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

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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 Fanso, FSC Policy Manager for National Standards: g.fanso@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 the Federal Republic of Germany to the revised P&C (V5-0).

1.1 This proposal is submitted by:

Name: Elmar Seizinger
Position: Forest Policy and Standards
Address: Merzhauserstrasse 183, 79000 Freiburg, Germany
Telephone: 0049 7613865353
Email: elmar.seizinger@fsc-deutschland.de

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

German FSC-Standard, Version 2-3, April 24th

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.

X 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 from FSC-Germany**
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	
mid August 2012 – mid September 2012	Results of first IGI Group meeting available (Draft 0.2)	• 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 consultation	Regional representatives share input provided by Network Partners/SDGs	
November 2012	IGI Group to work on Draft 1.0	• Plan regional workshops	

Nov 2012 – Jan 2013	First formal Public Consultation period	• First set of regional workshops for regional representatives, Network Partners/SDGs, FSC staff
		  • 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
			FSC Germany will support actively the consultation of the IGI´s in Germany. The national newsletter will be used and the members will be contacted. The SDG is especially asked for feedback.

		• 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	
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	
May – July 2013	Second formal Public Consultation period	• 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	Information about the process requirements for the revision process (FSC-STD 60-006) to SDG and members. Submitting the template for proposals and work plan for revision of an FSC Forest Stewardship Standard as stated in Annex A of FSC-STD 60-006
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	• Finalize standards transfer; send to FSC for approval • FSC to lead on transfer of CB interim standards to IGIs with adaptation as necessary.	In June 2015 the German FSC-Standard is revised. The IGI´s serve as a red line for the regarding Criterias. The new German FSC-Standard is fulliy in line with the new P&C´s.

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

As the IGI transfer and the national revision of the German FSC-Standard is done in one, the process is quite complex and time consuming. We estimate about 80.000€ for the whole process. We have no and will not have external funding sources. As we will be the first NO where the new P&C´s and the IGI´s serve as basis for a standard revision we have high interest in being active in the development of the IGI´s. The case that we have to revise the national standard against the backround of new P&C´s the process will take more time than the last revision process.

What we see are the following aspects:

Content	Estimated costs (personal resources and travelling)	financing
Engagement on Developing IGI´s	10.000 €	Network fund

Revision Process	80.000 €	70.000 € core funing 10.000 € network fund

How do we pursue to ask for funding? Is it the network fund or does FSC IC offer special fundig for the IGI-process?

PART II: DETAILED PLANNING

A detailed planning will be submitted in June 2013 on the base of FSC-STD-60-006, Annex A!

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.

Task	Specific activities	Estimated start/end date

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

Resources needed	Source	Amount	Confirmed?

Resources needed	Source	Amount	Confirmed?

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

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.

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Environmental	Economic	Social
1) Name:	**1) Name:**	**1) Name:**
Organization:	**Organization:**	**Organization:**
Resume:	**Resume:**	**Resume:**

Environmental	Economic	Social
2) Name:	**2) Name:**	**2) Name:**
Organization:	**Organization:**	**Organization:**
Resume:	**Resume:**	**Resume:**

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

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)

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			
Owners/managers of small forests			
Owners/managers of operations where there is a low intensity of timber harvesting			
Forest contractors			
Timber producers associations			
b) Social interests of:			
Forest workers			
Indigenous Peoples			
Local communities			
Forest recreation			
Consumers			
c) Environmental interests relating to:			
Biological diversity			
Water			
Soils			
Ecosystems and Landscapes			

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.

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.

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