

Public Notification Letter

FSC® Chain of Custody Controlled Wood Stakeholder Consultation

To: Interested Parties

From: SCS Global Services

Consultation period: **August 16, 2019 – September 27, 2019**

Re: Notification of intent to audit Matériaux Blanchet Inc. against FSC Chain of Custody
Controlled Wood standard FSC-STD-40-005 V3-1

The Forest Stewardship Council® (FSC) requires that a certification body conducting an audit of a certified organization or applicant must consult stakeholders whenever the audit includes intent to source and use uncertified material in an FSC Chain of Custody (CoC) program according to the requirements in FSC-STD-40-005 V3-1 “Requirements for Sourcing FSC Controlled Wood”. Therefore, SCS Global Services (SCS) is seeking input from interested and directly affected stakeholders regarding the relevance, effectiveness, and/or adequacy of Matériaux Blanchet Inc’s Due Diligence System (DDS).

An explanation of ‘FSC Controlled Wood’, as well as a copy of FSC-STD-40-005 V3-1, is available here: <https://ic.fsc.org/en/certification/types-of-certification/controlled-wood-02> ; a copy of this standard is also available from SCS upon request.

Due Diligence Systems are required for certified organizations in order to avoid the sourcing and use of material originating from unacceptable sources in their FSC CoC program.

Directly affected stakeholders include any person, group of persons, or entity that is, with high probability, subject to the effects of the activities related to an organization’s controlled wood sourcing program, including the activities of their suppliers and sub-suppliers, as well as those who influence risk identified through the organization’s Due Diligence System.

This letter serves as SCS’ invitation to directly affected stakeholders to participate in our consultation process. This letter also serves as SCS’ public notification for any interested stakeholders, who are also invited to participate in the consultation process. Participation in this stakeholder consultation process is voluntary; stakeholders are not required to submit comments.

Scope of audit and audit details:

The audit will assess the conformity of the organization’s controlled wood program – including Risk Assessment(s) and DDS – according to the certification requirements as per FSC-STD-40-005 V3-1.

The company’s DDS Public Summary and Risk Assessment (excluding confidential information), as well as any other information or documents deemed relevant for the purpose of this stakeholder consultation, are included as appendices to this letter—see below. For a list of the information that is required to be publically available for stakeholder consultation by SCS, see FSC-STD-40-005 V3-1, Section 6.

Additional certificate holder information:

<https://info.fsc.org/details.php?id=a0240000005sVivAAE&type=certificate>

Options for participation and provision of comments:

Please submit written comments and evidence (where appropriate) by mail, FAX or email to SCS:

SCS Global Services
Att'n: Joseph Kochanski, Chain of Custody Certification Services
2000 Powell Street, Suite 600
Emeryville, CA 94608

Fax: 510-452-6882

Email: CWStakeholder@SCSGlobalServices.com

A summary of the stakeholder consultation and comments received will be made publically available on the FSC certificate database, as per FSC-STD-20-011 V4-0. Verbatim comments will only be published with prior consent from the stakeholder and will not be associated with stakeholder names.

Note that, while SCS is required to evaluate all information and comments objectively, SCS certification decisions are affected by stakeholder comments only insofar as the comments provide evidence of conformity or nonconformity to the applicable requirements.

Within 30 days of making our certification decision, SCS will respond to all stakeholders who provided comments to explain how their comments were taken into account.

More information about FSC and SCS can be found on our respective websites: www.fsc.org and www.scsglobalservices.com.

Publicly Available Information for FSC Controlled Wood Certificate Holders

INSTRUCTIONS

FSC® requires that organizations track their controlled material and publish specific findings. This form helps you meet the requirements in Section 6 of FSC-STD-40-005 V3-1 “Publicly Available Information”.¹

Organization Name	Materiaux Blanchet, Inc
FSC COC Certificate Number	SCS-COC-000015
Name of Authorized Representative (Contact information for person or position responsible for addressing complaints)	Hélène Loubier, Sales Coordinator
Procedure for filing complaints <i>Note: for further details on complaints procedure, see section 7 in FSC-STD-40-005 V3-1</i>	<p>Our stakeholder procedure (7.1) consists of the following steps (7.2), and will be completed within two weeks of receiving the initial complaint:</p> <ol style="list-style-type: none"> 1. We will acknowledge receipt of the complaint via email whenever possible. When an email address is not provided (or refused by request) by the complainant, we will send a written acknowledgement via US postal mail. (7.2.a) <ol style="list-style-type: none"> a. Anonymous complaints, or complaints where a mailing address or email address are not provided, will be considered invalid and will not be acknowledged. 2. Our initial acknowledgement will include the complaint procedure as outlined in our Due Diligence System Summary. (7.2.b) 3. We will conduct a preliminary assessment to determine the substance of any comment or complaint. Complaints will be defined as “substantial” or “not substantial”. <ol style="list-style-type: none"> a. This assessment will include, but not be limited to, the breadth and/or specificity of the complaint, and the standing of the complainant. (7.2.d)

¹ This document is meant as guidance only, utilization of templates and guidance documents is no guarantee of conformity with FSC requirements. It is your organization’s responsibility to conform to relevant FSC requirements.

	<ul style="list-style-type: none">i. Lack of specificity and standing will automatically be considered “not substantial”ii. Complaints not related to our risk assessment or supply area will automatically be considered “not substantial”iii. High specificity and standing complainants, with complaints that are related to our risk assessment or supply area, will be reviewed on a case-by-case basis for substance. <p>At this time, we operate under a company based risk assessment, so there are no defined responsible bodies that must be notified of complaints (7.2.c). Our Due Diligence Compliance Officer will be responsible for overseeing the response to any complaint.</p>
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Risk Assessment Summary <small>In the case that there are multiple risk assessments, copy and paste this table below for each assessment.</small>	
Description of Supply Area	Canada including the Provinces of NB, QC and Ontario
Applicable FSC Risk Assessment	FSC National Risk Assessment for Canada <input type="checkbox"/> n/a, no FSC Risk Assessment currently available for supply area
Submit applicable risk assessment (excluding confidential information) in a separate document	
Risk Designations Summary <small>For any category not rated as "Low" please fill in control measures by risk assessment indicator</small>	Sub-category
<small>In order to select a checkbox, "double-click" on the box, and select default value as "checked".</small>	
Overall Risk Designation for the Supply Area	<input type="checkbox"/> Un/specified (see below for unspecified risk designations) <input checked="" type="checkbox"/> Low
1. Illegally harvested wood Overall Risk Designation: <input type="checkbox"/> Unspecified <input checked="" type="checkbox"/> Low Control Measures per indicator (if applicable)	1.1 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 1.2 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 1.3 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 1.4 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 1.5 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.6 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.7 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.8 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.9 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.10 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.11 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.12 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.13 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.14 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.15 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.16 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.17 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.18 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.19 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.20 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.21 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low
2. Wood harvested in violation of traditional and human rights	2.1 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low

**Indicator 1.5 to 1.21 only applicable when using FSC (Centralized) National Risk Assessments*

<p>Overall Risk Designation: <input type="checkbox"/> Unspecified <input checked="" type="checkbox"/> Low Control Measures per indicator (if applicable) Our primary control measure for areas of specified risk is avoidance. In all possible instances, we simply do not source from areas of specified risk.</p> <p><i>*Indicator 2.4 and 2.5 only applicable when using Company Risk Assessment</i></p>	<p>2.2 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 2.3 <input checked="" type="checkbox"/> Specified <input type="checkbox"/> Low 2.4 <input type="checkbox"/> Unspecified <input type="checkbox"/> Low 2.5 <input type="checkbox"/> Unspecified <input type="checkbox"/> Low</p>
<p>3. Wood harvested from forests in which high conservation values are threatened by management activities Overall Risk Designation: <input type="checkbox"/> Unspecified <input checked="" type="checkbox"/> Low Control Measures per indicator (if applicable) Our primary control measure for areas of specified risk is avoidance. In all possible instances, we simply do not source from areas of specified risk.</p> <p><i>*Indicator 3.0 and 3.3 to 3.6 only applicable when using FSC (Centralized) National Risk Assessments</i></p>	<p>3.0 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 3.1 <input checked="" type="checkbox"/> Specified <input type="checkbox"/> Low 3.2 <input checked="" type="checkbox"/> Specified <input type="checkbox"/> Low 3.3 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 3.4 <input checked="" type="checkbox"/> Specified <input type="checkbox"/> Low 3.5 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 3.6 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low</p>
<p>4. Wood harvested from areas being converted from forests and other wooded ecosystems to plantations or non-forest uses Control Measures (if applicable) Our primary control measure for areas of specified risk is avoidance. In all possible instances, we simply do not source from areas of specified risk.</p>	<p>4.1 <input checked="" type="checkbox"/> Specified <input type="checkbox"/> Low</p>
<p>5. Wood harvested from forests in which genetically modified trees are planted Control Measures (if applicable)</p>	<p>5.1 <input type="checkbox"/> Un/Specified <input checked="" type="checkbox"/> Low</p>

Stakeholder Consultation Summary	
<p>Summary of the consultation process(es) performed according to Annex B of FSC-STD-40-005 V3-1</p>	<p><i>Stakeholder consultation not required for low risk designations</i></p> <p>N/A No stakeholder consultation conducted</p>
Expert Engagement Summary	
<input checked="" type="checkbox"/> N/A No expert engagement conducted	
<p>Information on the engagement of one or more experts in the development of control measures in accordance with Annex C of FSC-STD-40-005 V3-1</p> <p><i>Note: For individual experts this includes the names of the experts, their qualifications, their license/registration number (if applicable), and the scope of their services. For publically available expertise, the specific sources of information shall be cited.</i></p>	<p><i>Expert engagement not required for low risk designations</i></p>

Summary of Field Verification (undertaken as a control measure)

N/A No field verifications conducted as control measures

A summary of the organization's findings from field verification undertaken as a control measure, and steps taken by the organization to address identified non conformities where they occurred, unless confidential. The organization shall provide a justification for the exclusion of confidential information.

Note: The confidential nature of the information may be determined by the legislation that the organization must be in compliance with. Commercially sensitive information, and the names of individual landholders may be treated as confidential.

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INSTRUCTIONS

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FSC COC Certificate Number	SCS-COC-000015
Name of Authorized Representative (Contact information for person or position responsible for addressing complaints)	Hélène Loubier, Sales Coordinator
Procedure for filing complaints <i>Note: for further details on complaints procedure, see section 7 in FSC-STD-40-005 V3-1</i>	<p>Our stakeholder procedure (7.1) consists of the following steps (7.2), and will be completed within two weeks of receiving the initial complaint:</p> <ol style="list-style-type: none"> 1. We will acknowledge receipt of the complaint via email whenever possible. When an email address is not provided (or refused by request) by the complainant, we will send a written acknowledgement via US postal mail. (7.2.a) <ol style="list-style-type: none"> a. Anonymous complaints, or complaints where a mailing address or email address are not provided, will be considered invalid and will not be acknowledged. 2. Our initial acknowledgement will include the complaint procedure as outlined in our Due Diligence System Summary. (7.2.b) 3. We will conduct a preliminary assessment to determine the substance of any comment or complaint. Complaints will be defined as “substantial” or “not substantial”. <ol style="list-style-type: none"> a. This assessment will include, but not be limited to, the breadth and/or specificity of the complaint, and the standing of the complainant. (7.2.d)

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Risk Assessment Summary <small>In the case that there are multiple risk assessments, copy and paste this table below for each assessment.</small>	
Description of Supply Area	United States including the States of ME, NH, NY, PA, VT
Applicable FSC Risk Assessment	FSC National Risk Assessment for USA <input type="checkbox"/> n/a,
Submit applicable risk assessment (excluding confidential information) in a separate document	
Risk Designations Summary <small>For any category not rated as "Low" please fill in control measures by risk assessment indicator</small>	Sub-category
<small>In order to select a checkbox, "double-click" on the box, and select default value as "checked".</small>	
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