

What we want to do

We understand the value that forests give to wider society and the environment, and we want to do what we can to protect them, in particular safeguarding biodiversity. We always aim to use well-managed forests which are less likely to contribute to deforestation and forest degradation, while respecting the people and communities that depend on them.

We'll meet legislative and regulatory requirements while trying to stick to best practice. We'll work towards making sure that products and packaging containing or made from timber or paper offer great value. And whether we're selling them to customers or using them within our business, we'll make sure they're sourced responsibly from known wood types and well-managed forests.

This policy should be read alongside these other policies:

- Responsible sourcing policy
- Palm oil policy
- Packaging policy
- Chemical policy

How we're going to do it

We'll work towards best practice by:

- Using the precautionary principle when we're putting policies, processes and standards in place, led by our Quality Department. This will include setting all the objectives and targets we need so that we're buying more timber product from well-managed forests and recycled sources.
- Using principles set out by the following frameworks - CITES (Convention Against the International Trade in Endangered Species), IUCN (International Union for Conservation of Nature), WWF GFTN (Global Forest Trade Network).
- · Working with our supply chain to understand how we source manufactured wood fibre (e.g. viscose) in order to work towards reducing the social and environmental impact associated with its production.
- Working with our suppliers to look at the recycled content of our paper products and packaging, increasing it where we can.
- Regularly looking at our approach to make sure it meets our business needs while keeping our customers happy.

- Keeping ourselves up-to-date with relevant NGOs, industry bodies and trade associations.
- Talking about the benefits of responsible sourcing with our suppliers, customers and team members.
- Supporting the use of UK government-recognised timber certification schemes, particularly the FSC scheme.

We're committed to:

- Producing sustainably-sourced timber, timbercontaining and paper-based products that are profitable, but that our team members can be proud of, that benefit our customers and that have as little environmental and social impact as possible.
- · Giving our buyers all the information they need to make informed and responsible buying decisions.
- Working alongside suppliers and business partners to look into more responsibly-sourced timber products and introduce more of them where we can.

Signed

Sean Toal **Chief Operating Officer** December 2017