

**COMPETENCY REQUIREMENTS FOR BODIES OPERATING FOREST  
MANAGEMENT CERTIFICATION**

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**DEPARTMENT OF STANDARDS MALAYSIA  
SCHEME FOR THE ACCREDITATION OF CERTIFICATION BODIES  
(The ACB Scheme)**

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FOREST MANAGEMENT CERTIFICATION**

**Authority To Issue**

**Director General  
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## Section 1: Introduction

1.1 Lead auditors, auditors and technical experts for forest management certification (FMC) are required to have relevant knowledge, experience and skills to participate as an audit team member. The aim of this document is to detail these minimum requirements.

## Section 2: FMC Audit Team Competencies

2.1 All lead auditors and auditors shall have:

- 2.1.1 the knowledge and understanding of general concepts of management systems, especially environmental and quality management systems;
- 2.1.2 the knowledge and understanding of Sustainable Forest Management (SFM) principles, criteria and practices;
- 2.1.3 a good understanding of the forest management standard and its related assessment procedures used under the MTCC scheme;
- 2.1.4 awareness of the contentious issues involved during the audit such as issues highlighted by the mass media and stakeholders, and areas of environmental and social significance in the forest area undergoing assessment, and assess their impact on SFM;
- 2.1.5 the knowledge and understanding of the key components of a forest management plan;
- 2.1.6 familiarity with the forest management planning, implementation, monitoring and control processes, and the ability to assess their effectiveness;
- 2.1.7 the ability to assess forest management practices;
- 2.1.8 the ability to assess the application of laws, codes of practice, procedures and guidelines related to forest management;
- 2.1.9 the knowledge and understanding of auditing methods and techniques;  
and
- 2.1.10 the knowledge and understanding of auditing principles, including the techniques used to evaluate the effectiveness of the forest

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management planning, implementation, monitoring and control processes.

## **Section 3: Academic Qualification For Lead Auditors, Auditors And Technical Experts**

3.1 Shall have, as a minimum, a degree in forestry or in fields related to forest management such as environmental sciences, ecology, botany, zoology, sociology, forest engineering and forest economics.

## **Section 4: Training For Lead Auditors, Auditors And Technical Experts**

### **4.1 For Lead Auditors and Auditors**

4.1.1 Shall have undergone a course on the forest management standard and its related assessment procedures conducted by MTCC; **AND**

4.1.2 Shall have undergone 40 hours of accredited lead auditor course in ISO 14001.

### **4.2 For Technical Experts**

4.2.1 Shall have undergone a course on the forest management standard and its related assessment procedures conducted by MTCC; **OR**

4.2.2 Objective evidence demonstrating that a satisfactory level of knowledge relevant to forest management, or related fields, has been achieved.

## **Section 5: Work Experience For Lead Auditors, Auditors And Technical Experts**

5.1 Shall have a minimum of 5 years work experience in forestry or in the fields related to forest management such as environmental sciences,

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ecology, botany, zoology, sociology, forest engineering and forest economics.

### **Section 6: Auditing Experience For Lead Auditors And Auditors**

- 6.1 Auditors shall have participated as an observer in at least two complete audits (either main, surveillance or recertification audit) for forest management certification. The audits shall cover the entire process from preparation to reporting.
- 6.2 A lead auditor shall have the ability to lead the team and manage the audit processes, and have participated as an auditor in at least three complete audits for FMC, including one main audit.