



Institute for forest Certification (IFC)  
Gospodinjska ulica 6  
1000 Ljubljana

To board of IFC

Date: 10.2.2023

**Subject: Minutes of the second correspondence meeting of the Council of the Institute for Forest Certification**

The message for the vote of the first correspondence session of the Forest Certification Institute was sent on 02/09/2023. The correspondence meeting of the Board of the Institute took place on February 10. from 8:00 a.m. to 12:00 p.m.

The following voted: Dušan Petek, Egon Rebec, Rok Sedminek, Matej Skrivarnik

**The members decided on the question:**

**Do you confirm the PEFC BS 01 to 08 documents attached to this email?**

The following documents are attached to the message:

1. PEFC BS 01:2021, Description of PEFC Balkan Forest Certification System
2. PEFC BS 02:2020, Standard setting and revision procedures
3. PEFC SL 03:2021, PEFC Standard for Sustainable Forest Management in Slovenia
4. PEFC BS 04:2021, Certification and accreditation procedures
5. PEFC SLO 05:2021, Notification of Certification Bodies
6. PEFC BS 06:2021, Group Forest Management Certification Rules and Procedures
7. PEFC SLO 07:2021, Issuance of PEFC trademarks license procedures
8. PEFC SLO 08:2020, Complaints and appeals procedures

**Voting:**

All members of the council answered in the affirmative manner.

**Decision: Council members approve Balkan Certification Scheme documents 1-8 received as an attachment to the email.**

For the chain of custody of wood based products, IFC uses and will directly translate international standards:

- PEFC ST 2001:2020, PEFC Trademark Rules - Requirements
- PEFC ST 2002:2020, Chain of Custody of Forest and Tree Based Products - Requirements
- PEFC ST 2003:2020, Requirements for Certification Bodies operating Certification against the PEFC International Chain of Custody Standard

Written by:  
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Ir. Dušan Petek

