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Foreword

This FSC standard sets out the definitions of terms used in FSC Standards, FSC Guidelines, and FSC Policies.

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A Scope

This FSC standard is for use by the FSC International Center, FSC Regional Offices, FSC National Initiatives and FSC working groups in the development of all documents.

B Standard effective date

This standard shall be used from 1st April 2004.

C References

Convention on Biological Diversity, 1992
Dictionary of Business, Oxford University Press, 1996
Forest Certification Handbook, Upton and Bass, 1995
FSC-STD-01-001 FSC Principles and Criteria for Forest Stewardship, FSC, February 2000
FSC-STD-01-003 SLIMF Eligibility Criteria, FSC, December 2003
ISO/CASCO 193
ISO/IEC Guide 2:1991
ISO 14050: 1998(E/F) Environmental management - vocabulary
ITTO Criteria and Indicators for Sustainable Management of Natural Tropical Forests
Leemans, Rik, 1990. Global data sets collected and compiled by the Biosphere Project, Working Paper, IIASA-Laxenburg, Austria

1 Notes on use

- 1.1 This glossary gives the meanings of words as they are used in English language documents by the FSC International Center.
- 1.2 Definitions in italics are those included in the glossary to the FSC Principles and Criteria for Forest Stewardship (February 2000). These definitions may only be changed on the basis of a formal vote of the FSC General Assembly.

2 FSC Glossary of terms

accreditation body: a body that conducts and administers an accreditation system and grants accreditation [ISO/CASCO 193 paragraph 6.2].

accreditation criteria: a set of requirements that is used by an accreditation body, to be fulfilled by a conformity assessment body in order to be accredited [ISO/CASCO 193 paragraph 6.4].

accreditation system: a system that has its own rules of procedure and management for carrying out accreditation. Note: accreditation of conformity assessment bodies is normally awarded following successful assessment and is followed by appropriate surveillance [ISO/CASCO 193 paragraph 6.1].

accreditation: the procedure by which an authoritative body gives formal recognition that a body or person is competent to carry out specific tasks [ISO/IEC Guide 2:1991 paragraph 13.7 and ISO/CASCO 193 paragraph 1.11]; in this manual, the procedure by which an accreditation body gives written assurance that a certification body conforms with the requirements of an accreditation system.

accredited body: a body to which accreditation has been granted [ISO/CASCO 193 paragraph 6.3].

agent: a person or legal entity with the authority to act on behalf of a principal, under an express or implied agreement and in return for a fee, to negotiate or arrange contracts, purchases, sales or transfer of timber and/or other timber or non timber forest products, and who does not take legal or physical possession of the goods.

applicant (for certification): a person or body that seeks to obtain a licence from a certification body [ISO/IEC Guide 2:1991 paragraph 14.6].

approval: permission for a product, process or service to be marketed or used for stated purposes or under stated conditions [ISO/IEC Guide 2:1991 paragraph 15.9 and ISO/CASCO 193 paragraph 5.1].

assurance of conformity: a procedure resulting in [ISO/IEC Guide 2] or an activity implemented to provide [ISO/CASCO 193] a statement giving confidence that a product, process or service fulfils specified requirements. Note: For a product, the statement may be in the form of a document, a label or other equivalent means. It may also be printed in or applied on a communication, a catalogue, an invoice, a user instructions manual, etc. relating to the product [ISO/IEC Guide 2:1991 paragraph 13.5 and ISO/CASCO 193 paragraph 4.1].

auditor: an individual who is qualified and authorised to undertake all or any portion of an evaluation within an accreditation or certification scheme.

audit team: group of auditors, or a single auditor, designated to perform a given audit

NOTE 1: The audit team may also include technical experts and auditors-in-training.

NOTE 2: One of the auditors on the audit team performs the function of lead auditor.

[ISO 14050: 1998 (E/F)].

authority: a body that has legal powers and rights. Note: An authority can be regional, national or local [ISO/IEC Guide 2:1991 paragraph 4.5].

bilateral arrangement: recognition arrangement that covers the acceptance of each other's results by two parties [ISO/IEC Guide 2: 1996(E/F/R)].

biological control agents: *Living organisms used to eliminate or regulate the population of other living organisms.*

biological diversity values: *The intrinsic, ecological, genetic, social, economic, scientific, educational, cultural, recreational and aesthetic values of biological diversity and its components. (see Convention on Biological Diversity, 1992).*

biological diversity: *The variability among living organisms from all sources including, inter alia, terrestrial, marine and other aquatic ecosystems and the ecological complexes of which they are a part; this includes diversity within species, between species and of ecosystems. (see Convention on Biological Diversity, 1992).*

body: a legal or administrative entity that has specific tasks and composition. Note: examples of bodies are organizations, authorities, companies and foundations [ISO/IEC Guide 2:1991 paragraph 4.1].

broker: a person or other legal entity that buys and sells timber and/or other timber or non timber forest products and negotiates contracts, purchases, sales or transfers of products on behalf of third parties, and who takes legal and/or physical possession of the goods.

certificate of conformity: a document issued under the rules of a certification system, indicating that adequate confidence is provided that a duly identified product, process or service is in conformity with a specific standard or other normative document [ISO/IEC Guide 2:1991 paragraph 14.8 and ISO/CASCO 193 paragraph 4.5].

certificate registration code: a unique code or number issued by a certification body to a certificate holder; and (in this manual) by FSC to an accredited certification body.

certificate holder: person or other legal entity to which a certification body has issued a certificate of conformity.

certification body: a body that conducts certification of conformity. Note: a certification body may operate its own testing and inspection activities or oversee these activities carried out on its behalf by other bodies [ISO/IEC Guide 2:1991 paragraph 14.3]; **certification/registration body:** a third party which assesses and registers the quality system standards and any supplementary documentation required under the system [ISO/CASCO 227 paragraph 3.2]. Although the word "certifier" is used in the FSC Statutes, the more generally accepted ISO term is used throughout the manual.

certification decision making entity: the entity which has been defined by the certification body as responsible for making certification decisions.

certification scheme: certification system as related to specified products, processes or services to which the same particular standards and rules, and the same procedure, apply. Note: the term "certification programme" is used in some countries to cover the same concept as "certification scheme" [ISO/IEC Guide 2:1991 paragraph 14.2].

certification system: system that has its own rules of procedure and management for carrying out certification of conformity. Note 1: Certification systems may be operated at, for example, national, regional or international level. Note 2: The central body that conducts and administers a certification system may decentralize its activities and rights to certify conformity. [ISO/IEC Guide 2:1991 paragraph 14.1].

certification trademark: the mark licensed by a certification body, which indicates conformity with the requirements of a certification scheme.

certification/registration document: a document indicating that a supplier's quality system conforms to specified quality system standards and any supplementary documentation required under the

system [ISO/CASCO 227 paragraph 3.3].

certification/registration system: a system having its own rules of procedure and management for carrying out the assessment leading to the issue of a certification/registration document and its subsequent maintenance [ISO/CASCO 227 paragraph 3.4].

certification: the procedure by which a third party gives written assurance that a product, process or service conforms with specified requirements [ISO/IEC Guide 2:1991 paragraph 13.5.2 and ISO/CASCO 193 paragraph 4.1.2].

chain of custody verification: verification that the source(s) of a specified forest product is/are a forest(s) that has/have been awarded a certificate(s) for forest stewardship by a FSC-accredited certification body.

chemical pesticide: a synthetic chemical pesticide produced by a manufacturing process (FSC-POL-30-601 FSC Chemical Pesticides Policy July 2002-07)

chemicals: *the range of fertilizers, insecticides, fungicides, and hormones which are used in forest management.*

client: organization commissioning an evaluation.

NOTE 1: The client may be the auditee, or any other organization which has the regulatory or contractual right to commission an audit.

[adapted from ISO 14050:1998 (E/F).

code of practice: a document that recommends practices or procedures for the design, manufacture, installation, maintenance or utilization of equipment, structures or products [ISO/IEC Guide 2:1991 paragraph 3.4].

chain of custody: *the channel through which products are distributed from their origin in the forest to their end-use.*

community forestry: forest management where the management and use of forest and tree resources is controlled by local communities (adapted from FAO, 1997).

comparable standards: standards on the same products, processes or services, approved by different standardizing bodies, in which different requirements are based on the same characteristics and assessed by the same methods, thus permitting unambiguous comparison of differences in the requirements [ISO/IEC Guide 2:1991 paragraph 6.9].

compatibility: suitability of products, processes or services for use together under specific conditions to fulfil relevant requirements without causing unacceptable interactions [ISO/IEC Guide 2:1991 paragraph 2.2].

conditions: remedial actions which must be undertaken according to an agreed schedule subsequent to accreditation being obtained; see pre-conditions.

conformity assessment: any activity concerned with determining directly or indirectly that relevant requirements are fulfilled.

NOTE: Typical examples of conformity assessment activities are sampling, testing and inspection; evaluation, verification and assurance of conformity (supplier's declaration, certification); registration, accreditation and approval as well as their combinations [ISO/IEC Guide 2:1996].

conformity assessment body: a body that performs conformity assessment [ISO/CASCO 193 paragraph 1.3].

conformity assessment scheme: conformity assessment system as related to specified products, processes, or services to which the same particular standards and rules, and the same procedure, apply.

NOTE 1: The term 'programme' is used in some countries to cover the same concept as 'scheme'.

[ISO/IEC Guide 2: 1996].

NOTE 2: In this terminology, the FSC system for the certification and labelling of forest products is a conformity assessment scheme.

conformity surveillance: evaluation for conformity to determine the continuing conformity with specified requirements [ISO/IEC Guide 2:1991 paragraph 13.3.4 and ISO/CASCO 193 paragraph 3.6].

conformity testing: evaluation for conformity to by means of testing [ISO/IEC Guide 2:1991 paragraph 13.3.2 and ISO/CASCO 193 paragraph 3.4].

conformity: fulfilment by a product, process or service of specified requirements [ISO/IEC Guide 2:1991 paragraph 13.1 and ISO/CASCO 193 paragraph 1.1]. In this manual, the terms "conformity" and "compliance" are used interchangeably. "Conformity" is the preferred ISO word, but "compliance", the preferred British Standards Institute (BSI) word, is used where it reads better in English.

consensus: general agreement, characterized by the absence of sustained opposition to substantial issues by any important part of the concerned interests and by a process that involves seeking to take into account the views of all parties concerned and to reconcile any conflicting arguments. Note: Consensus need not imply unanimity. [ISO/IEC Guide 2:1991 paragraph 1.7].

Corrective Action Request (CAR): the formal document which details non-conformity with the requirements of the certification scheme and which specifies actions that must be taken to achieve conformity. CARs may be issued by FSC to certification bodies, or by certification bodies to certificate holders. CARs are the means by which the certification body ensures that continuous improvement actually takes place. CARs can be either *minor* or *major* [Upton, paper for the IPF intersessional, Brisbane May 1996].

A *minor* CAR is raised when a single observed lapse has been identified in a procedure required as part of the forestry organization's management system.

A *major* CAR is raised when there is an absence, or a total breakdown, of a procedure required as part of the assessed organization's management system."

criterion (pl. criteria): *a means of judging whether or not a Principle (of Forest Management) has been fulfilled.*

"a category of conditions or processes by which forest management can be assessed: a criterion is characterized by a set of related indicators which are monitored periodically; " [adapted from The Montreal Process].

customary rights: *rights which result from a long series of habitual or customary actions, constantly repeated, which have by such repetition and by uninterrupted acquiescence, acquired the force of a law within a geographical or sociological unit.*

deemed-to-satisfy provision: a provision that indicates one or more means of compliance with a requirement of a normative document [ISO/IEC Guide 2:1991 paragraph 7.6].

ecosystem: *a community of all plants and animals and their physical environment, functioning together as an interdependent unit.*

endangered species: *any species which is in danger of extinction throughout all or a significant portion of its range.*

evaluation for conformity: a systematic examination of the extent to which a product, process or service fulfils specified requirements [ISO/IEC Guide 2:1991 paragraph 13.3 and ISO/CASCO 193 paragraph 3.1].

evaluation: a third party examination and assessment of an FMU's management systems to determine the degree of conformity against a specified standard; and to validate their effective implementation [adapted from Upton and Bass];

exotic species: *an introduced species not native or endemic to the area in question.*

forest integrity: *the composition, dynamics, functions and structural attributes of a natural forest.*

forest management enterprise: an organization or other single legal entity engaged in forest management.

NOTE: the forest management enterprise may be responsible for forest management over one or more forest management units.

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.

Examples of forest management units:

An FMU may be a community managed forest; a privately owned estate incorporating several blocks of woodland that are managed within an consolidated management plan; a management subdivision of a national forest service covered by a consolidated management plan;

The forest of a region or country consisting of many independent forest owners would not be an FMU (because it is not managed by a single, recognised managerial body according to a self-contained, multi-year management plan);

The regional subdivision of a national forest service could be an FMU if it is managed according to a set of explicit objectives expressed in a self-contained multi-year management plan.

NOTE 1: A single, large FMU may be divided into several smaller FMUs by the development of independent management plans for each of the smaller areas. Conversely, several smaller FMUs may be consolidated to create a single, large FMU if the management plans are integrated into a single plan covering the whole area and managed by the same managerial body.

NOTE 2: It is not a requirement that all the forest area within an FMU be contiguous. An FMU may consist of a number of separate sites or blocks of forest.

forest management/manager: *the people responsible for the operational management of the forest resource and of the enterprise, as well as the management system and structure, and the planning and field operations.*

forest stewardship certification: certification of forest management enterprises for conformity with the FSC Principles and Criteria for Forest Stewardship.

Forest Stewardship Standard

The normative document which specifies the requirements with which a forest management enterprise must conform in order to obtain FSC certification. Such a standard must include the exact language of the FSC Principles and Criteria for Forest Stewardship, together with the additional

indicators necessary to permit implementation at the level of the forest management unit.

forest stewardship: forest management which, in conformity with the FSC Principles and Criteria for Forest Stewardship, is environmentally responsible, socially beneficial, and economically viable.

forest zone: category of forest derived from the Holdridge Life Zones data set (Leemans, Rik, 1990. Global data sets collected and compiled by the Biosphere Project, Working Paper, IIASA-Laxenburg, Austria). FSC classifies forest zones as boreal, temperate, subtropical or tropical.

FSC accreditation criteria: the set of requirements by which FSC determines whether a certification body can be accredited. In this manual, the requirements are divided into individual sections which are subdivided into threshold requirements. Each threshold requirement defines the level of performance which the certification body must achieve in order to be accredited.

FSC accreditation report: the report written by the FSC Secretariat which: describes the evaluation of a certification body for FSC accreditation; lists the findings from the evaluation; and makes a recommendation to the FSC Board as to whether accreditation should be granted. The methodology used for the evaluation is described in this manual.

FSC accreditation: formal recognition that a certification body is competent to evaluate forest management enterprises for conformity with FSC-recognised standards of forest stewardship, and/or is competent to evaluate suppliers as supplying products sourced from certified forest management enterprises.

FSC Board: the FSC Board of Directors. The FSC Board consists of nine (9) members who are directly elected by the individual FSC Members. The status and duties of the FSC Board of Directors are defined in the FSC Statutes, paragraphs 49 to 60. The FSC Board has full responsibility for making accreditation decisions.

FSC certification report: the report written by the certification body which: describes the evaluation of a supplier for the purpose of certification; describes the methodology used for the evaluation which is based on FSC Principles; lists the findings from the evaluation; and makes a recommendation as to whether certification should be granted.

FSC certification scheme: the complete system of certification of forest management enterprises and verification of chain of custody of forest products from these enterprises, including the accreditation of certification bodies authorised by FSC.

FSC Chair: Chairperson of the FSC Board of Directors.

FSC Contact Person: individual as described in the FSC Statutes, paragraph 72.a, and who has been formally accredited as such by the FSC Board.

FSC evaluation team leader: member of the FSC evaluation team designated as leader by the FSC Secretariat.

FSC evaluation team: FSC personnel (i.e., staff and/or consultants who are appointed by and report to the FSC Executive Director) who are designated to undertake field work for evaluation and/or monitoring of certification bodies.

FSC Executive Director: the FSC Executive Director is appointed by and reports to the FSC Board. The role of the Executive Director is to implement the policy decisions of the FSC Board. The status and duties of the FSC Executive Director are defined in the FSC Statutes, paragraphs 61 to 71. The Executive Director recommends to the FSC Board whether or not an applicant certification body should be accredited.

FSC General Assembly: the highest authority of FSC is the General Assembly, which consists of individual Members and the designated representatives of member organizations. The General Assembly meets every two to three years. Its principal functions are: the election of FSC Board Members; the ratification of revisions of the FSC Statutes, and of the FSC Principles and Criteria for

Forest Stewardship; the admittance and destitution of FSC Members; and the resolution of disputes (FSC Statutes, paragraphs 11 to 22).

FSC guidelines: supplementary information approved by a recognised FSC body and designed to facilitate the implementation of an associated FSC Standard or FSC Policy

FSC international policy: a course of action or guiding principle applicable internationally and approved by the FSC Board of Directors

FSC international standard: a standard developed by FSC approved by the FSC Board of Directors and applicable internationally.

FSC logo: the FSC logo consists of a half tree, half tick (or check), together with the initials FSC. It is designed for use on labels, claims and forest products certified with the FSC certification scheme. The FSC logo is an internationally registered trademark and its use is controlled by legally binding contracts.

FSC member: FSC is an association of its members. The criteria for membership, application process, membership dues, and provisions for destitution, suspension, withdrawal and readmission of members are described in the FSC Statutes, paragraphs 23 to 48.

FSC National Initiative:

FSC personnel: staff and/or consultants who are appointed by and report to the FSC Executive Director.

FSC Principles and Criteria: The 10 Principles and 56 associated Criteria specified in the document 'FSC Principles and Criteria of Forest Stewardship (February 2000).

The FSC Principles and Criteria are endorsed by the FSC members as the international basis for the definition of forest stewardship and for the development of regional, national or sub-national Forest Stewardship Standards.

FSC product group. A group of products specified by a manufacturer, which share the same set of input materials in approximately the same proportions, and which are grouped together for the purpose of FSC chain of custody control and labelling. FSC product groups may be more or less narrowly defined. Examples of product groups include: a line of furniture made of wood of a single species; a particular furniture item (e.g. a desk) made according to a single specification; a range of paper items made with the same paper stock; a variety of dimensions of sawnwood of a single species.

FSC product group list. The list of all FSC product groups that a supplier requests be included within the scope of its FSC chain of custody certificate.

FSC Secretariat: the FSC Secretariat is composed of personnel appointed by and reporting to the Executive Director to assist in the implementation of FSC policy. The Secretariat is based in Oaxaca, Mexico.

FSC trademarks: the initials 'FSC', the words 'Forest Stewardship Council', and the FSC Logo are registered trademarks (see *FSC Logo* above).

FSC Working Group: a working group as described in the FSC Statutes, paragraph 72.b, and which has been formally recognised as such by the FSC Board.

FSC-certified forest management unit: a forest management unit certified by an FSC-accredited certification body as complying with a specified FSC Forest Stewardship Standard.

FSC-certified product: A product that has been certified by an FSC-accredited certification body as complying with specified FSC standards.

FSC-certified: certified by an FSC-accredited certification body as complying with specified FSC standards.

genetically modified organisms: *biological organisms which have been induced by various means to consist of genetic structural changes.*

group certificate

A certificate issued to a group manager covering a number of forest management units (FMUs) or other sites owned or managed by several distinct legal entities.

group certification

An arrangement by which forest management units (FMUs) or other sites owned or managed by a number of distinct legal entities (group members) may be evaluated and subsequently certified within the scope of a single certificate.

group manager

The legal entity that applies for group certification, and holds any group certificate that is issued. The group manager may be an individual (e.g. a 'resource manager'), a cooperative body, an owner association, or other similar legal entity. The group manager is responsible to the certification body for ensuring that the requirements of certification are complied with for all the forest management units or other sites within the scope of the certificate.

group member

A legal entity which owns one or more forest management units or other sites that are included in the scope of a group certification.

NOTE: Managers who manage forest management units on behalf of third parties may not be members of a group. i.e. 'groups of group managers' are not permitted.

harmonized standards: standards on the same subject approved by different standardizing bodies, that establish interchangeability of products, processes and services, or mutual understanding of test results or information provided according to these standards. Note 1: Within this definition, harmonized standards might have differences in presentation and even in substance, e.g. in explanatory notes, guidance on how to fulfil the requirements of the standard, preferences for alternatives and varieties. Note 2: The term "equivalent standards" is sometimes used to cover the same concept as "harmonized standards". [ISO/IEC Guide 2:1991 paragraph 6.1].

High Conservation Value Forests: *High Conservation Value Forests are those that possess one or more of the following attributes:*

a) forest areas containing globally, regionally or nationally significant concentrations of biodiversity values (e.g. endemism, endangered species, refugia); and/or large landscape level forests, contained within, or containing the management unit, where viable populations of most if not all naturally occurring species exist in natural patterns of distribution and abundance

b) forest areas that are in or contain rare, threatened or endangered ecosystems

c) forest areas that provide basic services of nature in critical situations (e.g. watershed protection, erosion control)

d) forest areas fundamental to meeting basic needs of local communities (e.g. subsistence, health) and/or critical to local communities' traditional cultural identity (areas of cultural, ecological, economic or religious significance identified in cooperation with such local communities).

High Income countries: countries defined as 'High-Income' according to United Nations criteria. These are currently (1996): Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Hong Kong, Ireland, Israel, Italy, Japan, Netherlands, New Zealand, Norway, Singapore, Spain, Sweden, Switzerland, United Arab Emirates, United Kingdom, United States [FSC Statutes paragraph 15].

indicator: a quantitative or qualitative variable which can be measured or described, and which provides a means of judging whether a forest management unit complies with the requirements of an FSC Criterion. Indicators and the associated thresholds thereby define the requirements for responsible forest management at the level of the forest management unit and are the primary basis of forest evaluation.

Indigenous lands and territories: *the total environment of the lands, air, water, sea, sea-ice, flora and fauna, and other resources which indigenous peoples have traditionally owned or otherwise occupied or used. (Draft Declaration of the Rights of Indigenous Peoples: Part VI)*

Indigenous peoples: *"The existing descendants of the peoples who inhabited the present territory of a country wholly or partially at the time when persons of a different culture or ethnic origin arrived there from other parts of the world, overcame them and, by conquest, settlement, or other means reduced them to a non-dominant or colonial situation; who today live more in conformity with their particular social, economic and cultural customs and traditions than with the institutions of the country of which they now form a part, under State structure which incorporates mainly the national, social and cultural characteristics of other segments of the population which are predominant." (Working definition adopted by the UN Working Group on Indigenous Peoples).*

inspection: evaluation for conformity by measuring, observing, testing or gauging the relevant characteristics [ISO/IEC Guide 2:1991 paragraph 13.3.1]; conformity evaluation by observation and judgement accompanied as appropriate by measurement, testing or gauging [ISO/CASCO 193 paragraph 3.2].

instruction: a provision that conveys an action to be performed [ISO/IEC Guide 2:1991 paragraph 7.3].

interface standard: a standard that specifies requirements concerned with the compatibility of products or systems at their points of interconnection [ISO/IEC Guide 2:1991 paragraph 5.7].

international standard: standard that is adopted by an international standardizing/standards organization and made available to the public [ISO/IEC Guide 2: 1996, definition 3.2.1.1]

landscape: *a geographical mosaic composed of interacting ecosystems resulting from the influence of geological, topographical, soil, climatic, biotic and human interactions in a given area.*

lead auditor: person qualified to manage and perform audits

[adapted from ISO 14050: 1998 (E/F)].

legal entity: an entity having legal personality, that is, capable of enjoying and being subject to legal rights and duties.

license (for certification): a document, issued under the rules of a certification system, by which a certification body grants to a person or body the right to use certificates or marks of conformity for its products, processes or services in accordance with the rules of the relevant certification scheme [ISO/IEC Guide 2:1991 paragraph 14.5 and ISO/CASCO 193 paragraph 4.3]

licensee (for certification): a person or body that has obtained a license from a certification body [ISO/IEC Guide 2:1991 paragraph 14.7]; a person or body to which a license has granted [adapted from ISO/CASCO 193 paragraph 4.4].

local laws: *includes all legal norms given by organisms of government whose jurisdiction is less than the national level, such as departmental, municipal and customary norms*

long term: *the time-scale of the forest owner or manager as manifested by the objectives of the management plan, the rate of harvesting, and the commitment to maintain permanent forest cover. The length of time involved will vary according to the context and ecological conditions, and will be a function of how long it takes a given ecosystem to recover its natural structure and composition*

following harvesting or disturbance, or to produce mature or primary conditions.

major failure in an FSC Principle: non-compliance(s) with the requirements of a Forest Stewardship Standard sufficient to disqualify a candidate from certification, or lead to decertification.

mark of conformity (for certification): a protected mark, applied or issued under the rules of a certification system, indicating that adequate confidence is provided that the relevant product, process or service is in conformity with a specific standard or other normative document [ISO/IEC Guide 2:1991 paragraph 14.9 and ISO/CASCO 193 paragraph 4.6].

means of verification: a potential source of information or evidence that allows an auditor to evaluate compliance with an indicator (qv).

member of a certification system: a certification body that operates under the rules of the system and has the opportunity to take part in the management of the system [ISO/IEC Guide 2:1991 paragraph 14.12].

multilateral arrangement: recognition arrangement that covers the acceptance of each other's results by more than two parties [ISO/IEC Guide 2: 1996(E/F/R)]

multiple FMU certification

A certification for which the scope includes more than one forest management unit (FMU) managed by the same forest management enterprise.

national and regional bodies and initiatives: four types are defined in the FSC Statutes, paragraph 72: FSC contact person; FSC (national) Working Group; FSC (national or regional) advisory board, FSC national or regional office. These initiatives must be formally recognised by FSC.

native species: *a species that occurs naturally in the region; endemic to the area.*

natural cycles: *nutrient and mineral cycling as a result of interactions between soils, water, plants, and animals in forest environments that affect the ecological productivity of a given site.*

Natural forest: *forest areas where many of the principal characteristics and key elements of native ecosystems such as complexity, structure and diversity are present, as defined by FSC approved national and regional standards of forest management.*

non-compliance: non-fulfilment of a requirement of a standard. A non-compliance may be considered minor or major:

minor non-compliance: a temporary, unusual or non-systematic non-compliance, for which the effects are limited;

major non-compliance: a non-compliance for which the effects prejudice the achievement of the objectives of the standard. A number of minor non-compliances may be considered to have a cumulative effect, and therefore be considered together to constitute a major non-compliance.

non-compliance with a Forest Stewardship Standard: failure to meet the threshold requirement(s) of an indicator of a Forest Stewardship Standard. Such non-compliance may be considered 'minor' or 'major':

minor non-compliance with a Forest Stewardship Standard : a non-compliance may be considered minor if:

- it is a temporary lapse, or
- it is unusual/ non-systematic, or
- the impacts of the non-compliance are limited in their temporal and spatial scale, and

- prompt corrective action has been taken to ensure that it will not be repeated, and
- it does not result in a fundamental failure to achieve the objective of the relevant FSC Criterion.
- **major non-compliance with a Forest Stewardship Standard:** a non-compliance shall be considered major if, either alone or in combination with further non-compliances of other indicators, it results in, or is likely to result in a fundamental failure to achieve the objective of the relevant FSC Criterion in the Forest Management Unit(s) within the scope of the evaluation. Such fundamental failure shall be indicated by non-compliances which:
 - continue over a long period of time, or,
 - are repeated or systematic¹, or
 - affect a wide area, or
 - are not corrected or adequately responded to by the forest managers once they have been identified.

non-timber forest products: *all forest products except timber, including other materials obtained from trees such as resins and leaves, as well as any other plant and animal products.*

normative document: a document that provides rules, guidelines or characteristics for activities or their results. Note: The term "normative document" is a generic term that covers such documents as standards, technical specifications, codes of practice and regulations [ISO/IEC Guide 2:1991 paragraph 3.1].

Northern: Northern organizations are those based in High Income countries (according to United Nations criteria), while Southern organizations are those based in Low, Middle and Upper-middle income countries (according to United Nations criteria) [FSC Statutes, paragraph 15].

organization: company, corporation, firm, enterprise, authority or institution, or part or combination thereof, whether incorporated or not, public or private, that has its own functions, administration and legal personality.

NOTE 1: For organizations with more than one operating unit, a single operating unit may be defined as an organization if it meets the specified requirements.

NOTE 2: definition adapted from ISO 14050: 1998 (E/F) by the addition of the requirement that the organization has its own legal personality.

other forest types: *forest areas that do not fit the criteria for plantation or natural forests and which are defined more specifically by FSC-approved national and regional standards of forest stewardship.*

participant in a certification system: a certification body that operates under the rules of the system without having the opportunity to take part in the management of the system [ISO/IEC Guide 2:1991 paragraph 14.11].

personnel: employed staff and consultants.

pest: organisms, which are harmful or perceived as harmful and as prejudicing the achievement of

¹ The certification body shall determine whether the number and impact of a series of minor non-compliances identified during sampling is sufficient to demonstrate 'systematic' failure (i.e. failure of management systems). If this is the case then the repeated instances of minor non-compliances shall constitute a major non-compliance.

management goals or the desired yields or profits. Some pests, especially introduced exotics, may also pose serious ecological threats, and suppression may be recommended. They include animal pests, plant weeds, pathogenic fungi and other micro-organisms (FSC-POL-30-601 FSC Chemical Pesticides Policy July 2002-07)

pesticide (including fungicide and herbicide): any substance, preparation or organism prepared or used in protecting plants or wood or other plant products from harmful organisms; in rendering such organisms harmless; and controlling organisms with harmful or unwanted effects. (The term pesticide is used here (instead of e.g. biocide) because (1) it is used in the FSC P&C and (2) the term biocide has other legal definitions and restrictions, and includes some household cleansing products). QV Chemical pesticide (FSC-POL-30-601 FSC Chemical Pesticides Policy July 2002-07)

plantation: *forest areas lacking most of the principal characteristics and key elements of native ecosystems as defined by FSC-approved national and regional standards of forest stewardship, which result from the human activities of either planting, sowing or intensive silvicultural treatments.*

precautionary approach: *tool for the implementation of the precautionary principle.*

pre-conditions: remedial actions which must be undertaken prior to accreditation being obtained; see conditions.

Principle: *an essential rule or element; in FSC's case, of forest stewardship.*

provision (of a normative document): an expression in the content of a normative document, that takes the form of a statement, an instruction, a recommendation or a requirement. Note: These types of provision are distinguished by the form of wording they employ, e.g. instructions are expressed in the imperative mood, recommendations by the use of the auxiliary "should" and requirements by the use of the auxiliary "shall" [ISO/IEC Guide 2:1991 paragraph 7.1].

reciprocity: a bilateral relationship where both parties have the same rights and obligations towards each other. Note 1: reciprocity can exist within a multilateral arrangement comprising a network of bilateral reciprocal relationships. Note 2: Though rights and obligations are the same, opportunities emanating from them may differ; this may lead to unequal relations between the parties. [ISO/CASCO 193 paragraph 1.12].

recognition arrangement: agreement that is based on the acceptance by one party of results, presented by another party, from the implementation of one or more designated functional elements of a conformity assessment system. Note 1: typical examples of recognition arrangements are testing arrangements, inspection arrangements and certification arrangements. Note 2: Recognition arrangements may be established at, for example, national, regional or international level. Note 3: an agreement limited to declaration of equivalence of procedures without acceptance of results does not meet the above definition. [ISO/IEC Guide 2: 1996(E/F/R)]

recommendation: a provision that conveys advice or guidance [ISO/IEC Guide 2:1991 paragraph 7.4].

registration: procedure by which a body indicates relevant characteristics of a product, process or service, or particulars of a body or person, in an appropriate, publicly available list [ISO/IEC Guide 2:1991 paragraph 13.6 and ISO/CASCO 193 paragraph 1.10]; in this manual, applies to formal recognition of accreditation or certification by inclusion on a publicly available list.

regulation: a document providing binding legislative rules, that is adopted by an authority [ISO/IEC Guide 2:1991 paragraph 3.5].

requirement: a provision that conveys criteria to be fulfilled [ISO/IEC Guide 2:1991 paragraph 7.5]. In this manual, the term "requirement" describes an action which is absolutely essential; the term "guideline" describes an action which is advisory.

silviculture: *the art of producing and tending a forest by manipulating its establishment, composition and growth to best fulfil the objectives of the owner. This may, or may not, include timber production.*

SLIMF (small or low intensity managed forest): a forest management unit which meets specific FSC requirements related to size and/or intensity of timber harvesting, and can therefore be evaluated by certification bodies using streamlined evaluation procedures. The applicable FSC requirements are defined in *FSC-STD-01-003 SLIMF Eligibility Criteria*.

SLIMF group: A group of forest management units each of which meets the criteria as a SLIMF.

Southern: Southern organizations are those based in Low, Middle and Upper-middle income countries (according to United Nations criteria), while Northern organizations are those based in High Income countries (according to United Nations criteria) [FSC Statutes paragraph 15].

stakeholder: individuals and organizations with a legitimate interest in the goods and services provided by an FMU; and those with an interest in the environmental and social effects of an FMU's activities, products and services. They include: those individuals and organizations which exercise statutory environmental control over the FMU; local people; employees; investors and insurers; customers and consumers; environmental interest and consumer groups and the general public [modified from Upton and Bass, 1995].

standard: document, established by consensus and approved by a recognised body, that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree of order in a given context

Note: Standards should be based on the consolidated results of science, technology and experience, and aimed at the promotion of optimum community benefits.

[ISO/IEC Guide 2: 1996, definition 3.2]

Note: In science and technology, the English word "standard" is used with two different meanings: as a normative document as ... in French "norme" ... and also as a measurement standard (in French "étalon"...)... This Guide [here, manual] is concerned solely with the first meaning [ISO/IEC Guide 2:1991 explanatory notes].

see also *standards*, below.

standardization: activity of establishing, with regard to actual or potential problems, provisions for common and repeated use, aimed at the achievement of the optimum degree of order in a given context. Note 1: In particular, the activity consists of the processes of formulating, issuing and implementing standards. Note 2: Important benefits of standardization are improvement of the suitability of products, processes and services for their intended purposes, prevention of barriers of trade and facilitation of technological cooperation. [ISO/IEC Guide 2:1991 paragraph 1.1].

standardizing body: a body that has recognized activities in standardization [ISO/IEC Guide 2:1991 paragraph 4.3].

standards body: standardizing body recognized at national, regional or international level, that has as a principal function, by virtue of its statutes, the preparation, approval or adoption of standards that are made available to the public. Note: a standards body may also have other principal functions. [ISO/IEC Guide 2:1991 paragraph 4.4].

state of the art: the developed stage of technical capability at a given time as regards products, processes and services, based on the relevant consolidated findings of science, technology and experience [ISO/IEC Guide 2:1991 paragraph 1.4].

statement: a provision that conveys information [ISO/IEC Guide 2:1991 paragraph 7.2].

succession: *progressive changes in species composition and forest community structure caused by natural processes (nonhuman) over time.*

supplier: the party that is responsible for ensuring that products meet and, if applicable, continue to meet, the requirements on which the certification is based [ISO/IEC Guide 65: 1996 (E)].

EXAMPLES: a forest management enterprise, or an applicant for chain of custody certification.

supplier's declaration: a procedure by which a supplier gives written assurance that a product, process or service conforms to specified requirements [ISO/IEC Guide 2:1991 paragraph 13.5.1 and ISO/CASCO 193 paragraph 4.1.1].

surveillance: periodic re-examination and validation [Upton and Bass]; (see also *evaluation, conformity surveillance*. Note that evaluation is for first time accreditation or certification; surveillance takes place thereafter (i.e., FSC surveillance of a certification body or a certification body surveillance of a certificate holder) (See also *conformity surveillance*).

technical regulation: a regulation that provides technical requirements, either directly or by referring to or incorporating the content of a standard, technical specification or code of practice. Note: A technical regulation may be supplemented by technical guidance that outlines some means of compliance with the requirements of the regulation, i.e. deemed-to-satisfy provision [ISO/IEC Guide 2:1991 paragraph 3.5.1].

technical specification: a document that prescribes technical requirements to be fulfilled by a product, process or service. Note 1: A technical specification should indicate, whenever appropriate, the procedure(s) by means of which it may be determined whether the requirements are fulfilled. Note 2: A technical specification may be a standard, a part of a standard or independent of a standard. [ISO/IEC Guide 2:1991 paragraph 3.3].

tenure: *socially defined agreements held by individuals or groups, recognized by legal statutes or customary practice, regarding the "bundle of rights and duties" of ownership, holding, access and/or usage of a particular land unit or the associated resources there within (such as individual trees, plant species, water, minerals, etc).*

third party: person or body that is recognized as being independent of the parties involved, as concerns the issue in question [ISO/IEC Guide 2:1991 paragraph 13.2 and ISO/CASCO 193 paragraph 1.9].

threatened species: *any species which is likely to become endangered within the foreseeable future throughout all or a significant portion of its range.*

treatment, equal: treatment accorded to products, processes or services from one party that is no less favourable than that accorded to like products, processes or services from any other party, in a comparable situation [ISO/CASCO 193 paragraph 1.13].

treatment, national and equal: treatment accorded to products, processes or services originating in other countries that is no less favourable than that accorded to like products, processes or services of national origin or originating in any other party, in a comparable situation [ISO/CASCO 193 paragraph 1.15].

treatment, national: treatment accorded to products, processes or services originating in other countries that is no less favourable than that accorded to like products, processes or services of national origin, in a comparable situation [ISO/CASCO 193 paragraph 1.14].

turnover: total revenue of an organization derived from the provision of goods and services, less trade discounts, VAT, and any other taxes based on this revenue (Dictionary of Business, Oxford University Press, 1996).

type approval: approval based on type evaluation [ISO/IEC Guide 2:1991 paragraph 15.9.1 and ISO/CASCO 193 paragraph 5.1.1].

type evaluation: evaluation for conformity on the basis of one or more specimens of a product representative of the production [ISO/IEC Guide 2:1991 paragraph 13.3.3].

unilateral arrangement: recognition arrangement that covers the acceptance of one party's results by another party [ISO/IEC Guide 2: 1996(E/F/R)]

use-rights: *rights for the use of forest resources that can be defined by local custom, mutual agreements, or prescribed by other entities holding access rights. These rights may restrict the use of particular resources to specific levels of consumption or particular harvesting techniques.*

verification of conformity: confirmation, by examination of evidence, that a product, process or service fulfils specified requirements [ISO/IEC Guide 2:1991 paragraph 13.4].