




**FORESTS<sup>TM</sup>  
FOR ALL  
FOREVER**

# **PROCUREMENT POLICY SAMPLE LANGUAGE & PREFERENTIAL STATEMENTS**





If you are ready to  
commit to sourcing  
FSC®-certified materials  
or finished products,  
we have some helpful  
language to inform your  
suppliers, include in your  
communications, and/or  
share publicly.

*Please adjust to reflect the unique needs/  
approach of your organization.*



# TEMPLATE

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

## CRITERIA

**[Organization name]'s [Wood/Paper]** Procurement Policy requires that all paper and wood-derived 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]** has a preference for FSC-certified **[paper/wood]** and our goal is to achieve a minimum of x% FSC-certified **[paper/wood]** for all of our paper/wood needs.

## LABELLING

Forest product 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.

## EVIDENCE

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

## ALTERNATIVES

Forest products from other certified sources with a complete chain of custody will be accepted only when a particular type of product or wood 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 the ecosystem, its biodiversity, resources, and landscapes;
- A documented, implemented, and monitored forest management plan;
- Maintenance of high conservation value forests;
- Long-term responsible forest management;
- Regular monitoring and a chain of custody system to track products.



# SOME EXAMPLES OF LANGUAGE USED BY WELL-KNOWN BRANDS AND SUPPORTERS OF FSC

## ARITZIA

Aritzia has made commitments to:

### **PAPER & WOOD DERIVED PACKAGING**

100% of our retail and eCommerce packaging contains either Forest Stewardship Council (FSC) certified or recycled content.

On-product packaging for our exclusive brands – Babaton, Wilfred, Wilfred Free, Denim Forum, Auxiliary, Super World™ – and all hang tags contain recycled or FSC content.

**100% of our wooden hangers are FSC certified.**

### **FROM FOREST TO FABRIC**

We are committed to sourcing 100% of our wood-based fibres from forests that are certified to a responsibly managed forest standard, such as Forest Stewardship Council® (FSC®) and Programme for the Endorsement of Forest Certification™ (PEFC™), by Fiscal 2027. We partner with industry-leading companies Lenzing™ and Naia™ from Eastman who provide cellulosic fibres that are certified to FSC® and processed with unique resource-conserving technologies. All our Lenzing fibres – including LENZING™ ECOVERO™ Viscose, TENCEL™ Modal and TENCEL™ Lyocell – are derived from renewable or sustainably managed wood sources. TENCEL™, LENZING™ and ECOVERO™ are trademarks of Lenzing AG.

For more information, visit [Aritzia CA](https://ca.fsc.org).



# HOLT RENFREW

## PACKAGING

At Holt Renfrew, we welcome innovative packaging and production practices. Our iconic Magenta bags are made with **Forest Stewardship Council®** (FSC) certified paper, a minimum of 50% post-consumer recycled content, and low VOC ink. With a woven FSC® certified paper handle, the bags are recyclable. Plus, our tissue paper and gift boxes are FSC® certified too.

Our new packaging is available at Holt Renfrew Ogilvy, Bloor Street, Yorkdale, and Square One, and will launch at Holt Renfrew Calgary and Vancouver in January 2024.

Our e-commerce boxes are also recyclable and reusable. They are made with FSC® certified paper, a minimum of 50% post-consumer recycled content, and low VOC ink.

## PAPER

Office paper used in all our stores, offices, and distribution centre is FSC® certified. All our Holt Renfrew hang tags, including our Holts Sustainable Edit hang tags, are FSC® certified.

## FOREST-DERIVED FIBRES

By end of 2027, all FOREST-DERIVED FIBRES (cellulosic, paper, and wood) in the products we sell will meet one or more of the requirements below.

- Fibres are sourced from forests certified to Forest Stewardship Council (FSC) standards (FSC 100%, FSC Mix or FSC Recycled)
- Product has a licence certification for LENZING™ ECOVERO™, TENCEL™, TENCEL™, REFIBRA™, ENKA®, Birla Liva Reviva, Birla Livaeco, Circ® Lyocell
- Brand Partner sources 100% of forest derived fibres from CanopyStyle 'Dark Green Shirt' rated suppliers with a minimum score of 30

For more information, see [Sustainability | Holt Renfrew](#).



# HUNTER

In addition to adhering to the Policy Principles, suppliers must comply with the requirements for each material set out below.

## **RUBBER**

Where possible, rubber should come from FSC-certified sources. Rubber must not come from plantations that contribute to tropical deforestation or that have been established after 1994. Plantations must accept third-party audits commissioned by Hunter to ensure human rights, working conditions, and the environment are respected.

## **WOOD PRODUCTS**

All wood products must come from FSC-certified sources or otherwise credible third-party certification. All paints, glues, inks, and finishes must comply with Hunter's Restricted Substances Standards.

## **PAPER AND PACKAGING**

All paper and packaging must be from recycled post-consumer materials, alternative sustainable materials sources, such as agricultural residues, when possible. When virgin fibre is necessary, it will be FSC certified and be produced with responsible bleaching technologies. All paints, glues, and inks must comply with Hunter's Restricted Substances Standards.

## **MAN-MADE CELLULOSIC FIBRES**

Hunter does not currently use man-made cellulosic fibres and encourages suppliers to prioritise recycled or more sustainable alternatives to tree-based fibres. If Hunter decides to use man-made cellulosic fibres in the future, we will preference the use of products that have at least 50% alternative fibres, and develop specific targets and timelines for the use of these innovative products. Cellulosic fibres must come from producers that have achieved a Canopy Green Shirt<sup>12</sup> rating or have completed a CanopyStyle verification audit and attained low risk findings. Cellulosic manufacturers should be willing to work towards achieving the key sustainability principles of the Changing Markets Roadmap<sup>13</sup>. Hunter supports the CanopyStyle initiative's collective efforts to eliminate the use of ancient and endangered forests and other controversial sources from man-made cellulosic fibres by the end of 2021.

For more information, see [here](#).





## OUR COMMITMENTS

- To ensure that our suppliers and the forests owned by companies under the IKEA brand comply with legal requirements and IWAY, the IKEA supplier code of conduct.
- **To, (at a minimum), comply with the strictest standards developed by credible, global third-party certification systems, like FSC.**
- To be transparent about our forestry policies and practices, the volumes and origins of the wood we use and the forests we own.

## HOW DOES IKEA MAKE SURE ITS WOOD IS RESPONSIBLY SOURCED?

To ensure all our wood comes from responsibly managed forests, we have developed a comprehensive control system. Using Forest Stewardship Council (FSC) certified wood provides additional assurance that wood is responsibly sourced and doesn't contribute to deforestation.

For more information, visit [here](#).





## **RESPONSIBLE FIBER SOURCING: FSC® CERTIFICATION**

The Forest Stewardship Council® is an international nonprofit organization with the mission to promote environmentally sound, socially beneficial, and economically prosperous management of the world's forests. We believe FSC® certification represents the most rigorous standard for the responsible management of the world's forests, which is why FSC®-certified virgin fiber is the only virgin fiber we consider to be an environmentally preferred fiber and allow to count toward our goal of sourcing 90% EPF for our tissue products by 2025.

We remain committed to supporting the broad uptake and robust implementation of the FSC® Canada forest management standard and its heightened requirements for the protection of threatened woodland caribou habitat and the upholding of Indigenous rights.

For more information, visit [here](https://www.ca.fsc.org).





## PRODUCTS & MATERIALS | MATERIAL INNOVATION

### Forest-based Materials

- Certify or assess by a third-party 100% of our forest-based materials\* are sourced responsibly\*\* by 2023.

*\*Forest-based materials consist of regenerated cellulosics and natural rubber.*

*\*\*Responsible Sourced or Sourcing Responsibly: Our definition of Responsibly Sourced is sourcing that aligns to internationally recognized certifications or standards (e.g., CanopyStyle Audits, Forest Stewardship Council™ (FSC®) certified, standards, or schemes in line with the Textile Exchange's Preferred Materials definition).*

### WASTE & PACKAGING

**We aim to optimize the use of packaging in our supply chain.**

We seek to follow our Sustainable Packaging Principles, which support improved design and sourcing decisions. These principles outline our aim to work with suppliers that can provide preferred packaging materials, including those that include certified sources (e.g., Forest Stewardship Council (FSC), Sustainable Forestry Initiative, Global Recycled Standard, Programme for the Endorsement of Forest Certification) or contain at least 30% recycled content.

**For more information visit [here](#).**





## RESPONSIBLE SOURCING

We aim to use our scale and influence to help positively impact our planet, in addition to animals and the people connected to our supply chain, especially when sourcing our priority commodities, which is where we believe we can have the greatest impact: beef, soy for chicken feed, fiber, palm oil, fish and coffee.

### Our Recent Progress

- 98.8% of beef sourced for McDonald's restaurants supported deforestation-free supply chains by the end of 2023.<sup>1</sup>
- **97.9% of our primary fiber-based guest packaging was sourced from recycled or certified sources in 2023.<sup>6</sup>**

For more information, visit [here](#).

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<sup>6</sup>**Fiber. Scope:** Primary fiber-based packaging refers to products that are used to package guest food on premises at McDonald's restaurants. This type of packaging includes containers, cups, wraps, bags for food, beverages, napkins, folding cartons, clamshells, food service bags, napkins, salad bowls, Happy Meal cartons, drink carriers and cup carriers. Includes all suppliers of primary-based packaging to the McDonald's System and all McDonald's restaurants owned and operated by the Company and its Franchisees. In 2021, the primary fiber-based packaging scope was expanded to include plastic alternatives such as wood stirrers and cutlery, and paper straws and lids. This broadened scope has resulted in a slight decrease in percent compliance. All volumes of contingency items sourced from suppliers compliant with our standards but not integrated into our data reporting system were counted as non-compliant. **Countries with regions currently identified as high-deforestation priority regions for fiber include Argentina, Cambodia, China, Indonesia, Laos, Malaysia, Russia and Vietnam. McDonald's requires all wood fiber sourced from these regions to be Forest Stewardship Council® (FSC®) certified or FSC® controlled wood sources with full chain of custody certification. Exclusions:** Primary fiber-based packaging in food packaged off-site McDonald's restaurants; tray liners, straws and limited locally sourced items.





## RONA inc. Wood Sourcing Policy Updated February 2023

RONA inc. Wood Sourcing Policy is intended to inform the public and suppliers of our philosophy and commitments. This policy is applicable to RONA Inc. (hereinafter “RONA”).

As a leading Canadian home improvement company, RONA purchases significant amounts of wood and recognizes the important role the world’s forests play. Forests are crucial to life on the planet, supporting plant and animal life; capturing and storing greenhouse gases; and providing food, water, fuel, medicine and livelihoods to billions of people around the world. RONA is dedicated to protecting these critical resources, and we want to do our part to protect them by adopting responsible practices. Trees are a critical part of our business, so ensuring a long-term, sustainable source of wood is paramount. In addition, we want to hold ourselves and our suppliers to high standards.

### SCOPE

This policy applies to all products containing wood that are sold in RONA stores in Canada (hereinafter “Wood Products”).

### Commitments

- RONA will achieve 100 percent Forest Stewardship Council (FSC) certification for all Wood Products sourced from identified regions at risk.

<b>Amazon Basin</b>	<b>East Africa</b>
<b>Atlantic Forest/Gran Chaco</b>	<b>Eastern Australia</b>
<b>Borneo</b>	<b>Greater Mekong</b>
<b>Cerrado Savanna</b>	<b>Papua New Guinea</b>
<b>Chocó-Darién forests</b>	<b>Sumatra</b>
<b>Congo Basin</b>	<b>Russian Far East</b>

*\*This list is updated in conjunction with our network of non-profit partners.*

- By 2025, 100% of RONA Wood Products will be purchased from a responsible source, thus either certified or from a controlled source.



## GUIDING PRINCIPLES

RONA recognizes that environmental and socioeconomic issues often are directly related to forest products and, as a responsible corporate citizen, we take addressing these issues seriously. Our wood sourcing policy aims to contribute to environmental protection and to adopt ethical business practices.

### **RONA commits to sourcing wood that:**

- comes from a known source;
- is legally harvested and traded;
- does not threaten high conservation value or high carbon stock forests;
- does not come from deforestation or other ecosystem conversion, which leads to biodiversity loss, including that of rare, threatened and endangered species;
- is harvested and produced in a way that recognizes and upholds indigenous and other local community rights and customs;
- is harvested and produced ensuring that human and worker rights are protected, including decent and humane working conditions and no forced labor.

### **For RONA, a responsible source is either 1) certified or 2) controlled:**

RONA recognizes the following certifications: FSC and all the certifications recognized under the Program for the Endorsement of Forest Certification (PEFC), including the Sustainable Forestry Initiative (SFI). RONA gives preference to FSC-certified Wood Products when they are available and meet product performance and business requirements.

In circumstances where wood product is not sourced from a certified forest, the supplier must prove that its product comes from a controlled source and demonstrate evidence of compliance with RONA inc. Wood Sourcing Policy.

RONA will continue to engage with a diverse set of stakeholders including NGOs, regulators, peers and academia to ensure our wood sourcing policies and practices are focused on the most critical risks and to identify additional ways that RONA can help to promote sustainable forestry practices.

- RONA is committed to reviewing this policy on an annual basis and will revise as necessary.
- Additionally, RONA is committed to develop verification and reporting **processes to provide annual updates on progress against our targets.**

For more information, [visit here](#).