Information for FSC Standard Development Groups on the transfer process to the revised FSC P&C

This is meant to be brief and targeted at providing you with the necessary information to start planning for the transfer process; additional material and information will follow shortly.

1. The process for transferring FSC Forest Stewardship Standards to the revised P&C

- Once approved by the FSC Board, the International Generic Indicators (IGIs) will serve as the baseline requirements for all FSC Forest Stewardship Standards.
    - The intent of the IGIs is to facilitate the development of national/regional standards and to ensure consistency in the application of the P&C.
    - IGIs will NOT replace national/regional level discussions and indicators development; however the IGIs will need to be met where there are gaps in requirements from existing standards with respect to the revised P&C.

- The procedure for transferring standards to the revised P&C in each country will be designed in collaboration with that country, and allows for flexibility based on country needs, resources and capacities:
    - Network Partners/Standards Development Groups can chose to wait until the IGIs are completed before transferring standards to the revised P&C, OR they can undergo a parallel process.
    - The transfer of standards to the revised P&C is intended to be a straightforward exercise that involves a gap analysis to identify missing requirements and the use of the IGIs to fill in those requirements. An FSC Transfer Matrix will be provided to support this work.
    - Three options are being explored for the transfer: a) a 'Basic Transfer' of existing standards to the revised P&C; b) a 'Transfer + Revision' which also allows for a revision of specific indicators identified as needing additional work; c) a 'Transfer + Development' to be applied only in countries where approved standards do no exist or partially exist. See the 'Initial Transfer Plan' below for more information on these three options.
    - Network Partners and Standards Development Groups are highly encouraged to begin the transfer process as soon as possible, but the transfer cannot be complete (i.e., standards based on the revised P&C cannot be approved) until the IGIs are approved by the FSC Board.

- The timeline for the IGI development process and transfer process are as follows (note that these are preliminary and tentative dates meant as guidelines for your planning purposes):

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Timeline	International Process	National Process
May 2012	Formation of IGI Working Group (WG) and Technical Expert Group (TEG)	Application to join the IGIWG + Submitting preferred options (A,B or C) for transfer to the Revised P&C + registration of SDG -For countries with existing national standard; begin moving indicators into the revised P&C framework + identify gaps that would be filled with subsequent IGI drafts. -For countries without standard wait for the first draft of IGI to begin helping with national consultation + begin work on their first draft
Week of 11June 2012	First meeting of the IGI WG and TEG, including Member Workshop	
Oct/Dec 2012	First Draft of IGI released for 60-day stakeholder consultation First Regional Workshops planned to take place at the beginning of the consultation phase and for each of the FSC global regions in order to solicit regional input into the IGIs and to support regional/national transfer processes	-For countries with national standards: help with consultation at national level. Use the opportunity to fill in gaps identified in national standard, (National workshops of SDGs) - Organize meeting of national SDG to discuss on the how to incorporate IGI into national standards
Feb/March 2013	Second meeting of the IGI WG and TEG	National workshops of SDSGs on national draft 1 + national consultation on draft 1
May/June 2013	Second Draft of the IGI released for 60-day stakeholder consultation Second Regional Workshops planned to take place at the beginning of the consultation phase	National level assistance with consultation and input into national draft 1 in preparation for second draft (National workshops of SDGs)
Sept/Nov	Third meeting of the IGI WG and TEG,	(National workshops of SDGs) + Consultation on national

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2013	including Member Workshop	draft 2
Jan/Feb 2014	Pre-approval IGI Draft submitted to FSC Board of Directors for approval	National processes await Board decision to finalise their standards for PSU assessment
June/Aug 2014	Transfer of IGIs to national and interim standards; must be completed by Dec 2014	PSU expected to begin assessments of completed national standards

2. Funds available to support the transfer process

- Through the FSC Network Unit, funds have been allocated to support Network Partners and Regional Offices in this transfer process (see email from Gemma Boetekees, 20 March).
- Proposals must be submitted by 1 May, 2012
- The 'Initial Transfer Plan', in Section 3 below is designed to support the project plan required in the application for these funds.
- Any questions specific to the funding should be addressed to the Network Director.

3. Initial Transfer Plan

Please complete 'P&C Initial Transfer Plan' on the following page and submit it to Gordian Fanso (g.fanso@fsc.org) at your earliest convenience. The information you provide will help FSC to better support your transfer process. A proposal template is currently being developed, similar to FSC-STD-60-006, and will be sent to you shortly.

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A Plan for the Transfer of the FSC Forest Stewardship Standard to the revised P&C

The purpose of this Initial Transfer plan is to provide FSC with information for how Network Partners and Standards Development Groups propose to implement the transfer process. Our intent is that this form will also help in developing proposals to the FSC Strategic Investment Fund.

Please fill this out at your earliest convenience and return it to Gordian Fanso: g.fanso@fsc.org

Thank you for your cooperation!

I. BACKGROUND INFORMATION

1. Your name: David Raingo Maingi
2. Position: National Focal Point Kenya
3. Address: P.O Box 40177, 00100, NAIROBI
4. Telephone: +254 723 786 184
5. Email: drmaingi@gmail.com
6. Please state the name and approval date of the standard(s) which you propose to transfer to the revised P&C: The draft standards for Kenya are not yet approved
7. Please state who will oversee the transfer process if different from above: I will oversee the transfer process.

II. TRANSFER PROCESS

While all forest stewardship standards will need to be transferred to the new P&C, flexibility in the process used for this transfer is being provided to meet the needs of different countries. Below are the three transfer options that are being explored. Please select the one you choose to follow, or provide an alternative for consideration.

Note: For each option it is expected that the Standards Development Group in your country will participate in the consultation of the FSC International Generic Indicators (IGIs). This involvement is critical for a smooth transfer process.

Option A. Basic Transfer:

a) Transfer of existing indicators to the revised P&C using the FSC Transfer Matrix, as appropriate, plus adoption of the FSC IGIs to fill any gaps identified.
b) Approval of the transferred standard by FSC IC.

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Option B. Transfer + Revision:

a) Transfer of existing indicators to the revised P&C using the FSC Transfer Matrix, as appropriate, plus adoption of the FSC IGIs to fill any gaps identified.
b) Revision of specific indicators identified by the SDG, and approved by FSC PSU, as needing additional work.
c) Approval of the transferred standard by FSC IC.

Option C. Transfer + Development: This is where Kenya falls.

This option is only to be applied in countries where approved national forest stewardship standards do not exist or partially exist, and where there is adequate capacity and experience to undergo such a process in the country.

a) Harmonization of existing CB Standards with any approved or advanced draft national standards (Motion 25 GA2011)
b) Transfer of existing indicators to the revised P&C using the FSC Transfer Matrix, as appropriate, plus adoption of the FSC IGIs to fill any gaps identified.
c) Revision of specific indicators identified by the SDG as needing additional work.
d) Approval of the transferred standard by FSC IC.

III. TENTATIVE WORKPLAN, SCHEDULE AND BUDGET

Based on the option you selected above and the timeline provided above in this memo, please provide a workplan that details when and how you plan to implement the transfer process.

Activity	Milestone	Start/End Dates	Estimated budget	Other comments
Consultations with Key forest management institutions and communities informing them of FSC and on new FSC P&C	Meetings with forest institutions and communities	June to mid August 2012	4200	Travelling in all Forest conservancies in the country
Capacity building the SDG (KFCA) On FSC and Forest certifica-	Training of group to enable them understand FSc	September 2012	8000	These are about 15 people to be trained in a 3 days

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tion	certification, indicators and the processes in general			meeting /workshop.
Narrowing information gap among stakeholders	Training meeting for all national stakeholders in Forest certification	October 2012	12,000	Certification awareness is very low among Forest stakeholders and this workshop will bring together representatives from all chambers in the 10 conservancies.
Project administration, communication printing and transport	Timely delivery of expected outputs	June to December	8400	The national Focal point project implementation and administration costs.
Contingencies			2000	

IV. FUNDING SOURCES AND FUNDING NEEDS

Resources needed	Funding Source	Amount	Confirmed?
Training materials, transport and accommodation for participants	Small grants fund	34,800	

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VI. ADDITIONAL SUPPORT FROM FSC

FSC aims to make a suite of services available to Network Partners and Standards Development Groups to support the transfer process. This includes tools such as a 'Transfer Matrix' to support the gap analysis and technical support in implementing the gap analysis and other phases of the transfer process.

To best serve your needs, please indicate the type of support you might be interested to receive from FSC: Technical inputs in training during the stakeholders forum to enlighten and inform them on FSC processes and standards development.

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