Non-compliance with the FRM Regulations – Recurring issues

Each year our inspectors visit Nurseries to ensure that all FRM Registered Suppliers are adhering to the Regulations. We understand that it’s not always easy to know exactly what records need to be kept, and also the reasons for retaining this information. Last year we set out the ‘Basic obligations for Suppliers’, which identifies the 5 key things that suppliers must do:

1. Notify the FC of details of the sites at which they intend to collect material and their proposed times of collection (use form FRM7)
2. When a collection is complete, apply to the FC for a Master Certificate which records that the collection originated with them (use forms FRM4-a-c)
3. When you pass on material to a customer (who may be another supplier) complete and pass on a supplier’s document giving a set of standard details of the material you are supplying.
4. Notify the Forestry Commission if you export any material (you can do this by sending a copy of your suppliers document to frm@forestry.gsi.gov.uk)

5. Maintain copies of all of the above (originals for Master Certificates) for at least 5 years and be able to produce these, logically presented, for inspection.

Inspections carried out in 2013 and early 2014 highlighted the same recurring issues:

- **Suppliers documents not being supplied** – a supplier document MUST be issued for controlled species marketed for forestry purposes, whether asked for by the customer or not. It is a requirement of the Regulations that Supplier’s documents are sent out in all cases and copies must be retained for at least 5 years and made available for inspection.

- **Exports not being notified to the Forestry Commission** – We receive notifications from other Member states when FRM is sent from the UK. When we study this data, it is clear that not all UK registered suppliers are notifying us when they export.

- **‘Not for forestry purposes (NFFP)’ not being used** – if you hold stock that is not certified and therefore will not be used for forestry purposes, the Regulations require that stock is identified with the designation ‘Not for Forestry Purposes’. This means that the designation should appear on labels, nursery layout plans/maps or IT systems indicating the location of such material. The designation should also appear on documentation provided to customers (invoices, delivery notes etc.)

Guidance on the FRM Regulations is available from our website. If you would like to talk over anything, or if you would welcome a visit from an Inspector to provide guidance and support to ensure compliance with the Regulations, then please get in touch.

**Supplier’s document**

An updated Suppliers document, as well as a new example of a completed supplier document, is available from our website www.forestry.gov.uk/frm - if you would prefer this document to be emailed to you, please get in touch.

**Unregistered suppliers**

Through Import notifications and from regular checks on the Internet, it is apparent that there are still nurseries that are trading in FRM – that are not registered with the Forestry Commission.

We do investigate these Nurseries. The Supplier Register is available from our website. If you are aware of any Nursery selling regulated species for forestry purposes that are not registered with the Forestry Commission, then please let us know. We will deal with any information received with the utmost confidentiality.
Finally

If you have any suggestions or ideas on how we can improve our service, or if you have any comments on our web pages or any other FRM matter then please get in touch. We are always keen to hear of ways in which we can improve the service we provide.

Enquiries

All enquiries relating to this newsletter should be directed to the relevant FRM team member –

**Nick Mainprize**
Deputy Head of Plant Health with responsibility for FRM
[Email](mailto:Nick.mainprize@forestry.gsi.gov.uk)
0300 067 5149

For enquiries relating to the FRM regulations, Basic Material (e.g. new applications for approval or changes to existing details), web pages, Inspections and general guidance, please contact:

**Amanda Campbell**
[Email](mailto:amanda.campbell@forestry.gsi.gov.uk)
0300 067 5041

For enquiries relating to the seed collection notifications, the issue of Master certificates, registration of new suppliers or for export notifications please contact:

**Nick Patterson-Sharp**
[Email](mailto:frm@forestry.gsi.gov.uk)
0300 067 5129

For Poplar or Aspen issues or for enquiries relating to the issuing of a licence to market for material that does not meet the full requirements of the regulations, contact:

**Stuart A’Hara**
[Email](mailto:stuart.a’hara@forestry.gsi.gov.uk)
0300 067 5906

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**Protecting and Expanding Britain’s Forests and Woodlands and increasing their Value to Society and the Environment**