working Group and noted that the priorities and workload would easily keep the working group and secretariat busy for the next three years work plan cycles.

9. ANY OTHER BUSINESS

There was none.

10. DATES OF NEXT MEETING –

Tuesday 31 March / Wednesday 1 April, 2020
Switzerland

The Chair noted that this would be the last meetings for Board member Juan Carlos Jintiach (who had served for 6 years) and Vice Chair, Natalie Hufnagl-Jovy who had served on the PEFC Board for 11 years, 6 of which as the Vice Chair. On behalf of the whole PEFC community, the Board expressed its thanks to both for the years of service, commitment and support provided and wished them well for the future.

BOARD POSTAL BALLOT

MARKETING COMMUNICATION ADVOCACY WORKING GROUP (MCA)

Mrs Riikka Joukio absented herself from the vote.

BOD/24/2019 Unanimously agreed:

The Terms of Reference of the Marketing, Communications and Advocacy Working Group.

11 in favor

BOD/25/2019 The appointment of Ms. Riikka Joukio as the chair of the Working Group (Riikka will not vote on this item but has declared herself willing to be elected to this position)

11 in favor