

Template private sector procurement policy

[Organisation Name] is committed to the responsible sourcing of forest products. Our long-term intention is that all timber and paper used in the products that we purchase or specify is sourced from well-managed forests that have been certified to credible certification standards and/or recycled sources.

Criteria

[Organisation Name]'s Timber/Paper Procurement Policy requires that all timber and wood-derived products must have Forest Stewardship Council® (FSC®) Chain of Custody certification. [Organisation Name] believes that the FSC currently represents the gold standard for responsible forest management.

Labelling

Printed paper materials should carry an FSC or equivalent label whenever possible. The label should be applied under a valid chain of custody certificate in line with the requirements of the certification scheme.

Evidence

When requested, suppliers must be able to provide evidence to [Organisation Name] that the wood or wood products they supply are from responsible sources. Products supplied as FSC certified will only be accepted as such if accompanied by an invoice which confirms the FSC status of the products and the FSC certificate number of the immediate supplier.

Alternatives

Timber or paper from other certified sources with a complete chain of custody, will be accepted only in situations where a particular type of product or timber species is needed and it is not possible to source FSC certified products. The following criteria must be met within the certification scheme:

- *compliance with all applicable laws, regulations, treaties, conventions and agreements;*
- *recognition of long-term tenure and use rights;*
- *recognition of indigenous peoples' rights;*
- *maintenance of forest workers' and local communities' social and economic well-being;*
- *maintenance of long-term economic, social and environmental benefits from the forest;*
- *maintenance of the ecosystem, its biodiversity, resources and landscapes;*
- *a documented, implemented, monitored forest management plan;*
- *maintenance of high conservation value forests;*
- *long-term responsible forest management;*
- *regular monitoring and a chain of custody scheme to track products.*

If independently certified timber or paper proves to be unavailable, we will accept, as a last resort only, timber/paper that can be supplied with category B evidence as detailed under the UK Government Timber Procurement Policy (<https://www.gov.uk/guidance/timber-procurement-policy-tpp-prove-legality-and-sustainability>). Evidence must also be provided to demonstrate that every attempt has been made to obtain FSC certified materials before exploring alternatives - flexibility in terms of species specification should be pursued.