



Vietnam Administration of Forestry
Vietnam Forest Certification Office
Room 309, A9 Building, No. 2, Ngoc Ha Street
Ba Dinh District, Ha Noi, Viet Nam
Phone: +84 38438792; Fax: +84 38438793
Email: vanphongvfco@gmail.com
Web: www.vfcs.vnforest.gov.vn

6th September, 2019

To

Ben Gunneberg- Secretary General,
PEFC Council
ICC Building C, level 1
Route de Pré-Bois 20. Case Postale 1862
CH-1215 Geneva, Switzerland.

Dear Mr. Ben,

Application for the endorsement of the Vietnam Forest Certification Scheme by the PEFC Council

On behalf of Vietnam Forest Certification Office (VFCO), I am glad to inform you that the Vietnam Forest Certification Scheme (VFCS) has successfully completed the development of the VFCS forest certification system and that we are going to submit the application for the PEFC endorsement.

The documentations of application are submitted in an electronic format that complies with the chapter 6.3.1 of the document title PEFC GD 1007:2017, Endorsement and Mutual Recognition of Certification Systems and their Revision. The list of the submitted documentations and evidences is provided in the pages 2, 3, 4 and 5 of this letter.

The VFCS is also prepared to make available any other detailed information and evidence requested by a PEFC assessor or by the PEFC Council in due course of the assessment process, in particular during investigated filed trip of the assessor.

I hereby also confirm that, to my best knowledge, all submitted information mentioned in the application is accurate and truthful.

If you have any query, please do not hesitate to contact the representative of VFCO.

Best regards,

Bui Chinh Nghia,
Vice Chairman of Vietnam Forest Certification Office

1. The list of documents will be submitted to PEFC:

1. Attachment 2_VFCS GD 1001: 2019 - Description of the Scheme and Operation;
2. Attachment 3_VFCS ST 1002: 2019 - Standard Setting Procedures;
3. Attachment 4_VFCS Standard Setting Process Development Report;
4. Attachment 5_VFCS ST 1003: 2019- FM Standard;
5. Attachment 6_VFCS ST 1004: 2019 - Group Forest Standard;
6. Attachment 8_VFCS GD 1006:2019-Requirements for Certification Bodies;
7. Attachment 9_VFCS GD 1007:2019-Notification Procedures For Certification Bodies;
8. Attachment 10_VFCS ST 1008: 2019- Logo Usage_Requirements;
9. Attachment 11_VFCS GD 1009: 2019 - Issuance of VFCS Logo Licenses;
10. Attachment 12_VFCS GD 1010:2019 - Procedures for the Revolutions of Appeals and Complaints;
11. Attachment 14_pefc-system-requirement-checklist_Completed by VFCS.

2. The list of Annexes referring to:

1. Standard setting procedures;
2. Development of FM and CoC standards; and
3. Consultation workshop on the draft of FM and CoC standards.

No	Annex	Title of Annex	Note
1	4.2_1.1	VAFS Website - standard setting procedure announcement	In Vietnamese
2	4.2_1.2	SRI Website - Standard setting procedure announcement	In Vietnamese
3	4.4_2.1	List of SDG members approved by Vietnamese Academy of Forest Sciences	In English
4	4.4_2.2	Decision on Standard Development Group approved by Ministry of Agriculture and Rural Development	In Vietnamese
5	4.4_2.3	Decision No. 3454-2017 on Standard Development Group in EN	In English
6	5.1_3.1	List of stakeholders in Vietnamese	In Vietnamese

7	5.1_3.2	List of stakeholders in English	In English
Meeting Minutes of experts on development of FM and CoC standards			
8	5.5_1.1	Bien ban hop chuyen gia 7.9.2017	In Vietnamese
9	5.5_1.2	Meeting Minutes of experts_ 7.9.2017	In English
10	5.5_2.1	Bien ban hop chuyen gia _13.9.2017	In Vietnamese
11	5.5_2.2	Meeting Minutes of experts _13.9.2017	In English
12	5.5_3.1	Bien ban hop chuyen gia 20.9 2017	In Vietnamese
13	5.5_3.2	Meeting Minutes of experts _20.9 2017	In English
14	5.5_4.1	Bien ban hop tham gia 6.10.2017	In Vietnamese
15	5.5_4.2	Meeting Minutes of experts_ 6.10.2017	In English
16	5.5_5.1	Bien ban hop chuyen gia 13.10.2017	In Vietnamese
17	5.5_5.2	Meeting Minutes of experts _13.10.2017	In English
18	5.5_6.1	Bien ban hop chuyen gia 19.10.2017	In Vietnamese
19	5.5_6.2	Meeting Minutes of experts_ 19.10.2017	In English
20	5.5_7.1	Bien ban hop chuyen gia 5.11.2017	In Vietnamese
21	5.5_7.2	Meeting Minutes of experts_ 5.11.2017	In English
22	5.5_8.1	Bien ban hop chuyen gia 15.11.2017	In Vietnamese
23	5.5_8.2	Meeting Minutes of experts _15.11.2017	In English
24	5.5_9.1	Bien ban hop chuyen gia 20.11.2017	In Vietnamese
25	5.5_9.2	Meeting Minutes of experts_ 20.11.2017	In English
26	5.5_10.1	Bien ban hop tham van 12.12.1017	In Vietnamese
27	5.5_10.2	Meeting Minutes of experts _ 12.12.1017	In English
28	5.5_11.1	Bien ban hop xay dung tieu chuan CoC	In Vietnamese
29	5.5_11.2	Standard setting process and Meeting minutes on CoC Standard	In English
1st consultation workshop on the draft of FM and CoC standards			
30	5.6_1.1	Invitation Letter for the 1st consultation workshop in Hue City	In Vietnamese
31	5.6_1.2	VAFS website - 1st consultation workshop	In Vietnamese
32	5.6_1.3	Upload the draft CoC standard on VNFOREST website for public consultation	In Vietnamese
33	5.6_1.4	Email to Invitation to Departments of VNFOREST	In Vietnamese
34	5.6_1.5	Email to invite HAWA	In Vietnamese

35	5.6_1.6	Email to invite The Vietnam Rubber Association and Vietnam Rubber Group	In Vietnamese
36	5.6_1.7	Email to Stakeholders	In Vietnamese
37	5.6_1.8	Email to invite Auditors	In Vietnamese
38	5.6_1.9	Email to invite Wood processing companies	In Vietnamese
39	5.6_1.10	Email to invite core experts	English
40	5.6_1.11	Email to invite Standard Development Group	In Vietnamese
41	5.6_1.12	Report of the 1st consultation workshop on FM and CoC standards	In English
2nd consultation workshop on the draft of FM and CoC standards			
42	5.6_2.1	Invitation Letter of the 2nd consultation workshop	In Vietnamese
43	5.6_2.2	VAFS website - 2nd consultation workshop	In Vietnamese
44	5.6_2.3	Email to Department of KHCN and HTQT - VNFOREST	In Vietnamese
45	5.6_2.4	Email to Invite FAO in Vietnam	In Vietnamese
46	5.6_2.5	Email to Invite FLEGT representative	In Vietnamese
47	5.6_2.6	Email to Invite GIZ representative in Vietnam	In Vietnamese
48	5.6_2.7	Email to Invite HAWA	In Vietnamese
49	5.6_2.8	Email to Invite SFMI representative	In Vietnamese
50	5.6_2.9	Email to Invite small forest owners	In Vietnamese
51	5.6_2.10	Email to Invite Stakeholders	In Vietnamese
52	5.6_2.11	Email to Invite the department of forest product development-VNFOREST	In Vietnamese
53	5.6_2.12	Email to Invite the Vietnam Cooperative Alliance and Vietnam Famer Association	In Vietnamese
54	5.6_2.13	Email to Invite VINAPACO	In Vietnamese
55	5.6_2.14	Email to remind VNFOREST regarding to invite additional stakeholders	In Vietnamese
56	5.6_2.15	Email to Invite extra participants and stakeholders	In Vietnamese
57	5.6_2.16	Report of the 2nd consultation workshop on FM and CoC standards	In English
3rd consultation workshop on the draft of FM and CoC standards			

58	5.6_3.1	Invitation Letter for 3rd consultation workshop issued by VNFOREST	In Vietnamese
59	5.6_3.2	VAFS website - 3rd consultation workshop	In Vietnamese
60	5.6_3.3	Email to Invite sub-department of forest protection in Thua Thien Hue province	In Vietnamese
61	5.6_3.4	Email to Invite sub-department of forest protection in Yen Bai province	In Vietnamese
62	5.6_3.5	Email to Invite the representative of Hue University	In Vietnamese
63	5.6_3.6	Email Invite the representative of PEFC	In Vietnamese
64	5.6_3.7	Email to Invite TFT	In Vietnamese
65	5.6_3.8	Email to Invite the Standard Development Group	In Vietnamese
66	5.6_3.9	Email to Invite FLEGT Office	In Vietnamese
67	5.6_3.10	Report of the 3rd consultation workshop with FLEGT experts on FM and CoC standards	In English
68	5.6_3.11	Report of Consultation workshop with VCA members	In English
69	5.7	Report of field testing of FM Standard	In English
70	5.8_1	Bien ban hop dong thuan	In Vietnamese
71	5.8_2	Meeting of Minutes for the final draft for formal approval	In English
72	5.11_1	Thong tu so 28_BNNPTNT_2018 Ve quan ly rung ben vung	In Vietnamese
73	5.11_2	The Circular No. 28_BNNPTNT_2018 on sustainable forest management	In English