

Agreement on PEFC Notification

1. Parties and Objective of the Agreement

PEFC Finland – Finnish Forest Certification Council^{*)} (from now on PEFC Finland) and _____ (the certification body) have agreed today on the administrative tasks to be performed in order to fulfill the requirement concerning the PEFC Notification specified in PEFC Technical Documentation Annex 6.

This agreement does not limit the possibilities of the certification body to work impartially and independently in the PEFC forest and/or chain of custody certification.

2. Scope of the Agreement

The certification body shall submit to PEFC Finland:

- a) without delay the data on the granting of PEFC forest certificates and PEFC chain of custody certificates in Finland, changes in the validity of the certificates, and other information on the coverage of the certificates possibly required by PEFC Finland;
- b) area or other data on the operations covered by the forest certificate as well as data on production volumes, turnover and other data on operations covered by chain of custody certificate to the extent that is needed for determining the amount of possible payments set by PEFC Finland to certificate holders; and
- c) without delay data on the changes in the accreditation status that affects meeting the requirements of PEFC Technical Documentation Annex 6 (Certification and Accreditation Procedures).

The certification body shall inform its clients applying for or holding a PEFC forest or chain of custody certificate on (i) the terms of possible payments imposed by PEFC Finland – and notified to the certification body – and on (ii) issues mentioned in this agreement to the extent it deems appropriate.

PEFC Finland shall notify the certification body without delay about such changes in PEFC Council practices or documents that impact this agreement.

PEFC Finland holds the right to publish information concerning the PEFC Notification of the certification body and to make that information available for the PEFC Council for publishing.

^{*)} PEFC Finland – Finnish Forest Certification Council maintains and develops the PEFC forest certification system in Finland (www.pefc.fi). The requirements for the certification body are specified in the PEFC Technical Documentation Annex 6 (Certification and Accreditation Procedures) (www.pefc.org).

3. Validity of the Agreement

This agreement is valid until further notice.

If either party wishes to terminate the agreement it must give a written notice to the other party at least three months in advance. PEFC Finland will inform the PEFC Council about the denouncement.

If either party substantially acts contrary to what has been agreed upon in this agreement, the other party may give a notice to immediately terminate the agreement without the above-mentioned period of notice.

4. Complaint and dispute procedures

Upon receipt of the complaint PEFC Finland shall provide for:

- a) acknowledgement of the complaint to the complainant,
- b) gathering and verification of all necessary information, validation and impartial evaluation of the complaint, and decision making on the complaint,
- c) formal communication of the decision on the complaint and the complaint handling process to the complainant and concerned parties and
- d) appropriate corrective and preventive actions.

5. Signatures

This agreement has been made in two identical copies – one for PEFC Finland and one for the certification body.

(place and date)

Jan-Erik Enestam
Chair

Auvo Kaivola
Secretary General

(name)
(duty)

PEFC Finland –
Finnish Forest Certification Council

(certification body)