



FSC AWARENESS TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor

Course Title: FSC Awareness Training

Course Validity: 1 Day

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training introduces the fundamental concepts, principles and requirements of the Forest Stewardship Council (FSC) certification system. It covers responsible forest management, Chain of Custody (CoC) requirements, material sourcing, documentation expectations, claims, labelling practices and audit readiness. Participants will gain a clear understanding of how FSC strengthens supply chain transparency and supports sustainable forestry practices.

OBJECTIVE(S):

- Understand FSC principles and certification requirements
- Learn the basics of Chain of Custody and material control systems
- Understand FSC claims, labelling rules and documentation needs
- Identify audit requirements and common non-conformances
- Strengthen organisational readiness for FSC compliance

TARGET GROUP(S):

- Procurement and supply chain teams
- Compliance and sustainability personnel
- Quality assurance staff
- Production and warehouse teams
- Managers, supervisors and executives
- Anyone involved in FSC documentation or sourcing activities

ENTRY REQUIREMENT(S):

- Able to read, write, and communicate in Malay/English

TOPIC(S):

1. Introduction to FSC & Certification Types
2. FSC Principles, Criteria & Responsible Forest Management
3. Chain of Custody (CoC) Overview & Material Tracking
4. FSC Claims, Labelling & Product Classification
5. Documentation, Records & Supplier Verification
6. Material Handling, Segregation & Volume Control
7. FSC Audit Requirements & Common Non-Conformances
8. Strengthening Compliance & Implementation Tips

LIST OF REFERENCE BOOK(S):

- FSC Standards & Guidelines
- FSC Chain of Custody Documentation
- Responsible Forestry & Supply Chain Manuals

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories

METHODOLOGY(S):

- Lecture
- Group discussions
- Case studies

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration and Introduction
9:00 am – 9:45 am	Topic 1: FSC Overview & Certification Types
9:45 am – 10:30 am	Topic 2: FSC Principles & Criteria
10:30 am – 10:45 am	Morning Tea Break
10:45 am – 11:30 am	Topic 3: Chain of Custody & Material Tracking Requirements
11:30 am – 12:30 pm	Topic 4: FSC Claims, Labelling & Product Categories
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 2:30 pm	Topic 5: Documentation, Records & Supplier Verification
2:30 pm – 3:30 pm	Topic 6: Audit Requirements & Common NCs
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Topic 7: Strengthening FSC Compliance & Q&A