



Stage in Supply Chain	Lacey Act Component	Applicable Laws	Documents to Check	Notes to Remember
Forest	Legal Right to Harvest	Forest management company / harvesting company	<p>Confirm that the company is in possession of the following documents:</p> <ul style="list-style-type: none"> • Trade registry • Bank guarantees • Valid licence • Certificates of registration with the National Centre of Statistics and Economic Affairs • Certificate of tax morality • Registration with the National Office of Social Security. • Receipts for payments of employer's social contributions • Official agreement to operate from the forestry profession • Professional identity card 	The company should be Registered with the economic, social and forestry authorities
Forest	Legal Right to Harvest	Forest management company / harvesting company	<p>Confirm that the company is operating in respect of the allocation procedures of the Ministry in charge of Forestry by holding the following documents:</p> <ul style="list-style-type: none"> • Statement from the special committee set by the Minister in charge of Forestry for the allocation of forestry titles • Notice Letter • Forestry operation title. 	<p>All the steps required to obtain a licence to operate have been scrupulously respected by the company within the set time limits provided for in the laws and regulations of the country.</p> <p>Note: In the Republic of Congo, eligible candidates for allocation of forest concessions must make an application to be reviewed by a forest committee. The allocation of concessions is done following an invitation to tender.</p>
Forest	Legal Right to Harvest	Forest management company / harvesting company	Confirm the existence of a forest management plan approved by the ministry in charge of forestry.	The forest management plan has been prepared in accordance with the rules and standards prescribed by the forest administration.
Forest	Legal Right to Harvest	Forest management company / harvesting company	Confirm the existence of an annual and the five year management plan from the forestry administration	The five-year and annual management plans comply with the rules and regulations of the forestry administration.
Forest	Legality of Harvest	Forest management company / harvesting company	Confirm that the company holds a valid harvesting licence.	<p>The company holds a licence for annual harvest from the forestry administration (and other permits from the local economic authorities on a regular basis).</p> <p>Note: In order to obtain an annual harvesting licence, a company must provide the above documents and apply before the 31st October of the previous year.</p>

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Forest	Legality of Harvest	Forest management company / harvesting company	Confirm that only authorized species were harvested as detailed in the management plan.	Harvested timber species are duly authorized by the forestry management plan.
Forest	Legality of Harvest	Forest management company / harvesting company	Confirm that all stumps were correctly marked .	Stumps of harvested trees are hammer marked or paint marked according to regulatory requirements. Note: All stumps of harvested trees must be marked with the company hammer and an order number in an uninterrupted series from 1 to 99,999.
Forest	Payment of Taxes and Royalties	Forest management company / harvesting company	Confirm that a company can provide evidence of a bank deposit .	The company has paid all the costs pertaining to each step of the licensing process. Note: when a forestry operation title is granted a company is required to make a financial deposit.
Forest	Payment of Taxes and Royalties	Forest management company / harvesting company	Confirm that the company keeps working site books which record the quantity and the quality of the harvested timber in each site and that these have been submitted to the forest administration within any specified time limits .	Tax returns on timber production are done in compliance with rules and regulations.
Transport	Legality of Possession and Transport	Transporters	Confirm that the company is in possession of insurance, licences, inspection certificates and other required authorizations covering lorries and other means of transport.	Lorries and other means of transport for forest products have valid registration licence and number.
Transport	Legality of Possession and Transport	Transporters	Confirm that all the billets coming from the same harvested tree have the same marks, plus the billet number .	Billets of timber in forest yards are marked according to the rules in force so that they can be easily traced.
Transport	Legality of Possession and Transport	Transporters	Confirm that all transport timber is accompanied by the correct documentation .	Log transportation documents are completed prior to departure from the harvesting site and are kept by the carriers during transportation. Note: Documents provide complete information about transported products, the origin and the destination and these should be in the possession of the person in charge of the transport vehicle for the entire journey.

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Transport	Payment of Taxes and Royalties	Transporters	Confirm that monthly and annual statistical forms are kept.	<p>Tax returns on timber processing comply with rules and regulations.</p> <p>Every month and every year, the company must communicate its statistical data on timber entering the processing factory and on its production through filling in semi-completed forms.</p>
Processing	Legality of Processing	Processors	Confirm that the company undertaking timber processing is in possession of a licenses from the Ministry in charge of Forestry.	Licences related to timber processing plants should be available for inspection from the company.
Processing	Legality of Processing	Processors	Confirm that the company complies with a processing plan and that the capacity of the processing unit is compatible with Forest Management Unit resources.	<p>The company maintains records of processed timber volumes.</p> <p>Note: The current legislation does not set any quota but companies are required to include a processing plan in their request for agreement, and will have to comply with this in the future.</p>
Processing	Legality of Processing	Processors	Confirm that the company registers all timber products entering and leaving the mill using the official format.	Records of timber volume entering the plant and timber products leaving the plant are maintained according to official procedures.
Export	Legality of Sale and Export	Exporters	Confirm that timber product exporting company possesses a licence issued by the Ministry of Commerce after written authorization by the Ministry in charge of forestry.	The company holds an export/import licence.
Export	Legality of Sale and Export	Exporters	Confirm that a timber product exporting company has completed specification sheets detailing species, quality and quantity of all timber products exported and submits monthly reports to the Ministry in Charge of forestry	All documents required by legislation covering the export / import of timber products according are in possession of the company.
Export	Legality of Sale and Export	Exporters	Confirm that the company is only exporting processed products or is in possession of a special authorization if exporting logs and respects its exports quotas.	<p>The company respects log export quotas.</p> <p>Note: In principle, only processed timber products can be exported. To export raw logs a special authorisation should be provided by the Ministry in charge of Forestry.</p>



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Export	Legality of Sale and Export	Exporters	Confirm that species exported are not restricted under the: <ul style="list-style-type: none"> • CITES Convention • List of authorised species in the forest management plan 	All timber species exported are authorised by existing regulations. Note: The only lists of protected timber species at the national level are the CITES Convention, to which the Republic of Congo is a signatory, and the list of authorized species in the forest management plan.
Export	Legality of Sale and Export	Exporters	Confirm that the following are kept: <ul style="list-style-type: none"> • Specification sheets • Declaration to the Customs 	Tax returns on trade in timber and product importation are done in compliance with rules and regulations.

This document is for educational and informational purposes only and is not intended and should not be construed as legal advice. Persons seeking legal advice on compliance with the Lacey Act or any other law, regulation, or requirement should consult with a qualified legal professional.