

## A. General Information

Certificate holder Information	
<b>Certificate holder name:</b>	Oji Fibre Solutions (NZ) Limited
<b>FSC Certificate code:</b>	SAI-COC-002173 / SAI-CW-002173
<b>Qualification of persons who developed the DDS, including engagement of external parties:</b>	The Oji Fibre Solutions DDS was developed by Chloe Church, OjiFS's Sustainability Manager; however, it is a full adoption of the CRNA for New Zealand. Chloe Church's primary qualification for this work is a Master of Science (MSc) in Environmental Impact Assessment, Auditing and Environmental Management Systems from the University of East Anglia.
<b>Justification for excluding confidential information:</b>	No confidential information is included
<b>Summary of changes made to the organization's DDS System (changes to suppliers' structure, risk assessment, risk designation, mitigation/control measures, etc.):</b>	OjiFS has always used the relevant CNRA as its DDS, therefore we are currently utilising the latest version of the FSC Central Nationalised Risk Assessment (FSC-CNRA-NZ) which was released on 29 <sup>th</sup> August 2019.

## B. Feedbacks/Complaints

The company Feedback/complaint procedure is described below:
<p><b>Oji Fibre Solutions</b> shall ensure that any complaints received regarding the companies compliance with FSC or PEFC Chain of Custody requirements (not quality of the product) to the scope of <b>Oji Fibre Solutions Limited's</b> CoC certificate, are adequately considered, including the following:</p> <p><i>(refer OJIFS Quality Management Standard procedure – ISO 9001)</i></p> <ul style="list-style-type: none"> <li>▪ acknowledge receipt of a complaint to the complainant within two (2) weeks of receiving the complaint;</li> <li>▪ investigate the complaint and specify proposed actions in response to the FSC-STD-40-004 Chain of Custody Certification, within three (3) months. If more time is needed to complete the investigation, then the complainant and the organisation's certification body shall be notified in writing;</li> <li>▪ <b>Oji Fibre Solutions Limited</b> will take appropriate actions with respect to complaints and any deficiencies found in their processes that affects the conformity to the certification requirements;</li> </ul>

- **Oji Fibre Solutions** will notify the complainant and the organisation's certification body when the complaint is considered successfully addressed and closed off.
- In any cases of substantiated concerns, any material originally excluded from the risk assessment will undergo a full risk assessment according to the requirements in 5.3 of the PEFC Forest Based Products Standard.

**Please contact the person listed below for any feedback/complaint**

<b>Name:</b>	David Fox
<b>Position:</b>	Operations Manager - Fibre Procurement
<b>Address:</b>	Kinleith Pulp & Paper Mills; Private Bag 6; TOKOROA 3444
<b>Phone:</b>	+64 7 349 7072
<b>Email:</b>	David.Fox@ojifs.com

#### D. Supply chain

Site Name	Exact Nb. of suppliers	Approx. Nb. of sub-suppliers	Supplier types	Average length of non-FSC supply chain	Risk of mixing with non-eligible input
Kinleith Pulp & Paper Mill	21 (which can supply to either, or both mills)	Varies	Primary	2	Low Risk
Tasman Pulp	21 (which can supply to either, or both mills)	Varies	Primary	2	Low Risk

#### E. Risks Assessments

Country	Supply Area	Risk Designation	Type of Risk Assessment	Name of Risk Assessment	Reference to applicable control measure No. (listed at section E. below)
New Zealand	The whole of NZ.	Cat 1: Low risk	FSC	FSC Central Nationalised Risk Assessment	FSC-CNRA-NZ
		Cat 2: Low risk			29/08/2019
		Cat 3: Low risk			

	Presently OjiFS is currently only sourcing from Industrial Plantation forest areas in the North Island on NZ.	Cat 4: Low risk			
		Cat 5: Low risk			

## F. Control Measures

Not applicable (All sourcing areas are low risk)

No.	Type	Description of the implemented control measure
	Choose an item.	
	Choose an item.	
	Choose an item.	
	Choose an item.	
	Choose an item.	
	Choose an item.	

## G. Stakeholder Consultation by the Organization

Not applicable (The organization has not conducted stakeholder consultation)

*Note: Stakeholders consultation is only required as a control measure when unspecified risk has been identified for CW Cat 2 or 3 in a company or old NRA risk assessment. The Organization may also choose to conduct stakeholder consultation to verify the adequacy of its control measures.*

Area for which Stakeholder Consultation was conducted:	
Nb. of Stakeholders invited to participate:	
Summary of Stakeholders comments:	
How comments were considered:	
Justification/ Conclusion:	

## H. Engagement of Experts by the Organization

Not applicable (The organization has not engaged experts)

*Note: Engagement of expert is required to justify the adequacy of control measures developed by the Organization for CW cat 2 or 3, and when outsourcing the development of an extended risk assessment.*

Name	Qualification	License/Registration	Scope of service

## I. Field Verification by the Organization

Not applicable (The organization's control measures do not require field verification)

Justification for sampling rate:	
Description of Non-conformities identified:	
Steps taken to address identified Non-conformities:	
Justification for exclusion of confidential information:	