



Forest Stewardship Council®



## Public certification summary for evaluations of controlled wood according to FSC-STD-40-005 V3-1

Company	Mistik Management Ltd.
Address	Box 9060, Meadow Lake, Saskatchewan, S9X 1V7
Contact	Kevin Gillis

Certification Body	KPMG FCSI
Address	777 Dunsmuir St, Vancouver BC, V7Y 1K3
Contact	Sylvi Holmsen, Lead Auditor

Report Date: July 12, 2022



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### Disclaimer

The controlled wood public summary template is in conformity with FSC normative requirements. However, use of the template does not prevent CABs from receiving ASI NCs. That is dependent on the correct content entered by CABs.

## Public Summary of CH DDS

Information made publicly available by the organization, or references to such (according to Section 6 of FSC-STD-40-005 V3-1) is in Annex A.

DDS summary is listed in the following section

### 1. Description of the supply area(s) and respective risk designation(s)

Source area A.	CW category	Risk designation	Type of risk assessment	Reference of risk assessment
<i>Saskatchewan, Canada</i> (Refer to DDS Summary in Annex A)	Category 1	Low risk	<input checked="" type="checkbox"/> FSC risk assessment <input type="checkbox"/> Extended Company Risk Assessment	FSC Canada NRA
	Category 2	Specified risk		
	Category 3	Specified risk		
	Category 4	Low risk		
	Category 5	Low risk		

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 2. The procedure for filing complaints: Refer to Annex A for Mistik's detailed Complaint Procedure.  
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### 3. Contact information of the person or position responsible for addressing complaints

Position responsible	Kevin Gillis
Contact detail	306-240-8908

**Please fill section 4-7 in case material is not sourced from areas designated as "low risk".**

### 4. The control measures implemented by the organization for each indicator not designated as low risk in the applicable risk assessment

Sourcing area	Indicator with specified risk	Control measure 1.
<i>Saskatchewan, Canada</i>	2.3	CM #1. Indigenous Peoples with legal and/or customary rights within the Forest Management Unit do not <i>oppose*</i> the Forest Management Plan.

Sourcing area	Indicator with specified risk	Control measure 2.
<i>Saskatchewan, Canada</i>	3.1	<p>CM #8: Evidence demonstrates that forests in the sourcing area have a <i>management plan</i><sub>1</sub> that contributes to the recovery of woodland caribou <i>critical habitat*</i>, as identified in the Federal Recovery Strategy.</p> <p>The management plan identifies and implements:</p> <p>a) Best Management Practices (BMPs) that reduce disturbance to and restore <i>critical habitat*</i> including, but not limited to:</p> <ul style="list-style-type: none"> <li>• access management (e.g. road decommissioning, integrated access plans, restoration of linear features); OR</li> <li>• aggregate harvesting (i.e. harvest scheduling to minimize disturbance footprint).</li> </ul> <p><b>OR</b></p>

		b) Harvest deferrals, set asides, and/or <i>protection areas</i> <sup>2</sup> within areas of <i>critical habitat</i> <sup>*</sup> , where forest operations are not permitted. Rationale is provided as to how such actions will contribute to reducing the level of disturbance over time in <i>critical habitat</i> <sup>*</sup> , in support of meeting the threshold <sup>3</sup> requirements in the Federal Recovery Strategy.
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Sourcing area	Indicator with specified risk	Control measure 3.
Saskatchewan, Canada	3.2	<p>CM #2. Forest operations do not reduce an IFL below 50,000 ha, <b>AND</b> all meet applicable options below:</p> <p>a) For an IFL between 50,000 and 62,500 ha, cumulative impacts forest operations do not affect more than 10% of the IFL.</p> <p>b) For an IFL between 62,501 and 75,000 ha, cumulative impacts forest operations do not affect more than 20% of the IFL.</p> <p>c) For an IFL between 75,001 and 200,000 ha, cumulative impacts forest operations do not affect more than 30% of the IFL.</p> <p>d) For an IFL between 200,001 and 500,000 ha, cumulative impacts forest operations do not affect more than 35% of the IFL.</p> <p>e) For an IFL larger than 500,001 ha, cumulative impacts forest operations do not affect more than 45% of the IFL.</p>

5. Stakeholder consultation process(es) performed by the organization

Not applicable, the organization did not engage a formal consultation process.

Applicable, consultation is a control measure or internal audit tool. Please fulfill this section.

Stakeholder engagement date(s): ----

Means of contact:

- Face to face meetings
- Personal contacts by phone
- Email, or letter
- Notice published in the national and/or local press
- Notice published on relevant websites
- Local radio announcements
- Local customary notice boards
- Social media broadcast

5.1. The areas for which the stakeholder consultation has been conducted (e.g. geo-reference data, state, province, supply unit)

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5.2. List of the stakeholder groups invited by the organization to participate in the consultation, please check

- Economic interests
- Social interests
- Environmental interests
- FSC-accredited certification bodies active in the country
- National and state forest agencies
- Experts with expertise in controlled wood categories
- Research institutions and universities

- FSC regional offices, FSC network partners, registered standard development groups and NRA working groups in the region

### 5.3. Summary of the stakeholder comments received and considerations

#### Stakeholder comment

#### Consideration

#### Stakeholder comment

#### Consideration

Note: Comments shall only be published with prior consent from the consulted stakeholder and not associated with stakeholder's personal identifiable information.

5.4. The organization's justification for concluding that the material sourced from these areas can be used as controlled material or sold with the FSC Controlled Wood claim  
Refer to Annex A for a summary of the justification for mitigation of specified risk.

6. The organization engaged one or more experts in the development of control measures

Yes       No

Expert A      Kevin Gillis

Qualification: Refer to Annex A for a summary of experience.

Scope of service: Refer to Annex A for the scope of service.

7. The organization undertook field verification as a control measure

Yes       No

The organization has provided a justification for the exclusion of confidential information

Yes       No

No exclusion of confidential information.

## Certification public summary

This section is not applicable as this was not a certification audit – see surveillance public summary below.

Type of evaluation:  Main evaluation  Re-evaluation

Note: For surveillance evaluations, please use the last section of surveillance public summary.

Certification evaluation date:

1. Description of the DDS, including supplier structure for each participating site

Exact number of suppliers: ----

Approximate or exact number of sub-suppliers: ----

Supplier type:

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Note: When both primary and secondary processors are included, please select both types.

Average length of the non-FSC-certified supply chain(s):

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Risk of mixing with non-eligible inputs:

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Note: Brief description of the material flow, documents kept at different transactions and other controls to indicate the risk of mixing with unacceptable material.

2. Evaluation of justification for excluding confidential information provided by the organization (according to Clause 6.2 (d) in FSC-STD-40-005 V3-0)

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3. Timeline and circumstances of an extension for the period during which the organization shall adapt the DDS to approved FSC risk assessments

Applicable  Not applicable

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4. Information about who has developed the DDS or elements of it, including whether the DDS was developed by an external party

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5. Brief description of the system developed for the evaluation of the DDS

The description shall include:

- 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.

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6. Brief summary of findings from field verification(s)

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Note: This Includes audits at the forest level and on-site verification of suppliers in the supply chain), with justification for the sampling rate applied in any type of field verification of the DDS.

7. Summary of stakeholder consultation conducted by the certification body, including:

7.1. Geographical area(s) for which stakeholder consultation was conducted (e.g. geo-reference data, state, province, supply units)  
 ----

7.2. List of stakeholders invited by the certification body to participate in the consultation (identified per stakeholder group)

- Economic interests
- Social interests
- Environmental interests
- FSC-accredited certification bodies active in the country
- National and state forest agencies
- Experts with expertise in controlled wood categories
- Research institutions and universities
- FSC regional offices, FSC network partners, registered standard development groups and NRA working groups in the region

7.3. Summary of the stakeholder comments received  
 ----

Note: Personal identifiable information of stakeholders shall not be included, unless consent from stakeholders was given for publication.

7.4. Brief description of how the certification body has taken stakeholder comments into account  
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8. List of all nonconformities against FSC-STD-40-005

2018	Grading	Due date	Open/closed
Finding No. 1.	Minor	March 13, 2019	Open
Clause	FSC-STD-40-005 V3-1 1.3		
Description			
Corrective action			

2018	Grading	Due date	Open/closed
Finding No. 2.	----	----	----
Clause	FSC-STD-40-005 V3-1 1.3		
Description			
Corrective action			

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Note: Please click the add button to the bottom-right of the table to add additional nonconformities. Corrective actions are necessary before certification in the case of major nonconformities.



## Surveillance public summary

1. Surveillance evaluation dates: Document review: October 4-8 and 12-15, 2021 and October 19, 2021 and Remote audit: June 9, 2022 and June 13, 2022.

October 29, 2020

2. Significant changes in the DDS since previous evaluation

The DDS was revised to meet the new National Risk Assessment, including the identified specified risk areas and control measures.

3. Actions taken by the organization to correct any nonconformities identified during previous evaluations

Applicable                       Not applicable

2019	Grading	Due date	Open/closed
Finding No. 1.	Minor	October 29, 2020	Closed
Clause	FSC-STD-40-005 V3-1 1.8		
The organization shall document the scope, dates, and staff involved in internal audits.			
Description of nonconformity			
The FSC 40-005 V3-1 Controlled Wood standard at 1.8 requires the organization to document the scope, dates, and staff involved in internal audits. The audit noted this documentation was absent on the 2019 internal audit of Mistik's DDS.			
Corrective action			
Mistik has included the list of internal audit participants in the EMS SFM Committee Meeting Minutes.			

2019	Grading	Due date	Open/closed
Finding No. 2.	Minor	October 29, 2020	Closed
Clause	FSC-STD-40-005 V3-1 1.8		
The organization shall assess and document the risk of mixing material with non-eligible inputs in its supply chains during transport, processing, and storage.			
The FSC 40-005 V3-1 Controlled Wood standard at 3.4 requires the organization to assess and document the risk of mixing material with non-eligible inputs in its supply chains during transport, processing, or storage. While the risk of mixing during transportation, processing and storage is considered low by Mistik, the 2019 external audit noted no documentation of the risk had been recorded.			
Corrective action			
Mistik has assessed and mitigated the risk of mixing as identified in Section 4.b. of its DDS.			

2019	Grading	Due date	Open/closed
Finding No. 3.	Minor	October 29, 2020	Closed
Clause	FSC-STD-50-001 V2-0 Part 1, Section 2		
Description of nonconformity			
The FSC 50-001 V2-0 Requirements for the use of FSC trademarks at Part 1 sections 2 indicates that in connection with FSC controlled wood or controlled material the organization shall only use the FSC initials to pass on FSC controlled wood claims in sales and delivery documentation, in conformity with FSC chain of custody requirements. The audit noted the use of FSC Controlled Wood on the company website which was in contradiction with the trademark standard.			

Corrective action
Mistik removed the first reference to FSC Controlled Wood and the second reference was changed to 'wood procurement' on its website.

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4. New nonconformities and conditions: No new nonconformities were identified during this audit.

2020	Grading	Due date	Open/closed
Clause			
Description of nonconformity			
Corrective action			

Note: Please click the add button to the right bottom of the table to add additional NCs.

5. The updated certification decision

The audit found that Mistik Management Ltd. has reached the level of conformance required for certification to the FSC-STD-40-005 V3-1 standard. This opinion is based on the fact that no major non-conformities were identified during the assessment. As a result, a decision has been reached by the lead auditor to recommend that Mistik Management Ltd. continue to be certified to the FSC-STD-40-005 V3-1 standard.

Annex A:

**Complaints procedure**

Complaints, comments or suggestions for improvements from stakeholders related to our controlled wood certification program or due diligence system can be to [MISTIK MANAGEMENT LTD. BOX 9060, MEADOW LAKE, SASKATCHEWAN, S9X 1V7], [kevin.gillis@mistik.ca](mailto:kevin.gillis@mistik.ca), 306-236-4431 by mail, email, or phone. We commit to following up on stakeholder input and provide stakeholders with feedback within two weeks upon receiving a complaint, comment or suggestion.

Mistik's complaint process included the following commitments:

1. Complaint will be acknowledged within two weeks of receipt of the complaint; an official response will be made to the complaint in a form that best suits the complainant. Mistik's complaint procedure will also be communicated at this time.
2. Mistik will attempt to resolve the issue within two weeks of receipt of the complaint. If the issue cannot be resolved immediately, involvement of other Mistik staff members that may provide assistance in addressing the matter will be initiated. The evidence provided in the complaint will be assessed to determine whether the complaint is or is not substantial.
3. If the issue cannot be addressed within two weeks of Mistik being made aware of the matter, or a resolution process cannot be agreed to that is mutually agreeable to both the complainant and Mistik, document the nature of the issue on a Mistik Stakeholder Discussion Form and notify Mistik's General Manager.
4. Complaint details will be forwarded to the certification body, affected customer(s) and FSC Canada within two weeks of receipt of the written complaint.
5. Notification will be made to the complainant, regarding the status of the complaint on a regular basis by the Operations Manager.
6. Employ a precautionary approach towards the sourcing of the relevant material while a complaint is pending.
7. Within two months of receipt of the complaint, review all sources of information relevant to the complaint. Review Mistik's original documentation related to the chain of custody determination. Based on all the evidence, through the corrective action procedure, make a new chain of custody determination that will either validate the complainant's evidence or validate Mistik's original chain of custody evidence.
8. If a non-conformance of Mistik's chain of custody procedure is found, create a corrective action report. Ensure that the supplier is excluded from Mistik's FSC controlled wood suppliers list. The supplier shall not be designated as a FSC controlled wood source until such time as Mistik's Operations Manager formally reviews the source area again and determines the appropriate chain of custody classification.
9. Verify that the corrective action has been taken by suppliers and assess for effectiveness.
10. Exclude the material in question and suppliers from Mistik's controlled wood supply chain if no corrective action is implemented.
11. When resolution of the complaint has been achieved, the complainant, the certification body, and FSC Canada will be notified of the actions taken to resolve the complaint.
12. File all chain of custody determination decisions made in response to complaints by source, year and supplier.

## FSC Controlled Wood Due Diligence System (FSC-STD-40-005 V3-1)

The Mistik Management Ltd. due diligence system (DDS) is designed to meet the FSC requirements of its chain of custody certification system currently registered under FSC Chain of Custody (KF-COC-001035) and FSC Controlled Wood code (KF-CW-001035). The system is in place to ensure that product deliveries to Mistik’s parent mills, NorSask Forest Products Limited Partnership and Meadow Lake Mechanical Pulp meet the low risk designation for sourcing wood.

### 1. General information

<b>Organisation name:</b>	<b>MISTIK MANAGEMENT LTD.</b>
<b>FSC certificate code:</b>	<b>KF-CW-001035</b>
<b>Organisation’s DDS contact person:</b>	<b>KEVIN GILLIS CERTIFICATION COORDINATOR</b>
<b>DDS prepared/assisted by:</b>	<i>MISTIK MANAGEMENT LTD. ENVIRONMENTAL AND SUSTAINABLE FOREST MANAGEMENT COMMITTEE</i>
<b>Date last reviewed/updated (by the organisation):</b>	<b>SEPTEMBER 10<sup>TH</sup>, 2021</b>

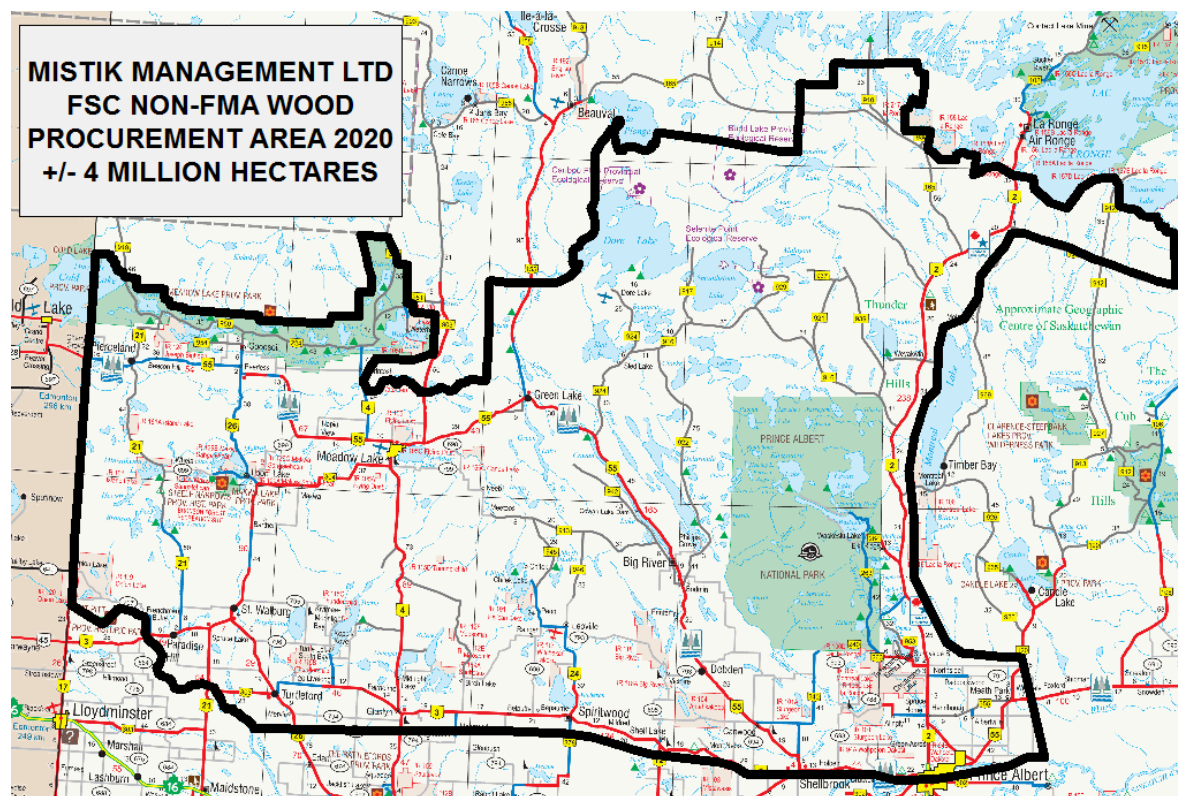
### 2. Suppliers

A listing of suppliers is maintained by Mistik’s Scaling Coordinator and is part of the Chain of Custody Standard Operating Procedure (EMSOP16\_CHAIN OF CUSTODY.DOC). Due to the sensitive and private nature of the information contained in the suppliers list, it will only be released upon request and through approval by Mistik’s management representatives.

### 3. Supply areas

The supply area covers the portion of Saskatchewan outlined in black (Figure 1) below. The supply area follows the Alberta/Saskatchewan border beginning at the Meadow Lake Provincial Park (Cold Lake), continuing south following the boundary of Saskatchewan River then follows the commercial forest boundary to near the Nesbit Provincial Forest then northward and around the east side of Prince Albert National Park and northeast to Montreal Lake and north to Lac la Ronge and Wapawekka Lake then west

along the Sakaw FMA boundary to Lac la Plonge. The boundary then follows the Mistik FMA and links up with the north edge of Meadow Lake Provincial Park to the Alberta border.



**FIGURE 1 – MISTIK MANAGEMENT PROCUREMENT AREA 2021**

#### 4. Risk assessment and Control Measures

Implementation of the FSC National Risk Assessment for Canada (NRA) was approved and implemented as of June 26<sup>th</sup>, 2019 with the final version being approval by FSC International on November 5<sup>th</sup>, 2019 and is used as the assessment tool for Mistik’s DDS. Control measures as per the NRA for the supply area have been implemented and are summarized in the next section. (<https://ca.fsc.org/preview.national-risk-assessment-for-canada-fsc-nra-ca-v2-1.a-2392.pdf>)

**4. a. Risk Mitigation**

Control Measures for all specified risk areas have been proposed in the NRA. Below are the control measures implemented or existing for the supply area determined by the NRA. See the map and associated Specified Risks and Control Measures.

**TABLE #1 – FSC NATIONAL RISK ASSESSMENT SPECIFIED RISK CONTROL MEASURES FOR THE ASSESSMENT AREA**

CONTROLLED WOOD CATEGORY	CONTROLLED WOOD INDICATOR
CATEGORY # 2 – Wood harvested in violation of traditional and human rights Selected NRA Control Measure - CM – 1 Indigenous Peoples with legal and/or customary rights within the forest management unit do not oppose the Forest Management plan.	<b>2.3 The rights of Indigenous and Traditional Peoples are upheld</b>
CATEGORY # 3 - Wood from forests in which high conservation values are threatened by management activities Selected NRA Control Measure - CM – 8 Evidence demonstrates that forests in the sourcing area have a <i>management plan</i> that contributes to the recovery of woodland caribou critical habitat, as identified in the Federal Recovery Strategy. The management plan identifies and implements: a) Best Management Practices (BMPs) that reduce disturbance to and restore critical habitat including, but not limited to: <ul style="list-style-type: none"> <li>• access management (e.g. road decommissioning, integrated access plans, restoration of linear features); <b>OR</b></li> <li>• aggregate harvesting (i.e. harvest scheduling to minimize disturbance footprint).</li> </ul>	<b>3.1 High Conservation Value #1 : Species Diversity</b>

CATEGORY # 3 - Wood from forests in which high conservation values are threatened by management activities

**3.2 High Conservation Value #2 : Landscape-level ecosystems and mosaics**

Selected NRA Control Measure -  
CM – 2

Forest operations do not reduce an IFL below 50,000 ha, **AND** all meet applicable options below:

- a) For an IFL between 50,000 and 62,500 ha, cumulative impacts forest operations do not affect more than 10% of the IFL.
- b) For an IFL between 62,501 and 75,000 ha, cumulative impacts forest operations do not affect more than 20% of the IFL.
- c) For an IFL between 75,001 and 200,000 ha, cumulative impacts forest operations do not affect more than 30% of the IFL.
- d) For an IFL between 200,001 and 500,000 ha, cumulative impacts forest operations do not affect more than 35% of the IFL.
- e) For an IFL larger than 500,001 ha, cumulative impacts forest operations do not affect more than 45% of the IFL.

**4. b. Risk assessment and mitigation for mixing in the supply chain**

Supply chain type	Risk of mixing	Control measures	Findings from field verification if undertaken as a control measure
<ol style="list-style-type: none"> <li>1. <i>Wood delivered and purchased from approved forest management license areas and term supply areas</i></li> <li>2. <i>Wood delivered and purchased directly from private land owners</i></li> <li>3. <i>Wood delivered and purchased from first nation lands</i></li> </ol>	<ol style="list-style-type: none"> <li>1. All harvesting is from legally approved harvest areas and is identified in an approved operating plan. Stock pile and staging sites have been noted as sites for potential risk of mixing.</li> <li>2. All harvesting is legally confirmed and an assessment is completed to ensure that procurement is low risk.</li> <li>3. All harvesting is initiated by the First Nation government and is approved through band council resolution and Indigenous Services Canada</li> </ol>	<ol style="list-style-type: none"> <li>1. Stock pile measures in place include Government of Saskatchewan approval of stockpile and staging sites in an operating plan or amendment approval. All inventories are mass scaled for volume and audited by Price Waterhouse Cooper. Deliveries volumes are measured against scale data to ensure accuracy.</li> <li>2. No measures required.</li> <li>3. No measures required.</li> </ol>	<ol style="list-style-type: none"> <li>1. All approved staging sites were monitored for accuracy and no findings were recorded for issues associated with any type of product mixing or volume errors.</li> <li>2. Field verification confirmed through CW audit for location.</li> <li>3. Field verification confirmed through CW audit for location.</li> </ol>

**5. Technical experts used in the development of control measures**

<b>Name</b>	<b>License/Registration #</b>	<b>Qualification</b>	<b>Scope of service</b>
Kevin Gillis	<i>SK ASFP Registration #087 RPF</i>	<i>Recognized and accepted Member of FSC Indigenous Chamber and FSC Standards Development Group Member associated with Indigenous Chamber representation.</i>	<i>Rights of Indigenous Peoples Control Measure</i>
Kevin Gillis	<i>SK ASFP Registration #087 RPF</i>	<i>Member of the "Range Plan for Woodland Caribou in SK" planning table member</i>	<i>High Conservation Value #1 Species Diversity</i>
Kevin Gillis	<i>SK ASFP Registration #087 RPF</i>	<i>Member of the FSC Case Studies of the Intact Forest Landscape Determination in Canada</i>	<i>High Conservation Value #2 Landscape level ecosystems and mosaics</i>



## 6. Complaints procedure

Complaints, comments or suggestions for improvements from stakeholders related to our controlled wood certification program or due diligence system can be to [MISTIK MANAGEMENT LTD. BOX 9060, MEADOW LAKE, SASKATCHEWAN, S9X 1V7], [kevin.gillis@mistik.ca](mailto:kevin.gillis@mistik.ca), 306-236-4431 by mail, email, or phone. We commit to following up on stakeholder input and provide stakeholders with feedback within two weeks upon receiving a complaint, comment or suggestion.

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2. Mistik will attempt to resolve the issue within two weeks of receipt of the complaint. If the issue cannot be resolved immediately, involvement of other Mistik staff members that may provide assistance in addressing the matter will be initiated. The evidence provided in the complaint will be assessed to determine whether the complaint is or is not substantial.
3. If the issue cannot be addressed within two weeks of Mistik being made aware of the matter, or a resolution process cannot be agreed to that is mutually agreeable to both the complainant and Mistik, document the nature of the issue on a Mistik Stakeholder Discussion Form and notify Mistik's General Manager.
4. Complaint details will be forwarded to the certification body, affected customer(s) and FSC Canada within two weeks of receipt of the written complaint.
5. Notification will be made to the complainant, regarding the status of the complaint on a regular basis by the Operations Manager.
6. Employ a precautionary approach towards the sourcing of the relevant material while a complaint is pending.
7. Within two months of receipt of the complaint, review all sources of information relevant to the complaint. Review Mistik's original documentation related to the chain of custody determination. Based on all the evidence, through the corrective action procedure, make a new chain of custody determination that will either validate the complainant's evidence or validate Mistik's original chain of custody evidence.
8. If a non-conformance of Mistik's chain of custody procedure is found, create a corrective action report. Review the root cause of the issue, and if necessary, exclude the supplier from Mistik's FSC controlled wood suppliers list. The supplier shall not be designated as a FSC controlled wood source until such time as Mistik's Operations Manager formally reviews the source area again and determines the appropriate chain of custody classification.
9. Verify that the corrective action has been taken by suppliers and assess for effectiveness.
10. Exclude the material in question and suppliers from Mistik's controlled wood supply chain if no corrective action is implemented.
11. When the resolution of the complaint has been achieved, the complainant, the certification body, and FSC Canada will be notified of the actions taken to resolve the complaint.
12. File all chain of custody determination decisions made in response to complaints by source, year and supplier.