



PILOT TEST OF THE PROCEDURE FOR DEVELOPMENT OF INDICATORS FOR THE PROTECTION OF IFL CONSIDERING THE LANDSCAPE LEVEL V1-0

Terms of Reference



| | | |
|--------------------------------|---|--|
| Title: | Pilot Test of the procedure for development of Indicators for the protection of IFL considering the landscape level V1-0 | |
| Dates: | Finalization date: | 9 April 2024 |
| Responsible program: | Country Requirements Program | |
| Contact for comments: | Email: country_requirements@fsc.org | |
| Author: | Country Requirements Program, Performance and Standards Unit | |
| Objective of document: | To establish the terms of reference for Pilot testing of the procedure <FSC-PRO-60-004 V1-0 Development of indicators for the protection of Intact Forest Landscapes considering the landscape level> and <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes>. | |
| Confidential? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Intended audience | <input type="checkbox"/> Internal (FSC) | <input checked="" type="checkbox"/> External |
| Personal data included? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

© 2024 Forest Stewardship Council, A.C. All Rights Reserved
FSC® F000100

You may not distribute, modify, transmit, reuse, reproduce, re-post or use the copyrighted materials from this document for public or commercial purposes, without the express written consent of the publisher. You are hereby authorized to view, download, print and distribute individual pages from this document subject for informational purposes only.

CONTENTS

| | |
|---|-----------|
| Contents | 3 |
| 1. Process information and background | 4 |
| 1.1 Introduction | 4 |
| 1.2 Objective | 4 |
| 1.3 Scope | 5 |
| 2. Organizational set up of the pilot | 6 |
| 2.1 General provisions | 6 |
| 2.2 Roles, responsibilities, and deliverables of working bodies | 6 |
| 3. Operating rules | 12 |
| 3.1 Timeline and accountabilities | 12 |
| 3.2 Workplan and time commitment | 12 |
| 3.3 Expenses and remuneration | 13 |
| 3.4 Confidentiality and conflict of interest | 13 |
| 3.5 Language | 13 |
| ANNEX 1 Template for registration of development/ revision of forest stewardship standards | 14 |
| ANNEX 2 Estimated timelines | 15 |

1. PROCESS INFORMATION AND BACKGROUND

1.1 Introduction

At the 9th FSC General Assembly in October 2022, Motion 23/2022 Use landscape-wide approaches adapted to local conditions and strengthen Standard Development Groups (SDGs) to improve protection of Intact Forest Landscapes (General Assembly, 2020) and the associated Implementation Note was passed by the membership. This motion asks FSC to prioritize the review and revision of the current approach to achieving effective Intact Forest Landscape (IFL) protection and enable and guide Standard Development Groups (SDGs) to identify and recommend improvements to FSC's normative framework, to strengthen approaches for identification, protection, maintenance and/or enhancement of HCV2s, including IFL conservation at landscape level in Forest Stewardship Standards (FSS).

To implement the Motion 23/2022 FSC has developed <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes> and the procedure <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level>. These documents provide guidance and normative requirements to guide SDGs in developing IFL related requirements in the Forest Stewardship Standards. Through this Pilot test the Performance and Standards Unit strives to expedite the implementation of the Motion 23/2022 while ensuring the credibility of the process.

The Pilot is designed to test the draft Guidance and Procedure, additionally, SDG can utilize this exercise to revise the requirements within the corresponding Forest Stewardship Standards. Consequently, the requirements for partial revision in <FSC-STD-60-006 Process Requirements for the Development and Maintenance of National Forest Stewardship Standards> will apply to the SDG.

1.2 Objective

The objectives of this Terms of Reference (ToR) are as follow:

1. To test <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes> and <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level> and provide feedback to PSU on the clarity, completeness, and feasibility of both documents.
2. To support the SDG to develop indicators in the locally adapted FSC Forest Stewardship Standards (FSS) in situations where a SDG wishes to deviate from the FSC normative requirements for the protection of Intact Forest Landscapes by using <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes> and <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level>.

1.3 Scope

1. This Pilot test has a global geographical scope. Any country that has IFL and an approved FSS is eligible to be part of this Pilot.
2. The requirements in <FSC-STD-60-004 V2-1 International Generic Indicators> to determine protection thresholds for IFLs in MUs can be reviewed and revised within the scope of this Pilot test. These International Generic Indicators (IGI) are 9.2.4 and 9.2.5.

NOTE: The following requirements in <FSC-STD-60-004 V2-1 International Generic Indicators> related to the protection of IFLs may also be considered within the scope of this Pilot: 3.1.2 7); 7.6.1 3); 7.6.3; 9.1.2; 9.1.3; 9.2.3; 9.2.4; 9.2.5; 9.2.7; 9.3.3; 9.3.4; 9.4.2; and 10.11.1. In addition, in Annex E following sections are related to IFLs: 1) iii, 1) iv, 4) iii, 4) iv, 5) viii, 5) ix, and 5) x, and in Annex G section 2) xiv is related to IFLs. Following definitions are related to IFLs: 'Affected Rights Holder', 'Core area', 'Eco-regional', 'Fragmentation', 'Indigenous Cultural Landscape', 'Industrial activity', 'Vast majority', and 'Very limited portion of core area'.

3. In the Pilot the SDG shall use the <FSC-STD-60-004 V2-1 International Generic Indicators> or approved FSS or the interim rule in <ADVICE-20-007-18 V2-0 Protection of Intact Forest Landscapes (IFLs)> as the starting point for the revision of IFL indicators.
4. The requirements in <FSC-STD-60-006 Process requirements for the development and maintenance of National Forest Stewardship Standards> shall be applicable to this Pilot test if SDG opt to revise the requirements in FSS.

2. ORGANIZATIONAL SET UP OF THE PILOT

2.1 General provisions

1. This Pilot test is regulated by the provisions of Annex 3: Requirements for testing, section 4 'Pilot test' of <FSC-PRO-01-001 V4-0 The Development and Revision of FSC Requirements>.
2. The registration request (Annex 1) approved by Director, Performance and Standards Unit will be considered equivalent to 'legally binding test agreement' as per the Annex 3 clause 4.2 of <FSC-PRO-01-001 V4-0 The Development and Revision of FSC Requirements> to revise the requirements in FSS.
3. In the context of this Pilot test, participants are Standard Development Groups (SDGs) and FSC Regional Office/ Network Partners (hereafter referred to as 'participants').
4. The FSC Regional Office/ Network Partner shall nominate one Pilot coordinator for each participating country.

2.2 Roles, responsibilities, and deliverables of working bodies

The following table comprises the roles, responsibilities and deliverables of the working bodies involved in this Pilot test.

Table 1 Roles and responsibilities of the relevant working bodies involved in the Pilot test.

| Working Body | Roles, responsibilities, and deliverables |
|--------------------------|--|
| Pilot coordinator | <ol style="list-style-type: none">a. Set up, manage and administer the SDG;b. Ensure close calibration and alignment with pilot participants in other countries and PSU to maintain consistency and share insights effectively;c. Apply to participate in this Pilot Test by using the template provided by FSC in Annex 1 for the registration of partial revision process of a Forest Stewardship Standard (FSS);d. Administer the process, keep track of the work plan and timelines, and inform the rest of the participating bodies of the work plan milestones and upcoming deadlines in accordance with Annex 2;e. Conduct research, review existing requirements and make proposals for amendments, including proposing new requirements;f. Draft the requirements;g. Prepare and launch the landscape engagement process with the identified stakeholders on:<ol style="list-style-type: none">i. The boundaries of the proposed landscape, including the boundaries of the IFLs, and the risk analysis;ii. The current status of IFLs in this landscape and the expected scenario for their future; |

Working Body

Roles, responsibilities, and deliverables

- iii. The proposals for protection thresholds and management rules for IFLs in certified Mus;
- iv. Draft IFL related indicators;
- v. The proposals for actions that The Organization should take within their sphere of influence to improve the protection of IFLs in the wider landscape;
- h. Develop a report compiling feedback from the landscape engagement process, including an evaluation of the suitability of the chosen methods;
- i. Compile the feedback from the landscape engagement process and prepare summaries for the SDG;
- j. Communicate the outcomes from the landscape engagement process with all stakeholders;
- k. Prepare and launch the public consultations on the proposed draft IFL indicators;
- l. Compile the feedback from the public consultations on the proposed draft IFL indicators and prepare summaries for the SDG
- m. Communicate the outcomes from the public consultations on the proposed draft IFL indicators with all stakeholders;
- n. Ensure that the SDG operates responsibly and in accordance with the Terms of Reference and applicable procedures;
- o. Coordinate with other FSC staff and programs related to the Pilot to seek expertise as necessary;
- p. Maintain confidentiality of information collected during the Pilot;
- q. Manage the communications, both within the Pilot and with external stakeholders;
- r. Support the planning and organizing of a side event on the Pilot in the FSC General Assembly in 2025;
- s. Report on SDG performance and quality of deliverables to FSC International;
- t. Participate in a formal evaluation undertaken by PSU (either directly, or through consultants engaged for this evaluation);
- u. Report to the Performance and Standards Unit on progress of the Pilot through a quarterly update calls;
- v. Prepare submission package to PSU, which consists of:

Process and content

- i. Landscape engagement process report;
- ii. Consultation report on the draft IFL indicators;
- iii. List of social, environmental, and economic stakeholders for each of the landscapes relevant to the country/region that were invited to participate;
- iv. Copies of all correspondence and/or comments received from stakeholders during the Pilot test;
- v. Minutes of stakeholder meetings;

- vi. A description of the landscape, including presence of IFLs, their protection levels, loss of IFLs over time, recent trends, etc. (See Part 1.2 Landscape Description in <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes>).
- vii. Proposed IFL-related indicators, protection thresholds and management strategies for the HCV Framework;
- viii. Indicators for management activities in non-core IFL areas (see Annex 1: Management of IFL non-core area in <FSC-GUI-30-010 Intact Forest Landscapes Guidance for Forest Managers>) (IGI 9.2.2);
- ix. Management strategies indicated in the HCV Framework to enhance IFL protection and to address anticipated changes over time within the Organization's sphere of influence;
- x. Transfer Matrix, including new/adapted/dropped IFL-related indicators and respective justifications that the IFL-related indicators will result in the best possible contribution to the protection of the vast majority of HCV2 and IFLs at the level of the landscape;

Monitoring and learning

- xi. Protection strategy for the vast majority of HCV2 and IFLs at the individual landscape level;
- xii. Strategies at the landscape level in the HCV framework to enhance long-term protection of IFLs.
- xiii. Monitoring and learning material as specified in the section 9 of <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level>;
- xiv. Monitoring plan to assess the effectiveness of the proposed IFL-related indicators in the FSS;
- xv. An intervention plan in case the intended protection of the vast majority of HCV2 and IFLs at the landscape level is not reached, with timelines.
- xvi. Risk analysis to assess the future of IFLs in the landscape, in a scenario where the current FSC rules applied, taking into account severity and probability. Risk analysis shall consider:
 - Influences from the wider landscape, as well as existing trends and anticipated future ones.
 - Risks, benefits, threats, and opportunities related to biodiversity, forest carbon stocks, Indigenous Peoples and local communities, the FSC brand, certified operations, and other HCV2 and IFL related values.

Working Body

Roles, responsibilities, and deliverables

Standard development group (SDG)

The members of the SDG will work together throughout the process, discussing issues and interacting with each other as a group both inside and outside of meetings as necessary and/or as required by the Pilot coordinator.

Key responsibilities of the SDG members are to:

- a. Provide inputs on the contents of the requirements;
- b. Participate in stakeholder outreach and information-sharing forums, as needed;
- c. Seek comprehensive advice on the development and outcome from the FSC Global Network, PSU, FSC accredited CBs, FSC certificate holders, other FSC stakeholders and/or relevant technical experts;
- d. Consider feedback gathered during engagement and consultation activities;
- e. Maintain confidentiality of information collected during the Pilot test;
- f. Ensure to allocate sufficient time to fulfill the responsibilities associated with the Pilot test;
- g. Follow and respect Pilot test timelines as outlined in Annex 2;
- h. Recommend when the final draft is ready to be submitted for public consultations on draft IFL indicators and landscape engagement process or for its PSU assessment or express the reasons for why consensus was not granted;
- i. Use the approved FSS or the interim rule in ADVICE-20-007-18 V2-0 as the starting point for the revision of IFL indicators in the respective FSS using:
 - i. <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level>,
 - ii. <FSC-STD-60-006 Process requirements for the development and maintenance of National Forest Stewardship Standards>,
 - iii. <FSC-GUI- 60-004 V1-0 Guidance for Standard Developers to Develop a National Threshold for the Core Area of Intact Forest Landscapes (IFL) within the Management Unit> and
 - iv. <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes>
- j. Identify and describe the landscape(s) within which the IFLs are located within the proposed geographical scope of the FSS under consideration; and conduct a risk analysis to assess the future of IFLs in the landscape;
- k. Map social, environmental, and economic stakeholders for each of the landscapes relevant to the country/region; and define the method(s) to be used for a landscape engagement process;
- l. Support process coordinator to draft IFL-related indicators for the FSS, considering the current protection status of IFLs

Working Body

Roles, responsibilities, and deliverables

in the landscape and how it is expected to change in the future. The draft IFL-related indicators shall include indicators to determine protection thresholds for IFLs within the certified Mus (IGI 9.2.4 and 9.2.5);

NOTE: The following requirements in <FSC-STD-60-004 V2-1 International Generic Indicators> are related to the protection of IFLs: 3.1.2 7); 7.6.1 3); 7.6.3; 9.1.2; 9.1.3; 9.2.3; 9.2.4; 9.2.5; 9.2.7; 9.3.3; 9.3.4; 9.4.2; and 10.11.1. In addition, in Annex E following sections are related to IFLs: 1) iii, 1) iv, 4) iii, 4) iv, 5) viii, 5) ix, and 5) x, and in Annex G section 2) xiv is related to IFLs. Following definitions are related to IFLs: 'Affected Rights Holder', 'Core area', 'Eco-regional'; 'Fragmentation', 'Indigenous Cultural Landscape', 'Industrial activity', 'Vast majority', and 'Very limited portion of core area'.

- m. Propose management strategies in the HCV Framework to enhance IFL protection and to address anticipated changes over time within the Organization's sphere of influence.
- n. Develop a scenario for which the new requirements will be developed that outlines the expected changes of IFLs in the future (See Part 1. 3 Developing a Scenario for the future of IFLs <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes>). The SDG may develop multiple scenarios, taking into account different assumptions. This scenario shall include:
 - o. Forecast the long-term change in IFLs without a landscape approach in FSC certification.
 - p. Identify the specific risks that the landscape approach in FSC certification will address, such as illegal logging and deforestation.
 - q. Collaborate and support pilot coordinator to develop PSU submission package.
 - r. Provide recommendations for improving the <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level> and < FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes>.
 - s. Address approval conditions and recommendations from the designated decision-making body.

Performance and Standards Unit

- a. Review, assess, approve and oversee the implementation of the Terms of Reference including the draft requirements, budget and work plan;
 - b. Provide the templates for the PSU submission package;
 - c. Monitor the process to be followed to develop or revise the normative requirements;
 - d. Provide advice or support in response to requests by the Pilot coordinator;
 - e. Approve the registration request of the SDG; and
-

| Working Body | Roles, responsibilities, and deliverables |
|---|--|
| | <ul style="list-style-type: none"> f. May decide to invite additional people as advisers. |
| Process Supervisor | <ul style="list-style-type: none"> a. Supervise the process and support the SDG and Pilot coordinator in reaching their goals; b. Review, approve and oversee the implementation of the work plan (including the budget) of the process. |
| FSC Regional office/ Network partner | <ul style="list-style-type: none"> a. Nominate a Pilot coordinator for each participating country. b. Maintain close communication with the SDG and FSC International; c. Monitor and support the process to ensure completion of deliverables as per agreed deadlines. d. Provide technical support to SDGs during the preparation of the draft IFL-related indicators, protection thresholds, management strategies, and any relevant report required for successful completion of the Pilot test. |
| Liaison person/s[if needed] | <ul style="list-style-type: none"> a. PSU on advice from the decision-making body may assign Liaisons to each Pilot; b. Keep the BoD and the PSC closely informed about the process; c. Give advice to the SDG on timely alignment to relevant processes within the FSC normative framework. |

3. OPERATING RULES

3.1 Timeline and accountabilities

3.1.1 Term of Pilot Test

Starting time/period:

Appointed SDG members are expected to adhere to the rules and regulations of this ToR and the participants shall sign the registration request as per Annex 1.

Term starting time/period: May 2024

Completion time/period:

The term of Pilot ends with:

- The submission of the final draft of the submission package (as per section 2.2) to the Policy and Standards Committee, after the Policy Steering Group's review and recommendation for the completion of the ToR; and
- the submission of recommendations to the <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes> and <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level>.

Term Completion time/period: December 2025

3.1.2 Structure of Pilot and its reporting line

The participants are accountable to FSC International for this Pilot. Participants may be asked to leave the Pilot test by the Policy Steering Group if they are not fulfilling their duties properly.

3.2 Workplan and time commitment

3.2.1 Workplan

Participants are expected to donate sufficient time to thoroughly fulfil their duties as outlined in the section 2.2.

3.2.2 Communication

The participants will conduct most of its work via face-to-face meetings, e-mail or similar means of electronic communication (e.g. Microsoft Teams and Zoom conference calls).

3.2.3 Meetings

The Pilot coordinator will strive to select meeting dates and venues that allow for the full participation of all SDG members.

3.3 Expenses and remuneration

FSC is an international not-for-profit membership organization with limited funding. Participation in the Pilot takes place on a voluntary non-paid basis. If required, a limited support can be granted by FSC on a case-by-case basis. However, only those participants who haven't already secured Tier 3 funding for 2024 will be eligible for consideration.

If required, FSC will cover reasonable travel and accommodation expenses related to the work plan upon submission of the respective invoices and receipts, and if expenses are agreed upon in advance.

3.4 Confidentiality and conflict of interest

Participants as well as any experts shall sign a confidentiality and non-disclosure agreement with FSC at the beginning of their work. Per default, non-attributable content of discussions and papers prepared by or presented to the SDG is not considered confidential, unless otherwise specified by FSC.

SDG members are expected to declare any conflicts of interest, where they arise. This will cause the person(s) to be excused from the discussion and to abstain from participating in decision-making.

3.5 Language

The working language of the Pilot test is English. The participants may engage with the relevant stakeholders in the local language, but the documents to be submitted to PSU shall be in official FSC language.

The final draft reports as well as other documents, as requested and as possible, will be translated by FSC into Spanish and French. Documents may also be translated into other languages if requested and depending on resource availability.

ANNEX 1 TEMPLATE FOR REGISTRATION OF DEVELOPMENT/ REVISION OF FOREST STEWARDSHIP STANDARDS

NOTE: This Annex is available in a separate document.

ANNEX 2 ESTIMATED TIMELINES

The following table contains a list estimated timelines for this Pilot test. The timelines are a maximum duration possible for each activity and deliverable. If submissions to the PSU occur earlier than the indicated dates, it will positively impact the overall timelines and PSU will prioritize the assessments.

| Key activities/deliverables | Date |
|--|------------------|
| Approval of the ToR by the Director General | 09 April 2024 |
| Call for application to participants of the Pilot test (30 days) | 15 May 2024 |
| Approval and signing of the registration request submitted by participants | 01 July 2024 |
| Start of the Pilot test | 15 July 2024 |
| In coordination with PSU plan and organize a side event on the Pilot in the FSC General Assembly in 2025 | TBD |
| Submission to FSC Performance & Standards Unit (PSU) the results from the Pilot, Pilot testing report, submission package and proposal for IFL-related indicators, protection thresholds and management strategies | 15 July 2025 |
| Assessment of the report and IFL related indicators by PSU. | 15 November 2025 |
| Submission of the proposed IFL-related indicators, protection thresholds and management strategies to the FSC Policy and Standards Committee (PSC) for approval. (Completion of Pilot) | December 2025 |

| Key activities/deliverables (beyond the scope of this Pilot) | Date |
|---|-------------------------|
| PSC decision of the proposed IFL-related indicators, protection thresholds and management strategies | February/ March 2026 |
| Address PSC approval conditions on the IFL-related indicators, protection thresholds and management strategies and incorporate them into the FSS | June 2026 |
| Modification of the draft procedure <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level> and <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes> based on recommendations from the Pilot testing | 30 August 2026 |
| Approval of the <FSC-PRO-60-004 V1-0 Development of indicators for the protection of IFLs considering the landscape level> and <FSC-GUI-60-004a Guidance: Landscape Approach to Intact Forest Landscapes> based on recommendations from the Pilot testing | October/ November 2026. |



FSC International – Performance and Standards Unit

Adenauerallee 134

53113 Bonn

Germany

Phone: +49 -(0)228 -36766 -0

Fax: +49 -(0)228 -36766 -30

Email : psu@fsc.org