

<b>ADVICE-40-005-XX</b>	<b>Stakeholder consultation process for Controlled Wood sourcing from areas that cannot be classified as low risk</b>
Normative reference	FSC-STD-40-005 V2-1, Annex 3 Clause 1.5; Annex 3 Part B Clause 2.1 and Clause 3.2.b)
Approval	Approved by the FSC Executive Director on <b>XXXX</b> . This Advice is based on the recommendations developed by the Controlled Wood Technical Committee (CWTC), established to revise the FSC Controlled Wood system (see GA Motion 2011:51).
Effective date	<b>DRAFT VERSION</b>
Terms & definitions	<p><b>Affected stakeholder:</b> Any person, group of persons or entity that is or is likely to be subject to the effects of the activities of a Management Unit. Examples include, but are not restricted to (for example in the case of downstream landowners), persons, groups of persons or entities located in the neighbourhood of the Management Unit. The following are examples of affected stakeholders:</p> <ul style="list-style-type: none"> <li>· Local communities</li> <li>· Indigenous peoples</li> <li>· Workers</li> <li>· Forest dwellers</li> <li>· Neighbours</li> <li>· Downstream landowners</li> <li>· Local processors</li> <li>· Local businesses</li> <li>· Tenure and use rights holders, including landowners</li> <li>· Organizations authorized or known to act on behalf of affected stakeholders, for example social and environmental NGOs, labour unions, etc.</li> </ul> <p>(Source: FSC-STD-01-001 V5-0 EN FSC Principles and Criteria for Forest Stewardship)</p> <p><b>Interested stakeholder:</b> Any person, group of persons, or entity that has shown an interest, or is known to have an interest, in the activities of a Management Unit. The following are examples of interested stakeholders.</p> <ul style="list-style-type: none"> <li>· Conservation organizations, for example environmental NGOs</li> <li>· Labour (rights) organizations, for example labour unions</li> <li>· Human rights organizations, for example social NGOs</li> <li>· Local development projects</li> <li>· Local governments</li> <li>· National government departments functioning in the region</li> <li>· FSC National Offices</li> <li>· Experts on particular issues, for example High Conservation Values</li> </ul> <p>(Source: FSC-STD-01-001 V5-0 EN FSC Principles and Criteria for Forest Stewardship)</p>
Background	FSC-STD-40-005 V2-1 requires that FSC COC certified companies consult stakeholders when implementing a FSC Controlled Wood verification program for sourcing from areas that cannot be classified as low risk. This stakeholder consultation is an important means of the company verification program, to collect relevant information (e.g. identifying important/sensitive areas with high conservation values), provide further evidence about compliance with requirements and to enhance the transparency of the company verification process. This Advice provides formal clarification for which Controlled Wood categories stakeholder consultation is required and how stakeholder consultation processes shall be conducted.
Advice	<p>1 In order to source Controlled Wood from areas that cannot be classified as low risk, the company shall implement a consultation process with affected and interested stakeholders for the following Controlled Wood Categories:</p>

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- a) Controlled Wood Category 2 (Wood harvested in violation of traditional and civil rights), to identify potential conflicts relating to land tenure or land use rights of traditional or indigenous peoples groups in the Forest Management Units (FMUs) from which it is sourcing wood.
- b) Controlled Wood Category 3 (Wood harvested in forests in which high conservation values are threatened by management activities), to identify HCVs and threats to them, with respect to social and environmental aspects.

2 Stakeholder consultation as required in Annex 3 of FSC-STD-40-005 shall be conducted based on the following requirements:

- a) **Stakeholder identification:** The company shall identify all parties with an interest in or being affected by the forest management activities.
- b) **Stakeholder notification:**  
Identified stakeholders shall be invited to participate in the consultation at least 6 weeks prior to the formal consultation period as specified in 2c) below.  
The company shall employ a variety of means to inform stakeholders, appropriate to the stakeholder being contacted, to ensure effective stakeholder participation.  
NOTE: techniques may include: face to face meetings; personal contacts by phone or letter; notice published in the national and/or local press and on relevant websites; local radio announcements; or on local customary notice boards in the language of the local people and email contacts in the language of the recipients.
- c) **Stakeholder consultation:** All identified stakeholders shall be provided with access to sufficient information to be able to provide informed comments. The consultation techniques employed shall be culturally appropriate.  
NOTE: Examples of such techniques include: arrangements for individual or group meetings, structured interview by telephone, contact by mail or e-mail with a request for written comments to a predetermined set of specific questions.
- d) **Stakeholder feedback:** The company shall respond to all stakeholders who participated in the consultation process showing how their comments were taken into account.
- e) **Consultation records:** The company shall maintain records of the consultation process, including a list of stakeholders consulted with their comments and evidence that the consultation was carried out in line with the requirements of this advice note.
- f) **Public summary reports:** The company shall prepare a public summary based on the requirements of ADVICE-40-005-07.