



Ligna / TTF FSC and PEFC Chain of Custody – Group



Why join the Group Chain of Custody Scheme?

The Ligna /TTF Group Chain of Custody Scheme is for companies employing 15 or fewer. Under our Group Scheme, the certificate holder, Ligna Ltd, provides help and support to members, whilst keeping costs down compared to that of companies with independently held Chain of Custody (COC) certification.

Ligna Ltd has agreed that if requested they will also carry out the TTF's Responsible Purchasing Policy (RPP) audit at the same time as an FSC/PEFC Audit. This will attract the normal RPP Audit charge – £250-600/day, negotiable on request - but will be more time efficient for the company involved.

Group Scheme Costs

Start Up **£800.00**

This covers a gap analysis, all the necessary support and paperwork and initial audit and gets you FSC and/or PEFC certified. (Additional on-site assistance can be negotiated if required).

The Annual Licence Fees for FSC and PEFC (based on company annual turnover) are additional as per the attached tables below.

Annual Maintenance Fee **£600.00**

This covers continued advice and support on certification, annual surveillance charges and ongoing group membership.

Annual FSC and PEFC licence fee is in addition.

If your company is already Chain of Custody certified, you will need to contact Ligna to determine the steps required to transfer your certification

Who are FSC and PEFC?

The Forest Stewardship Council (FSC) is an international, nongovernmental organisation dedicated to promoting responsible management of the world's forests.

It was established in the 1993. Worldwide, more than 140 million hectares of forest in over 80 countries are certified according to FSC standards and over 21,000 companies have FSC COC certification

The Programme for the Endorsement of Forest Certification (PEFC) is a framework for the recognition of forest certification schemes meeting internationally recognised requirements for sustainable forest management.

Since its launch in 1999, PEFC has become the largest certification umbrella organisation covering national schemes from around the world, accounting for more than 240m hectares of forest and 8000 COC certificates.

What is Chain of Custody?

Chain of Custody (COC) Certification is a process of ensuring that a forest product has come from a legal and responsible source. It is a link from the forest to the end user, through all steps including sawmilling, agents, merchants, manufacturers and retailers. You can only claim to be passing on Chain of Custody if you are a certified link in the chain. If you are not, then you break the chain.

Independently verified COC gives peace of mind to your customers about the origin of wood products they source.

Why Chain of Custody Certification?

For the timber industry, COC certification is fast becoming standard practice to demonstrate responsible sourcing. The majority of timber brought into the UK is now responsibly sourced, and more than 2000 UK companies have now achieved COC Certification. Demand for certified timber is also increasing as central and local government departments, private development projects and national and multi-national companies insist on it.

Companies with COC are authorised to use the FSC and PEFC logos both on products and in marketing materials, adding credibility to the business.

What is involved?

Implementing a COC process is a straightforward task that relies on everybody in a company taking responsibility for maintaining the integrity of the chain.

Companies must first source from FSC and PEFC certified suppliers. When the timber arrives at the workplace, everybody involved in goods receipt must see that it is clearly marked and accompanied by the correct paperwork. The timber must then be stored and managed separately from any non-certified timber.

When a customer asks for FSC or PEFC products, this should appear on all internal paperwork. When the product is ready for despatch, delivery notes and invoices must include the COC codes and a description of the product as certified.

All records associated with FSC and PEFC product must be maintained for a minimum of five years and successful completion of an annual audit is required to maintain the Certification.

FSC and PEFC Annual Fees

| FSC COC Certification Administration Fee (US \$) (charged at the prevailing £ exchange rate at time of audit) | | | | | | |
|--|---------------------------|--|--|---|---|-------------------------------|
| Classification of certificate holders by turnover | Class 1 < US\$ 200,000 | Class 2 US\$ 200,001 - US\$ 1,000,000 | Class 3 US\$ 1,000,001 - US\$ 5,000,000 | Class 4 US \$ 5,000,001 - US\$25,000,000 | Class 5 US \$ 25,000,001 - 100,000,000 | Class 6 >US \$ 100,000,001 |
| Fixed Rate | \$50 | \$200 | \$400 | \$800 | \$1,400 | \$3,500 |

| PEFC UK COC Annual Fee (£ Sterling) | | | | |
|--|------------------|----------------------|-------------------------|-------------------|
| Classification of certificate holders by annual turnover | Class 1 < £3m | Class 2 £3 - £10m | Class 3 £10m - £100m | Class 4 >£100m |
| Fixed Rate | £125 | £350 | £600 | £1250 |