

**YACHTING
FOR
FORESTS**



MAKE A POLICY WITH FSC® CERTIFIED WOOD

Implementation guide

POLICY FOR FOREST-BASED MATERIALS

An environmentally responsible and sustainable procurement policy can be just as beneficial to your business or organisation as to the environment. Trends in society clearly point towards more stringent requirements for sustainable production and consumption.

A purchasing policy for forest-based products is just one of many steps a business can take to secure its position in the market and take its share of the responsibility we all have to bear in order to avert the problems facing the planet.

In addition to the basic responsibility to neutralise negative impact on the environment and related social conditions, a well-implemented sourcing policy can also benefit a business by getting the organisation to position itself at the forefront of legal requirements and as a provider of verified products of responsible origin.

When managed responsibly, forests are also a source of renewable and recyclable products such as timber and non-timber forest products (bamboo, cork etc.).

The advantage of basing a purchasing policy on the framework of a certification scheme like FSC is that FSC provides well-known and robust solutions for documentation and Chain of Custody as a strong tool to implement policy goals.

Procuring FSC-certified forest products will simultaneously advance corporate social responsibility efforts while protecting one of our most valuable natural and environmental resources, namely our forests.

How do you implement, monitor, and communicate a procurement policy for forest-based materials?

What could be the scope for sustainable forest engagement



Ensuring compliance with timber legality legislation

Procurement policy and implementation plan (minimum)

Obtaining own certification or involvement in project certification

Reduce – Reuse – Recycle / circularity in general

Endangered species or ancient forest friendly

Risk mitigation of illegal timber being harvested in conflict areas

Timber species diversification

Innovation and tests of new technologies and alternative species

Involvement in forest projects (ecosystem services, social, reforestation e.g.)

Partnerships to promote / communicate responsible forestry (FSC)

The project benefits from the support of Prince Albert II of Monaco Foundation

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Benefits of FSC

FSC-certified wood has an inherent sustainable advantage

Forests sustain life on earth. That is why the Forest Stewardship Council® (FSC®) – a non-profit membership organisation that covers over 200 million hectares of certified forests – is a sustainable forestry solution trusted by NGOs, consumers and business alike to maintain healthy and resilient forests, for all, forever.

As the most rigorous forest certification system, FSC's 'check tree' label – found on millions of products worldwide – verifies sustainable sourcing from forest to consumer. FSC's responsible forestry standard, linked to a strict Chain of Custody certification, is a proven solution for tackling today's climate and biodiversity challenges. This means that choosing FSC helps protect the future of forests and the communities who depend on them.

Forests that are managed responsibly, according to the Forest Stewardship Council's standards, help to protect animal habitats, maintain biodiversity, protect old growth trees, ensure zero deforestation, protect the rights of Indigenous Peoples and ensure fair wages and a safe working environment for workers.

Use of FSC-certified wood helps address our most pressing environmental challenges, including climate change. Research indicates that FSC forest management offers climate and other benefits over conventional/legal forestry – regardless of the country in which it is applied:

The environmental, social and economic focus of the FSC forest stewardship principles contributes toward 40 targets under 14 of the United Nations Sustainable Development Goals (SDGs). This includes the target of SDG 15 (Life on Land) along with others focused on poverty, equality, natural resources, production and consumption patterns, decent work, climate change, inclusive and accountable societies, and global partnerships.

Avoid operational and reputational risks

Responsible sourcing of wood can benefit construction projects in many ways. Wood is more carbon and energy efficient in comparison to other building materials.

However, wood may originate from unsustainable forest management practices which can undermine its benefits. This risk can be mitigated by sourcing FSC-certified wood.

FSC takes integrity issues seriously and investigates them thoroughly by using certification audit data, manual transaction verification, fibre testing and other methods.

FSC has a Policy for Association which prohibits companies from becoming members of FSC or achieving FSC certification if they conduct controversial activities including on lands outside of certified areas.

Strong foundation

Use FSC-solutions as part of your policies

FSC provides different solutions that can help implement your company's procurement policy and immediately work towards your procurement goals. Simply, buying FSC certified and/or FSC-labelled products ensures that the forest-based materials you buy are from well-managed forests or other responsible sources.

But you can go beyond that by obtaining FSC-Chain-of-Custody certification or the customized FSC-Chain-of-Custody project certification, if your organization is eligible. You can also top your FSC certification with a sponsorship in protection of ecosystem services in a forest like carbon storage or protection of biodiversity.

Buying FSC-certified products

Simple buying FSC certified products makes a big difference. Many FSC-certified products are easy to identify because they carry an FSC label. But some products, such as those that need to be cut to size, may not. So how can you make sure an unlabelled product is FSC certified?

- Source from an FSC-certified supplier.
- Check that the certificate is valid using our online database and that it covers the right product category (e.g. 'paper' or 'indoor furniture').
- Specify FSC-certified materials when placing your order and let your supplier know that you need them to make an FSC claim (e.g. FSC Recycled or FSC 100%) on the sales documents.
- Check that the delivery note and/or invoice clearly identifies the FSC-certified product(s) and FSC claim and includes the supplier's FSC certificate code (e.g. XX-COC-000000).

Remember that buying FSC certified products does not allow your company to pass on FSC claims on invoices, to FSC label a product or to use FSC trademarks in your promotional materials. That requires an FSC-Chain-of-Custody certification.

Chain-of-custody certification: Producing and trading forest-based materials

With an FSC-Chain-of-Custody certification a company obtain third-party documentation for the use of responsibly sourced wood and other forest-based materials. Chain-of-Custody certification is for all types of companies in the supply chain for forest-based materials who wish to produce FSC certified products and/or sell them with FSC-claims on sales documents (sell them as FSC certified).

With an FSC certification the companies can also promote FSC certified products with FSC-trademarks and use the on-product labels.

Project certification: For companies working project-based

FSC project certification is for companies and organizations that work project-based with forest-based materials in the construction sector. This includes builders, craftsmen, construction companies, and other companies doing virtually any type of new build or refurbishment, civil engineering projects or events. This also includes companies doing maritime vessels.

With an FSC project certification, a company obtain third-party documentation for the use of responsibly sourced wood and other forest-based materials. At the same time, the company can use FSC's trademark in the communication and promotion of the project as well as issuing a project statement about the certification to customers. It is not a requirement that all forest-based materials are sourced FSC certified in order to gain FSC project certification.

Types of FSC Project Certification

- Continuous project certification: project certification that enables organizations to manage and obtain FSC-project certification for multiple projects on a continual basis.
- One-time project certification: project certification that applies to the certification of a single project.

Claims an organization can make with FSC Project Certification:

- Full certification: all forest-based materials and products used in the project are FSC-certified.
- FSC claims on specific project components: claims can be made on specific components that are FSC-certified (for example, all windows are FSC-certified).
- Percentage claims: claims can be made about a percentage of forest-based materials used in the final project that are FSC-certified, claim contributing inputs. The remaining forest-based materials must be pre-consumer reclaimed wood, controlled material, and/or FSC Controlled Wood.

Sponsor responsible forestry projects

FSC ecosystem services claims enables your organization to sponsor responsible forestry projects that make a real difference in the fight against climate change, biodiversity loss, and other global challenges.

In return, you get third-party data verifying the real-world impact of your investments and their contribution to the UN's Sustainable Development Goals (SDGs) – all backed by the world's most trusted name in sustainable forestry.

Getting started

Check yourself and get your baseline

The development of a procurement policy or an environmental policy in general often requires more than you think. It is rarely done by setting high goals without considering how to achieve them or how to implement them in an organization. It also needs reflection on how to measure one's performance and insure the baseline is well defined. It is therefore important to get you colleagues with you on board as well as your suppliers and other relevant stakeholders.

Establish executive commitment and develop an organizing committee

It is important that commitment to change procurement and purchasing practices be initiated from senior management.

Those charged with the purchasing decisions are instrumental for evaluating and bringing about change. Also include members from every level of the organization in the committee. This will help ensure goals are perceived as reasonable and attainable as well as increase program buy-in.

Companies and organizations often seek out the help of independent non-profit or non-governmental organizations to help navigate the social, political, and technical landscape and lend credibility to their environmental initiatives.

Define benefits and rationale

Clarifying and explaining why your company or organization wants to pursue green procurement. This is an opportunity to evaluate how environmental and social values fit within your company's objectives and focus.

- Document why your company/organization is undertaking a green procurement policy.
- Document what you want to achieve by implementing this policy.
- Outline the various environmental efforts you have considered and will support.
- What environmental issues should be considered?
- Learn the issues - what are environmental performance criterias and trends.

Trends and requirements

- Forest products (wood) as part of a green transition towards more biobased materials.
- Circularity.
- CSR reporting is required or expected.
- Deforestation-free supply chains in the – EU regulation (EUTR / EUDR).
- Requirements for Life-cycle assessments and environment declarations (LCAs and EPDs).
- Trends have gone from reducing to neutralizing – now it is regeneration.
- Avoiding greenwashing & false claims.
- Contributing to reaching the UN Sustainable Development Goals.

Perform a self-evaluation

Check yourself and get your baseline

Completing a self-evaluation is an exercise to analyze current purchasing and consumption behavior and will help in later stages when developing the implementation plan.

Purchasing:

Who purchases forest-based products in your company?

- Is there centralized buying?

What types of forest-based products are being purchased?

- In what quantities?
- At what costs?

What purchasing policies exist?

- Are there preferential contracts?
- Do you receive volume discounts?
- Who has the authority to change current policies?

Who are our current suppliers?

- Are they certified?
 - If yes, for what are they certified?
- Do they currently offer and supply responsible forest-based products alternatives?
- In what way is this documented?
- Would they be open to providing better alternatives?
- Can they provide the environmental specifications of the products they are currently offering.
- Evaluate this specification against responsible forest-based products characteristics.

Consumption:

- Who are the major users?
- What quantity of forest-based products is being used?
- What types of forest-based products (species, their application area) are being used?
 - For what purposes?
- What are the environmental specifications for these forest-based products?
- Are there any efforts in place to reduce waste of forest-based products use? If so, can they be improved? If not, what can be done to reduce forest-based products use?
- Are there any efforts in place to reuse forest-based products? If so, can they be improved? If not, what can be done to reuse forest-based products?
- Are there any efforts in place to recycle forest-based products? If so, can they be improved? If not, what can be done to recycle forest-based products?

Characteristics of the policy

Develop specifications and identify suppliers

In this step you must clearly specify what characteristics you will be seeking in your paper/wood, then identify suppliers who can meet these requirements.

Discuss the key areas of environmental performance you are committed to seeking out.

Example:

- Recycling and Pollution Reduction
- Responsible Forest Management and Conservation
- Reduction of Energy Use

Specify and document what characteristics are required of the various types of forest-based products your organization consumes (e.g., copy paper should contain a minimum 30% post-consumer waste content, FSC certified etc.)

Consider the various uses and purposes of the forest-based products your company/organization consumes. Different uses may be better suited to different papers (e.g., internal paper can have a higher grade of recycled content than published documents etc.)

- Provide a glossary for environmental terms used in your specifications to clearly communicate your intentions (e.g., post-consumer waste is considered by this policy to be paper products used by the end consumer and then reclaimed through recycling programs).
- To ensure best practices are being employed, stipulate requirements for suppliers to possess third party FSC certification in all tenders (e.g., “Tenderer shall be third party certified to FSC standards and offer FSC certified forest-based products. Samples of each item for which the tenderer intends to quote shall be submitted in a separate envelope/cover superscribing “Technical Tenders” “).
- Comparison shop amongst existing and prospective suppliers to determine the degree to which they can offer products or employ practices consistent with the environmental specifications you have set out.

Set your goals

Set goals using a two-pronged approach

- First set the final goals (with timelines) you wish the policy to achieve (e.g. 100% use of environmentally preferable paper/wood by January 1, 2025).
- Second, set incremental milestones (with timelines) that work towards the ultimate goals (e.g. Use of environmentally preferable paper/wood for all public documents by June 1, 2020).

Ensure targets are SMART (specific, measurable, achievable, realistic, and time-bound). This approach allows all the stakeholders to understand it takes many small, measurable actions to achieve overall program success.

These goals should be based on:

- The breadth of the change (i.e. company-wide, department-wide, regional level, national level, etc.).
- Amount and purpose of current paper/wood consumption.
- Existing contracts with suppliers.
- The availability of satisfactory green paper/wood alternatives.
- In addition to purchasing environmentally friendly paper/wood, set goals to reduce overall paper/wood use and improve recycling.

Implementation and evaluation

- Develop and document a detailed action plan based on the goals you have set out above.
- Establish an internal feedback and monitoring system to ensure continual improvement and adherence to the policy.
- Periodic review of the procurement program should be carried out to ensure that goals and objectives are being met.

Assess what changes in consumption have been made:

- What products are being purchased?
- Do these products meet the specifications set forth in the policy?
- What is the level of employee knowledge and/or commitment to the policy?

Conduct regular supply vendor reviews requiring all forest product suppliers to submit annual performance reports detailing their progress in environmental management and forest certification programs.

Create your overview (Example)

	Activity	Baseline	KPI	Description
1	Timber monitoring	xx% percentage certified timber in 20xx	Increase to xx% percentage of certified timber in 20xx 100% FSC certification on tropical timber by 20xx	Monitor the percentage of certified material purchased from January – December
2	Internal implementation	N/A	Completing annual training and inspirational sessions	Host annual training session for relevant staff based on ensuring that all staff know why it is important and how to fulfil it.
3	Species diversification	Map species used and their applications	By 20xx seek out 5 market ready alternative species as substitution for less problematic applications. By 20xx testing 2 new timber species for shipdeck	Involvement in the species diversification agenda through test and innovation

Communicate the policy

Spread the word and inspire others

When communicating an initiative, it is important to explain to all stakeholders how the set goals will be reached as well as why the program is being launched.

To Suppliers:

- Inform current suppliers of your new policy, why you have adopted it, and work with them to implement it.
- Encourage them to obtain FSC Chain of Custody (CoC) certification and inform them as to how they can do it.

To Employees:

- Communicate to employees why your company/organization has adopted this procurement policy.
- Educate them as to how they fit into the process (through consumption of forest-based products, purchasing etc.).

To Customers:

- Communicate to customers that you have adopted a green procurement policy to reduce the environmental impacts of your company/organization.
- Make your procurement policy publicly available to further communication with employees, customers, and stakeholders and to ensure transparency.

In all cases, it is important to communicate in a balanced manor and not exaggerate one's claims. You do not want to be accused of greenwashing. At the same time, it is important to signal that you have started or developed your journey towards specific goals motivating both customers and suppliers.

To bring changes to a sector, often relies on the fact that one's competitors also allow themselves to be inspired. The supply chain is often shared downstream and the prerequisite for your sustainable transition may depend on changes back in the supply chain and a shared market push.

Development of the policy

Template example

Procurement policy for forest-based products for [company name][Organization name] is committed to the responsible sourcing of forest products. Our long-term intention is that all forest-based materials like wood and paper used in the products that we purchase or specify is sourced from responsibly managed forests and/or recycled sources.

Scope

This procurement policy covers forest-based products. Forests are mostly known as a source of wood-based products such as timber, pulp, and paper. Other parts of the trees and forest resources are known as non-timber forest products (NTFPs).

As [shipbuilding company / supplier to shipbuilding] our main focus is on wood and non-timber forest-products with the potential to replace wood such as cork and bamboo.

Use of paper-based products like paper and packaging, furniture or other forest-based products within the organization is [not/also] covered in this policy.

Criteria

[Organization name]'s forest-based product Procurement Policy requires that all paper and wood-derived or other relevant forest-based products must have Forest Stewardship Council (FSC) Chain of Custody certification. [Organization name] believes that the FSC currently represents the highest standard for responsible forest management.

Goals

[Organization's name] prefers FSC-certified forest-based products and our goal is that a minimum of x% of our purchase of forest-based products is FSC-certified.

Labelling

Printed paper/wood materials should carry an FSC label whenever possible. The label should be applied under a valid chain of custody certificate in line with the requirements of the certification scheme. This primarily goes for forest-based products used internally and which are suitable for labelling.

Template example

Evidence

When requested, suppliers must be able to provide evidence to [Organization name] that the forest-based 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 code of the immediate supplier.

For forest-based materials for internal use like paper, packaging, and furniture the existence of an FSC on product label with license code and other mandatory elements can be sufficient as evidence .

Alternatives

Forest-based products from other certified sources with a complete chain of custody, will be accepted only in situations where a particular type of product is not possible to source as FSC-certified.

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 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.

Other

Contributions to green innovation and engaging in relevante partnerships could also be specified.





Learn more:
www.yachtingforforests.com

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