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1 Accreditation of Ecocert Swiss AG (Ecocert CH) – Department Forest and Timber

In 1998, Ecocert CH has been FSC accredited for the certification of Forest Management (FM) and Chain of Custody (CoC). In 2004, the PEFC accreditation for the certification of Chain of Custody (CoC) followed.

According to scheme specific accreditation requirements, Ecocert CH's performance is continuously monitored by Assurance Services International (ASI) for FSC certification. For PEFC certification, the annual monitoring is conducted by the Swiss Accreditation Service (SAS).

2 Rights and duties of clients

The following is a description of the rights and duties of clients (applicants and certified operations), including requirements, restrictions or limitations on the use of the certification body's name and FSC / PEFC trademarks and on the ways of referring to the certification granted.

- The client grants to always fulfil the requirements of the relevant Standard and of the Ecocert CH Audit Control Program, including if the Standard is updated, modified or changed in any way. Any new requirements are implemented by the client in due time.
- The client undertakes to undergo the audits (annual and announced/unannounced complementary ones) by personnel authorized by Ecocert CH and observers at any time. In this respect, the client makes all necessary arrangements for the evaluation and surveillance as the case may be and optimal co-operation during and between the audits, including provision for examining documentation and records, in particular for the complete product flow control, and access to the relevant equipment, locations, areas, personnel and client's subcontractors.
- The client pledges to inform Ecocert CH within ten (10) days about any changes relevant for certification which could significantly change or affect the validity of the certificate, e.g. change in the ownership, structure of the organisation, change of the person in charge of certification, of area, product category, activities, etc.
- The client undertakes to the punctual fulfilment of the stipulated conditions and pre-conditions (minor and major corrective action requests).
- If one or more operators, who have signed a contract with the client (such as subcontractors, producers, providers or traders) are involved in the production, preparation or distribution process of the products and who are not personally committed to Ecocert CH for the service covered by the contract, then the client notifies Ecocert CH of this in advance and is responsible for compliance by these operators with the obligations provided for in the Standard and in the present contract. In particular if certified products are handed out to an external contract processor, this contract processor undergoes the procedure of control.

- Suppliers of uncertified material, who are controlled by a certified organisation against the standards for Controlled Wood or Reclaimed Material are also under the control of the certification procedure.
- The client follows all instructions deemed necessary and undergoes, if necessary, due sanctions according to the Ecocert CH Sanction Policy and the Standard.
- The client will refer to the terms aimed at in the Standard, to Ecocert CH, and may use the trademark aimed at in the Standard (i) for the certified products only, (ii), once the certificate relating to its certified products has been issued and for as long as this certificate is valid, (iii) under the conditions laid down in the contract and in the Standard and (iv) only within the scope of the certification issued.
- Ecocert CH claims the right to check the material bearing the Standard's trademarks and reference to certification prior to publication. They are only used after written approval by Ecocert CH.
- The permissions for the use of the trademarks are obtained from their legal owners who have the exclusive rights for such permissions.
- The use of the certification is not made in such a manner as to bring Ecocert CH, the licensor or accreditation body into disrepute and no statement can be made regarding certification which Ecocert CH may consider misleading or unauthorized.
- The certificate or the inspection report, in whole or in part, may not be used in a misleading manner.
- The client (i) maintains the records about any reported objections/complaints with respect to the conformity of all products with the Standard, (ii) takes appropriate actions in this respect, (iii) documents such actions and (iii) grants Ecocert CH access to all these records.
- The Applicant has a contractually safeguarded right to file an appeal against the decisions of Ecocert CH with respect to the issue, suspension, withdrawal and cancellation of the certification, according to the Ecocert CH Appeal Procedure. This written appeal is filed within 14 days of receipt of the decision. In case of FSC certification and if not resolved by the Ecocert CH Appeal Procedure, the complaint regarding audit findings may be referred to ASI and ultimately to FSC.
- The client agrees to witness audits, where the accreditation body will control Ecocert CH's audit performance.

3 Financial information

3.1 Funding of Ecocert Swiss AG

Ecocert Swiss AG is a 100% privately owned company. Its revenues originate exclusively from the inspection and certification fees charged to its clients worldwide, directly or through the Ecocert group to which it belongs. The company does neither receive any subsidies nor grants.

3.2 Certification fees

In general, one audit will be conducted each year. All costs of audit and certification (including travel costs) will be covered by the client according to the countersigned offer and the rates as per the valid Ecocert CH fee table. Ecocert CH also transfers the costs of fees or licenses charged by FSC and PEFC to the client, if applicable. For amount or changes of these fees, Ecocert CH will not be accountable.

Additional efforts caused by the client will be charged as extra costs according to the valid Ecocert CH fee table. In justified cases, Ecocert CH or the accreditation body may conduct additional audits on the expense of the client.