






Revision of
FSC-STD-40-004a
FSC Product Classification
Terms of Reference and Operating rules
8 February 2022

WORKING GROUP SUMMARY

Type of Working Group:	Technical
# of TWG members:	5
Coordinator:	Vicky Tran
Working language	English (other languages may be supported as needed)

PROJECT SUMMARY

Project Title:	Revision of the FSC-STD-40-004a FSC Product Classification
Project Manager:	Vicky Tran
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PROJECT INFORMATION

1. Background of the Project

The FSC product classification (FSC-STD-40-004a) V2-1 is an addendum to the FSC Chain of Custody standard that provides the English nomenclatures and codes that certificate holders shall use to classify their product group/types.

This document version was last published in December 2013, and it covers a wide range of forest products. However, since the last approval and update of the standard addendum, the application of new FSC input and output product groups have diversified and grown from biopolymers to forest-based textiles.

Over the years, stakeholders have contacted FSC requesting the inclusion of new products groups/types and the correction of some nomenclatures. They have also expressed an interest in seeing a document that is flexible enough to allow for regular adaptations to include new products/categories without such long gaps.

There is also ambiguity on how product classifications should be applied when there is no clear match for a product type, and stakeholders would benefit from additional instructions on the application of the product classification and appropriate level. Certificate holders and their certification bodies sometimes interpret the product classifications differently – and this is an integrity risk for FSC as product groups and species information provide a mechanism to check the validity of products.

Based on the revision proposal submitted to the BoD (which included the review report and the stakeholder feedback), the BoD approved the revision of FSC-STD-40-004a V2-1. The Terms of References are based on the direction given by the BoD to the Secretariat to undertake the revision with a Technical Working Group to be approved by the Policy Steering Group.

2. Organizational set-up of the project.

In the context of this revision, FSC will establish a **Technical Working Group (TWG) consisting of five members** supported by an **external consultant** to advise, provide content related input to the revision process and to deliver on the tasks and responsibilities outlined in these Terms of Reference (TOR). The TWG would consist of:

- A **certificate body representative** to provide auditing expertise, provide input on product classifications of raw materials, inputs, and semi-finished products, and provide insight on the operational realities of applying product classifications.
- An **FSC Network Partner representative** to provide input on the 'end of chain' finished products since they work directly with brands and retailers.
- A **representative from the FSC Value Chain Development team** in the Marketing and Communications Unit to provide insights on market trends and needs.
- A **representative from the FSC Data & Innovation team** in the Technology & Information Unit to provide advice on the digital implementation, database implications, and reporting opportunities.
- A **representative from the FSC Chain of Custody & Controlled Wood team** in the Performance and Standards Unit to provide insights on implications for the CoC normative framework and who also acts as the **Coordinator** for the revision process. The coordinator is responsible for ensuring that the TWG operates within its terms of reference and applicable procedures.

An **external consultant** will be selected via a Request for Proposal (RFP). The consultant is responsible for drafting the addendum based on the outcomes of the review and consultation

processes and in close collaboration with the TWG members. The consultant may be invited to attend the TWG discussions but has no formal vote in its decision-making processes. The selected consultant should have experience in the design and/or implementation of product classifications and structures for forest-based products.

In addition, the following bodies are involved in the project, established in line with FSC-PRO-01-001 V3-1:

The **Policy Steering Group (PSG)** provides oversight on all phases of the process until the final decision by the FSC Board of Directors.

A **Consultative Forum** is a self-selecting group of interested/affected members, certificate holders, certification bodies and other stakeholders interested in providing input into the process as follows:

- Provide ongoing, direct, and meaningful input into the process.
- Provide advice to the TWG in specific aspects when required.

The consultative forum is not a decision-making body and has no formal responsibilities. At the discretion of the TWG, the forum can be consulted with specific questions to provide input to the process.

TECHNICAL WORKING GROUP INFORMATION

3. Objective

The Technical Working Group (TWG) is expected to support, develop, and contribute to the revision of the normative document “FSC Product Classification” (FSC-STD-40-004a V2-1) to achieve the following objectives:

- Explore whether an overall more fundamental revision of the product classification system is needed and identify relevant options, opportunities, and risks;
- Align product group definitions, product types, product classifications within the normative framework and reflect industry terminology and language;
- Clarify existing terms and definitions (i.e., laminated vs melamine or wood fiber fleece vs wood wool, plank vs beam vs batten etc.);
- Add new product classification categories for new and growing FSC products (i.e., textiles, biofuels, services);
- Avoid and reduce unnecessary product classification proliferation and variance;
- Expand existing product classifications including providing examples
- Include clear guidance on how to use and apply the product classification to allow for consistent application and remove ambiguity;
- Allow for a process to facilitate an update on a routine basis to stay relevant for new products;
- Explore the possibility of translation into other languages (i.e., Spanish and Mandarin Chinese).

Tasks and responsibilities of the Technical Working Group

The members of the TWG will work together throughout the process, discussing issues and interacting with each other as a group in and outside of meetings as necessary and/or required by the coordinator.

In particular, the members of the TWG shall:

- Analyze, discuss, and recommend draft requirements for the FSC-STD-40-004a product classification addendum (See Annex 2: Main aspects to be considered for the revision of FSC-STD-40-004a);
- Provide detailed technical input into the development of draft versions through emails, calls and meetings, including, where required, expert knowledge or access to peer-reviewed literature to enable the TWG to develop suitable requirements;
- Provide input into forest-based product market/industry names and classifications;
- Assist the consultant in drafting specific sections of the document which lie within their area of expertise;
- Participate in stakeholder outreach and information-sharing forums, as needed;
- Seek advice on the development and outcome from their constituents, in particular the FSC Global Network, FSC accredited CBs, FSC certificate holders, and relevant technical experts;
- Recommend to the PSG when a draft is ready for public consultation;
- Review and advise on comments received during the public consultation;
- Recommend to the PSG a final draft for submission to the PSC and make appropriate changes based on any PSC change requests;
- Participate and respond to the tasks and activities defined in the process work plan.

4. Appointment of Technical Working Group members

A call for applicants for the TWG will be launched to the public asking applications to describe their skills and experience (supported by Curriculum vitae (CV)) according to the criteria listed below. The applications are open to FSC accredited certification bodies and FSC Network Partners.

Members of the Technical Working Group will be selected by the Policy Steering Group and gender balance and balance of geographical regions will be taken into consideration, where possible.

NOTE: This is a non-membership setting.

Members of the TWG will be selected by the Policy Steering Group according to the following criteria:

- Up to date knowledge and experience of FSC's systems and procedures; in previous processes to develop and revise FSC normative documents or knowledge and experience in standard-setting processes of other sustainability schemes, in particular, other ISEAL members;
- Understanding of and support for FSC's mission and vision;
- Desire to seek and reach consensus on identified issues;
- Ability to review and comment on documents submitted in the working language(s) agreed for the TWG;
- Ability to provide specific technical input on FSC product classifications;
- Understanding the potential impact of a normative document on affected stakeholders;
- Knowledge of stakeholder product classification needs;
- Track record on successful working groups is an asset;

Applicants who are not selected may apply to participate in the Consultative Forum.

5. Structure and Accountabilities

The composition of the TWG will comprise **5 members**.

The appointed TWG members are expected to:

- adhere to the specifications of this TOR and are expected to donate sufficient time to thoroughly fulfil their duties.
- sign a cooperation/service and confidentiality agreement with FSC upon appointment.

The TWG is accountable to FSC International. TWG members may be asked to leave the group by the Policy Steering Group if they are not fulfilling their duties properly.

The term of TWG members ends with the submission of the final draft of the deliverables to the Board of Directors, after the Policy Steering Committee's review and recommendation for approval.

6. Work plan and time commitment

The TWG will be established after the approval of this TOR. The expected start date for the Technical Working Group is in April 2022, with targeted completion by the March 2023.

An estimated timetable is provided in Annex 3. The timetable and the detailed work plan will be updated as necessary.

The following documents are to be provided to the TWG by the coordinator:

- FSC-STD-40-004 Chain of Custody Standard
- FSC-STD-20-011 Chain of Custody Evaluation
- FSC-PRO-01-001 V3-1 The Development and Revision of FSC Normative Documents
- Review report of FSC-STD-40-004a FSC Product Classification
- Proposal for revision of FSC-STD-40-004a Product Classification Addendum to the Policy and Steering Committee

The TWG will conduct most of its work via e-mail or similar means of electronic communication (e.g., Microsoft Teams conference calls), and through one-on-one calls with the coordinator when required. We envision the following meetings (summarized in below):

Kick-off meeting: In this meeting, the TWG will meet each other, become familiar with each other, the processes, and make decisions regarding objectives, topics, and work. This is a one-time meeting that all TWG members are required to attend. Expect 1 hour of preparation and 4 hours (approx.) for the meeting.

Face-to-face meeting: Under normal circumstances, this would be an in-person meeting. Given the circumstances around COVID-19, we have replaced this with a digital meeting wherein the TWG can workshop and decide on issues and prepare content for the consult to draft the next version of the addendum for public consultation. Quorum is required for decisions. This meeting will span 1-2 days and will happen 2-3 times. Expect 2 hours of preparation and 4 hours (approx.) for the meeting per day.

Working meeting: This monthly meeting will cover regular check-ins, and updates as determined to be necessary by the TWG. This meeting is not planned to be held in months containing one of the preceding meetings, nor when a draft of the procedures is being publicly consulted. Quorum is required for decisions. Expect 1 hour of preparation and 1 hour (approx.) of meeting.

Sign-off meeting: In this meeting, the TWG will meet to settle any outstanding issues and sign off on the draft before they are presented to the PSC and later the FSC Board of Directors for approval. This is a one-time meeting that all TWG members are required to attend. Expect 3 hours of preparation and 4 hours meeting.

7. Expenses and Remuneration

FSC is an international not-for-profit membership organization with limited funding.

Participation in the TWG takes place on a voluntary non-paid basis. However, FSC agrees to negotiate a stipend can be granted by FSC on a case-by-case basis.

If required, FSC covers reasonable travel and accommodation expenses, as well as meals and public transportation, related to the work plan upon submission of the respective invoices and receipts, and if expenses are agreed upon in advance.

8. Confidentiality and conflict of interest

Technical Working Group members who are not FSC staff or FSC Network Partner staff shall sign a confidentiality and non-disclosure agreement with FSC at the beginning of their work.

Per default, non-attributable content of discussions and papers prepared by or presented to the TWG is not considered confidential, unless otherwise specified.

TWG members are expected to declare any conflicts of interest, where they arise. This will cause the person(s) to be excused from the discussion and to abstain from participating in decision-making.

9. Language

The working language of the TWG is English. Language support to Spanish is provided on request.

All drafts for public consultation, as well as other documents, as requested and as possible, shall be translated into Spanish. Documents may also be translated into other languages if requested by the Technical Working Group and depending on resource availability.

OPERATING RULES

10. Deliberations and Decision Making

For the TWG to meet and deliberate, there must be a quorum, defined as a minimum of **3 TWG members**. The coordinator will strive to select meeting dates that allow for the full participation of all Technical Working Group members.

The normal decision-making responsibility of the TWG is to recommend to the PSG when drafts are ready for public consultation and when final drafts are ready to be sent for decision making by the FSC Board of Directors. All TWG members must participate in these decisions. If any of the member(s) is not present for a decision, then a provisional decision may be made, subject to participation by the absent member(s). A quorum is required for any provisional decisions, and full member participation is preferred.

The TWG shall strive and make every effort possible to take decisions by consensus (see Annex 1: Glossary).

If consensus cannot be achieved, outstanding concerns shall be documented by the coordinator and presented to the PSC. The PSC will review the options available and make a recommendation to the FSC Board of Directors in the final report that accompanies the document presented for decision.

The coordinator, FSC Staff (unless they are a member of the TWG), Policy Steering Group, liaison persons and any other supportive personnel shall not participate in any decision-making.

11. Effective TWG meetings

- Established solid foundation at the start (objectives, roles, timetable, etc.) and meeting protocols;
- Detailed agendas provided before and at meetings; meeting materials provided well in advance of meetings whenever possible to ensure that members have enough time to review;
- Clear decision-making structure;
- Simple, logical discussion format, e.g., commencing with clarifying the issue(s) the requirement is meant to address before starting to comment on the specific requirement;
- Regular and ongoing temperature checks on points-of-agreement;
- Decision point, action points and end of meeting summaries;
- Refine work plan during the first meeting to guide the process;
- Use of PSU and technical experts in drafting the documents to support TWG's role and task;
- When impasse issues arise that cannot be resolved by the TWG, they will be addressed through the consultative process, with options and perspectives circulated for consultation. The TWG will then work to resolve the issues based on comments received. If the issue is highly technical in nature, additional research/investigation on that issue might also be called upon to provide additional information for making informed decisions;
- Straw poll of the TWG before going to decision-making.

Annex 1: Glossary

For the purpose of this document, the terms and definitions are given in *FSC-STD-01-002 FSC Glossary of Terms*, and the following apply:

Chairperson: a Technical Working Group member, chosen by the other members, to act as a contact point and spokesperson for the Technical Working Group. He/she brings together the shared concerns, suggestions and recommendations of the Technical Working Group members and shares them with the other actors involved in the project.

Chamber balanced WG: a group of selected FSC members with professional experience in the field of question, to advise and provide content related input to the development or revision of a FSC normative document, equally representing the perspectives of the social, environmental and economic chamber of the FSC membership (and Southern and Northern perspectives in case of a Sub-chamber balanced WG).

Chatham House Rule: "When a meeting, or part thereof, is held under the Chatham House Rule, participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed". The Chatham House Rule has the aim to encourage openness and the sharing of information at meetings.

Consensus: general agreement, characterized by the absence of sustained opposition to substantial issues by any important part of the concerned interests.

NOTE: Consensus should be the result of a process seeking to take into account the views of interested parties, particularly those directly affected, and to reconcile any conflicting arguments. It need not imply unanimity (adapted from ISO/IEC Guide 2:2004).

Technical consultation: targeted internal consultation to receive feedback on a FSC normative document during the drafting or re-drafting stage before the document is released for public consultation.

Technical Expert(s): an experienced specialist in the field of question, invited to participate in Working Groups discussions as resource person.

Technical WG: a group of experts appointed by FSC with professional experience in the field of question, to advise and provide content related input to the development or revision of a FSC normative document.

Annex 2: Main aspects to be considered for the revision of FSC-STD-40-004a

Main aspects to be considered for revision of FSC-STD-40-004a V2-1 as presented within the review report for public consultation on 23 February 2021.

Item to be revised	Justification/concern												
A Scope	Add additional information if a product type/classification is not listed it does not mean that it cannot be certified.												
B Effective date													
C References	Project certification standard												
D Terms and References	Considering introduce a definition for 'P6 Tissue paper' it is seen as ambiguous and is interpreted differently by different stakeholders, some have suggested to remove it altogether. It is also compared to 'P6 House and sanitary pulp and paper products'. Suggested definition: Tissue paper (P2.6): Tissue paper in the context of this addendum is a lightweight, thin, and soft paper, typically used for facial tissue, wrapped in small boxes or plastic.												
FSC Product Classification													
FSC Product Classification	In addition, with the existing text provide additional instructions on how to apply the product level classifications. Suggested text: "It is recommended to first apply Levels 2 or 3, if there's no accurate product type at Level 2 or 3, it is sufficient to choose the appropriate or the closest Level 1 classification."												
WOOD PRODUCTS													
W1 Rough wood	Include a Level 3 to add additional transparency when a certificate holder applies the credit system for 'W1.1 Roundwood (logs)' within their certificate scope when they use both pulpwood and saw logs. <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>W1 Rough wood</td><td>W1.1 Roundwood (logs)</td><td>W 1.1.1 Sawlogs</td><td></td></tr><tr><td></td><td></td><td>W 1.1.2 Pulpwood</td><td></td></tr></table>	Level 1	Level 2	Level 3	Examples	W1 Rough wood	W1.1 Roundwood (logs)	W 1.1.1 Sawlogs				W 1.1.2 Pulpwood	
Level 1	Level 2	Level 3	Examples										
W1 Rough wood	W1.1 Roundwood (logs)	W 1.1.1 Sawlogs											
		W 1.1.2 Pulpwood											
W2 Wood Charcoal	Remove 'W2 Wood Charcoal' as a Level 1 product classification, it will be included in a new product category 'C1 Chemical Raw Materials and Further Processed Products (CRRPS), C1.2 Charcoal'. <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>W2 Wood Charcoal</td><td></td><td></td><td></td></tr></table>	Level 1	Level 2	Level 3	Examples	W2 Wood Charcoal							
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W3 Wood in chips or particles	Re-number W3 to W3 and include a new Level 2 category. <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr></table>	Level 1	Level 2	Level 3	Examples								
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	W3 W2 Wood in chips , fibres or particles	W2.8 Wood fibre fleece														
W7 Wood panels	<table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>W1 Wood panels</td><td>W7.4 Special boards</td><td></td><td>E.g. Three-layer board, honeycomb boards, hollow structural board, sandwich boards, composite boards</td></tr></table>				Level 1	Level 2	Level 3	Examples	W1 Wood panels	W7.4 Special boards		E.g. Three-layer board, honeycomb boards, hollow structural board, sandwich boards, composite boards				
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W1 Wood panels	W7.4 Special boards		E.g. Three-layer board, honeycomb boards, hollow structural board, sandwich boards, composite boards													
W8 Wood panels	Add new Level 3 categories 'W8.2.9 Veneered Oriented Strand Board (OSB)' and 'W8.3.5 Veneered fibreboard (MDF)'.															
	<table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>W8 Wood panels</td><td>W8.2 Particleboard</td><td>W8.2.9 Veneered Oriented Strand Board (OSB)</td><td></td></tr><tr><td></td><td>W8.3 Fibreboard</td><td>W8.3.5 Veneered fibreboard (MDF)</td><td></td></tr></table>				Level 1	Level 2	Level 3	Examples	W8 Wood panels	W8.2 Particleboard	W8.2.9 Veneered Oriented Strand Board (OSB)			W8.3 Fibreboard	W8.3.5 Veneered fibreboard (MDF)	
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	W8.3 Fibreboard	W8.3.5 Veneered fibreboard (MDF)														
W9 Engineered wood products	Include new categories in Level 2 for 'W9 Engineered wood products'.															
	<table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>W9 Engineered wood products</td><td>W8.9 Treated/ compressed/ delignified wood/ fibres OR Modified wood</td><td>W8.9.1 Cross-laminated timber (CLT)</td><td>E.g. Resin-treated compressed wood, heat-stabilized compressed wood, delignified wood</td></tr><tr><td></td><td>W8.10 Wood Plastic Composites (WPC)</td><td></td><td></td></tr></table>				Level 1	Level 2	Level 3	Examples	W9 Engineered wood products	W8.9 Treated/ compressed/ delignified wood/ fibres OR Modified wood	W8.9.1 Cross-laminated timber (CLT)	E.g. Resin-treated compressed wood, heat-stabilized compressed wood, delignified wood		W8.10 Wood Plastic Composites (WPC)		
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W11 Wood for construction	Include new examples for ;W11.4 Dividers;															
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W12 Indoor furniture	Expand Level 3 for 'W12 Indoor furniture' by modifying 'W12.11 Kitchen countertops' and update it to "W12.11 kitchens", expand the product clarification to addressed to those who make complete or components of FSC certified kitchens. Update 'W12.13 Shelves' to 'W12.13 Bookcases & shelving units'.															

	<table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>W12 Indoor furniture</td><td>W12.11 Kitchen countertops</td><td>W12.12.1 drawers</td><td></td></tr><tr><td></td><td></td><td>W12.12.2 Furniture doors</td><td></td></tr><tr><td></td><td></td><td>W12.12.3 Kitchen shelves</td><td></td></tr><tr><td></td><td></td><td>W12.12.4 Furniture legs, frames and profiles</td><td>E.g. Frames for sofas, legs for table and others lathe machined elements</td></tr><tr><td></td><td></td><td>W12.12.5 Curved elements</td><td></td></tr><tr><td></td><td></td><td>W12.12.6 Kitchen countertops and worktops</td><td></td></tr><tr><td></td><td></td><td>W12.12.7 Others part of furniture</td><td></td></tr><tr><td>W12.13 Shelves Bookcases & shelving units</td><td></td><td></td><td></td></tr></table>	Level 1	Level 2	Level 3	Examples	W12 Indoor furniture	W12.11 Kitchen countertops	W12.12.1 drawers				W12.12.2 Furniture doors				W12.12.3 Kitchen shelves				W12.12.4 Furniture legs, frames and profiles	E.g. Frames for sofas, legs for table and others lathe machined elements			W12.12.5 Curved elements				W12.12.6 Kitchen countertops and worktops				W12.12.7 Others part of furniture		W12.13 Shelves Bookcases & shelving units			
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W18 Other manufactured wood products	Include examples for 'W18.9 Wheels'. <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>W18 Other manufactured wood products</td><td>W18.9 Wheels</td><td></td><td>E.g. Wagon wheels, ship/boat wheel</td></tr></table>			Level 1	Level 2	Level 3	Examples	W18 Other manufactured wood products	W18.9 Wheels		E.g. Wagon wheels, ship/boat wheel																										
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PULP AND PAPER PRODUCTS																																					
P1 Pulp	Introduce 'P1.3.1 Micro fibrillated cellulose' category for 'P1.3 Chemical pulp, bleached'. Remove 'P1.7.4 Rayon and other synthetic fibres', it will be moved to a new classification for textiles, 'PXX Textile and textile products'. Expand product categories and Level classification for Pulp and cellulose products. <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>P1 Pulp</td><td>P1.3 Chemical pulp, bleached</td><td>P1.3.1 Micro fibrillated cellulose</td><td></td></tr><tr><td></td><td>P1.7 Cellulose/ Dissolving pulp products</td><td>P1.7.4 Rayon and other synthetic fibres</td><td>E.g. Artificial silk, textile fibres, yarn, viscose</td></tr><tr><td></td><td>PX.X Cellulose derivatives</td><td>P1.7.2 Cellulose derivatives</td><td></td></tr><tr><td></td><td></td><td>PX.X.X Cellulose ether</td><td>E.g. Methylcellulose (MC), Carboxymethylcellulose (CMC), Ethylcellulose (EC),</td></tr></table>			Level 1	Level 2	Level 3	Examples	P1 Pulp	P1.3 Chemical pulp, bleached	P1.3.1 Micro fibrillated cellulose			P1.7 Cellulose/ Dissolving pulp products	P1.7.4 Rayon and other synthetic fibres	E.g. Artificial silk, textile fibres, yarn, viscose		PX.X Cellulose derivatives	P1.7.2 Cellulose derivatives				PX.X.X Cellulose ether	E.g. Methylcellulose (MC), Carboxymethylcellulose (CMC), Ethylcellulose (EC),														
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				Hydroxyethyl cellulose (HEC)												
			PX.X.X Cellulose mixed ether	E.g. Hydroxypropyl cellulose (HPC), Methylethylcellulose (MEC), Hydroxyethyl methyl cellulose (HEMC), Hydroxypropyl methylcellulose (HPMC) (Hypromellose), Ethyl hydroxyethyl cellulose, Carboxymethyl hydroxyethyl cellulose												
			PX.X.X Cellulose ester	E.g., Cellulose nitrates, Cellulose acetates, cellulose acetate propionate, cellulose propionate, cellulose acetate butyrate												
		PX.X Regenerated cellulose film		E.g., Cellophane (Cellulosehydrat)												
		PX.X Nanocellulose	PX.X.X Cellulose nanofibril (CNF)													
			PX.X.X Cellulose nanocrystal (CNC)													
			PX.X.X Bacterial cellulose (BC), electrospun cellulose nanofiber (ECNF)													
P2 Paper	<p>Include new Level 3 product categories for ‘P2 Paper’.</p> <p>Consider providing more examples for ‘P2.6 Tissue paper’ or removing it from the product classification due to ambiguity issues.</p> <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>P2 Paper</td><td>P2.4 Specialty paper</td><td>P2.4.13 Adhesive paper</td><td></td></tr><tr><td></td><td>P2.6 Tissue paper</td><td>P2.6.1 finished products made from tissue paper</td><td></td></tr></table>				Level 1	Level 2	Level 3	Examples	P2 Paper	P2.4 Specialty paper	P2.4.13 Adhesive paper			P2.6 Tissue paper	P2.6.1 finished products made from tissue paper	
Level 1	Level 2	Level 3	Examples													
P2 Paper	P2.4 Specialty paper	P2.4.13 Adhesive paper														
	P2.6 Tissue paper	P2.6.1 finished products made from tissue paper														
P3 Paperboard	Introduce new Level 2 product category ‘P3.7 Specialty paperboard’ and examples.															

	Level 1	Level 2	Level 3	Examples
	P3 Paperboard	P3.7 Specialty paperboard		E.g. Honeycomb paperboard, paper plywood
P4 Corrugated paper and Paperboard	Introduce 'P4.44 Honeycomb paperboard', it is often used in furniture to lighten products.			
	Level 1	Level 2	Level 3	Examples
	P4 Corrugated paper and Paperboard	P4.4 Honeycomb paperboard		
P5 Packaging and wrappings of paper	Minor change to Level 1, added more clarifications and expanded Level 2 categories with examples.			
	Level 1	Level 2	Level 3	Examples
	P5 Packaging and wrappings of pulp and paper	P5.6 Egg boxes and similar Moulded pulp and moulded fibre materials		E.g. Egg boxes and similar
		P5.8 Tags and Other wrapping related products		
P9 Bobbins, spools, rolls and similar	Introduce new Level 2 product categories 'P9.1 semi-finished bobbins, spools, rolls and similar' and 'P9.2 printed and finished bobbins, spools, rolls and similar'.			
	Level 1	Level 2	Level 3	Examples
	P9 Bobbins, spools, rolls and similar	P9.1 semi- finished bobbins, spools, rolls and similar		
		P9.2 printed and finished bobbins, spools, rolls and similar		
PXX Other manufactured pulp and paper products	Introduce a new Level 1 product classification category 'PXX Other manufactured pulp and paper products' to allow for the introduction of 'PX.X Cardboard coffins'.			
	Level 1	Level 2	Level 3	Examples
	PXX Other manufactured	PX.X Cardboard coffins		

	pulp and paper products			
PXX Textile and textile products	Introduce new product type nomenclature for 'PXX Textile and textile products' and additional Level 2 and Level 3 textile and related product categories with examples. Replace the term "synthetic" with "manmade" for raw fibres.			
	Level 1	Level 2	Level 3	Examples
	PXX Textile products (and other fashion related items)	PXX.1 Yarn and thread	PXX.1.1 Acetate	
			PXX.1.2 Viscose (modal, lyocell, Tencel,)	Viscose filament yarn
			PXX.1.3 Rayon and other synthetic fibres	
			PXX.1.4 Other manmade or artificial fibers	E.g. Artificial textiles, silk fibres or mix fibres
		PXX.2 Fabric	PXX.2.1 Pure manmade cellulosic	
			PXX.2.2 Mix of fibres	
		PXX.4 Non-woven fabric		
		PXX.5 Apparel		
			PXX.3.2 Components of clothing	
		PXX.6 Textile articles other than apparel	PXX.3.3 Other accessories	Bags, shoes etc..
NON-TIMBER FOREST PRODUCTS (NTFPs)				
N3 Cork and articles of cork	Introduce a new Level product category 'N3.8 Cork Plastic Composites (BPC)' and examples.			
	Level 1	Level 2	Level 3	Examples
	N3 Cork and articles of cork	N3.8 Cork Plastic Composites (BPC)		E.g. Cork-plastic composite (CPC)

N5 Bamboo and articles of bamboo	<p>Bamboo categories are quite underdeveloped when it comes to disposables and household articles, added new Level 2 categories with examples.</p> <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>N5 Bamboo and articles of bamboo</td><td>N5.11 Bamboo paper</td><td></td><td></td></tr><tr><td></td><td>N5.12 Bamboo cutlery and utensils</td><td>N5.12.1 Bamboo chopsticks</td><td></td></tr><tr><td></td><td>N5.11 Bamboo Plastic Composites (BPC)</td><td></td><td></td></tr></table>	Level 1	Level 2	Level 3	Examples	N5 Bamboo and articles of bamboo	N5.11 Bamboo paper				N5.12 Bamboo cutlery and utensils	N5.12.1 Bamboo chopsticks			N5.11 Bamboo Plastic Composites (BPC)																		
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N7 Natural gums, resins, oils and derivatives	<p>Revised this product classification type to 'N7 Natural forest/plant secretes' to focus on forest based secretes. Essential oils, processed and manufactured rubber and latex products are moved to 'C10 Further processed gums, resins or oils and derivatives'</p> <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>N7 Natural forest/plant secretes gums, resins, oils and derivatives</td><td>N7.1 Rubber/Latex</td><td>N7.1.1 Natural rubber</td><td></td></tr><tr><td></td><td></td><td>N7.1.2 Tyres</td><td></td></tr><tr><td></td><td></td><td>N7.1.3 Balls</td><td></td></tr><tr><td></td><td></td><td>N7.1.4 Footwear</td><td></td></tr><tr><td></td><td></td><td>N7.1.5 Rubber foam pillows and mattresses</td><td></td></tr><tr><td></td><td></td><td>N7.1.6 Balata, gutta-percha, guayule, chicle</td><td></td></tr><tr><td></td><td></td><td>N7.1.7 Other manufactured</td><td></td></tr></table>	Level 1	Level 2	Level 3	Examples	N7 Natural forest/plant secretes gums, resins, oils and derivatives	N7.1 Rubber/Latex	N7.1.1 Natural rubber				N7.1.2 Tyres				N7.1.3 Balls				N7.1.4 Footwear				N7.1.5 Rubber foam pillows and mattresses				N7.1.6 Balata, gutta-percha, guayule, chicle				N7.1.7 Other manufactured	
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			articles																																	
		N7.3 Gum resin and manufactured resin products		E.g. Gum arabic, gum tragacanth, gamboge, frankincense, myrrh																																
		N7.4 Tannin																																		
		N7.5 Essential oils																																		
N8 Chemical, medicinal and cosmetic products	<p>Rename existing Level 1 and 2 categories to expand the product classification to allow for 'flavouring' and focus primarily on forest products harvested from the forest. Products such as wood vinegar, pyroligneous acid should be considered as processed chemical materials and are moved to 'C1 Chemical Raw Materials and Further Processed Products (CRRPS), C6 Wood vinegar/ Pyroligneous Acid'.</p> <p>Chemical, medical and cosmetic plant products are moved to 'C1 Chemical Raw Materials and Further Processed Products (CRRPS)'.</p> <p>'N8.1 Ethanol' is removed and moved to the new product classification 'C11 Alcohols/ Biofuels'.</p> <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr><tr><td>N8 Flavoring, chemical, medicinal and cosmetic plant products</td><td>N8.1 Ethanol</td><td></td><td>E.g. Xylitol</td></tr><tr><td></td><td>N8.2 N8.1 Medicinal plants and forest products</td><td></td><td></td></tr><tr><td></td><td>N8.3 N8.2 Pharmaceutical forest raw materials</td><td></td><td>E.g. Salicylic acid, quinine, paclitaxel, betulinic acid, snakewood extract, neem</td></tr><tr><td></td><td>N8.3 Cosmetics and health care forest products</td><td></td><td></td></tr><tr><td></td><td>N8.5 Wood vinegar</td><td></td><td></td></tr><tr><td></td><td>N8.4 Flavouring forest products</td><td></td><td></td></tr><tr><td></td><td>N8.6 Pyroligneous acid</td><td></td><td></td></tr></table>				Level 1	Level 2	Level 3	Examples	N8 Flavoring, chemical, medicinal and cosmetic plant products	N8.1 Ethanol		E.g. Xylitol		N8.2 N8.1 Medicinal plants and forest products				N8.3 N8.2 Pharmaceutical forest raw materials		E.g. Salicylic acid, quinine, paclitaxel, betulinic acid, snakewood extract, neem		N8.3 Cosmetics and health care forest products				N8.5 Wood vinegar				N8.4 Flavouring forest products				N8.6 Pyroligneous acid		
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N9 Food	<p>Include new Level 3 categories for N9 Food with examples.</p> <table><tr><th>Level 1</th><th>Level 2</th><th>Level 3</th><th>Examples</th></tr></table>				Level 1	Level 2	Level 3	Examples																												
Level 1	Level 2	Level 3	Examples																																	

	N9 Food	N9.2 Tea	N9.2.1 Processed tea	E.g. Erva-mate, mate
			N9.2.2 Unprocessed tea	
		N9.5 Fruits	N9.2.1 Processed fruits	E.g. dried fruit
			N9.2.2 Unprocessed fruits	
		N9.7 Game	N9.7.1 Live game	
			N9.7.2 Game meat	
C1 Chemical Raw Materials and Further Processed Products (CRRPS)	Introduce a new product classification group for chemical raw materials and chemically processed materials.			
	Level 1	Level 2	Level 3	Examples
	C1 Lignocellulose			E.g. Additives for the production of paper and cardboard boxes, Plastics, Adhesives such as construction adhesives, brake pads, Floor coverings
	C2 Hemicellulose and Derivates			E.g. Monosaccharides, Polysaccharides
	C1 Combustion, pyrolysis, charcoal products	C1.1 Ash		E.g. Fertilizer, spread for icy sidewalks
		C1.2 Charcoal	C1.2.1 Charcoal breeze	E.g. Barbecue charcoal, Active charcoal, Filter medium
			C1.2.2 Coconut charcoal (?)	
	C12 Lignin	C12.1 Binding agent products		E.g. Aromatic substances, Corrugated board, Refractory mixes, Pellets, Dust binding
		C12.2 Dispersing agent products		E.g. Grinding aid, Gypsum plasterboard, Brick, Textile dyes, Cilfield applications, Plant protection products,
		C12.3 Other Lignin products		E.g. Dimethylsulfide (DMS)/ Dimethylsulfoxide (DMSO), Vanillin, Carbon fibres
	C5 Combustion, pyrolysis, charcoal products	C5.1 Ash		E.g. Fertiliser, spread for icy sidewalks

		C5.2 Charcoal and manufactured products		E.g. Barbecue charcoal, Active charcoal, Filter medium
		C5.3 Smoke		E.g. Smoking agent, smoked products and produce (i.e. smoked salmon with FSC smoke)
		C5.4 Syngas/synthesis gas		
	C6 Wood vinegar/ Pyroligneous acid			E.g. Wood Vinegar, Acetic acid
	C7 Wood tar and processed products	C7.1 Crude Wood tar		E.g. Preservative or sealing agent
		C7.2 Creosote		E.g. Lures for hunting, Wood preservative, Pharmaceutical applications
		C7.3 Pitch		E.g. Waterproofing roofs, Electrodes, Plastics, Insulating materials and in, caulking seams, varnishes, paints, floor coverings
		C7.4 Oil/Pyrolysis oil		
	C8 Turpentine			E.g. Rosin/ Colophony, sealing wax and varnishes
	C9 Tall soap, tall oil and processed products	C9.1 Crude tall oil (CTO)	C9.1.1 Distilled tall oil (DTO)	
			C9.1.2 Tall oil rosin (TOR)	
			C9.1.3 Tall oil pitch (TOP)	
			C9.1.4 Tall oil heads (TOH)	
			C9.1.4 Tall oil fatty acid (TOFA)	
	C10 Further processed	C10.1 Further processed Rubber/	C10.1.1 Natural rubber	

	gums, resins or oils and derivatives	Latex products		
			C10.1.2 Tyres	
			C10.1.3 Balls	
			C10.1.4 Footwear	
			C10.1.5 Rubber foam pillows and mattresses	
			C6.1.6 Balata, gutta-percha, guayule, chicle	
			C10.1.7 Other manufactured articles of rubber	
		C10.2 Manufactured resin products		
		C10.3 Tannin and products		
		C10.4 Essential oils and products		E.g. Camphor, Brazil nut oil, Copaiba Oil
	C11 Alcohols/ Biofuels	C2.1 Ethanol		E.g. Xylitol
		C2.2 Methanol		
		C2.3 Biodiesel		
	C12 Platform chemicals			E.g. Furfural
	C13 Plastics (modified natural polymers)			
	C14 Chemicals or chemically further	C14.1 Medicinal products		

	processed medical and cosmetic products			
		C14.2 Pharmaceutical raw materials		
		C14.3 Cosmetics and health care products		
		C14.4 Industrial use products		E.g. paints, dyes
	C15 Other chemical raw materials and further processed products n. e. c.			
* The n.e.c. abbreviation means that the category includes those products “not elsewhere classified”.				

Annex 3: Estimated Timeline

Year	2022											2023							
Month	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
RFP for consultant																			
Call for TWG members																			
First Working Group meeting /call																			
Drafting																			
First draft sign off																			
Public consultation preparation																			
First public consultation (60 days)																			
Processing of stakeholders' comments																			
Working Group meeting to discuss stakeholder comments and agree on changes																			
Drafting																			
Processing of stakeholder's comments*																			
Final Working Group meeting for sign off to discuss stakeholder comments and agree on changes.																			
Draft finalization																			
Preparation of PSC and BoD documents and reports.																			
Submission of final draft to the PSC**																			
Submission of final draft to the Board of Directors for approval**																			
Translation of addendum																			
Publication																			
Development communication materials																			
Webinars to introduce (optional)																			

Addendum becomes operational for all certification bodies and CoC certificate holders																				
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* Based on previous PSC/BoD meeting schedules