



PEFC

PEFC/13-01-01

Promovendo a gestão florestal sustentável

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PEFC Portugal NOTIFICATION FEE 2023

Revision 1 (19/01/2023)

This document transcribes and amends the document “Notification Tariff 2023” of 12.30.2022, replacing it following new information content and/or corrections to the information provided.

Identification of changes

Document	Date	Changes
Notification Fee 2023, 30.12.2022	19.01.2023	<ul style="list-style-type: none"> Clarifies that the calculation of the notification fee in the Chain of Custody certificates is based on information on the total turnover of each site.
		<ul style="list-style-type: none"> Corrects the value in the “notification value” column of the PEFC Portugal 2023 notification fee table, which changes from (€/Ha) to (€).

Table: PEFC Portugal Notification Fee 2023

Sustainable Forest Management Certification (SFM)		Notification fee (€/Ha)	Chain of Custody Certification (CoC)	Turnover (millions €)	Notification fee (€)
Individual, Group and Regional Certificates	Smallholding groups (plots <5Ha)	0	CdC Producer Groups Certificates	[0 a 0,25 [40
				[0,25 a 1 [83
				[1 a 2 [165
	Area of High Ecological Value	0	Individual and Multisite CoC Certificates	[0 a 1 [146
				[1 a 2 [198
				[2 a 5 [347
				[5 a 10 [525
				[10 a 30 [872
				[30 a 50 [1.260
	Notification fee (€/Ha)	0,023	[50 a 500 [2.100	
			[500 a 1000 [2.625	
			> 1000	3.150	

To the table above, VAT is added at the legal rate in force.

A. General application conditions

- The “PEFC Portugal Notification Fee 2023” comes into force on January 1, 2023, replacing and cancelling previous versions.

2. The “PEFC Portugal Notification Fee 2023”, applies to the Certification Bodies (CBs) with a notification contract signed with PEFC Portugal and serves as the basis for calculating the notification fee due to PEFC Portugal.

3. For the calculation of the notification rate, the following application conditions must be observed:

3.1 The notification fee is annual, considering the calendar year for this purpose.

3.2 This fee is calculated based on the issued Chain of Custody (CoC) and/or Sustainable Forest Management (SFM) certificates with head office in Portugal.

3.3 The notification fee is due on the date of issuance of the certificates and in the following years, on the dates of the annual follow-up audits or recertification based on the information on the total turnover of each site and/or certified area declared in the respective PEFC Portugal CoC registration forms and /or SFM.

Note 1: Certification Bodies shall send the PEFC Portugal registration forms (CoC and/or SFM), duly signed by the certificate holders, during the month in which the audits take place. Changes to the planning shall be communicated in a timely manner.

Note 2: In follow-up or recertification audits, if there are no changes in information at the certificate level or data on the certificate holder, the CB can update the information on the total turnover of each site and/or certified area, on behalf of the holder.

Note 3: In the absence of the updated PEFC Portugal CoC and/or GFS registration form or communication from the CB, PEFC Portugal will apply the notification fee based on the previous information available, making any necessary corrections in subsequent invoices, as soon as the information is made available by the CB, which must occur by the end of each year.

3.4 If the certified entity is subject to more than one audit per year, the notification fee will be charged only once, with the exception of entities holding multisite certificates where there is a change in the number of sites. In such cases, the conditions stipulated for CoC or SFM certificates apply.

3.5 If the entity does not carry out the annual audit, due to circumstances agreed with the certification body, the notification fee will be charged on the date of communication with the CB or at the limit, until December of that year.

3.6 No notification fee will be charged for certificates that are suspended.

3.7 There is no notification fee associated with sites without associated billing, for example: wood parks and warehouses. Likewise, these sites are not considered for the purposes of deductions applicable to producer group and multisite certificates.

3.8 Fees issued are non-refundable or changeable

4. Under the Notification Contract, the Certification Bodies must submit to PEFC Portugal, by the 8th of January of each calendar year, the planning of all PEFC audits to be carried out in that year, proceeding with its updating, whenever justified.

B. Conditions for applying the notification fee to Chain of Custody to Producer Groups certificates

1. For Producer Group CoC certificates, the notification fee corresponds to the sum of the notification fees for each site, less 20% reduction.
 - 1.1 The notification fee applies to all sites identified at the time of the audit and those added throughout the calendar year. The later will be charged in the months in which the adhesion(s) to the Producer Group certificate is verified.
 - 1.2 On numerous producer group certificates (> 20 sites) the final fee deduction is 50%.

C. Conditions for applying the notification fee to Individual and Multisite Chain of Custody certificates

1. In multisite certificates, the due notification fee corresponds to the sum of the notification fees of each site, less 20% reduction.
 - 1.1 The reporting fee applies to all sites identified at the time of the audit and those added throughout the calendar year. The latter will be charged in the months in which the subscription(s) to the multisite certificate is verified.
2. PEFC CoC certificates with no activity, purchase or sale of material with PEFC claims are considered active and as such subject to charge notice.

D. Conditions for application to Sustainable Forest Management certificates

Smallholding areas (<5ha): Applies to members who own one or more forest areas (UGF) and which, together, do not exceed this threshold.

Areas with High Ecological Value: Areas classified within the scope of NP4406 and which are identified within the scope of the forest management plan of the entity holding the certificate.

SFM Notification Fee: The notification fee associated with SFM certificates is calculated based on the total area certified and the fee per hectare, and the areas covered by the definitions may be deducted from the total area (areas of smallholdings and/or areas with High Value Ecological). For this purpose, these areas must be communicated when updating the annual information. If it does not occur within the established period, these areas will not be considered for the purpose of deduction.