

**Svenska PEFC ek för**  
TD IV



# **PEFC Sweden Certification System for Sustainable Forest Management**

**PEFC SWE 001:4**



Främjande av  
uthålligt skogsbruk  
[www.pefc.se](http://www.pefc.se)

PEFC works for sustainable forest management where consideration is shown for environment, production, and social requirements.

The PEFC-logotype is found on products which derive from forestry that complies with PEFC requirements.

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# 1 Introduction

Sustainable development is to meet the needs of the present without compromising the ability of future generations to meet their own needs. Sustainable development is based on three components that are mutually dependent; environmental consideration, social responsibility, and economic growth.

Certification of forestry and subsequent industrial stages is a means to demonstrate a sustainable forestry to society and the global market. PEFC (Programme for the Endorsement of Forest Certification) was founded in 1999 on the initiative of the European forest owners. Its purpose is to provide the market with certified forest-based products on the basis of third party certification.

The PEFC-certification system for sustainable forest management implies that:

## **Forestry shall provide a sustainable yield**

Forests and forest land shall be used efficiently and responsibly so as to produce high, sustainable yields. Forest production shall be oriented towards giving the forest owner freedom of action and own responsibility in deciding upon the usage of what the forest produce.

## **Forestry shall show consideration for the natural- and cultural environment**

The forestry sector shall respect natural- and cultural environments in forests so that e.g. biological diversity and good water quality may be preserved and valuable cultural sites are not destroyed.

## **Forestry shall show social consideration**

The forestry sector shall show consideration for reindeer husbandry, the right of public access, rights of ownership and rural development. The forestry sector shall also be a good working place with regulated terms of employment, a good working environment, good work organization and appropriate competence. Different contracting parties in the forestry sector shall have their contractual relationships and commitments clearly regulated.

## **1.1 PEFC in Sweden**

The Swedish PEFC economic association was founded in 2000 with the purpose to develop a standard for sustainable forest management in Sweden. The Swedish PEFC-system safeguards an economic forest production, environmental consideration, the forest as a work place as well as respect for ownership and usage rights. The Swedish PEFC-system shall be a forest certification system that is functional both for larger forest companies as well as the small-scale forestry. The Swedish PEFC-system is based on responsibility in the whole chain with requirements on PEFC-certification of forest owners, wood procurement organizations, forestry contractors and subsequent industrial stages with a clear and documented distribution of responsibilities.

## 2 Scope

The Swedish PEFC-standard (TD IV) consists of six different standards which describe the system for PEFC-certification of forestry, forestry contractors, and timber flows in Sweden:

- PEFC SWE 001 – Swedish PEFC certification system for sustainable forest management
- PEFC SWE 002 – Swedish PEFC forest standard
- PEFC SWE 003 – Swedish PEFC forestry contractor standard
- PEFC SWE 004 – Swedish PEFC requirements for direct certification and group certification
- PEFC SWE 005 – Swedish PEFC requirements for certification bodies
- PEFC SWE 006 – Guidance for notification of certification bodies

The present document PEFC SWE 001, Swedish PEFC certification system for sustainable forest management, is a portal document describing how the Swedish PEFC-certification is organized, the prerequisites for forestry in Sweden, rules for exceptions and disputes, the Swedish standard setting procedures, as well as a list of concepts.

## 3 Validity and transition rules

TD III is valid for already issued PEFC-certification during a transition period of 1 year after the entering into force of the new and revised TD IV.

This Technical Document (TD IV); PEFC SWE 001-005 was approved by the board of the Swedish PEFC on 2016-04-20 and by PEFC International on 2017-05-31 with a period of validity of 5 years.

## 4 References

The Swedish PEFC-system for sustainable forest management is based on requirements and guidelines laid down by PEFC International, as shown by current technical documents on: [www.pefc.org](http://www.pefc.org). Certification of forestry by the PEFC system takes as its point of departure, among others:

- The Lisbon Declaration: The Lisbon Resolution (L2): Pan-European Criteria, Indicators and Operational Level Guidelines for Sustainable Forest Management (<http://www.foresteuropa.org>).
- ILO core conventions ([www.ilo.org](http://www.ilo.org), Appendix A).

## 5 Structure of Swedish PEFC documents

An overview of the present standards, including Chain of Custody and usage of logotype.

<b>System description</b>	<b>Main standard</b>	<b>Sub-standards</b>
<b><i>PEFC SWE 001 Swedish PEFC certification system for sustainable forest management</i></b>	<b><i>PEFC SWE 002 Forest standard</i></b>	<b><i>PEFC SWE 003 Swedish PEFC Forestry contractor standard</i></b>
<i>Contains:</i>	<i>Contains:</i>	<b><i>PEFC SWE 004 Swedish PEFC requirements for direct certification and group certification</i></b>
<i>Prerequisites for forestry in Sweden</i>	<i>Requirements for a sustainable forest production</i>	<b><i>PEFC SWE 005 Swedish PEFC requirements for certification bodies</i></b>
<i>Description of the Swedish PEFC-system</i>	<i>Requirements for environmental consideration</i>	<b><i>PEFC SWE 006 Guidance for notification of certification bodies</i></b>
<i>Rules for Swedish PEFC standard setting</i>	<i>Social requirements</i>	<b><i>PEFC ST 2002:2013: Chain of custody of forest based products<sup>1</sup></i></b>
<i>Rules for dispute settlement</i>	<i>Requirements for a certification adapted forest management plan</i>	<b><i>PEFC ST 2001:2008: PEFC Logo Usage Rules – Requirements<sup>1</sup></i></b>
<i>Concepts and definitions</i>		
<b><i>Requirements on management system, ISO 14001 or according to description in 004</i></b>		

1) Internationally approved PEFC-standards

## 6 Definitions

Terms and concepts used in the document for the Swedish PEFC certification system are explained in Annex B.

## 7 Forestry in Sweden

The prerequisites for Swedish forestry are an important starting point in the formulation of the Swedish PEFC standard. Knowledge about the conditions under which Swedish forestry is practiced is a pre-condition to understand the standard as a whole. This chapter describes laws, authorities, state of the forests, and other circumstances that are important to be aware of.

### 7.1 Swedish forests in figures

The total land area of Sweden is nearly 41 million ha (hectares). Of this, more than 23 million ha are productive forest land with an annual growth of more than 1 cubic meter standing volume per ha. Forest land defined according to the Forestry Act amounts to 28 million ha. The area of forest land is fairly constant in Sweden. Inventories show that net change of forest land area during the period 2005 – 2010 has been slightly positive (+ 0,1 percent).

Forest land with an annual growth of less than 1 cubic meter standing volume per ha, which amounts to 5 million ha, may not, with certain exceptions, be used for productive forestry according to the Forestry Act. National parks, nature reserves, and nature conservation areas together encompass an area of 4,5 million ha, which corresponds to 11 percent of the total land area of Sweden. In these areas, there are 959 000 ha of productive forest under legal protection (Skogsdata, 2014). In addition, there are in total 60 000 ha under habitat protection and nature conservation agreements, of which more than 49 000 ha on productive forest land. There are also voluntary set-asides for conservation encompassing a total area of at least 1,1 million ha. This area regards voluntary set-asides over 0,5 ha in size below the border for mountainous forest, and that are documented in forest management plan or similar (SSÅ, 2014). Apart from formal and voluntary conservation there is also so called general environmental consideration. This means among other things that valuable trees and groups of trees are retained at harvesting. General environmental consideration also implies the creation of values such as for example dead wood, and to show consideration for soil and water, cultural environments as well as for outdoor life.

The total growing stock amounts to 3,4 billion cubic meter standing volume (see figure 4) and the annual growth on all forest land is slightly more than 123 million m<sup>3</sup> standing volume (Skogsdata 2014). The growth of forest in Sweden has surmounted felling with on average 20-30 percent since the 1920's (see Figure 1). The annual growth on productive forest land is now around 114 m<sup>3</sup> standing volume. Much of the growth that is not harvested today is retained for consideration of different kinds, as described above, and according to the Forest Agency, the annual harvesting potential is around 95 – 100 m<sup>3</sup> standing volume. Total harvesting has been around 85 – 90 million m<sup>3</sup> standing volume during the latter years.

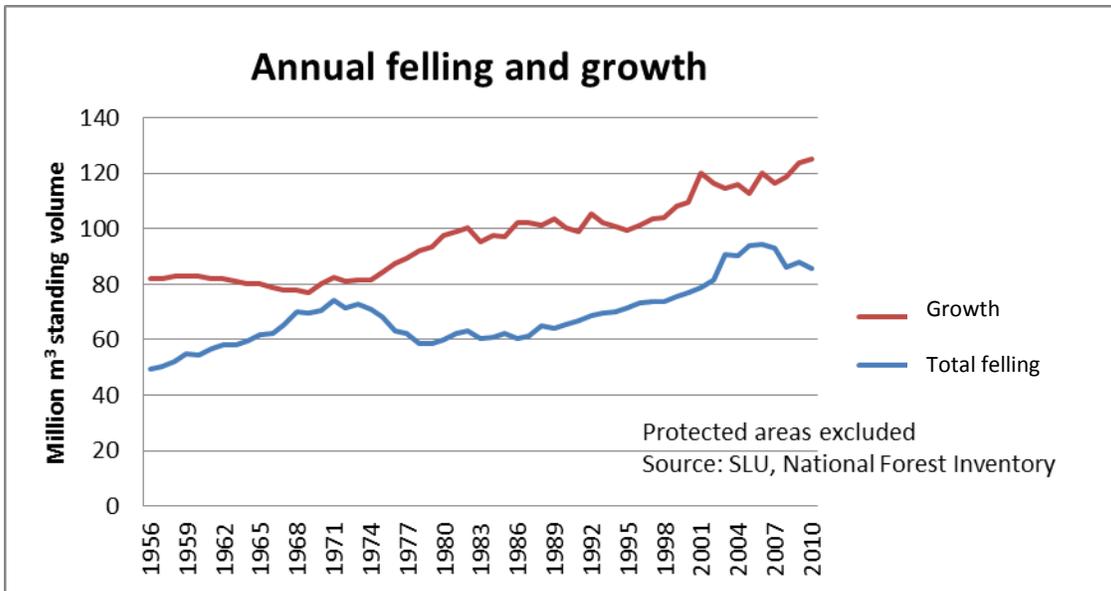


Figure 1. Growth and felling in Sweden

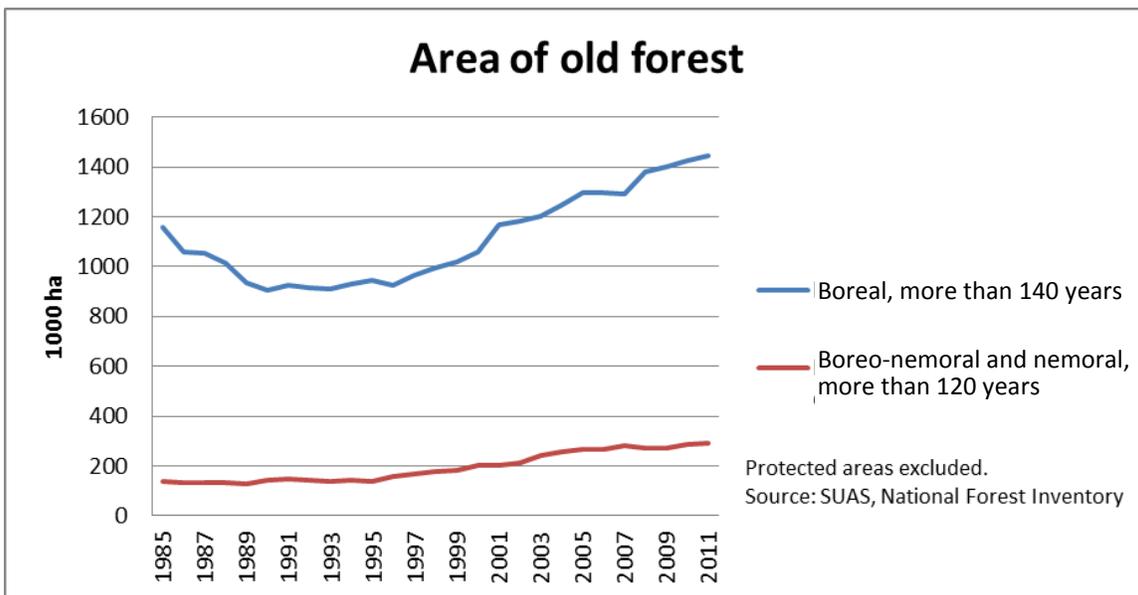
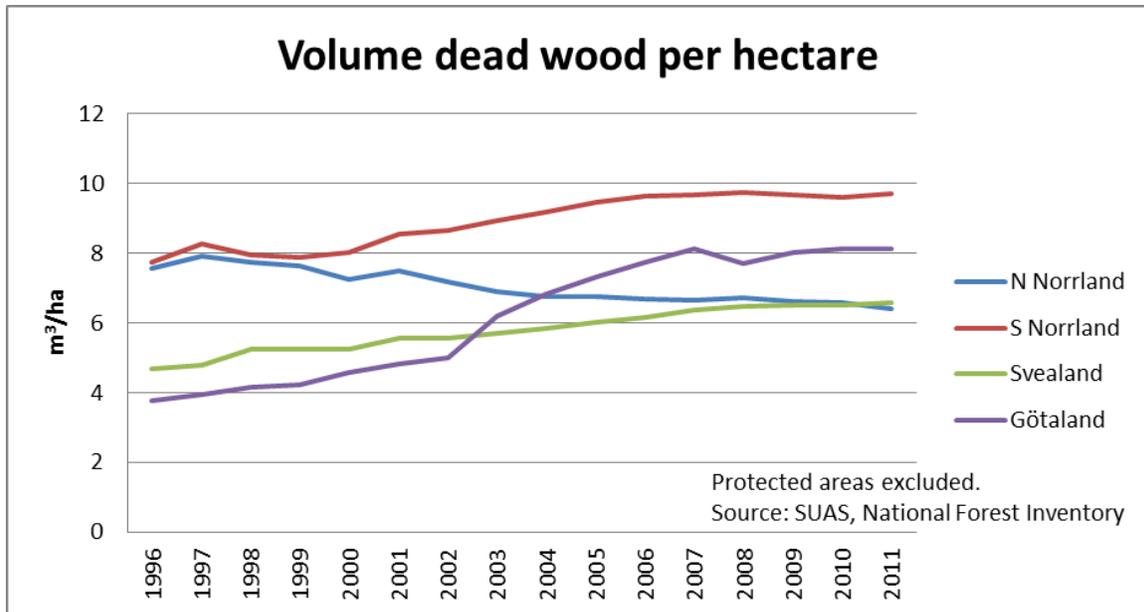


Figure 2. Development of area of old forest in Sweden



**Figure 3. Development of dead wood in Sweden**

The Swedish forest land is to 50 percent owned by private forest owners, 25 percent is owned by private companies and 14 percent by publicly owned companies. Other private owners have 6 percent and other public owners 5 percent. The privately owned area consist of around 230 000 management units which are owned by 330 000 persons and it stands for 60 percent of harvested volumes in Sweden. The forest and forest industry is an important sector and its share of the Swedish value of exported goods amounted to 11 percent in 2013. The forest sector's contribution to Sweden's GDP was 2,6 percent in 2011 (SCB). In the year 2011, 95 100 persons were employed in forestry and the forest- and wood processing industry.

The forest is a renewable resource which may replace fossil and resource intensive materials. The forest plays an important role in the climate issue and in the effort to transform into a bio-based society. The forest absorbs and stores carbon dioxide while growing, and as long as growth surmounts decay, the forest functions as a carbon sink. The carbon stock in Swedish forests is increasing (see Table 1).

**Table 1. Carbon stock in living tree biomass on all land use classes, distributed on different parts of the tree. Moving 5-years average.**

Year	Stem and bark	Branches and needles	Sum above stump	Stumps and roots	Total
2003-2007	669	238	907	304	1 211
2008-2012	687	242	929	312	1 242
2009-2013	691	244	935	315	1 250

Source: Swedish Statistical Yearbook of Forestry 2014

The net uptake for forestry has been calculated to slightly more than 47 million tons of carbon dioxide equivalents (2013). The annual change of the sink is very small in relation to the size of the pools (living biomass (Table 1), dead organic material and soil carbon).

Wooden raw material may then function as a carbon sink in society, for example when wood is used as construction material, as long as the building exists. It may also be very resource efficient to use wooden raw material for packaging. Wooden raw material may replace fossil raw material in the chemical industry and within the energy sector. Calculations in accordance with the Kyoto-protocol show that net emissions of carbon dioxide equivalents from harvested wood (HWP – harvested wood products) have varied between -5,3 and -3,3 million tons for the years 2008 – 2012.<sup>1</sup>

## 7.2 Swedish forest policy

The Swedish society is generally characterized by high standards regarding legislation, with designated state agencies for surveillance of laws and regulations (Figure 5). The forest, the forestry sector and the forest industry have for long been very important to the Swedish economy. Legislation to ensure a sustainable management of forests has been in place since 1903 when the first modern Forestry Act was adopted. Already in this Act, the plight to regenerate the forest was introduced, which explains the development of standing volume in Figure 4. Current forest policy was adopted in 1993 (government bill 1992/93:226) and reinforced through a government bill entitled “A forest policy in line with the times” (2007/08:108) submitted in 2008. The overriding objectives of Swedish forest policy consist since 1993 of one environmental objective and one objective for forest production, which shall have the same weight.

### THE ENVIRONMENTAL OBJECTIVE:

The natural productive capacity of forest land shall be preserved. Biological diversity and genetic variation in forests shall be secured. Forests shall be managed in a manner that enables plant and animal species naturally belonging to the forests to survive under natural conditions and in viable populations. Threatened species and natural habitats shall be protected. The cultural heritage assets of forests and their aesthetic and social values shall be safeguarded.

### THE PRODUCTION OBJECTIVE:

Forests and forest land shall be used efficiently and responsibly so as to produce high, sustainable yields. Forest production shall be oriented towards giving freedom of action as regards the usage of what the forest produce.

With the introduction of the revised forest policy of 1993, the concept of “sector responsibility” was introduced. This means that actions needed to preserve forest natural and cultural values is regarded as a common responsibility of the forestry sector and state agencies. The forest policy government bill from 2008 also states that well defined and long-term ownership of forest land is a prerequisite for the forest policy objectives to be met, as well as for forest owners and society to be able to take its shared responsibility. In summary, Swedish forest policy is often described as “freedom with responsibility”.

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<sup>1</sup> National Inventory Report Sweden 2014, Swedish Environmental Protection Agency

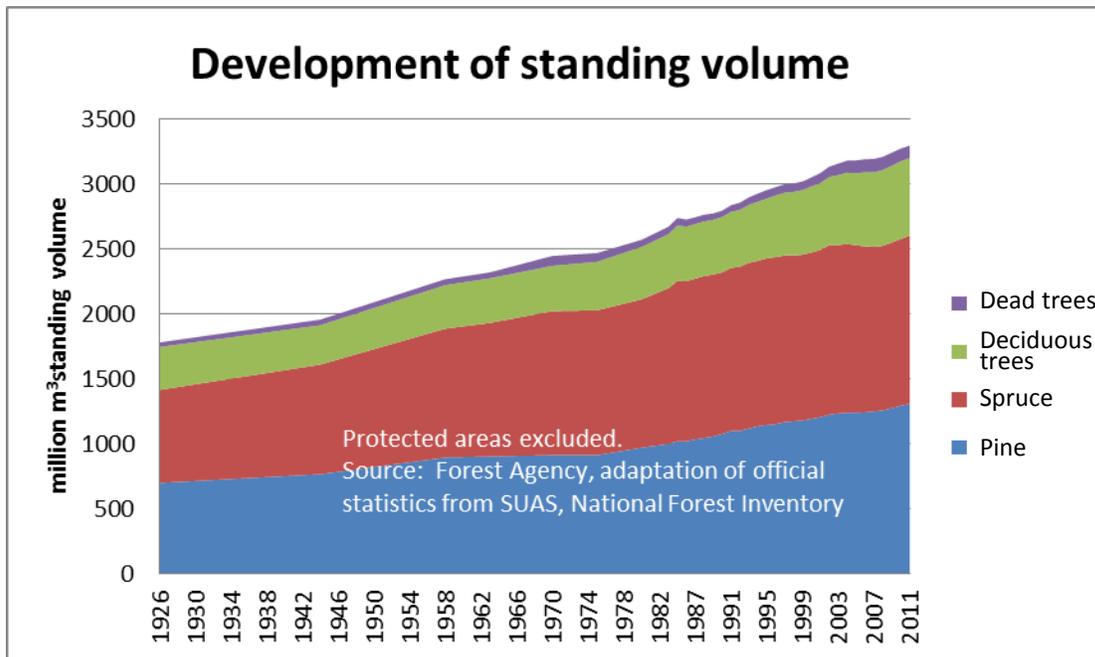
In 2011, The Forest Agency and the Environmental Protection Agency presented the result of a government commission on developing a “Knowledge-platform on sustainable use of forests”, focusing on the environmentally related objectives (Forest Agency and Environmental Protection Agency 2011). As a result of this, the Forest Agency took the initiative to a developed dialogue with the forestry sector on objectives, formal requirements and methods for follow-up of environmental consideration. In the dialogue on environmental consideration, the Forest Agency, other authorities concerned, the forestry sector, and non-governmental organizations have collaborated to calibrate the view on nature conservation within the sector. The work has resulted in targets for good environmental consideration in nature conservation, soil and water, as well as cultural environments. One group has worked with review of §30 of the Forestry Act, another with follow-up of environmental consideration at forestry operations, and finally there has been a coordinating process-group and within the Forest Agency a steering group. During 2014, the forestry sector has begun applying several of the environmental targets and the work with these targets continues.

Sweden has a system of environmental objectives in place which consist of one generation goal, 16 environmental quality objectives, and several milestone targets within different areas. Environmental quality objectives that concern forest are above all “Sustainable Forests”, but the objectives “Thriving wetlands”, “A Rich Diversity of Plant and Animal Life” and “Reduced Climate Impact” are also relevant to forests. The ambition of the environmental objectives and environmental quality objectives are set above law requirements and they are an important point of departure for the forest standard’s requirements. PEFC is an important support in, among other things, achieving the milestone target on voluntary set-asides.

In 2012, the Government commissioned the Forest Agency and the Swedish University of Agricultural Sciences to develop a model for adaptive forest management, targeted to help the Swedish forestry sector to achieve an increased production of forest biomass at the same time as the environmental state of the forests is improved and we get a more varied forestry. Within this commission, work is now going on to develop a knowledge platform on forest production. The Forest Agency also regularly undertakes forecast analysis, which consists of a number of scenarios for the development of Swedish forests depending on different usage and management. This work is used as a point of departure for targets on forest production in the Forest Standard. Another initiative which implies gathering around the forest is the development of a National Forest Program.

There is a national sector council for forestry issues which functions as an advisory body to the General Director of the Forest Agency, and that principally handles overarching forest- and environmental policy issues. In addition, there is at the regional level permanent regional sector councils which are tied to the regions of the Forest Agency, and where authorities and parties concerned are represented. Regional sector councils play an important role when it comes to breaking down the national quantitative environmental- and forestry sectoral objectives into regional level. Apart from the permanent sector councils, there are other advisory groups regarding statistics, forest protection etc. Temporary groups are often established when important activities are planned and implemented (e.g. inventories, forecasts, environmental impact assessments, information campaigns). The widely spread use of sector councils at both national and regional levels has developed gradually during the last 30 years. Their main contribution to Swedish forest policy is to widen the discussion, to encourage consensus and

transparency, to build confidence between different actors concerned, to increase commitment to forest policy objectives, and to create enabling conditions for an efficient implementation.



**Figure 4. Development of standing volume distributed on tree species and volume of standing dead trees.**

### 7.2.1 Protecting forest biodiversity

The Swedish model for protecting forest biodiversity is a combination of general conservation considerations in all day-to-day forest management and the designation of more strictly protected forests areas. Rules for general conservation considerations are embodied in the Forestry Legislation. General conservation considerations include the establishment of buffer zones along watercourses, the limitation of clear-felling areas and the retention of snags and clumps of trees. These practices protect valuable biotopes, dead and decaying wood in the forest, aquatic ecosystems in the forest landscape and cultural remnants. There is also a need for protected forest areas to ensure the conservation of biodiversity. The political goal has the overall objective of protecting 2.8 million hectares of productive ecologically important forest land in two packages: 1.4 million as legally protected, including national parks, nature reserves and habitat protection areas and 1.4 million as voluntarily set-aside areas. The certification systems in Sweden are pointed out by the forest sector as the main tools to reach the goal of voluntary set-aside areas. Legally protected areas according to the environmental code are national parks, nature reserves, habitat protection and nature conservation agreements.

All non-productive forest land is protected through the Forestry Act since the 1970's. Finally, particularly strict rules apply to mountain forests.

## **7.3 Laws and ordinances of special relevance to the PEFC certification system**

This chapter provides an overview of legislation relevant to forestry and the Swedish PEFC-standard.

### **7.3.1 The Forestry Act**

The Forestry Act sets out the demands placed on forest owners by society. The Act describes the requirements regarding forest management and requirements concerning the consideration that must be shown for natural- and cultural environments as well as for reindeer husbandry. The Swedish Forest Agency is the responsible agency. Apart from the Forestry Act, the Forest Agency is also responsible for supervising compliance with parts of the Environmental Code.

#### *7.3.1.1 Definition of forest land*

As forest land, the Forestry Act defines all land within a continuous area where the trees have a height of more than five meters and where trees have a crown density of more than ten percent, or have the prerequisites to reach that height and crown density without any actions being taken to increase productivity. Excluded are areas where the land to a considerable extent is used for agricultural purposes, which belongs to buildings or other installations, or which is used for other purposes than meeting interests that may be attributed to trees and vegetation.

Disused agricultural land must be reforested within three years of the land falling into disuse. This does not, however, apply to land to be protected for its natural characteristics or its cultural heritage.

#### *7.3.1.2 Notification of regeneration felling*

Regeneration felling comprising areas of 0,5 hectares and larger should be notified to the Forest Agency six weeks in advance at the latest. As regeneration felling does not count thinning and pre-commercial thinning which promotes forest development.

Notification of regeneration felling shall include: the size of the area to be felled, description of actions planned to secure regeneration, a map and description of planned actions in order to show due consideration for natural- and cultural environments as well as to reindeer husbandry, where relevant. A notification must also be submitted where felling of an area larger than 0,5 ha is planned in order to convert forest land to other land use. The same is valid at extraction of forest fuels after regeneration felling, when regeneration is made with exotic tree species on an area larger than 0,5 ha, at planting with vegetative propagation material on an area larger than 0,5 ha, as well as at precautionary ditching.

Submitted notification of felling is a public document which is published at the Forest Agency's web-site (<http://www.skogsstyrelsen.se/skogensparlor>), which means that external interests have the possibility to express any point of view on a planned felling before the operation takes place.

A permit is required for regeneration felling in mountainous areas in the interior of Northern Sweden. Details of measures planned to secure regeneration and to safeguard the balance of nature, the cultural heritage and reindeer husbandry, must be given.

A permit is required for regeneration felling in forests that contain hardwood species such as beech, oak, ash, etc. Regeneration and conservation measures to be taken must be stated. Normally, felled hardwood stands must be regenerated with a new hardwood species stand.

Every forest owner also has a login on the Swedish Forest Agency web page called "mina sidor". The available data includes maps over the own forest, basic forest data (such as timber volume) key woodland habitats and ancient remains. These data (except the ownership maps) are also publicly available.

The forestry act regulates minimum age for final felling. A forest owner is obliged to regenerate the forest after clearcutting (§ 8 Forestry Act). For forest holdings larger than 50 ha the harvesting must not exceed a level which ensures that only a limited proportion is younger than 20 years. For forest holdings larger than 1000 and 5000 ha the forestry act enforces further regulations regarding the annually harvested area.

### ***7.3.2 The Environmental Code and forestry***

The Swedish Environmental Code (1998:808) entered into force on the 1<sup>st</sup> of January 1999. The objective of the Environmental Code is to foster a sustainable development ensuring a healthy and good environment for present and future generations. All types of measures are concerned that may be of importance to the interests that the Code aim at protecting. This is irrespective of these being carried out by individuals in their daily lives or in some form of commercial activity.

The larger share of provisions in the Environmental Code is of a general character. In order to specify the provisions, the Government has issued a large number of ordinances. Forestry is affected by, among others, the ordinance (1998:1252) on area protection according to the Environmental Code, the ordinance (1998:904) on notification of consultation, and the ordinance on environmental supervision (2011:13).

#### ***7.3.2.1 The Water Directive***

The water management is the Swedish implementation of the EU Water Framework Directive. The work encompasses the larger Swedish water areas for lakes, water courses, coastal water and ground water.

The water management's work is carried out in six-year management cycles. Responsible for the work are those County Administrative Boards that are assigned the task of being water authorities. The work is based on the Environmental Code, the ordinance on water management, and provisions issued by the Agency for Marine and Water Management and the Environmental Protection Agency. A large part of the Swedish water courses and lakes are situated in the forest landscape, which means that the forest and forestry play important roles

for the quality of water environments. The Forest Agency has, in the report “*Vattenförvaltning i skogen*” (“Water management in the forest”), proposed changes to legislation and other means of control that affect forestry and that are required in connection to the Water Directive.

#### *7.3.2.2 Notification of consultation*

Any forestry operation that may affect the natural environment in a significant way shall be notified to the Forest Agency for consultation. Failure to do so is a criminal offence. Operations encompassed by the Forest Agency’s provisions and general advice (2013:3) on obligation to notify consultation according to chapter 12, § 6 of the Environmental Code regarding forestry are:

- Forestry operations in areas of special significance to flora and fauna (equals key-habitats)
- Certain cleaning of ditches
- Mechanical forest fertilization
- Mechanical ash restoration
- Certain stumpage harvest
- Construction of forest roads
- Construction of tractor roads which imply digging and bulldozing of considerable proportions
- Construction of hauling roads on valuable wetlands and valuable water courses

Apart from these operations, there is also a general obligation to notify any operation that may imply significant changes to the natural environment.

Initiative to the consultation shall be taken by the forest owner or the person that is to undertake the operation. The notification shall be in written form and accompanied by a map of the area affected and a description of the kind of operation to be undertaken. The notification shall also describe what protective measures that are to be undertaken, what restrictions that have to be observed, and the precautionary measures needed to limit or counteract any damage to the natural environment. Anyone who has notified the Forest Agency of a regeneration felling, extraction of forest fuel, or precautionary ditching according to the provisions of the Forestry Act, has also complied with the requirements for consultation, according to the Environmental Code.

The forest Agency has also collected legislations, regulations and advice for fertilization in a handbook which should be observed when performing fertilization.

#### *7.3.2.3 Ordinance on species protection*

The Government may decide on legal protection of a certain species of flora or fauna if there is a risk of the species going extinct or becoming subject to plundering. There are currently more than 300 species of flora and fauna under legal protection nationally. In addition, there are around 50 species under legal protection in one or several counties. Legal protection most often means that the species is totally protected, i.e. it is forbidden to pick, catch, kill or in any other way collect or damage any specimen of the protected species. It is also forbidden to remove or damage any seeds, eggs, roe, nests or holes of the species.

The provisions on legal protection of wild flora and fauna are to be found in the Environmental Code, chapter 8, and in the ordinance on species protection. The Government's decision on protection of a species of flora or fauna may apply to the whole country, in an individual county or part of a county.

### ***7.3.3 The Timber Regulation***

The EU Timber Regulation shall counteract trade in illegally harvested timber and wood products derived from such timber within the EU. The Swedish law on trade in timber and wood products, which complements the Timber Regulation, entered into force on the 1<sup>st</sup> of August 2014. The Forest Agency is the authority which shall supervise compliance with the regulation in Sweden.

### ***7.3.4 Protection of private property and the right of public access***

The constitution on government form is one of the four constitutional laws. Its fifteen chapters contains the principles for the Swedish constitution, a catalogue on basic rights and freedoms, rules for working modalities of government, parliament, and other authorities, as well as rules for their competence.

Of the civil rights and freedoms, chapter 2, § 15 "Protection of private property and the right of public access" is of special importance to forest owners. Here it is stated that each person's property is secured while no person can be forced to give up their property to the public or to any private entity without compensation. Here, the right of public access is also described, which is a unique possibility for everyone to enjoy any part of Swedish nature. With this right also follow the obligation to show consideration for nature and wildlife, to land owners and to other people. The Swedish Environmental Protection Agency summarizes the right of public access in the words "not disturb – not destroy".

### ***7.3.5 The Discrimination Act***

The purpose of this act is to combat discrimination and in other ways promote equal rights and opportunities regardless of sex, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age. The Equality Ombudsman is assigned the task of supervising compliance with this law.

### ***7.3.6 The Heritage Conservation Act***

The purpose of the provisions of this Act is to secure that present and future generations have access to a diversity of cultural environments. In connection to forest land, the Heritage Conservation Act implies protection for ancient remains, irrespective of these being previously known or not. All known ancient remains are available through the register of ancient remains, administered by the Swedish National Heritage Board. To ancient remains is coupled an ancient remain area, which is also protected. This area varies from case to case depending on the type and significance on the ancient remains in question. The County Administrative Board is responsible for supervision of ancient remains.

### **7.3.7 The Work Environment Act**

The purpose of the act is to prevent poor health and accidents at work as well as to achieve a good working environment in general. The Work Environment Act contains provisions on obligations for employers and others responsible for safety and health to prevent poor health and accidents at work. There are also provisions on cooperation between employer and employee, for example rules on activities of safety representatives.

The Swedish Work Environment Authority supervises compliance with this act and regulations issued under this act.

### **7.3.8 The Reindeer Husbandry Act – a right of the Sami, Sweden’s indigenous people**

The Sami have been assigned the status of indigenous people in Sweden through parliamentary decision. The constitution states that the Sami right to pursue reindeer husbandry is regulated by law. The Reindeer Husbandry Act gives the Sami population the right to use land and water for personal maintenance as well as maintenance of their reindeers – the right of reindeer husbandry. The Reindeer Husbandry Act also stipulates in what areas reindeer husbandry may be pursued, that is, within the area for reindeer husbandry divided into year-round pasture and winter pasture land.

### **7.3.9 The Code of Land Laws and forestry**

The Land Code (1970:994) lays down provisions for real property. According to the Land Code, land is considered real property and is divided into real property units.

*Lantmäteriet* (Land Registration Division) is a public authority which sorts under the Ministry of the Environment and Energy. *Lantmäteriet* is responsible for division of, registration of, and changes to real property in Sweden. *Lantmäteriets* Real Property Register contains information about Sweden’s real property which is fundamental to society and the market economy.

### **7.3.10 The Act on Protection against Accidents**

The Act on Protection against Accidents (2003:778) defines rescue services as those rescue operations that fall under the responsibility of the state or the municipalities and that aim at preventing or limiting damages made to humans, property, or the environment. The first paragraphs of the Act consist of general provisions, stating that the purpose of the Act is to provide equal protection against accidents to all people. In forestry, as an example, the regulations regarding consultation in connection to burning must be observed.

### **7.3.11 The Hunting Act and forestry**

The Hunting Act (1987:259) lays down provisions regarding wildlife management, hunting rights, and in what way hunting shall be carried out within Swedish territory. The Hunting Act stipulates that holders of hunting rights and land owners have a common responsibility to support the game through active measures. In addition to this act, provisions of other acts are applicable as regards protection and management of the game. According to the Act on wildlife management areas (2000:592), two or more holdings may be put together into one wildlife management area

in order to promote wildlife management through coordination of hunting and measures to protect and support wildlife.

### **7.3.12 Tax legislation and forestry**

Tax rates, as well what kind of taxes there shall be, is subject to political decisions in the Swedish Parliament, municipalities, and county councils. The Swedish Tax Agency, which is represented throughout the country, is the authority responsible for collecting taxes.

Although sorting under the government, the Tax Agency is an independent authority. This means that the government cannot interfere in tax issues concerning individuals or companies.

### **7.3.13 Competition Act**

The purpose of the Competition Act (2008:579) is to eliminate and counteract obstacles to effective competition in the field of production of and trade in goods, services and other products. The Swedish Competition Authority is responsible for supervising compliance with the act.

## **7.4 Authorities**

There are a number of authorities which are responsible for, within their respective areas, applying the regulations and undertake the activities that the government and the parliament have decided on. Below is provided an overall description of those agencies that are most important to the forestry sector in Sweden.

### **7.4.1 Swedish Forest Agency**

The Forest Agency is an administrative authority responsible for issues concerning forestry and is assigned the task of working for a management of the country's forests which fulfils the forest policy objectives decided by the Parliament. The Forest Agency exercise supervision and ensures that the forestry sector is familiar, and complies with, current laws and provisions and that these are applied under the rule of law. The Forest Agency is assigned the task of further regulating certain things that are more generally regulated in the Forestry Act and the ordinance on forest management, as well as in certain parts of the Environmental Code and its ordinances, by the issuing of provisions.

### **7.4.2 Swedish Environmental Protection Agency**

The Environmental Protections Agency works on commission from the Government and is the authority in Sweden which overviews the state of the environment and progress in environmental work. The authority is also assigned the task of coordinating, following-up and evaluating the work with Sweden's environmental objectives. The Environmental Protection Agency may issue provisions and general advice to the Environmental Code, and these are published in the statute book of the Environmental Protection Agency.

### **7.4.3 Swedish Work Environment Authority**

The Work Environment Authority is commissioned by the Government and the Parliament to ensure that work environment- and working-hours regulations are complied with, as well as the Environmental Code as regards genetic engineering and pesticides. The objective is to reduce risks of ill-health and accidents in working life and to improve the work environment from a holistic perspective, that is, both from physical, psychological, social and organizational points of view. By virtue of the Work Environment Act and to certain extents the Working Hours Act, the Work Environment Authority issues legally binding provisions, for example AFS 2012:01 "The usage of chainsaws and brush saws".

### **7.4.4 The Equality Ombudsman (DO)**

The Equality Ombudsman (DO) is a public authority working against discrimination and for equal rights and possibilities for all people. It does so above all by ensuring that the Discrimination Act is complied with.

The objective for the work is a society where the equal rights and possibilities of all people are respected regardless of sex, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation or age.

### **7.4.5 Swedac**

Swedac is the national accreditation body in Sweden and the authority that accredits companies and organizations like laboratories, certification bodies and inspection bodies, according to international standards and regulations.

The purpose of accreditation is to ensure that those persons performing inspections do so in a reliable and uniform way, that they have the adequate technical competence and are independent. This is revised by Swedac at regular visits of inspection.

### **7.4.6 Swedish Competition Authority**

The Swedish Competition Authority is the public management authority for competition issues and works by means of law enforcement and supervision as well as preventive measures. Its task is to work for efficient competition in the private and public sectors for the benefit of consumers. Significant weight is attached to fighting cartels and to take action against private and public actors that abuse a dominant position in the market.

### **7.4.7 County Administrative Board**

The County Administrative Board is a government agency that works closely to citizens in each county. The County Administrative Board is responsible for implementing parliamentary and governmental decisions in each county, and to coordinate governmental activities. There are 21 County Administrative Boards in Sweden and they are all assigned the task of working towards a development where environment, growth and good living-conditions go hand in hand. Their

fields of expertise span over a wide range of public issues, from rural development and biological diversity to integration issues and protection of cultural environments.

#### **7.4.8 Swedish Agency for Marine and Water Management**

The Agency for Marine and Water Management is a Swedish government agency in the environmental field for issues on preservation, restoration and sustainable management of lakes, watercourses and seas.

#### **7.4.9 Water Authorities**

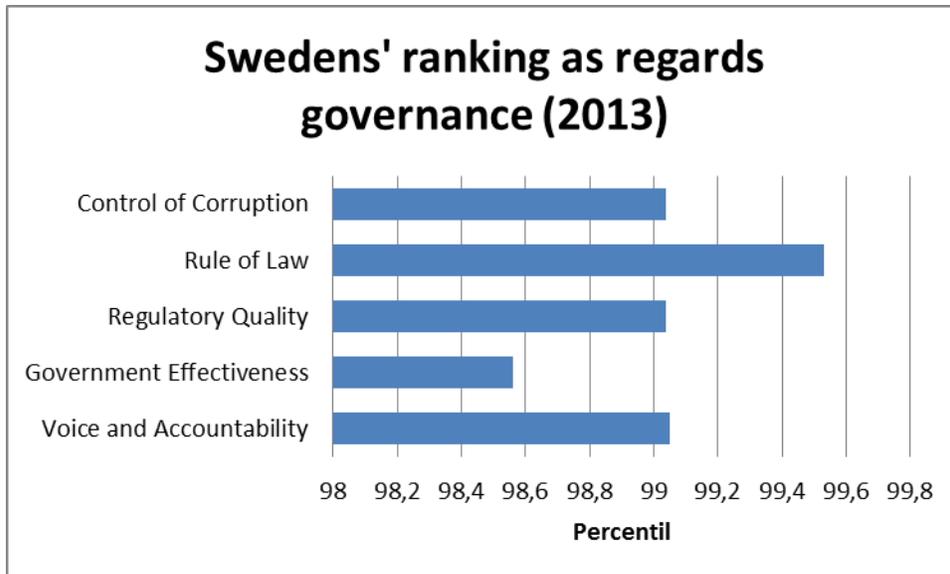
The Water Authorities have the overall responsibility to ensure that the EU Water Framework Directive is implemented in Sweden. Sweden is divided into five water districts and the County Administrative Board in each district is appointed water authority with responsibility for management of water environments' quality in each district. The role of the Water Authorities is above all coordinative within their own districts. A national cooperation between the Water Authorities secretariats and with the Agency for Marine and Water Management shall see to it that all the actors work towards the same goal.

#### **7.4.10 Sami Parliament**

The Sami Parliament in Sweden is both a government agency and a publically elected Sami parliament. The organization of the Sami Parliament resembles that of the Municipalities, where there is also politicians and civil servants. The overall objective of the Sami Parliament, according to the Swedish Sami Parliament Act, is to work for a thriving Sami culture and to initiate activities and propose measures that foster this culture.

### **7.5 Quality of governance**

One measure of the quality of governance is shown in the graphics below from the World Bank which is based on information and experiences from citizens, entrepreneurs and experts within the public and private sectors as well as non-governmental organizations all over the world. "Percentile Rank" describes Sweden's ranking among all countries in the world. 0 means lowest ranking and 100 is the highest ranking.



Source: Kaufmann D., A. Kraay, and M. Mastruzzi (2010), *The Worldwide Governance Indicators: Methodology and Analytical Issues*.

The Worldwide Governance Indicators are available at: [www.govindicators.org](http://www.govindicators.org)

**Figure 5. Sweden's ranking as regards governance**

## 7.6 Monitoring

There are 27 agencies responsible for public statistics in Sweden. One of the main reasons to have several responsible agencies is to improve user influence on the statistics. Several agencies collect statistics on forests, forestry and forest industry, among others the Swedish University of Agricultural Sciences, the Forest Agency, the Environmental Protection Agency, Statistics Sweden, and the Swedish Energy Agency.

### 7.6.1 Condition of and changes in forests

The Swedish University of Agricultural Sciences (SLU) is responsible for official statistics on current condition and changes in Sweden's forests. The basis for this is the annual inventory work undertaken by SLU through the National Forest Inventory and the Swedish Forest Soil Survey. The main purpose of the National Forest Inventory is to describe the state and changes in Sweden's forests, including their health and vitality (see Figures 1 – 3). The information collected is used, for example, for follow-up and assessment of current forest-, environmental, and energy policy. The National Forest Inventory has been carried out since 1923. The Swedish Forest Soil Survey is a detailed inventory of the status of forest soils.

NILS (National Inventory of Landscapes in Sweden) is a nation-wide monitoring program that examines what the prerequisites for biological diversity in Sweden looks like and how they change over time, by means of field inventories and aerial photo interpretation of permanent sample plots in all types of terrestrial environments in the Swedish landscape. NILS is run by SLU since 2003 on commission by the Environmental Protection Agency.

### **7.6.2 Environment, social issues and production in forestry**

The Forest Agency is responsible for official statistics in the fields of “production in forestry”, “employment in forestry”, and “environment and social issues in forestry”. The agency collects data regarding the forestry sector by means of field inventories of key-habitats, and follow-up of consideration shown, as well as by questionnaires and interviews.

The system for follow-up of shown consideration is undergoing revision. The purpose is to reduce the risk of subjective assessments being made and to build on the work on targets for good environmental consideration (see chapter 7.2). Through the follow-up on environmental consideration, data is collected on environmental values before and after felling, as well as if, and if so to what extent, any damage has been made. Development of inventory procedures has taken place during 2015. During 2016, inventories of environmental values before felling will be carried out according to the new system, while inventories after felling may be carried out during 2017. A new system for follow-up of environmental consideration may be presented during 2018. Until then, previous data collection methods are used.

### **7.6.3 Other areas of statistics**

Statistics Sweden (SCB) is responsible for statistics on land use and nature protection. The statistic’s purpose is to present nation-wide information on land-use for different purposes and how this changes over time. Statistics on protected areas concerns, among other things, national parks, nature reserves, and areas under habitat protection.

The Swedish Energy Agency is responsible for energy statistics, including use of bioenergy. Transport Analysis is the agency responsible for transport statistics. The Swedish Chemicals Agency collects statistics on quantity of pesticides being used in forestry and the forest industry. Statistics Sweden also collects statistics on the industrial production of goods and external trade. The Swedish Work Environment Authority collects information on occupational accidents and injuries.

## **7.7 Research and development**

There is a long tradition of cooperation regarding research and development between authorities and the forest sector. Forest-related research is carried out for example at the Swedish University of Agricultural Sciences and at the Swedish Forest Research Institute, whose results and scientific findings are gradually implemented in the forestry sector.

## 8 The Swedish PEFC certification system

### 8.1 Organization

#### 8.1.1 Swedish PEFC economic association

The Swedish PEFC is an economic association which organization is described in Figure 6. The Swedish PEFC is, in accordance with its statutes, responsible for the development and operation of the certification scheme. To that end, the board has adopted a standard setting procedure, including review of the Swedish PEFC standard (Appendix D). The PEFC standard shall be reviewed every fifth year.

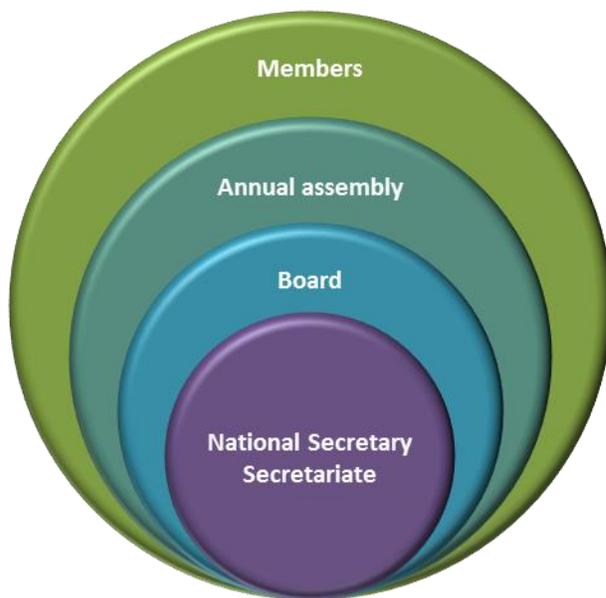


Figure 6. Organization of the Swedish PEFC economic association

#### 8.1.2 Accreditation

Certification bodies carrying out forestry, contractor -, or chain of custody certification shall be accredited by an internationally recognized accreditation body. Accreditation implies that the certification body's competence and procedures are verified. Swedac (agency sorting under the Ministry for Enterprise and Innovation) is the official accreditation body in Sweden.

#### 8.1.3 Certification bodies

PEFC is based on independent systems for accreditation and certification. Compliance with the PEFC-standard shall be audited by a third party, i.e. an independent, accredited certification body. At group certification, the certification body audits both the umbrella organization's own

work and the implementation of the standard by the members of the umbrella organization. Certification bodies shall be accredited by an acknowledged accreditation body and notified by the Swedish PEFC in accordance with PEFC SWE 006. Certification bodies issue certificates. The requirements that apply to certification bodies are described in PEFC SWE 005. Certification bodies cannot be involved in the standard setting process.

## 8.2 Implementation

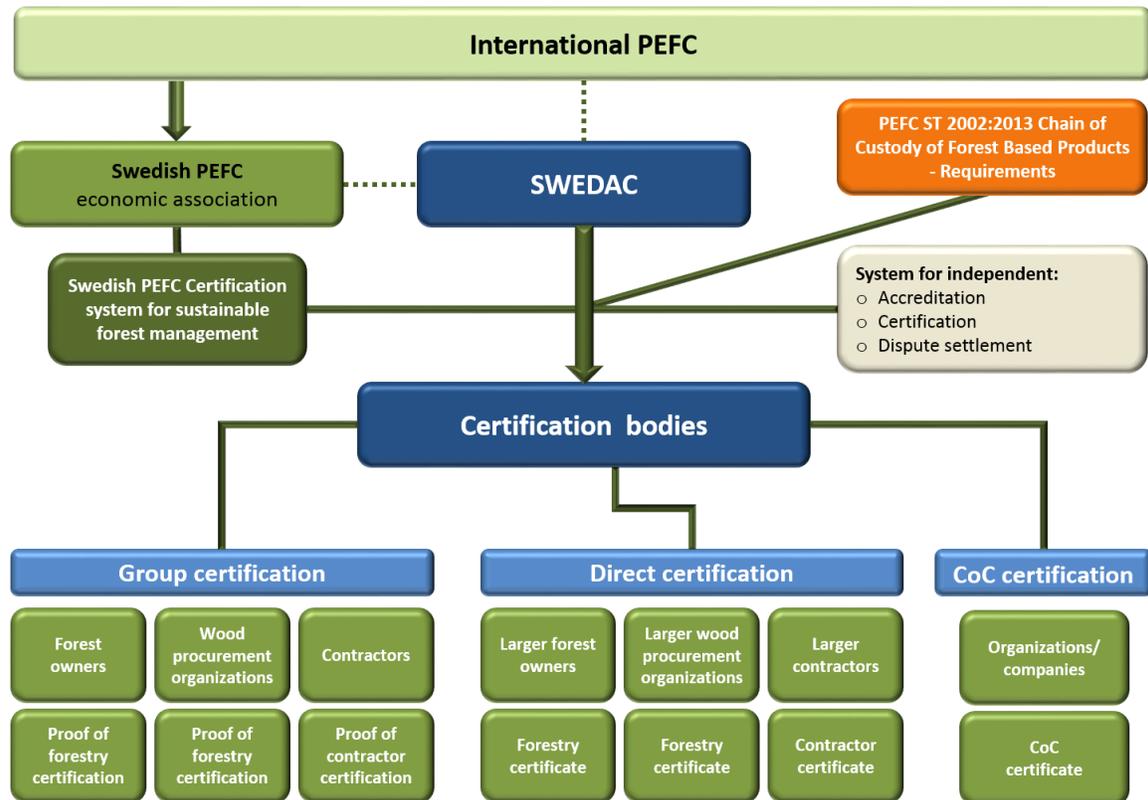


Figure 7. The Swedish model for PEFC-certification

### 8.2.1 Forestry certification

The core of the Swedish PEFC certification system is the Forest standard (PEFC 002) which specifies the requirements on forestry operations; how to ensure a long-term sustainable forest production, what type of environmental consideration that is to be shown, and what social considerations that are required of a PEFC-certified forestry. It falls on the forest owner to comply with the requirements of the forest standard.

### **8.2.1 Certification of forestry contractors**

In order to make it easier for the forest owner to comply with standard's requirements, the Swedish PEFC requires forestry certification on the part of wood procurement organizations, and contractor certification on the part of forestry contractors. This means that the implementation of particular activities within the forest management may be delegated to certified contractors. Certification of forestry contractors is conducted in accordance with PEFC SWE 003 Swedish PEFC's Forestry contractor standard.

### **8.2.3 Direct certification or group certification**

Larger organizations are normally certified directly by a certification body. For forest owners, wood procurement organizations, and contractors, there is the possibility to associate with a group certification, where a central body, an umbrella organization, assists with expertise, administration, control, and follow-up of group members. A difference between a group-certificate and a direct-certificate is that the group consists of several actors and that the forest land is not embraced by a uniform ownership. Depending on the type of certification, different requirements apply to management system and organization. Requirements on management system and organization are specified in PEFC SWE 004 (Swedish PEFC's requirements for direct certification and group certification).

Swedish PEFC's certification system is based on the application of management systems and therefore comprises requirements for internal audits, which are the organization's own assessment of its compliance with specified requirements and handling of non-compliances.

### **8.2.4 Chain of custody certification**

The PEFC-system includes a chain of custody standard in order to ensure information on the origin of raw material. The chain of custody standard also specifies requirements for the certified company's management system and for working conditions of employees. Chain of custody certification within the framework of the Swedish PEFC's certification system is conducted in accordance with requirements specified in the international PEFC-standard PEFC ST 2002:2013: Chain of custody of forest based products - Requirements<sup>2</sup>.

## **8.3 Logo-licenses**

PEFC-certification provides the possibility of using PEFC's logotype on products, invoices, educational material, annual reports, brochures, etc. The usage of the PEFC logotype requires a special logo-license. In Sweden one may apply for a logo-license at the Swedish PEFC. Rules for how to use the logotype are described in the international PEFC-standard PEFC Logo Usage Rules – Requirements (PEFC ST 2001:2008)<sup>3</sup>

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<sup>2</sup> Applicable edition at the time of writing of this standard, for current edition is referred to [www.pefc.org](http://www.pefc.org)

<sup>3</sup> See note 1 to table in chapter 5.

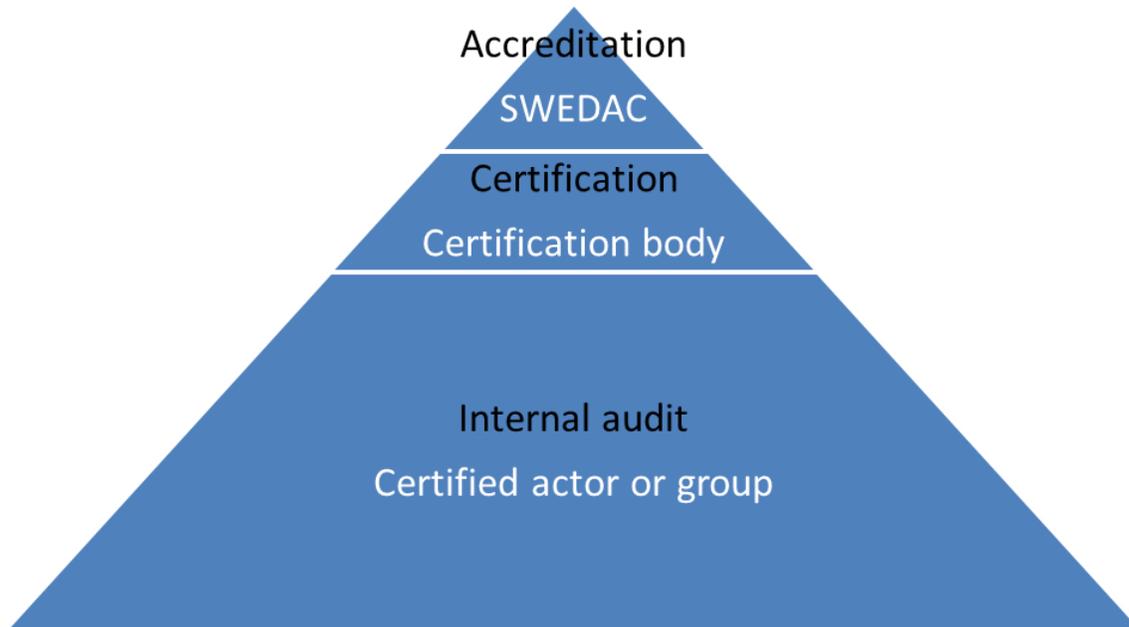


Figure 8. Auditing hierarchy of compliance with the PEFC-standard.

## 9 Exemptions to standard requirements

Any exemptions to the requirements specified in the Swedish PEFC-standard shall be examined by the board of the PEFC. Exemptions can only be allowed under special circumstances that severely obstruct the application of the standard. Exemptions decided upon shall be noted on the Swedish PEFC's web-site ([www.pefc.se](http://www.pefc.se)).

## 10 Changed preconditions

New scientific knowledge or changed preconditions for the forestry sector may make certain elements of the standard outdated during the standard's period of validity. The board of the Swedish PEFC shall then evaluate the certification system and decide on adequate action.

## 11 Swedish legislation

The PEFC-standard presupposes that applicable Swedish legislation is complied with. It is appointed government agencies that are responsible for supervision of law compliance. The PEFC-standard reproduces the contents of certain laws and provisions that are critical to certification, and which shall be part of auditing of compliance with the PEFC-system.

## 12 Publicity

The Swedish PEFC supports the principle of making public all information that may be of interest to external interests, and where publicity of such information cannot negatively affect the business activities of the certified organization or forest owner.

Certified organizations shall account for results from audits and, upon request, provide information on voluntary set-asides and, at group certification, on associated forest owners and contractors in accordance with the specifications of PEFC SWE 004.

## 13 External views, complaints and disputes

Improvements and identification of non-compliances to current requirements are two cornerstones of the Swedish PEFC-standard.

Certified companies/organizations, certification bodies and the accreditation body (Swedac) have routines in place to receive and handle external views and complaints. The Swedish PEFC economic association has the overall responsibility for correct and impartial handling of matters of dispute in connection to certification according to the Swedish PEFC-standard. Disputes that cannot be settled by the certification body or by Swedac are addressed to the Swedish PEFC.

The decisions made by the accreditation body (Swedac), certification bodies or the Swedish PEFC dispute panel concerning complaints and/or settlement of disputes, have to be observed by the Swedish PEFC economic association and by certified actors concerned.

### 13.1 Complaints on certified actors

Complaints regarding issued certificates or usage of the PEFC-logotype are addressed to the holder of the certificate and/or concerned certification body.

### 13.2 Complaints on certification bodies

Complaints regarding certification bodies, their competence or working modalities, are addressed to the accreditation body (Swedac).

### 13.3 Disputes

Disputes concerning interpretation of PEFC-standard requirements and that cannot be settled by the certification body or accreditation body, are handled by a dispute panel which is established by the board of the Swedish PEFC.

The board may transfer the matter of dispute to PEFC International when the issue concerns interpretation of documents established by PEFC International.

### ***13.3.1 Application for settlement of a dispute***

Disputes concerning interpretation of PEFC-requirements for forestry-, forestry contractor-, or chain of custody certification are addressed to the chairman of Swedish PEFC, which organizes a dispute panel in consultation with the disputing parties.

Before the matter may be subject to formal handling, the parties concerned shall demonstrate that they have tried to settle the dispute by themselves, if necessary with the help of appropriate external support. Request for help in dispute settlement shall be addressed to the chairman of the Swedish PEFC in written form, and include relevant documentation.

### ***13.3.2 Organization of the Swedish PEFC Dispute panel***

The PEFC dispute panel shall be constituted by an independent chairman and two additional members with appropriate qualifications. The board of the Swedish PEFC economic association appoints as chairman of the dispute panel an independent lawyer with the appropriate qualifications. The disputing parties appoint one member each. The respective party bears the costs concerning his/her member and the Swedish PEFC bears the costs concerning the chairman, unless otherwise agreed.

### ***13.3.3 The work of the dispute panel***

The chairman of the dispute panel is independently responsible for the panel's working modalities. If needed, expert opinions may be obtained from the PEFC's working groups, or other appropriate experts. The chairman of the dispute panel may decide on his/her own, within reasonable limits, on costs for the work of the dispute panel as well as for any contributions by impartial experts. Any decisions made concerning such costs shall be notified to the board of the Swedish PEFC. Decisions made by the dispute panel may not be appealed against.

**Appendix A ILO-conventions and recommendations**

No. 87	Freedom of Association and Protection of the Right to Organise Convention
No. 90	Equal Remuneration Recommendation
No. 98	Right to Organise and Collective Bargaining Convention
No. 100	Equal Remuneration Convention
No. 105	Abolition of Forced Labour Convention
No. 111	Discrimination (Employment and Occupation) Convention
No. 135	Workers' Representatives Convention
No. 138	Minimum Age Convention
No. 146	Minimum Age Recommendation
No. 154	Collective Bargaining Convention
No. 155	Occupational Safety and Health Convention
No. 163	Collective Bargaining Recommendation

## Appendix B Concepts and definitions

<b>Accreditation</b>	Accreditation is a test of competence carried out in accordance with European and international standards. <b>Accreditation body</b> is the organization that performs the accreditation by continuously controlling that the accredited enterprise is qualified to conduct the tests, certification and inspections for which it is accredited. An <b>accredited certification body</b> has routines and competence to carry out certification.
<b>Ancient remain</b>	Remain from human activity in past times and that is permanently abandoned. The remain shall have come about before the year 1850.
<b>Assessment of conservation values</b>	Methodology to assess an area's prerequisites for biological diversity, as it is reflected in the prevalence of biotope characteristics and habitats important to the organisms.
<b>Biodiversity</b>	Biological diversity. The total variation of life-forms within species, between species, between natural habitats and between ecosystems. Biodiversity can be reckoned in a number of ways.
<b>Biological pesticides</b>	Pesticides consisting of living organisms.
<b>Boreal zone</b>	The area of coniferous forest in the north of the northern hemisphere.
<b>Buffer zone</b>	Zone that is established in order to protect biotopes in need of special consideration or to protect edge zones from e.g. light.
<b>Certificate</b>	A guarantee that a product or service meets the requirements of a specified standard. <b>Certification</b> is the process whereby an independent body provides a written guarantee that a product or service meets the requirements of a specified standard.
<b>Certification body</b>	Certification bodies audit companies and issue certificates.
<b>Chain of Custody</b>	Traceability. A guarantee that the entire chain of activities from raw material to end product meets a given standard. <b>PEFC Council – Chain of Custody of Forest Based Products Requirements</b> . The PEFC requires that every organization in the chain of activities have procedures in place to specify correctly the proportion of certified products purchased from the previous link in the chain.
<b>Chain of Custody certificate</b>	See Chain of Custody
<b>CITES</b>	Convention on International Trade in Endangered Species.
<b>Client</b>	Purchaser of forestry contractor services.
<b>Conservation burning</b>	Burning on forest land – with a certain proportion of standing forest - for the purpose of creating suitable habitats for fire-dependent species.

<b>Conservation tree</b>	Trees with present, high conservation values that are deliberately retained at felling in order to become a part of the coming stand.
<b>Continuous cover silviculture</b>	An umbrella term for forest management systems, methods and measures implying that the forest land stays continuously forested.
<b>Contractor</b>	See Forestry contractor
<b>Controlled burning</b>	Burning after felling with the purpose to establish suitable conditions for regeneration or nature conservation.
<b>Controversial sources</b>	Illegal or publicly non-authorized forest harvesting. Examples include harvesting in woodland areas protected by law. The same applies to harvesting on woodland that has been officially designated by a government authority (or other body with the legal authority to do so) as a site that is planned to be strictly protected by law, and for which no authorization for harvesting has been given by the government authority (or authorized entity).
<b>Cultural remain</b>	Correct name: <i>other culture-historical remain</i> . Remain from human activity in past times and that is permanently abandoned. The remain has come about after the year 1850. Other cultural remains are encompassed by the rules on consideration of §30 Forestry Act, and its general advice.
<b>Cultural stump</b>	Tree that are felled at breast height (1,3 m) to indicate cultural conservation values.
<b>Dead wood</b>	Part of stems whose life-functions have ceased or that are retained for nature conservation reasons. Specified in the PEFC-standard as: <ul style="list-style-type: none"> <li>• Older dead wood, wood from trees where no transportation of nutrients has taken place for at least a year</li> <li>• Fresh dead wood, wood from trees which still transport nutrients or which has done so during the last year</li> </ul>
<b>Dominance</b>	Dominance by one species or only a few species at a certain site. A stand is considered dominated by one tree species if that species constitute more than 50 % of the number of stems.
<b>Ecological landscape planning</b>	Planning of activities and measures in a landscape with the objective to preserve and enhance the biological diversity in the landscape. A way to plan natural resource use to achieve certain ecological goals. Ecological landscape planning may particularly benefit species that migrate over a larger area than that of a typical stand. Applying a landscape ecological perspective implies that structures and habitats are preserved and created in the landscape in a sufficiently large number and with sufficient connectivity (reduced distance for spreading) so that organisms can survive and spread.
<b>Edge zone</b>	Forested zone which borders adjacent land use classes. An edge zone may have a value in itself and also fill the function of a buffer zone.

<b>EIA</b>	Environmental Impact Assessment
<b>Enhanced consideration</b>	Forest where timber production is an important objective but where high conservation values (>10 % of the area) requires more consideration than in <i>PG</i> -stands. Appropriate measures and conservation values worth protection shall be described in the certification-adapted forest management plan.
<b>Environmental classification</b>	The National Road Administration's environmental classification system for road-vehicle fuels: classes 1, 2 and 3 for diesel, and 1 and 2 for petrol. Lower classes are the more environmentally friendly.
<b>Environmental consideration</b>	All consideration shown for natural values, soil, water, and cultural environments in connection to forest management.
<b>Environmental management standard ISO 14001</b>	See SS-EN ISO 14001
<b>Environmental management system</b>	See Management system, concern in this case governing of activities which have an impact on the environment.
<b>Exotic tree species</b>	Tree species considered domestic species are defined by the Forest Agency. All others are considered exotic species.
<b>External audit</b>	See Third party audit
<b>Felling right</b>	Right to fell forest on others property in accordance with a leasing agreement.
<b>Fire scar</b>	Fire-induced injury on tree stem that has survived previous forest fire.
<b>Forest Agency</b>	Public authority assigned the task of implementing the forest policy as laid down by the Swedish parliament and government. Important tasks are forestry advisory services, surveillance according to the Forestry Act and parts of the Environmental Code, certain forestry services, support in the area of nature conservation, as well as inventorial activities.
<b>Forest and forest land</b>	Land within a continuous area where the trees have a height of more than five meters and where trees have a crown density of more than 10 percent, or have the prerequisites to reach this height and crown density without any actions to increase productivity being taken.
<b>Forest management plan</b>	A detailed description of a forest holding as a whole, as well as for each compartment of the holding and its structures. Each compartment shall be assigned a "forestry objective", indicating the future development of the compartment. As a forest management plan, the standard also counts differently labelled documents or registers which fulfill equivalent functions.
<b>Forest sector targets</b>	The forest sector's descriptive targets for good nature conservation.

<b>Forestry certification</b>	System to ensure that forestry is practiced in accordance with a given standard.
<b>Forestry contractor</b>	<p>Registered company which independently undertakes forestry-related commissions on behalf of forest owners and/or wood procurement organizations in accordance with a contract.</p> <p><b>Felling operations contractor</b> refers to a registered company which undertakes forest-related felling operations, e.g. thinning, final felling, and extraction of forest fuel, on forest land.</p> <p><b>Silvicultural contractor</b> refers to a registered company that undertakes silvicultural commissions, e.g. soil scarification, planting, pre-commercial thinning, or ditching, on forest land.</p> <p><b>Forest management planning contractor</b> refers to a registered company that undertakes forest management planning, other type of planning and/or inventories of significance for compliance with PEFC requirements.</p>
<b>Forestry objective</b>	<p>Concept used in forest management planning. For each forest compartment, a forestry objective is assigned in order to guide the future development of that compartment. The following forestry objectives are used:</p> <ul style="list-style-type: none"> <li>• <i>PG</i> – production with general consideration</li> <li>• <i>K/PF</i> – multiple objectives, production with enhanced consideration</li> <li>• <i>NS</i> – area set aside for nature conservation where management is needed in order to preserve conservation values</li> <li>• <i>NO</i> – area set aside for nature conservation where no interventions are made</li> </ul> <p>See also Forest management plan</p>
<b>Forestry organization</b>	Organization that undertakes forestry operations on forest land.
<b>Forestry planner</b>	Undertakes field work which forms the basis of forest management plans.
<b>Fresh/mesic soils</b>	Forest land with a good supply of water, groundwater at a depth of 1-2 m below the ground.
<b>GMO</b>	Organism with genetically modified genes.
<b>Group certification</b>	Certification of a group of forest owners/wood procurement organizations or forestry contractors through a so called umbrella organization.
<b>Habitat protection</b>	An area – usually the size of 2-5 ha – set aside by the Swedish Forest Agency on private land for the purpose of protecting the natural habitat of threatened species of plants or animals. The area is referred

	to one of 18 nature types, listed by the Forest Agency. The land owner is economically compensated.
<b>Hemi boreal zone</b>	The southernmost area of coniferous forest (Boreal zone) in the north of the northern hemisphere.
<b>High stumps</b>	High tree stumps retained deliberately at felling for conservation purposes. High stumps are created from trees that are not conservation trees and shall be at least 3 m of height.
<b>ILO</b>	International Labour Organization. Independent body within the UN-system.
<b>Internal audit</b>	An audit to check compliance with the standard of a certified organization conducted by the organization's own staff. The organization defines criteria and scope for the audit, appoints auditors, and conducts the audit in a way that ensures objectivity and independence of the auditing process.
<b>ISO 14001</b>	See SS-EN ISO 14001
<b>ITTA</b>	International Tropical Timber Agreement
<b>K/PF</b>	See Forestry objectives
<b>Key habitat</b>	A forest area which is deemed to be of great significance to the forest's flora and fauna, based on an overall assessment of the structure of the biotope, species content, history, and physical characteristics. It contains, or is expected to contain, red-listed species. Definition by the Forest Agency.
<b>Landscape analysis</b>	See Ecological landscape planning
<b>Landscape ecological perspective</b>	See Ecological landscape planning
<b>Landscape ecological planning</b>	See Ecological landscape planning
<b>Larger forest owner</b>	Larger forest owner refers in this standard to forest owners with $\geq$ 5 000 hectares of productive forest land. Smaller forest owners refer to forest owners with less than 5 000 hectares of productive forest land.
<b>Large-scale forestry</b>	Forestry practiced on a larger scale, and normally under specialized management organization.
<b>Logging</b>	Felling and extraction of roundwood.
<b>Management system</b>	The system of procedures to govern the activities of an organization.
<b>Melampsora rust</b>	A disease affecting pine trees caused by a fungus that is hosted alternately by aspen and pine. The annual shoots of the pine tree

	become deformed or break off.
<b>Moist sedimentary soils</b>	Forest land on sedimentary soils having an abundant supply of water, groundwater at a depth of less than 1 m below the ground.
<b>Moist soils</b>	Forest land having an abundant supply of water, groundwater at a depth of less than 1 m below the ground.
<b>Natural disturbance dynamics</b>	Disturbance regimes such as fire, storms or insect attacks that naturally disrupt a given type of forest.
<b>Natural regeneration</b>	Regeneration by natural seeding (or sprouting).
<b>Nature conservation agreement</b>	Civil agreement between the Swedish Forest Agency and a forest owner concerning nature conservation in forest. Are often signed for a period of 50 years.
<b>Nature values</b>	<p>Nature values are assessed starting from suitable substrates and biotopes but also from what biological species or groups of species that has been identified or are known from before. Forests with nature values have several characteristics in common. These forests often have one or several of the following characteristics:</p> <ul style="list-style-type: none"> <li>• Many old trees. Large older or small, slow-growing trees.</li> <li>• Large variation in tree species, as well as age and size of trees.</li> <li>• Gaps and glades in the forest permitting light to come down.</li> <li>• Standing or lying dead trees, also nearly-dead trees.</li> <li>• Decayed or decaying trees, both standing and lying.</li> <li>• Trees with hollows.</li> <li>• Traces of fire.</li> <li>• Areas which have had forest or tree cover for a long and continuous time-period.</li> <li>• Elements of aspen, sawallow, and valuable deciduous trees in forest areas consisting of other tree species.</li> <li>• Forest which bear traces of human activities, for example pollarded trees or traces of forest grazing.</li> <li>• Wooded pasturelands containing large, old trees.</li> </ul>
<b>NB</b>	See key-habitat
<b>Nemoral zone</b>	Region of broadleaf forest in the extreme south of Sweden.
<b>NO</b>	See forestry objective
<b>Non-productive forest land</b>	Forest land with a productive capacity of less than one cubic meter standing volume per hectare and year.
<b>NS</b>	See forestry objective
<b>Operational site directive</b>	Working instruction handed over to the forestry contractor or employee in connection to forestry operations.

<b>Pearls of the forest (“Skogens pärlor” in Swedish)</b>	A geographical register, available on the Forest Agency’s web-site, on valuable natural- and cultural environments, e.g. other cultural remains that have been registered during the so called Forest- and History inventories.
<b>PEFC</b>	Programme for the Endorsement of Forest Certification schemes (formerly, the Pan-European Forest Certification scheme). An international forest-certification scheme with the objective of, allowing for appropriate national adjustments, developing a sustainable forestry that strikes a balance between; timber production, environmental conservation and maintenance of social values.  The scheme shall guarantee a buyer of wood products that the products are derived from a forestry system that is, and will continue to be, economically, ecologically and socially sustainable.
<b>Permanent employment</b>	Form of employment according to existing collective agreement.
<b>PF</b>	See Forestry objective
<b>PG</b>	See Forestry objective
<b>Planner</b>	Staff responsible for planning and classification into forestry objectives of an area prior to any operation.
<b>Potential conservation tree</b>	Potential conservation trees are living ordinary trees, representative of the stand, which are retained at harvesting in order to develop into conservation trees during the coming rotation period.
<b>Precautionary ditching</b>	Ditching after final felling to prevent an unacceptable increase in the groundwater level.
<b>Producer of forest management plans</b>	Company which delivers a complete forest management plan to the client.
<b>Productive forest land</b>	Forest land with a productive capacity of more than one cubic meter standing volume per hectare and year.
<b>Prognosis of fire risk</b>	The official classification of current fire-risk on forest- and other land by the Swedish Meteorological and Hydrological Institute (SMHI). There are presently two different models for classifying risk of forest fire in Sweden at the SMHI. Prognosis derived from these models are not available all year round but are produced by the SMHI, on commission from the Swedish Civil Contingencies Authority, for the main part of spring/summer. During springtime, there is in addition a specific model for calculation of fire-risk on grassland.
<b>Provenance</b>	Population or group of individuals of the same species originating from a specifically designated area.
<b>Record of cultural remains (FMIS)</b>	The Swedish National Heritage Board’s record of ancient remains (available via <i>Fornsök</i> )

<b>Red-listed species</b>	Species categorized as threatened or near threatened on the National Environment Protection Agency's official list (the Red list).
<b>Regeneration felling</b>	Felling of trees in order to establish new forest by means of artificial- or natural regeneration.
<b>Regeneration material</b>	Seeds and plants for establishment of forest.
<b>Self-assessment</b>	Self-assessment implies that operators shall control on their own that their business comply with stipulated requirements, and correct any identified non-compliances.
<b>Site with conservation values</b>	Area of significance biological diversity but which does not have the qualities for classification as key-habitat.
<b>Site-adapted</b>	Methods and selection of tree species are adapted to variations in soil conditions, also within smaller areas.
<b>Small-scale forestry</b>	Forestry practiced at a smaller scale without any specific management organization.
<b>Social considerations</b>	Requirements on working environment and skills development of staff in the forest, requirements for public access to forest land and promotion of rural development, as well as cultural environment values.
<b>Soil scarification</b>	Mechanical disturbance of the soil to expose mineral soil prior to regeneration by direct seeding or planting.
<b>SS-EN ISO 14001</b>	Standard for Environmental management systems: SS - Swedish Standard; EN - European Norm (standard); ISO - International Organization for Standardization
<b>Sub-contractor</b>	Forestry contractor that is hired by other forestry contractor.
<b>Substratum</b>	The material in which organisms grow.
<b>SVL</b>	The Swedish Forestry Act
<b>Swedac</b>	The board for accreditation and technical control. Public authority reporting to the Ministry of Enterprise and Innovation.
<b>Swedish PEFC</b>	Economic association that manages the Swedish PEFC-standard.
<b>Swedish Species Information Centre</b>	Centre of competence on species and natural habitats located at the Swedish University of Agricultural Sciences.
<b>SYN</b>	<i>Skogsbrukets yrkesnämnd</i> (Commission for forest sector vocational training). A joint committee responsible for further education of employees in the forest sector.

<b>TD</b>	Technical Document. The present complete Swedish PEFC-standard is referred to as TD IV since it is the fourth revised standard since the start.
<b>Temporary employment</b>	An employment running between fixed dates for start and ending or during one season.
<b>Third party audit</b>	Audit to verify compliance with the standard on the part of the certified organization, conducted by an accredited independent auditor.
<b>Third party certification</b>	Certification conducted by an independent party.
<b>Umbrella organization</b>	Certified body that concludes a group certification contract with forest owners, contractors and wood procurement organizations. The notion "umbrella organization" refers in this standard to the organization which administers the group certification. When referring to both the administration and its affiliated members, the notion "umbrella organization and its members" is used.
<b>Wetland</b>	Land that is water-saturated during a major part of the year.
<b>Wood procurement organization</b>	Company which plans and implements forestry operations, establish forest management plans, and trades in roundwood. A wood procurement organization is engaged and mandated by the forest owner.

## **Appendix C Policy for balancing the interests of Forestry and Reindeer herding**

### **1. Background**

PEFC is based on the Rio Declaration/principles (UNCED 1992) for Sustainable Forest Management (SFM) with balance between economic, environmental, and social interests. These principles have been further elaborated by the Ministerial Conference for the Protection of Forests in Europe (MCPFE), now Forest Europe, and by similar processes in other parts of the world, which constitute the platform for all national PEFC systems. Reindeer herding shall, in the context of sustainable forest management, be defined as an important sector for the interior of northern Sweden regarding the overall goals for economic, environmental and social interests.

In Sweden, forestry and reindeer herding are practiced on the same land. Both sectors are, in different ways, of great importance to the regional and local development in the northern parts of Sweden. Forestry is practiced within the areas for reindeer herding both by privately and publicly owned companies and others (large scale forestry), and by approximately 50 000 individual smaller private forest owners (family forestry). Reindeer herding is practiced by 51 Sami communities within the area for reindeer husbandry.

### **2. Purpose**

This policy defines how dialogue and collaboration between the parties involved shall take place, according to the Swedish PEFC, in order to maintain a sound balance between forestry and reindeer herding. The different considerations made in Sweden regarding the legal, customary, and traditional rights, as specified in ILO 169 and the UN Declaration on the Rights of Indigenous People, have guided the elaboration of this policy. The purpose is to develop procedures for appropriate consideration in sustainable forest management in order to best meet the interests of reindeer herding, including free and informed consent through regional and local dialogue and collaboration based on mutual respect. This policy does not deal with issues relating to hunting and fishing rights on the forest property. All forest owners who are certified in accordance with the Swedish PEFC system shall observe this policy.

### **3. Boundaries and areas for reindeer herding in wintertime**

The boundaries that apply to year-round pasture land are defined in the Swedish Reindeer Herding Act. The boundaries for winter-time pasture areas are based on Swedish common law. In some areas of the counties Dalarna, Härjedalen and Norrbotten the boundaries for reindeer herding rights have been determined by means of judicial decisions.

In February 2006, a Government Commission for fixing the boundaries for reindeer herding presented a proposal for different kinds of boundaries entitled "The Sami people's common law grounds" (*Samernas sedvanemarker, SOU 2006:14*). The proposed boundaries are shown in figure 1. Swedish PEFC has taken the proposed boundaries for winter-time grazing into account. However, both parties shall have the right to call for judicial review of these boundaries. In areas with "less probable right of reindeer herding", the Swedish PEFC does not lay down specific certification requirements for forest management with regard to reindeer herding.

Practical rules for interpretation and application in the Swedish PEFC system are provided in paragraphs 3.1 - 3.2 below, in line with boundary proposal in SOU 2006:14.

### 3.1 Areas with proven or probable reindeer herding rights (according to SOU 2006:14)

Within areas with proven or probable reindeer herding rights all rules and criteria in this policy shall apply in all respects.

If such areas are converted by judicial decisions or changed by parliamentary resolutions into the category without reindeer herding rights, the certified forest owner shall be prepared to observe the rules and criteria in this policy within the framework of herding agreements. Such herding agreements presuppose that the forest owner will be fully compensated by the State or by the affected Sami community for land use and for any damages made to the forest.

### 3.2 Areas without reindeer herding rights (according to SOU 2006:14)

In the counties of Dalarna, Härjedalen and Norrbotten there are areas that have been determined by judicial decision to be without reindeer herding rights. In these areas, certified forest owners shall be prepared to sign reindeer herding agreements including the right to full compensation for land use and possible forest damage. Such compensation shall be paid by the State or by the concerned Sami community.

## **4. Taking reindeer herding interests into consideration**

In areas defined under paragraph 3.1, consideration is shown which, to the greatest extent possible, is based on the priorities laid down in the reindeer herding plans received from the Sami communities concerned.

Consideration for Sami cultural values applies in all its aspects according to the general rules and criteria for conservation of and consideration for cultural remains etc.

The following consideration shall be shown, object by object, where applicable:

3.13.1 Consultation within the year-round pasture land shall be undertaken in accordance with the forestry legislation.

3.13.2 In areas with proven or probable right of reindeer herding (according to SOU 2006:14), the following consideration shall be shown, object by object.

- On lichen and lichen-rich vegetation types, gentle soil scarification methods shall be applied in such a way that forest regeneration is secured while soil impact is minimized.
- In forest stands with important hanging lichens, site adapted final felling shall be practiced and edge zones rich in hanging lichens shall be preserved along water courses and mires as well as groups of trees with hanging lichens.

- Forest fertilization shall not be carried out in forest stands of the types lichen, lichen-rich, and dry dwarf shrubs with strains of lichen, if not otherwise agreed in connection to consultation in accordance with §20 and §31 the Forestry Act.
- Prescribed burning shall not be carried out on land of the types lichen and lichen-rich and which are important from the point of view of reindeer herding, if not otherwise agreed in connection to consultation in accordance with §20 and §31 the Forestry Act.
- Special consideration in felling shall be shown to migration tracks, places for rounding up and sorting of reindeer herds, and sites used for grazing reindeers during migration, so that the function of these sites are not unnecessarily impaired.
- The above consideration shall be shown without current land-use being considerably obstructed in the part of the forest holding concerned (stand or equivalent).

### **5. Regional and local dialogue and collaboration**

The Swedish PEFC supports the principle of regional and local dialogue and collaboration between the sectors of reindeer herding and forestry, with the purpose of elaborating appropriate consideration in a sustainable forest management. This means to comprehensively discuss and seek consensus on principles and strategies, where consideration to the needs and prerequisites of each sector, as well as the different conditions of large-scale forestry and family forestry, form an important basis.

The Swedish PEFC has identified long-term regional and local dialogue and collaboration as key to achieving a sound balance between the forestry and reindeer herding interests. The family forestry through the Swedish Federation of Forest Owners (Federation of Swedish Farmers, *Norra Skogsägarna*, *Skogsägarna Norrskog*, and *Skogsägarna Mellanskog*) and the reindeer herding sector through the Swedish Sami National Association, work on basis of the principle on mutual respect and a common holistic view on the relation between the sectors. The model for regional and local collaboration between family forestry and reindeer herding is founded on the jointly gained experiences from previous agreements on contact and collaboration, the dialogue project jointly implemented during 2001-04 where the main purpose was to increase knowledge about each other's businesses, the pilot project on method development implemented in Jämtland during 2013-14, and the letter of intent signed in 2016-04-29 by the Swedish Federation of Forest Owners and the Swedish Sami National Association. The current work aims at promoting a positive development for both sectors regarding the usage of the same land areas, by continuously developing the methods for dialogue between the sectors. Collaboration between reindeer herding and family forestry is also important to employment and infrastructure as well as the development of both sectors in the interior of northern Sweden.

The directly certified forest owners concerned and umbrella organizations within the Swedish PEFC are responsible for jointly inviting to dialogue and collaboration and then act in accordance with the agreements reached.

### **6. Disputes**

The Swedish PEFC shall handle any disputes between the forestry and reindeer herding interests after receiving notice from either party or from the two parties jointly. This shall be done in accordance with established rules in PEFC SWE 001.

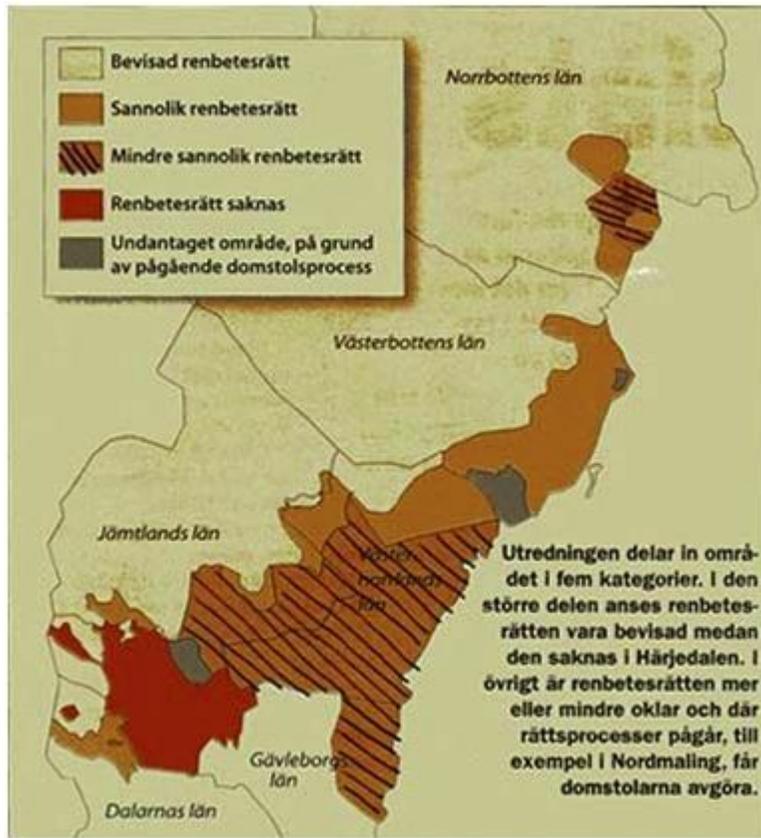


Figure 1. The Sami customary reindeer herding areas, SOU 2006:14

<i>Bevisad renbetesrätt</i>	Verified right of Reindeer Herding
<i>Sannolik renbetesrätt</i>	Probable right of Reindeer Herding
<i>Mindre sannolik renbetesrätt</i>	Less probable right of Reindeer Herding
<i>Renbetesrätt saknas</i>	No right of Reindeer Herding
<i>Undantaget område, pga. pågående domstolsprocess</i>	Excluded area, because of ongoing court procedure

## **Appendix D Swedish PEFC standard setting procedures**

### **Introduction**

Appendix 2 of the PEFC Council Technical Document requires that the national organizations responsible for the development of the standards for forest management and chain of custody shall develop its own written procedures (Appendix 2, paragraph 3.5.1). To comply with these requirements, the Swedish PEFC shall establish a temporary working group - a Standard Forum – in order to revise the forest standard every fifth year.

### **1. Setting up of the Standard Forum**

The board of the Swedish PEFC shall be responsible for initiation of the revision of the standard every fifth year. All members and non-members, as defined by §4 in the statutes of the Swedish PEFC, with an interest in promoting forest certification in accordance with the PEFC-system, shall have the possibility to participate in the Forum:

- I. Forestry including transports of roundwood to industry/ terminal
- II. Wood processing including distribution and trade in forest products in the value chain up to consumer
- III. Organizations for social, environmental and cultural interests, linked to sustainable forest management

A mapping of interested stakeholders shall be made which identifies the relevant sectors and why they are relevant, probable key issues for each sector shall be identified, as well as by which means of communication these stakeholders are best reached. The mapping shall also identify whether any stakeholder is disfavored. If such a stakeholder is identified, the board of the Swedish PEFC shall take action to remove any obstacles to its participation and work proactively for its participation and contribution to the standard setting procedure.

A general invitation to these organized stakeholders shall be published on the web; [www.pefc.se](http://www.pefc.se). Members of the Swedish PEFC shall be invited by letter. Invitation letters shall also be sent to stakeholders with special interests/competences for the standard setting procedure, including national ENGOs and national organizations representing the Sami people. All invitations shall be sent out three weeks prior to the first Forum meeting, as a minimum. The invitations shall include information about the opportunities for stakeholders to participate in the process as well as objectives, scope and steps of the standard-setting process and its timetable. The invitation shall also include the standard setting procedures (or a reference or a link) and information about the possibility to submit comments on the standard setting procedures, scope and process. The invitations shall also include an invitation for the stakeholder to nominate their representatives.

Apart from the general and special invitations – and as a minimum three weeks prior to the set-up of the Forum - the day, time and place for the initial meeting of the Forum shall be announced on the web: [www.pefc.se](http://www.pefc.se).

In addition to the stakeholders defined above (I-III), experts (scientists and other experts) may be invited to the Forum in order to bring in needed expertise.

The first task for the Forum is to constitute and appoint a board for the Forum, consisting of 9 individuals including a chairperson.

## **2. Balanced representation and decision making procedures**

The stakeholders of the Forum shall reach consensus on the decision to recommend the final proposal for formal approval. In order to reach consensus, the Forum may use the following alternative procedures to find out whether there are any differences of opinion:

- a) Discussion and negotiation on the disputed issue
- b) a face-to-face meeting with verbal yes/no voting, show of hands for yes/no voting; a statement on consensus from the chairperson where no deviant opinions are announced (verbally or by show of hands); a formal closed voting procedure, etc.
- c) a meeting via telephone conference with verbal yes/no voting,
- d) a meeting via e-mail where request for announcement of agreement or protest are addressed to the members and where members answer in written form (instead of voting), or
- e) combinations of these.

If consensus is not reached among all individual Forum participants, the stakeholder organizations shall be grouped in the following three categories and appoint one spokes-person per organization:

**I. Forestry:** e.g. Forest owners, Forest owners' associations, The Federation of Swedish Forest Owners, Larger forest owners, a joint committee for the Church's forests, and Forestry contractor organizations.

**II. Wood processing:** e.g. Regional sawmill associations, The Swedish Sawmill Federation, the Association of Swedish Forest Industries, Large forest or forest industry companies which are not represented by any trade organization, National trade organizations involved in wood processing and sale of wood, other national trade associations with operations in primary wood processing and forest energy.

**III. Organizations representing social-, environmental-, and cultural interests linked to sustainable forest management:** e.g. National environmental organizations, Swedish trade unions representing forestry and forest industries, National organizations connected to forests and forestry in hunting, recreation, outdoor life, sports, local folklore and the cultural history, The Swedish Association of Local Authorities, and the Association of Country Councils, and others.

- The board of the Swedish shall decide upon which category a Forum organization belongs to. The stakeholder organization shall appoint its own spokes-person.
- The decision making process shall reach consensus, including the appeal and complaint procedures under paragraph 8.
- The expert members of the Forum shall not belong to any of the I-III categories or decide/vote on the standard proposal, but contribute to its development by giving advice.

- After consensus is reached in the Forum, the proposed Standard is formally presented to the board of the Swedish PEFC for further processing by the PEFC system.

### 3. Development of the standard, consultation

- Care should be taken so that no interest dominates or is dominated in the Forum.
- The Forum activities shall be possible to follow at the web [www.pefc.se](http://www.pefc.se) during the entire process.
- The Forum shall make the procedures for development of the standard publicly available via [www.pefc.se](http://www.pefc.se). This includes information on objective, scope, and the different stages of the standard setting procedure and its time plan. The Forum shall review the procedure for standard setting before the process starts and then during the process taking views from stakeholders into account.
- The Forum shall call the type of stakeholders listed in paragraph 1 above to open seminars to discuss the standard setting and offer interested stakeholders to take part in the working groups described below. A stakeholder should not be represented by more than one person when members are appointed to the working groups. The size of the working groups should be restricted to 8-12 participants. Acceptance or rejection of nominations shall be motivated in relation to the requirements for a balanced representation in the working group/committee and available resources for development of the standard.
- The Swedish PEFC working group on systems and routines for timber production & environment shall be responsible for elaborating and presenting to the Forum any proposals for revisions regarding the Forest management- and Environmental standard.
- The Swedish PEFC working group on systems and routines for social issues shall be responsible for elaborating and presenting to the Forum any proposals for revisions regarding the Social standard.
- The Swedish PEFC working group on systems and routines for Chain of Custody certification shall be responsible for elaborating and presenting to the Forum any proposals for revisions regarding the standard's connection to the international Chain of Custody standard.
- The work of the working group/committee shall be organized in an open and transparent manner where:
  - working drafts shall be available to all members of the working group/committee,
  - all members of the working group shall have the possibility to contribute to the working drafts in a meaningful way, and
  - comments and views from all members of the working group/committee shall be taken into consideration in an open and transparent manner, and decisions as well as proposed changes shall be documented.
- The Forum shall organize an open seminar to present and discuss the proposed procedures and prerequisites given by the board of the Swedish PEFC.
- The Forum shall organize an open seminar to present and discuss the first standard draft to be published on [www.pefc.se](http://www.pefc.se) for public consultation.

- The Forum shall organize an open seminar to present and discuss the results from the public consultation on the internet as well as the second draft of the standard proposed to be adopted by the Forum.
- The Forum shall organize a special hearing with the Forest, Environmental and Cultural heritage authorities towards the end of the Forum process to evaluate the draft standard in relation to policies, laws and ordinances.
- The final draft standard shall thereafter clearly be announced and easily available on [www.pefc.se](http://www.pefc.se) for reading, comments and evaluation during at least 60 days. The starting and closing dates of this public consultation shall be specified in the announcement. Special care shall be taken to ensure that key stakeholders, especially those who have chosen not to participate in the standard setting work, are informed about the consultation.
- After this, a summary of substantial matters, including the result of their processing in the Forum, shall be made available at [www.pefc.se](http://www.pefc.se).

#### **4. Pilot testing**

New elements of the standard that are taken into consideration by the Forum, and that are not well known and up to now practiced, shall be practically tested in the field. Criteria and indicators that the Forum preliminarily agrees on and wishes to include, but which are new and difficult to define to certified organizations/ companies or certifiers, shall also be tested in the field. Such practical tests shall be documented at [www.pefc.se](http://www.pefc.se) and experiences gained shall be included in the final standard.

#### **5. Maintenance of the standards**

The forest standard shall be revised every fifth year and maintained in between revisions.

- The board of the Swedish PEFC shall initiate revision of the standard by the establishment of a Forum, which shall be started 1½ years prior to the date of expiry of the current standard.
- A working group for system and routines for production and environment shall be responsible for maintenance in between the 5 year revisions.
- A working group for system and routines for social issues shall be responsible for maintenance in between the 5 year revisions.
- A working group for system and routines for structural- and other requirements shall be responsible for maintenance in between the 5 year revisions.

#### **6. Documentation of the Swedish PEFC standard setting procedure**

- The Forum meetings shall be documented and published on the web [www.pefc.se](http://www.pefc.se).
- All incoming comments during the standard setting process - before and after the draft is presented - shall be documented electronically and on paper. Also incoming letters and oral comments by phone or live shall be summarized. All comments shall be presented to the Forum, discussed, and taken into consideration. When such proposals

improve the criteria or indicators, they shall be included in the standard. All incoming comments shall be documented on paper.

- All documentation shall be kept for at least five years.

### **7. Openness and general availability**

The PEFC secretariat shall act as a function for contact regarding information, requests, and complaints connected to the standard development work. The function for contact including name and telephone number shall be made easily available via [www.pefc.se](http://www.pefc.se). Forum activities shall be currently documented at [www.pefc.se](http://www.pefc.se), in Swedish. The drafts to Forest standard shall be translated into English and documented on the web, [www.pefc.se](http://www.pefc.se).

### **8. Appeal and complaint procedures**

During the standard setting process, the Forum shall, via its board, aim for total consensus of the entire group. The group may however initially disagree. This may be the case for in the Forum internally raised matters, or for external ideas and proposals. In such cases, the appeal- and complaint procedure shall be initiated by the board of the Forum.

When a complaint has been received, the Forum shall, via its board:

- a) confirm receipt of the complaint to the complainant
  - b) collect and verify all information necessary to validate the complaint, evaluate the factual matter of the complaint in an impartial and objective manner, and make a decision regarding the complaint, and
  - c) formally, within three months, inform the complainant about the decision made on the complaint and its handling.
- The first step in the appeal process shall be to appoint an independent person from outside the Forum, well informed on the matter under dispute. Such a person shall bring in the necessary external expertise and together with the disagreeing in the Forum, form a working group to settle the dispute. In case the working group proposal for settlement is not reaching consensus in the Forum, it shall vote by category (I-III), one vote per organization. The majority in each category (I-III) shall form the opinion of the category. If all three categories agree, the result is the Forum's agreement. If two categories agree and one disagrees, the board of the Forum shall appoint an arbitration board of three persons which shall consider whether prerequisites for PEFC interpretation of consensus (ISO) have been met, and settle the dispute or send it back to the Forum.

### **9. The agreed Forest standard**

When the Standard Forum has finished its work, it shall report back to the board of the Swedish PEFC and hand over the agreed Forest standard for approval and further processing in the PEFC system. The formally approved standard/the normative documents shall be published in an appropriate way, no later than the application date and be made publicly available.

The board of the Swedish PEFC shall decide on application date and date for expiry of the transition period for revised standards/normative documents.

- The time period from publication of the standard to application date shall not exceed one year. This is needed for approval of revised standards/normative documents, to introduce changes and for dissemination of information and training.
- The transition period shall not exceed one year, except for cases where justified exceptional conditions requires a longer period for implementation of revised standards/normative documents.