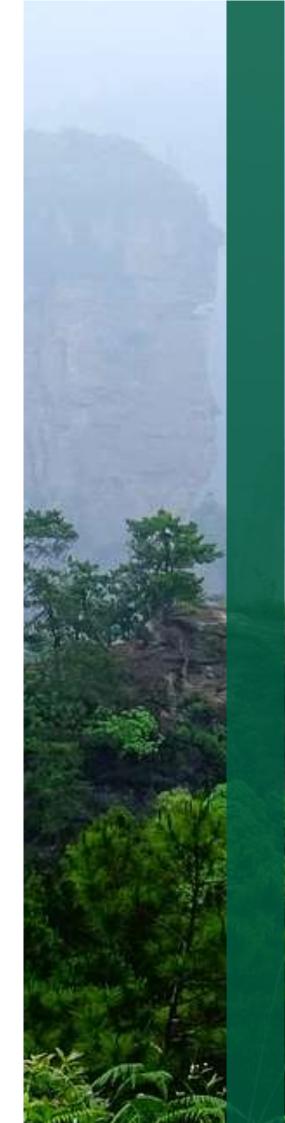


Version 1.0 | 17 June 2020

Angola Document Guide Timber



Introduction

Below is listed examples of key documents that can be used to mitigate legality risks for timber in Angola.

Example 1: Annual forest exploitation license

Example 2: Certificate of origin

Example 3: Transit guide/permit

Example 4: Export and import registration license

Example 5: Environmental license for installation

Example 6: Environmental operating license

Example 7: CITES permit



Example 1: Annual forest exploitation license

Applicable for: all holders of annual forest exploitation rights

Purpose and content of document: to give evidence from the holder with the right to harvest specified timber species at certain allowed volume from defined forest area. This document also discusses holder's license validity and duration and the relation with the applicable tax payable among others.

Holder of document: annual timber exploitation rights.

Signature required by: the Director General of the Forestry Development Institute (IDF).

Key considerations when checking the document:

- □ The information on the document should always be cross-checked with information on the related certificate of origin and the transit guide/permit.
- The name of the person or entity specified on the license licenses are not transferable to a third party.
- ☐ The province specified on the license the movement of logs is not allowed between provinces.
- ☐ It shall have the stamp of the Director General of IDF.

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Example 2: Certificate of origin

Applicable for: all forest exploitation rights holders, plantation owners, timber processors, and traders transporting timber and timber products.

Purpose and content of document:

- To identify the province of origin of forest products
- To hinder movement of logs across provinces
- To help provide statistics in relation to annual harvesting quotas approved for
- To record information on species and volumes

Holder of document: The transporter of timber and timber products, timber processing facilities, sellers and buyers of timber and timber products (must have copies)

Signature required by:

- Signature of the holder of the forest exploitation right or the plantation owner
- Signature and official stamp of the Provincial Head of Department of IDF
- The signature of the official who completes the certificate.

Gaps/limitations:

There is a risk that the document does not contain correct information.

	The content of the document should be cross-checked in combination with the
	exploitation license and or the transit guide/permit
	Province of origin because logs cannot be transported across provinces
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☐ The volume and species specified on the document to verify the volume and species received

The signature of the provincial head of IDF
Signature of the check point or forest product warehouse in the case of timber
products sold or being transported for sale. It is against the law to sell timber
products which has not gone through the forest products warehouse

Check validity and signatures form warehouse

Check payment of applicable taxes

Key considerations when checking the document:

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Example 3: Transit guide/permit

Applicable for: all forest exploitation rights holders, plantation owners, timber processors, buyers transporting timber and timber products.

Purpose and content of document:

- To identify forest products in transport
- To hinder movement of logs across provinces
- To help provide statistics of forest products production and sales in relation to annual harvesting quotas approved for provinces

Holder of document: all transport of timber and timber products, timber processing facilities, sellers and buyers of timber and timber products (must have copies)

Signature required by:

- The document is prepared by the interested party for the movement of the product or the holder of forest exploitation right and owners of plantation
- Signature and official stamp of the Provincial Head of Department of IDF or in his absence the Chief of Technical and Supervisory Section in the case of certificates originating from annual exploitation license
- Signatures of the official of every check point where the products in transport passes

Gaps/limitations: -

Key co	Key considerations when checking the document:						
	Signatures and official stamp of the IDF						
	Cross-checking information with certificate of origin and exploitation license						
	Species and specified volumes						

 Species and specified volumes □ Validity of permit as permits are valid for only 2 weeks

□ Signatures and official stamps of check points or forest product warehouses in the case of forest products for sold or intended for sale

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Example 4: Export and import license

Applicable for: all exporters and importers in Angola

Purpose and content of document: give authorization for import and export of goods, to check that products conform to export and import requirements.

Information on the license includes product volume, description, means of transport, species, goods value of exporter, importer, etc.

Holder of document: importer and/or exporter of goods

Signature required by: Director of External Trade from the Ministry of Trade

Gaps/limitations: -

Key considerations when checking the document:

Cross check information on the export license with other supply chain documents

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Example 5: Environmental permit for installation

Applicable to: all undertakings requiring the issuance of environmental permit before installation, e.g. setting up a timber processing facility.

Purpose and content of document: to ensure that installation of undertakings meet the environmental requirements of Angola.

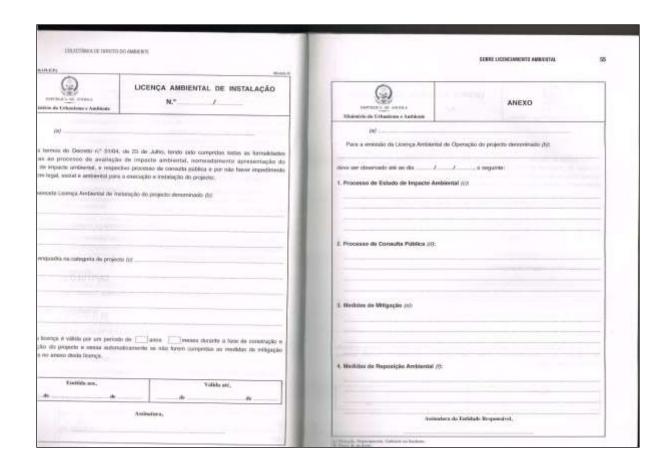
Holder of document: all undertakings which have met the environmental requirements for installation.

Signature required by: the Minister of Environment or their representative and should be stamped.

Gaps/limitations:

Key	consid	lerati	ions w	hen c	heck	ing t	the c	locument	t:
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When checking the document, the signature and the stamp are the first key
elements
The validity period is another key element to be checked
The issuing place is important to be checked. This document is issued at nationa
level (in the Ministry of Environment)
The serial number, date and template (see the right part of the box up)
The issuing process depends on the submission of the EIA and the report of the
public consultation





Example 6: Environmental operating license

Applicable to: all undertakings requiring meeting the operating environmental requirements of Angola.

Purpose and content of document: the document is valid for a certain period during the operational phase of a project/undertaking and contains the result of public consultation. Proposed mitigation measures to be undertaken by the holder of the document i.e. the owner of the project and environmental reconstruction of the landscape.

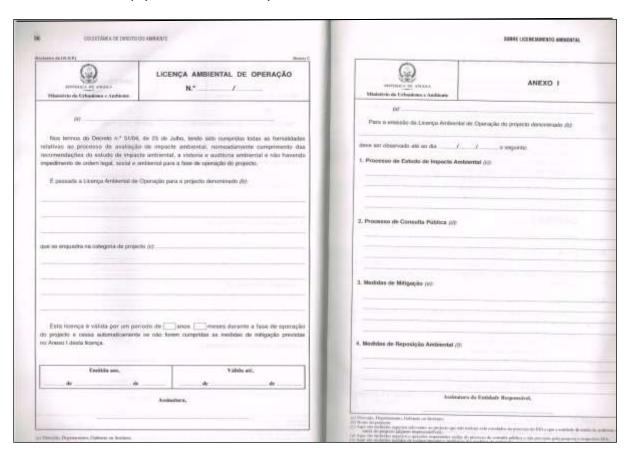
Holder of document: undertakings/projects which have met the operational environmental requirements of Angola.

Signature required by: the Minister of Environment or his/her representative and should be stamped. The issuing process is at national level.

Gaps/limitations: -

Key considerations when checking the document:

- ☐ The signature, date, template model and stamp
- □ The document serial number
- ☐ The validity (see the box down)



Example 7: CITES certificate/permit

Applicable for: all exporters and importers of CITES species

Purpose and content of document: to ensure all exporters and importers of timber and timber products from tree species on CITES list obtained CITES permit from the Ministry of Environment.

The document shows the permit number, validity period, exporter and importer_details (name, address and signature), special conditions of the permit (e.g. not transferrable and shipment is made in single consignment), purpose of transaction, security stamp, scientific and common name of plant, country of origin, place and date of issue, export/import endorsement (port of export, date and signature and official stamp), and bill of lading or air waybill number.

Holder of document: exporter and importer of species on CITES list.

Signature required by: National Administrative Authority of CITES at the Ministry of Environment.

Gaps/limitations: -

Key	CO	nsid	erations	when	checking	the	document:
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- The permit is valid for one-way operation
 The permit must be stamped and signed by Head of the National Administrative Authority of CITES at the Ministry of Environment
 The permit must be stamped by the National Administrative Authority of CITES at the Ministry of Environment
- ☐ The permit must have the name and signature of the applicant i.e. the person who require the permit to export
- ☐ The permit must have the port of export, the stamp and signature



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	Place	_		Date			Securi	ity stamp, signature	and official seal		

15. Bill of Lading/Air waybill number:					
and title					



NEPCon (Nature Economy and People Connected) is an international, non-profit organisation that builds commitment and capacity for mainstreaming sustainability. Together with our partners, we foster solutions for safeguarding our natural resources and protecting our climate.

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