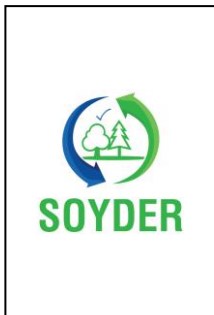

System Description of the PEFC Forest Certification Scheme in Türkiye



SOYDER

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FOREWORD

SOYDER is a national organisation with the purpose of facilitating sustainable forest management through forest certification and labelling of wood products. Consumers can trust that products carrying the PEFC label are made of raw material from sustainably managed forests, from recycling and/or non-controversial sources. SOYDER is a work group responsible for the standard setting and the administration of the Turkey PEFC scheme.

SOYDER standards are developed within an open and transparent procedure based on consensus and supported by consultation of a variety of stakeholders. Since 2020, SOYDER is full member of PEFC International whose strict endorsement procedure guarantees international recognition.

To improve the readability, the male form is used for all denominations of persons. It refers to both, males and females.

INTRODUCTION

The Turkey PEFC certification scheme is based on the guidelines defined in the Technical Documents of the PEFC Council (Program for the Endorsement of Forest Certification Schemes Council), in its currently valid version.

SOYDER is a member of the PEFC Council and has obligated itself to continually improve its own national scheme. This includes revision of the system objectives in five-year intervals.

SOYDER is the control body for the national certification scheme. Its tasks are, in particular, to draw up and further develop the Turkey certification scheme and to set up an expert committee in the scope of group certification in natural regions.

The founding members of SOYDER represent the most important interest groups in the branches of forestry, wood processing, retailing, environment and social affairs. Further details on SOYDER can be found in the statutes of SOYDER.

1 SCOPE

1.1 This document provides information about the objectives, principles and structure of the PEFC scheme in Turkey, in order to ensure good understanding of its parts and their interrelations.

1.2 This document is informative only. Mandatory requirements for bodies performing respective tasks of the scheme and relating processes are included in individual technical documents/standards of the scheme.

2 NORMATIVE REFERENCES

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

- ISO/IEC 17011 "Conformity assessment -- General requirements for accreditation bodies accrediting conformity assessment bodies "
- ISO/IEC Guide 59 "Code of good practice for standardisation "

- ISO/IEC 17021-1 Conformity assessment – Requirements for bodies providing audit and certification of management systems”.
- ISO/IEC 17065 “Conformity assessment – Requirements for bodies certifying products, processes and services”.

All normative documents, forms and tools as well as procedural documents of the Turkey PEFC scheme are listed at the end of this system description ([Appendix 2](#)).

3 DEFINITIONS

Accreditation

A procedure by which a correspondingly authorized body formally recognizes that an organization or a person is competent to carry out specific tasks.

Accreditation Body

A body, which implements and manages an accreditation system and grants accreditation

Audit

Systematic, independent and documented process for compiling auditing evidence, and the objective evaluation thereof, in order to determine the extent to which the auditing criteria have been fulfilled (EN ISO 9000).

Audit report

Report of an audit

Auditor

Person, who is qualified to conduct audits

Certification

Acknowledgement by a third-party concerning products, processes, systems or persons (EN ISO/IEC 17000:2005)

Certification body

An independent third party, accredited by a national accreditation body, which evaluates and confirms organisations with respect to standards and any supplementary documentation required.

Conformity

Fulfilment of set requirements for a product, a process or a service.

Criteria

Aspects, which are considered important and which can be used to evaluate success or failure. The role of criteria is to define and characterize important elements or conditions and processes according to which the implementation of sustainable forest management can be evaluated.

Indicators

Quantitative, qualitative or descriptive parameters, which illustrate the direction of change, if they are measured or observed in periodical intervals.

Management Evaluation

Review of activities undertaken the previous year and significant events or changes in the achievement of objectives and on the results of internal audits by management in determining the possible need for change and opportunities for improvement.

On-Site Inspection

Inspection of the participating forest enterprises and the forestlands belonging to them.

PEFC Trademark

The PEFC logo (PEFC label) is registered and must only be used according to PEFC ST 2001 PEFC Logo Usage Rules - Requirements.

PEFC Certificate

Document issued by an independent certification body, which declares conformity with the PEFC requirements listed in this document.

Region

Area within clearly defined natural and administrative borders.

Requirement

Demand or expectation, which is stipulated, usually a precondition or an obligation (EN ISO 9000)

Sustainable Forest Management (SFM)

The stewardship and use of forests and forestland in a way and at a rate, which maintains their biodiversity, productivity, regeneration capacity, vitality, and their potential to fulfil now, and in the future, relevant ecological, economic and social functions at local, national and global levels, and does not cause damage to other ecosystems (Definition of SFM in the Pan-European process).

Third Party

Person or body that is recognized as being independent of the parties involved, with concern to the issue in question.

Note: Parties involved are usually the supplier (first party) and the purchaser (second party) (ISO/IEC Guide 2).

Unit (of Certification)

Region, group of enterprises or individual enterprises

All Documents of the Turkish PEFC scheme contain in the third chapter a list of definitions which are relevant for the interpretation of the corresponding document.

4 TARGETS

The present scheme describes PEFC scheme in Turkey. Certification has the following targets:

- documenting and continuously improving forestry management
- improving the image of forestry management and its market partners
- promoting the use of wood, a renewable resource
- marketing of wood and wood products
- guaranteeing consumers and customers that PEFC-certified wood products originate from sustainably managed forests

5 BASIC PRINCIPLES OF THE CERTIFICATION SYSTEM

5.1 Criteria and Indicators

The system's criteria and indicators are based on the six Helsinki criteria for sustainable forest management, the pan-European indicators for sustainable forest management, and the pan-European operational level guidelines for the sustainable forest management.

On this basis concrete certification criteria have been defined, taking the specific national conditions and the legal situation in Turkey. The criteria include economic, ecological and social aspects of forest management.

Criteria and indicators for the evaluation of sustainable forest management in Turkey are defined in the standard PEFC-TR-ST-1001.

5.2 Development and further development

The certification criteria will be developed by SOYDER with the input of all relevant interest groups. These relevant groups shall include interested parties in the fields of forestry, wood processing, paper production, trade, environment and social issues (e.g. trade unions).

Their positions will be documented and considered in an open and transparent process. The criteria and indicators will be revised and improved at regular intervals on the basis of the latest scientific findings; continuous improvement is the goal. For the purpose of revision, independent experts will be called upon.

The development and further development is to be done according to the principles of transparency, independence, cost effectiveness and credibility while taking into consideration all of the interest.

5.3 Continuous Improvement Process (CIP)

Continuous improvement of forestry management is an important objective of PEFC certification.

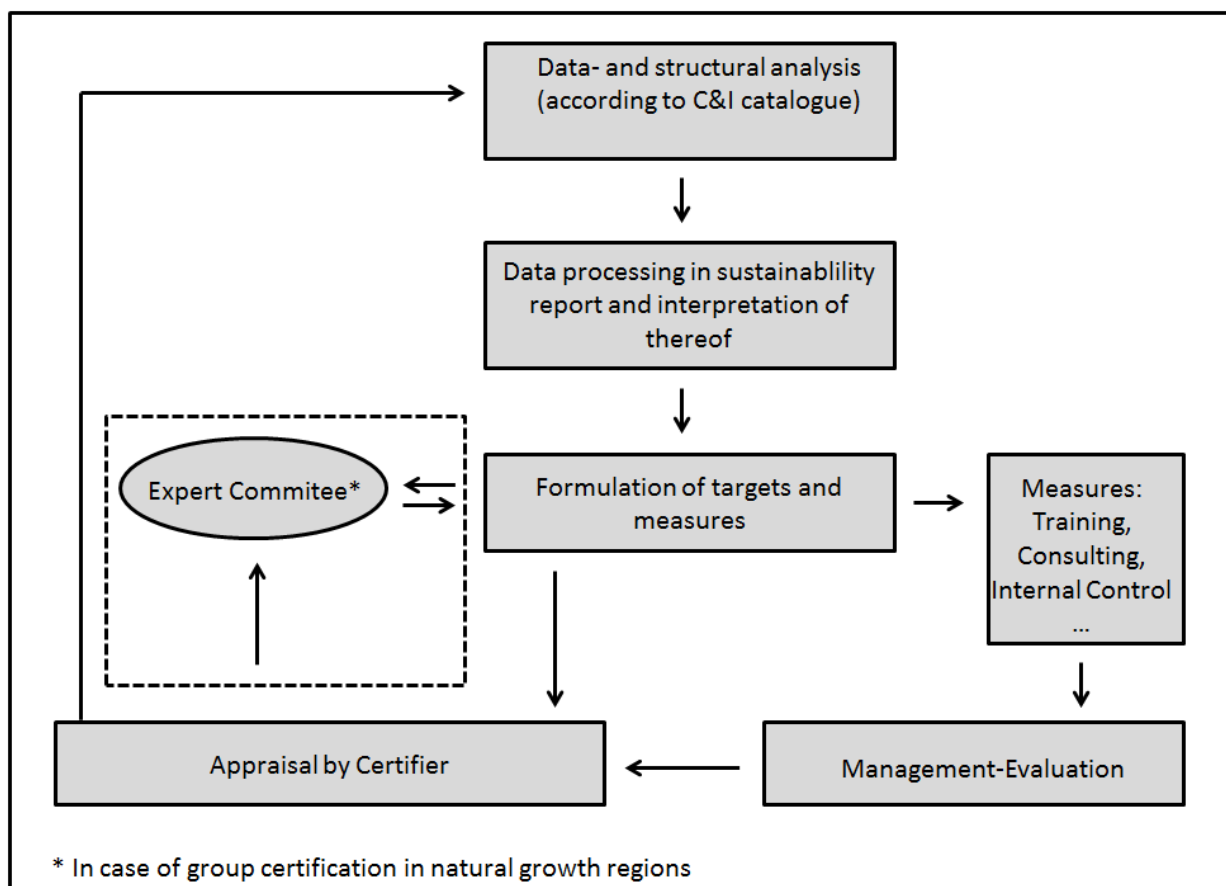


Figure 1: Continual Improvement Process (CIP)

An important factor of CIP is that re-audits will evaluate whether targets have been achieved, as well as that the effectiveness of the measures will be assessed internally by the annual management evaluation and externally through regular control measures. Feedback to SOYDER takes place via the expert committee, which is responsible for system-relevant issues of content. SOYDER compiles information and adapts its system objectives whenever necessary. The certificate holders are to be notified by the certification bodies of changes affecting them, and these certificate holders are to inform the participating forest owners. The process of revising the Technical Documents is initiated by SOYDER.

6 ACTORS

6.1 SOYDER

6.1.1 SOYDER is an NGO association and working as a work group which is supported by all essential parties in the fields of forestry, wood processing, paper production, trade, environment and social issues (e.g. trade unions). It was founded in 2020 and administers the PEFC scheme in Turkey.

6.1.2 SOYDER is responsible for the following:

- a) Standard setting,
- b) representation of the scheme in the PEFC Council International,
- c) notification of certification bodies,
- d) licensing of the logo,
- e) service for the support of scheme implementation,
- f) training and information support,
- g) marketing, promotion, communication.

6.1.3 The working group system revision is responsible for drafting technical documents, as appropriate with the assistance of sub-working groups and in consultation of experts. The SOYDER secretariat is responsible for convening the working group. The working group is constituted by representatives of various interest groups, e.g. forestry, wood processing and – trade, environment and social-labour. At the beginning of every revision process, interest groups are mapped (stakeholder mapping) and invited to participate in the revision process, with particular consideration of disadvantaged, materially affected and key-interest groups.

6.1.4 SOYDER is not involved in the certification and accreditation process.

6.2 Certification Body

6.2.1 Independent certification bodies provide assessment of their clients' conformity with the standards of the Turkey PEFC scheme. They are not involved in the standard setting process of the PEFC scheme.

6.2.2 The Turkey PEFC scheme defines requirements for the structure, procedures and personnel of the certification bodies to ensure their impartiality and competence. They must be accredited by a national accreditation body to demonstrate their compliance with the PEFC scheme's requirements in Turkey. Accredited certification bodies are notified by SOYDER.

6.3 Accreditation Body

6.3.1 Accreditation bodies provide assessment and surveillance of the certification bodies to ensure their impartiality and competence. Their work is based on ISO standards for conformity assessment. The accreditation body must meet the requirements of ISO 17011.

6.3.2 Accreditation bodies for forest management certification need to be members of the European Cooperation for Accreditation (EA) and the International Accreditation Forum (IAF).

6.3.3 For chain of custody certification, the accreditation body is a signatory of the Multilateral Recognition Arrangement (MLA) of the International Accreditation Forum (IAF) for product certification.

6.4 PEFC-National Committee (WG)

The PEFC national committee is a working group, which applies for forest management certification to a certification body. The working group is responsible for the implementation of the requirements for regional certification and represents the individual forest owners and forest cooperatives taking part in the forest certification. When the requirements for sustainable forest management are met, the system relevant targets in the continuous improvement process are met and the certification process is completed successfully, the regional working group becomes a holder of a forest management certificate.

6.5 Participants in the PEFC forest-certification

Forest owners and forest cooperatives can voluntarily participate in the PEFC forest certification by committing themselves to implement and comply with the forest management requirements and other requirements of the PEFC forest certification.

6.6 Certified companies in the Chain of Custody certification

Wood processing companies along the whole value chain can get certified through a notified certification body.

They obtain an Chain-of-Custody certificate and are registered in the international database: <http://www.pefc.org/find-certified/certified-certificates>

7 ADMINISTRATION

7.1 Preparation of technical documents

7.1.1 SOYDER regularly checks whether it is necessary to make changes and continually improve the certification scheme (i.e. for the consideration of new scientific findings). This includes, if required, the inspection and revision of the corresponding normative documents, amongst others the PEFC-TR-ST 1001 (PEFC-Standard for Sustainable Forest Management in Turkey), which must take place no later than in five years intervals. The national certification scheme is regularly evaluated on the basis of this analysis and improved upon, if necessary. The expertise of external scientists and other experts will flow into this process of revision.

7.1.2 The standard setting process is based on PEFC-TR-PR-1001 Standard Setting Procedure and ISO Guide 59 and organised by SOYDER. Standard setting is conducted through participation of diverse stakeholder groups. It is an open, transparent, multi-stakeholder-based process and shall aim for consensus among all participants.

7.1.3 The process includes the mapping of stakeholders, the public announcement of the start of the standard setting process, an invitation of stakeholders to forming technical committees, public consultations, formal approval by the General Assembly of SOYDER and the publication of the standards.

7.1.4 The standards are subject to revisions every five years.

7.1.5 All standards are publicly available through the website of SOYDER.

7.2 Certification

7.2.1 Forest management certification

Forest certification provides assessment of forest management with PEFC-TR-ST 1001. Requirements for certification bodies for forest management certification are defined in PEFC-TR-PR-4003 Notification of CB, including the appendices.

Based on similar processes and requirements, the individual and the group certification are treated together in following chapters.

7.2.1.1 Group certification in natural regions

Group certification in natural regions constitutes a group forest certification wherein natural growth regions are considered regarding target-setting and implementing measures.

For the purpose of group certification in natural regions, ecologic-geographical regions were defined in Türkiye on the basis of natural and administrative borders.

Application for certification is made through the forest owners (relevant regional directorate of the General Directorate of Forestry) in the region. The forest owners may terminate their participation at any point in time. Only the timber of participating forest enterprises in the region is considered "PEFC-certified," and it may be labelled with the PEFC-logo after conclusion of a logo usage contract with SOYDER according to the valid rules for use of the logo.

Group certification in natural regions is considered particularly appropriate for certifying sustainable forestry in Türkiye for the following reasons:

7.2.1.1.1 Data reliability and transparency

In Türkiye a number of monitoring systems exist, which provide a comprehensive picture of the state of the forests. This allows conclusions as to how forests are being managed. The data are collected at regular intervals, but they are only significant for larger units. Thus, their applicability at the level of individual enterprises is limited. For certification a solid and transparent data basis is the major factor. In the case of individual owners of small forests, sufficient data are not available.

7.2.1.1.2 Regional management

Efficient and professional consulting plays a decisive role in regional forestry management. Especially at local and regional levels, there is considerable economic, ecological and social interest in sustainable forestry management.

7.2.2 Chain-of-Custody Certification

7.2.2.1 Chain of custody certification enables enterprises of the supply chain between certified forests and the final product to make claims on the origin of the raw material in PEFC certified, sustainably managed forests and delivers confidence to their customers that those claims are truthful and accurate.

7.2.2.2 SOYDER has adopted, without any modification, the PEFC international chain of custody standard with the reference number PEFC ST 2002 as a part of the Turkish PEFC scheme.

7.2.2.3 The chain of custody certification for the purposes of using PEFC claims and the PEFC label is carried out against PEFC ST 2002 and appendix. The chain of custody certification is a precondition for on-product usage of the PEFC label.

7.2.2.4 The chain of custody certification includes, as its integral and indispensable part, the assessment of the Due Diligence System aiming at the minimisation of risk that the used raw material originates from controversial sources.

7.2.2.5 The chain of custody certification includes as its integral and indispensable part, the assessment of the requirements for workers' rights and occupational health and safety.

7.2.2.6 Organisations with multiple sites and groups of independent producers may implement the chain of custody as a multisite organisation following of PEFC ST 2002.

7.2.2.7 The chain of custody certification is carried out by a certification body that is notified by SOYDER following ISO 17065 and PEFC ST 2002.

7.3 Accreditation

7.3.1 Accreditation for Forest Management Certification

7.3.1.1 Accreditation of certification bodies operating forest management certification provides confidence on impartiality and competence of the certification bodies. The accreditation body provides initial assessment as well as regular surveillance of the certification bodies. The accreditation body's activities are governed by ISO 17011 and relevant documents of the European co-operation for Accreditation (EA) and the International Accreditation Forum (IAF).

7.3.1.2 SOYDER recognises accreditations issued by an accreditation body against ISO 17021-1 and PEFC-TR-ST-1001 and cover in their scope the relevant standards of the Turkish PEFC scheme relating to forest management certification (PEFC-TR-ST-1001).

7.3.1.3 The accreditation body is independent of certification bodies as well as of SOYDER. The accreditation body is a member of the European co-operation for Accreditation (EA).

7.3.2 Accreditation for Chain of Custody Certification

7.3.2.1 Accreditation of certification bodies operating chain of custody certification provides confidence on impartiality and competence of the certification bodies. Accreditation bodies provide initial assessment as well as regular surveillance of the certification bodies. The accreditation body's activities are governed by ISO 17011 and relevant documents of the International Accreditation Forum (IAF).

7.3.2.2 SOYDER recognises accreditations issued by an accreditation body which is a signatory of the Multilateral Recognition Arrangement (MLA) for product certification of IAF or member of EA (European co-operation for Accreditation). The accreditation shall be issued against ISO/IEC 17065 and the scope of the accreditation shall explicitly include PEFC ST 2002.

7.4 Notification

7.4.1 The notification is a formal recognition of a certification body by SOYDER to operate forest management and/ or chain of custody certification against the Turkish PEFC scheme in Türkiye. The notification allows the certification body to issue certificates that are recognised by SOYDER and upon the PEFC endorsement of the scheme also by the PEFC Council.

7.4.2 The notification is based and dependent on the recognised and valid accreditation of the certification body and does not include assessment or surveillance of the certification body which is exclusively provided within the accreditation process.

7.4.3 The notification process is governed by PEFC-TR-PR-4003.2020 Notification of CB and may include a notification fee paid by the certification body to SOYDER based on fees defined in PEFC-TR-PR-4003.2020 Notification of CB.

7.5 Logo Usage

7.5.1 PEFC Label

7.5.1.1 The entities registered in Türkiye have access to the usage of the PEFC label following PEFC-TR-PR-4002a Issuance of PEFC Logo upon

- a) the membership of SOYDER in the PEFC Council,
- b) a contract on the administration of the PEFC scheme between SOYDER and the PEFC Council,
- c) the endorsement of the Turkish PEFC scheme by the PEFC Council.

7.5.1.2 The PEFC label is a registered trademark, and its usage is only permitted by a license issued by SOYDER following PEFC-TR-PR-4002b Issuance of PEFC Trademarks.

7.5.1.3 The use of the logo is stipulated according to the "PEFC Logo Usage Rules" (PEFC ST 2001 PEFC Logo usage rules - requirements). These rules are mandatory.

7.5.1.4 The usage of the PEFC label on- or off-product is a mechanism for the communication of the certification status of an organisation or its products. The usage of the PEFC label by

forest enterprises and entities of the subsequent chain of custody is conditioned by a recognised forest management or chain of custody certificate.

7.5.1.5 The PEFC label can also be used off-product by an entity for communication and promotion purposes according to the specifications in PEFC-TR-PR-4002a Issuance of PEFC Logo.

7.6 Dispute settlement

7.6.1 In principle, accredited certification bodies and accreditation bodies shall set up procedures for arbitration, in order to be able to settle all complaints made by PEFC certificate holders brought against the certification body.

7.6.2 SOYDER has established a process for complaints and disputes which are not under the competency of the certification or accreditation bodies, comprising:

- a) complaints regarding the standard setting process
- b) administrative procedures of SOYDER, for example notification and issuance of logo licences

This procedure is regulated in PEFC-TR-PR-4004_2020 Compliant, Appeal Procedure.

7.6.3 Group organisations for forest management certification need to establish their own procedures for dealing with complaints and disputes under the competency, comprising:

- a) the participation in the group certification
- b) the compliance with the requirements of sustainable forest management.

7.6.4 The certification process and its results are covered by the complaint procedures of the relevant certification body following the relevant accreditation documents, ISO 17021-1 or ISO 17065.

7.6.5 The accreditation process and its results are covered by the complaint procedures of the relevant accreditation body following ISO 17011 or by complaints procedures of the International Accreditation Forum (www.iaf.nu).

Appendix 1 Document structure of SOYDER

Document type		Identification	Approved by	Status	Principles of development
System Description		PEFC-TR-0001	SOYDER GA	Informative	Members consultation
Standards (normative documents)	PEFC TR	PEFC-TR-ST-100x	SOYDER GA	Mandatory	Members Consultation
	PEFC Council	PEFC-TR-PR-100x	SOYDER GA	Mandatory	Developed by PEFC Council, Adopted by PEFC TR after Members Consultation
Guidance Document		PEFC-TR-GD-000x	SOYDER GA	Informative	Members Consultation
Procedural Documents		PEFC-TR-PR-400x	SOYDER GA	Mandatory	Members Consultation

Appendix 2 Documents of SOYDER

Document type	Document title	Document name	Appendices
System Description	PEFC-TR-0001	System Description of the PEFC Forest Certification Scheme in Türkiye	
			Document structure
			Documents SOYDER
			Structure of the PEFC scheme in Türkiye
Standards SOYDER	PEFC-TR-ST-1001	PEFC-Standard for Sustainable Forest Management in Türkiye Group Certification	
	PEFC-TR-ST-1002		
International Standards (adopted by SOYDER)		<i>Chain of Custody of Forest Based Products - Requirements</i>	Under Preparation
		<i>Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard</i>	Under Preparation
Guidelines	PEFC-TR-GD-0001	Terms & Definitions	
	PEFC-TR-PR-1001	Standart Setting Procedure	
	PEFC-TR-PR-4002a	Issuance of PEFC Logo	
	PEFC-TR-PR-4002b	Issuance of PEFC Trademarks	
	PEFC-TR-PR-4003	Notification of CB	
	PEFC AT PB 4005	Schedule of Fees	
	PEFC-TR-PR-4004	Compliant, Appeal Procedure	

Note: This is the list of the technical documents of SOYDER that are valid and available at the time of the publication of this document. A current list and current versions of all technical documents are available at: www.pefc.at

Appendix 3 Structure of the PEFC scheme in Türkiye

