

Template public 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 and/or recycled sources.

Sourcing criteria

We will give preference to timber and timber products that have been independently certified by a credible, globally applicable forest certification scheme and can demonstrate that the products are derived from well-managed sources and/or recycled materials. 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.*

Evidence (preferred)

Our preferred method of meeting the above criteria is for Forest Stewardship Council® (FSC®) certified timber, paper and products thereof or equivalent to be supplied to us by organisations certified to the requirements of the FSC or equivalent. Products supplied as FSC certified or under an equivalent certification scheme will only be accepted as such if accompanied by an invoice which confirms the FSC or equivalent status of the products and the relevant certificate number of the supplier. For details of alternatives to FSC certification please see the UK Government Timber Procurement Policy at <https://www.gov.uk/guidance/timber-procurement-policy-tpp-prove-legality-and-sustainability>.

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 (alternative)

If independently certified timber or paper proves to be unavailable, we will accept, as a second 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 certified materials before exploring alternatives - flexibility in terms of species specification should be pursued.