



**FPC-006 AUDITING MULTIPLE ORGANIZATIONS  
STANDARD**





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**Title:** Forest Protection Council (FPC)

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### ABOUT US

One of the main objectives of the Forest Conservation Council (FPC) is to work to maintain the continuity of natural life by protecting forests. In this context, the Forest Conservation Council (FPC) aims to protect and reproduce forests by developing various standards regarding forest protection and forest management, encouraging producers and consumers to sustainable forestry.

The Forest Protection Council (FPC) is an independent, non-government organization established to support environmentally appropriate, socially beneficial, and economically viable management of the world's forests.

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## 1- OBJECTIVE-SCOPS

The purpose of this document is to provide conditions and requirements for the establishment and management of multi-site chain of audit certificates. The requirements in this document should be implemented by FPC chain of audit operations, which are expected to include multiple locations within the scope of a certificate. Unless otherwise stated, all aspects of this document are considered normative, including scope, effective date of the standard, references, terms and definitions, tables and appendices.

## 2- GENERAL

If multiple sites meet all of the following eligibility criteria, multiple sites may be included in the scope of a single FPC certificate:

- One site within the scope of a single FPC certificate is: Control the use of FPC trademarks, Act as a certificate holder, Responsible for issuing invoices for certified and non-certified materials or products within the certification scope to external customers;

In the following cases, multiple sites or legal entities may be included in the scope of a multi-site FPC certificate:

- All participating sites and organizations holding certificates are connected through joint ownership

And

- All participating sites; Have a legal and contractual relationship with the organization

Multi-site or group FPC certificates should be managed by a central office, which should be or represent the organization that holds the certificate.

The central office shall be responsible for ensuring that all participating sites within the scope of the certificate meet all applicable certification requirements. The central office should demonstrate its management system capabilities, technical and human resources to continuously and effectively manage the number of participating sites within the scope of the certificate.

Organizations may hold less than 100% of certificates for associated sites. It is also acceptable for a central office to hold multiple certificates. In both cases, there should be clear procedures to ensure that only participating sites claim that their products are FPC certified and use FPC trademarks.

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All participating sites should accept the central office audit plan, unless the certification body audits all participating sites during each assessment.

Participating sites can also serve as central offices. In this case, the participating site does not need to be included in the central office audit plan, but the certification body should audit it annually to verify compliance with all applicable certification requirements.

The central office shall develop, implement and maintain documented procedures covering the applicable requirements of this standard, including procedures for adding and removing participating sites, and describing procedures for preventing leakage of products from non-certified affiliated sites to the certified product line. Participate in the website.

The central office shall ensure that training programs are developed, implemented, and maintained for participating sites so that they can meet the requirements of relevant chain of audit certification standards.

The central office shall assign a certificate manager with legal or administrative authority and technical support to perform the duties specified in this standard and manage the number of participating sites.

The records shall be archived for at least seven (7) years and provided to the certification body upon request.

The central office should assign a certificate manager with professional experience, knowledge and ability to manage certificates and implement the requirements of the applicable FPC standards.

The central office shall ensure that auditors in the central office are trained to audit participating sites in accordance with the latest versions of all FPC policies and standards applicable to the scope of the certificate and any applicable central office procedures.

For the certificates of more than 20 participating sites, if the participating sites do not pass the joint ownership link, the auditor of the central office should have an official ISO 9001, ISO 14001, ISO 50001, ISO 27001 or ISO 45001 lead auditor certificate, obtained through the following methods : Recognized 1 Recognized training course.

The Central Office shall conduct a preliminary review of each applicant to ensure that they meet all applicable requirements of the Chain of Audit Certification Standard and any additional requirements established by the Central Office before including it as a participating site. The scope of the certificate.

The Central Office shall not abandon more than three consecutive annual audits of each participating site.

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For certificates linked to all participating sites through common ownership, the central office's annual audit can be performed by internal auditors from participating sites who meet the requirements of the central office's auditors.

The Head Office shall have the authority to take Corrective Action to the Sites and to implement procurement in accordance with the requirements set out in Article.

The Central Office shall conduct an annual review of its audit plan and procedures. The results of all audits should be included in the audit to resolve any necessary changes or identified issues.

The central office shall provide each participating site with a document stating the relevant terms and conditions of participation and certification.

The maximum number of corporate FPC certificates is limited to 350 participating sites.

The central office can add new participating sites to the scope of the certificate at any time within the annual growth limit approved by its certification body.

Group FPC certificates without a central office audit plan can only add new participating sites to the scope of the certificate after they have been reviewed and approved by the certification body.

If the number of participating sites will exceed the approved growth limit, the new site can only be added to the certificate after the certification body has reviewed the central office and samples of the new site.

When the participating site leaves the certificate, the central office shall notify the certification body in writing within five (5) working days.

For the sale of FPC certified products, participating sites can use their assigned subcodes in the sales documents.