

	<b>GLOBAL FORESTRY SERVICES</b>		
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	<b>WOOD TRACKING PROGRAM</b>		

## Chain of Custody Checklist & Assessment Report

<b>Organization</b>	P.T.K. Wood Company Limited (0105538097071)	<b>Reference #</b>	GFS 009-010
<b>Contact Person</b>	Ms. Apinya Phongwatantam	<b>Proposal #</b>	GFS P24-804
<b>Office Address</b>	29/4 Moo 6, Thetsaban 3 Road, Bangtoey, Samkhok, Pathumthani 12160, Thailand.	<b>Assessment #</b>	07
<b>Mill Address</b>	29/4 Moo 6, Thetsaban 3 Road, Bangtoey, Samkhok, Pathumthani 12160, Thailand.	<b>Assessment Date</b>	28/03/2025
<b>Telephone</b>	+662 977 3055	<b>Date of Report</b>	31/03/2025
<b>Fax</b>	+662 977 3060	<b>Date of close out</b>	-
<b>Email</b>	apinya@ptkwood.com	<b>Lead Assessor</b>	Anne Gimbir
		<b>Assessor</b>	-
		<b>Approved By</b>	Dr. Kevin Grace

Statement of Compliance	
GFS WTP #	GFS 186 WTP
Issuance Date	01 April 2024
Expiration Date	31 March 2029

Scope of Assessment	
Company Type	Manufacturing
Scope of Assessment	P.T.K. Wood Company Limited
Product Group	Plywood & Veneer
Source of Material	Thailand, Vietnam, China, Laos, Malaysia, Indonesia, Canada and The USA.
Species	Veneer Core: Acacia mangium Face: Red oak (Quercus rubra), Birch (Betula spp.), Maple (Aces spp).

Limitations of Assessment
The information presented in this report is based on documents provided by the client and objective evidence observed and recorded as findings during the site assessment. GFS reporting of information presented by the client is taken as accurate, unless evaluated differently through the observations made during the assessment. All information presented in the report is accurate and complete to the best of knowledge of GFS.

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### Background Information:

P.T.K. Wood Co. Ltd. (P.T.K. Wood) is Thailand's leading supplier of fancy plywood, commercial plywood and teak sawn timbers. P.T.K Wood has over 40 years of experience in the timber industry to guarantee high customer satisfaction throughout the country and the global market. Sales markets include to Hong Kong, The USA & Others.

The previous assessment was conducted in April 2024 that resulted in 0 gap(s) and 1 observation(s) (Report # GFS 009-009).

### Associated Organizations & Subcontractors:

P.T.K. Wood has signed agreements with suppliers from Thailand, Vietnam, China, Laos, Malaysia, Indonesia, Canada and The USA.

### Description of the Supply Chain:

P.T.K. Wood purchases baseboard plywood made from *Acacia mangium* coreboard from smallholder farmers in Vietnam, MDF from Thailand and face / back veneers of birch, maple and oak from Canada that is used to manufacture finished plywood.

Highlights of Assessment			
<b>1.0 Legal Requirements</b> P.T.K. Wood was registered on 16 <sup>th</sup> August 1995 with registration #: 0105538097071. The company maintains permits for all their wood processing and export activities. There was no evidence of non-compliance to legal requirements for safety & health as well as Labour regulations.			
<b>2.0 Documented Policy &amp; Procedures</b> P.T.K. Wood Policy Statement is within the Chain of Custody Manual dated on January 2019 (Revision 2). P.T.K. Wood has a set of procedure on Chain of Custody system that in line with legal requirements under the GFS WTP. The CoC Procedural Manual covers all key aspects of the company operations, including Administration, Purchasing, Warehouse, Supplier Risk Assessment, Production, Subcontracting of VL core veneer (baseboard) and Sales. P.T.K. Wood has not subcontracted any VL production activities to local producers.			
<b>April 2024: Observation 001-2024</b> Inconsistent in documenting volume and sizes between the Purchase Order, packing list and invoices.			
<b>March 2025: Observation 001-2024 (Addressed)</b> Volumes and sizes between the Purchase Order, packing list were based on invoices.			
<b>3.0 Organisation &amp; Training</b> P.T.K. Wood has an organization chart documented in the CoC Procedural Manual. Ms. Apinya Phongwatantam is appointed as the CoC Management Representative (MR). Training on health safety and fire was conducted and recorded.			
<b>4.0 Purchasing, Importing &amp; Receiving</b> P.T.K. Wood conducted the Risk Assessment several suppliers based on the GFS Risk Assessment and Risk Matrix. P.T.K. Wood purchases platforms from subcontractors using planted <i>Acacia</i> raw material from			
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smallholder farmers. All materials are traceable to individual farmers with land titles, cutting permits and transport documents. The subcontractor processes each production unit in accordance with the material purchased from each farmer.

PTK Wood also purchases FSC CW veneer from the USA and Canada for use as face and back on the platforms from Vietnam.

**March 2025: Observation 001-2025 – Checklist 4.2.1**  
Purchase Order did not reference the purchase of VL materials.

P.T.K. Wood identifies raw material received and stored based on species and VL status on stock cards for raw material. The stock card references the raw material Lot # that is indirectly linked to the Purchase Contract or Supplier Invoice defined in the CoC Procedural Manual.

**5.0 Process Controls for Manufacturing**  
P.T.K. Wood production planning is based on weekly production and shipment batches as per COC procedural Manual. The company has a clear segregation system of production between VL and non-VL production. VL Production Orders are clearly defined and coded as VL.  
P.T.K. Wood has computerized records of raw material (veneer core / baseboard and veneer (face / back) allocated to each Production Order # according to weekly production planning and export shipment.

**6.0 Sales, Exports & Customs**  
P.T.K. Wood has procedures for sale of VL products under Section 5 of the CoC Procedural Manual (Sales & Delivery) that is traceable to Production Order. The company registers online for E-commerce system to obtain export permits for each shipment of plywood. There is no annual export license required in Thailand for plywood.

**7.0 Summary Records & Data**  
P.T.K. wood maintains summary / monthly records of purchasing raw material, allocation of material to production, production and warehousing of finished goods and sales. Records are maintained for 5 years.

**Summary results:**  
(Major Gap = 0 / Minor Gap = 0 / Observation = 1)

GAPs				
GAP #	Type	Checklist	Status	Description
-	-	-	-	-

*\*Note: Major Gap = Non-Compliance / Minor Gap = Minor Gap raised can be upgraded to a Major Gap if not adequately addressed by the date of the next surveillance visit.*

Observations		
Obs #	Checklist	Description
001-2024 Addressed	2.4.3	<b>April 2024:</b> Inconsistent in documenting volume and sizes between the Purchase Order, packing list and invoices. <b>March 2025:</b>

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Observations		
Obs #	Checklist	Description
		Volumes and sizes between the Purchase Order, packing list were based on invoices.
001-2025	4.2.1	<b>March 2025:</b> Purchase Order did not reference the purchase of VL materials.

*\*Note: Observation raised can be upgraded to a Minor Gap if not adequately addressed by the date of the next surveillance visit.*

Highlights of Close out visit (if applicable)	Date:
Not applicable	

Recommendations
<p>P.T.K. Wood Company Limited has demonstrated compliance with the Wood Tracking Program requirements (GFS-WI-006-WTP.3) and is recommended to receive a Statement of Compliance.</p> <p>Gap(s)/Observation(s) identified in this assessment should be addressed before the next surveillance visit. Action required to close the gap(s)/observation(s) include:</p> <p><b>Observation 001-2025 – Checklist 4.2.1:</b> P.T.K Wood should reference the purchase of VL material in their Purchase Order.</p> <p>The next surveillance visit is scheduled for March 2026.</p>

## End of Summary Report

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