

File No. : EJ03460001

Date : 28 April 2011

Dear Stakeholders,

**Invitation to Participate in Stakeholder Consultation in the Surveillance Audit of Kelantan Forest Management Unit (FMU) for Forest Management Certification**

This is to inform that SIRIM QAS International Sdn Bhd (SIRIM QAS International) will conduct Surveillance Audit for forest management certification on Kelantan FMU managed by Kelantan State Forestry Department.

SIRIM QAS International is a certification body accredited by the Department of Standards Malaysia. This audit will assess the forest management practices of Kelantan FMU against the requirements of the MC&I (2002) related to economic, social and environmental aspects. The Stage 2 Audit was conducted on 30 Nov-7 Dec 2009 & 26-28 Jan 2010 and Verification Audit was conducted on 12-13 April 2010. The Surveillance Audit will be conducted on 29 May – 2 June 2011.

The Kelantan FMU information are as below:

<b>Location</b>	Kelantan State
<b>Size of FMU</b>	424,497 ha
<b>Forest Type</b>	Dry Inland Forest
<b>Main species</b>	Dipterocarp & Non-Dipterocarps
<b>Current Forest Management System</b>	Sustainable Forest Management

The Audit Team assigned for the Surveillance Audit of the above FMU consist of the following auditors:

- 1) Samsudin Musa – Lead Auditor (*Forester/Ecologist*)
- 2) Khairul Najwan Ahmad Jahari (*Forester*)

The following is a short description of the audit process and a tentative itinerary:

1. Invitation to public to solicit comments on the FMU seeking for certification;
2. Audit planning;
3. Field audit on representative samples of forest sites and operation within the FMU;
4. Stakeholder consultation involving private interviews, discussions or small group meetings with local communities surrounding the FMU;
5. Closing Meeting with representative of FMU to present preliminary findings of the audit;
6. Preparation of draft Audit Report describing the audit process, findings and recommendation on certification;
7. Submission of final Audit Report to the Head of Food, Agriculture and Forestry Section of SIRIM QAS International; and
8. Disclosure of public summary.



As part of the audit process for forest management certification, SIRIM QAS International invites stakeholders to provide comments and feedback on the Kelantan FMU forest management practices against the requirements of the *MC&I* (2002). Topics that you may wish to comment on are as follows:

1. Environmental protection;
2. Biodiversity conservation;
3. Opportunities for employment;
4. Community relations and workers rights;
5. Benefits from the forest;
6. Your relationship with the FMU;
7. Suggestions for improvement.

Stakeholders who wish to give input and comment(s) can also access SIRIM QAS International at [www.sirim-qas.com.my](http://www.sirim-qas.com.my). SIRIM QAS International welcomes input and comment(s) either public or confidential in whatever form most convenient and secure to you. We appreciate if the input or comment(s) is given prior to the conduct of the audit by using the attached reply slip. Your input and comment(s) is valuable to SIRIM QAS International in the auditing process.

Please be informed that your input and feedback will be kept confidential available only to SIRIM QAS International and members of the audit team. SIRIM QAS International looks forward to receiving your comments.

Thank you for your cooperation.

Yours faithfully,



**RADZIAH MOHD DAUD**

Head

Food, Agriculture and Forestry Section  
Management System Certification Department  
SIRIM QAS International Sdn Bhd

**REPLY SLIP**

Date :

Head  
Food, Agriculture and Forestry Section  
Management System Certification Department  
SIRIM QAS International Sdn Bhd  
Building 4, SIRIM Complex  
1, Persiaran Dato' Menteri  
Section 2, P.O. Box 7035  
40911 SHAH ALAM  
SELANGOR DARUL EHSAN

(Attn : Pn Radziah Mohd Daud)

Fax No. : 03-5544 6763

**Invitation for stakeholders' comments on Kelantan Forest Management Unit (FMU) for MTCS/PEFC Forest Management Certification.**

I would like to inform that I have /have no comments on the Kelantan Forest Management Unit (FMU) to be verified by the audit team during surveillance audit on the FMU.

My comments are as follows: (please attach comment if the space below is adequate)

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I would like to inform that I do/do not give consent to SIRIM QAS International to reveal my organization's identity as the source of the comments and information on the FMU.

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Organization : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_