

**EXPRESSION OF INTEREST FOR CERTIFICATION BODIES  
FOR  
INTERIM APPROVAL UNDER NCCF-ToF CERTIFICATION SCHEME**

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Network for Certification and Conservation of Forests (NCCF), calls for participation of interested Certification Bodies (CBs) for interim approval under NCCF-ToF Certification Scheme.

**Interested CBs shall submit their EoI along with the details as per Annex 1 to below mentioned email address by 28 February 2020; 1700 hrs.**

<b>Email</b>	<a href="mailto:dg@nccf.in">dg@nccf.in</a> ; <a href="mailto:certification@nccf.in">certification@nccf.in</a> ;
<b>For queries call</b>	Mr Varun Grover; +91-9999330646

**Eligibility for CBs will be based on following parameters:**

1. Accreditation for ISO 17065, 17021 or accreditation from accreditation bodies
2. Availability of Technical Expertise, Auditors and support staff
3. CBs with provisional approval under NCCF-FM Scheme
4. CBs having, (5) years of professional experience in certification sector, preferably forestry, organic, agroforestry, timber legality, agriculture, etc.

**Duration**

Arrangement for interim approval for CBs under NCCF-ToF Certification Scheme will be valid for 1 year from the date of approval.

**Approval**

Interim approval for CBs under NCCF-ToF Certification Scheme will be given by an independent committee/board housed under NCCF.

**Applicable Fee**

NCCF will charge one-time fee for interim approval of CB. The fee amount equals INR 1,00,000/-.

Fee structure is as below:

1. **One-time NCCF-PEFC ToF Affiliation Fee:** INR 50,000/- (fee for CB being eligible to use NCCF-ToF Scheme)
2. **One-time Application Fee:** INR 15,000/-
3. **Man-day charges:** INR 35,000/-

**Interim Accreditation Process**

1. NCCF Accreditation Board reviews the accreditation application form.
2. NCCF Accreditation Board appoints assessors for performing desk review. Assessor(s) shall seek all accreditation related documents like Corporate Procedures, corporate Quality Manual, existing program quality manual, details of key personnel involved in performing various certification activities like auditing, technical review and certification decision making and organization registration documents. If required and on based on document review, the assessor(s) can perform an on-site visit to support accreditation findings/recommendations.
3. NCCF shall provide interim accreditation result to CBs within 30 days from the date of acceptance of accreditation application. Please note, the timeline may vary depending upon CB's preparation and availability of relevant documents and personnel.
4. The interim accreditation shall remain valid for one year. The first ToF evaluation shall be witnessed by NCCF assessor to evaluate technical competency of the CB.

## Background

Trees outside forests (ToF) resource in India play a very important role in meeting the requirements of wood fibre of the country, especially the pulp and paper, plywood and composite products, handicrafts and furniture industry. Currently, ToF resource is estimated to meet more than 85% of the industrial wood requirements.

ToF is a versatile natural resource and as important as our natural forest. Their management is a bigger challenge because of wide spread landscape, fragmentary nature and unincorporated information into any databases. Global attention on forest resources has increased manifold where as our attention on tree outside forests has remain diffused as intrinsically these are multi-sectoral and multipurpose. It is believed that bringing ToF in purview of certification will eliminate the market barriers, support farmers and private tree growers for optimum price and also install some of the best management practices to grow and manage ToF.

## About NCCF

NCCF, a not for profit organization, engaged in diverse activities like developing globally benchmarked and India specific certification standards, policy advocacy on natural resource management and other emerging issues, capacity building, training and multi-stakeholder engagement. NCCF is the National Governing Body (NGB) member of Program for Endorsement of Forest Certification (PEFC). NCCF has previously developed Certification Standard for Forest Management, which is internationally benchmarked, country specific and endorsed by the PEFC, giving this Indian Certification Scheme an international recognition.

NCCF has developed the certification standard for the ToF resource through the Standard Development Group (SDG) following an open, transparent and consultative process. The SDG comprise of a wide range of stakeholders viz, tree growers, wood based and paper pulp industries, research and academic institutions, experts, forest departments, NGOs etc. Besides a series of meetings, there have been online consultations, workshops, field visits, public consultations and finally pilot testing of the standard in the field.

**EXPRESSION OF INTEREST**

<b>Name of Conformity Assessment Body</b>			
<b>List of Accreditations along with Accreditation Bodies</b>			
<b>Registration Details (PAN, GST, CIN)</b>			
PAN No.			
GST No.			
Certificate of Incorporation/ Registration Certificate			
<b>List of Active Schemes and other details</b>			
S. No.	Name of Scheme	Year of Initiation	No. of Clients
<b>List of Resources &amp; Auditors (please attach profile/CV)</b>			
<b>Any other information</b>			
<b>Signature of Head of Organisation and Seal of Organisation</b>			
<p><i>Declaration: I hereby declare that the above information furnished by myself/my organisation is true to my knowledge.</i></p>			
<b>Date</b>			