



SUSTAINABLE
TIMBER
ACTION

BUYING SUSTAINABLE TIMBER

A guide for public purchasers in Europe

ICLEI
Local
Governments
for Sustainability



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This guide has been produced by the Sustainable Timber Action in Europe project. More information on the project can be found at the back of the guide, or on the project website www.sustainable-timber-action.org. The recommendations are based on a detailed Background Report, which can be found on the project website.



Project Coordinator:
ICLEI – Local Governments for Sustainability



Fundación Comercio para el Desarrollo (COPADE)



Forest Stewardship Council – Italy (FSC-Italy)



National Association of Local Authorities in Italy (ANCI)



Madrid City Council



Miskolc City Council



The City Government of Rakvere



Alba Local Energy Agency (ALEA)



With the assistance of the European Union

1. INTRODUCTION

What is this guide for?

This guide is designed to help European public authorities make sure the timber products they buy are sustainable.

It offers a straightforward procurement model with text which can be directly inserted into tendering documents. It also offers guidance for authorities that wish to go beyond this and seek to use timber procurement as a tool to help improve the livelihoods of forest communities and workers in less developed countries.

In several EU countries national timber procurement policies have been introduced (see Box on page 7). If your country has a policy in place you will need to ensure consistency with this.

What timber products do you buy?

Public authorities purchase wood or timber directly or indirectly for a number of products and works, from construction and flooring to furniture, paper and packaging.

For the purposes of this guide a timber product is one that contains wood or wood fibre, including 'recycled' materials, though the recommendations do not directly focus on paper.



WHAT TIMBER PRODUCTS DOES THIS GUIDE COVER?

- Furniture
- Wood chips for energy production
- Playground items
- Fencing
- Construction products (window frames, wall panels, flooring, etc.)
- Pallets & packaging
- Site hoardings

The recommendations are not designed for the procurement of paper products. Many guides on sustainable paper procurement already exist, with some listed on page 20 of this guide.



What is sustainable timber?

A standard definition of sustainable timber, covering environmental, social and economic impacts, will typically consider three issues:

LEGALITY –

that the forest owner/manager holds the legal right to harvest, and timber is harvested, processed and traded in compliance with relevant international, national and regional laws.¹

ENVIRONMENTAL SUSTAINABILITY –

that the forest is managed in a way which preserves the health of the forest for future generations. For example maintaining the resources of the forest, the health and biodiversity of the forest ecosystem.²

SOCIAL SUSTAINABILITY –

that timber is harvested, processed and traded with respect to the rights and working conditions of those directly affected, for example the traditional usage rights of indigenous populations, or the labour conditions of forest workers.

Illegal and unsustainable forest practices, together with land conversion for agriculture, are the main causes of deforestation and forest degradation. 50% of the world's forests have been lost in the last 50 years³, with 130,000km² lost annually. Deforestation today accounts for more than 18% of all global carbon emissions - more than the entire transport sector.⁴

These changes have major social as well as environmental impacts. More than a fifth of the world's population, including many indigenous groups in the developing world, rely on forest resources for their livelihoods (FAO, World Bank)⁵, communities which are consequently vulnerable to deforestation and forest degradation. Poor labour conditions and security for workers in forestry and processing operations are also a concern in the timber industry. Respect for the ILO Core Conventions⁶ is increasingly referenced in sustainable timber policies.

→ **SECTION 2** provides a standard model for the procurement of sustainable timber products

¹ For a comprehensive definition please see the EU Timber Regulation (995/2010)

² For an internationally accepted definition please see that provided by FOREST EUROPE: www.foresteurope.org

³ See www.cpet.org.uk

⁴ The Stern Report (2007) - Stern, N., The Economics of Climate Change, The Stern Review, Cabinet Office - HM Treasury, January 2007

⁵ See, for instance www.fao.org/forestry/livelihoods/en/

⁶ Freedom of Association and Protection of the Right to Organise Convention, 1948 (No. 87); Right to Organise and Collective Bargaining Convention, 1949 (No. 98); Forced Labour Convention, 1930 (No. 29); Abolition of Forced Labour Convention, 1957 (No. 105); Minimum Age Convention, 1973 (No. 138); Worst Forms of Child Labour Convention, 1999 (No. 182); Equal Remuneration Convention, 1951 (No. 100); Discrimination (Employment and Occupation) Convention, 1958 (No. 111) - See online at: www.ilo.org

Sustainable forest management certification

Sustainable forest management certification schemes provide independent, third party verification that timber is sourced from sustainably managed forests. These schemes include mechanisms for tracing products from the forest of origin through the supply chain, to the end consumer. The certification of the supply chain is called Chain of Custody (CoC).

There are two main international schemes:

- The Forest Stewardship Council (FSC) – www.fsc.org
- The Programme for the Endorsement of Forest Certification (PEFC) – www.pefc.org

Both of these schemes require compliance with the principles of legality, environmental and social sustainability addressed above, including observing the ILO core conventions throughout the supply chain, and protecting the rights of indigenous populations. Most sustainable timber procurement policies accept either label as one way of demonstrating compliance with the sustainability requirements.

Going further – supporting fair trade in timber

Unbalanced trading relationships within the timber industry often mean that forest communities and small forest companies do not sufficiently benefit from the global market – receiving low prices for their produce, and enjoying little security of livelihood.

The concept of fair trade is designed to ensure that producers in the developing world receive a fair price for the goods they produce, and has proved successful in improving the lives of many families across the world for many other commodities⁷. So far, however, the concept has not been widely applied in the timber sector.

Some initiatives are now starting which combine sustainable forest management and fair trade. Public authorities are well placed to provide the market for fair trade timber products which these initiatives require to be successful, and help drive poverty reduction in the global South.

→ **SECTION 3** provides options for addressing fair trade principles in timber procurement

⁷ According to Fairtrade International, more than 1.2 million producers and workers in 58 developing countries are now benefitting from global sales of Fairtrade labelled products





Going further – supporting other policy goals

Public authorities may also consider using their timber procurement actions to promote other policy goals.

→ **SECTION 4** presents guidance on:

- Raising awareness of sustainable forestry through procurement
- Supporting small timber businesses in Europe

WOOD FIRST

Timber is a renewable resource and, if sourced correctly, a highly sustainable one. Increased demand for sustainable timber in construction helps to encourage sustainable forest management, increases supply of forest cover, and also performs a useful carbon storage function – with CO₂ contained within the building itself.

Some public authorities are putting in place a “wood first” policy, which requires sustainably sourced wood to be considered, where feasible, as the primary construction material in all new-build and refurbishment projects.

See: www.woodforgood.com



Establishing a sustainable timber procurement policy

The most effective examples of sustainable timber procurement are based on a clear policy commitment – either as a standalone timber procurement policy or as an element of another policy on, for example, climate protection, or sustainable procurement more widely.

Such policies help to provide the management support across the organisation generally required to make actions effective and permanently embedded in regular procurement.

→ **SECTION 5** presents a model for the development of a sustainable timber procurement policy

Why buy sustainable timber?

TO ENSURE COMPLIANCE WITH NATIONAL OR LOCAL GOVERNMENT POLICIES AND TARGETS –

An increasing number of national governments have sustainable timber procurement policies in place (see box below). Many local governments are also setting ambitious targets.

TO IMPROVE YOUR CARBON FOOTPRINT –

Purchasing timber from sustainably managed sources can help reduce carbon emissions caused by deforestation. Timber used in construction also helps to store carbon. Carbon emissions related to the transportation of timber products can also be addressed.

TO GAIN PUBLIC RECOGNITION –

An effectively implemented commitment to purchasing sustainable timber will help boost the image of your organisation, and also reduce the risk of bad publicity from pressure groups.

TO HELP PROMOTE SUSTAINABLE DEVELOPMENT –

Purchasing sustainable timber can help preserve the health and functions of global forests for future generations, help protect the rights and livelihoods of people who depend on them, and ensure decent working conditions for forest workers.

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NATIONAL SUSTAINABLE TIMBER PROCUREMENT POLICIES

Several EU Member States (Austria, Belgium, Denmark, Finland, France, Germany, the Netherlands, and the UK) have adopted sustainable timber procurement policies, and others have developed policies for certain product categories (furniture and paper) or have promoted them in the framework of their national procurement legislation.

An ad hoc working group on public procurement of wood and wood-based products has also published a report and recommendations on incorporating the sustainability goals of the EU and its Member States in public procurement policies⁸.

The STA website contains a database of resources from different European countries, including policies, tools, guidance and training programmes:

www.sustainable-timber-action.org

⁸ Report of the 'Standing Forestry Committee ad hoc Working Group VI on forest information and monitoring.' Online at: http://ec.europa.eu/agriculture/fore/publi/index_en.htm



Illegal timber

Illegal logging remains a major cause for concern globally, contributing significantly to deforestation and degradation, and threatening the livelihoods of forest communities and law-abiding commercial operators.

From March 2013, the EU Timber Regulation (EUTR) will require all timber on the EU market to come from legal sources. Operators placing timber on the market for the first time will be required to have a due diligence system in place.

The EUTR is a key element of the EU Forest Law Enforcement Governance and Trade (FLEGT) Action Plan that sets out actions to prevent the trade in illegal wood, to improve the supply of legal timber and to encourage demand for wood coming from sustainably managed forests. FLEGT has established Voluntary Partnership Agreements (VPAs) between the EU and several timber producing countries for the implementation of a licensing system to ensure that no illegal wood enters the EU from participating countries. As of February 2012, VPAs exist between the EU and Cameroon, Central African Republic, Ghana, Indonesia, Liberia, and the Republic of Congo. Essentially, FLEGT-licensed timber will be considered as legal for the purposes of the EUTR. However, please note that at the moment no FLEGT-licensed timber is currently available.

Such reliable licensing systems are essential components in ensuring legality, and providing the necessary framework for sustainable forest management. In recognition of this, the UK sustainable timber procurement policy requires FLEGT licensed timber to be accepted as an alternative to timber from sustainable sources, as a way of stimulating demand.

Although the EUTR cannot fully guarantee that all timber purchased by public authorities comes from legal sources, the risk will be considerably lower from 2013. Most authorities will therefore consider it no longer necessary to ask for additional proof of legality in tenders.





2. STANDARD MODEL

The standard sustainable timber procurement model below is based on the widely accepted definition for **sustainable forest management (SFM)** of FOREST EUROPE (MCPFE).⁹ This definition is in line with the inter-governmentally agreed definition of SFM adopted by the General Assembly of the United Nations in December 2007.

The social aspects of sustainability have been proposed as optional contract clauses, and are based on the approach taken in the UK sustainable timber procurement policy¹⁰.

From March 2013 the EU Timber Regulation (EUTR)¹¹ prohibits the placing of **illegally harvested timber** and timber products on the EU market. The legislation will require that due diligence is applied by companies that first place timber products on the EU market. This procurement model therefore does not request additional proof of legality.

In line with a local triple R policy (Reduce - Reuse – Recycle) this standard model also allows for **recycled timber** to be provided by suppliers as an alternative to timber from SFM sources.

→ The recommended procurement criteria can be found on the next page.

⁹ 'FOREST EUROPE stands since 2009 for Pan-European Forest Process on Criteria and Indicators for Sustainable Forest Management (MCPFE) See online at: <http://www.foresteuropa.org/>

¹⁰ See www.cpet.org.uk

¹¹ Ibid



Recommended procurement criteria

SUBJECT MATTER:

'Purchase of [product] made of sustainable and/or recycled timber'

TECHNICAL SPECIFICATIONS

SUSTAINABLE FOREST MANAGEMENT OR RECYCLED CONTENT

At least 70% of the raw material of the [timber product] must either:

1. come from sustainably managed sources, in line with the principles defined by FOREST EUROPE (MCPFE):
 - a) Maintenance and appropriate enhancement of forest resources and their contribution to global carbon cycles;
 - b) Maintenance of forest ecosystem health and vitality;
 - c) Maintenance, conservation and appropriate enhancement of biological diversity in forest ecosystems;
 - d) Maintenance and appropriate enhancement of protective functions in forest management (notably soil and water);
 - e) Maintenance and encouragement of productive functions of forests (wood and non-wood)

VERIFICATION

The contractor [supplier, bidder] must be able to provide either:

- a) An invoice containing a valid FSC or PEFC CoC number linked to the product in question specifying the percentage of certified material *(i), (ii)*
- b) Any equivalent means of proof.

or

2. derive from post- or pre-consumer *(iv)* recycled material.

VERIFICATION

The contractor [supplier, bidder] must be able to provide credible documentation which specifies the percentage of recycled content. An invoice containing a valid FSC or PEFC CoC number linked to the product in question, with a declaration specifying the percentage of recycled content will be accepted as proof of compliance *(v)*, as will any other equivalent means of proof.

or

3. a combination of material from sustainably managed sources and recycled material

The remaining 30% must come from legal sources.

AWARD CRITERIA:

(Note: Assumes the application of the “most economically advantageous tender” (MEAT) model)

HIGHER % OF SFM TIMBER

1. Up to 20 points (vi) will be awarded to [timber product(s)] where more than 70% of the raw material comes from sustainably managed sources according to the principles defined by FOREST EUROPE (above).
20 points will be awarded to products containing 100%.
0 points will be awarded to products containing 70%.
Points will be awarded on a sliding scale in between.

VERIFICATION

The contractor [supplier, bidder] must be able to provide either:

- a) An invoice containing a valid FSC or PEFC CoC number linked to the product in question specifying the percentage of certified material, or.
- b) Any equivalent means of proof. or

NOTES

- (i) In a small number of cases (about 1.5% of certified suppliers), FSC may certify products with only 50% content from sustainable sources, therefore the percentage must be requested. PEFC requires a minimum of 70% certified content, so will always demonstrate proof of compliance with this criterion.
- (ii) If a contractor [supplier, bidder] does not have relevant FSC or PEFC certification, but supplies equivalent evidence, when checking equivalence the procurer may wish to follow the guidance available on the website of the UK central point of expertise for timber procurement (CPET) at www.cpet.org.uk/uk-government-timber-procurement-policy/evidence-of-compliance/other-evidence-as-assurance/category-b-evidence.
- (iii) If the authority is unclear about the validity of an FSC or PEFC certification, the following webpage provides some very useful guidance: www.cpet.org.uk/uk-government-timber-procurement-policy/evidence-of-compliance/category-a-evidence/verifying-evidence
- (iv) Post-consumer waste is material discarded at the end of its useful life.
Pre-consumer waste relates to material discarded along the supply chain prior to it being sold to the consumer, e.g. during manufacturing processes.

FSC and PEFC have quite different certification requirements for recycled products. FSC requires a minimum of 85% post-consumer recycled material. The remaining 15% must be pre-consumer recycled material. PEFC requires a minimum of 70% post- or pre-consumer recycled content, with the remainder coming from non-controversial sources.
- (v) The supply of timber products carrying the FSC or PEFC recycled label is currently quite low, although increasing in certain countries. The majority of products carrying the recycled label are paper-based. Other forms of verification will therefore likely be provided by suppliers.
- (vi) The exact MEAT award model used and number of points allocated to this award criterion will depend on the typical procurement model of the contracting authority, and the importance which they wish to give to it. The example gives 20 points out of 100 for the % of SFM timber.



2. STANDARD MODEL

OPTIONAL CONTRACT CLAUSE

Some national sustainable timber procurement policies, for example France and the UK, recommend or require clauses to be included within timber-related contracts on social aspects of sustainability – in particular, compliance with the ILO conventions throughout the timber supply chain, and respect for the traditional rights of indigenous groups.

Both FSC and PEFC require compliance with these criteria for certification. As such, provided suppliers offer products labelled by either scheme in order to comply with the technical specifications above, the contracting authority can be confident that these social criteria are also fulfilled. However, where alternative means of proof is provided, such a contract clause may be necessary to require the contractor to provide additional proof in relation to the social criteria during the contract period.

Recommended procurement criteria

CONTRACT CLAUSES

SOCIAL SUSTAINABILITY

1. All [timber products] shall originate from a forest source where management of the forest has full regard for:
 - a) Identification, documentation and respect of legal, customary and traditional tenure and use rights related to the forest;
 - b) Mechanisms for resolving grievances and disputes including those relating to tenure and use rights, to forest management practices and to work conditions; and
 - c) Safeguarding the basic labour rights and health and safety of forest workers.

VERIFICATION

If requested by [the Contracting Authority] the contractor [supplier, bidder] shall provide evidence that [timber products] supplied or used in the performance of [the Contract] comply with this requirement. Acceptable proof would include:

- a) An invoice containing a valid FSC or PEFC CoC number linked to the product in question.
- b) Any equivalent means of proof.

Legal note: *There are different interpretations of the EU procurement directives in relation to social criteria. Social contract clauses are widely used and accepted across the EU in relation to sustainable public procurement. However, many also consider it to be legally valid to include social criteria within the award stage, and even the technical specifications.*

As such, some authorities may wish to apply the above contract clauses as additional award criteria¹².

¹² The EU-funded LANDMARK project has developed a guide on verifying social responsibility in supply chains in procurement. It provides an overview of how social criteria may be applied in the procurement process, and studies different verification approaches applied by European public authorities - www.landmark-project.eu/en/guidance-tools
The report of the EU Standing Forestry Committee also contains a detailed analysis of this issue:
http://ec.europa.eu/agriculture/fore/publi/sfc_wg7_2012_full_en.pdf.

3. SUPPORTING FAIR TRADE IN TIMBER PROCUREMENT

This award criteria option is for public authorities who wish to use their timber procurement actions to promote fairer trading relations that benefit forest communities and smaller timber processing companies in developing countries.

Market availability

At present there are very few products on the market that combine both sustainable forest management and fair trade certification, although some initiatives have begun (see table 1 on page 15).

Applying this criterion is unlikely at present to lead to significant purchases; however it does send a strong signal to suppliers that a market would exist for such products. Such market signals are invaluable in enabling timber companies to make a business case for investing in such schemes.



Recommended procurement criteria

The following criteria can be added to the 'standard model'

AWARD CRITERIA:

(Note: Assumes the application of the “most economically advantageous tender” (MEAT) model)

DEFINING FAIR TRADE

1. 20 points will be awarded to [timber product(s)] produced according to the parameters of the European Parliament Resolution on Fair Trade and Development (2005/2245(INI))¹³.

VERIFICATION

The contractor [supplier, bidder] must provide either:

- a) Products carrying a Fairtrade label (Fairtrade Labelling Organizations International)
- b) Products imported and distributed by Fair Trade Organizations (recognised by World Fair Trade Organization)
- c) Any equivalent means of proof



¹³ This document provides a definition as agreed upon by members of the European Parliament.
www.europarl.europa.eu/sides/getDoc.do?pubRef=-//EP//NONSGML+REPORT+A6-2006-0207+0+DOC+PDF+Vo//EN



3. SUPPORTING FAIR TRADE IN TIMBER PROCUREMENT

Table 1: Examples of timber products from both sustainably managed and fair trade sources

Type of forest product: Tables, chairs, benches
SFM scheme used: FSC
Fair Trade schemes used: FLO
Name and Website: Fairtrade Deutschland
www.fairtrade-deutschland.de



Type of forest product: Furniture, outdoor furniture, flooring, office wood material and wood craft
SFM scheme used: FSC
Fair Trade schemes used: WFTO
Name and Website: OPADE
www.copade.org



Type of forest product: Wood, sawn or chipped lengthwise, sliced or peeled, of a thickness exceeding 6 mm; railway or tramway sleepers
SFM scheme used: FSC
Fair Trade schemes used: WFTO
Name and Website: FORCERT
www.forcert.org.pg



Type of forest product: Engineered Flooring
SFM scheme used: FSC
Fair Trade schemes used: FLO
Name and Website: Kahrs, Sweden
www.kahrs.com



4. SUPPORTING OTHER POLICY GOALS

Accompanying awareness raising activities

Some local authorities have included requests for awareness raising activities on sustainable timber or fair trade to be carried out by suppliers when tendering. These may target staff of the administration, local businesses or the local community (or all three). This has proved to be a successful means of supporting the activities of local NGOs, raising the profile of the public authority, and of course educating people.

From a legal perspective, when adding this award criterion on top of the 'Standard Model' it is recommended to amend the 'subject matter' of the tender to create a stronger link between subject matter and award criteria.

Recommended procurement criteria

SUBJECT MATTER:

Purchase of [product] made of sustainable and/or recycled timber, together with accompanying awareness raising activities'

AWARD CRITERIA:

(Note: Assumes the application of the "most economically advantageous tender" (MEAT) model)

DEFINING AWARENESS RAISING

1. Up to 10 points will be awarded to suppliers offering awareness raising activities targeting <include target group> on the topic of sustainable timber/fair trade. Points will be awarded on the basis of likely effectiveness of the activities proposed.

VERIFICATION

The contractor [supplier, bidder] must provide a short and structured description of the type of activities planned for the duration of the contract (maximum 4 pages)



4. SUPPORTING OTHER POLICY GOALS

Supporting small timber business in Europe

Some public authorities may pursue a strong policy in favour of smaller, regional timber businesses – especially if they are located in forest-rich regions. In order to meet European procurement rules it is critical to ensure that other European companies are not discriminated against in public tenders.

Approaches aimed at encouraging smaller, regional timber businesses to participate in public tenders and allow them to compete with bigger operators include:

- 1 – Splitting tenders into smaller lots, which are then more manageable for smaller operators
- 2 – Giving additional award points based on lower CO₂ emissions arising from the processing and transportation of the timber and finished products throughout the supply chain. Such an approach is likely to discourage the shipping of timber over large distances. Such schemes are, however, complicated to develop with a very transparent and consistent mechanism required for assessing the CO₂ emissions of competing offers.



RESPONSIBLE TIMBER IN CONSTRUCTION/BUILDING WORKS

Most of the timber consumed by public authorities in Europe is used in construction¹⁴. Timber is not typically purchased by the authorities themselves but rather by the construction companies carrying out the work. When procuring construction works, it is however straightforward to request that the timber used meets the standards outlined in this guide, and require the contractor to present proof.

Good practice: London Olympics 2012

The Olympic Delivery Authority (ODA) has committed to using sustainably sourced timber only – certified by either FSC or PEFC - in its Sustainable Development Strategy.

The entire London 2012 Olympic Park development has achieved dual Project Certification from both PEFC and FSC for its timber usage —the first dual Project Certification in the world. Another prominent and sustainable Olympic venue is the Velodrome: Only certified wood was used on the external cladding. Sustainably sourced Siberian Pine was used for the tracks.

www.cpet.org.uk/cpet-news/news%20stories/olympic-park-achieves-dual-fsc-and-pefc-project-certification

¹⁴ E.g. 60-70% of the timber provided by members of the UK Timber Trade Federation -> www.ttf.co.uk.



5. SUSTAINABLE TIMBER POLICY

The following table outlines a step-by-step approach to the development of a sustainable timber policy and measures accompanying its implementation.

Step-by-Step policy implementation¹⁵

STEP 1: START

- Allocate staff member(s) responsible for implementation and monitoring
- Identify whether sustainable timber procurement could play a role in any existing policy or resolution
- Benchmark if and which purchased products are already sustainable (baseline)

STEP 2: COMMIT

- Identify suitable products and areas for procurement and potentially awareness raising
- Develop a timber policy:
 - Ensure alignment with existing national policies
 - Use existing examples from other authorities
 - Try to involve local civil society and local timber companies in the development of a timber policy
- Formally adopt the policy (political commitment)

STEP 3: IDENTIFY, INFORM AND TRAIN

- Identify relevant personnel within your organisation involved in timber procurement
- Inform personnel and regular suppliers/contractors of the policy and what it means for them
- Organise a training programme for procurers and other relevant personnel
- Implement complementary awareness raising activities

STEP 4: IMPLEMENT & MONITOR

- Specify sustainable timber explicitly in your relevant contracts
- Check and record basic information on compliance with the policy requirements when tendering
- Keep a record and monitor progress and barriers

¹⁵ See also CPET's '6 Steps for the implementation of a responsible timber procurement policy' at: <http://www.cpet.org.uk>
This website also contains a model policy document.



5. SUSTAINABLE TIMBER POLICY

Further steps

CERTIFYING PUBLICLY OWNED FORESTS

There are other ways in which public authorities can help promote sustainable forestry. Over half of Europe's forests are publicly owned, and many public authorities are ensuring their forests are sustainably managed, and applying for certification with either FSC or PEFC.

– **GOOD PRACTICE: Certifying publicly owned forests in Germany**

Many German states and local authorities are aiming at getting sustainable forestry certification for their own forests. Over 5.5 million ha of German publicly owned forests are PEFC certified. All the state forests of North Rhein-Westphalia and the City of Pfullingen are FSC certified, as are many city-owned forests.

AWARENESS RAISING

Awareness raising campaigns – targeted at employees of the authority, to regional timber companies, and/or to the general population – can also prove very valuable in supporting the implementation of a successful policy. These may not need to relate to procurement directly, but more broadly on the topic of sustainable timber or fair trade.

– **GOOD PRACTICE: Awareness raising in Rakvere, Estonia**

Estonia is a forest-rich country, and each year one Estonian city is selected for the Forest Capital award. In 2012 Rakvere, which is 14.3% covered with city-owned forest, won the title.

The City used this opportunity of increased media attention to promote sustainable forestry to a wider audience. Information seminars for SME's and local authorities are planned, and a Forest Week was held to bring sustainable forestry closer to the people in the city.

– **GOOD PRACTICE: Awareness raising in the UK**

In 2008 -2009 CPET worked with the UK Timber Trade Federation and WWF-UK on a campaign specifically targeting awareness raising with Local Authorities. The campaign involved sending out letters to councillors and developing targeted workshops and guidance available on the CPET website. Since 2010 CPET has been working in partnership with WWF-UK supporting the 'What Wood you Choose?' campaign to encourage the uptake of procurement policy by Local Authorities.

For details: www.cpet.org.uk/uk-government-timber-procurement-policy/guidance/local-authorities



GUIDANCE ON SUSTAINABLE PAPER PROCUREMENT

The advice presented in this guide is not intended for use in paper procurement. Many other sources of guidance on sustainable paper procurement exist:

- GPP Training Toolkit (includes product sheet and tender criteria for paper):
http://ec.europa.eu/environment/gpp/eu_gpp_criteria_en.htm
- WWF Guidance on responsible paper procurement:
<http://checkyourpaper.panda.org/paperbuyingtips/>
- Guidance produced by the World Resources Institute and the World Business Council for Sustainable Development -
www.sustainableforestprods.org
- Check out the websites of relevant labels such as Blue Angel, Nordic Swan, FSC, PEFC, EU-Ecolabel, Bra Miljöval, Umweltzeichen and others.
- See also guidance provided at national (National Action Plans on GPP) or regional level.
- Further guidance and resources may be found on the Sustainable Procurement Resource Centre:
www.sustainable-procurement.org



SUSTAINABLE TIMBER ACTION IN EUROPE (STA)

STA aims to assist European public authorities in making sure the wood/timber products they buy are produced and traded in a sustainable and fair way.

Public authorities in Europe purchase huge quantities of timber-based products each year, for building and civil construction, office and outdoor furniture, and office paper and stationery - an estimated 15% of all timber and paper sold in Europe. Much of this timber is illegally or unsustainably harvested. Furthermore, local communities and smaller forest enterprises often benefit little from such trade.

The Sustainable Timber Action project aims to inform public authorities in Europe about the human and environmental impacts of the timber trade, and how they can contribute by purchasing timber responsibly.

In addition to this guide, the project is carrying out a series of training activities for local authorities and European timber SMEs, specifically in Estonia, Germany, Hungary, Italy, Romania, and Spain. Pilot sustainable timber procurement actions will also be undertaken with public authorities across Europe.

The project is co-funded by the European Union through the EuropeAid Programme "Non-State Actors and Local authorities in Development".

To find out more, or get your authority involved:

Visit: www.sustainable-timber-action.org

Or email: procurement@iclei.org

IMPRINT

A Sustainable Timber Action project publication
www.sustainable-timber-action.org

Publisher:

The Sustainable Timber Action consortium,
c/o ICLEI – Local Governments for Sustainability, 2012

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Layout & Design:

Lieblingsform – mail@tinekromer.com

Disclaimer:

The contents of this publication are the sole responsibility of the Sustainable Timber Action Project Consortium and can in no way be taken to reflect the views of the European Union.

Acknowledgements:

Chris Cox (TimbMet), Angeline Diane Gough (FSC International), Catherine Weller & Janet Pritchard (Client Earth), John Hontelez (FSC International), Thorsten Arndt (PEFC International), Giovanni Tribbiani (PEFC Italy), Julia Young (WWF UK), Joyce Lam (ProForest), Liam Gormley (Newcastle City Council), Anand Punja (UK Timber Trade Federation), Laura Martin Linares & Gabriel Poveda (CONFEMADERA), Kees Boon (AVIH), Marieke Abcouwer (IDH)



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