



## FSC® Advice Note

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| <b>Title:</b>            | Advice Note on Transaction Verification for FM/CoC certificate holders |
| <b>Document Code:</b>    | ADVICE-60-004 (V1-0) EN  |
| <b>Approval date:</b>    | 01 November 2019   |
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| <b>Status:</b>           | Final  |

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| <b>ADVICE-60-004-01</b>        | Advice Note on Transaction Verification for FM/CoC certificate holders  |
| <b>Normative reference</b>     | Chain of Custody requirements in the applicable National Forest Stewardship Standard on the basis of:<br>FSC-STD-01-001 V4-0 FSC Principles and Criteria for Forest Stewardship, Criterion 8.3, or<br>FSC-STD-01-001 V5-2 FSC Principles and Criteria for Forest Stewardship, Criterion 8.5   |
| <b>Scope</b>                   | This Advice Note applies to all FM/CoC certificate holders  |
| <b>Approval</b>                | FSC Director General, 01 November 2019  |
| <b>Effective date</b>          | Upon approval   |
| <b>Terms &amp; Definitions</b> | <p><b>Fibre Testing:</b> a suite of wood identification technologies used to identify the family, genus, species and origin of solid wood and fibre based products (Source: FSC-STD-60-004 V2-0).</p> <p><b>FSC Transaction:</b> Purchase or sale of products with FSC claims on sales documents. (Source: ADVICE-40-004-14 and FSC-STD-40-004 V3-0).</p> <p><b>Providing (samples):</b> the certification body (CB) and/or Assurance Services International (ASI) collect and take the requested samples off-site for the purpose of transaction verification, which includes transmission of the data to ASI and storage in ASI's Transaction Verification Tool (Source: INT-STD-40-004_43).</p> <p><b>Sample:</b> all transactions in a specified period of time. The sample can include all trading partners or be specific to a product type, product group, species, region, and/ or group of customers or suppliers. FSC may pre-determine the type of sample to be taken in a given investigation, which may include instructions on sample size (all or parts of transactions), sampling method (e.g. random, systematic), and if the transactions should be provided in</p> |



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|                           | <p>a list of individual transactions or aggregated across the specified period (Source: INT-STD-40-004_42).</p> <p><b>Surrendering (samples and specimens of materials and information):</b> Allowing its CB, ASI and/or FSC to collect and take wood samples and plant specimens, including information about species and the location where the plant grew.</p> <p><b>Transaction verification:</b> Verification by CBs and/or ASI that FSC output claims made by certificate holders are accurate and match with the FSC input claims of their trading partners (Source: FSC-STD-40-004 V3-0 and FSC-STD-60-004 V2-0).</p> |
| <p><b>Back-ground</b></p> | <p>In November 2016, the FSC Board of Directors approved normative requirements (i.e. FSC-STD-40-004 V3-0, FSC-STD-20-011 V4-0) and a set of actions for ensuring supply chain integrity and addressing false claims in the FSC system.</p> <p>This Advice Note presents the requirements for FM/CoC certificate holders to facilitate the verification of the purchase or sale of products with FSC claims on sales documents coming from FSC certified forests. Similar requirements also apply to CoC certificate holders (See ADVICE-40-004-14) within the supply chain.</p>  |
| <p><b>Advice</b></p>      | <p>1. The Organization shall support transaction verification by providing samples of FSC transaction data as requested by its certification body and/or ASI.</p> <p>NOTE: Pricing information is not within the scope of transaction verification data disclosure.</p> <p>2. The Organization shall support fibre testing by surrendering samples and specimens of materials and information about species composition and the location where the sample originated for verification, as requested by its certification body, ASI or FSC.</p>  |