

February, 2011

FSC GROUP CERTIFICATION

Participation in this group is limited to printers (not brokers) who are members of PIASC with sales of less than \$5 million annually. Sales for mailing, fulfillment, website development, etc. may be excluded if they are billed by a separate division.

Normally, an initial audit can be scheduled within ninety days of receipt of the Enrollment Form. If a shorter time frame is desired, it may incur an additional charge for travel expense (if it can be scheduled).

If your firm is already FSC certified, you may wish to wait three to four months before your current certification expires before applying to the group to avoid paying excess fees.

Your check for \$1,695 **must** accompany the Enrollment Form and be sent back to our office.

Please call Bob Lindgren at Ext. 214 (email: bob@piasc.org) if you have any questions.

REGIONAL AFFILIATE CERTIFICATE GROUP (RACG) GROUP CHAIN OF CUSTODY CERTIFICATION

PROGRAM OVERVIEW

Forest Stewardship Council (FSC)

Sponsored By: Printing Industries of New England, Printing Industries Alliance, Printing and Imaging Association of Mid America, Printing Industries of Ohio/Northern Kentucky, Printing Association of Florida, Printing Industries of the Carolinas, Printing Industry of Minnesota, Printing Industries of Illinois, Printing Industries of the South, Pacific Printing Industries, Graphic Arts Association, and Printing Industries of Michigan, Printing Industries Association of Southern California, Printing and Graphics Association MidAtlantic.

Group certification under the FSC logo is available to qualified, eligible, print manufacturing companies who are members in good standing with their sponsoring regional PIA affiliate. Companies applying for group certification must have annual sales less than \$5 million in Forest Product Business (generally commercial printing, package printing, etc). Total sales can exceed \$5 million only if there are divisions separately conducting and invoicing mailing, website development/hosting, fulfillment, etc. Sales volumes will be subject to audit by program auditors.

There is no difference between individual certificates and the group certificate as regards the use of the logo, the requirements for organization, and the use of certified papers on projects utilizing the FSC logo.

Because of the aggregating, the costs for certification are substantially reduced from the single certificate process. The group guidelines allow a subset of all companies to be fully audited (by random) and all participating firms will receive an “internal”, or overview audit on an annual basis. **All firms will be visited!**

The group, RACG, has engaged a Group Manager to provide training, oversight, and operations assistance to all participating members and a separate, certified auditing firm to conduct the full audits. Using his experience and knowledge, our group manager will be able to reduce the time and effort currently required of individual certificate holders and applicants. He will assist participating companies in reducing the administrative burden of initial and ongoing FSC certification. PIASC staff will be a

resource and advocate for this program as well. Feel free to contact us throughout your involvement for assistance.

Interested member companies need to complete and submit the **Group Participation Form** and fee. This form should be submitted to PIASC, who will transmit your information to the group manager. Because of the dynamic nature of this group, additions to the group other than at renewal time may be limited so lead-time is important. Companies can generally be joined to the group within 4 weeks of receipt of enrollment form and check by the group.

Group FSC certification fee is currently \$1,695 per year for one location inclusive of travel for auditors and group managers. Companies interested in joining the group are requested to submit the full fee with their application in order for us to release forms and to schedule plant visits for certification.

Participating companies will be individually responsible for compliance with conditions relative to utilization of the FSC logo and audit requirements. Any liability for failure to do so will rest solely with the individual non-compliant company and not with the RAGC, its collective participants, or sponsoring organizations.

Participating companies recognize that ongoing participation in RACG is contingent upon maintaining membership in good standing in PIASC and complying with all FSC guidelines for Chain of Custody Certification.

If you are interested in participating in RACG, please provide all of the information on the enclosed form and return it with your check (made payable to PIASC) to us so we can forward them to the group manager to initiate the scheduling of your initial visit.

For further information or to apply to enroll in RACG, please contact Bob Lindgren at (323) 728-9500, Ext. 214.

C O N T A C T S

Group Manager

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**REGIONAL AFFILIATE CERTIFICATE GROUP (RACG)
GROUP CHAIN OF CUSTODY CERTIFICATION**
Forest Stewardship Council (FSC)

Enrollment Form

I have read the RACG Overview and understand the following conditions listed below are required for participating in the group:

- My company's gross sales of forest products (printing) is less than \$5,000,000 per year and I can demonstrate such to RACG auditors and consultants:
- My company is a member in good standing of PIASC and ongoing participation in RACG is contingent upon remaining so.
- RACG fees are \$1,695 per year for one location and include auditor travel expenses. Full payment is required to initiate participation and to schedule your plant visit. (Please make checks out to PIASC)
- My company is individually responsible for compliance with conditions relative to FSC logo utilization and audit requirements. Any liability created by our failure to do so remains our sole responsibility.
- RACG reserves the right to bill a "travel surcharge" for companies whose location or circumstances significantly increases auditor/consultant travel costs. **Any possible surcharge will be determined and disclosed immediately to the participating company.** If deemed excessive by the company, all participation fees will be refunded.

Company _____ Phone (____) _____

Address _____ Fax (____) _____

City, St, Zip _____

Co. Contact _____ Cell (____) _____

Title _____ Email _____

Signature _____

Employees _____ Annualized Sales _____

Are you currently certified? Yes _____ No _____ If so:

Certificate # _____ Expiration _____

Have you changed certifiers within the past 4 years? Yes _____ No _____

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|----------------------------|
| Affiliate Use Only |
| Submitting Affiliate _____ |
| Date of Enrollment _____ |
| Contact _____ |