

## THE PEFC CERTIFICATION PROCESS:

### a. Application and contract

One can apply online for the PEFC Certification or complete the Application form and return it to GCL International Ltd. head office or one of our local office. We will use the application details to produce a quotation. Once the quotation has been accepted, we will ask you to return a signed copy of the quotation and our Scheme Rules.

### b. Preparation for the Initial PEFC Certification Audit

The following documents are supplied prior to the initial certification:

- Copies of latest PEFC standards
- Client Self-Assessment checklist for the standard. We will ask back the filled Self-Assessment checklist
- Audit Plan
- The applicant must submit the participating sites list and sub-contractor list before the audit if applicable

### c. Initial certification audit

Following the completion of the inspection or on-site audit, a report detailing the findings is provided. Subject to the closure of any non-conformances or findings (if any), a Scope Certificate is issued. The certificate will be valid for 5 years with conditions as mentioned in the PEFC standard.

### d. Usage of PEFC label

All the certified organizations need to have a PEFC label usage contract with PEFC or the PEFC National Governing bodies where present.

### e. Surveillance or Re-certification audits

- GCL International will communicate the plan for the surveillance audits or Re-certification audits.
- For any changes in the scope, GCL will conduct a scope enhancement audit for the scope changes and a report will be prepared for the same. Subject to the closure of any non-conformances or findings (if any), a Scope Certificate is issued with changes in scope.
- In a certification cycle 4 surveillance audits will be conducted in during a certification cycle. A detailed audit report will be prepared by GCL. Subject to the closure of any non-conformances or findings (if any), continuation of the PEFC certificate will be recommended.
- Re-Certification audit will be conducted just before the expiry of the existing certificate. A detailed audit report will be prepared by GCL. Subject to the closure of any non-conformances or findings (if any), A new scope certificate with validity of 5 years will be issued



## WHAT IS PEFC?

PEFC, the Programme for the Endorsement of Forest Certification - PEFC, is a leading global alliance of national forest certification systems. As an international non-profit, non-governmental organization, PEFC is dedicated to promoting sustainable forest management through independent third-party certification. GCL is accredited for providing the PEFC Chain of Custody certification.

## OBJECTIVE OF PEFC:

PEFC cares for forests globally and locally. PEFC works to protect the forests by promoting sustainable forest management through certification. This means we can all benefit from the many products that forests provide now, while ensuring these forests will be around for generations to come.

## GCL International Ltd

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