



**SRI LANKA STANDARDS INSTITUTION**  
**APPLICATION FOR THE CERTIFICATION OF SUSTAINABLY PRODUCED FUEL WOOD**  
**MANAGEMENT SYSTEM**  
 IN ACCORDANCE WITH SLS 1551: 2016 STANDARD

The Director General  
 SRI LANKA STANDARDS INSTITUTION  
 No. 17, Victoria Place  
 Elvitigala Mawatha  
 COLOMBO 08  
 SRI LANKA

for office use

DATE RECEIVED	
REFERENCE NUMBER	
NEW CERTIFICATION	
RE-CERTIFICATION	

I/We hereby apply for the certification of Sustainably Produced Fuel Wood Management System established in

.....  
 [Registered name of the Applicant Organization]

**Note :** The organization can be a group of operators consisting of few other small scale farmers.

The particulars of my/our organization are given below:

**1. GENERAL:**

1.1. Address (Head Office):

.....  
 .....

Telephone: ..... Fax: ..... E-mail: .....

1.2. Legal status of the organization :

a) Registration authority: .....

b) Registration number: ..... Date: .....

1.3. VAT registration number: .....

1.4. If SVAT, SVAT number:

\*\*(Attach SVAT approval letter from the Department of Inland Revenue)

**2. APPLICABLE LOCATION(S) FOR THE CERTIFICATION:**

[Please indicate the permanent physical locations of companies (operators) registered under the Applicant Organization which are to be included in the SLS 1551 certification].

[If required Please attach a separate sheet]

Name and address of the location/site	Name, designation & contact details (Telephone /e-mail) of the representative at each location/site	Departments/Divisions at each location/site <i>(eg.: Management, Design, Production, Quality Assurance, Human Resources, etc.)</i>	Total effective number of employees**
Head office			
Location 1			
Location 2			

**3. DETAILS OF OPERATORS AND FARMERS :**

[Please indicate the permanent physical locations of companies (operators) registered under the Applicant Organization which are to be included in the SLS 1551 certification].

	Name & Address of Operator/Farmer	Type of plantation	Area of plantation (hectares/acres)	No. of employees**
1.				
2.				
3.				
4.				
5.				

[If the space above is not sufficient, please attach a separate sheet]

**\*\***The effective number of employees consists of all full time, seasonal, temporary, contracted and part time employees who are involved within the scope of certification.

3.1. Description of products manufactured and/or services offered: (if multiple sites are available, please specify the products manufactured and/or services offered in each site separately)

Site	Product(s) manufactured and/or service(s) offered
Head office	
Location 1	
Location 2	

**4. ANY OTHER SYSTEMS CERTIFICATION(S) OBTAINED BY THE ORGANIZATION:**

4.1 Other Management systems certification(s) obtained by the organization.

STANDARD	CERTIFIED (YES /NO)	CERTIFICATION BODY
ISO 14001 (EMS)		
ISO 22000 (FSMS)		
ISO 45000(OHSMS)		

ISO 50000 (ENMS)		
HACCP		
GMP		
ANY OTHER (PLEASE SPECIFY)		

4.2 Does the organization hold any Product Certification? Yes No

If yes ;  
Please specify the certification with the type of product and relevant standard:

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

**5. LIAISON OFFICER**

5.1. Chief Executive Officer of the Applicant Organization :

a) Name: .....  
Designation: .....  
Telephone: ..... Fax: ..... E-mail: .....

5.2. Contact person of the Organization :

a) Coordinator [Name]: .....  
Designation: .....  
Telephone: ..... Fax: ..... E-mail: .....

b) Deputy(ies), if appointed [Name(s)]: .....  
Designation: .....  
Telephone: ..... Fax: ..... E-mail: .....

**6. LEGAL OBLIGATIONS**

Please indicate all the laws and regulations applicable to the organization related to plantation, harvesting and transportation of fuel wood which is subject to certification.

- i) .....
- ii) .....
- iii) .....

- iv) .....
- .....
- v) .....
- .....

**7. SUSTAINABLY PRODUCED FUEL WOOD MANAGEMENT SYSTEM**

7.1. Sustainably Produced Fuel Wood Management System of the organization was developed by:  
 .....  
 [outside consultant(s) and/or organization itself]

7.2. Type of certification [New Certification or Recertification]: .....

7.3. Description of fuel wood in the above locations which are expected to be certified :  
 .....  
 .....  
 .....

7.4. Description of fuel wood in the above locations which are expected to be excluded from the scope of certification:  
 .....  
 .....  
 .....

7.5. Description of plantation and related processes and the services related to the scope of certification, which have been outsourced to external parties:  
 .....  
 .....  
 .....

7.6. Desired scope of SLS 1551:2016 the certification:  
 .....  
 .....  
 .....

- 7.7. If Recertification;
- a) Date of first certification: .....
  - b) Validity period of previous certification: *from* ..... *to* .....
  - c) Scope of previous certification:  
 .....  
 .....
  - d) Major changes done in the Sustainably Produced Fuel Wood Management System during the previous year [if any]:

.....  
.....  
.....

**8. DOCUMENTED INFORMATION**

Please submit copies of the following documents along with the duly perfected Application.

- a) Legal status of applicant,
- b) Any permits obtained for harvesting and transportation of fuel wood,
- c) Management plan,
- d) Sustainability management plan,
- e) Location map (A map with different colours for different crops is preferable), and
- f) Chain of custody and traceability plan,

**9. DECLARATION BY APPLICANT**

8.1 I am/We are fully informed and in agreement with the contents of the following documents of the Sustainably Produced Fuel Wood Management System Certification Scheme of the Sri Lanka Standards Institution; Rules and Procedures, Guidelines for Applicants, Fee Schedule, Certification Agreement, Audit time determination agreement and Conditions For Use of the Sustainably Produced Fuel Wood Management System Certification Mark.

8.2 Should any initial enquiry be made by the Certifying Authority, I/We agree to extend to the Certifying Authority all required facilities at my/our command and I/We agree to pay all costs involved prior to the grant of the Certificate.

8.3 I/We will not hold liable either the Sri Lanka Standards Institution or those having a function in its activities for damages resulting from the consideration of the application for certification, including the possible rejection.

Signed at .....

on this ..... day of ..... 20.....

Signature : .....

Name : .....

Designation : .....

For and on behalf of .....

[Name of the Applicant Organization]