

Technical Guidance Note 004: Obtaining a licence under ‘The Forest Law Enforcement, Governance and Trade Regulations 2012 (SI 2012/178)’

1 Introduction

As a University we need to be aware of whether staff are importing wood for research from countries that have signed a Voluntary Partnership Agreement (VPA) with the European Union (EU). Any wood from these countries requires a valid FLEGT licence. This is to prevent illegally harvested timber and timber products from entering the EU from such countries.

2 Forest Law Enforcement, Governance and Trade (FLEGT) Licence

2.1 When do I need a licence?

You will require a licence if you are importing wood or wood products for research from a country that has signed the VPA. Details of countries that have signed the VPA can be found on the [FLEGT Licence website](#)¹.

2.2 What do I need to do to obtain a licence?

FLEGT licences are issued by the country of origin and are applicable to all items within the VPA with that country. Currently, Indonesia is the only country operating under a VPA (June 2020). However, an additional fifteen countries are in the process of setting up and implementing their own VPAs with the EU. There are also details on what products **cannot** leave the country.

Country	Products included	Link to document
Indonesia	Annex IA and IB	Indonesia VPA ²

All VPAs can be viewed from the link below by clicking on the relevant country to access their agreement:

- <http://www.flegtlicence.org/vpa-countries>

2.3 What if what I need is not covered in the VPA?

You will need to raise it with the company/group you are importing from as this is a legal requirement for wood and timber products from that nation to prove the legitimacy of the source.

¹ FLEGT Licence website: <http://www.flegtlicence.org/vpa-countries>

² Indonesia VPA: <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:22014A0520%2802%29&from=EN>

2.4 What if my shipment doesn't have a FLEGT?

You may not have purchased the item from a credible source and should raise an adverse event within the University's '[Report it!](#)³' system so it can be investigated to prevent recurrences.

3 Responsibilities

Role	Responsibility
PI or Research Lead	The PI or Research Lead (or designated responsible person) is responsible for the following: <ul style="list-style-type: none"> Ensuring the wood is purchased from an approved supplier with an appropriate FLEGT licence
Project Lead (E&FM)	The Project Lead is responsible for the following: <ul style="list-style-type: none"> Ensuring the wood is purchased from an approved supplier with an appropriate FLEGT licence

4 Additional support

For additional support, you can contact the following:

Role	Email address
Biodiversity Officer	wildlife@swansea.ac.uk
Environment Officer	sustainability@swansea.ac.uk

5 Document control

Document control	
Author:	Benjamin Sampson and Hayley Beharrell
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Version	Changes
1	New document

³ Report it!: <https://www.swansea.ac.uk/about-us/safety-and-security/health-and-safety/report-it/>