FSC Controlled Wood Certification
Public Audit Summary Report

Organization: Setra Trävaror AB
Address: Gardsvägen 18, 16903 Solna, Sweden
Website: www.setragroup.com
Public Company Email: info@setragroup.com

Standard(s):
- FSC-STD-40-004 V3-0 (COC)
- FSC-STD-40-005 V3-1 (CW)
- FSC-STD-40-003 V2-1 (Multisite)
- FSC STD-50-001 V1-2 (Trademark)
Accreditation Body: ASI

Type of certification: Multisite

FSC COC and FSC CW Code:
- SGS-COC-002085
- SGS-CW-002085
First Issue Date: 24. 03. 2005

License Code: FSC-C004269
Expiry date: 23. 03. 2020

Date(s) of Audit(s): 17 dec 2018 – 19 dec 2018

The SGS accredited office for this certification is
SGS South Africa (Pty) Ltd., Building 1, Harrowdene Office Park, 128 Western Services Road
Woodmead 2191, South Africa, Email:forestry@sgs.com.
Detailed contacts are provided under the following link: Contacts and Accreditations

SGS designed and maintains a system for evaluating the relevance, effectiveness, and adequacy of Due Diligence Systems (DDS) according to the FSC accreditation requirements. The verification is conducted by qualified SGS personnel, particularly by a COC-lead auditor, who is conducting the audit at the level of the certificate holder, by the central controlled wood coordinators and by local controlled wood experts, who have the local forestry knowledge to support the team in verifying the risk assessment and control measures. SGS has developed several templates and tools to support certificate holders in setting up their DDS and assure adequate evaluation by SGS. This includes, but is not limited to:

- a mechanism for verifying risk designations against available sources of information and applicable requirements;
- field verification with a scope and sampling pool relevant for the DDS under evaluation. The sampling pool shall be sufficient to confirm mitigation of risk related to origin and risk of mixing of material with non-eligible inputs;
- corroborating evidence provided by the organization with independent sources when possible.

Additional complementary information to this public summary report of SGS is provided by the published summary of the Due Diligence System of the certificate holder.

1 Scope of certification

Scope of certification: The purchasing of round wood (FSC 100%, FSC Mix, FSC Controlled Wood and Controlled Wood) and sawn timber (FSC Mix, FSC Controlled Wood, Controlled Wood), manufacturing and sale (credit system) of sawn timber, round wood and engineered
solid wood products (FSC Mix and FSC Controlled Wood).

New scope of certification: 
Outsourced planing at FSC certified outsourcing partners - Added.

Significant changes with regard to origin of material, risk assessments, control measures or other aspects of the DDS: 
Number of non FSC certified suppliers reduced.
FSC-CNRA-SE V1-0 implemented. The CNRA does not define Control Measures, it sets conditions for considering Specified risk areas as Low risk.

2. Current audit findings and conclusions
The audit team conducted a process-based audit focusing on significant aspects/risks/objectives required by the standard(s). The audit methods used were interviews, observation of activities and review of documentation and records.

The audit team concludes that the organization ☒ has ☐ has not established and maintained its management system in line with the requirements of the standard and demonstrated the ability of the system to systematically achieve agreed requirements for products or services within the scope and the organization’s policy and objectives.

Number of nonconformities identified: 1 Major 2 Minor

Based on the results of this audit and the system’s demonstrated state of development and maturity, management system certification is:
☐ Granted / ☒ Continued / ☐ Withheld / ☐ Suspended until satisfactory corrective action is completed.

3. Summary of findings from field verifications (control measures)

<table>
<thead>
<tr>
<th>Reference/No. of the control measure:</th>
<th>Not applicable/ Low risk</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The CNRA does not define Control Measures, it sets conditions for considering Specified risk areas as Low risk.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sample approach applied SGS (stratification, calculation formula, basic sets, number of samples, selection criteria, justification):</th>
<th>Not applicable/ Low risk</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Brief summary of the findings, in the case this is a control measure with field verifications (supply unit/forest level or supply chain level):</th>
<th>Not applicable/ Low risk</th>
</tr>
</thead>
</table>

4. Confidentiality of information

Information to be considered as confidential and to be excluded from public summaries: ☒ Not applicable, not restrictions
☐ Requested by the organization
☐ Requested by stakeholders
☐ Requested by other parties

Justification provided by the certificate holder or stakeholders or other party:

Evaluation by SGS and decision:
5. Exceptional extension of time to adapt the DDS

Exceptional extension of time to adapt the DDS to approved FSC risk assessments.

If applicable, timeline and circumstances of an extension for the period during which the organization shall adapt the DDS to approved FSC risk assessments:

☑ Not applicable, no extensions
☐ Requested by the Organization

Implementation due date:

Extension due date:

Justification provided by the organization:

Evaluation by SGS and decision:

6. Stakeholder consultation conducted by SGS

Summary of stakeholder comments received:

Brief description of how the comment has been taken into account:

Not applicable / Low risk

7. Nonconformities

7.1 Nonconformities identified during previous evaluations

7.2 New Nonconformities

<table>
<thead>
<tr>
<th>Nonconformity</th>
<th>N° <em>1</em> of <em>3</em></th>
<th>☑ Major</th>
<th>☐ Minor</th>
<th>☐ False Claim</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department / Function:</td>
<td>Raw material sourcing</td>
<td>Standard Ref.:</td>
<td>FSC-STD-40-005 V3-1 2.3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Leverantörsbedömning</td>
<td></td>
<td></td>
<td></td>
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</table>

Details of Nonconformity:
The company’s new purchasing policy is not yet communicated and implemented at the concerned suppliers.

The company has not ensured that its non-certified suppliers have procedures in place that ensures that Setra’s new purchase policy is implemented and followed. I.e. supplier evaluation has not been conducted after the CNRA for Sweden came into force.

Close out evidence and conclusion:
All but one non-FSC certified suppliers have been closed down (or become FSC certified). The DDS system has been upgraded to comply with the new CNRA risk classification. The upgraded system covers all applicable requirements as defined the CW standard and in the applicable CNRA. The procedures are implemented, and relevant staff trained.
### Nonconformity 1

<table>
<thead>
<tr>
<th>Department / Function:</th>
<th>Raw material sourcing</th>
<th>Standard Ref.:</th>
<th>FSC-STD-40-005 V3-1</th>
</tr>
</thead>
</table>

**Details of Nonconformity:**
The purchase agreements with non FSC certified suppliers does not include a requirement that Setra shall be informed in case the supplier’s raw material sources changes (supply area, supply chain).

**Close out evidence and conclusion:**
The purchase agreements for non-certified supplies has be updated. The agreement template now enforces the non-FSC certified suppliers to notify Setra of any changes that may affect a risk designation or the mitigation of risk, such as changes in species, origin and supply chain.
The new template has been verified. New agreement signed with company YYY.

### Nonconformity 2

<table>
<thead>
<tr>
<th>Department / Function:</th>
<th>Raw material sourcing</th>
<th>Standard Ref.:</th>
<th>FSC-STD-40-005 V3-1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Ref.:</td>
<td>Verifieringsprogram för leverantörer som inte är FSC certifierade</td>
<td>Issue / Rev. Status:</td>
<td>1.6</td>
</tr>
</tbody>
</table>

**Details of Nonconformity:**
The company's procedures do not mention that the supplier evaluation of non-FSC certified suppliers (Leverantörsbedömning) shall be conducted at least annually.

**Close out evidence and conclusion:**
The DDS procedures have been upgraded and the missing procedures added. The procedures are implemented, and relevant staff trained.

Client proposed action to address minor nonconformities raised at this audit:

Nonconformities detailed here shall be addressed through the organization’s corrective action process, in accordance with the relevant corrective action requirements of the audit standard, including actions to analyse the cause of the nonconformity and prevent recurrence, and complete records maintained.

- Corrective actions to **address identified major nonconformities shall be carried out immediately including a cause analysis, and SGS notified of the actions taken within 30 days.** An SGS auditor will perform a **follow up visit** within 90 days to confirm the actions taken, evaluate their effectiveness, and determine whether certification can be granted or continued.
- Corrective actions to address identified major nonconformities shall be carried out immediately including a cause analysis, and **records with supporting evidence sent to the SGS auditor** for close-out within 90 days.
- Corrective Actions to address identified minor non conformities including a cause analysis, shall be documented on an action plan and sent by the client to the auditor within 90 days for review. If the actions are deemed to be satisfactory they shall be followed up within 12 months.
- Corrective Actions to address identified minor non conformities including a cause analysis have been detailed on an action plan and the intended action reviewed by the Auditor, deemed to be satisfactory and shall be followed up within 12 months.
- **Appropriate cause analysis and immediate corrective and preventative action taken in response to each nonconformity as required.**

Note: For initial, re-certification and extension audits – recommendation for certification cannot be made unless check box 4 or 5 is completed. For re-certification audits the time scales indicated may need to be reduced in order to ensure re-certification prior to expiry of current certification.

Note: Within 12 months, the SGS audit team will follow up on identified minor nonconformities to confirm the effectiveness of the corrective actions taken.
Annex 1: List of stakeholders

<table>
<thead>
<tr>
<th>Name of the Stakeholder (Organisation):</th>
<th>Stakeholder Group (see below):</th>
<th>Geographical area(s) for which the Stakeholder is representative:</th>
</tr>
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<tbody>
<tr>
<td>NA</td>
<td></td>
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</tr>
</tbody>
</table>

Stakeholder Groups

1. Economic interests
2. Social interests
3. NGOs involved or with an interest in social aspects of forest management and other Environmental interests
4. FSC-accredited certification bodies active in the country
5. National and state forest agencies
6. Experts with expertise in controlled wood categories
7. Research institutions and universities
8. FSC regional offices, FSC network partners, registered standard development groups and NRA working groups in the region