



DRAFT Terms of Reference

FSC Working Group for the Development of FSC International Generic Indicators to accompany the P&C, FSC-STD-01-001 V5

Date: 28 March 2012

1. Introduction to the Terms of Reference

This draft version of the Terms of Reference accompanies the call for FSC members to participate in the Working Group for the development of International Generic Indicators for the revised FSC Principles and Criteria (FSC-STD-01-001 Version 5).

The draft Terms of Reference is subject to change; selected applicants will be provided with a final version prior to formally accepting their appointment to the Working Group. A detailed workplan will also be provided prior to commencement of work.

These Terms of Reference conform to, and build off, FSC Procedure FSC-PRO-01-001 (Version 2-0) for the Development and Approval of FSC Social and Environmental International Standards.

2. Background: Development of FSC International Generic Indicators

To facilitate the implementation of the revised FSC Principles and Criteria (P&C), the FSC Board of Directors mandated the FSC Secretariat to develop a set of International Generic Indicators. These International Generic Indicators (IGIs) will serve as baseline requirements from which National and Regional Forest Stewardship Standards shall be adapted. In regions currently without approved Standards, the IGIs will take the place of Certification Body Adapted Standards (i.e., Interim Standards).

The IGIs will serve to ensure consistent application of the global P&C and that the intent of the P&C is met as National/Regional processes develop their respective Indicators.

The IGIs are expected to cover the following issues:

- Scale of forest management, ranging from small to large operations and mega operations as necessary.
- Intensity and risk of forest management operations, ranging from community forests to intensive plantations.
- All forest types in the range from natural forests to plantations as defined within the revised P&C.
- All forest zones from tropical through to boreal.

The FSC IGI website, www.igi.fsc.org, provides more detailed information about this process and will be continually updated as documents, resources and other information become available.

3. Working Group Structure and Process

A sub-chamber balanced Working Group will guide the development and approval of the IGIs, providing technical, scientific and strategic input into the process.

The Working Group will be aided by an Expert Technical Group formed of FSC Network Partners from each of the five FSC regions and of FSC-accredited certification bodies. [Note: FSC Network Partners and certification bodies should not apply to be on the IGI Working Group; a separate process is being utilized to solicit their participation].

For stakeholders not able to participate in the Working Group, FSC is also establishing an IGI Consultative Forum as a mechanism to provide ongoing, direct and meaningful input into the development of the IGIs.

FSC technical staff within the Policy and Standards Unit (PSU) will provide support to the Working Group and will be responsible for drafting the IGIs. FSC will appoint a Facilitator from PSU to coordinate and manage the process.

A Steering Committee (composed of the FSC Director General, the Head of PSU and the IGI Working Group Facilitator) will provide oversight on all phases of the IGI development process until their final approval by the FSC Board of Directors.

The FSC Board of Directors will also maintain close and ongoing communication with the Steering Committee.

The IGIs will undergo a minimum of two rounds of stakeholder consultation, each for 60 days. Regional and National consultation will be carried out in parallel to these rounds, and will be coordinated by FSC Network Partners.

It is expected that approval of the IGIs will be completed in the first quarter of 2014.

4. Role and Responsibilities of the Working Group

The Working Group is responsible for reviewing and proposing revisions to the FSC International Generic Indicators according to these Terms of Reference, FSC-PRO-01-001 (Version 2-0), and the approved workplan for the development process.

The Working Group shall draw upon existing resources in reviewing and revising the IGIs, including but not limited to:

- The Explanatory Notes of the revised P&C (FSC-STD-01-001 V5)
- FSC-GUI-60-004 (V1) FSC Forest Stewardship Standards: Structure, Content and Suggested Indicators
- Existing and approved National and Regional Forest Stewardship Standards
- Recommendations of the Plantations Working Group
- The survey of priority stakeholder issues for the IGIs (currently being developed)
- Results of an initial stakeholder workshop (currently being planned to take place prior to the first Working Group meeting)
- Results from Motions contributing to indicator development

The Working Group will also be responsible for:

- Engaging stakeholders in their respective regions and bringing regional perspectives back to the Working Group.
- Seeking comprehensive advice on all aspects of the IGIs from the FSC, FSC Regional and National Offices and other Network Partners, FSC-accredited certification bodies, FSC certificate holders, FSC members, FSC stakeholders and/or relevant technical experts.
- Providing detailed input to the development of IGI drafts as prepared by the Facilitator.
- Reviewing and considering stakeholder comments received during the consultations and outside of the consultations.
- Participating in stakeholder outreach and information-sharing forums, as possible.

5. Decision-making of the Working Group

The Working Group shall strive to make its decisions by consensus, defined as general agreement in favor of a proposal, plus the absence of a sustained objection to the proposal. If a vote is required, then consensus is defined as meaning that at least 66% of the members of the Working Group vote in favor of the proposal, and there are no votes against the proposal.

The Working Group shall make the decision to recommend the final draft of the IGIs to the FSC Board of Directors for final approval.

6. Structure, Qualifications and Remuneration of the Working Group

The Working Group will be composed of six FSC members, selected based on the following:

- Sub-chamber balance of Environmental, Social and Economic Chamber members, and each with Global North and South representation; and, the ability to represent their sub-chamber interests
- Geographical and issue-based representation and expertise
- Expert knowledge and/or experience in the development of FSC National and Regional Standards
- Knowledge of FSC's systems and procedures
- Understanding of the impacts of a normative documented on affected stakeholders
- Commitment to FSC's mission and vision
- Desire to seek and reach consensus on controversial issues
- Ability to review and comment on documents in English
- Ability to actively participate in the process until final approval of the IGIs.

The Working Group will be joined by five FSC Network Partner representatives and/or Standards Development Groups from the five different FSC regions, and two representatives from FSC-accredited certification bodies.

Participation in the Working Group takes place on a voluntary non-paid basis. FSC will cover all reasonable travel and accommodation expenses related to the workplan upon submission of respective invoices and receipts. Depending on FSC's success in securing additional resources, FSC will strive to pay Working Group members an Honorarium in appreciation of their work.

7. Selection of Working Group

The composition of the Working Group will be approved by the FSC Board of Directors. Interested stakeholders must submit an application form (enclosed) to be considered for this Working Group, including two brief letters of support. FSC highly encourages Chambers to discuss and bring forth applicants considered to best represent them. Applications must be submitted by Friday, 27 April 2012.

An application form for the IGI Consultative Forum is also enclosed.

8. Workplan and time commitment

Working Group members are expected to participate in at least three Working Group meetings of four days each throughout the year 2012-2013.

In addition, the Working Group will conduct part of its work over email and conference calls.

The expected start-date for the Working Group is June 2012, with a targeted completion by October – December 2013.

A draft workplan and additional information can be found on the IGI website, www.igi.fsc.org

9. Working Language

The working language of the Working Group is English.

