

# Suomen Metsäsertifiointi ry

Finlands Skogscertifiering rf

Finnish Forest Certification Council

Elimäenkatu 17-19, 00510 Helsinki

Email : office@pefc.fi

tel. +358 400 765 437



## Agreement on PEFC Notification of a Certification Body

(Version 15 Nov 2021)

### Parties and Objective of the Agreement

PEFC Finland - Finnish Forest Certification Council (from now on PEFC Finland) and (*the name of the certification body*) have agreed today on the administrative tasks to be performed in order to fulfill the requirement concerning the PEFC Notification.

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.

### Scope of the Agreement

The certification body shall submit to PEFC Finland:

- a) without delay the data on the issuing 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 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 sites and operations covered by chain of custody certificate to the extent that is needed, for example, for determining the amount of payments set by PEFC Finland or PEFC Council to certificate holders; and
- c) without delay data on the changes in the accreditation status that affects meeting the PEFC's requirements.

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 or PEFC Council - 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.

## Validity of the Agreement

This agreement covers (*the name of the certification body*) operations of forest management certification (*code that indicates accreditation*) and/or chain of custody (*code that indicates accreditation*).

This agreement will enter into force immediately after both parties have signed the agreement. The 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.

## 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.

## Signatures

*(Place and date)*

Agreement is signed by both parties via Visma Sign.

Xxxxxx Xxxxxxxx

Secretary General

PEFC Finland - Finnish Forest Certification  
Council

*First name and Surname*

*Duty*

*The name of the certification body*

## Appendix 1. Application for the PEFC Notification of a Certification Body