

## Sustainable Wood Fibre Sourcing Policy

Our goal is for all paper and/or wood products we sell, to be responsibly sourced and meet the following criteria:

- Virgin fibre to be certified legal at minimum and to credible internationally recognised independent third-party standards (preferably Forest Stewardship Council with full Chain of Custody certification), or demonstrate a sustainable and auditable supply chain; and/or
- non-virgin material is 100% post-consumer recycled.

Officeworks prohibits paper and/or wood from the following 'high risk' sources from its supply chain.

- The source forest is known or suspected to be of high conservation value, except where the forest is certified or in progress to certification under a credible certification system, or the forest manager can otherwise demonstrate that the forest and/or surrounding landscape is managed to ensure that high conservation value is maintained;
- The source forest is being actively converted from natural forest to a plantation or other land use, unless the conversion is justified on grounds of net social and environmental gain, including the enhancement of high conservation values in the surrounding landscape;
- The material was illegally harvested or traded and does not meet the obligations of the Illegal Logging Prohibition Act 2012;
- The material was traded in a way that drives violent armed conflict or threatens national or regional stability (i.e. what is commonly referred to as conflict timber);
- The harvesting or processing entity, or a related political or military regime, is violating traditional or civil rights;
- The Supplier does not support indigenous communities
- The material is sourced from genetically modified trees; and
- The source forest is unknown.

As a principle, Officeworks adopts the view that where a viable alternative to native hardwood forest harvesting for pulp and paper products exists, it should be used. To ensure Officeworks' requirements are maintained, Suppliers shall complete the forestry questionnaire upon product registration. Products not meeting our policy requirements are unable to be registered. Where the forest source changes, Suppliers are to notify Officeworks in advance and continue to meet our policy requirements.