

First- and second-party audit checklist on
FSC CLR - Outsourcing

Updated: 15.06.2023; NiS
Approved: 15.06.2023; JA

Basic information	
Company name/s of audited contractor/s:	
Address/es:	
Contact details of audited contractor/s:	
Responsible person conducting the internal audit:	
Audit date/s:	

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First- / Second-party audit checklist			
FSC core labour requirements	Compliant	Not compliant	Comment
1. In the application of the FSC core labour requirements, the organization shall give due consideration to the rights and obligations established by national law, while at the same time fulfilling the objectives of the requirements	<input type="checkbox"/>	<input type="checkbox"/>	
2. The organization shall not employ workers below the age of 15, or below the minimum age as stated under national, or local laws or regulations, whichever age is higher, except as specified in point 3 below.	<input type="checkbox"/>	<input type="checkbox"/>	
3. In countries where the national law or regulations permit the employment of persons between the ages of 13 to 15 years in light work, such employment should not interfere with schooling nor be harmful to their health or development. Notably, where children are subject to compulsory education laws, they shall work only outside of school hours during normal day-time working hours.	<input type="checkbox"/>	<input type="checkbox"/>	
4. No person under the age of 18 is employed in hazardous or heavy work except for the purpose of training within approved national laws and regulations.	<input type="checkbox"/>	<input type="checkbox"/>	
5. The organization shall prohibit the worst forms of child labour.	<input type="checkbox"/>	<input type="checkbox"/>	
6. Employment relationships are voluntary and based on mutual consent, without the threat of a penalty.	<input type="checkbox"/>	<input type="checkbox"/>	
7. There is no evidence of any practices indicative of forced or compulsory labour, including, but not limited to, the following: <ul style="list-style-type: none"> • physical and sexual violence • bonded labour • withholding of wages /including payment of employment fees and or payment of deposit to commence employment • restriction of mobility/movement • retention of passport and identity documents 	<input type="checkbox"/>	<input type="checkbox"/>	

Disclaimer: Applying this checklist is no guarantee for conformity with FSC requirements. It is the responsibility of the certificate holder to conform with FSC requirements.

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• threats of denunciation to the authorities.			
8. Employment and occupation practices are non-discriminatory.	<input type="checkbox"/>	<input type="checkbox"/>	
9. Workers are able to establish or join worker organizations of their own choosing.	<input type="checkbox"/>	<input type="checkbox"/>	
10. The organization respects the full freedom of workers' organizations to draw up their constitutions and rules.	<input type="checkbox"/>	<input type="checkbox"/>	
11. The organization respects the rights of workers to engage in lawful activities related to forming, joining or assisting a workers' organization, or to refrain from doing the same, and will not discriminate or punish workers for exercising these rights.	<input type="checkbox"/>	<input type="checkbox"/>	
12. The organization negotiates with lawfully established workers' organizations and/ or duly selected representatives in good faith and with the best efforts to reach a collective bargaining agreement.	<input type="checkbox"/>	<input type="checkbox"/>	
13. Collective bargaining agreements are implemented where they exist.	<input type="checkbox"/>	<input type="checkbox"/>	

Conclusion and Signature

Conclusion	
Signature of responsible person conducting the internal audit:	