

Sample Procurement Policy Language

[Company Name]'s Forest Resources Policy

I. VISION & PREAMBLE

[Company Name] recognizes that business leadership carries a responsibility to the environment and the world's forests. [Company Name] is positioned to influence both supply and demand in the market, and thus contribute to the development of environmental solutions that conserve, protect and restore forests. [Company Name] fully supports those responsible forest management practices that both protect biodiversity and ecosystem integrity and result in long-term social and economic benefits to human communities.

[Company Name] hereby establishes the following policy commitments, to ensure the sustainability of our business, and to promote the development of markets for environmentally responsible forest products.

II. POLICY

1. [Company Name] will give purchasing preference to wood and paper products from forests independently certified as well-managed per Forest Stewardship Council (FSC), with the objective of having as much of [Company Name's] wood and paper products be FSC certified as possible, given market conditions. FSC certification ensures that forests meet a set of globally applicable, independent, performance-based standards for ecologically, socially, and economically responsible forestry.
2. [Company Name] will also work with its suppliers to avoid purchasing wood and paper products from old growth and other endangered forests, and promote the efficient use of natural resources by giving purchasing preference to reclaimed and recycled wood and paper products, and by identifying opportunities to use wood and paper products more efficiently.
3. [Company Name] will implement the preceding objectives, including through the implementation measures identified below.

III. IMPLEMENTATION

To fulfill the preceding forest resource policy commitments, [Company Name] will:

- 1a. Develop and execute an action plan to undertake the following implementation measures and other actions as may be required to implement [Company Name's] forest resources policy commitments.
- 1b. Educate and train staff about the forest resources policy and its implementation measures.
- 2a. Conduct an audit of [Company Name's] wood and paper product purchases, to be verified by an independent third party.
- 2b. Identify and document [Company Name's] baseline percentages and amounts of wood and paper product purchases and sales comprised of FSC certified wood and/or paper products.

2c. Identify and document [Company Name's] baseline percentages and amounts of wood and paper product purchases and sales comprised of wood and paper products from endangered forests, reclaimed wood and paper, and recycled paper.

3a. Set written goals and timelines for achieving the objectives of paragraphs II(1) and II(2) above. For example, purchases and/or sales of FSC certified wood/paper should increase from X% to X% by year X.

3b. Set intermediate yearly goals.

4a. Inform [Company Name's] wood and paper product suppliers of our forest resources policy commitments by [Date].

4b. Require [Company Name's] forest product suppliers to submit annual performance reports detailing their progress in environmental management and forest certification programs.

5a. Institute an internal monitoring and feedback system to identify progress in meeting [Company Name's] forest resources policy commitments, and to enable improved implementation of this initiative.

5b. Require regular progress updates and audits.

5c. Produce an annual environmental report to document and communicate progress in sourcing FSC certified products and meeting [Company Name's] other environmental goals.
