

# ARTICLES PEFC Norway

## § 1 Name

The name of the association is PEFC Norway. The association is a member-led self-governing and standalone legal person. Members do not heed the association's obligations.

The association has a business address in Oslo.

## § 2 Purpose

The association's purpose is to promote sustainable forestry through maintenance and further development of the Norwegian PEFC certification system for sustainable forestry in accordance with PEFC Councils at all times applicable provisions.

PEFC Norway shall be a member of the Programme for the Endorsement of Forest Certification Council (PEFCC), and act as a national body for this.

## § 3 Membership

Nationwide organisations with interests related to sustainable forestry and certification may become a member of the PEFC Norway. Members undertake to comply with the association's articles and lawful decisions made by the association's governing body.

Applications for membership must be in writing. PEFC-Norway's board, cf. § 5 decides with 2/3 plural the question of admission.

Members of the association are divided into the following 3 groups:

Group 1: Forestry

Group 2: Forestry industry and trade

Group 3: Organisations with social, environmental and cultural interests related to sustainable forestry.

Organisations, including public authorities and institutions, may be given a status as observer.

Withdrawal shall take place in writing and shall take place with immediate effect. The outgoing member can not claim a share in the association's wealth.

## § 4 General Assembly

The general assembly is the association's highest authority and is held every year during the period April – May. An annual meeting shall be convened with at least 2 weeks' notice. Agenda announced concurrently with the notice. All members can submit suggested cases at agenda by March 15<sup>th</sup>. All members of the PEFC Norway may attend the annual meeting, cf. § 3 - membership, and have one vote each.

The agenda must include:

1. Election of chairman of the meeting
2. Annual report for PEFC Norway
3. Annual financial report for PEFC Norway

4. Determination of tariffs/membership fees.
5. Election of board members
6. Election of chairman and deputy leader to the board. Elected among the board members.
7. Election of an auditor
8. Incoming proposals

The Board may decide to hold an extraordinary annual meeting if there are matters that makes this necessary.

## **§ 5 The Board**

The Board of PEFC-Norway's highest authority. The Board shall fulfil both the duties that follows from the purpose, cf. § 2, and the tasks assigned to the national body, including the election of a national representative and observers to General Assembly of PEFC International.

The Board may consist of representatives from all member organisations or a board consisting of representatives from group 1, group 2 and group 3, cf. § 3 - Membership.

Each group is entitled to up to 4 board seats, including the chairman and deputy chair.

Elections to the board take place at the annual general assembly and the election period is 2 years.

The Board establishes a secretariat that is responsible for the operational and day-to-day activities of PEFC Norway. Organisations, including public authorities and bodies, may following the board's decision, be given an observer status of the PEFC-Norway board. Observers are not able to take part in voting.

The Board can create working groups to solve specific tasks. The Board may delegate the power of attorney it deems appropriate to such groups. For the system revisions, one or more working committees are being set down. The committees shall follow it at all times current procedure for the development and revision of the Norwegian PEFC certification system.

The chairman calls a meeting of the board at least once a year. In addition, a meeting must be called if at least 1/3 of the Board members require it. Notice shall be made in writing with at least 14 days' notice. The notice shall state which cases shall be dealt with.

The Board may make decisions by simple majority, except in matters mentioned in § 3 and § 9. At voting equality has the leader double vote. It is a goal to achieve consensus in important matters.

In order for the board to be decision-making, at least 3 members must attend. No one has more than one voice.

Minutes of the meetings are sent to the board members and to observers.

## **§ 6 Handling of disputes and complaints**

The Board of PEFC Norway has overall responsibility for handling disputes or complaints, related to certification in PEFC Norway's certification system, which cannot be solved by the certain certified companies or their certification bodies and/or accreditation bodies.

The Board shall deal with dispute issues as set out in PEFC N 01. Complaints relating to PEFC Norway's management of the certification system shall be dealt with similar to the processing of dispute questions.

## **§ 7 Clarification of routines and requirements**

A clarification is a minor change, clarification or description of tolerance limits for routines or requirements in PEFC Norway's certification system for sustainable forestry.

Decision to clarify routines and requirements in PEFC Norway's certification system is done by the Board of PEFC Norway. Routines related to clarifications are specified in more detail in PEFC N 01.

## **§ 8 Finance and accounting**

The Board determines a membership fee or raises money in other ways to cover membership fee in PEFC and other necessary joint expenses. Every member organization covers its own costs related to the work of the PEFC Norway.

The Chairman of the Board is obliged to ensure proper accounting and management of the association's funds.

## **§ 9 Amendments to the Articles of Association**

Amendments to these articles require a two-thirds majority of the total number of votes at the General Assembly.

Dissolution of the association requires a 3/4 majority of the total number of votes at the General Assembly.

The proposed dissolution must be presented with 1 year's notice. If it is adopted to dissolve the Association, the Board shall determine the use or distribution of any wealth in PEFC Norway.

## **§ 10 Entry into force and transitional provisions**

The current articles of association have been adopted on 21 June 1999 and 5 May 2015. The amendments adopted 5 May 2015 enters into force with immediate effect.