



SCS Forest Conservation Program Application Form

- SCS LegalHarvest™ Verification: Forest Assessment • FSC Controlled Wood
- FSC Forest Certification Pre-Assessment and Full Assessment

GENERAL COMPANY INFORMATION

1. **Legal company name:** *(as it would appear on the report/certificate)*

2. **Primary company address:**

Street:

City, State/Province, Zip/Postal Code:

Country:

Website:

3. **Primary company contact person:**

Name:

Phone:

Cell:

E-mail:

Fax:

4. **Billing contact person:**

Name:

Phone:

Cell:

E-mail:

Fax

CERTIFICATION INFORMATION

5. **Type of services required:** *(check all that apply)*

- LegalHarvest™ Verification
- FSC Controlled Wood
- FSC Forest Management Preliminary Evaluation (Pre-Assessment)
- FSC Forest Management Full Assessment
- FSC Forest Management Certificate Transfer
- SCS Stepwise Not sure/ Other *(please describe)*

6. **How would you assess your company's level of preparedness for a legality or forest management assessment?** New to this process Previously certified/audited

Comments:

7. **Desired date/time frame for certification decision and award of certification (if warranted):**

8. **Desired date/time frame certification assessment:**

FOREST MANAGEMENT UNIT INFORMATION

9. **Type of Forest Management Operation:** (check all that apply)

- Private Company/Landowner
 Public Agency/ land manager Group /multi-site forest management
 Community Forest
 Other (please describe)

10. **Description of Operations:**

a. **Size of forest management unit:** (select acres or hectares)

Total forest area:

Productive forest area:

Approximate area actively managed in a typical year:

Layout of Forest Management Unit (e.g., 10,000 acres divided into 3 large units):

Travel Time between Units or Areas:

b. **Forest landscape characteristics:**

Forest type: Natural (*boreal, tropical, temperate, etc*): Plantation

Species harvested: (add more as necessary)

Common name	Scientific name	Annual harvest (m ³ or other units)

c. **Employee base:**

Number of employees:

Number of contract workers:

d. **Forest management history:**

Year most forestlands acquired:

Year plantations established (if applicable):

Year timber harvesting began:

Is there a forest management plan(s)?

e. **Additional project information (e.g., history, background, structure of group management, etc.):**

11. Are there any primary or secondary wood processing facilities located within the FMU or otherwise associated with the Forest Management Organization? Yes No

E.g., facilities may include a chipping operation, portable or permanent sawmill, veneer mill, pulp mill, etc.

If yes, please describe the facility associated with the forest management unit under assessment: *Please include location, size, type of operation and ownership. Depending on the type of facility, a separate chain-of-custody audit may be required.*

12. This application is for ALL or SOME of the forest products or species your company produces/sells.

If some, please explain which products are under the scope of the audit, and how these products will be kept separate:

13. Multi- site and group FSC certification/legality verification: *single site applicants, skip to #14*

A company with multiple locations to be included in one certificate has two options for management:

1. The company may allow each site to manage its own FSC certification/legality program – SCS will conduct audits of all participating sites;
2. The company may manage the program through a multi-site or group administrator. This administrator must implement a set of internal procedures that includes annual internal audits of participating sites/members, which will allow SCS to conduct audits of a *sample* of participating sites.

- Each site will administer its own program Sites managed through a group/central office administrator
 Not sure

***Multi-site/group clients, please list all participating forest sites:**

FMU ¹ name	FMU address	FMU area (ha)	Forest type (<i>natural, plantation, community managed, etc</i>)	Species harvested	Annual harvest (m ³ or other units)

¹ Forest management unit (FMU): a clearly defined forest area with mapped boundaries, managed by a single managerial body to a set of explicit objectives which are expressed in a self-contained multi-year management plan.

AUDITING SERVICES

14. Nearest major airport (and distance to your facility from the airport):

15. How did you identify Scientific Certification Systems (SCS) to provide this service?

- SCS website
- Referral from:
- Heard SCS speak at a conference:
- Other:

16. Are there additional SCS certification services or environmental claims your company may wish to pursue? (e.g., forest carbon/Greenhouse Gas Verification, FSC Chain-of-Custody (CoC), Recycled Content Claims, Indoor Air Quality, Salvaged Wood, Environmentally Preferable Product, etc.)

17. Additional information or comments:

AFFIRMATION

I affirm that the information provided herein is true and correct to the best of my knowledge, and that I am duly authorized to sign this application. Should our company decide to pursue certification, I agree to supply any information that is deemed necessary for the audit of the operation and/or products to be certified, as well as to comply with all relevant standards.

Name:	Signature:
Title:	Date:

Please return this application to either:

Neil Mendenhall
Program Manager, Legal Harvest Verification Services
E-mail: nmendenhall@scscertified.com
or via fax to: 1 510.452.6898
Phone: 1 510.452.8018

-or-

Brendan Grady
Program Manager, Forest Management Certification
E-mail: bgrady@scscertified.com
or via fax to: 1 510.452.6898
Phone: 1 510.452.8034

As soon as we process your application, we will provide you with our proposal via e-mail.

Thank you for choosing SCS.