

FSC TEMPLATE

PROPOSAL FOR THE TRANSFER OF FOREST STEWARDSHIP STANDARDS TO THE REVISED P&C FSC-STD-01-001 V5

FSC-TPT-60-007 (VERSION 2-1) EN

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PROPOSAL FOR THE TRANSFER OF APPROVED FOREST
STEWARDSHIP STANDARDS TO THE REVISED P&C
FSC-STD-01-001 V5

FSC-TPT-60-007 (VERSION 2-1) EN

Approved 15 August 2012
FSC Policy and Standards Unit

Foreword

The purpose of this template is to support the development of a proposal and work plan for transferring Forest Stewardship Standards to the revised Principles and Criteria (FSC-STD-01-001 V5). It also serves as a communications tool to inform stakeholders of the transfer process being proposed and to gather input and support for this process.

This template is divided into two parts:

PART I request general information related to the standards transfer process. **Irrespective of when you plan to begin the standard transfer, it is requested that you submit Part I to FSC by 31 October 2012.** This will allow FSC to know how you plan to implement the standards transfer, how to engage with you in the development of the International Generic Indicators (IGIs), and how to best provide you with support as you implement the transfer.

PART II requests more detailed information related to the transfer process, including a time-bound workplan and budget, contact information for the Standards Development Group and the Consultative Forum, the use of Technical Experts, and the communications plan. Once completed, Part II shall be submitted to FSC to approve the plan for an FSC Forest Stewardship Standard entered for the transfer process.

NOTE: It is important that the intended transfer process is registered with FSC prior to beginning the process; if a standard is not registered for transfer then it may be replaced by the International Generic Indicators once developed and any current national indicators will then be lost.

Please send both PART I and PART II, either in two parts or as one completed template to FSC's Policy and Standards Unit:

Gordian Fanzo, FSC Policy Manager for National Standards: g.fanzo@fsc.org

PART I: GENERAL INFORMATION

Please fill out this PART and submit it to FSC by 31 October 2012.

1. Background

Proposal to transfer the FSC Forest Stewardship Standard in [[Malaysia/Asia](#)] to the revised P&C (V5-0).

1.1 This proposal is submitted by:

Name : [Mr. Anthony Sebastian](#)
Position : [Chairman, Board of Directors, Forest Sustainability \(Malaysia\) Sdn. Bhd.](#)
[Chairman, Standards Development Group](#)
[FSC Individual Member \(Environmental South\)](#)

Address : [c/o aonyx Consultancy, P.O. Box A1195, Kenyalang Park, 93824 Kuching, Sarawak, Malaysia.](#)

Telephone : [+6082-428004](#); (cellphone: [+019-8565480](#))

Email : anthony@aonyx.com

1.2 Please state the name and position of the person who will manage the transfer process, if different from above:

[Same as above.](#)

1.3 Please state the name and approval date of the standard(s) which you propose to transfer to the revised P&C (V5-0):

[We propose to transfer/incorporate the draft IGIs into the first draft of the FSC National Forest Management Standards for Malaysia after December 2012. This is planned to be carried out after a gap analysis meeting, scheduled during the first week of December. Hence, at this point of time, there is no approval date of the Standards.](#)

2. Description of the type of transfer that will be undertaken

Below are four general options for transferring approved forest stewardship standards to the revised P&C. Please select the one you will generally follow and provide a detailed description of how you plan to undergo the transfer process. *Note that the National Standards Development Group in your country is highly encouraged to actively participate in the consultation on the FSC International Generic Indicators.*

Option A. Basic Model:

For recently approved national standards

- Transfer of existing indicators to the revised P&C, as appropriate, plus adoption of the FSC IGIs to fill identified gaps.

Option B. Advanced Model:

For approved national standards in need of some specific revisions, identified through a review of the standard

- Transfer of existing indicators to the revised P&C, as appropriate, plus adoption of the FSC IGIs to fill identified gaps.
- Revision of specific indicators identified by the Standards Development Group as needing additional work.

Option C. Super Advanced Model:

Only to be applied in countries where approved national forest stewardship standards do not exist or exist but with limited scope, and where there is extensive experience in FSC certification

- Harmonization of existing CB Standards with any advanced draft national standards or approved standards with limited scope (e.g. SLIMF only, plantations only, etc.) (Motion #25 GA 2011).
- Transfer of existing indicators to the revised P&C, as appropriate, plus adoption of the FSC IGIs to fill identified gaps and for specific indicators needing revision.
- Revision of specific indicators identified by the Standards Development Group as needing additional work.

All transferred standards need to be approved by FSC IC before they can be put to practice.

Additional comments:

3. Timetable

Please fill out the below general timetable based on the type of transfer being planned and the expected initiation date. This is not intended to be the workplan for your standards transfer, but rather a basic overview of your transfer schedule, how it aligns with the IGI development process, and general steps you plan to implement. To best align the standards transfer process with the development of the FSC International Generic Indicators (IGIs), the below table provides the dates and key activities related to the IGI process and the regional outreach being planned.

Please also consider the following in your planning:

- Irrespective of the type of transfer option that is chosen, FSC highly encourages all Network Partners/SDGs to do a gap analysis of their standards to the revised P&C early in the IGI development process and to provide input on each draft of the IGIs with respect to the standards.
- All transfer processes are required to follow similar procedures as with standards revisions/development, including the use of a Standards Development Group and stakeholder consultation.
- More extensive revision or development (rather than a basic transfer) will require greater resources, such as extensive work by the Standards Development Group, extensive stakeholder consultation, field testing, etc. in order to finish within the transfer period. Please discuss any proposals for revision with the FSC IC National Standards Manager.

Provisional Dates	IGI Development Schedule	Activities for regional representatives, network partners/SDGs	Suggested actions according to the option chosen
10-14 July 2012	First IGI Group meeting to launch process and work on Draft Zero	Regional representative participation in meeting and discussions on how to engage Network Partners/SDGs in the process	Step 1: SUPER ADVANCED MODEL ONLY Conduct harmonization of national draft standards and CB adapted standards; to include 1 month public consultation of the harmonized standard.
mid August 2012 – mid September 2012	Results of first IGI Group meeting available (Draft 0.2)	<ul style="list-style-type: none"> • Outreach to Network Partners/SDGs to share results of first IGI meeting and gather input for second meeting • Network Partners/SDGs conduct gap analysis and assess feasibility of IGIs for their standards. 	
3-5 October	Second IGI Group meeting to prepare Draft 1.0 for public	Regional representatives share input provided by Network Partners/SDGs	

	consultation		
November 2012	IGI Group to work on Draft 1.0	<ul style="list-style-type: none"> Plan regional workshops 	Step 2: ALL MODELS Identify major gaps between existing approved Indicators and the revised P&C V5-0 using the FSC Transfer Matrix.
Nov 2012 – Jan 2013	First formal Public Consultation period	<ul style="list-style-type: none"> First set of regional workshops for regional representatives, Network Partners/SDGs, FSC staff <ul style="list-style-type: none"> Work on filling gaps with draft IGIs Input gathered for the next draft of the IGIs based on above bullet Network Partners/SDGs do outreach to national-level stakeholders For Network Partners/SDGs conducting a parallel process of transferring their standard as draft IGIs are available, this is when a national level consultation on the draft standard might occur 	Step 3: ALL MODELS Regional/National Workshop and Consultation on IGIs to focus on major gaps identified in the Transfer Matrix. Step 4: ALL MODELS SDG meet and report back to IGI Working Group on National consultation on IGIs, by using the Transfer Matrix. SDG to send to PSU draft standard with identified gaps.
12-15 March 2013	Third IGI Group meeting to review comments		
End march-end April 2013	Results of second IGI Group meeting available	Outreach to Network Partners/SDGs to share results of second meeting and gather input for next draft of the IGIs	Step 5: ALL MODELS Incorporate revised IGIs from IGI Working Group.
May – July 2013	Second formal Public Consultation period	<ul style="list-style-type: none"> Second regional workshop in each region Continued work at national-level on tracking IGIs in the standards and consultation For Network Partners/SDGs conducting a parallel process of transferring their standard as draft IGIs are available, this is when a national level consultation on the draft standard might occur 	Step 6: ALL MODELS Conduct 2 nd National/Regional Consultation and Workshop. SDG meet and report back to IGI Working Group on National consultation on IGIs.
Sept/Nov 2013	Third IGI Group meeting to develop final draft of the IGIs for Board approval	Final draft of the IGIs are available after this meeting	
March 2014	Approval of the IGIs by the FSC Board	Approved IGIs are available	
Dec 2014, with extensions as necessary	National and CB interim standards transferred to revised P&C	<ul style="list-style-type: none"> Finalize standards transfer; send to FSC for approval FSC to lead on transfer of CB interim standards to IGIs with adaptation as necessary. 	Step 8: ALL MODELS Following approval of the IGIs, incorporation of approved IGI's with any permitted national/regional differences into a final version of the standard and submits to FSC for approval.

Table 1. General Timetable for the Transfer

Activity	Time needed
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Formulation of the first draft National Stds	18 months
Gap Analysis Meeting – within SDG (to incorporate first draft of IGIs)	1 month
Finalization of the 1st draft National Stds	1 month
Distribution to Stakeholders for comments	2 months
Regional consultation (Sabah, Sarawak, Pen. Malaysia)	2 months
Formulation of 2 nd draft (incorporating comments & incorporate IGIs)	1 month
Forest testing of 2 nd draft National Stds	1 month
Formulation of 3 rd draft (forest tested draft)	1 month
Incorporate final draft of IGIs & Conduct SDG meeting	2 months
Distribution to Stakeholders for comments	2 months
National Consultation	1 month
Formulation of Final draft National Stds	1 month
Submission of Final draft to FSC-IC	1 month

4. What is the estimated budget for the transfer? What are your funding sources and funding needs?

Current Funding Source:

HSBC (Amount: RM 150 000). As indicated in the Proposal and workplan for the development of the FSC Forest Stewardship Standard.

Funding Need for the Transfer:

Table 2. Estimated Budget Allocations for the Transfer

ACTIVITY DESCRIPTION	TOTAL (RM)
Gap Analysis Meetings Consultations (3 regional & 1 national consultations)	40,000

PART II: DETAILED PLANNING

Please submit this PART of the template once you have defined the details of the transfer process. Note that similar to standards development/revision, the transfer process requires a Coordinator and Chair, a chamber-balanced Standards Development Group, a Consultative Forum, a Communications Plan and stakeholder consultation.

5. Workplan

Using the timetable provided in Number 3 above, please provide a detailed workplan of the tasks, activities and dates for the standards transfer.

You may submit a workplan using a different format as long as you include all the information in the below table. If you do so, then please attach your workplan to this template.

Table 3. Detailed Workplan

Specific Activities	Time needed	Estimated start/end (Months)
Formulation of the first draft National Stds	18 months	July 2011 – December 2012
Gap Analysis Meeting – within SDG (to incorporate first draft of IGIs)	1 month	December – January 2012
Finalization of the 1st draft National Stds	1 month	January - February 2013
Distribution to Stakeholders for comments	2 months	March – April 2013
Regional consultation (Sabah, Sarawak, Pen. Malaysia)	2 months	May - June 2013
Formulation of 2 nd draft (incorporating comments & updated IGIs)	1 month	June - July 2013
Forest testing of 2 nd draft National Stds	1 month	July - August 2013
Formulation of 3 rd draft (forest tested draft)	1 month	August - September 2013
Incorporate final draft of IGIs & Conduct SDG meeting	2 months	October - November 2013
Distribution to Stakeholders for comments	2 months	December - January 2013
National Consultation	1 month	January – February 2014
Formulation of Final draft National Stds	1 month	February - March 2014
Submission of Final draft to FSC-IC	1 month	March - April 2014

6. Funding and resources available, and/or potential sources of funding:

Resources needed	Source	Amount	Confirmed?
Existing Funding	HSBC	RM 150 000	Confirmed
Additional Funding	(to be sourced)	RM 40 000	

7. Coordinator and Chair

Please specify who will Coordinate and who will Chair the transfer process. These roles may be fulfilled by one or more people, and should be determined based on the needs of the Standards Development Group.

Please put on the top of this list the individual who is responsible for project oversight (the “Coordinator”). It is expected that this will also be the main contact for the FSC Policy and Standards Unit.

Name	Role	Contact
Mr. Anthony SEBASTIAN	Chairman	Telephone: +6082-428004 Cellphone: +6019-8565480 Email: anthony@aonyx.com
Ms. Jayashree KANNIAH	Secretariat (Focal Point)	Cellphone: +6012-3200437 Email: forest.sustainability@gmail.com

8. Standards Development Group

Given the nature of Forest Stewardship Standards in the FSC system, the Standards Development Group shall have three separate chambers representing social, environmental and economic interests, with a minimum of two representatives in each chamber, and equal number of people (or equal weighting) in each chamber. Decisions are made by consensus, defined as general agreement in favor of a proposal, plus the absence of a sustained objection to the proposal

8.1 Please provide the below information on the Standards Development Group. The resume should give brief details of their background and knowledge of the FSC system.

Environmental	Economic	Social
1) Name: Ms. Kanitha KRISHNASAMY	1) Name: Mr. Chin Tong TAN	1) Name: Mr. Si Siew LIM
Organization: TRAFFIC SEA / FSC Individual Member (Environmental South)	Organization: Independent Expert/ FSC Individual Member (Economic South)	Organization: GRASSROOTS/ Just applied to be FSC Individual Member (Social South)

Environmental	Economic	Social
<p>Resume: A current Board member of Forest Sustainability (Malaysia) Sdn. Bhd., the protem FSC-NI in Malaysia, Kanitha worked with the Malaysian Nature Society (MNS) for seven years and was closely involved in national certification processes. She led MNS' forest initiatives, including Malaysia's own certification process for sustainable forest management (MTCC), field testings, certification assessment for FMU, including development of the FSC-NI for Malaysia since 2004. She was also involved in developing FSC-compatible standard operating procedures and processes in Malaysia, which has resulted in the legal establishment of FSM, while seeking endorsement from FSC IC.</p> <p>Kanitha holds a Bachelor's degree in Tropical Forest Management, and was the Policy coordinator on forests in MNS. She is now a Senior Programme Officer at TRAFFIC Southeast Asia, the Wildlife Trade Monitoring Network. She is also a member of FSC under the Environmental South chamber.</p>	<p>Resume: Tan was instrumental in Perak Integrated Timber Complex (PITC) becoming the first FSC-certified forest concession in Peninsular Malaysia, where he held the position of CEO until late 2005. Participated in MC&I standard development process and the SCS Forest Conservation Program adaptation for Forest Management Certification in Malaysia. Currently, he is Director of several companies in Malaysia, China and Switzerland. Since retirement from the corporate world, he continues to pursue his love for nature and passion for the social environmental cause.</p> <p>Tan served on the Board of Trustees of Malaysian Timber Certification Council from 2007 to 2009, and serves as a Council member of Malaysian Nature Society since 2007. Tan is a Mechatronics Engineer by training.</p>	<p>Resume: Si Siew Lim is currently a partner of Grassroots, an ethical consulting and social enterprise with expertise and experience in sustainable agriculture (mainly palm oil), indigenous peoples, NGO, biodiversity and forestry issues. For the past two years, Grassroots has been actively documenting and reporting on the environmental and social impacts of the logging and palm oil industries on various indigenous groups and local communities in Sabah, Sarawak and Peninsular Malaysia.</p> <p>Previously, he coordinated projects for New York City's Parks & Recreation Department (Natural Resources Group), WWF-Malaysia (Partners for Wetlands) and overseen the Criteria Working Group of the Roundtable on Sustainable Palm Oil (RSPO). He holds a Bachelor's of Science Degree in Earth & Environmental Engineering from Columbia University, USA.</p>
<p>2) Name: Mr. Yii Tan CHANG</p>	<p>2) Name: Mr. Edmund GAN</p>	<p>2) Name: Mr. Thomas JALONG</p>
<p>Organization: Independent Expert</p>	<p>Organization: Sabah Forest Industries Sdn Bhd</p>	<p>Organization: Jaringan Orang Asal SeMalaysia (JOAS)</p>

Environmental	Economic	Social
<p>Resume: Chang Yii Tan has 30 years experience in researching sustainable development and the factors that promote, and inhibit its achievement in Malaysia. He founded PE Research, a company specialising in developing the methodologies and datasets required for sustainable development in biodiversity, economic and social sectors. This has included design of trust funds for biodiversity conservation and management for tourism and natural forest areas. He also specialises in economic evaluations for biodiversity conservation. He is an economist by training. He currently serves as President of the Malaysian Evaluation Society, and director of the Sustainable Development Initiatives.</p>	<p>Resume: Edmund started his forestry career in SFI in 1985 and is currently the Senior Manager for Research and Development. During the career period, he has been involved in forestry research, forest inventory and planning, log production and forest plantation management. He has also been involved in certification in SFI. He is a forester by training.</p>	<p>Resume: Thomas has worked closely with and assisted indigenous communities adversely affected by commercial logging, forest destruction and plantation development since mid 1980s. He has been actively involved in representation, advocacy and campaigning at the local, state, national and international level on the various issues and problems associated with commercial logging and plantations development on the rights, interests and livelihoods of the indigenous communities. He has called for review of policies and logging licenses and moratorium of commercial logging in disputed areas. He has also initially participated in the MC & I standard development consultation process at regional and national levels, but withdrew due to differences among stakeholders on matters deemed fundamental and important to the indigenous and or forest-dependent communities. He belongs to one of the indigenous communities in Sarawak that is also affected by commercial logging. He holds a Bachelor in Management with Honours (majoring in Human Resource). He is currently the Director of Community Information and Communications Centre (CICOM) and President of Jaringan Orang Asal SeMalaysia (JOAS), 2011-2012.</p>

8.2 Please provide the working Language(s) of the Standards Development Group:
English

9. Technical Experts

The Coordinator may appoint technical experts to participate in Standards Development Group discussions. These technical experts shall have voice in discussions but no formal role in its decision-making processes. Experts may also be needed to explore specific issues as they arise in deliberations by the Standards Development Group.

Please list below all the experts that will be included in the process. *Note: It is not expected that technical experts will be needed for a basic transfer of standards to the revised P&C.*

Name	Expertise	List of documents (ToR, work plan, documents produced)
Expertise and experience in standards development for forestry and palm oil industries, consultation and networking with indigenous and local communities	Mr. Andrew Ng	Past Secretary General of RSPO
Expertise in the timber industry, and long term engagement with the development of forest certification in Malaysia	Mr. Barney Chan	Past General Manager of Sarawak Timber Association (STA) FSC Individual Member (Economic South)
Expertise and experienced in Standards development palm oil industry from the financial sector, and long term engagement the timber industry in sustainable forest management and certification. Direct expertise in developing lending policies	Mr. Chong Wei Kwang	Past Sustainability Risk Manager, HSBC Malaysia; Current Finance and Administration Director, RSPO
Expertise and long term experience at the grass roots level in Sarawak via empowering the indigenous communities on their rights to customary lands and help manage resources within sustainable development	Mr. Mark Bujang	Executive Director of the Borneo Resources Institute, Malaysia (BRIMAS)
Experience and expertise in forest assessments, and direct experience and long term engagement with forest certification processes in Malaysia	Dr. Yap Son Kheong	Lead Auditor, Forest Management (SCS)
	Mr. Salahudin Yaacob	Past Forest Certification Manager (SGS Malaysia) Current Technical Director for the RSPO Secretariat

10. Consultative Forum

The Consultative Forum includes individuals and/or organizations reflecting the full range of stakeholders affected by the standard(s) under development.

There should be evidence that these groups support the outcome of the process, such as signed letters from a senior representative of the organization or individual as applicable.

It is essential that Non Government Organizations (NGOs) are engaged in the process where they exist, but this does not preclude relevant Government Organizations from contributing.

Please list the Consultative Forum on the below table. Some organizations may cover more than one interest, in which case note this on the table.

Interest	Organization/Individual	Contact details	Evidence of support for the process
a) Economic interests of:			
Owners/managers of large and medium sized forests	Dato' Prof. Dr. Hj. Abd. Rahman B. Hj. Abd. Rahim Director of Forests Forestry Department Peninsular Malaysia	Jalan Sultan Salahuddin, 50660 Kuala Lumpur Tel : +603-26164488 Fax: +603-26925657 E-mail: razani@forestry.gov.my	Previous Member of the National Working Committee
Owners/managers of large and medium sized forests	Mr Nicholas Ting Kang Hwa Ta Ann Holdings Berhad	No 6, Jalan Rawang, 96000 Sibul, Sarawak. Tel: +084-316099 Fax: +084-313328 Email: luyoung@tm.net.my	Member of the National Working Committee
Owners/managers of large and medium sized forests	Dr Lim Choon Yang KTS Resources Sdn Bhd	8 th Floor, Crown Towers, 88 Jalan Pending, 93450 Kuching, Sarawak. Tel: +082-340023 Fax: +082-349207 Email: bryanlcy@kts.com.my	Member of the Regional Working Group for Sarawak
Owners/managers of large and medium sized forests	Mr Frederick Kugan Deputy Director Sabah Forest Department	Locked Bag No.68, 90009 Sandakan, Sabah. Tel: +6089 660 626 Fax: +6089 672085, 089 669396 E-mail: Frederick.Kugan@Sabah.gov.my	Regional Coordinator for Regional Working Group for Sabah
Timber producers associations	Mr. Stephen Chaw Sabah Timber Industries Association (STIA)	P.O. Box 20317, 38760 Luyang, Kota Kinabalu, Sabah. Tel: +6088 240 387/ 249 186 Mobile: +6019 881 3631 Fax: +6088 235 516 E-mail: stia@stia.com.my	Previous member of the National Working Committee

Interest	Organization/Individual	Contact details	Evidence of support for the process
Timber producers associations	Dato Henry Lau Lee Kong Sarawak Timber Association (STA)	11th Floor, Wisma STA, 26, Jalan Datuk Abang Abdul Rahim, 93450 Kuching, Sarawak. Tel: +6082-332222 Fax: +6082-487888 Email: sta@sta.org.my ; hslee@sta.org.my	Member of the National Working Committee
Managers of large and medium sized forests	Mr. Edmund Gan Sabah Forest Industries Sdn. Bhd. (SFI)	Kompleks SFI, No: 10, Jalan Jeti ,W D T No: 31, 89859 Sipitang, Sabah. Tel: +6087 802 263 Fax: +6087 801 018	Member of the Regional Working Group for Sabah / SDG member – economic chamber
Wood Industries associations	Mr. Goh Chee Yew Malaysian Wood Industries Association (MWIA)	Bakti Malaysia Sdn Bhd. Wakaf Tengah, Batu Rakit, 21020 K. Terengganu Tel : +609-6696998 Fax: +609-6696431 Email: cygoh@pc.jaring.my	Member of the Regional Working Group for Peninsular Malaysia
b) Social interests of:			
Forest workers Unions	Mr. Mohd Khalid b. Atan Timber Employees Union Peninsular Malaysia (TEUPM)	No. 10A, Tingkat Satu, Jalan AU 5C/14, Ulu Kelang, Ampang, 54200 Kuala Lumpur Tel : +603-41073594 Mobile: +6012-6595135 Fax: +603-41078180 E-mail: teupmgs@tm.net.my	Member of the National Working Committee
Forest workers Unions	Mr Mohamad Ali B. Yacob Sarawak Forestry Department Employees Union (UFES)	Lot 194, 1st Floor, Bangunan KOPODIMS, Jalan Satok/Kulas, 93400 Kuching, Sarawak Tel/Fax: +6082-235 649 HP: +6013-5751600 E-mail: ufes_hutan@yahoo.com ; dhairaby@gmail.com	Member of the Regional Working Group for Sarawak
Indigenous Peoples Associations	Mr. Thomas Jalong	Jaringan Orang Asal SeMalaysia (JOAS) Lot 5, 1st Floor, Block M, Donggongon, 89500 Penampang, Sabah Tel: 019-8556362/ 013-8393530 E-mail: thmsjlg@yahoo.com	SDG member – social chamber
Indigenous Peoples Associations	Mr. Si Siew Lim	GRASSROOTS 32-3 Bangsar Heights, Jalan Kaloi, 59100 Kuala Lumpur Tel: 012-8221863 E-mail: slim@onegrassroots.org	SDG member – social chamber

Interest	Organization/Individual	Contact details	Evidence of support for the process
Indigenous Peoples Associations	Dr. Benedict Topin Kadzandusun Cultural Association (KDCA)	Pejabat Koisaan Hongkod Koisaan, 7 Km Jln Penampang, WDT 39, 89509 Penampang, Sabah. Tel: +6088 715 924 Fax: +6088 713 350 E-mail: bovis@asia.com ; koisaan@kdca.org.my	Previous Member of the National Working Committee
Indigenous peoples associations	Mr. Norya Abbas Peninsular Malaysia Orang Asli Association (POASM)	C/O 41-041,Desa Teratai, 26700 Muadzam Shah, Pahang. Tel : +606-4985618 Fax: +606-4985617 E-mail: myppoasm@yahoo.com	Member of the Regional Working Group for Peninsular Malaysia
Indigenous peoples associations	Mr. Mohd S Hinayat Bajau Cultural Association of Sabah	Tingkat 2, Blok C, Wisma Tun Fuad Stephens, Karung Berkunci NO. 209, 88999 Kota Kinabalu,Sabah Tel: +6088 246 478 / 265740	Member of the Regional Working Group for Sabah
Indigenous peoples associations	Mr. Sidi Munan Sarawak Dayak Iban Association (SADIA)	301, Golden Farm Rd, Mile 6, Penrissen Rd, 93250 Kuching, Sarawak. Tel: +6082-612463, 019-8897138 Fax: +6082-614622 E-mail: muheidi@pc.jaring.my	Member of the Regional Working Group for Sarawak
Indigenous peoples associations	Dr Ramy Bulan Head, Centre for Legal Pluralism and Indigenous Law	Faculty of Law, University of Malaya, 50603 Kuala Lumpur Tel: +603-7967 6547, 012-2998554 Fax: +603-79573239 E-mail: ramy@um.edu.my ; ramybulan@gmail.com	Member of the National Working Committee, Coordinator of the Regional Working Group for Sarawak
c) Environmental interests relating to:			
Forest & biodiversity conservation	Ms. Ivy Wong Abdullah WWF-Malaysia	49, Jalan SS23/15, Taman SEA, 47400 Petaling Jaya, Selangor Tel : +603-78033772 Fax : +603-78035157 E-mail: iwong@wwf.org.my	Member of Regional Working Group for Peninsular Malaysia & FSC Organizational Member
Wildlife conservation	Dr. Melvin Gumal Wildlife Conservation Society (WCS)	7 Jalan Ridgeway, 93200 Kuching, Sarawak Tel : +6082-279050; +6082-279181 Fax: +6082-252 799 E-mail: mgumal@wcs.org	Previous member of Regional Working Group for Sarawak

Interest	Organization/Individual	Contact details	Evidence of support for the process
Wildlife conservation	Ms. Kanitha Krishnasamy TRAFFIC SEA	TRAFFIC - Southeast Asia Regional Office, Unit 3-2, 1st Floor, Jalan SS23/11, Taman SEA, Petaling Jaya, Selangor. Tel: (603) 7880 3940; (6012)2200819, Email: krishnasamy.kanitha@gmail.com	Member of Regional Working Group for Peninsular Malaysia, FSC Individual Member, SDG member – environment chamber
Ecosystems and Landscapes	Mr. Yeap Chin Aik Malaysian Nature Society (MNS)	JKR 641 Jln Kelantan, Bukit Persekutuan, 50480 Kuala Lumpur. Tel : +603-22879422, Fax: +603-22878773 E-mail: hod.conservation@mns.org.my	Member of Regional Working Group for Peninsular Malaysia & FSC Organizational Member
Ecosystems and Landscapes	Ms. Rebecca D’Cruz Malaysian Nature Society (MNS) Kuching, C/o: National Park & Wildlife	1 st Floor, Wisma Sumber Alam, Petra Jaya, 93050 Kuching, Sarawak Tel: +6082-279050 Fax: +6082-252799 E-mail: dcruz.rebecca@gmail.com	Member of regional Working Group for Sarawak
Ecosystems and Landscapes	Mr. Chin Kah Thing Sabah Environmental Protection Association (SEPA)	No 38, Taman Teluk Likas, 88450 Kota Kinabalu, Sabah. Tel: +6088-438843 Mobile: +6019-8204884 Fax: +6088-712199 E-mail: chinkt2001@gmail.com	Member of the National Working Committee

11. Communications Plan

Please describe how you plan to ensure that stakeholder have access to information related to the transfer process, and how you plan to engage them in consultation. Note that the communications plan needs to be culturally appropriate, taking into account access to email, literacy, etc.

The Standard and the transfer process shall be promoted at each stage of its development to all identified stakeholders by email and letter as well as phone calls to selected stakeholders who have limited access to email or when literacy is an issue.

Key developments and documents produced during the process will be publicized and made available on Forest Sustainability’s website (<http://www.forestsustainability.org/>).

All key draft documents produced for stakeholder consultation will be made available in Bahasa Malaysia, the national language, to encourage local communities and indigenous groups to participate in the process effectively.

One month notice will be given ahead of the scheduled Consultative Forum. Invitations along with a summary of key points and a formal comments form will be sent to the following stakeholders through the various communications avenues mentioned above.

Potential participants will be requested to RSVP their attendance to ensure effective participation in the Forum. Relevant press releases will be made detailing key points arising from the Consultative Forum.

12. Other elements of the transfer process under the responsibility of the Coordinator

12.1 Complaints and disputes

Complaints/disputes related to the content of the approved standard shall be responded to by the Coordinator, by providing an explanation of why a particular point of view was not incorporated into the final standard submitted for approval, and/or explaining how the point may be raised again in relation to future revisions of the standard.

Complaints/disputes related to procedural issues shall be responded to initially by the Coordinator. If the complainant is not satisfied with the explanation provided by the Coordinator, the complaint /dispute shall be addressed through the FSC Dispute Resolution process.

The above shall be carried out as requested.

12.2 Record keeping

The Coordinator is responsible for maintaining the following records:

- a) Approved proposal to transfer the standard;
- b) Names and affiliations of members of Standards Development Group and Consultative Forum, and of other stakeholders that were consulted on the standards during their transfer;
- c) Minutes of meetings held by the Standards Development Group;
- d) Copies of public draft standards circulated for comment;
- e) Copies of all comments received on public draft standards;
- f) Summary of comments received in response to each public draft, together with a general response to those comments;
- g) Copies of technical drafts;
- h) The Standards Development Group report and all comments received on the Standards Development Group report;
- i) A description of all departures from the specified procedures for standards development, and the actions taken in respect of those departures; and
- j) The decisions of the FSC Board of Directors, FSC Executive Director and Policy and Standards Unit in relation to the requirements of this standard

The above shall be carried out as requested.