

ELEMENTS OF THE DUE DILIGENCE SYSTEM (DDS)

A DDS consists of the following parts:

A) Access to information, consisting at least of the following information:

- Description of the product (type of product and trade name)
- Tree species (common name and full scientific name)
- Country of harvest, and where applicable the sub-national region where the timber was harvested as well as the concession of harvest
- Quantity (given in volume, weight or number of units)
- Supplier's name and address
- Documents or other information that proof the legal origin of the purchased products

B) Risk assessment, containing at least information about:

- Assurance of compliance with applicable legislation (e.g. certification or other third-party-verified schemes covering legal aspects of timber harvesting and trade),
- Prevalence of illegal harvesting of specific tree species,
- Prevalence of illegal harvesting or practices in the country of harvest and/or sub-national region where the timber was harvested, including consideration of the prevalence of armed conflict,
- Sanctions imposed by the UN Security Council or the Council of the European Union on timber imports or exports,
- Complexity of the supply chain

C) Risk mitigation, if the assessed risk is non-negligible:

- Measures and procedures that minimise the analysed risk effectively (e.g. no purchases from uncertain suppliers/regions, etc.)
- Additional information and documents

Documents and information that have to be provided according to part A) and B) in case of a check:

- Documents indicating that the timber was legally logged and/or transported: The available and relevant documents vary from one country to another. In many countries felling licenses/permits or management plans are necessary to harvest timber, in others they are not. The Federal Forest Office can give advice on the relevant documents for certain countries of harvest.
- Supply chain: The supply chain shows the steps of the production process and the companies involved. There are two possibilities:
 - 1) Purchase of COC certified products: There is no additional documentation necessary.
 - 2) Purchase of non COC certified products: In this case the supply chain has to be documented from the forest or the last certified supplier onwards to guarantee the actual purchase.
- Invoice, Packing List, Bill of Lading/International Consignment Note/Phytosanitary Certificate: This documents are compared with the customs data.

For more detailed information please visit http://ec.europa.eu/environment/forests/timber_regulation.htm.

Please note:

- The DDS has to be applied BEFORE the products are purchased.
- The products have to be physically present in the EU.
- A FSC or PEFC certificate doesn't replace the DDS but is a part of it.
- The risk assessment is also part of the DDS; if it is missing the DDS is incomplete.
- Prices can be hidden, amounts must be visible!