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| <b>AS 4707(Int)—2004 Text</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>AS 4707—2006 Text</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>General</b>                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| References to 'Interim Standard'                                                                                                                                                                                                                                                                                                                                                                                         | Now referenced as 'Australian Standard'                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Table of Contents</b><br>- covering 22 pages                                                                                                                                                                                                                                                                                                                                                                          | <b>Table of Contents</b> updated<br>- covering 33 pages                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>PREFACE</b>                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| This Interim Standard was prepared by the Australian Forestry Standard Technical Committee. This committee is a technical committee under Australian Forestry Standard Limited, a Standards Development Organisation accredited by the Standards Accreditation Board.                                                                                                                                                    | This <u>Australian Standard</u> was prepared by the Australian Forestry Standard Technical Committee. This committee is a technical committee under the <u>accredited Standards Development Organisation - Australian Forestry Standard Limited</u> .                                                                                                                                                                                                                                                                                                                                                                                                                  |
| This Chain of Custody Standard is intended for voluntary application by any organisation that seeks to assure its customers that the certified wood and forest products they buy are sourced from a certified forest. Its application will assist in ensuring or delivering access to domestic and international markets that seek assurances on the origin of wood or forest products from sustainably managed forests. | This Chain of Custody Standard is intended for voluntary application by any organisation that seeks to assure its customers that the certified wood and forest products they buy are sourced from a certified forest. Its application will assist in ensuring or delivering access to domestic and international markets that seek assurances on the origin of wood or forest products from sustainably managed forests. <u>With the increasing availability of recycled wood based raw material in the marketplace, this CoC standard also allows organisations utilising virgin and recycled raw material to participate in CoC certification of mixed products.</u> |
| Third-party certification against this CoC standard provides a clear statement that wood and forest products have been produced, in accordance with a set of clearly defined performance requirements, from certified forests that demonstrate sustainable forest management.                                                                                                                                            | <u>Accredited, independent, third-party certification against this CoC standard provides a clear statement that wood and forest products have been produced, in accordance with a set of clearly defined performance requirements, from certified forests that demonstrate sustainable forest management.</u>                                                                                                                                                                                                                                                                                                                                                          |
| AS/NZS ISO 14001:1996: Environmental management systems<br>- Specification with guidance for use.                                                                                                                                                                                                                                                                                                                        | AS/NZS ISO 14001:2004: Environmental management systems<br>- <u>Requirements with guidance for use.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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| The date of expiry for comment is two years after publication, at which time this Interim Standard will be confirmed, withdrawn or revised in the light of public comment, or published as an Australian Standard. During the life of this document, the Australian Forestry Standard Technical Committee will monitor all comment as it is received. | Text deleted                                                                                                                                                                                                                                                                                                                                                             |
| <b>1.1 SCOPE</b>                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                          |
| ... the Australian Forestry Standard (AFS) [AS 4708(Int) —2003]                                                                                                                                                                                                                                                                                       | ... the Australian Forestry Standard (AFS) [AS 4708 (Int)—2003 or subsequent versions of the AFS]                                                                                                                                                                                                                                                                        |
| ... sourced from other forests managed under schemes recognised as substantively equivalent to the AFS.                                                                                                                                                                                                                                               | ... sourced from other forests managed under schemes recognised as substantively equivalent to the AFS <sup>1</sup> .                                                                                                                                                                                                                                                    |
| No Text                                                                                                                                                                                                                                                                                                                                               | This Australian Standard also sets minimum requirements for <u>CoC certification of wood products which include varying percentages of recycled wood based raw materials.</u>                                                                                                                                                                                            |
| <b>1.2 OBJECTIVE</b>                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                          |
| The objective of this Interim Standard is to provide a common approach to track the pathway that wood or forest products take from a DFA or stated source to the final consumer.                                                                                                                                                                      | The objective of this <u>Australian Standard</u> is to provide a common approach to track the pathway that wood or forest products take from a DFA or stated source <u>including recycled wood based raw materials</u> to the final consumer.                                                                                                                            |
| <b>1.3 APPLICATION</b>                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                          |
| This Interim Standard is intended to apply to the processes that various certified wood or forest products are undergoing. It is applicable to wood and forest products available from a DFA or as a result of processing wood from a DFA or from other schemes recognised as substantively equivalent to the AFS.                                    | This <u>Australian Standard</u> is intended to apply to the processes that various certified wood or forest products are undergoing. It is applicable to wood and forest products available from a DFA or as a result of processing wood from a DFA or from other schemes recognised as substantively equivalent to the AFS <u>or recycled wood based raw materials.</u> |

<sup>1</sup> The basis for compatibility or substantive equivalence shall be established in AFS Limited's AFS Logo Use Rules Manual and AFS Limited's PEFC Logo Use Rules Manual. Further references in AS 4707 at Clauses 1.3, 1.4, 1.5.2.2.4.1 and Appendices C and F to the wording of 'substantively equivalent' or 'equivalent' shall be deemed to be covered by this interpretation in 1.1 Scope.

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| ... timber products that arise directly from manufacturing, such as sawn timber, veneer, plywood, pulp;                                                                                                                             | ... timber products that arise directly from manufacturing, such as sawn timber, <u>laminated veneer lumber</u> , veneer, plywood, pulp;                                                                                                                       |
| No text                                                                                                                                                                                                                             | <u>Guidance for the implementation of the chain of custody requirements in an organisation with a network of sites (multi-sites) is provided in <i>Appendix E</i>.</u>                                                                                         |
| <b>1.5 DEFINITIONS</b>                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                |
| No text                                                                                                                                                                                                                             | <u>Accreditation</u><br><u>Third-party attestation (5.2) related to a conformity assessment body (2.5) conveying formal demonstration of its competence to carry out specific conformity assessment tasks<sup>2</sup></u>                                      |
| AFS<br>The Australian Forestry Standard [AS 4708 (Int)—2003]                                                                                                                                                                        | AFS<br>The Australian Forestry Standard [AS 4708 (Int)—2003] or subsequent editions of The Australian Forestry Standard.                                                                                                                                       |
| Input batch<br>Wood or forest product input into a processing stream over a specified time period or quantity of product.<br>(term is applicable to the minimum average percentage system)                                          | Input batch<br>Wood or forest product input into a processing stream over a specified time period or quantity of product.<br>(term is applicable to the <u>rolling average percentage system</u> )                                                             |
| Output batch<br>Wood or forest product output from a processing stream for which the percentage is calculated. The batch is defined by:<br>.Content of the batch; and<br>.Time period over which the batch is produced (or traded). | Output batch<br>Wood or forest product output from a processing stream for which the percentage is calculated. The batch is defined by:<br>.The time period over which the batch is <u>produced (or traded) up to a maximum batch period of three months</u> ; |

<sup>2</sup> 5.2 attestation – issue of a statement, based on a decision following review (5.1), that fulfilment of specified requirements (3.1) has been demonstrated.

5.1 review – verification of the suitability, adequacy and effectiveness of selection and determination activities, and the results of these activities, with regard to fulfilment of specified requirements (3.1) by an object of conformity assessment.

3.1 specified requirement – need or expectation that is stated

2.5 conformity assessment body – body that performs conformity assessment services

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| (term is applicable to the minimum average percentage system)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | . Content of the batch; and<br>. <u>Production site at which the products covered by the batch has been produced (or traded)</u><br>(term is applicable to the <u>rolling average percentage system</u> )                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <p>Wood raw material</p> <p>Categories of certifiable wood raw material being:<br/>Category 1 which includes AFS certified wood raw material or certified wood raw material from other certification schemes recognised as substantively equivalent to the AFS.</p> <p>Category 2 which includes recycled wood and recycled fibres (post-consumer wood and fibres) and reclaimed pre-consumer by-products from processes in manufacture where these are not traceable to virgin wood sources.</p> <p>Category 3 which includes wood harvested from urban forestry and non-wood waste material (eg agricultural fibre and starch and pigments).</p> <p>Category 4 which includes non-certified wood raw material.</p> <p>No text</p> | <p>Wood raw material</p> <p>Categories of wood raw material being:<br/>Category 1 which includes AFS certified wood raw material or certified wood raw material from other <u>national</u> certification schemes recognised as substantively equivalent to the AFS.</p> <p>Category 2 which includes recycled wood and recycled fibres (post-consumer wood and fibres) and reclaimed pre-consumer by-products from processes in manufacture where these are not traceable to virgin wood sources <u>through a chain of custody</u>.</p> <p>Category 3 which includes wood <u>raw material</u> harvested from urban forestry and non-wood waste material (eg agricultural fibre and rags), starch and pigments.</p> <p>Category 4 which includes <u>other</u> wood raw material <u>not specified</u> in categories 1, 2 or 3.</p> <p><b>NOTE:</b> For organisations seeking to use recycled wood raw material in mixed products, <u>Appendix F</u> can be used for the definitions of wood raw material.</p> |
| <b>1.6 NORMATIVE REFERENCES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| AS/NZS ISO 14001:1996: Environmental management systems<br>- Specification with guidance for use.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | AS/NZS ISO 14001:2004: Environmental management systems<br>- Requirements with guidance for use.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| No text                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | ISO/IEC 17000:2004 Conformity assessment – Vocabulary and                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | general principles                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| <b>2.2.1 Management commitment to CoC</b><br><p>The organisation shall define a management policy that includes a commitment to:</p> <ul style="list-style-type: none"> <li>• supporting any claims related to the source of wood and forest products with CoC certification;</li> <li>• providing assurance of the continuity, integrity and validity of the CoC system and the wood and forest products certified by it;</li> <li>• <u>ensuring compliance with applicable laws and/or regulations covering environmental impacts of the manufacturing facility;</u></li> <li>• <u>recognising the right for personnel to collectively bargain consistent with the International Labour Organisation conventions; and</u></li> <li>• <u>continuous improvement of the CoC system.</u></li> </ul> | <p>The organisation shall define a management policy that includes a commitment to:</p> <ul style="list-style-type: none"> <li>• supporting any claims related to the source of wood and forest products with CoC certification;</li> <li>• providing assurance of the continuity, integrity and validity of the CoC system and the wood and forest products certified by it;</li> <li>• <u>ensuring compliance with applicable laws and/or regulations covering environmental impacts of the manufacturing facility;</u></li> <li>• <u>recognising the right for personnel to collectively bargain consistent with the International Labour Organisation conventions; and</u></li> <li>• <u>continuous improvement of the CoC system.</u></li> </ul> |
| No text                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>The organisation shall ensure that its manufacturing facility meets or exceeds all applicable laws and/or regulations covering health and safety of personnel.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>2.2.2 Documented control system</b><br><p>The organisation shall establish, document and update a control system that addresses the CoC system for its certified wood or forest products and which specifies the:</p> <ul style="list-style-type: none"> <li>• personnel responsible for control of the CoC system and their specific responsibilities in relation to the system;</li> <li>• components of an information system or parts thereof that relate to the CoC system including the necessary forms, records or documentation as well as activities or actions; and</li> <li>• specific and correct requirements for completing the</li> </ul>                                                                                                                                        | <p>The organisation shall establish, document and update a control system that addresses the CoC system for its certified wood or forest products and which:</p> <ul style="list-style-type: none"> <li>• <u>specifies the personnel responsible for control of the CoC system and their specific responsibilities in relation to the system;</u></li> <li>• <u>identifies the infrastructure and technical facilities required for the implementation and maintenance of the organisation's CoC system;</u></li> </ul>                                                                                                                                                                                                                               |

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| components of the information system or parts thereof including the necessary forms, records or documents. | <ul style="list-style-type: none"> <li>• <u>describes the raw material flow within the production process;</u></li> <li>• specifies components of an information system or parts thereof that relate to the CoC system including the necessary forms, records or documentation as well as activities or actions; and</li> <li>• <u>details specific and correct requirements for completing the components of the information system or parts thereof including the necessary forms, records or documents.</u></li> </ul>                                                                                                                                                                                                                                                                                                                  |
| <b>2.2.3 Personnel training and development</b>                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| The organisation shall provide or have a system in place that provides for the:                            | <p>The organisation shall provide or have a system in place that provides for the:</p> <ul style="list-style-type: none"> <li>• training and orientation of the personnel involved in the handling and presentation of certified wood or forest products and non-certified products;</li> <li>• training of personnel sufficient for them to understand their specific responsibilities in the implementation and control of the CoC system;</li> <li>• written instructions/guidelines or an accessible electronic system covering instructions/guidelines on the CoC system handling and presentation procedures and policies for certified wood or forest products and non-certified products; <u>and</u></li> <li>• <u>local and regional workforce to be given employment opportunities at the manufacturing facility.</u></li> </ul> |
| <b>2.2.4.1 Origin</b>                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| The recognition system shall distinguish between certified and non-certified sources.                      | The recognition system shall distinguish between certified and non-certified sources, <u>including specification of the percentage</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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|                                                                                                                                                                                                                                                           | of certified products in each delivery.                                                                                                                                                                                                                                                                                                                                                                   |
| <b>2.2.4.2 Approaches to Chain of Custody verification</b>                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                           |
| No text                                                                                                                                                                                                                                                   | Organisations utilising recycled wood based raw materials in the chain of custody verification shall implement the specifications for the origin of wood based material and recycled wood based raw materials as defined in <u>Appendix F</u> .                                                                                                                                                           |
| Note: The inventory control and accounting of raw material option incorporates two approaches namely a percentage input/output system (%in / %out) or a minimum average percentage system. Both approaches are described in further detail in Appendix A. | <u>NOTE 1:</u> The inventory control and accounting of raw material flow option incorporates two approaches for calculating the percentage of certified material within the output batch, namely a percentage input/output system (%in / %out) or a <u>rolling average percentage method</u> . Both approaches are described in further detail in <u>Appendix A</u> .                                     |
| No text                                                                                                                                                                                                                                                   | <u>NOTE 3:</u> An organisation applying the rolling average percentage method must transfer the certification percentage to the product(s) included in the output batch using the <u>average percentage method</u> or <u>volume credit method</u> . Both of these methods are described in further detail in <u>Appendix A</u> . Additional guidance on these methods is described in <u>Appendix D</u> . |
| <b>2.2.4.3 Illegal operations or sources</b>                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                           |
| No text                                                                                                                                                                                                                                                   | The organisation shall request a signed self declaration by suppliers of non certified raw materials that the supplied raw material does not originate from an illegal operation or source. Where contracts have been signed with suppliers, the organisation shall include such a declaration within the current contract.                                                                               |
| Consistent with the requirements of the organisation's document control system, the organisation shall document its knowledge base for the origins of wood or forest products that demonstrates                                                           | Consistent with the requirements of the organisation's document control system, the organisation shall document <u>risk assessment</u> procedures for evaluating the potential risk of procuring raw                                                                                                                                                                                                      |

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| that steps have been taken to confirm the legal status of the products.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <u>material from illegal sources.</u>                                                                                                                                                                                                                                                                                                                                                                |
| No text                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | The potential risk evaluation carried out by an organisation shall be based at the regional/country level. <u>Where a high risk level exists, the organisation shall establish a sampling based program of second- or third-party verification of the suppliers' self-declarations.</u>                                                                                                              |
| <b>2.2.8 Continuous improvement</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                      |
| The organisation shall demonstrate throughout its CoC system that it has relevant and appropriate mechanisms in place to facilitate the continuous improvement of its system.                                                                                                                                                                                                                                                                                                                                                                                        | The organisation shall demonstrate throughout its CoC system that it has relevant and appropriate mechanisms in place to facilitate the continuous improvement of its <u>CoC system</u> .                                                                                                                                                                                                            |
| <b>3.2 Accreditation body</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                      |
| The national accreditation body, the Joint Accreditation System of Australia and New Zealand (JAS-ANZ) accredits certification bodies to audit and certify particular standards to ensure the transparency and credibility of the certification process. It also ensures competence and independence in regards to certification activities and to facilitate mutual recognition.                                                                                                                                                                                    | The national accreditation body, the Joint Accreditation System of Australia and New Zealand (JAS-ANZ) accredits certification bodies to audit and certify particular standards to ensure the transparency and credibility of the certification process. It also ensures <u>third-party competence</u> and independence in regards to certification activities and to facilitate mutual recognition. |
| <b>3.4 Scale of CoC verification</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                      |
| As there are various needs or requirements for claims in the marketplace in relation to the origin of certified wood and forest products, there is a need for flexibility in the scale of CoC certification.<br>This flexibility can be manifested in different scales within the links in the certification chain in order to meet market claims and allows manufacturers and distributors to make relevant decisions according to the markets' needs.<br>Market claims can be applied through CoC certification to a:<br>.batch of products (or a single product); | Text deleted.                                                                                                                                                                                                                                                                                                                                                                                        |

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| <p>·single production unit (or a production plant, site facility or line); or</p> <p>·whole organisation operating within a region, at a State or national level.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>APPENDIX A</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <p>A6 An organisation shall be deemed to be utilising the percentage input/output system (or %in / %out) approach when it operates at a site, facility or production line with a known percentage of certified material (i.e., an input batch) entering the processing stream and the same percentage of production from that stream that stream (i.e., output batch) being considered to be certified products.</p> <p>A7 The assessment of the percentage of inputs and outputs is, on an average basis, over a period of up to twelve months.</p> <p>NOTE: This approach is particularly appropriate where there is a discrete batch of certified wood or forest product being processed, and the batch does not account for all of the production being processed and/or sold.</p> | <p>A6 An organisation shall be deemed to be utilising the percentage input/output system (or %in / %out) when it operates at a site, facility or production line with a known percentage of certified material (i.e., an input batch) entering the processing stream and the same percentage of production from that stream (i.e., output batch) being considered to be certified products.</p> <p>A7 The assessment of the percentage of inputs and outputs is, on an average basis, over a period of up to <u>three months that is equivalent to the period of the output batch.</u></p> <p>NOTE: This <u>system</u> is particularly appropriate where there is a discrete batch of certified wood or forest product being processed, and the batch does not account for all of the production being processed and/or sold.</p> |
| <b>Minimum average percentage system</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Rolling average percentage system</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p>A8 An organisation shall be deemed to be utilising the minimum average percentage system (MAPS) approach when it operates at a site, facility or production line using the total batch of products in the processing stream, such that its production output can be considered as certified when the amount of certified material in the input batch exceeds the set minimum average threshold.</p> <p>A8 The minimum percentage shall be not less than 70% by volume or by weight for all wood or forest products, including</p>                                                                                                                                                                                                                                                   | <p>A8 The organisation applying rolling average percentage system shall <u>calculate the certification percentage for the specific batch using the quantity of raw material procured in the specified previous time period. The total maximum time for the rolling average calculation shall not exceed twelve (12) months.</u></p> <p>A8 The <u>calculation</u> shall be based on the <u>volume or weight of all</u> wood or forest products, including solid wood, assembled goods,</p>                                                                                                                                                                                                                                                                                                                                         |

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| solid wood, assembled goods, pulp and paper, wood chips and fibre (see Appendix C).                                                                                                                                                                                                                                                                                                                                                          | pulp and paper, wood chips and fibre (see Appendix C).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <p>Note: This approach can be applied where certified wood accounts for a proportion of the wood input, but where it is difficult and/or costly to segregate certified wood inputs from non-certified wood inputs through the processing stream.</p> <p>Note: Where an organisation uses MAPS, the next link in the certification chain can only consider 70% of the input as certified when using MAPS derived material.</p> <p>No text</p> | <p>NOTE 1: This system can be applied where certified wood accounts for a proportion of the wood input, but where it is difficult and/or costly to segregate certified wood inputs from non-certified wood inputs through the processing stream.</p> <p>Deleted text</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>A8 Transfer of the calculated percentage to the outputs can be achieved using the following approaches:</p> <ol style="list-style-type: none"> <li>1. <u>The average percentage method: The certified wood percentage (Pc) is transferred to all the outputs of the batch through an average percentage claim. The batch products will be certified as containing Pc% of certified wood.</u><br/> <u>Note: Under the average percentage method, the minimum average percentage for certification claims via labelling shall be not less than 70% by volume or by weight for all wood or forest products, including solid wood, assembled goods, pulp and paper, wood chips and fibre.</u></li> <li>2. <u>The volume credit method: The certified wood percentage (Pc) is transferred to only part of the outputs of the batch. The volume credits are transferred in such a way that the products receiving these credits are certified as containing 100% of certified material.</u></li> </ol> |

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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <p><u>Under the volume credit method, an organisation shall transfer the certification percentage into volume credit separately for products included in the output batch that have different measurement units or input/output ratios.</u></p> <p><u>The organisation can accumulate the volume credits by creating a credit account, which can be used for subsequent batches. The total quantity of credits accumulated at the credit account cannot exceed the sum of credits entered into the credit account during the last twelve months.</u></p> <p><u>Additional guidance on the transfer of the certification percentage to the output(s) is provided in <i>Appendix D</i>.</u></p>                                                                                                                                                         |
| <p>A9 An organisation utilising either system shall monitor raw material flows (batches) in accordance with: ... ..</p> <p>A10 The system shall have the capacity to ensure that any product sold by the organisation as certified can be linked to a specific sales invoice issued by the organisation to a purchaser being the next link in the certification chain.</p> <p>The sales invoices shall include:</p> <ul style="list-style-type: none"> <li>· a description of the product;</li> <li>· the volume/quantity of the product;</li> <li>· the minimum percentage of certified product (e.g., 70%);</li> <li>· date of delivery or period of delivery or accounting period; and</li> <li>· the organisation's CoC certificate registration code and expiry date.</li> </ul> | <p>A9 An organisation utilising either method shall monitor raw material flows (input batches) in accordance with: ... ..</p> <p>A10 The system shall have the capacity to ensure that any product sold by the organisation as certified is accompanied by <u>documentation</u> issued by the organisation to a purchaser being the next link in the certification chain.</p> <p>The <u>documentation</u> shall include:</p> <ul style="list-style-type: none"> <li>· a description of the product;</li> <li>· the volume/quantity of the product;</li> <li>· category of the input material's origin (including percentage of certified raw material if a percentage-based method was used by the organisation or the supplier(s) of the certified raw material);</li> <li>· date of delivery or period of delivery or accounting period;</li> </ul> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | and<br>• the organisation's CoC certificate registration code and expiry date.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>APPENDIX B</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <p>B7 The system shall have the capacity to ensure that any product sold by the organisation as certified can be linked to a specific sales invoice issued by the organisation to a purchaser.</p> <p>The sales invoices shall include:</p> <ol style="list-style-type: none"> <li>a description of the product;</li> <li>the volume/quantity of the product;</li> <li>the minimum percentage of certified product (e.g., 100%);</li> <li>date or period of delivery or the accounting period; and</li> <li>the organisation's CoC certificate registration code and expiry date.</li> </ol> | <p>B7 The system shall have the capacity to ensure that any product sold by the organisation as certified is accompanied by <u>documentation</u> issued by the organisation to a purchaser.</p> <p>The <u>documentation</u> shall include:</p> <ol style="list-style-type: none"> <li>a description of the product;</li> <li>the volume/quantity of the product;</li> <li><u>category of the input material's origin (including percentage of certified raw material if a percentage-based method was used by the organisation or the supplier(s) of the certified raw material)</u>;</li> <li>date or period of delivery or the accounting period; and</li> <li>the organisation's CoC certificate registration code and expiry date.</li> </ol> |
| <b>APPENDIX C</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>CALCULATION OF CERTIFICATION PERCENTAGE FOR THE MINIMUM AVERAGE PERCENTAGE SYSTEM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>CALCULATION OF CERTIFICATION PERCENTAGE FOR THE PERCENTAGE SYSTEMS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Whc = Quantity of Category 4: Non-certified wood raw material over a maximum of twelve months (See Definitions)                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Whc = Quantity of Category 4: Non-certified ( <u>other</u> ) wood raw material over a maximum of twelve months (See Definitions)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Note: The quantities of Category 1 and 4 wood raw materials must be in the same units. Category 2 and 3 wood raw materials are excluded from the determination of the certification percentage as they are considered to contain recycled or neutral wood or fibre respectively in relation to the certification status.                                                                                                                                                                                                                                                                     | <u>NOTE 1:</u> The quantities of Category 1 and 4 wood raw materials must be in the same units. Category 2 and 3 wood raw materials are excluded from the determination of the certification percentage as they are considered to contain recycled or neutral wood or fibre respectively in relation to the certification status.                                                                                                                                                                                                                                                                                                                                                                                                                 |
| No text                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <u>NOTE 2:</u> The calculation of the certification percentage applies to both <u>Percentage Input/Output system and Rolling average</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|                   |                                                                                                                                         |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
|                   | percentage system in <u>Appendix A.</u>                                                                                                 |
| <b>APPENDIX D</b> |                                                                                                                                         |
| No text           | <p><b>TRANSFER OF THE CALCULATED CERTIFICATION PERCENTAGE TO THE OUTPUTS</b></p> <p>– New Appendix attached to paper</p>                |
| <b>APPENDIX E</b> |                                                                                                                                         |
| No text           | <p><b>IMPLEMENTATION OF THE CHAIN OF CUSTODY SYSTEM IN MULTI-SITE ORGANISATIONS</b></p> <p>– New Appendix attached to paper</p>         |
| <b>APPENDIX F</b> |                                                                                                                                         |
| No text           | <p><b>SPECIFICATION OF THE ORIGIN FOR THE PURPOSES OF RECYCLED WOOD BASED RAW MATERIALS</b></p> <p>– New Appendix attached to paper</p> |

## **APPENDIX D**

### **TRANSFER OF THE CALCULATED CERTIFICATION PERCENTAGE TO THE OUTPUTS**

#### **(Informative)**

The rolling average is calculated using the volume or weight of raw material procured in the specified previous period. As a maximum, the rolling average can be applied over the last 12 months. The following Table 1 provides an example of the rolling average method and transfer of the percentage to the outputs.

**Table 1: Example of rolling average method**

| Month | Volume of certified raw material ('000 t) | Volume of other raw material ('000 t) | Sum cert. raw material for prev 12 months ('000 t) <sup>1</sup> | Sum other raw material for prev 12 months ('000 t) <sup>2</sup> | 12 month rolling avg % <sup>3</sup> | Total output volume of batch ('000 t) | Volume of certified product   |        |                                      |      |
|-------|-------------------------------------------|---------------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------|-------------------------------------|---------------------------------------|-------------------------------|--------|--------------------------------------|------|
|       |                                           |                                       |                                                                 |                                                                 |                                     |                                       | Avg %Vol ('000t) <sup>4</sup> | %      | Vol Credit Vol ('000 t) <sup>5</sup> | %    |
| 1     | 15.0                                      | 90.0                                  | 15.0                                                            | 90.0                                                            | 14.29%                              | 73.5                                  |                               |        |                                      |      |
| 2     | 15.0                                      | 90.0                                  | 30.0                                                            | 180.0                                                           | 14.29%                              | 73.5                                  | 73.5                          | 14.29% | 10.5                                 | 100% |
| 3     | 15.0                                      | 90.0                                  | 45.0                                                            | 270.0                                                           | 14.29%                              | 73.5                                  | 73.5                          | 14.29% | 10.5                                 | 100% |
| 4     | 25.0                                      | 90.0                                  | 70.0                                                            | 360.0                                                           | 16.28%                              | 80.5                                  | 80.5                          | 14.29% | 11.5                                 | 100% |
| 5     | 20.0                                      | 90.0                                  | 90.0                                                            | 450.0                                                           | 16.67%                              | 77.0                                  | 77.0                          | 16.28% | 12.5                                 | 100% |
| 6     | 15.0                                      | 90.0                                  | 105.0                                                           | 540.0                                                           | 16.28%                              | 73.5                                  | 73.5                          | 16.67% | 12.3                                 | 100% |
| 7     | 20.0                                      | 90.0                                  | 125.0                                                           | 630.0                                                           | 16.56%                              | 77.0                                  | 77.0                          | 16.28% | 12.5                                 | 100% |
| 8     | 25.0                                      | 90.0                                  | 150.0                                                           | 720.0                                                           | 17.24%                              | 80.5                                  | 80.5                          | 16.56% | 13.3                                 | 100% |
| 9     | 25.0                                      | 90.0                                  | 175.0                                                           | 810.0                                                           | 17.77%                              | 80.5                                  | 80.5                          | 17.24% | 13.9                                 | 100% |
| 10    | 20.0                                      | 90.0                                  | 195.0                                                           | 900.0                                                           | 17.81%                              | 77.0                                  | 77.0                          | 17.77% | 13.7                                 | 100% |
| 11    | 20.0                                      | 90.0                                  | 215.0                                                           | 990.0                                                           | 17.84%                              | 77.0                                  | 77.0                          | 17.81% | 13.7                                 | 100% |
| 12    | 15.3                                      | 90.0                                  | 230.3                                                           | 1080.0                                                          | 17.58%                              | 73.7                                  | 73.7                          | 17.84% | 13.2                                 | 100% |
| 13    | 16.5                                      | 90.0                                  | 231.9                                                           | 1080.0                                                          | 17.67%                              | 74.6                                  | 74.6                          | 17.58% | 13.1                                 | 100% |
| 14    | 8.1                                       | 90.0                                  | 224.9                                                           | 1080.0                                                          | 17.24%                              | 68.6                                  | 68.6                          | 17.67% | 12.8                                 | 100% |
| 15    | 8.1                                       | 90.0                                  | 218.8                                                           | 1080.0                                                          | 16.79%                              | 68.6                                  | 68.6                          | 17.24% | 11.8                                 | 100% |
| 16    | 23.4                                      | 90.0                                  | 216.4                                                           | 1080.0                                                          | 16.69%                              | 79.4                                  | 79.4                          | 16.79% | 13.3                                 | 100% |

1. The quantity of certified raw material is calculated as the sum of volumes certified procured in the previous 12 months. When the organisation starts the CoC system and the time period used in rolling average calculation is shorter than the time period the chain of custody has been in place, the calculation of the rolling average is carried out from the volumes procured since the chain of custody was established.
2. The quantity of other raw material is calculated as the sum of volumes of other raw material procured in the monitoring period.
3. The rolling average percentage is calculated using the formula listed in *Appendix C*.
4. The volume of certified products using the average percentage method for the output batch of the 2<sup>nd</sup> month is calculated from the volume produced or sold in the 2<sup>nd</sup> month and the last rolling average percentage (calculated in the previous month). The total volume of the certified products is equal to the total volume of output batch. The percentage of the certified raw material claimed in the certified products is equal to the last calculated rolling average. In month 2 the organisation has produced 73 500 tonnes of certified products which include 14.29% of certified raw material.

The organisation can label the certified products if the content (percentage) of included raw material exceeds a minimum threshold of 70%.

5. The volume of certified products using the volume credit method for the output batch of the 2<sup>nd</sup> month is calculated from the volume produced or sold in the 2<sup>nd</sup> month and the last rolling average percentage (calculated in the previous month). The volume of the certified products of the output batch equals the total volume of the output batch by the last calculated rolling average. The percentage of the certified raw material claimed in the certified products always equals 100%. In month 2 the organisation can sell 10 500 tonnes as 100% certified.

### **Transfer of the certification percentage**

The certification percentage shall be calculated for the output batch and also distributed to the products of the output batch. The output batch is defined by its content (products included) and also by the time period during which the products are produced or sold. The maximum time period for the output batch is three months.

If an organisation is using the volume credit system for a output batch consisting of more products, for which a single measurement unit is not appropriate, or the products have different conversion ratios between inputs and outputs, the organisation shall transfer the certification percentage separately for each product(s). An example is shown in Table 2.

**Table 2: Example of transfer of certification percentage to outputs using volume credit**

| <u>Content of the output batch</u> | <u>Ratio input / output</u> | <u>Certification percentage</u> | <u>Output volume ('000 t)</u> | <u>Certified volume credit ('000 t)</u> | <u>Distribution of credit within the output batch ('000 t) <sup>1</sup></u> |
|------------------------------------|-----------------------------|---------------------------------|-------------------------------|-----------------------------------------|-----------------------------------------------------------------------------|
| <u>Pulp</u>                        | <u>0.3</u>                  | <u>55%</u>                      | <u>100</u>                    | <u>55</u>                               | <u>55</u>                                                                   |
| <u>Paper A</u>                     | <u>0.25</u>                 | <u>55%</u>                      | <u>100</u>                    | <u>220</u>                              | <u>100</u>                                                                  |
| <u>Paper B</u>                     | <u>0.25</u>                 | <u>55%</u>                      | <u>100</u>                    |                                         | <u>70</u>                                                                   |
| <u>Paper C</u>                     | <u>0.25</u>                 | <u>55%</u>                      | <u>100</u>                    |                                         | <u>50</u>                                                                   |
| <u>Paper D</u>                     | <u>0.25</u>                 | <u>55%</u>                      | <u>100</u>                    |                                         | <u>0</u>                                                                    |
| <u>-</u>                           | <u>-</u>                    | <u>Total</u>                    | <u>500</u>                    | <u>275</u>                              | <u>275</u>                                                                  |

1. Distribution of the certified raw material among the paper products A - D is decided by the organisation

### **Volume credit accumulation**

An organisation can establish a volume credit account for the product group covered by the specific output batch or specific products of the output batch. An example of the process and an appropriate register of volume credits are shown below (Table 3).

**Table 3: Example of volume credit accumulation**

| Month | Credit volume for output batch (000 t) | Credit account (000 t) | Max. credit account (000 t) | Used credits (000 t) |
|-------|----------------------------------------|------------------------|-----------------------------|----------------------|
| 1     | 0                                      | 0                      |                             | 0                    |
| 2     | 10.50                                  | 10.5                   | 10.5                        | 0                    |
| 3     | 10.50                                  | 21.0                   | 21.0                        | 0                    |
| 4     | 11.50                                  | 32.5                   | 32.5                        | 0                    |
| 5     | 12.53                                  | 45.03                  | 45.03                       | 0                    |
| 6     | 12.25                                  | 57.28                  | 57.28                       | 0                    |
| 7     | 12.53                                  | 69.82                  | 69.82                       | 0                    |
| 8     | 13.33                                  | 83.15                  | 83.15                       | 0                    |
| 9     | 13.88                                  | 97.03                  | 97.03                       | 5                    |
| 10    | 13.68                                  | 105.71                 | 110.71                      | 0                    |
| 11    | 13.71                                  | 119.42                 | 124.42                      | 0                    |
| 12    | 16.32                                  | 135.74                 | 140.74                      | 0                    |
| 13    | 15.33                                  | 151.07                 | 156.07                      | 0                    |
| 14    | 16.54                                  | 157.11                 | 162.11                      | 5                    |
| 15    | 8.05                                   | 159.66                 | 159.66                      | 10                   |
| 16    | 8.05                                   | 156.21                 | 156.21                      | 50                   |
| 17    | 23.41                                  | 129.62                 | 167.08                      | 50                   |

The credit account in the table above is calculated as a result of the credit account in the previous month (3<sup>rd</sup> column), minus volume credits used in the previous month (5<sup>th</sup> column), plus the volume credit calculated for the current month (2<sup>nd</sup> column).

Thus a normal monthly scenario is: Previous month's Credit account minus Previous month's Used credits plus Current month's Credit volume for output batch equals Credit account.

For example: Month 10 calculation would be: 97 030 – 5 000 + 13 680 = 105 710

However, the total quantity accumulated in the credit account cannot exceed volume credits entered in the volume credit in the previous 12 months (4<sup>th</sup> column).

For a month which exhibits this scenario, an example would be:

Month 15, the normal calculation would be: 157 110 – 5 000 + 8 050 = 160 160 tonnes BUT the maximum credit account must equal 159 660 tonnes in month 15, which is the sum of volume credit for months 4 to 15 and this is the actual figure which needs to be indicated in the Credit account column for Month 15.

## **APPENDIX E**

### **IMPLEMENTATION OF THE CHAIN OF CUSTODY SYSTEM IN MULTI-SITE ORGANISATIONS**

#### **(Normative)**

The aim of this appendix is to establish guidance for the implementation of the chain of custody requirements in an organisation with a network of sites, thus ensuring on the one hand, that the certification / registration of the chain of custody is practical and feasible in economic and operative terms and on the other, that the assessment provides adequate confidence in the conformity of the chain of custody system. A multi-site approach also allows implementation and certification of the chain of custody in a group of typically small independent companies.

This appendix includes only requirements applicable for the multisite organisation to implement the chain of custody requirements of this standard. Requirements and guidance for the certification / registration bodies for the assessment and certification of a multisite organisation are described in the IAF Guidance on the Application of ISO / IEC Guide 62:1996<sup>3</sup> *General requirements for bodies operating assessment and certification/registration of quality systems* and IAF Guidance on the Application of ISO / IEC Guide 66:1996<sup>4</sup> *General Requirements for Bodies Operating Assessment and Certification / Registration of Environmental Management Systems, EMS*.

#### **Definitions**

A multisite organisation is defined as an organisation having an identified central function (hereafter referred to as a “central office”) at which certain activities are planned, controlled and managed and a network of local offices or branches (sites) at which such activities are fully or partially carried out.

The organisation does not need to be a unique entity, but all sites shall have a legal or contractual link with the central office of the organisation and be subject to a common chain of custody which is subject to continuous

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<sup>3</sup> <http://www.jas-anz.com.au/web/DOCS/form36.pdf>

ISO/IEC Guide 62 provides general requirements for a third-party body dealing with certification/registration of quality systems has to meet if it is to be recognized as competent and reliable.

<sup>4</sup> <http://www.jas-anz.com.au/web/DOCS/policy7-03.pdf>

The guidance is intended to ensure that all certification/registration bodies accredited by IAF members are demonstrably competent to operate the accredited EMS programs.

surveillance by the central office. This means that the central office has the right to implement corrective actions when needed at any site. Where applicable this should be laid down in the contract between the central office and the sites.

Examples of possible multisite organisations are:

(a) organisations operating with franchises;

(b) companies with multiple branches; or

(c) a group of legally independent companies.

Note: group of legally independent companies means a network of typically small independent enterprises associated together for the purpose of obtaining and maintaining chain of custody certification for the whole group. The central office may be an appropriate trade association, or any other properly experienced legal entity that is either nominated for the purpose by a group of intending members or offers a group service managed for the purposes of and consistently with this standard. The central office can also be administered by one member of the group.

### **Eligibility criteria for the multisite organisation**

The organisation's chain of custody shall be centrally administered and be subject to central review. All the relevant sites (including the central administration function) shall be subject to the organisation's internal audit program and shall have been audited in accordance with that program prior to the certification / registration body starting its assessment.

It shall be demonstrated that the central office of the organisation has established a chain of custody in accordance with this standard and that the whole organisation (including all the sites) meets the requirements of the standard.

The organisation shall be able to demonstrate its ability to collect and analyse data from all sites including the central office authority and ability to initiate change in the chain of custody operating in the sites if required.

### **Function and responsibilities of the central office**

The central office of the multisite organisation shall:

- a. provide a commitment on behalf of the whole multisite organisation to establish and maintain a chain of custody in accordance with the requirements of this standard;

- b. provide all the sites with information and guidance needed for effective implementation and maintenance of the chain of custody in accordance with this standard;
- c. provide organisational or contractual connection with all sites covered by the multi-site organisation including commitments by the sites to implement and maintain the chain of custody in accordance with this standard. The contract shall also include the right of the central office to exclude any site from participation in the chain of custody of the multisite organisation in case of serious non-conformities with this standard;
- d. keep a register of all the sites of the multisite organisation'
- e. operate an internal audit program, and audit all the relevant sites (including its own central administration function) in accordance with that program, prior to the independent certification / registration body starting its assessment; and
- f. operate a review of the conformity of sites based on results of internal audits; establish corrective and preventive measures if required and evaluate the effectiveness of corrective actions taken.

### **Function and responsibilities of sites**

Sites connected to a multisite organisation shall be responsible for:

- implementation and maintenance of the chain of custody requirements in accordance with this standard;
- responding effectively to all requests from the central office or certification / registration body for relevant data, documentation or other information whether in connection with formal audits or reviews or otherwise;
- providing full co-operation and assistance in respect of the satisfactory completion of internal audits, reviews, relevant routine enquiries or corrective actions; and
- implementation of relevant corrective and preventive actions established by the central office.

## **APPENDIX F**

### **SPECIFICATION OF THE ORIGIN FOR THE PURPOSES OF RECYCLED WOOD BASED RAW MATERIALS**

(Normative)

The definitions as set out in this Appendix shall be used together with the erstwhile criteria and requirements of this CoC Standard if an organisation utilises recycled wood based raw materials in its production line for a mixed product as its final product.

The organisation shall calculate and communicate separately specific information on:

- content of AFS certified wood raw material (Table 1); and
- content of recycled wood based raw materials (Table 2).

**Table 1**

#### **CONTENT OF AFS CERTIFIED WOOD RAW MATERIAL**

| <u>Category</u> |                                                                                                                                                                    |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>1</u>        | <u>AFS certified wood raw material or certified wood raw material from other national certification schemes recognised as substantively equivalent to the AFCS</u> |
| <u>3</u>        | <u>Wood harvested from urban forestry and non-wood waste material (eg agricultural fibre and rags), starch and pigments.</u>                                       |
| <u>4</u>        | <u>Other wood raw material not specified in categories 1 or 3.</u>                                                                                                 |

**Table 2**

#### **CONTENT OF RECYCLED WOOD BASED RAW MATERIAL**

| <u>Category</u> |                                                                                                                                                                                              |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>1</u>        | <u>i) Post-consumer wood raw material and fibres procured directly from recycling facilities or collection centres:</u><br><u>a) where non-chemical contaminants are absent<sup>5</sup>;</u> |

<sup>5</sup> The absence of non-chemical contaminants such as soil, concrete, slate, stones, textile, plastic, rubber or metal is ensured by: (1) avoiding of collecting the non-chemical contaminants, (2) visual control and removal of the non-chemical contaminants on the entry of waste pre-processors centres and (3) visual control and removal of the non-chemical contaminants on the entry of reclaimed raw material processors (wood based panels units, pulp mills, etc.). National specifications, when and where they apply, would be used for the determination of the relevant amount of non-chemical contaminants.

|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          | <u>b) whose chemical characterisation is known and complies with existing regulations for chemical contamination as currently applicable<sup>6</sup></u><br><br><u>ii) Wood based raw material sold as “AFCS recycled”:</u><br><br><u>(a) by the supplier with the valid chain of custody certificate issued by an accredited certification body as being in compliance with this chain of custody standard used together with the definition of the raw material origin.</u><br><br><u>(b) by the supplier with a document confirming participation in multisite organisation with valid chain of custody certificate as specified in (a).</u> |
| <u>3</u> | <u>Wood harvested from urban forestry and non-wood waste material (eg agricultural fibre and rags), starch and pigments.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <u>4</u> | <u>Other wood raw material not specified in categories 1 or 3.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

An organization shall elect to use either the average percentage based method (Appendix A) or physical separation (Appendix B) when Tables 1 or 2 define the specifications of the wood raw materials.

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<sup>6</sup> As the technology is still being developed to allow post consumer wood raw material users to carry out practical testing to detect low levels of chemical contamination, the post-consumer reclaimed raw material shall be tested for the chemical contamination using currently available and cost effective methods. The limit values of chemical contamination should comply with existing regulations. Other specifications for chemical contamination of post-consumer raw material need be considered if available and applicable.