

Public Notification Letter

FSC® Chain of Custody Controlled Wood Stakeholder Consultation

To: Interested Parties

From: SCS Global Services

Consultation period: **5/10/24 – 6/21/24**

Re: Notification of intent to audit **Amos Hill Associates, Inc.** against FSC Chain of Custody Controlled Wood standard FSC-STD-40-005 V3-1

The Forest Stewardship Council® (FSC) requires that a certification body conducting an audit of a certified organization or applicant must consult stakeholders whenever the audit includes intent to source and use uncertified material in an FSC Chain of Custody (CoC) program according to the requirements in FSC-STD-40-005 V3-1 “Requirements for Sourcing FSC Controlled Wood”. Therefore, SCS Global Services (SCS) is seeking input from interested and directly affected stakeholders regarding the relevance, effectiveness, and/or adequacy of **Amos Hill Associates, Inc.** Due Diligence System (DDS).

An explanation of ‘FSC Controlled Wood’, as well as a copy of FSC-STD-40-005 V3-1, is available here: <https://ic.fsc.org/en/certification/types-of-certification/controlled-wood-02> ; a copy of this standard is also available from SCS upon request.

Due Diligence Systems are required for certified organizations in order to avoid the sourcing and use of material originating from unacceptable sources in their FSC CoC program.

Directly affected stakeholders include any person, group of persons, or entity that is, with high probability, subject to the effects of the activities related to an organization’s controlled wood sourcing program, including the activities of their suppliers and sub-suppliers, as well as those who influence risk identified through the organization’s Due Diligence System.

This letter serves as SCS’ invitation to directly affected stakeholders to participate in our consultation process. This letter also serves as SCS’ public notification for any interested stakeholders, who are also invited to participate in the consultation process. Participation in this stakeholder consultation process is voluntary; stakeholders are not required to submit comments.

Scope of audit and audit details:

The audit will assess the conformity of the organization’s controlled wood program – including Risk Assessment(s) and DDS – according to the certification requirements as per FSC-STD-40-005 V3-1.

The company’s DDS Public Summary and Risk Assessment (excluding confidential information), as well as any other information or documents deemed relevant for the purpose of this stakeholder consultation, are included as appendices to this letter—see below. For a list of the information that is required to be publically available for stakeholder consultation by SCS, see FSC-STD-40-005 V3-1, Section 6.

Publicly Available Information for FSC Controlled Wood Certificate Holders

INSTRUCTIONS

FSC® requires that organizations track their controlled material and publish specific findings. This form helps you meet the requirements in Section 6 of FSC-STD-40-005 V3-1 “Publicly Available Information”.¹

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| Organization Name | Amos-Hill Associates LLC |
| FSC COC Certificate Number | SCS-CW-002445 |
| Name of Authorized Representative (Contact information for person or position responsible for addressing complaints) | Aaron Wilhoit aaron.wilhoit@amoshill.com |
| Procedure for filing complaints <i>Note: for further details on complaints procedure, see section 7 in FSC-STD-40-005 V3-1</i> | <p>7.1 Amos-Hill will follow the procedures listed in 7.2 if a complaint is received regarding the DDS.</p> <p>7.2</p> <ul style="list-style-type: none"> a) Acknowledge receipt of complaints; (written communication) b) Inform stakeholders of the complaint procedure, and provide an initial response to complainants within a time period of two (2) weeks; c) Forward complaints related to risk designations in the relevant FSC risk assessment to the responsible body (for an NRA: as indicated in the NRA; for a CNRA: FSC); NOTE: When a complaint is forwarded to a responsible body, Clauses 7.2. d) - k) do not apply. d) Conduct a preliminary assessment to determine whether evidence provided in a complaint is or is not substantial, by assessing the evidence provided against the risk of using material from unacceptable sources; e) Dialogue with complainants that aims to solve complaints assessed as substantial before further actions are taken; f) Forward substantial complaints to the certification body and relevant FSC National Office for the supply area within two (2) weeks of receipt of the complaint. Information on the steps to be taken in order to resolve the complaint, as well as how a precautionary approach will be used, shall be included with the complaint; g) Employ a precautionary approach towards the continued sourcing of the relevant material while a complaint is pending with a description of how the precautionary approach is employed when a complaint is active. |

¹ This document is meant as guidance only, utilization of templates and guidance documents is no guarantee of conformity with FSC requirements. It is your organization’s responsibility to conform to relevant FSC requirements.

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| | <p>h) Implement a process (e.g., field verification and/or desk verification) to verify a complaint assessed as substantial, within two (2) months of its receipt;</p> <p>i) Determine the corrective action to be taken by suppliers and the means to enforce its implementation by a supplier if a complaint has been assessed and verified as substantial. If a corrective action cannot be determined and/or enforced, the relevant material and/or suppliers shall be excluded by the organization;</p> <p>j) Verify whether corrective action has been taken by suppliers and whether it is effective;</p> <p>k) Exclude the relevant material and suppliers from the supply chain if no corrective action is taken;</p> <p>l) Inform the complainant, the certification body, and the relevant FSC National Office of the results of the complaint and any actions taken towards its resolution, and maintain copies of relevant correspondence; and</p> <p>m) Record and file all complaints received and actions taken.</p> |
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Risk Assessment Summary

In the case that there are multiple risk assessments, copy and paste this table below for each assessment.

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|---------------------------------------|--|
| Description of Supply Area | Eastern United States: Illinois, Indiana, Iowa, Kentucky, Maine, Michigan, Missouri, New Hampshire, New York, Ohio, Pennsylvania, Tennessee, Vermont, West Virginia, Wisconsin |
| Applicable FSC Risk Assessment | FSC-NRA-USA V1-0 <input type="checkbox"/> n/a, no FSC Risk Assessment currently available for supply area |

Submit applicable risk assessment (excluding confidential information) in a separate document

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| Risk Designations Summary For any category not rated as “Low” please fill in control measures by risk assessment indicator | Sub-category |
|--|---------------------|

In order to select a checkbox, “double-click” on the box, and select default value as “checked”.

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| Overall Risk Designation for the Supply Area | <input checked="" type="checkbox"/> Un/specified (see below for unspecified risk designations) <input type="checkbox"/> Low |
| Illegally harvested wood Overall Risk Designation: <input type="checkbox"/> Unspecified <input checked="" type="checkbox"/> Low Control Measures per indicator (if applicable) | 1.1 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 1.2 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 1.3 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 1.4 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 1.5 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.6 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.7 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.8 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.9 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.10 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.11 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.12 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.13 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.14 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.15 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.16 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.17 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.18 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.19 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.20 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 1.21 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low <i>*Indicator 1.5 to 1.21 only applicable when using FSC (Centralized) National Risk Assessments</i> |
| Wood harvested in violation of traditional and human rights Overall Risk Designation: <input type="checkbox"/> Unspecified <input checked="" type="checkbox"/> Low Control Measures per indicator (if applicable) | 2.1 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 2.2 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 2.3 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 2.4 <input type="checkbox"/> Unspecified <input type="checkbox"/> Low 2.5 <input type="checkbox"/> Unspecified <input type="checkbox"/> Low <i>*Indicator 2.4 and 2.5 only applicable when using Company Risk Assessment</i> |
| Wood harvested from forests in which high conservation values are threatened by management activities Overall Risk Designation: <input checked="" type="checkbox"/> Specified <input type="checkbox"/> Low Control Measures per indicator (if applicable) | 3.0 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low 3.1 <input checked="" type="checkbox"/> Un/specified <input type="checkbox"/> Low 3.2 <input type="checkbox"/> Un/specified <input checked="" type="checkbox"/> Low 3.3 <input checked="" type="checkbox"/> Specified <input type="checkbox"/> Low |

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| <p>CM 3.1.a.ii-FSC US Controlled Wood Regional Meeting Report Appalachian Region Asheville NC, July 19,2018</p> <p>FSC US Controlled Wood Regional Meeting Report SOUTHEAST & Mississippi Alluvial Valley Regions: Atlanta, GA, July 31, 2018</p> <p>Low mitigation required per mitigation matrix</p> <p>CM 3.1.b Annex 2- Education and Outreach for 3.1 and 3.3</p> <p><i>*Indicator 3.0 and 3.3 to 3.6 only applicable when using FSC (Centralized) National Risk Assessments</i></p> | <p>3.4 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low</p> <p>3.5 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low</p> <p>3.6 <input type="checkbox"/> Specified <input checked="" type="checkbox"/> Low</p> |
| <p>Wood harvested from areas being converted from forests and other wooded ecosystems to plantations or non-forest uses Control Measures (if applicable)</p> | <p>4.1 <input type="checkbox"/> Un/Specified <input checked="" type="checkbox"/> Low</p> |
| <p>Wood harvested from forests in which genetically modified trees are planted Control Measures (if applicable)</p> | <p>5.1 <input type="checkbox"/> Un/Specified <input checked="" type="checkbox"/> Low</p> |

Stakeholder Consultation Summary

Summary of the consultation process(es) performed according to Annex B of FSC-STD-40-005 V3-1

N/A No stakeholder consultation conducted

Expert Engagement Summary

N/A No expert engagement conducted

Information on the engagement of one or more experts in the development of control measures in accordance with Annex C of FSC-STD-40-005 V3-1

Note: For individual experts this includes the names of the experts, their qualifications, their license/registration number (if applicable), and the scope of their services. For publically available expertise, the specific sources of information shall be cited.

Summary of Field Verification (undertaken as a control measure)

N/A No field verifications conducted as control measures

A summary of the organization's findings from field verification undertaken as a control measure, and steps taken by the organization to address identified non conformities where they occurred, unless confidential. The organization shall provide a justification for the exclusion of confidential information.

Note: The confidential nature of the information may be determined by the legislation that the organization must be in compliance with. Commercially sensitive information, and the names of individual landholders may be treated as confidential.