

## Checklist National Agency

Criteria	Proof that criteria is fulfilled
The organisation should be well integrated within national support. They must represent the various interest organisations.	Membership in forestry or green organisation; or part of forestry administration, website
They must have a legal entity	Document of the form of company (Ltd.,...), legal document
They must have or have access to manpower in order to act as a role as facilitator organiser	number of personnel
They must have access to qualified personnel	Qualifications of personnel <ul style="list-style-type: none"> <li>- register with personnel qualifications</li> <li>- formally certificates or detectable experience</li> <li>- description of functions and qualification requirements</li> </ul>
They must have a quality assurance system	External quality assurance certificate or documented internal Quality assurance system
They must agree to the EFESC standards	Standardised Letter of agreement to EFESC standards <b>This is not possible as standards and testing procedures have not been agreed upon</b>
They must have experience of training and/ or certification in chainsaw use related skills	Overall concept or similar: <ul style="list-style-type: none"> <li>- policy</li> <li>- description of activities</li> <li>- annual report/ summary in English</li> </ul>

The required documents or relevant sections of documents shall be translated and presented in English language

Only those departments of applying organisations who are actually involved into NA actions shall be checked and accredited.

Discussed and amended: Brno 16.03.2011.

Minuted by J.J. Morat