

# FSC™ CHAIN OF CUSTODY LEAD AUDITOR COURSE



Assurance and Sustainability Training Academy - ASTR A



## Course objectives

1. Understand specific FSC requirements relating to the implementation of all standards, policies, guidelines and advice notes relating to chain of custody and controlled wood.
2. Develop skills relating to certification to FSC chain of custody, controlled wood, trademark and other standards relevant to FSC COC certification.

**Course type:** This is a blended course. Objective 1, above, will be achieved through e-learning, while objective 2 will be achieved through face-to-face training. E-Learning and face-to-face training in English.

**For:** Trainee and qualified FSC auditors, industry representatives responsible for COC and consultants.

**Course duration:** 4 days (32 hours), consisting of an online course (approx. 18h), face-to-face course 2 days (16h)

**Certificate:** Upon successful completion of the course, each participant will receive an ASTRAcademy certificate.

**Recognition:** ASTRAcademy courses offered previously as AB Training to SGS and other 23 accredited certification bodies are recognized by Accreditation Services International (ASI) as compliant with current FSC auditor training requirements.



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## Part 1: E-learning on the ASTRAcademy online platform

Trainees will enroll on the e-learning platform on the [ASTRAcademy website](http://www.astracademy.net) following the link "enroll in a course", and marking on the registration form the box corresponding to the COC Lead Auditor blended course. Alternatively, trainees can also register by sending an e-mail to [livi@astracademy.net](mailto:livi@astracademy.net)

After successful registration, trainees will receive a user name and password, and they will login on the website [the ASTRAcademy website](http://www.astracademy.net) following the link "student login". Additionally, trainees receive a link where they can download all background documentation relating to the course. Trainees are expected to study the relevant background documentation before they take the individual online modules.

The online training program (about 16h) consists of various courses, including modules and quizzes. The individual modules consist of a presentation with voice recording, which covers all FSC requirements relating to chain of custody and controlled wood. The course has been updated to reflect the current content of FSC standards and other normative documents.

## Part 2: Face-to-face course

The face to face course (16 hours- 2 days) is aimed at developing skills relating to auditing against FSC standards, using the knowledge acquired through the online course.

The face-to-face course includes the following elements:

1. Group discussions about the content of the FSC chain of custody standards, policies, guidelines and advice notes, as presented in the online course. Clarification of concepts and standard elements (whenever required by the group, 15 minutes at the beginning of each exercise).
2. Group discussions, exercises, case studies, and role plays:
  - FSC and the ISO Guide 65
  - Introductory exercise to FSC, forest management and chain of custody certification.
  - Product groups
  - Percentage and Credit system
  - Multi site chain of custody
  - Sampling for multi-site CoC
  - Controlled wood
  - Critical control points
  - Non-conformities and corrective action requests
  - Report writing in CoC certification
  - Introduction to the correct use of the FSC Trademarks by certificate holders and the role of auditors
3. Course evaluation. The face to face course will end with a test. The overall evaluation of each trainee will take into account the following elements:
  - The result of the online course
  - The result of the test of the face-to-face course
  - Active & meaningful participation during the face-to-face course