

Annex II: Overview of legally required documents

Domestic material

- a) Legal right to harvest and other key forest level legality documents
 - Forest Timber License issued by Forestry Department Sarawak (**Figure 1**)
 - General Harvesting Plan (GP) approved by Forestry Department Sarawak
 - Detailed Harvesting Plan (DP) approved by Sarawak Forestry Corporation (SFC)
 - Permit to Enter Coupe (PEC) issued by Sarawak Forestry Corporation (SFC)
- b) Transport from Forest to Forest checking station
 - Log Specification Form (Royalty assessment) by SFC
 - Log Specification Summary (Swamp) by SFC
 - Royalty Assessment Check Form by SFC
 - Removal Pass (Royalty) by SFC (**Figure 2**)
 - Endorsement Clearance Certificate (ECC) issued by Hardwood Timber Sdn bhd
- c) Transport from Forest checking station to primary processing
 - Removal Pass (Transit) by SFC (**Figure 3**) accompanied by Removal pass (royalty), Logs Specification (Royalty) and Log Specification (Transit)
 - Shipping Pass (vessel) or Transportation Pass (lorry) issued by Hardwood Timber Sdn Bhd
- d) Processing
 - Inspection Report at Mill by Hardwood Timber Sdn Bhd
 - Operating permit for wood based industrial from Forestry Department
 - Trading license
- e) Export
 - Logs
 - Export Clearance Certificate (ExCC) issued by Hardwood Timber Sdn Bhd
 - Export License issued by STIDC
 - Sawn timber
 - Bill of Lading (**Figure 4**)
 - Certificate of Origin ((**Figure 5**)
 - Phytosanitary Certificate (**Figure 6**)
 - Form D (According to Country)
 - Fumigation Certificate (According to Country)

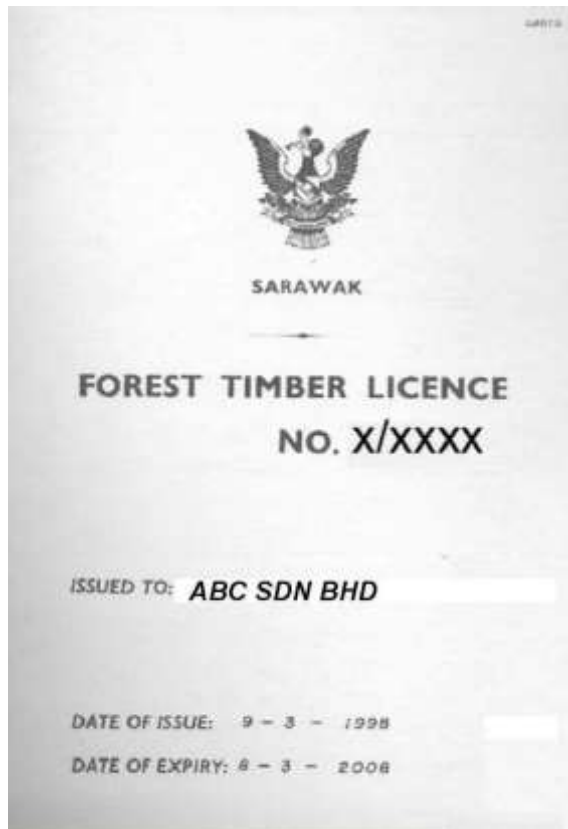


Figure 1: Forest Timber License

ROYALTY

FOREST DEPARTMENT, SARAWAK

REMOVAL PASS No. R 322075

FOR FOREST PRODUCTS TAKEN UNDER LICENCE

(Issued under rule 22 of the Forest Rules)

(This Pass must be presented at the Forest Office or Customs Office
or the appropriate specified Office)

This pass entitles: _____ (Name of Holder)

To remove from _____ to _____

To _____ (Name and address of consignee for
forest produce described below, when under Licence No. _____)

From _____ (Name and address, Group No.
Description of Forest Reserve)

Serial No.	Specification (See Table No. _____)	Quantity	Unit	Value	Remarks
1	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____

I hereby certify that the above is a true and correct copy of the
 original as submitted to me.

 District Forest Officer

Date of issue: _____
 Date of expiry: _____

(This Pass must be accompanied by a receipt signed by the holder)

Figure 2: Removal Pass for Royalty

REMOVAL PASS No. R 5033 M

FOR FOREST PRODUCTS TAKEN FROM FOREST

(Must comply with the Forest Act)

(This form must be submitted to the Forest Officer or Customs Officer at the destination specified below)

State of Kerala

Name of Applicant: Uth. Hibiny T. Paul

Name of Firm: K. V. Rajagopal & Co. K. V. Rajagopal T. (Sole)

From place specified below, take into Lower P.

To: (Name & Address)

Sl. No.	Particulars	Quantity	Value	Remarks
1
2
3
Total	

CC: ...

Signature: ...

Date of issue: ...

Date of expiry: ...

MAHARAJA'S UNIVERSITY

Figure 3: Removal Pass for Transit

EVERGREEN LINE BILL OF LADING

(To be filled in by the Shipper)

1. Name of Shipper: ...

2. Name of Consignee: ...

3. Name of Vessel: ...

4. Port of Origin: ...

5. Port of Destination: ...

6. Description of Goods: ...

7. Quantity: ...

8. Date of Issue: ...

9. Date of Expiry: ...

10. Signature of Shipper: ...

11. Signature of Consignee: ...

12. Signature of Agent: ...

13. Signature of Receiver: ...

14. Signature of Inspector: ...

15. Signature of Officer: ...

16. Signature of Clerk: ...

17. Signature of Steward: ...

18. Signature of Cook: ...

19. Signature of Cabin Boy: ...

20. Signature of Deck Hand: ...

21. Signature of Engineer: ...

22. Signature of Chief Officer: ...

23. Signature of Second Officer: ...

24. Signature of Third Officer: ...

25. Signature of Fourth Officer: ...

26. Signature of Fifth Officer: ...

27. Signature of Sixth Officer: ...

28. Signature of Seventh Officer: ...

29. Signature of Eighth Officer: ...

30. Signature of Ninth Officer: ...

31. Signature of Tenth Officer: ...

32. Signature of Eleventh Officer: ...

33. Signature of Twelfth Officer: ...

34. Signature of Thirteenth Officer: ...

35. Signature of Fourteenth Officer: ...

36. Signature of Fifteenth Officer: ...

37. Signature of Sixteenth Officer: ...

38. Signature of Seventeenth Officer: ...

39. Signature of Eighteenth Officer: ...

40. Signature of Nineteenth Officer: ...

41. Signature of Twentieth Officer: ...

42. Signature of Twenty-first Officer: ...

43. Signature of Twenty-second Officer: ...

44. Signature of Twenty-third Officer: ...

45. Signature of Twenty-fourth Officer: ...

46. Signature of Twenty-fifth Officer: ...

47. Signature of Twenty-sixth Officer: ...

48. Signature of Twenty-seventh Officer: ...

49. Signature of Twenty-eighth Officer: ...

50. Signature of Twenty-ninth Officer: ...

51. Signature of Thirtieth Officer: ...

Figure 4: Bill of Lading

1. Goods Consigned from Supplier/Exporter to the Addressee & Country		Reference No.:		
2. Goods Consigned to Recipient/Importers, Addressee & Country		CERTIFICATE OF ORIGIN		
3. Third Party Name & Address		Issued in: MALAYSIA (Country)		
4. Mode of Transport and Route (to be crossed)		 Registered in 1917 Member of International Chamber of Commerce (ICC) since		
Declaration Date	Set of Goods	MALAYSIAN INTERNATIONAL CHAMBER OF COMMERCE & INDUSTRY (since 11) P.O. Box 1981, 50790 Kuala Lumpur, Malaysia. & Offices in Ipoh, Penang, Johor Bahru, Malacca and Kota Bharu.		
Weight / Volume	Form of Goods			
Origin	Final Destination			
5. Item No.	6. Marks and Number of Packages	7. Number and Type of Packages, Description of Goods, Including Quantity (where Applicable) and 48 Code of Issuing Country	8. Gross Weight or Other Quantity and Value	9. Number and Date of Invoice
				
10. Declaration by Exporter: We/We/they hereby declare that the goods described hereunder are/are not of the origin stated in the declaration. (To be filled in by the exporter)		(FOR CHAMBER USE ONLY) 11. Comments: (To be filled in by the Chamber of Commerce)		12. 98017
Signature: _____ Name: _____ Designation: _____ (To be filled in by the Exporter)		Place and date, signature and stamp of Issuing Authority		

Figure 5: Certificate of Origin

		GOVERNMENT OF MALAYSIA PHYTOSANITARY CERTIFICATE FAO International Plant Protection Convention	ORIGINAL SH 88 037247 Certificate Number
10. The Plant Protection Organization of		Place of Issue	
DESCRIPTION OF CONSIGNMENT			
1. Name and address of exporter		2. Consignee name and address of consignee	
3. Number and description of packages		4. Despatching mode	
5. Place of origin		6. Declared nature of consignment	
7. Declared point of entry			
8. Name of produce and quantity declared			
No. Name of produce		Botanical Name, Quality, Use	
This is to certify that the plants, plant products or other regulated articles described herein have been inspected under the authority of the appropriate (State) authorities and are determined to be free from the quarantine pests specified in the importing country's phytosanitary requirements and to be free from the quarantine pests specified in the importing country's phytosanitary requirements.			
DISINFESTATION AND / OR INSPECTION TREATMENT			
9. Date		10. Treatment	
11. Chemical (Active ingredients)		12. Duration and temperature	
13. Concentration		14. Additional information	
15. Additional declaration			
16. Date		17. Signature	
Name of Organization		Name of authorized officer	

Figure 6: Phytosanitary Certificate

