

## Statement of Principles

Over the centuries, production and consumption of wood and wood products has had profound effects on the world’s forested landscapes, including those in the State of Maine. These effects include loss of habitat, degradation of air and water quality, declining timber quality, and loss of access to the many physical, economic, recreational, spiritual and aesthetic values of healthy forest ecosystems.

These effects are due, in large part, to a loss of connection between the consumption of forest products, their trade in regional, national and global markets, and the care of the forests in which those products originate.

Maine WoodNet Certified Group (MWNCG) seeks to help restore that connection through chain-of-custody certification under the Forest Stewardship Council (FSC) system. By having the capacity to manufacture products from wood grown and harvested in accordance with FSC principles, and sell to retailers or directly to end users concerned with the condition of forest landscapes, MWNCG expects to enhance both the condition of those landscapes and the vitality of the wood products manufacturing industry of western Maine.

Participants in the Maine WoodNet Certified Group have voluntarily agreed to market products with an FSC label. The undersigned participant recognizes that the value of certification in the marketplace for **any** MWNCG participant depends on the efforts of **all** MWNCG participants to uphold the integrity of the chain-of-custody. To assist the Maine WoodNet Certified Group in this critical function, each participant agrees to and shall abide by the following:

1. **FSC Principles and Criteria** for Forest Management and Northeastern U.S. regional FSC standards, once the latter have been approved by FSC.1
2. **Chain-of-Custody requirements** defined by the FSC-accredited certification body (the certifier)
3. **Maine WoodNet Certified Group Chain of Custody Manual**

The undersigned participant recognizes that following these guidelines is essential to the ability of other MWNCG participants to market wood products as FSC-certified and, thereby, to fully support the goal of connecting excellent forest management with the wood products marketplace. The participant therefore understands that failure to follow these guidelines may result in corrective actions including, but not limited to, suspension or dismissal from the Maine WoodNet Certified Group.

I, (participant) \_\_\_\_\_ of  
(business) \_\_\_\_\_ agree to

the above Statement of Principles.

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

1 NOTE: FSC Principles and Criteria and Regional Standards apply largely to **forest management**, as opposed to **chain-of-custody** operations. Thus, many principles and criteria, such those regarding landowners having a management plan or refraining from use of certain chemicals or genetically modified organisms would not apply to MWNCG participant operations.

Approved Logos



**Maine WoodNet**

*SW-COC-737*

The wood in this product comes from well managed forests, independently certified in accordance with the rules of the Forest Stewardship Council.

FSC Trademark © 1996, Forest Stewardship Council, A.C.



**Maine WoodNet**

*SW-COC-737*

**70%  
Minimum**

At least 70% of the wood used in making this product comes from well managed forests, independently certified in accordance to the rules of the Forest Stewardship Council.

FSC Trademark © 1996, Forest Stewardship Council, A.C.

Percentage  
Base Claim

## MWNCG Steering Committee

Christine Krauss  
MWN Project Coordinator  
207 778-6765  
mewood@mainewoodnet.org

Spencer Phillips  
MWN Project Director  
802 895-2882  
spencer\_phillips@twis.org

Mark Prentiss  
Mark Prentiss Cabinetry Inc.  
207 778-2058

Gary Krauss  
Native Woods Inc.  
207 645-2400  
mewood@usadatanet.net

Jon Loekle  
Loekle Millwork  
loekle@prexar.com  
207 474-2876

<b>Participant Section:</b>	
<b>Complete for first project. For subsequent projects, just fill in the "MWNCG Participant" line.</b>	
MWNCG Participant	
Participant's Contact Person	
Participant's Address	
Participant's Phone and Fax	
Participant's e-mail	
<b>Project Section: Complete once for each project</b>	
Project Description	
Number of Units	
Purchaser	
Purchaser's COC (if any)	
Project Start & Completion Dates	Start: _____ Finish: _____
Percentage-based product?	Circle one: YES / NO
Per Unit Wood Volume (BF)	
Per Unit FSC Wood Volume (BF)	
Per Unit Neutral Content(BF)	
Total Wood Volume (BF)	
Total FSC Wood Volume (BF)	
Total Neutral Content	
Project Notes	
<b>Project Details:</b>	
<b>Complete for each source and/or species and/or neutral content included in the project.</b>	
Supplier	
Supplier Contact	
Supplier Certificate Number	
Species	
Volume In (BF)	
Volume Used (BF)	
Vol. Leftover (BF) & Disposition	
<b>Project Details:</b>	
<b>Complete for each source and/or species and/or neutral content included in the project.</b>	
Supplier	
Supplier Contact	
Supplier Certificate Number	
Species	
Volume In (BF)	
Volume Used (BF)	
Vol. Leftover (BF) & Disposition	
<b>Project Details:</b>	
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Supplier	
Supplier Contact	
Supplier Certificate Number	
Species	
Volume In (BF)	
Volume Used (BF)	
Vol. Leftover (BF) & Disposition	

MWNCG Participants

Subcode #	Business / Name	Address	Phone / Fax	Email / website	Products
SW-COC-737 (A)	Anson Woodworking and Laser Engraving Ken Trott	38 Smith Road Anson, ME 04911	(207) 696-8006 696-8209	<a href="mailto:awlaser@hotmail.com">awlaser@hotmail.com</a>	Specialty laser engraving Manufacturer
SW-COC-737 (B)	Loekle Millwork Jon Loekle	99 Bagley Rd Madison, ME 04950	(207) 474-2876	<a href="mailto:loekle@prexar.com">loekle@prexar.com</a>	Custom wood Kiln
SW-COC-737 (C)	Maggie's Farm David Pollock	PO Box 167 Kents Hill, ME 04349	(207) 293-3333		Carved wooden utensils
SW-COC-737 (D)	Mark Prentiss Cabinetry Mark Prentiss	227 Federal Row Farmington, ME 04938	(207) 778-2058		Custom sawyer Kiln Custom Cabinetry Furniture
SW-COC-737 (E)	Michael Hoy Woodworking Michael Hoy	RR2, Box 7550 Solon, ME 04979	(207) 643-2341	<a href="mailto:mdhoy@somtel.com">mdhoy@somtel.com</a>	Chairs Tables
SW-COC-737 (F)	Mid Maine Furniture and Cabinetry Larry Heller	492 East River Road Skowhegan, ME 04976	(207) 474-5722 474-0344	<a href="mailto:midmainefurniture@yahoo.com">midmainefurniture@yahoo.com</a> <a href="http://www.maineCUSTOMWOODWORK.COM">www.maineCUSTOMWOODWORK.COM</a>	Custom Cabinetry Furniture
SW-COC-737 (G)	Native Woods Gary Krauss	PO Box 265 East Wilton, ME 04234	(207) 645-2400 645-2405	<a href="mailto:mewood@usadatanet.net">mewood@usadatanet.net</a>	Custom Cabinetry Live-edge furniture & Frames
SW-COC-737 (H)	Ruman's Mill Michael Ruman	1645 E. Madison Rd. Madison, ME 04950	(207) 474-3071		Custom sawyer
SW-COC-737 (I)	W. A. Mitchell, Inc. Dan Maxham	PO Box 578 Temple, ME 04984	(207) 778-5212 778-5571	<a href="mailto:dmaxham@megalink.net">dmaxham@megalink.net</a> <a href="http://www.wamitchell.com/">www.wamitchell.com/</a>	Chairs Tables

Subcode #	Business / Name	Address	Phone / Fax	Email / website	Products
SW-COC-737 (J)	Maine Wood Artisans & Island Elements Melissa Norton	130 Depot Buckfield, ME 04220	(207) 336-3500 336-3502	<a href="mailto:IsElem@aol.com">IsElem@aol.com</a> <a href="http://www.islandelements.com">www.islandelements.com</a>	Custom furniture Beds, dressers, armoires, tables
SW-COC-737 (k)	Dailey Woodworking Kim Dailey	26 Notta Road Carthage, ME 04224	(877) 217-5436 (207) 562-7136	<a href="mailto:info@daileywoodworking.com">info@daileywoodworking.com</a> <a href="http://www.daileywoodworking.com">www.daileywoodworking.com</a>	Turned wood pens, pencils, bowls, and accessories.

**CHAIN-OF-CUSTODY CERTIFICATION OUTSOURCING AGREEMENT**

A SmartWood Chain of Custody (CoC) certification contract allows a company to use Forest Stewardship Council (FSC) approved and certified wood to produce a SmartWood certified product. In some cases, a company may wish to outsource some of the work that goes into manufacturing these products. If a SmartWood CoC certified company wishes to outsource manufacturing of certified wood products to another company that is not certified, it is the SmartWood CoC certified company's responsibility to get the non-certified outsourcing company to sign the following agreement.

**SmartWood CoC Company Name:** Maine WoodNet Certified Group

**Certification #** SW-COC-737

As a SmartWood certified company outsourcing certified wood products, I agree to the following terms:

- All certified wood sent to an outsourcing company must be clearly marked as certified on the wood or load of wood itself (paint, tags, etc.) and on accompanying documentation (bills of lading, order forms, etc.)
- The exact certified wood that is shipped to the outsourcing company is the only wood to be used in the manufacturing of the desired outsourced wood product.
- The outsourcing company is fully aware of all the responsibilities outlined below.
- The annual report to SmartWood must document dates and quantities (sent out and received) of outsourced materials.

**MWNCG Company Representative:** \_\_\_\_\_

**Signature and Date:** \_\_\_\_\_

**Outsourcing Company Name:** \_\_\_\_\_

Street Address: \_\_\_\_\_

Town, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

As an outsourcing company for certified wood products, a company must agree to the following terms:

- The outsourcing company will only use the wood sent to them by the SmartWood certified company. No other wood will be used in the job other than that which is sent specifically for certified use.
- Products sent back to the SmartWood certified company were manufactured using only the certified wood sent to them by the certified company.
- The certified wood products sent back to the certified company will be labeled clearly as certified on all accompanying documentation (sales slips, bills of lading, shipping invoices, etc.)
- The non-certified outsourcing company can make no claims of being a certified company. The company has no right to advertise or market their products as certified.

**Company Representative:** \_\_\_\_\_

**Signature and Date:** \_\_\_\_\_

**Segregation Document**

Name of Business: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Person responsible to see that the procedures will be followed: \_\_\_\_\_

**PAPERWORK:** You must send MWNCG copies of all transactions including invoices and Project Data Sheets. See manual for a complete description of approved practices and necessary forms, or call MWNCG at 778-6765 for more information.

Please answer the following questions.

1) Segregation of FSC-Certified raw material or components

a) Fully describe how you intend on marking FSC-Certified logs, lumber, or components that come into your workshop or log yard. For instance if you use a waterproof marker what color will it be and what will you use as a symbol (letters, numbers, etc.)?

b) What state will the wood be in when it comes into your log yard or workshop?

Checkmark and explain all that apply.

<input type="checkbox"/>	Wood	
<input type="checkbox"/>	Logs	
<input type="checkbox"/>	Boards	
<input type="checkbox"/>	Parts or Components (spindles, etc.)	
<input type="checkbox"/>	Other	

c) How will you segregate and store FSC-Certified material from non-certified material?

Checkmark and explain all that that apply.

<input type="checkbox"/>	100% Certified	
<input type="checkbox"/>	Mark	
<input type="checkbox"/>	Brand	
<input type="checkbox"/>	Tag	
<input type="checkbox"/>	Paint	

d) How will the finished products (boards, components, furniture, etc.) be marked?

Checkmark and explain all that that apply.

<input type="checkbox"/>	100% & 70% Certified	
<input type="checkbox"/>	Mark	
<input type="checkbox"/>	Brand	
<input type="checkbox"/>	Tag	

2) Inventory or Scrap FSC-Certified material: describe how you will handle the Inventory or Scrap material after a project is completed.

a) How will the left over FSC-Certified material be marked? For example will you mark it with a marker, pencil or chalk and if so what color will you use? What will the markings look like?

b) How will the segregated 'bin' or storage area be marked?

**Disposition of unused certified materials.**

Checkmark all that apply

	<i>Left over disposition</i>
	Inventory
	Give or sell to another member for value added products
	Throw into a non-certified scrap pile (at that point it loses its certification value)
	Burn

Where will it be stored?

How will it be marked (marker, brand, etc.) be explicit?

Describe how will you differentiate between 100% and percentage based (70%) finished products?

	Hangtags	
	Mark	
	Pallet	
	Brand	

3) Finished products

How will you mark your finished product?

- a. I plan on using Hang Tags (100% & 70%). NOTE: All hang tags must be pre-approved by SmartWood before use. MWNCG must have copies.
- b. I plan on branding my products (copy of the approved brand must be on file at the MWNCG office).
- c. I plan on marking them with waterproof markers (copy of the 'mark' must be on file at MWNCG office).
- d. Other.

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

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