

# RHS Timber Policy

## Information for Exhibitors at RHS Flower Shows 2012

The RHS Policy Statement on 'Trees and Timber Products' confirms the Society's commitment to the responsible management of forests.

### 1. Requirements for exhibitors:

To deliver this policy, the RHS Shows Department requires that you ensure ***any wood products brought to the show must be made from certified timber***. In addition to the products you bring to exhibit at the show, you must be able to offer at least one certified product line or range at any time outside exhibiting at RHS Flower Shows.

### 2. Who and what does the policy apply to?

The policy applies to all exhibitors of wood products (i.e. all exhibitors, including Show Gardens and exhibitors in specialist or partner marquees e.g. Country Living Magazine Pavilion) and to all types of wood and timber (including softwoods, hardwoods and any composite materials). This includes the following:

- **Sale items** which may be purchased and taken away from the show. This includes large timber items such as furniture, sculpture, bird houses, play houses, and small timber items such as tools, ornaments, etc.
- **Display items** which are 'demonstration models' or are purchased at the show for onward delivery.

In addition, the RHS encourages the use of certified, reused or recycled timber used for *staging purposes*. This means timber which is used in the construction of your exhibit or display (e.g. shelving, racking, counters, building materials, etc), and which is not being offered for sale. With such timber, sometimes it is not possible to provide proof of the timber's sustainability or it may be from a low risk source. In such cases, please contact the RHS to discuss.

### 3. How to meet the requirements of the policy

You will be required to provide supporting evidence as detailed in Annex 1. If you have a form included in your application pack, you will need to complete it to declare the timber products you wish to exhibit. If you are exhibiting at multiple shows, you will need to provide information and documentation for each show application. This is as follows:

#### Proof of certification

To exhibit timber products at the shows you will need to demonstrate that the products are certified. This means that the products are covered by a chain of custody (CoC) **certificate**. If you are not certified yourself, you must provide your direct supplier's CoC certificate.

#### Proof of purchase

You must provide evidence that the products you have bought from your supplier are actually certified. You should provide a copy of the **invoice** that shows the product is made from certified wood. The invoice should carry your suppliers CoC certificate number. (e.g. BMT-CoC-1583) and clearly indicate that the products are certified.

#### Evidence that is not accepted

The RHS will not accept documents such as your company's environmental policy, ISO14001 certificates, letters of assurance or any out of date certificates &/or Invoices as evidence.

#### 4. Products exempt from this policy

In some cases, evidence that the products are made from certified timber will not be required. The RHS may grant permission to exhibit products that are beyond the scope of certification, or that come from an extremely low risk source. For example:

- Products that are locally sourced: e.g. chestnut hurdles from a local estate
- Products that are obviously re-used or re-cycled: e.g. Old barrels

Exemptions are **not** automatically granted. If you think your products are exempt from this policy, please write to the RHS to obtain written confirmation of this.

Please note exemptions will **not** be granted where:

- Products, even small timber items, are made from timber that is known to be from high-risk sources
- Any case where the species and source of wood is unknown
- Any case where there is insufficient evidence provided to prove exemption

Please note that exemptions will **not** automatically be granted for:

- Reclaimed wood products
- Driftwood products

If you are planning to exhibit reclaimed teak, you will need to provide independent verification<sup>1</sup> that the wood was reclaimed.

Exemptions will be granted case by case, based on information provided by the exhibitor.

#### 5. Special cases

Exhibitors may find in some cases obtaining certified material directly from supplier that have a chain of custody certificate is not always possible. For example:

- **Picture Frames.** Due to the small amount of usually low-risk timber used in bespoke picture frame production, it is acceptable for the exhibitor (normally an artist who purchases frames for their work) to provide *for consideration* certification and invoices which are from their framer's timber supplier. However, exhibitors should be aware that in this case they cannot make claims to the public that their products are certified. Artists are encouraged to work with their framers to obtain certification, and may also consider purchasing the timber themselves directly from a certified supply and providing the wood to the framer.
- **Handicrafts from small communities.** Such products are subject to the RHS timber policy, but sometimes certification is not possible. In this case, please at least provide *for consideration* any documentation that could confirm the timber's origin. Exhibitors are encouraged to work with certification bodies or conservation organisations to reach certification.
- **Products not available as certified.** Not all timber species are currently available as certified, especially for timber products not made from widely-used woody materials (e.g. coffee roots, mango wood). In this case, please at least provide *for consideration* any available documentation on origin and sustainability of the product. Exhibitors are encouraged to seek alternative timber species which are available as certified.

- **Products outside the scope of the timber policy.** Some materials with timber properties such as bamboo are currently not within the scope of the policy.

Note exemptions are **not** automatically granted. They will be offered on a case-by-case basis following inspection of evidence provided on the type of timber and its origin.

## 6. The RHS decision-making process

An RHS-appointed independent organisation will review paperwork submitted by exhibitors and give guidance to the RHS on any issues arising.

Upon allocation of space by RHS, a contract will be issued. Your contract to exhibit at an individual show will specify the terms under which you meet, or are exempt from, the requirements of the RHS Timber Policy. Alternatively if you have been allocated space on the provision that you bring no timber products for sale or display, this will also be noted on your contract.

Applicants who do not meet compliance with the RHS timber policy requirements will not be allocated stands.

## 7. Verification at the show

RHS-appointed auditors will be present at the shows, and will make visits to all exhibitors selling or displaying timber products to verify that what is on the stand matches what was agreed in their allocation paperwork. Audits normally take place on the press day or opening day of the show, and your presence on your stand is appreciated. Spot checks also take place at any time.

It is required that you have a copy of your own chain of custody certification or approved paperwork on your site available for inspection at any time. Please also ensure someone is present who is briefed on these matters.

All information provided to the RHS and the auditors both verbally or in the form of documentation will be treated as confidential and will not be disclosed to any third parties.

## 8. Available RHS support

The RHS is committed to helping exhibitors achieve the aims of the timber policy. To do this we are:

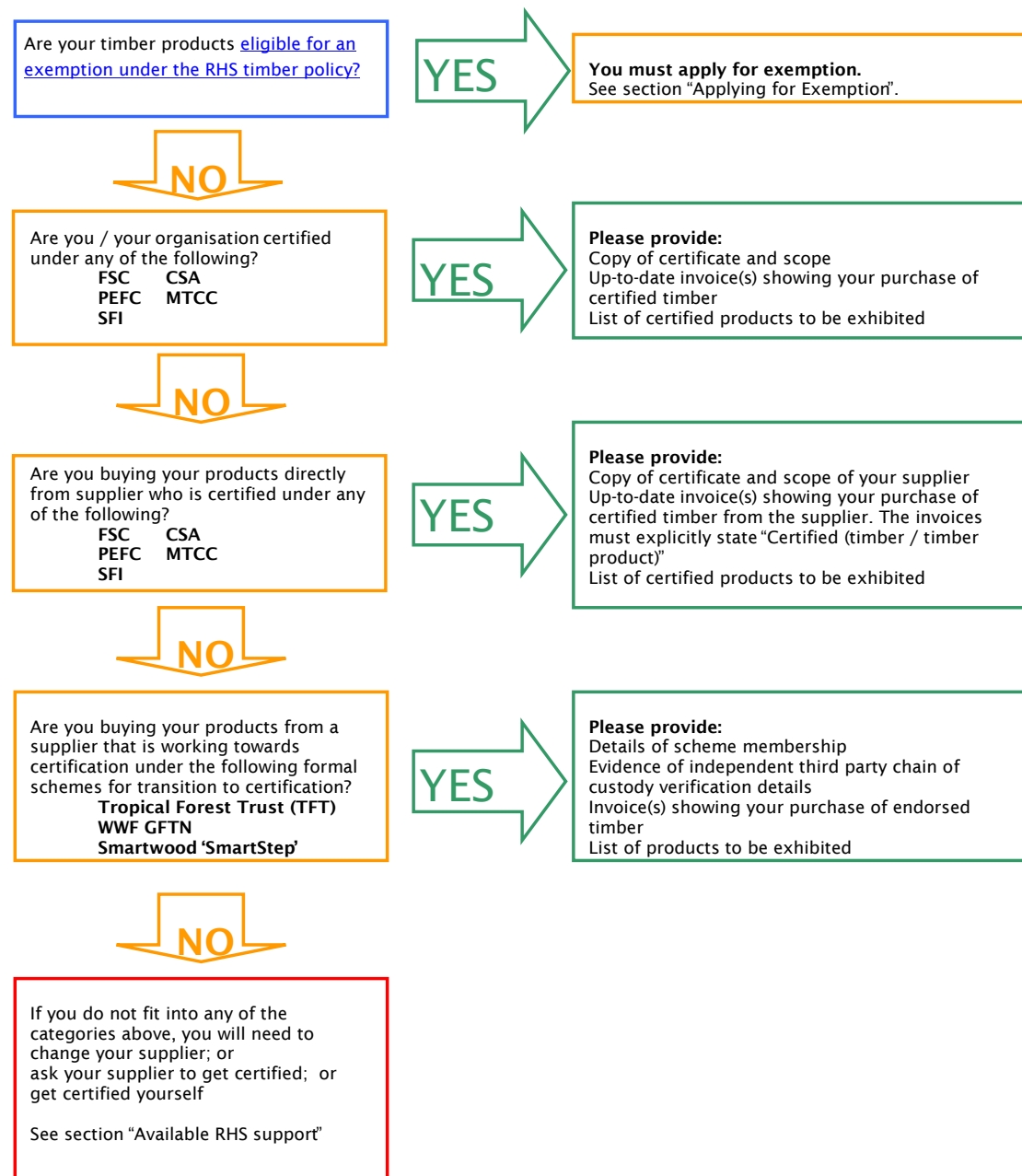
- Developing the policy and revising our guidance to exhibitors with advice from outside bodies.
- The RHS periodically organises seminars for exhibitors of timber products, facilitated by our auditors, to explain the issues and discuss the policy.

## Contacting the RHS

Should you need more information from the RHS, please contact the appropriate show representatives:

Malvern Spring Gardening Show	Steve Allsop <a href="mailto:steve@threecounties.co.uk">steve@threecounties.co.uk</a> Tel: 01684 584932
RHS Chelsea Flower Show	Clare Greene <a href="mailto:claregreene@rhs.org.uk">claregreene@rhs.org.uk</a> Tel: 020 7821 3682
Hampton Court Palace Flower Show	Catherine Tytherleigh <a href="mailto:catherinetytherleigh@rhs.org.uk">catherinetytherleigh@rhs.org.uk</a> Tel: 020 7821 3346
RHS Show at Tatton Park	Katie Draper <a href="mailto:katiedraper@rhs.org.uk">katiedraper@rhs.org.uk</a> Tel: 020 7821 3198

## Annex 1. Flow diagram



## Annex 2 RHS accepted certification schemes

The RHS Shows Department believes that FSC certification currently represents the best means of fulfilling the RHS policy objectives, and encourages exhibitors to pursue their own FSC certification.

However, RHS recognises that this may take time and as an interim measure, is accepting other certification schemes as an adequate means of complying with policy requirements.

Certification schemes	More information
FSC	<a href="http://www.fsc-info.org/">www.fsc-info.org/</a>
PEFC	<a href="http://www.pefc.org">www.pefc.org</a>
SFI	<a href="http://www.aboutsfi.org">www.aboutsfi.org</a>
CSA	<a href="http://www.csa-international.org/">http://www.csa-international.org/</a>
MTCC	<a href="http://www.mtcc.com.my/mttc_scheme_certs_holders%20-%20MC&amp;I(2002).asp">http://www.mtcc.com.my/mttc_scheme_certs_holders%20-%20MC&amp;I(2002).asp</a>
Third Party Independent Verification	More information
Smartwood Rediscovered	<a href="http://www.rainforest-alliance.org/forestry">www.rainforest-alliance.org/forestry</a>
Transition schemes	More information
TFT	<a href="http://www.tropicalforesttrust.com">www.tropicalforesttrust.com</a>
WWF GFTN	<a href="http://www.panda.org/forestandtrade">www.panda.org/forestandtrade</a>
Smartwood Smartstep	<a href="http://www.rainforest-alliance.org/">http://www.rainforest-alliance.org/</a>
Online search resources	More information
To search FSC certificate holders:	<a href="http://www.fsc-info.org/">www.fsc-info.org/</a>
To search SFI & CSA certificate holders:	<a href="http://www.certifiedwoodsearch.org">http://www.certifiedwoodsearch.org</a>
To search PEFC certificate holders:	<a href="http://register.pefc.cz/search1.asp">http://register.pefc.cz/search1.asp</a>
To search MTCC certificate holders:	<a href="http://www.mtcc.com.my/mttc_scheme_certs_holders%20-%20MC&amp;I(2002).asp">http://www.mtcc.com.my/mttc_scheme_certs_holders%20-%20MC&amp;I(2002).asp</a>