



**Australian Government**  

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**Department of Agriculture**



**Malaysian Government**  

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**Ministry of Plantation  
Industries & Commodities**

# **Country specific guideline for Malaysia (Peninsular)**

This guideline has been prepared by the Australian Government and the Government of Malaysia. It is intended to assist businesses importing regulated timber products from Malaysia into Australia in understanding the regulatory framework in Malaysia in order for them to carry out their due diligence obligations under the *Illegal Logging Prohibition Amendment Regulation 2013*, which supports the *Illegal Logging Prohibition Act 2012*

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## I. What is required under the new law?

Australia's *Illegal Logging Prohibition Act 2012* (the Act) restricts the movement of illegally logged timber into Australia at the border, for imported timber and timber products, and at timber processing mills, for domestically grown raw logs.

The Act defines 'illegally logged' as:

*'in relation to timber, means harvested in contravention of laws in force in the place (whether or not in Australia) where the timber was harvested.'*

The *Illegal Logging Prohibition Amendment Regulation 2013* (the Regulation) prescribes due diligence for the regulated community, that is, businesses importing regulated timber and timber products for the purposes of the Act a regulated timber product is a product listed in Schedule 1 to the Regulation and Australian processors of domestic raw logs. Under the Regulation the regulated community has to undertake a due diligence process to minimise the risk of sourcing illegal logged timber.

Due diligence requirements for importers include the following steps:

**Step 1:** Information gathering

**Step 2:** Assessing and identifying risk against a timber legality framework (optional) or a country specific guideline (optional)

**Step 3:** Risk assessment (if required)

**Step 4:** Risk mitigation (if required)

Further information about the Act and the Regulation is available at the Australian Government Department of Agriculture's website ([agriculture.gov.au/illegallogging](http://agriculture.gov.au/illegallogging)).

This guideline is intended to assist an importer of regulated timber products from Malaysia into Australia to comply with the due diligence requirements of the Regulation.

## II. Introduction

### Overview of Forest Management in Malaysia

Malaysia is a tropical country that covers an area of about 33 million hectares, consisting of Peninsular, the states of Sabah and Sarawak. Malaysia regards its natural forest resources as an important and valuable resource that contributes significantly towards the country's economy and environmental well-being. To date, the forest cover for Malaysia is 61.04% which amounts to 20.31 million hectares of the total land area. Malaysia is committed to the implementation of Sustainable Forest Management (SFM). In addition, Malaysia encourages SFM through forest certifications which among others include the Malaysian Timber Certification Scheme (MTCS), Programme for the Endorsement of Forest Certification (PEFC) and other internationally recognised timber certification schemes. These schemes continuously support the trade in timber and timber products that use wood originating from legal and sustainable sources that take into account the environmental, social and economic aspects of SFM. The management of the forestry sector is governed under the National Forest Policy and laws which has stringent forest laws and regulation to monitor, enforce and enact the activities of illegal deforestation.

Management of forests are divided into 3 categories; Permanent Reserved Forest (PRF)/ Permanent Forest Estates (PFE), Stateland Forest and Alienated land.

The Forestry Department of Peninsular Malaysia (FDPM) and the State Forestry Departments in Peninsular Malaysia are responsible for the management of its forests. This is regulated by the *National Forestry Act 1984* and guided by the National Forestry Policy 1978 (revised 1992).

The Sabah Forestry Department (SFD) is responsible for forest management, control of harvesting operations, and royalty payment requirements in line with the Forest Enactment 1968 and Forest Rules 1969.

The Forest Department Sarawak (FDS) and the Sarawak Forestry Corporation (SFC) are responsible for forest management. This is regulated by the Forests Ordinance, 1958(Cap. 126).

The Malaysian Timber Industry Board (MTIB), SFD and Sarawak Timber Industry Development Corporation (STIDC) are the licensing authorities respectively for Peninsular, Sabah and Sarawak for issuing export and import licences for timber and timber products, as provided for under Schedule 2 of the Customs (Prohibition of Export) Order 2012 and Customs (Prohibition of Import) Order 2012.

### III. Features of MCSG

The Malaysia Country Specific Guideline (MCSG) is intended to assist an importer in Australia of regulated timber products from Malaysia to comply with the due diligence requirements of the *Illegal Logging Prohibition Amendment Regulation 2013* (the Regulation). It provides detailed information on the control of timber harvesting and export in Malaysia and informs Australian importers of what constitutes legal timber.

The development of the MCSG was undertaken by a working group which comprised members from:

Ministries:

- (i) Ministry of Plantation Industries and Commodities (MPIC);
- (ii) Ministry of Natural Resources and Environment (NRE);
- (iii) Ministry of International Trade and Industry (MITI); and
- (iv) Ministry of Resource Planning and Environment (MRPE), Sarawak.

Departments, Agencies and Councils:

- (v) Forestry Department of Peninsular Malaysia (FDPM);
- (vi) Malaysian Investment Development Authority (MIDA);
- (vii) Malaysian Timber Industry Board (MTIB);
- (viii) Sarawak Timber Industry Development Corporation (STIDC);
- (ix) Sabah Forestry Department (SFD);
- (x) Forest Department Sarawak (FDS);
- (xi) Malaysian Timber Council (MTC);
- (xii) Malaysian Timber Certification Council (MTCC);
- (xiii) Malaysian Furniture Promotion Council (MFPC); and
- (xiv) Sarawak Forestry Corporation (SFC).

Trade Associations:

- (xv) The Malaysian Panel-Products Manufacturers' Association (MPMA);
- (xvi) Malaysian Wood Industries Association (MWIA);
- (xvii) Malaysian Furniture Industry Council (MFIC);
- (xviii) The Association of Malaysian Bumiputera Timber and Furniture Entrepreneurs (PEKA);
- (xix) The Timber Exporters' Association of Malaysia (TEAM);
- (xx) Malaysian Wood Moulding and Joinery Council (MWMJC);
- (xxi) Malaysia Pulp and Paper Manufacturers Association (MPPMA);
- (xxii) Sarawak Timber Association (STA);
- (xxiii) Sabah Timber Industries Association (STIA); and
- (xxiv) Timber Association of Sabah (TAS).

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The MCSG has been subjected to several consultations with relevant stakeholders groups in Malaysia at national and regional levels.

Malaysia and Australia have agreed in bilateral discussions that the MCSG forms the basis for compliance with the due diligence requirements as set out in the Regulation.

The forestry and timber industry in Malaysia is governed by laws, regulations and institutional arrangements in the three regions; Peninsular, Sabah and Sarawak. Hence, the MCSG is divided into three parts:

Part 1: Peninsular

Part 2: Sabah

Part 3: Sarawak

## IV. Timber products exported to Australia

Australia is one of Malaysia's most important markets for timber and timber products.

Malaysia's exports of regulated timber products are at [Table 1](#). The list spans across four Customs HS codes: namely 44, 47, 48 and 94.

**Table 1: List of Regulated Timber Products under the Act exported from Malaysia to Australia (by HS Codes)**

Chapters	Headings	Description
<b>44 – Wood and articles of wood</b>	4407	Wood sawn or chipped lengthwise
	4408	Sheets for veneering
	4409	Wood, continuously shaped, not assembled
	4410	Particleboard
	4411	Fibreboard
	4412	Plywood, veneered panels and similar laminated wood
	4413	Densified wood
	4414	Wooden frames
	4418	Builders' joinery and carpentry, assembled wood panel
<b>47 – Pulp of wood or of other fibrous cellulosic material</b>	4701	Mechanical wood pulp
	4702	Chemical wood pulp, dissolving grades
	4703	Chemical pulp, soda or sulphate
	4704	Chemical wood pulp, sulphite
<b>48 – Paper and paperboard; articles of paper pulp, of paper or of paperboard</b>	4801	Newsprint, in rolls or sheets
	4802	Uncoated paper and paperboard
	4809	Carbon paper, self copy paper
	4811	Paper, paperboard
	4813	Cigarette paper

Chapters	Headings	Description
	4817	Envelopes, letter cards, plain postcards and correspondence cards
	4818	Toilet paper, handkerchiefs, cleansing tissues towels tablecloths, serviettes, napkins for babies, tampons bed sheets, sanitary or hospital articles
	4819	Cartons, boxes, cases, bags and other packing containers
	4820	Registers, account books, note books, order books, receipt books, letter pads, memorandum pads, diaries, and similar articles, exercise books
	4823	Other paper, paperboard
<b>94 – Furniture &amp; prefabricated buildings</b>	9401	Furniture
	9403	
	9406	Prefabricated buildings

Malaysia's major exports of timber and timber products (top 10) to Australia ranked in terms of value are as follows:

**Table 1.1: List of major timber and timber products (top 10) exported from Malaysia to Australia ranked in terms of value**

Products	HS Codes
Wooden furniture	9401 + 9403
Paper	4811
Builders joinery & carpentry	4418
Mouldings	4409
Plywood	4412
Sawntimber	4407
Fibreboard	4411



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Wooden frame	4414
Veneer	4408
Fuel wood	4401

*Source: Department of Statistics, Malaysia (DOSM)*

## 1.0 Harvesting regulations

### 1.1 Legal requirements for timber harvesting and exports

FDPM is responsible for the management of the Permanent Reserved Forest (PRF) of the various States within the Peninsular.

Any company or person wishing to take or remove timber from a PRF and State land forest needs to have a valid harvesting licence approved by State authorities. A licensee pays all premiums, royalty, forest development cess and other charges payable in respect of the licence and the harvested timber has been paid before claiming ownership of the timber from the licenced area..

Felled logs are inspected for payment of royalty and forest development cess at the Forest Checking Stations (FCSs). These are manned by the State Forestry Departments' officials, upon which a **Removal Pass (RP)** (see [Attachment 1.1](#)) is issued for each lorry load. The RP carries a record of the type/species, volume of produce, and the royalty and forest development cess payable. The licensee must ensure that all logs transported from the designated FCSs to the mills are accompanied by a RP or **Exchange Removal Pass (ERP)** (see [Attachment 1.2](#)). An ERP is issued by the State Forestry Department concerned in cases where the load has been inspected during transit or for a load transported from one mill to another.

The quantity of logs received by the mills as recorded in the RP/ERP will also be kept and maintained by the mills. The mills are required to keep a log book containing information on logs stored and processed in these mills.

The custodians of the RP/ERP are the primary processing mills (that is, the sawmills and plywood mills). Value-added processing mills, which usually source their timber supplies from primary processing mills, do not possess a RP/ERP.

The issuing of an Export Licence by MTIB demonstrates that these timbers have complied with the relevant legal requirements. In the case of furniture and other timber products made using any of these species (for which an Export Licence from MTIB is not required), the declaration in Customs Declaration 2 (CD2) will demonstrate compliance with the relevant legal requirements. An exporter of timber and timber products listed in Table 1.2 must pay the necessary export cess,

### 1.2 Retention of certain species from harvesting in PRF

A total of thirty-two (32) timber species have been identified by the State Forestry Departments to be retained in PRF. A licensee must observe that these identified species are retained after harvesting the licenced area within PRF managed under Sustainable Forest Management (SFM).

This requirement has been incorporated into timber harvesting practices as a means to promote socially-friendly harvesting practices as well as to mitigate the deterioration of

biodiversity and the environment. These species, the majority of which are wild fruit trees, are important food sources for the aborigines/indigenous people as well as birds and mammals.

However, the requirement to retain these species is not applicable to logs harvested from Stateland and Alienated land. Thus the availability of any of these species in the market shall not necessarily be construed as illegal as these timbers will have undergone the due process of controls administered by the State Forestry Departments. The issuing of an Export Licence by MTIB demonstrates that these timbers have complied with the relevant legal requirements. In the case of furniture and other timber products made using any of these species (for which an Export Licence from MTIB is not required), the declaration in Customs Declaration 2 (CD2) will demonstrate compliance with the relevant legal requirements.

The **list of species** to be retained in the PRF is at Attachment 1.3.

### 1.3 Statutory charges

#### 1.3.1 Harvesting charges

The *National Forestry Act 1984* [Sections 60, 61 & 75] and the State Forest Rules (Rules 22 & 23) stipulate the statutory charges that need to be paid by a licensee to obtain a harvesting licence for the extraction of logs.

A licensee pays all premiums, royalty, forest development cess and other charges payable in respect of the licence and the harvested timber before claiming ownership of the timber from the licenced area.

#### 1.3.2 Export cess

An exporter of timber and timber products listed in Table 1.2 must pay the necessary export cess, as provided for in Section 20 of the *Malaysian Timber Industry Board (Incorporation) Act 1973*.

**Table 1.2: List of Cessable Timber and Timber Products**

No.	Products	Customs HS Code
1	Logs (including baulks and roughly squared) <sup>2</sup>	4403
2	Railways or tramway sleepers	4406
3	Sawn timber	4407
4	Veneer sheets	4408
5	Moulding	4409

No.	Products	Customs HS Code
6	Particleboard, Chipboard	4410
7	Plywood, veneered panel and similar laminated wood, blockboard	4412

<sup>2</sup>As a policy, the export of logs from Peninsular is prohibited. However, special considerations may be given for specific cases administered under strict terms and conditions.

Source: MTIB

#### 1.4 Special provisions for indigenous people

Under the *National Forestry Act 1984*, the relevant State Forestry Director must ensure that areas gazetted as Aboriginal Reserves and Aboriginal Areas are excluded from the areas to be planned for harvesting.

#### 1.5 Production and manufacturing of rubberwood products

Rubberwood (*Hevea brasiliensis*) is produced from logs harvested from rubber plantations which are planted for latex production. The trees are usually felled when their life span for the production of latex (at about 20 years) is no longer economical and replanting is necessary. Rubberwood is now being widely used for the manufacture of a variety of products and is considered an environmentally-friendly green product which is from wood residues from rubber smallholding/estate.

Currently, the harvesting of rubberwood logs requires the consent of the owner of the rubber smallholding or estate. Requirements regarding the legal status of rubberwood may be demonstrated by the **Statement on Rubberwood Products** issued by MTIB (see [Attachment 1.4](#)).

## 2.0 Relevant laws relating to legal timber

### 2.1 Timber harvesting

Laws related to timber harvesting include:

- *National Forestry Act 1984* [Act 313];
- Forest Rules of the respective States; and
- *Environmental Quality Act 1974* [Act 127] - Section 34A, Environment Quality (Prescribed Activities) (Environmental Impact Assessment) Order 1987, Item 1 of Schedule.

### 2.2 Timber processing

#### 2.2.1 Timber and timber products (excluding furniture and components, pulp and paper products)

Laws related to the processing of timber and timber products include:

- Wood Based Industries Enactment of the respective States; and
- Wood Based Industries Rules of the respective States.

#### 2.2.2 Furniture and components

Laws related to the processing of furniture and components:

- *Industrial Co-ordination Act 1975* [Act 156];
- Wood Based Industries Enactment of the respective States;
- Wood Based Industries Rules of the respective States; and
- *Customs Act 1967* [Act 235].

#### 2.2.3 Wood pulp and paper products

Currently, there is no virgin wood pulp being produced in Peninsular. However, some wood pulp and paper product producing companies do import small quantities of wood pulp, used with wood pulp from recycled paper, for further processing.

Laws related to the processing of pulp and paper products include:

- *Industrial Co-ordination Act 1975* [Act 156];
- Wood Based Industries Enactment of the respective States;
- Wood Based Industries Rules of the respective States;
- *Customs Act 1967* [Act 235]; and
- *Malaysian Timber Industry Board (Incorporation) Act 1973* [Act 105].

## 2.3 Export of timber and timber products

### 2.3.1 Timber and timber products under Customs HS code 44 and 94

Any company or person engaged in the export of timber and timber products falling under HS Codes 44 and 94 must register with MTIB. Registered companies or persons are issued with **Certificates of Registration** (see [Attachment 1.5](#)), renewable annually. Registered companies are allowed to export these products upon obtaining an Export Licence from MTIB.

Laws related to export of these products:

- *Customs Act 1967 [Act 235]*, Customs (Prohibition of Exports) Order 2012; and
- *Malaysian Timber Industry Board (Incorporation) Act 1973 [Act 105]*.

The Second Schedule of the Customs (Prohibition of Exports) Order 2012 lists the timber and timber products that require an MTIB-issued **Export Licence** (see [Attachment 1.6](#)) prior to an export. The list of products that require an Export Licence is as shown in [Table 1.3](#).

**Table 1.3: List of products that require an export licence**

No.	Products	Customs HS Code
1	Wood in chip or particle	4401.21 000, 4401.22 000
2	Wood charcoal	4402.90 000
3	Logs (including baulks and roughly squared)	4403
4	Hoopwood	4404
5	Wood wool; wood flour	4405.00
6	Railways or tramway sleepers	4406
7	Sawn timber	4407
8	Veneer sheets	4408
9	Moulding	4409
10	Particleboard	4410
11	Fibreboard	4411
12	Plywood, veneered panel and similar laminated wood	4412
13	Densified wood	4413.00 000

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14	Wooden frames	4414.00 000
15	Cask, barrels, vats, tub and other coopers products of wood, including staves	4416.00 000
16	Tool, broom and brush bodies and handles, of wood	4417.00 000
17	Builders joinery and carpentry, of wood	4418
18	Tableware and kitchenware, of wood	4419.00 000
19	Articles of wooden furniture	4420.90.200
20	Other articles of wood	4421
21	Seats of bamboo or rattan and other seats, with wooden frames <sup>3</sup>	9401.51 000, 9401.61 000 9401.69 000
22	Wooden furniture <sup>3</sup>	9403.30 000, 9403.40 000 9403.50 000, 9403.60 100 9403.60 200, 9403.60 900
23	Prefabricated buildings, of wood	9406.00 200

<sup>3</sup>For these products the requirements of registration and obtaining an Export Licence from MTIB has been deferred. Exporters of these products need to make an appropriate declaration using the Customs Export Declaration Form K2 and submit it to the Customs Department for export clearance.

Source:MTIB

### 2.3.2 Timber and timber products under Customs HS Code 47 and 48 (pulp and paper products)

Exporters of products under HS Codes 47 and 48 must make an appropriate declaration using Customs Export Declaration Form CD2 and submit to the Customs Department for export clearance.

Laws related to export of these products include:

- *Customs Act 1967* [Act 235], Customs (Prohibition of Exports) Order 2012; and
- *Malaysian Timber Industry Board (Incorporation) Act 1973* [Act 105].

## 2.4 Import of timber and timber products

The Customs (Prohibition of Imports) Order 2012 lists products for which an import licence from MTIB is required for importation into Peninsular.

For other timber products, an importer is required to make an appropriate declaration in import document (CD 1) and seek clearance from the Customs Department prior to import.

## 2.5 Trade in CITES-listed timber species

As the Management Authority for timber species in Peninsular and the Federal Territory of Labuan, MTIB is responsible for issuing **export, import and re-export permits** (see [Attachment 1.7](#)) for Convention of International Trade in Endangered Species (CITES)-listed timber species.

Laws related to trade in CITES-listed timber species include:

- *Customs Act 1967* [Act 235], Customs (Prohibition of Exports) Order 2012; and
- *International Trade in Endangered Species Act 2008* [Act 686].



### **3.0 Identifying legal products**

The Export Licence issued by MTIB for those products as explained in Section 2.3 shall be used to verify compliance with legal requirements. For other products, clearance of exports based on the Customs Declaration Form 2 (K2) shall be deemed as having complied with the applicable legal requirements.

For products listed in Appendix 1 and II of CITES, a CITES export or re-export permit issued by MTIB may be considered as having fulfilled the applicable national and CITES requirements.

## 4.0 Legality of manufactured timber products

### 4.1 Traceability of domestic sources

Timber harvested from the PRF and Stateland forest is controlled and monitored by the respective State Forestry Departments. At critical points, the Departments institute control measures to ensure compliance with legal requirements and accordingly issue documents as proof of compliance. At the primary processing mills the RP and the ERP are the key documents to demonstrate timber legality.

### 4.2 Traceability of import sources

The Customs Order (Prohibition of Import) 2012 provides the authority to MTIB to exercise control over the list of products in [Table 1.4](#) below. Importers of these products must obtain an **import licence** (see [Attachment 1.8](#)).

**Table 1.4: List of products that require import licence**

No.	Products	Customs HSCode
1	Logs; wood in the rough, whether or not stripped of its bark or merely roughed down; wood roughly squared or half-squared but not further manufactured; and baulks	4403
2	Poles and piles of Mangroves ( <i>Rhizophora spp</i> )	4403.99 515
3	Plywood, veneered panel and similar laminated wood	4412

Source: MTIB

The Royal Malaysian Customs Department (RMCD) exercises control over other regulated timber products and requires importers to make **appropriate declarations prior to import** (see [Attachment 1.9](#)).

### 4.3 Timber processing

The legal requirements for the operation of timber processing mills are provided in Section 2.0. Harvesting and import control procedures ensure that these mills source their raw materials from legal sources. This includes particle board and MDF mills which form a significant supply source of raw materials for furniture manufacturing.

## 5.0 Who should I contact for further information?



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**Department of Agriculture**

**Australian Government**

Department of Agriculture

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This guideline and its associated quick reference guide is made available on the understanding that the Commonwealth of Australia is not providing professional advice. Before relying on this guideline or its associated quick reference guide, readers should obtain appropriate professional advice suitable to their particular circumstances.

Readers should also confirm that this is the most up-to-date available guideline by referring to the Department of Agriculture website.

## 6.0 List of sample documents and attachments

No.	Name of Sample Document	Attachment
1.	Removal Pass issued by the State Forestry Departments	1.1
2.	Exchange Removal Pass issued by the State Forestry Departments	1.2
3.	List of Species to be Retained in the PRF	1.3
4.	Statement on Rubberwood Products issued by MTIB	1.4
5.	Registration Certificate issued by MTIB	1.5
6.	Export Licence issued by MTIB	1.6
7.	Export/Import/Re-Export CITES Permit issued by MTIB	1.7
8.	Import Permit (JK69) issued by MTIB	1.8
9.	Customs Import Declaration Form (K1) issued by the Royal Malaysian Customs Department	1.9

# Attachment 1.1 - Removal pass issued by the State Forestry Departments

Applicable only for primary processing mills e.g. sawmills and plywood mills

ASAL

(Hutan 08/86—Pin. 2/94)

KERAJAAN NEGERI.....

AKTA PERHUTANAN NEGARA 1984

BORANG 8

JPN Sel 747051

PAS BAGI MEMINDAHKAN HASIL HUTAN

Seksyen 70 (2)

No. PAS PEMINDAHAN.....

Pas ini membenarkan Encik/Syarikat\*.....

No. K.P.P.N..... yang beralamat di.....

memindah melalui Balai Pemeriksa Jabatan Hutan di.....

Hasil hutan yang dipindahkan di bawah ini yang telah diambil di bawah Lesen Kecil/Babit

Penggunaan\* No. .... dan dipunyai .....

SAMPLE

	Bilang Kuantiti	Garis pusat Min.	Isipadu	jaris- pusat Min.	adu ih	Kadar Royalti	Roy
Jumlah							
SES:							RM.....X
JUMLAH BESAR							

No. Pendaftaran Alat Pengangkutan..... Waktu.....  
Destinasi..... Tarikh.....  
Had Muatan.....

PEGAWAI HUTAN BERKUASA

No. Tukul Besi Hasil

\* Potong yang tidak berkenaan.  
Pas ini hendaklah disimpan oleh pemandu kenderaan atau orang yang bertanggungjawab atas hasil hutan itu.

## Attachment 1.2 - Exchange removal pass issued by the State Forestry Departments

Applicable only for primary processing mills e.g. sawmills and plywood mills

ASAL \_\_\_\_\_ (Hutan 10—Pin. 1839)

KERAJAAN NEGERI \_\_\_\_\_

KAEDAH-KAEDAH HUTAN 1986

BORANG D N<sup>o</sup> 481451

PAS GANTI BAGI MEMINDAHKAN HASIL HUTAN  
(Kaedah 17)

Dikeluarkan sebagai pengganti Pas Bagi Memindahkan Hasil Hutan Asal

Pas ini membenarkan \_\_\_\_\_ memindah melalui Balai Pemeriksa  
Jabatan Hutan di \_\_\_\_\_ hasil hutan yang di bawah ini yang telah  
diambil dengan Lesen/Lesen Kecil/Permit Penggunaan \*No. \_\_\_\_\_ dan  
yang dipunyai oleh \_\_\_\_\_

P—J.P.N., K.L.

No. Pas Dahulu	Jenis Hasil	Bahagian atau Kuantiti	Panjang (Meter)	Garispusat Min. (sentimeter)	Meter Padu			Kadar Royalti/m <sup>3</sup>	Royalti	
					Isipadu	Potongan bagi Rongga dll.				Isipadu Bersih
						Garispusat Min.	Isipadu			
Jumlah										
SES: _____ S. _____ X										
JUMLAH BESAR										

No. Pendaftaran Alat Pengangkutan \_\_\_\_\_ Waktu \_\_\_\_\_

Destinasi \_\_\_\_\_ Tarikh \_\_\_\_\_

Had Muatan \_\_\_\_\_

No. Tukul Besi Hasil \_\_\_\_\_

PEGAWAI HUTAN BERKUASA

\* Potong yang tidak berkenaan

## Attachment 1.3 - List of species to be retained in the PRF

<b>Scientific Name</b>	<b>Local Name</b>	<b>Purpose</b>
<i>Archidendron bubalirum</i>	Kerdas	Fruit
<i>Archidendron jiringa</i>	Jering	Fruit
<i>Durio zibethinus</i>	Durian	Fruit
<i>Mangifera indica</i>	Mangga	Fruit
<i>Baccaurea maingayi</i>	Tampoi	Fruit
<i>Baccaurea sumatrana</i>	Tampoi	Fruit
<i>Artocarpus rigidus</i>	Temponek	Fruit
<i>Dysoxylum sp.</i>	Mersindok	Fruit
<i>Nephelium lappaceum</i>	Rambutan Hutan	Fruit
<i>Garcinia artoviridis</i>	Asam Gelugor	Fruit
<i>Boucea macrophyla</i>	Kundang Hutan	Fruit
<i>Barringtonia sp.</i>	Putat	Fruit
<i>Sandoricum koetjape</i>	Sentul	Fruit
<i>Ardisia sp.</i>	Mata Pelanduk	Fruit
<i>Artocarpus heterophyllus</i>	Nangka	Fruit
<i>Aglaia sp.</i>	Bekak	Fruit
<i>Koompassia excelsa</i>	Tualang	Depository of wild honey
<i>Ficus spp.</i>	Ara	Fruit
<i>Mangifera longipetiolata</i>	Machang	Fruit
<i>Parkia sp.</i>	Petai	Bean (Fruit)

Country specific guideline for Malaysia (Peninsular)

<i>Podocarpus sp.</i>	Podo	Hill / Beach conservation
<i>Dialium sp.</i>	KerANJI	Fruit
<i>Sterculia foetida</i>	Kelumpang Jari	Seeds
<i>Lithocarpus cyclophorus</i>	Mempening Gajah	Fruit
<i>Knema sp.</i>	Basong	Fruit
<i>Myristica sp.</i>	Basong	Fruit
<i>Sterculia parvifolia</i>	Kelumpang	Fruit
<i>Santiria laevigata</i>	Kedondong Gergaji Daun Licin	Fruit
<i>Castanopsis spp.</i>	Berangan	Fruit
<i>Irvingia malayana</i>	Pauh	Fruit
<i>Artocarpus integer</i>	<i>Cempedak</i>	Fruit
<i>Eugenas spp.</i>	Kelat Jambu Laut	Fruit

*Note: This list is currently being reviewed and this is based as of October 2014*

*Source: Forestry Department of Peninsular Malaysia*



## Attachment 1.4 - Statement on rubberwood products issued by MTIB



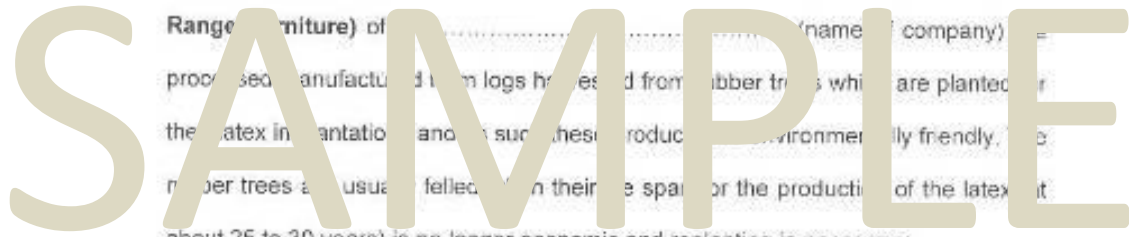
Name of Company  
Address of Company



Key ID Features  
(File reference  
number)

### STATEMENT ON RUBBERWOOD PRODUCTS

This is to confirm that the Rubberwood Products (eg. Dining Sets and Living Room Range Furniture) of ..... (name of company) processed/manufactured from logs harvested from rubber trees which are planted for the latex plantation and such these products are environmentally friendly. Rubber trees are usually felled in their late stage for the production of the latex (about 25 to 30 years) is no longer economic and replanting is necessary.



.....  
Director General

PERKHIDMATAN BERKUALITI KEPUASAN PELANGGAN

## Attachment 1.5 - Sample of registration certificate issued by MTIB (Front Page)

**JADUAL PERTAMA**  
(Kaedah 9)

  
**MTIB**

**LEMBAGA PERINDUSTRIAN KAYU MALAYSIA**  
**PERAKUAN PENDAFTARAN**

NOMBOR SERI: \_\_\_\_\_

INI ADALAH UNTUK MEMPERAKUI BAHAWA \_\_\_\_\_  
\_\_\_\_\_ dari \_\_\_\_\_  
telah didaftarkan sebagai:

* Jenis Pendaftaran	Nombor Pendaftaran	Jenis Keluaran Kayu Diluluskan
Pengekspot	-	-
Pengendali Jeti	-	-
Pembekal	-	-
Pemproses Kayu	-	-
Pemeringkat	-	-

di bawah seksyen 14 Akta Lembaga Perindustrian Kayu Malaysia ( Perbadanan ) 1973 dan  
Kaedah-Kaedah Perindustrian Kayu ( Pendaftaran ) 1991 yang tempoh \_\_\_\_\_  
dan tertakluk kepada syarat-syarat dan sekatan-sekatan yang terdapat dalam atau  
dilampirkan bersama-sama prakar dan Kaedah Perindustrian Kayu Pendaftaran  
1991.

Fee yang telah \_\_\_\_\_  
Nombor Resit \_\_\_\_\_  
Bertarikh pada: \_\_\_\_\_ hb. \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Ketua Pengarah / Pegawai Diberkuasa,  
Lembaga Perindustrian Kayu Malaysia.

\* Potong di mana tiada berkenaan.

SAMPLE

Key ID Features –  
Serial and  
Registration  
Number

**Registration certificate issued by MTIB (back page)**

SYARAT-SYARAT DAN SEKATAN  
(Seperti di Lampiran)

**PEMBAHARUAN PERAKUAN PENDAFTARAN**

Tarikh berkuatkuasa	Tarikh habis tempoh	Nombor realit dan tarikh	Fee yang telah dibayar	Tandatangan Ketua Pengarah / Pegawai diberkuasa

**PENUKARAN ALAMAT DAN BUTIR-BUTIR**

ALAMAT:	PENUKARAN BUTIR-BUTIR:
1. .... ..... ..... .....	1. .... .....
2. .... ..... ..... .....	6. .... .....
3. .... ..... ..... .....	7. .... .....
	8. .... .....
	9. .... .....
	10. .... .....
	11. .... .....
	12. .... .....
	13. .... .....
	14. .... .....
	15. .... .....

# Attachment 1.6 - Export licence issued by MTIB



**LEMBAGA PERINDUSTRIAN KAYU MALAYSIA**  
(Malaysian Timber Industry Board)

**No. Permohonan :**  
Application No.

**LESEN EKSPORT**  
**EXPORT LICENSE**

No. Pendaftaran MTIB/Registration No :


Key ID  
Features –  
Application  
number

1. Konsignor / Pengeksport (Nama dan Alamat) <i>Consignor / Exporter (Name and Address)</i>		6. Pelabuhan Pemungghahan/ <i>Port of Discharge</i>		7. Tarikh Eksport/ <i>Date of Export</i>	
2. Konsisi / Pengimport (Nama dan Alamat) <i>Consignee / Importer (Name and Address)</i>		8. Negara Asal / <i>Country of Origin</i>		9. Negara Destinasi Terakhir / <i>Country of Final Destination</i>	
3. Cara Pengangkutan / <i>Mode of Transport</i> 1. Laut / <i>Sea</i> 2. Keretapi / <i>Rail</i> 3. Jalan Raya / <i>Road</i> 4. Udara / <i>Air</i> 5. Lain-lain (Nyatakan) / <i>Others (Specify)...</i>		10. Kod Matawang / <i>Currency Code</i>		11. Jumlah yang telah / akan diterima <i>Amount received / to be received</i>	
4. No./Nama Kapal/Penerbangan/Kenderaan <i>No./Name of Vessel/Flight /Conveyance</i>		12. Bayaran bagi barang telah / akan diterima dari : <i>Payment for goods received / to be recieved from:</i> AUSTRALIA		13. Insuran / <i>Insurance</i>	
22. Tanda dan No. Kontena <i>Container Marks and Nos.</i>		23. Bil. No.		14. Tambang / <i>Freight</i>	
24. No. dan Jenis Bungkusan <i>No. and Type of Package</i>		25. Keterangan Barang(Dokumen berkenaan hendaklah dikemukakan) <i>Description of Goods(Relevant document must be submitted)</i>		15. Nilai FOB / <i>FOB Value MYR</i>	
26. Kuantiti Mengikut Tariff Kastam <i>Qty. Based on Customs Tariff Unit</i>		27. (a)No. Kod Code No.		27.(b)Unit Unit	
No Inbois/ Invoice No.		T (inch)=; L (inch)=; P (feet)= T (mm)=; L (mm)=; P (M)=			
<b>UNTUK KEGUNAAN PEJABAT / FOR OFFICIAL USE</b>					
28. Tarikh Kelulusan <i>Date Of Approval</i>		29. Tarikh Lesen Sah Sehingga <i>Expiry Date Of License</i>		30. Kadar Levi <i>Lavy Rates</i>	
33. Lesen Eksport No. / <i>Export License No.</i>		34. No. Resit / <i>Receipt No.</i>		31. Kadar Ses <i>Cess Rates</i>	
Dikeluarkan Kepada : Untuk Mengeksport: Kod Tariff Eksport Ke: Dihuliskan Sebanyak:				32. Jumlah Bayaran <i>Total Charges</i>	
<b>AKTA KASTAM 1967 [AKTA 235]</b> <b>SUBSEKSYEN 31(1)</b> <b>PERINTAH KASTAM (LARANGAN MENGENAI EKSPORT) 2012</b>  b/p Ketua Pengarah MTIB / <i>for Director General of MTIB</i> PERINTAH SES KAYU 2000 LEMBAGA PERINDUSTRIAN KAYU MALAYSIA  <b>CETAKAN KOMPUTER DAN TIDAK MEMERLUKAN TANDATANGAN</b> <i>This is computer generated licence, no signature is required</i>					

Key ID  
Features –  
Export  
No.




# Attachment 1.7 - Sample of export/import/re-export CITES permit issued by MTIB



**KERAJAAN MALAYSIA**  
GOVERNMENT OF MALAYSIA

**Original**  
Permit to Malaysia and Foreign  
Customs as export/re-export/import


**PERMIT/ SUIL NO:** 011228  
PERMIT / CERTIFICATE NO.



**KONVENSIEN PERDAGANGAN  
ANTARABANGSA MENGENAI SPESIES  
FAUNA DAN FLORA TERANCAM**  
CONVENTION ON INTERNATIONAL TRADE IN  
ENDANGERED SPECIES OF WILD FAUNA AND FLORA

EKSPORT / EXPORT  
 EKSPORT SEMULA / RE-EXPORT  
 IMPORT / IMPOR  
 LAIN-LAIN/ OTHERS

2. Sah sahingga / Ya/No Ukw<sup>1</sup>

<p>3. Pengimport (nama dan alamat) <i>Importer (name and address)</i></p> <p>3a. Negara Pengimport <i>Country of Import</i></p> <p>5. Syarat-Syarat Khas /Special conditions</p> <p>5a. Tujuan Urutnaga <i>Purpose of transaction</i></p> <p>5b. No. Setem / Security Stamp No.</p>	<p>4. Pengekspor (nama dan alamat) <i>Exporter (name and address)</i></p> <p style="text-align: right;">Tandatangan Pemohon <i>Signature of the applicant</i></p> <p>6. Nama, alamat, cop rasmi dan negara Pihak Berkuasa Pengurusan <i>Name, address, national seal/stamp and country of Management Authority</i></p> <div style="text-align: center;">  <p><b>LEMBAGA PERINDUSTRIAN KAYU MALAYSIA</b> (Malaysian Timber Industry Board)</p> </div>
---	--

7.8b Nama Sains/ik dan Nama Biasa <i>Scientific Name and Common Name</i>	9. Perihai Spesimen termasuk tanda pengenalalan / number (umur) jantina jika Hidupan <i>Description of specimens, including identifying mark or number (age/sex) if live</i>	10. No. Apendiks sumber <i>Appendix No./Source</i>	11. Isipadu (meter padu) <i>Volume (cubic meter)</i>	11a. Jumlah Bekas diekspor / Jumlah Total Ekspor/Quota		
7.8b	9.	10	11	11a.		
A						
12. Negara Asal * <i>Country of origin*</i>	No. Permit <i>Permit No.</i>	Tarikh <i>Date</i>	12a. Negara Pengekspor semula <i>Country of Last Re-export</i>	No. Sijil <i>Document No.</i>	Tarikh <i>Date</i>	12b. No. operasi pembekalan*/Tarikh pemilikan* <i>No. of breeding operation*/ or date of acquisition*</i>
7.8b			12a			12b
B						
12. Negara Asal * <i>Country of origin*</i>	No. Permit <i>Permit No.</i>	Tarikh <i>Date</i>	12a. Negara Pengekspor semula <i>Country of Last Re-export</i>	No. Sijil <i>Document No.</i>	Tarikh <i>Date</i>	12b. No. operasi pembekalan*/Tarikh pemilikan* <i>No. of breeding operation*/ or date of acquisition*</i>
7.8b			12a			12b
C						
12. Negara Asal * <i>Country of origin*</i>	No. Permit <i>Permit No.</i>	Tarikh <i>Date</i>	12a. Negara Pengekspor semula <i>Country of Last Re-export</i>	No. Sijil <i>Document No.</i>	Tarikh <i>Date</i>	12b. No. operasi pembekalan*/Tarikh pemilikan* <i>No. of breeding operation*/ or date of acquisition*</i>
7.8b			12a			12b

\* Negara di mana spesimen di peroleh (bagi eksport semula)  
(Country in which the specimens were taken (only in case of re-export))  
\* Hanya bagi spesimen di bawah Apendiks I yang dibesarkan/ pembekalan heretik berdasarkan dokumen komersial  
(Only for specimens of Appendix I species bred in captivity or artificially re-propagated in commercial purposes)  
\* Untuk spesimen pra-konvensyen (for pre-Convention specimens)

13. PERMIT/SUIL INI DIKELUARKAN OLEH:  
*THIS PERMIT/CERTIFICATE IS ISSUED BY:*

Setem Keselamatan, tandatangan dan cop rasmi  
*Security Stamp, signature and official seal*

<p>Tempel Aduan</p> <p>PENEBARAN EKSPORT / EXPORT ENDORSEMENT</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>No. (bilangan)</th> <th>Isipadu (Volume)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	No. (bilangan)	Isipadu (Volume)							<p>15. No. bil muatan no. bil udara <i>Bill of lading/ Waybill Number</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Tempat Pengeksporan <i>Port of Export</i></th> <th>Tarikh <i>Date</i></th> <th>Tandatangan <i>Signature</i></th> <th>Cop dan Jawatan Pegawai <i>Official stamp and title</i></th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Tempat Pengeksporan <i>Port of Export</i>	Tarikh <i>Date</i>	Tandatangan <i>Signature</i>	Cop dan Jawatan Pegawai <i>Official stamp and title</i>				
No. (bilangan)	Isipadu (Volume)																
Tempat Pengeksporan <i>Port of Export</i>	Tarikh <i>Date</i>	Tandatangan <i>Signature</i>	Cop dan Jawatan Pegawai <i>Official stamp and title</i>														

Copy for the Management Authority of Import/Export

Key ID Features – Permit No.

Key ID Features - CITES number will be on the CITES Stamp

# Attachment 1.8 - Sample of import permit (JK69) issued by MTIB

JK  
69

JABATAN KASTAM DIRAJA MALAYSIA/ROYAL MALAYSIAN CUSTOMS DEPARTMENT PERMOHONAN UNTUK LESEN IMPORT/LESEN IMPORT APPLICATION FOR IMPORT LICENCE/IMPORT LICENCE <small>Lejen ini dikeluarkan menurut perincian di bawah Perintah Kastam (Larangan Mengimport) 1996/This licence is issued in accordance with the Customs (Prohibition of Imports) Order 1996</small>						
1. Konsainor (Nama dan Alamat) <i>Consignor (Name and Address)</i>		Kod Konsainor/Consignor Code		6. Nama Pemohon/Name of Applicant		
2. Konsaini (Nama dan Alamat) <i>Consignee (Name and Address)</i>		Kod Konsaini/Consignee Code eg: R.O.B.R.O.C. etc		7. No. Kad Pengemalan/Pasport/Identity Card/Pasport No.		
3. Ajen Yang Diberi Kuasa (Nama dan Alamat) <i>Authorized Agent (Name and Address)</i>		Kod Ajen/Agent Code		8. Jawatan Pemohon/Designation of Applicant		
4. Cara Pengangkutan/Mode of Transport 1. Laut/Maritime 2. Keretapi/Rail 3. Jalan Raya/Road 4. Udara/Air 5. Pos/Mail 6. Multimodal/Multimodal 7. Terpasang siap/Fixed Installations 8. Perairan Tempatan/Inland Water 9. Tidak diketahui/Unknown		5. Tujuan Import/Purpose of Import 1. Perseorangan/Private 2. Perniagaan/Business 3. Penyelidikan/Research 4. Pameran/Exhibition 5. Lain-lain (nyatakan/others (Specify) _____		9. Negara Asal/Country of Origin		
14. Bil. No.		15. Keterangan Pemuh Barangan/Description of Goods		9a. Berasal Dari/Place of Origin		
16. No. Kod Tariff/Tariff No.		17. Unit Tariff/Unit Tariff		10. Dibawa Dari/Consigned From		
18. Kuantiti/Quantity		19. Harga Satu Unit H.J.T. (RM) / Unit Cost C.J.F. (RM)		11. Pelabuhan/Tempat Import/Port/Place of Import		
20. Nilai H.L.T. (RM) / Value C.I.F. (RM)		21. Jabatan Pengeluar Lesen (Nama dan Alamat)/Licence Issuing Office (Name and Address)		12. Lokasi (Kod Negeri dan Daerah) / Location (Code for State and District)		
22. Syarat-syarat khas/Special conditions		23. No. Lesen/Licence No.		13. Saya mengesahkan bahawa akaun ini benar dan lengkap / I certify that this declaration is true and complete		
24. Tarikh/Tariff		25. Tarikh Tamat/Date of Expiry		14. Tarikh/Date		
26. Tarikh/Date		27. No. Lesen Baru/New Licence No.		Tandatangan dan Cop Syarikat Pemohon / Signature and Company Stamp of Applicant		
28. Tarikh/Date		29. Bil. No.		Tandatangan dan Cop Rasmi/Pengarah Kastam/for Director General of Customs		
UNTUK KEGUNAAN RASMI/FOR OFFICIAL USE						
30. Nama Vessel/Penerbangan/Kenderaan / Name of Vessel/Flight/Conveyance						
31. Tarikh Import / Date of Import						
32. No. Borang Pengakuan Kastam / Customs Declaration Form No.						
33. Jumlah Import / Total Import (Kuantiti/Quantity)						
34. Baki Akan Diimport / Balance to be Imported (Kuantiti/Quantity)						
35. T/Tangan Pegawai Kastam / Signature of Customs Officer						

SAMPLE

Key ID Features – Export No.

Nota: Pengakuan ini dikehendaki di bawah Perintah ini dan menurut Akta Kastam 1967/Note: This declaration is required under this Order and in accordance with Customs Act 1967



**Sample of customs import declaration form (K1) issued by the Royal Customs Department  
(back page)**

<p>ARAHAN: Pemeriksaan Fizikal yang dikehendaki INSTRUCTIONS: Physical Examination Required</p> <p>Tandatangan / Signature</p>	<p>TINDAKAN DAN KEPUTUSAN PEMERIKSAAN Steps Taken and Findings of Examination</p> <p>Tandatangan / Signature</p>
<p>UNTUK KEGUNAAN LAIN / FOR OTHER USES</p>	

JF001353—PNMIL, K.L. YSP610-151246-10 (SK 61 11/07/15)