



# Forest Positive Responsible Sourcing of Wood and Paper Products: Vendor Guidelines

## Contents

About this document	1
Overview of our Forest Positive commitments	1
Our responsible purchasing criteria for wood and paper	3
Summary of our requirements by certification scheme	4
Guidance on Chain of Custody	5
Guidance on regulatory requirements (UKTR and EUTR)	6
Guidance on product labelling	7
Vendor data – guidance on our data requirements	7
Appendix 1: Data reporting process flowchart	9
Appendix 2: Definition of terms	10
Appendix 3: List of tropical countries	15

## About this document

Kingfisher’s Forest Positive Policy ([www.kingfisher.com/ForestPositivePolicy](http://www.kingfisher.com/ForestPositivePolicy)) sets out our commitment to become Forest Positive by 2025 – creating more forests than we use.

We seek to achieve this by taking action in three areas:

1. Responsible sourcing of wood and paper
2. No deforestation through other materials we use
3. Protecting and restoring forests by supporting forest projects

This document provides guidance for Kingfisher vendors on responsible sourcing of wood and paper (point 1 above). Please refer to our Forest Positive Policy for details of our commitments on other materials linked to deforestation and forest projects (points 2 & 3 above).

## Overview of our Forest Positive commitments

In line with our Forest Positive aim, we are committed to ensuring there is no deforestation across our supply chain by 2025 and recognise the vital role that forest communities play in protecting forests. The table shows details of our overall commitments and some further explanation of what these mean for vendors.

Kingfisher Forest Positive / Deforestation policy commitments	Explanation
<p>In line with our Forest Positive aim, we are committed to:</p> <ul style="list-style-type: none"> <li>• Ensuring there is no deforestation across our supply chain by 2025, including no human-induced forest degradation or conversion of natural ecosystems.</li> <li>• Protecting forest landscapes including those in High Conservation Value areas, High Carbon Stock forests, and those which are part of an Intact Forest Landscape.</li> </ul>	<p>We require our suppliers to have due diligence in place to ensure no deforestation in their supply chain, which is in line with best practice set out in the Accountability Framework initiative (AFi); see <a href="https://accountability-framework.org">https://accountability-framework.org</a></p> <p>It should be noted that all products containing wood and paper must comply with our responsible purchasing criteria (see next section) and we will not accept products that have been produced on land which has been subject to deforestation or conversion since 2010. This approach helps to support the due diligence requirements of the UK Timber Regulation (UKTR) and EU Timber Regulation (EUTR).</p>

Kingfisher Forest Positive / Deforestation policy commitments	Explanation
<ul style="list-style-type: none"> <li>● We recognise that forest communities and indigenous peoples play a vital role in protecting forests around the world and aim to support projects that empower these communities to safeguard critical forest landscapes.</li> <li>● We are committed to protect human rights across our forest supply chain, in line with our <a href="#">Human Rights Policy</a>.</li> <li>● We aim to ensure that the way we operate is consistent with the UN Declaration on the Rights of Indigenous People and seek to work with our suppliers to ensure they:                         <ul style="list-style-type: none"> <li>○ Identify and respect indigenous peoples and local community rights, and ensure Free Prior Informed Consent prior to any activity where those rights are affected.</li> <li>○ Cooperate in remediation through appropriate measures reflecting the negotiated outcomes of the Free Prior Informed Consent process.</li> </ul> </li> </ul>	<p>We seek to support forest projects that place indigenous peoples and local communities at the heart of safeguarding and restoring forests.</p> <p>In our sourcing of wood and paper, we use FSC® and PEFC™ certification as a tool to help deliver on our commitments to respect and protect human rights, including the rights of indigenous people.</p> <p>As set out in our <a href="#">Code of Conduct</a>, we aim to make it easy for anyone to report to us any concerns or grievances and provide a confidential whistleblowing service for colleagues and third parties; see our <a href="#">Whistleblowing Policy</a>.</p>

# Our responsible purchasing criteria for wood and paper

Wood is the largest natural resource used across Kingfisher and is found in a wide range of our products, e.g. flooring, building materials, garden furniture, kitchen units and wallpaper.

Our Forest Positive Policy requires all suppliers of products containing wood and/or paper to comply with our responsible purchasing criteria. These include core requirements (all products) and additional requirements (for certain types of wood) as set out below.

Kingfisher will not accept products that do not comply with these requirements. We require suppliers to submit detailed data to us so we can check compliance (see vendor data section). We inform vendors of our requirements during the tender process and in contracts.

## Kingfisher responsible purchasing criteria for wood and paper:

We require that all goods containing wood and/or paper are from one of the following responsible sources:

- **Recycled:** Verified/certified as recycled or reused (including pre-consumer or post-consumer sources).<sup>1</sup>
- **Sustainably managed** (shown below in order of preference):
  - **FSC® (Forest Stewardship Council)** with **FULL** Chain of Custody throughout the supply chain. **Note:** This is the only certification scheme we accept for wood and paper harvested from tropical countries (see note below).
  - **PEFC™ (Programme for the Endorsement of Forest Certification)** with **FULL** Chain of Custody throughout the supply chain.<sup>2</sup>

### Note

#### Requirements that apply if wood is harvested from tropical countries:

- We recognise that there may be greater risk of deforestation when sourcing timber from tropical countries and therefore currently only accept FSC® certification with **FULL** Chain of Custody for wood and paper harvested from tropical countries.
- We define tropical countries as those that have over a quarter of their land mass situated within a tropical latitude (see [Appendix 3](#) for a list).

#### Requirements that apply if wood is from an 'endangered' or 'vulnerable' tree species:

- We recognise there are also risks associated with sourcing tree species classified as 'endangered' or 'vulnerable' under the IUCN Red List, or protected by listing on CITES Appendix III. To mitigate this risk, any products that are made from these tree species must carry FSC® certification with **FULL** Chain of Custody. A CITES Appendix III listed species must also carry a CITES export permit or certificate of origin.

#### Requirements that apply if wood is from a country with a FLEGT VPA

- Any products containing timber exported from a country that has ratified a FLEGT Voluntary Partnership Agreement (VPA) with the EU should carry a FLEGT licence where applicable.

Please see our Sustainable Packaging Policy at [www.kingfisher.com/PackagingPolicy](http://www.kingfisher.com/PackagingPolicy) for details of our requirements for fibre-based packaging.

<sup>1</sup> This includes FSC® recycled and PEFC™ recycled.

<sup>2</sup> **FULL** Chain of Custody is required for all goods for resale and catalogue paper. It is our preference for other goods not for resale and construction materials.

## Summary of our requirements by certification scheme

The table below provides a summary of our requirements for each of the different types of certifications. Please email [responsible.sourcing@kingfisher.com](mailto:responsible.sourcing@kingfisher.com) if you have any queries or require clarification.

Certification type	Non-tropical country of harvest <sup>1</sup>	Tropical country of harvest <sup>1</sup>	Vulnerable species <sup>2</sup>	Endangered /CITES protected species <sup>3</sup>
<b>Recycled</b> - Wood and paper goods which contain Verified Reused or Recycled Content from Pre-Consumer <sup>4</sup> and Post-Consumer <sup>5</sup> sources. This category includes FSC <sup>®</sup> recycled and PEFC <sup>™</sup> recycled.	Accepted (pre-consumer and post-consumer)	Accepted (post-consumer)	Not applicable	Not applicable
<b>FSC<sup>®</sup></b> - Forest Stewardship Council <sup>®</sup> Certified goods with <b>FULL</b> Chain of Custody certification throughout the supply chain.	Accepted	Accepted	Accepted	Accepted
<b>PEFC<sup>™</sup></b> - Programme for the Endorsement of Forest Certification. Certified goods with <b>FULL</b> Chain of Custody certification throughout the supply chain.	Accepted	Not accepted and will appear orange in the 'Wood Products (WP) Vendor Data' excel workbook.		
<p><b>Footnotes</b></p> <ol style="list-style-type: none"> <li>1. We define tropical countries as those that have over a quarter of their land mass situated within a tropical latitude; See <b>Appendix 3</b> for a list of countries.</li> <li>2. Vulnerable species are defined according to the IUCN Red List, which is an inventory of global conservation status of plant and animal species. The Red List is not an instrument for controlling the trade in threatened species, unlike CITES.</li> <li>3. Endangered species are defined according to the IUCN Red List. Protected species are defined under CITES (the Convention on International Trade in Endangered Species of Wild Fauna and Flora) – an international agreement between governments (including all countries where Kingfisher has stores). All international trade in species covered by the Convention requires a CITES permit. Kingfisher does not accept Appendix I and II listed species. Appendix III listed species are accepted if they are FSC<sup>®</sup> certified and carry the appropriate CITES Appendix III permit.</li> <li>4. Pre-consumer recycled is material diverted from the waste stream during the manufacturing process. Excluded is the reutilisation of materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process that generated it.</li> <li>5. Post-consumer recycled is material generated by households or by commercial facilities in their role as end-users of the product that can no longer be used for its intended purpose. This includes returns of materials from the distribution chain.</li> </ol>				

## Guidance on Chain of Custody

We require vendors to have **FULL** Chain of Custody (CoC) for FSC® and/or PEFC™ which covers each stage of the supply chain from the vendor to the forest. This is to ensure controls are in place along the entire supply chain from the vendor back to the forest of harvest.<sup>3</sup>

Please ensure the following:

- You, the vendor, must be listed as the certificate holder. If you don't have a Chain of Custody (CoC) certificate, but your supplier does, this is 'broken Chain of Custody' and means you are not policy compliant and cannot supply products to Kingfisher.
- The CoC certificate must be valid for the period you will be supplying products to Kingfisher. It should be noted that CoC certificates are issued for five years.
- The products you are supplying to Kingfisher must be within scope of the CoC certificate and clearly stated on it.

Vendors must provide the following information to Kingfisher. This will be requested on our 'Wood Products (WP) Vendor Data' excel workbook (see data section below):

- a. Link to your FSC® or PEFC™ certificate on the FSC® or PEFC™ database ([info.fsc.org](http://info.fsc.org) or [www.pefc.org/find-certified](http://www.pefc.org/find-certified)).
- b. CoC licence number (format FSC-C123456 or PEFC/12-34-56).
- c. CoC certificate number.

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<sup>3</sup> **FULL** Chain of Custody is required for all goods for resale and catalogue paper. It is our preference for other goods not for resale and construction materials.

## Guidance on regulatory requirements (UKTR and EUTR)

The UK Timber Regulations (UKTR) and EU Timber Regulations (EUTR) aim to prevent illegally harvested timber from entering the UK and European marketplace.

The regulations require companies who place timber products on the UK/EU market for the first time to exercise due diligence. It also places data obligations on businesses that are selling timber products.

As part of our due diligence, all vendors of wood and paper products are required to comply with our responsible purchasing criteria for wood and paper (see previous section) and provide mandatory data to us including details of certification (e.g. FSC® /PEFC™ certificates), information on the timber species and country of harvest (see data section).

In higher risk cases (identified through our risk assessment) and where we directly import goods into the UK or the EU (i.e. where we are the Operator as defined under the relevant timber regulation), we also carry out further due diligence. This includes requiring vendors to provide additional data to us by completing the 'Wood Traceability Sheet' (this sheet is contained within our 'Wood Products (WP) Vendor Data' excel workbook; see data section for further details).

The table shows the materials included in the scope of the UKTR/EUTR. As a comparison, we have indicated if these materials are covered in the scope of our own policies.

Material Type Scope	UKTR/EUTR (the Law)	Kingfisher Policy
<b>Virgin Wood and Paper Goods</b>	Applies to most but not all wood-based products <sup>1</sup>	Applies to all products containing wood and paper (see Forest Positive Policy – needs to be in line with our responsible purchasing criteria)
<b>Packaging</b>	Applies if placed on market as packaging	Applies to all fibre-based packaging (see Packaging Policy – needs to be in line with packaging criteria)
<b>Recycled Wood and Paper Goods</b>	Pre-consumer is in scope of UKTR/EUTR (post-consumer is not)	Applies to all products containing recycled wood and paper (see Forest Positive Policy – needs to be in line with our responsible purchasing criteria)
<b>Non-Timber Forest Products</b> e.g. alpine plants, bamboo, cane, coir, cork, grasses, rattan, rubber, sisal, wicker	Excluded	Applies to all non-timber forest products (see Forest Positive Policy)

**Footnotes:**

1. EUTR and UKTR Due Diligence requirements apply to the company that is the Operator and where the product is within scope of the EUTR or UKTR (as appropriate), as defined by the customs/commodity code, referred to as the Customs code/Combined Nomenclature code. For example, charcoal, hand tools, lamps and light fittings, glass mirrors, pencils and seats are all not included in the scope of the EUTR. Note that the scope may be expanded in future to include additional products.

## Guidance on product labelling

Vendors must ensure that all our goods for resale are clearly labelled with the appropriate certification or recycled logo (e.g. FSC®, PEFC™) and that they have the necessary licences or permissions to use logos. Where required, the appropriate trademark copyright symbol (e.g. ®) shall be used alongside third-party logos (e.g. FSC®). Any on-pack labels must make clear the scope of the claim, e.g. product, packaging or both.

It should be noted that Kingfisher's marketing and brand teams may also communicate to customers our Forest Positive message and certification of products through channels such as marketing materials, informative signs or other methods. They will also ensure that we obtain the necessary licences or permissions.

In some countries, there are legal requirements to provide information at Point of Sale regarding origin and/or species of the timber and therefore we will work with vendors to ensure compliance with these requirements.

## Vendor data – guidance on our data requirements

We require vendors to provide detailed data to us (as shown below) so we can check products are in line with our responsible purchasing criteria for wood and paper. This data is also required for:

- Kingfisher's annual Responsible Business Report which includes KPIs on responsible sourcing of wood and paper.
- Ensuring compliance with regulatory requirements including the EU and UK Timber Regulations (UKTR/EUTR) which obliges the business to collate, hold and assess key data parameters relating to the import of wood and paper products.
- Supporting B&Q Chain of Custody audits, which are conducted yearly by certifying body BM Trada.

### Data to be provided by vendors

Data should be submitted by vendors using Kingfisher's 'Wood Products (WP) Vendor Data' excel workbook (available on request from [responsible.sourcing@kingfisher.com](mailto:responsible.sourcing@kingfisher.com)). The Excel workbook includes three sheets:

- Instruction sheet ('How To' worksheet).
- Data input sheet – all vendors ('To be Completed' worksheet).
- Wood Traceability Sheet – high-risk products and where required under UKTR and EUTR due diligence ('WTS' worksheet).

Data is required for all new products that contain wood and/or paper. We review the data submitted by vendors and may ask for clarification / additional details. We will ask vendors to review and update the information in the 'Wood Products (WP) Vendor Data' excel workbook on an annual basis or more frequently if there are any changes to the customs code, species or supply chain. The detailed process for reporting data is summarised in the flowchart in [Appendix 1](#).

### Mandatory data – required for ALL products

The following data is required for products that contain wood and/or paper. Please complete a row for each product supplied, using the EAN for the product, and provide data for each part/component within the product (using the additional columns). Data required includes:

- Customs code / Combined Nomenclature code.<sup>4</sup>
- Country of export listed on shipping documentation.
- Wood volume or weight – volume (m<sup>3</sup>) for wood or grams for paper.

<sup>4</sup> The EC's Combined Nomenclature (CN) is a systematic list of commodities **applied by most trading nations** used to classify most goods when they are **declared to customs in the EU**. Every year, **Annex I** to the basic CN Regulation (Council Regulation (EEC) No 2658/87 on the tariff and statistical nomenclature and on the Common Customs Tariff) is updated and **published as a stand-alone Regulation** in the EU's Official Journal.



- Wood certification status.
- Details of FSC® /PEFC™ certification: This includes the FSC® Chain of Custody Certificate number and licence number, or PEFC™ Chain of Custody Certificate and licence number; together with CoC holder's name and expiry date for the certificate.
- Product RWE Category (e.g. Fibreboard, Plywood, Paper, Sawn, Sawn timber).
- Timber species<sup>5</sup>:
  - Commercial name
  - Scientific name.
- Country of harvest.
- Forest – the forest in which the wood was harvested.
- Confirmation of UKTR/EUTR status – whether Kingfisher is an Operator or Trader.

### Additional data – required for high-risk products or where required under UKTR/EUTR

We also require vendors to provide additional data to us by completing our 'Wood Traceability Sheet (WTS)' (a worksheet that is within our 'Wood Products (WP) Vendor Data' excel workbook) for products that are considered high risk or where required under UKTR/EUTR. Our risk assessment is in line with the approach recommended by the UK/EU Timber Regulations (UKTR/EUTR), and takes into account various factors, including country of harvest (cross referenced against corruption risk), whether the product contains composite materials, and whether we are the Operator (as defined under UK/EUTR). The risk assessment is incorporated into our mandatory data sheet (section 'WTS Required?') and automatically highlights to vendors if they are required to complete the 'Wood Traceability Sheet (WTS)'.

Data required for timber identified as high risk includes:

- Region of timber harvest within the country (where harvested/grown).
- Details of forest of harvest<sup>6</sup>:
  - Forest of harvest: location/address and latitude and longitude.
  - Forest of harvest: forest management enterprise certification code number.
  - Forest of harvest: documentation.
- Details of the first importer of the timber.<sup>7</sup>
- Details of the supplier at each stage in the supply chain, including company registration and legal company name. For composite products (such as fibreboard, plywood and paper), supply chain details are required back to the first importer (as a minimum) and preferably the mill. For all other products, supply chain details back to the forest of harvest is required.
- Evidence linking each tier in the supply chain such as invoices or delivery notes.

**Note:** Additional verifications shall be required should the credibility of a certificate be in doubt or to obtain further assurances that the source complies with our responsible purchasing criteria for wood and paper.

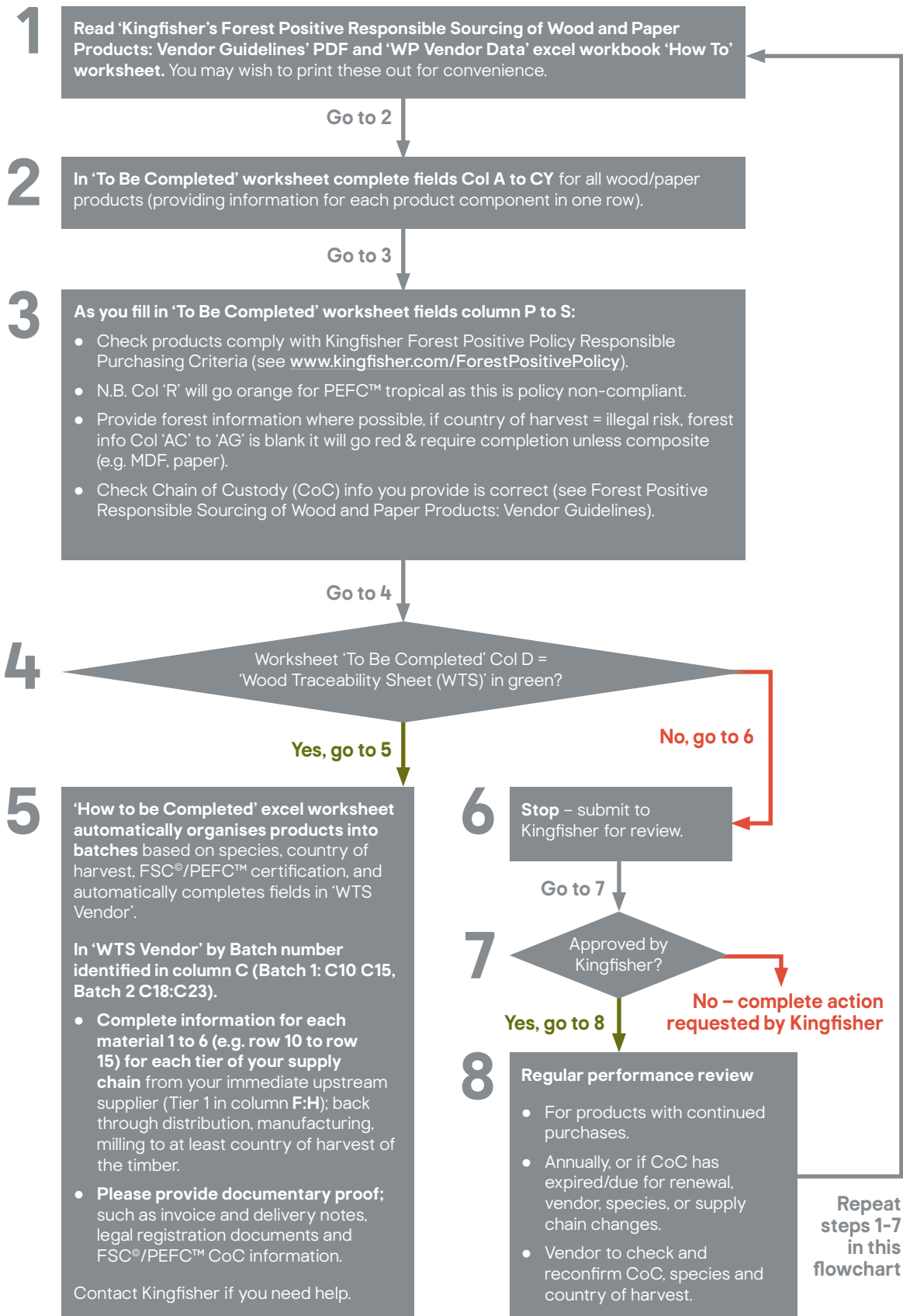
<sup>5</sup> Under EUTR, timber species is required for virgin materials but not legally required for verified recycled timber, including recycled mixed sources, e.g. particle board.

<sup>6</sup> For composite products (such as fibreboard, plywood and paper), supply chain details are required back to the first importer (as a minimum) and preferably the mill. For all other products, supply chain details back to the forest of harvest are required.

<sup>7</sup> 'First importer' is the trading company that imports the wood/paper material from the country/jurisdiction where the wood was harvested into a different country or jurisdiction. This therefore means that if wood/paper material has been imported via several countries, Kingfisher could identify the trader responsible for importing from the country of origin.

# Appendix 1: Data reporting process flowchart

Process flow for vendors to complete the 'Wood Products (WP) Vendor Data' excel workbook.



## Appendix 2: Definition of terms

Term	Definition
<b>Acceptable Documentary Evidence</b>	Acceptable documentary evidence includes, but is not restricted to: <ul style="list-style-type: none"> <li>Independently verifiable proof of legality, i.e. right of harvest audit; legal trade compliance audit; Forest Law Enforcement, Governance and Trade (FLEGT)-licensed timber (once available on the market); SVLK or V-Legal Document.</li> <li>Independently verifiable proof of avoidance of Controversial Sources at the forest level, e.g. FSC® 'Controlled Wood' status; PEFC™ 'Avoidance of Controversial Sources' status.</li> </ul>
<b>Certified</b>	Assessed by an independent third party to have achieved standards of forest management conformity defined by the corresponding standard setting organisation as well-managed/sustainable. In some cases, Kingfisher may choose to apply additional verifications should the credibility of a certificate be in doubt or to obtain further assurances that the source complies with its aims. <b>Note:</b> items are only considered to be 'Certified' if they are eligible to carry an 'on-product' claim, i.e. carry the FSC® or PEFC™ logo.
<b>Chain of Custody</b>	Process for tracking Certified material from the forest to the final product to ensure that the wood contained in the product or product line originates from Certified forests. Only <b>FULL</b> Chain of Custody is acceptable to Kingfisher and vendors are required to provide evidence which may include the Chain of Custody certificate, Chain of Custody code on invoices and licence number for both FSC® and PEFC™. If there are 'breaks' in the chain, then they would need to be fixed to be accepted. For example, if the factory was handling Certified material but was not Certified in its own right, this would be classified as a broken Chain of Custody. <b>Note:</b> items are only considered to be 'Certified' if they are eligible to carry an 'on-product' claim, i.e. carry the FSC® or PEFC™ logo.
<b>Controlled Sources:</b>	Which can offer evidence that all of the following categories have been avoided: <ul style="list-style-type: none"> <li>Illegally harvested, transported or traded wood.</li> <li>Wood harvested in violation of traditional and civil rights.</li> <li>Wood harvested in forests where high conservation values are threatened by management activities.</li> <li>Wood harvested in forests being converted to plantations or non-forest use.</li> <li>Forest areas where stakeholders express concern regarding land and other rights issues.</li> </ul>
<b>Controversial Sources</b>	Timber, paper, wood or wood fibre (herein referred to as wood) from the following categories: <ul style="list-style-type: none"> <li>Illegally harvested wood.</li> <li>Wood harvested in violation of traditional and civil rights.</li> <li>Wood harvested in forests where high conservation values are threatened by management activities.</li> <li>Wood harvested in forests being converted to plantations or non-forest use.</li> <li>Wood from forests in which genetically modified trees are planted.</li> </ul>

Term	Definition
<b>Conversion</b>	<p>Change of a natural ecosystem to another land use or profound change in a natural ecosystem's species composition, structure or function.</p> <ul style="list-style-type: none"> <li>● Deforestation is one form of conversion (conversion of natural forests).</li> <li>● Conversion includes severe degradation or the introduction of management practices that result in a substantial and sustained change in the ecosystem's former species composition, structure or function.</li> <li>● Change to natural ecosystems that meets this definition is considered to be conversion regardless of whether or not it is legal.</li> </ul> <p>Source: Terms and Definitions, Accountability Framework Initiative, 2020.</p>
<b>Deforestation</b>	<p>Loss of natural forest as a result of: i) conversion to agriculture or other non-forest land use; ii) conversion to a tree plantation; or iii) severe and sustained degradation.</p> <ul style="list-style-type: none"> <li>● This definition pertains to no deforestation supply chain commitments, which generally focus on preventing the conversion of natural forests.</li> <li>● Severe degradation (scenario iii in the definition) constitutes deforestation even if the land is not subsequently used for a non-forest land use.</li> <li>● Loss of natural forest that meets this definition is considered to be deforestation regardless of whether or not it is legal.</li> <li>● The Accountability Framework's definition of deforestation signifies "gross deforestation" of natural forest where "gross" is used in the sense of "total; aggregate; without deduction for reforestation or other offset".</li> </ul> <p>Source: Terms and Definitions, Accountability Framework Initiative, 2020.</p>
<b>Endangered or Vulnerable Species</b>	<p>Kingfisher will regularly update a reference list which summarises the Species listed on Appendix I, II and III of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) or classified as 'endangered' or 'vulnerable' by the International Union of Conservation Networks (IUCN).</p>
<b>EU Timber Regulation (EUTR)</b>	<p>Is the regulation placing obligations on operators and traders of wood products within the EU.</p>
<b>First Importer</b>	<p>'First importer' is the trading company that imports the wood material into the first country/jurisdiction that differs from the country/ jurisdiction where the wood was harvested. This therefore means that if wood material has been imported via several countries, Kingfisher could identify the trader responsible for importing from the country of origin.</p>

Term	Definition
<b>FLEGT Licensed Timber</b>	The Forest Law Enforcement, Governance and Trade (FLEGT) licensing scheme places obligations on the importation of certain timber and timber products from partner countries to be covered by a licence. It is based on bilateral Voluntary Partnership Agreements (VPAs) between the European Union (EU) and timber-exporting countries. The agreements seek to improve regulation and governance in the forest sector and ensure that timber and timber products exported to the EU come from legal sources. The licence is issued by the partner country (e.g. Indonesia) and should accompany <b>each shipment</b> of timber and timber products into the EU. A validated FLEGT licence is regarded as proof of legality under the European Union Timber Regulation (EUTR).
<b>Forest Stewardship Council® (FSC®)</b>	Organisation promoting environmentally appropriate, socially beneficial and economically viable management of the world's forests. As a stakeholder, Kingfisher remains committed to continual improvement of the forest certification schemes and, in order to guide our preferences, will regularly assess schemes against internal performance criteria and independent research. Globally, FSC® is the closest to meeting fully Kingfisher's expectations and is therefore its preferred certification scheme.
<b>Free Prior Informed Consent</b>	A collective human right of indigenous peoples and local communities to give and withhold their consent prior to the commencement of any activity that may affect their rights, land, resources, territories, livelihoods and food security. It is a right exercised through representatives of their own choosing and in a manner consistent with their own customs, values and norms.  Source: Terms and Definitions, Accountability Framework Initiative, 2020.
<b>High Conservation Value (HCV)</b>	High Conservation Value (HCV) areas are defined as natural habitats that are considered to be of outstanding significance or critical importance. We use the definition in the Common Guidance for HCV Identification, available through the High Conservation Value Resource Network.
<b>Hired or Leased Items:</b>	Asset items which already exist on the market (i.e. Kingfisher are generally not the first user) and are acquired from a hirer or lessor for Group Companies to use for a defined period of time before being returned to them. Examples may include temporary buildings or cabins, leasing of office space, furniture or other items for corporate events, and temporary fences and signage.
<b>Illegal Timber</b>	Means timber harvested in contravention of the applicable legislation in the country of harvest.
<b>Intact Forest Landscape (IFL)</b>	An Intact Forest Landscape (IFL) is an unbroken natural landscape of a forest ecosystem. We use the definition of Intact Forest Landscapes from the Common Guidance for HCV Identification, available through the High Conservation Value Resource Network.
<b>Operator</b>	Is a term from Article 2 (c) of EUTR and means any natural or legal person that places timber or timber products on the market. In the context of the 'Wood Products (WP) Vendor Data' excel workbook, the vendor should identify if Kingfisher is the ' <b>Operator</b> ' or the ' <b>Trader</b> ' (see definition below).

Term	Definition
<b>Origin</b>	This does not refer to the country of manufacture but the country of origin where the timber was originally harvested.
<b>Post-Consumer Material</b>	Material generated by households or by commercial facilities in their role as end-users of the product that can no longer be used for its intended purpose. This includes returns of materials from the distribution chain.
<b>Pre-Consumer Material</b>	Material diverted from the waste stream during the manufacturing process. Excluded is the reutilisation of materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process that generated it.
<b>Programme for the Endorsement of Forest Certification (PEFC™)</b>	<p>Organisation dedicated to promoting Sustainable Forest Management (SFM) through independent third-party certification. It is an umbrella organisation which endorses national forest certification systems developed through multi-stakeholder processes and tailored to local priorities and conditions.</p> <p>Kingfisher only accepts PEFC™ goods containing wood and/or paper if sourced from forests in non-tropical countries. We define tropical countries as those that have over a quarter of their land mass situated within a tropical latitude between the Tropic of Cancer and the Tropic of Capricorn (see '<a href="#">tropical countries</a>' definition below and <a href="#">Appendix 3</a> for a list).</p>
<b>Recognised Recycled Labels</b>	We accept FSC® recycled and PEFC™ recycled labels. We also accept other labels which are used mainly for paper and board including 'Recycled Content Certified label' (SCS Global Services), '100% Recycled Paperboard' (Recycled Paperboard Alliance), 'Global Recycled Standard', pre-consumer content and post-consumer content, Blue Angel recycled logos.
<b>Recycled Material</b>	Waste materials that have been reprocessed in a production process and made into finished goods or packaging or into a component for incorporation into finished goods or packaging.
<b>Responsibly Sourced</b>	Goods which contain wood and/or paper that comply fully with Kingfisher's responsible purchasing criteria for wood and paper.
<b>Species</b>	We require the common name of the tree species and the scientific genus. Where possible, please also provide the full scientific name.
<b>Trader</b>	'Trader' is a term from Article 2 (d) of the EUTR and means any natural or legal person who, in the course of a commercial activity, sells or buys on the internal market timber or timber products already placed on the internal market. In the context of the 'Wood Products (WP) Vendor Data' excel workbook, the vendor should identify if Kingfisher is the ' <a href="#">Trader</a> ' or the ' <a href="#">Operator</a> ' (see definition above).
<b>Tropical Countries</b>	The 159 countries that are situated within a tropical latitude, i.e. have part of their land mass between the Tropic of Cancer in the northern hemisphere at approximately 23°26' (23.5°) N and the Tropic of Capricorn in the southern hemisphere at 23°26' (23.5°) S. See <a href="#">Appendix 3</a> for the list.

Term	Definition
<b>Recycled Content</b>	Proportion, by mass, of recycled material in goods. This should be verified by a suitably qualified third-party auditor or carry a recognised recycled label or logo (see guidance above). Only Pre-Consumer and Post-Consumer Materials shall be considered as Recycled Content. <b>Note:</b> only Post-Consumer Materials are acceptable for timber from tropical countries. For details of Kingfisher's packaging requirements, please see our Sustainable Packaging Policy at <a href="http://www.kingfisher.com/PackagingPolicy">www.kingfisher.com/PackagingPolicy</a> .
<b>Reused Content</b>	Proportion, by mass, of Reused Material in goods which has or can be used for a second or subsequent time for the same or similar purpose without requiring any reprocessing.
<b>UK Timber Regulation (UKTR)</b>	Is the regulation placing obligations on operators and traders of wood products within the UK.
<b>Wood and Paper Goods</b>	All goods and packaging made from, or containing, timber, wood, wood fibre or paper, that are sold or used in connection with Kingfisher's business activities, including Goods For Resale (GFR) and Goods Not For Resale (GNFR).

## Appendix 3: List of tropical countries

Kingfisher only accepts PEFC™ goods containing wood and/or paper if sourced from forests in non-tropical countries.

We define tropical countries as those that have over a quarter of their land mass situated within a tropical latitude between the Tropic of Cancer and the Tropic of Capricorn. These include:

American Samoa	Dominica	Martinique	Saudi Arabia
Angola	Dominican Republic	Mauritania	Senegal
Anguilla	East Timor	Mauritius	Seychelles
Antigua and Barbuda	Ecuador	Mayotte	Sierra Leone
Aruba	El Salvador	Mexico	Singapore
Australia	Equatorial Guinea	Micronesia, Federated States of	Solomon Islands
Bahamas	Ethiopia	Montserrat	Somalia
Bangladesh	Fiji	Mozambique	Sri Lanka
Barbados	French Guiana	Myanmar	Sudan
Belize	French Polynesia	Namibia	Suriname
Benin	Gabon	Nauru	Taiwan
Bermuda	Gambia	Netherland Antilles	Tanzania, Republic of
Bolivia, Plurinational State of	Ghana	New Caledonia	Thailand
Botswana	Grenada	Nicaragua	Togo
Brazil	Guadeloupe	Niger	Tokelau
British Indian Ocean Territory	Guam	Nigeria	Tonga
Brunei Darussalam	Guatemala	Niue	Trinidad and Tobago
Burkina Faso	Guinea	Northern Mariana Islands	Turks and Caicos Islands
Burundi	Guinea Bissau	Oman	Tuvalu
Cambodia	Guyana	Palau	Uganda
Cameroon	Haiti	Panama	United Arab Emirates
Cape Verde	Honduras	Papua New Guinea	Vanuatu
Cayman Islands	Hong Kong	Paraguay	Venezuela, Bolivarian Republic of
Central African Republic	India	Peru	Vietnam
Chad	Indonesia	Philippines	Wallis and Futuna
Christmas Island	Ivory Coast	Pitcairn	Western Sahara
Cocos (Keeling) Islands	Jamaica	Puerto Rico	Yemen
Colombia	Kenya	Reunion	Zambia
Comoros	Kiribati	Rwanda	Zimbabwe
Congo	Lao, People's Democratic Republic of	Saint Barthelemy	
Congo, The Democratic Republic of the	Liberia	Saint Helena	
Cook Islands	Macao	Saint Kitts and Nevis	
Costa Rica	Madagascar	Saint Lucia	
Cuba	Malawi	Saint Martin	
Djibouti	Malaysia	Saint Vincent and the Grenadines	
	Maldives	Samoa	
	Mali	Sao Tome and Principe	
	Marshall Islands		



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