



# **B&Q Timber & Paper Policy and Buying Standards**

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Policy lead: Julia Griffin





## Introduction<sup>1</sup>

B&Q use and sell a significant amount of timber and products made from or containing wood. For over twenty years we have been committed to ensuring that the timber extraction associated with the products we use and sell does not harm forest conservation or the lives of people who live and work in the forests. The following document reiterates our commitment to sourcing timber only from proven, well-managed sources and exercising our buying power to promote good forest management.

## Background

As a founder member of the FSC® in 1993, B&Q has adopted a leadership role in responsible timber sourcing over the past twenty years. We were the first major global retailer to introduce a responsible timber procurement policy and one of the first movers to take a position on Chain of Custody. Following a twenty-year campaign we fully completed the transformation of our supply chain and were the first major retailer to source all of our timber products from proven well-managed sources or recycled sources from February 2011.

In 2014 we maintained our 100% responsible timber sourcing, continued to develop our Forest Friendly awareness campaign and continue to maintain our FSC® and PEFC Chain of Custody certificates which are valid until 2018. We are also working with our Goods Not For Resale (GNFR) suppliers to help them achieve 100% sustainable timber.

Building on this success B&Q is continuing to move focus to the UK with a project that seeks to offer a sustainable approach to the challenges faced by UK forestry today. Through a programme of targeted support to neglected and under-managed woodlands the 'Good Woods' partnership aims to support sustainable, long term working woodlands in the UK that will provide environmental, educational, social and economic value<sup>2</sup>.

Not all wood is sourced from forests. For wood that is managed as a farmed crop (e.g. Christmas trees), B&Q uses its QUEST assessment process to ensure that the product has been responsibly produced by the grower. The British Ornamental Plant Producers' Certification Scheme (BOPP) and Global G.A.P. are examples of schemes recognised within the QUEST process as demonstrating a commitment by the grower to responsible production.

B&Q's Timber & Paper Policy and Buying Standards document is based upon the Timber Guidelines of our parent company Kingfisher; which aims to source timber only from proven, well-managed

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<sup>1</sup> N.B. this Buying Policy does not cover:

- Non-Timber Forest products e.g. rattan, bamboo, willow cuttings
- For guidance on our requirements for these products please refer to QUEST, Guidance Note: Materials sourced from nature and/or contact SR for relevant policies

<sup>2</sup> <http://media.diy.com/2013/03/04/bq-backs-british-wood-as-retailer-welcomes-eu-timber-regulation/>



sources or recycled material. Under its Net Positive programme Kingfisher has a vision of net global reforestation and an aspiration to create more forest than it uses by 2050. This will require new approaches to resource use and management – for instance it will require our business to get more involved in local forests to improve forest management through partnerships such as Good Woods.

## Aim(s)

To ensure that all our wood and paper comes from either proven, well-managed sources or from recycled material.

## Rules

B&Q's Timber & Paper Buying Policy is to ensure that:

- All the timber, timber-containing and paper products we use and sell come from forests of known location that are credibly certified\* as well-managed with full Chain of Custody, or from recycled materials. Products which are made from pre- or post-consumer waste must have 3<sup>rd</sup> party independent verification to prove material is recycled waste.
- All tropical hardwood we stock is FSC® certified with full Chain of Custody or comes from suppliers and supply chains that have a Memorandum of Understanding with an approved bridging scheme committing them to achieve FSC® certification within an agreed timescale.
- All credibly certified or recycled timber, timber-containing and paper products that we sell are labelled appropriately.
- All live trees and cut Christmas trees we sell come from well managed plantations that have not replaced forests (FSC® definition) or well managed farms. This is assessed by B&Q's QUEST process. Vendors should have achieved a minimum of a C grade for both QUEST 6 and QUEST 7 and the assessment should have taken place less than 3 years ago.
- *On-product labelling:* To increase transparency for our customers, B&Q requires the use of the appropriate FSC® or PEFC logo on product packaging. On all own brand products, B&Q's FSC® or PEFC Chain of Custody number will be used as applicable. When the product is made from recycled material, we will label it accordingly.
- *Off-product labelling:* The FSC® and PEFC logos will be used in Trade literature in accordance with B&Q's Chain of Custody requirements and to increase transparency for trade customers. For all POS and other marketing literature, the use of the FSC® and PEFC logos will be used under strict guidelines in compliance with B&Q's Chain of Custody system. To keep the message simple for our customers B&Q, where possible, will use Forest Friendly communication to make it easy for them to buy good wood.



*\* Accepted certification schemes:*

- FSC® certified sources will be accepted with **FULL** Chain of Custody certification in place throughout the supply chain.
- PEFC certified sources of non-tropical species will be accepted with **FULL** Chain of Custody certification in place throughout the supply chain under the following exceptions:
  - PEFC certified sources of European wood are acceptable when supported with full Chain of Custody certification and confirmation from the vendor that all material used originated in Europe.
  - Other sources of PEFC certified wood will only be accepted when supported with full Chain of Custody certification AND evidence of independent assurance that the sources comply with the requirements of the FSC® Controlled Wood Standard (FSC-STD-40-005).
- Products which are made from pre- or post-consumer waste recycled must have 3rd party independent verification to prove material is recycled waste. Wherever practical, our internal printed material should be produced on 100% recycled paper.
- Where practical, internal printed material should be produced from either proven, well-managed forests or from recycled material.

In some cases, should the credibility of a certificate be in doubt, B&Q may choose to apply additional verifications or obtain further assurances that a source complies with our aim. If sufficient information is not readily available, a third party audit may be requested to verify the legal and 'Controlled' status of the sources.

B&Q maintains a certified Chain of Custody for both the Forest Stewardship Council® (FSC®) and the Programme for the Endorsement of Forest Certification (PEFC). All B&Q stores are covered and this allows us to give increased transparency of our extensive range of certified products to our customers.

## Conditional Rules

The following exceptions will only be operated with the express and specific permission of the Social Responsibility Team at B&Q, on a project-by-project basis:

- Products made from timber sources that are progressing towards certification, but only when there is an independently verifiable action plan being implemented to drive continuous improvement and ultimately certification. To qualify, the sources and their supply chain must:
  - Have a Memorandum of Understanding (MOU) with The Forest Trust; or
  - Have an approved Rainforest Alliance SmartWood SmartStep action plan and written contract to progress to FSC®.
  - Have a Forest Participant – Participation Agreement with WWF's Global Forest and Trade Network (GFTN) programme in the country of production for the timber or timber products in question to progress to FSC®.

- We will continue to monitor revisions of the UK government's Timber Procurement Policy and evaluate its suitability with a view to aligning government procurement specifications with B&Q's Timber Procurement Policy.
  - We will explore the possibility of establishing an assurance mechanism with suppliers, initially of woodfuel products, that is based on compliance with the UK Forestry Standard (UKFS)<sup>2</sup>, "UKFS mechanism"
  - If such a UKFS mechanism adequately demonstrates legal and sustainable evidence, we will expect suppliers to provide full supply chain information (to be sent with each timber dispatch) that is detailed in Appendix 2 of the Forestry Commission Grants & Regulations - Operations Note 22<sup>3</sup>.
  - This information will link specific woodfuel products to a UKFS compliant management plan (that has been agreed with the Forestry Commission) with a current England Woodland Grant Scheme case number where applicable.
  - A guidance document will be provided to relevant companies detailing the supply chain requirements and associated documentation for this UKFS mechanism.
  - We will explore how this process can work in Wales, Scotland and Northern Ireland.
  - We will explore how this UKFS mechanism could then be extended to other timber and paper products.
- We will continue to assess the suitability of the Grown in Britain assurance standard as a basis for demonstrating both legal and sustainable evidence for consignments of timber sourced from UK woodlands.
- *On product labelling:*  
Where timber has been sourced from The Forest Trust (TFT) projects, the TFT logo will be used with the prior approval from QA and TFT.

## Best Practise Recommendations

Certified timber products may be included in the Kingfisher Eco Product Guidelines as Best in Class products if they:

- meet the requirement of B&Q's Timber & Paper Policy and Buying Standards
- are not included on Kingfisher's 'Red' list of non-eco products (see Guidelines for more details)
- AND meet the best in class requirements of another product type (see Guidelines for more details)

<sup>2</sup> The United Kingdom Forestry Standard (UKFS) is the reference standard for sustainable forest management in the UK. The UKFS, supported by its series of Guidelines, outlines the context for forestry in the UK, sets out the approach of the UK government to sustainable forest management, defines the standards and requirements, and provides a basis for regulation and monitoring – including national and international reporting.

<sup>3</sup> [http://www.forestry.gov.uk/pdf/ON022-Gov-Timber-Procurement-Policy-V1.0-issued-100624.pdf/\\$file/ON022-Gov-Timber-Procurement-Policy-V1.0-issued-100624.pdf](http://www.forestry.gov.uk/pdf/ON022-Gov-Timber-Procurement-Policy-V1.0-issued-100624.pdf/$file/ON022-Gov-Timber-Procurement-Policy-V1.0-issued-100624.pdf)

## Reporting Requirements – products for sale

*EU Timber Regulation (EU) No 995/2010 (EUTR)*

The EUTR bans importation of illegal timber into the EU and requires anyone handling wood or wood products to assess the risk that those products may have come from an illegal source and act to mitigate that risk. It places three key obligations on operators:

- it prohibits the placing on the EU market for the first time of illegally harvested timber and products derived from such timber;
- it requires EU traders who place timber products on the EU market for the first time to exercise 'due diligence';
- traders are obligated to keep records of their suppliers and customers.

The Regulation covers a wide range of imported and domestic timber products including, but not limited to, solid wood products, flooring, plywood, pulp and paper. More information can be found at: [http://ec.europa.eu/environment/forests/timber\\_regulation.htm](http://ec.europa.eu/environment/forests/timber_regulation.htm)

Suppliers must ensure Due Diligence System measures and procedures are in place to ensure compliance with the B&Q Timber and Paper Policy & Buying Standard and the EU Timber Regulation (EU) No 995/2010 (EUTR) laying down the obligations of operators who place timber and timber products on the market. It is advised to:

- Understand if you are classed as an 'Operator' or 'Trader' or both under the EUTR
- Have written procedures for data gathering, risk assessment and risk mitigation
- Have a robust record keeping and data management process
- Keep details of the 'Operator' or 'Trader' who supplied the timber and timber products

**Please note:** *The EU Timber Regulation (EU) No 995/2010 (EUTR)* is currently under consultation on the evaluation two years after its entry into application in March 2013. The expected results of the consultation is due December 2015.

A record of all products supplied, that contain timber or paper, must be available to B&Q as a part of Consent to Supply contract. All parts or components of products that contain timber or paper must be identified.

For each product identified as containing timber or paper, the following details must be included on its SAP new product input form and supplementary documented evidence supplied to the respective Quality Assurance prior to approval:

- Timber certification scheme (e.g. FSC®, PEFC)
- For Mixed Sources – minimum certified content (e.g. 50%, 70%, etc.)
- Volume solid timber (m<sup>3</sup>) or paper products (tonnes)
- Product Category (e.g. Fibreboard, Plywood, Paper, Sawn timber etc.)
- Tree Species (Common Name & Latin Name)
- Country of origin and in some cases region of timber source (Where harvested/grown)

## Reporting Requirements and Key Performance Indicators

As part of the One Planet Home programme B&Q will maintain 100% timber compliance – legal and sustainable with full Chain of Custody.

An annual audit plus random audits will be periodically carried out. Any product not meeting this policy will not be stocked and, if found in the business, will be discontinued to an agreed and appropriate timescale. Should a supplier discover any anomalies they should contact B&Q immediately to mitigate risk and allow B&Q to take prompt action to resolve the issue.

The Range Sustainability Rating will include assessment of the relevant ranges. This rating is compiled annually by B&Q Social Responsibility.

For the Best Practise Recommendations of achieving targets based on the Kingfisher Eco Product Guidelines, these are reported quarterly and annually by B&Q Social Responsibility. This reporting includes a check by BioRegional that all products fulfil the relevant criteria.

B&Q Marketing will ensure that the Best Practise Recommendations on advising customers about responsibly sourced timber are achieved.

## Linked Policies

- Kingfisher Eco Product Guidelines
- B&Q Packaging Legal Regulations
- B&Q Packaging Standards
- Guidance Note: Making Good Green Claims
- B&Q Operational Standards for Supply Chains

## Further Reading

- Forest Stewardship Council® : [www.fsc.org](http://www.fsc.org)
- Programme for Endorsement of Forest Certification: [www.pefc.org](http://www.pefc.org)
- The Forest Trust: [www.tft-forests.org](http://www.tft-forests.org)
- Sylva Foundation: [www.sylva.org.uk](http://www.sylva.org.uk)
- Good Woods:  
[http://sylva.org.uk/myforest/documents/GoodWoods\\_brochureWEB.pdf](http://sylva.org.uk/myforest/documents/GoodWoods_brochureWEB.pdf)
- UK Forestry Standard: <http://www.forestry.gov.uk/ukfs>
- EU Timber Regulation:  
[http://ec.europa.eu/environment/forests/timber\\_regulation.htm](http://ec.europa.eu/environment/forests/timber_regulation.htm)
- Kingfisher Timber Guidelines: [http://files.the-group.net/library/kgf/responsibility/pdfs/cr\\_06.pdf](http://files.the-group.net/library/kgf/responsibility/pdfs/cr_06.pdf)

Further background information can be found at [www.diy.com](http://www.diy.com) or by contacting B&Q Social Responsibility @ [socialresponsibility@b-and-q.co.uk](mailto:socialresponsibility@b-and-q.co.uk)