



ENVIRONMENTAL PROCUREMENT POLICY - PUBLIC VERSION

Correct as of 13/09/2023

To walk the talk and minimise the impact of items you purchase, consider whether you really need it. If you do, then make sure you choose the most socially and environmentally sustainable option.

Before buying anything, you must know:

- what the product's made from
- where it's been made
- who it's been made by and how

Socially responsible production and ethical procurement

Ethical procurement respects international standards against criminal conduct (like bribery, corruption and fraud) and human rights abuse (like modern slavery). If you're sourcing promotional items check that the production factory is a [SEDEX member](#) and request a copy of their factory audit reports. Check that these reports, along with any other certifications, are valid and any non-conformities are being addressed sufficiently.

Other schemes to look out for are the [Global Social Compliance Programme](#) and [Ethical Trading Initiative](#).

Always ensure that items are produced under [International Labour Organization](#) standards.

If the supplier doesn't have any memberships or certifications, ask for a copy of their Ethical Policy, Corporate Social Responsibility Policy, or similar, and check if it includes all the elements in the [Ethical Trading Initiative Base Code](#).

Life-cycle analysis and carbon footprints

Carbon footprints provide a measure of **partial** life cycle assessment. Caution should be shown in selecting a product with the lowest “carbon footprint” - it may not always represent the most sustainable option in the long-term.

You should always consider the **whole lifecycle** of the product to assess its environmental impact. Consider:

- What is it made from? (and how is this material extracted/ produced?)
- How is it produced? Energy, water, chemicals used, waste produced etc.
- Where is it produced?
- How is it packaged and transported?
- What impact could it have during its use?
- What happens to it at the end of its life? Impact of processing, final disposal options?



Formal life cycle analysis studies can be found for some products and services online.

Look for products with [Cradle to Cradle](#) or [Circular Economy](#) certification as good examples of reducing the life cycle cost of a product.

PRODUCTS A-Z

Index

Bamboo	4
Banners, flags and signs	4
Ceramics.....	5
Chemicals.....	6
Cork	7
Electrical	7
Essential Oil.....	8
Fabric.....	9
Fabric treatments and aftercare	11
Food.....	12
Glass	12
Metals & minerals.....	13
Oils.....	14
Packaging.....	15
Paper and seed paper	16
Plants, seeds, soil & peat.....	16
Plastics.....	17
Products from wildlife sources	17
Rubber & Silicone	18
Toiletries & Cosmetics	19
Treatments: glazes, varnishes, dyes, glues, gloss coatings, bleaching & paints	20
Vehicles	20
Wax	21
Services and suppliers advice.....	22
Excluded activities.....	Error! Bookmark not defined.

MATERIAL	POLICY DETAILS	EXPLANATION
Bamboo	<ul style="list-style-type: none"> ✓ Bamboo (in its wooden state) is acceptable. ✓ Bamboo (wood) must be FSC certified (or similar credible certification scheme) <p>See ‘fabric’ section for bamboo material.</p>	<p>Similar to wood, bamboo can be linked to deforestation, habitat destruction, monocropping, and conflicts with indigenous peoples and small communities. FSC certification is becoming more common for bamboo products so should be sought. The FSC certification also places requirements on producers to ensure fair pay and working conditions are implemented too.</p>
Banners, flags and signs	<ul style="list-style-type: none"> ✓ Banners, flags, signs and other materials must be designed and produced for reuse. ✗ Banners, flags and signs must not contain dates, locations, or other details that would inhibit their reuse. <p>Materials used for banners and flags should follow the hierarchy from the ‘fabrics’ section:</p> <ul style="list-style-type: none"> • 100% recycled natural fibres • Certified natural fibres • 100% recycled synthetic fibres <ul style="list-style-type: none"> ✗ Virgin synthetic fibres must be avoided and will only be considered on a case-by-case basis. ✗ PVC is not accepted in any form. <p>Signs, placards and other events materials must follow the Paper, Timber and Print Policy, and the Single-use Plastics Policy. This means these items must follow this hierarchy:</p> <ul style="list-style-type: none"> • Made from a sustainable, renewable material (i.e. paper, wood, card) • Made from a sustainable, abundant source (i.e. recycled aluminium or glass) • Made from 100% recycled plastic, recyclable where possible 	<p>Banners, flags and signs come at a high environmental cost. They are usually made of synthetic materials (derived from fossil fuels) to make them water and weather proof. These items are also capable of being disposable (as they often contain branding which may change over time) and are rarely recycled.</p> <p>To reduce the environmental and human impacts from banners, flags and signs, ensure that items are natural where possible (i.e. cotton, paper, card), and 100% recycled where natural is not practical. Synthetic materials must be recycled and recyclable to reduce the environmental impact of waste.</p> <p>Dates, locations and specific details should not be included on these materials as this will prevent reuse. For example, a banner containing the words “Earth Hour” is reusable, whereas “Earth Hour 2021” is not.</p> <p>Look out for hidden plastics and PVC. For example, Foamex contains PVC, whereas DISPA board is a strong, card-based alternative with FSC Recycled options. A selection of alternative materials can be found here.</p>

<p>Ceramics</p>	<p>✓ Ceramics and ceramic products are acceptable.</p> <p>✓ Recycled clay and ceramic materials must be chosen where possible.</p> <p>Look for producers who:</p> <ul style="list-style-type: none"> • Reduce their waste and wastewater • Reduce their emissions and filter hazardous chemicals • Improve their energy efficiency • Have an environmental management system in place <p>✗ Clay extracted from a site designated for its wildlife or conservation value is not permitted.</p> <p>✗ Ceramic glazes containing lead or cadmium are not acceptable.</p> <p>✗ Glazes, dyes, glues and varnishes must not contain hazardous chemicals – see ‘chemicals’ section.</p>	<p>Ceramic production has significant environmental impacts:</p> <ul style="list-style-type: none"> • Emissions to air including heavy metals, particulate matter, soot, fluorine, chlorine, organic compounds and oxides. These have potential to contribute to climate change and air pollution. • Wastewater which contains inorganic compounds, heavy metals and polluting chemicals. • Waste such as sludge, broken pieces, used moulds, ashes, packaging, chemicals. • High energy consumption to run kilns and other equipment, including gasses and fuels. • Carbon emissions from high energy use and fossil fuels. <p>To ensure products are sustainable, try to choose a supplier who is taking action to reduce these impacts. If they have a certified environmental management system (ISO 14001 or similar) it is evidence that they are taking action.</p>
------------------------	---	---

<p>Chemicals</p>	<p>✓ Products containing chemicals (i.e. cleaning products, washing liquid etc.) should be EU Ecolabel, Blue Angel or Nordic Swan certified.</p> <p>Look for products that:</p> <ul style="list-style-type: none"> • Are fragrance-free • Are certified organic (Soil Association or similar) • Have Cradle-to-Cradle (C2C) certification or use recycled materials in their product containers and packaging • Do not contain phthalates, parabens or triclosan • Do not contain palm oil, or if required use RSPO certified palm oil only <p>✗ Products must not be tested on animals, look for those certified by Leaping Bunny or Cruelty Free</p> <p>✗ Chemicals included on the WWF-UK list of hazardous chemicals are not permitted.</p> <p>If the chemical is not included in the WWF-UK Hazardous Chemical List check the online register Substitute it now, and the list of chemicals under the EU's chemical register (REACH). If the chemical is listed on either of these places, please consult with the Environmental Manager before purchasing.</p> <p>✗ Products containing chemicals labelled as hazardous to health or the environment, should be avoided and will be reviewed on a case-by-case basis.</p> <p>✗ Lead, zinc, cadmium compounds, chromium, mercury, nickel, arsenic and vanadium are not permitted.</p>	<p>Chemicals are useful for many purposes but can have significant impacts on human and environmental health when mismanaged. They can cause air, water and soil pollution, create hazardous waste, and result in a range of health impacts from acute to long-term.</p> <p>The best option is to question whether the chemical is necessary in the first place and if so, ensure it meets our policy requirements.</p> <p>Cleaning chemicals can directly impact people exposed to them (via surfaces or via air) as well as place requirements on WWF for proper handling, storage and disposal. WWF should minimise risk by choosing products that are certified to an environmental standard (EU Ecolabel, Blue Angel, Nordic Swan).</p> <p>Fragrance-free is important to protect the wellbeing of people who have no choice to interact with them (i.e. cleaning chemicals used in our offices). People may have sensitivities or allergies to synthetic or natural fragrances, including those who are pregnant or experiencing multiple chemical sensitivity.</p>
-------------------------	--	---

<p>Cork</p>	<p>✓ Only FSC certified cork is permitted.</p>	<p>FSC is currently the only certification system to ensure environmentally responsible, socially beneficial and economically viable management of forests. Cork comes from the bark of the Cork Oak. Cork Oak forests are highly valuable habitats for biodiversity. This habitat is now endangered. Supporting sustainably harvested cork supports this important habitat.</p>
<p>Electrical</p>	<p>✓ Computing equipment must have an EPEAT Gold rating where available.</p> <p>✓ Mobile phones should be TCO certified or EPEAT gold rated. Blue Angel certification is also acceptable. The exception are Fairphones which are preferred as their supply chain is small and fully controlled for sustainability.</p> <p>✓ Accessories such as headsets, keyboards and mice should be TCO or Blue Angel certified.</p> <p>Look for:</p> <ul style="list-style-type: none"> • EU Energy label, aiming for equipment that's as efficient as possible (A, or A-A+++ for older equipment) • The Energy Star logo • A high score in Greenpeace's Greener Electronics Guide • Solar powered or wind-up products • Fairtrade certified metals such as gold • Refurbished or second-hand equipment and technology • Modular technology that can be repaired and modified <p>Battery powered products, in order of preference:</p> <ol style="list-style-type: none"> 1. Rechargeable products 2. Rechargeable batteries 3. Li-ion (Lithium-ion) batteries 4. NiMH (Nickel-metal-hydride) and 'low self-discharge NiMH' is preferred 	<p>The production of electronics and electrical items involves conflict minerals, the use of toxic chemicals, and has a large carbon footprint as well as often being linked to worker abuse and slavery. WWF must ensure that the risks from any of these impacts are minimised in the products we buy.</p> <p>One way to reduce the impact of an electronic item is buying refurbished or second-hand. There are great options available on the market for refurbished or second-hand technology and this doesn't always have to compromise quality.</p> <p>If purchasing new, look for certified products:</p> <p>EPEAT is a registry that evaluates electronics for their effect on the environment. It takes a lifecycle view and ranks products as Gold, Silver or Bronze based on criteria in more than 50 categories – including the reduction/elimination of environmentally sensitive materials, and even the corporate performance of its maker.</p> <p>TCO certification is a third-party certification that requires independent, accredited certification around a broad criterion, including requirements for socially responsible manufacturing, environmental issues, and health and safety throughout the entire product lifecycle.</p> <p>Blue Angel certification looks at the lifecycle of products as well as energy efficiency and labour standards, recyclability and conflict minerals. However, Blue Angel verification relies on self-made declarations rather than independent third-party audits and is therefore less preferable to the above.</p>

<p>Essential Oil</p>	<p>✓ If products contain wild-harvested plants, they must be FairWild certified.</p> <p>✓ Plant, fruit or vegetable oils must be from sustainable sources.</p> <p>Plant, fruit or vegetable oils should be:</p> <ul style="list-style-type: none">• Natural, avoiding synthetic chemicals• Organic or certified organic (proof of certification should be sought)• Fairtrade, WFTO (World Fair Trade Organisation) or Fair for Life	<p>The FairWild Standard assesses companies that have collected wild plants for use in their products against a set of principles for sustainable collection, social responsibility and fair trade. The standard includes requirements for respecting traditions and cultures, and supporting the livelihoods of all stakeholders, in particular collectors and workers.</p> <p>Certified organic essential oils are the best option where ingredients have not been wild harvested, as certification ensures they have reduced their impact on the planet and people. Soil Association Organic or similar should be chosen.</p>
-----------------------------	---	--

<p>Fabric</p>	<p>The order of preference for fabrics:</p> <ol style="list-style-type: none"> 1. 100% recycled (post-consumer) natural fibres (cotton, linen, hemp, wool, silk) 2. Organic-certified (GOTS) and/or Fairtrade natural fibres 3. Better Cotton Initiative (BCI) certified cotton 4. OekoTex certified natural fibres (in order of preference) <ol style="list-style-type: none"> a. Made in Green b. STeP c. Standard 100 Organic <p>The following will be considered on a case-by-case basis and continue the hierarchy above:</p> <ol style="list-style-type: none"> 5. 100% recycled man-made fibres 6. Virgin natural fibres without certification, Lyocell, Tencel, Monocel and bamboo 7. Leather and vegan leather <p>Modal, acrylic, polyester, elastane, polyamide and nylon all derive from petrochemicals and are to be avoided. These will only be considered under exceptional circumstances.</p> <p>Virgin viscose (aka artificial silk), rayon and acetate are to be avoided as they require extensive chemical processing to turn wood pulp into fibres and contribute to deforestation globally.</p>	<p>Using recycled natural materials saves natural resources and utilises a waste product. Natural fibres biodegrade unlike synthetic microfibres released during washing.</p> <p>Fairtrade and GOTS are the best standards for natural materials, if you can purchase a product which has both, even better.</p> <ul style="list-style-type: none"> • GOTS provides the best environmental protection for crops and the planet. By prohibiting the use of most chemicals this standard improves soil health long-term, restoring natural ecosystems, and benefitting farmers by producing more profitable crops as well as protecting their health and wellbeing by removing hazardous chemicals. It improves social conditions by setting requirements for labour conditions and preserving human rights and prohibits GMOs. • Fairtrade ensures that farmers receive a fixed minimum price, guaranteed to them to provide income security should climate change impact their crops. Fairtrade provide education and training to farmers as well as protecting human rights. It also imposes strong environmental standards including non-GMO crops, minimising pesticide use and setting water management requirements. <p>The BCI is also an acceptable standard but is less stringent in its approach. It provides advice and guidance for farmers rather than imposing strict rules. Natural and synthetic chemicals and pesticides are permitted, as well as GMO crops, although farmers are educated to improve biodiversity and soil quality.</p> <p>OekoTex focuses largely on consumer safety and is not as detailed as the above standards. The Made in Green OekoTex label demonstrates textiles have been tested for harmful substances and made under sustainable and socially responsible conditions. STeP certifies that product has been made under sustainable production conditions.</p>
----------------------	---	---

	<p>✘ Fabrics containing perfluorinated chemicals (PFCs) are not permitted. PFCs, such as PFOA, are used to make fabrics that are both waterproof and breathable, but do not break down in the natural world and eventually enter the food chain, ending up in wildlife and humans, causing health risks.</p> <p>✘ PVC is not accepted.</p>	<p>Standard 100 Organic certifies that the product has been tested for harmful substances and is free of GMO fibres.</p> <p>Recycled man-made fibres may be considered on a case-by-case basis and should consist of post-consumer recycled fibres - not 'unwanted' leftovers from industry. Recycled fibres may be preferable to virgin synthetic fibres but still contribute to ocean plastic pollution by shedding microplastic fibres during use and washing. Some recycled synthetic materials claim to be made from 'plastic bottles' but have been found to use virgin plastic bottles specifically manufactured for creating fabric, rather than post-consumer recycling.</p> <p>Bamboo requires chemical processing to turn wood fibres into fabric. Bamboo rayon has the worst impact on the environment and workers as it requires heavy chemicals and bleaches to be used which pollute waterways, harm the natural environment and cause neural disorders and skin corrosion. Bamboo lyocell uses the lyocell process for manufacturing which uses closed-loop technology and reduces waste, however it still uses solvents to produce fibres. This process is less environmentally harmful than bamboo rayon. The best method of manufacturing bamboo fabric is bamboo linen which is very rare and expensive. This uses mechanical extraction rather than chemicals to extract and spin fibres into yarn.</p> <p>Leather has a significant environmental impact due to chemicals used in manufacturing and its link to deforestation. WWF supports the Leather Working Group standard as the best available certification of good environmental performance. Vegetable tanned leather is produced without some harmful substances (chromium), but still causes pollution, and uses the same coatings, dyes etc. as other leather. Vegan leather is commonly derived from fossil fuels (plastic) or fruit (pineapple leather), both of which use significant chemical processes</p>
--	--	--

		to create the leather material. Vegan leathers can consist of harmful plastics such as PVC and coatings of polyurethane as well as being unrecyclable.
<p style="text-align: center;">Fabric treatments and aftercare</p>	<p>Natural fabrics that are unbleached, undyed and untreated are the preference.</p> <p>Bleach:</p> <ul style="list-style-type: none"> ✓ Oxygen or water-soluble bleaching processes are acceptable ✗ Chlorinated bleaches are unacceptable <p>Dyes, in order of preference:</p> <ol style="list-style-type: none"> 1. Natural dyes made from herbs, fruit, tea, clay or other natural materials 2. Low impact, synthetic dyes (aka AZO-free dyes) <ul style="list-style-type: none"> ✗ Conventional synthetic dyes must be avoided <p>Inks:</p> <ul style="list-style-type: none"> ✓ Water-based inks are acceptable for printing on fabric ✓ Printed fabrics must be designed for reuse, avoiding dates, locations and other details which may prevent reuse. <p>Treatments:</p> <ul style="list-style-type: none"> ✗ Waterproofing of materials is not accepted ✗ 'Easy care' treatment of fabrics is not accepted <p>Aftercare:</p> <ul style="list-style-type: none"> ✓ Fabrics be washed at should low temperature and dried naturally ✗ Fabrics requiring dry cleaning are not permitted 	<p>Most environmental damage from fabric production comes from fibres being bleached, dyed and treated as these processes involve heavy metals, hazardous chemicals, water and energy consumption, leading to water pollution, waste, carbon emissions and risks to worker health. Choosing natural fibres as close to their raw state as possible (unbleached, untreated, undyed) is better for the planet and people.</p> <ul style="list-style-type: none"> • Conventional synthetic dyes contain hazardous chemicals and heavy metals which leach into wastewater and flow into the environment and drinking water, causing carcinogenic effects and environmental damage. • AZO-free dyes don't contain heavy metals and toxic chemicals so have a lower impact on the environment, however they can still cause reactions for people with multiple chemical sensitivity. • Natural dyes are the best option, other than not using any dye, although these can achieve a smaller range of colours and permanence. The use of clay dyes can help improve permanence and colour. <p>Waterproofing – see description about PFCs in 'fabric' above. Fabrics treated to be 'easy care', 'crease resistant', 'moth proof' or 'permanent press', have been coated with formaldehyde which can cause acute and long-term health effects as well as environmental impacts if leached via wastewater.</p>

Food	See the Meetings and Events Catering Policy.	
Glass	<ul style="list-style-type: none"> ✓ Glass products must be made from recycled content where possible. ✗ Glazes containing lead or cadmium compounds are not acceptable. ✗ Glazes, dyes, glues and varnishes must not contain hazardous chemicals – see ‘chemicals’ section. 	<p>100% recycled glass is preferable and widely available. Glass production causes significant atmospheric emissions from melting activities, including sulphur dioxide, carbon dioxide and nitrogen oxides which are responsible for climate change, acidification, air pollution and smog.</p>

<p>Metals & minerals</p>	<ul style="list-style-type: none"> ✓ Pewter: only lead-free pewter is acceptable and must have written confirmation about its lead-free status. ✓ Silver, gold & semiprecious stones are accepted for long-life products, provided they are mined and processed in an environmentally and socially responsible way. Look for Fairmined certification. ✓ Soapstone, sandstone and minerals: volcanic rock, quartz, limestone and sandstone are all accepted in long-life products. ✓ Official certificates of origin must be obtained for semi-precious and precious stones. ✓ Iron, steel and aluminium must be made from the highest level of recycled content possible. ✗ Aerosols are not permitted – refillable pump action sprays are the accepted alternative. ✗ Minerals must not be mined or excavated from important conservation or wildlife areas. ✗ Lead, zinc, cadmium compounds, chromium, mercury, nickel, arsenic and vanadium are not permitted. 	<p>Production of metals can be highly energy intensive; the mining of ores can be extremely environmentally damaging, and the processing often uses highly toxic chemicals. We will consider products that contain metals and minerals depending on the specific metal/mineral material(s), provided that the product is a long-life product and contains recycled content.</p> <p>Fairmined is a certification for responsible artisanal and small-scale gold mining organisations. Like Fairtrade, Fairmined provides miners with a fair price and a market premium to offer income security, as well as promoting and providing training on reducing environmental and social impacts.</p> <p>The Responsible Jewellery Council provides chain-of-custody certification (similar to FSC) for jewellery and watch producers as well as metal and mineral suppliers.</p> <p>There are several standards for responsible mining - find out what standards the mine/mining company adheres to.</p> <p>Steel, iron and aluminium have energy intensive and environmentally damaging production and mining processes but are widely recycled and available with recycled content. The highest recycled content should be sought over virgin materials.</p>
-------------------------------------	---	---

<p>Oils</p>	<p>✓ Food containing palm oil must be RSPO (Roundtable on Sustainable Palm Oil).</p> <p>✓ Food containing soy must be RTRS or ProTerra certified (if not available ask about other certification schemes for soy such as those specified under the FEFAC soy sourcing guidelines).</p> <p>See the 'essential oils' section for further information.</p>	<p>'Vegetable & biomass oils' – this statement covers a variety of blended vegetable oils. Check the breakdown of ingredients to see if palm oil is mixed within the blend and if so, ensure it is RSPO certified.</p>
--------------------	---	--

Packaging	<p>The order of preference for packaging:</p> <ol style="list-style-type: none">1. Packaging-free2. Reusable packaging3. Recyclable paper or cardboard4. Recyclable materials from sustainable sources (i.e. glass, aluminium)5. Plastic packaging must be avoided. Where plastic is the best alternative material, see 'plastics' section for information. <p>✓ Paper or cardboard must be FSC certified or 100% recycled – see Paper, Timber and Print Policy.</p> <p>✓ Packaging must be recyclable.</p> <p>✓ Packaging must be as minimal as possible for every element (i.e. outer, filling and covers).</p> <p>✓ Suppliers may be asked to collect and recycle or dispose of packaging – supplier take-back schemes.</p> <p>✗ Plastic packaging must be avoided - see 'plastics' section.</p> <p>✗ Plastic packaging containing PVC (including PVC blister packs), PVDC, or other chemicals included on WWF's hazardous chemicals list, are not acceptable.</p> <p>✗ PVC in any form (shrink wrapping or materials) is not acceptable.</p> <p>✗ Polystyrene (Styrofoam) packaging is not permitted.</p>	<p>Packaging requires extra resources to produce and is often thrown instantly away or recycled. Packaging-free options are better for the environment and the world's resources.</p> <p>This is not easily recyclable, and there are health concerns relating to the toxicity of styrene.</p>
------------------	--	--

<p>Paper and seed paper</p>	<p>See paper, timber and print policy.</p> <p>Seed paper must be FSC certified or 100% recycled, and seeds should be non-GMO and native UK species. See ‘plants and seeds’ section for further information.</p>	<p>Seed paper is further down the water hierarchy and many seed papers are unsuccessful at germinating. A preferred alternative would be to provide a packet of seeds (made from recycled or FSC certified paper) with messaging on the packet.</p>
<p>Plants, seeds, soil & peat</p>	<ul style="list-style-type: none"> ✓ Seeds from a verifiable, responsibly harvested source are permitted. ✓ Compost must be peat-free and certified organic. ✓ Where a plant or seed is used that is capable of propagation, the material must be as native as possible to the market or area that it is being sold or used in, so that non-native and/or non-endemic species are not propagated with a risk to the natural environment. <p>Bulbs, plants and seeds should:</p> <ul style="list-style-type: none"> • Be GMO-free and certified organic where possible • Come from sustainable and well-managed sources <ul style="list-style-type: none"> ✗ Bulbs and plants must not be from wild harvested sources. ✗ Products must not contain materials from endangered plant or animal species. ✗ Must not contain, be grown in or using, or be based on, peat. ✗ Pesticides, insecticides, herbicides or petrochemical fertilizers are not permitted. Organic and natural alternatives must be found. 	<p>Wildflower meadows are in decline and causing populations of insects and other native species to decline. Protecting wild plants is essential to preserving ecosystems and habitats. Many areas are also protected, with rules against harvesting or foraging to preserve biodiversity.</p> <p>Peat is extracted from peat lands and bogs - an internationally rare, declining, and threatened habitat of great conservation importance. Peatlands are home to many unique species and sequester huge amounts of carbon that, when extracted, release emissions to the atmosphere, contributing to global warming. When used in compost, peat continues to release carbon emissions.</p> <p>GMO seeds and plants are directly linked to increased pesticide use which contributes to climate change and land degradation. WWF does not promote or endorse the use of GMOs; applies a precautionary approach to the introduction of GMOs; and advocates the retention of non- GMO options for all relevant commodities. Organic products do not permit GMOs or pesticides and chemicals.</p>

<p>Plastics</p>	<p>See our Single-Use Plastics Policy for more guidance on plastic.</p> <ul style="list-style-type: none"> ✓ Plastic products must be clearly labelled so the consumer can identify the type of plastic and recycle it responsibly at the end of its life. ✗ Disposable or 'single-use' plastics are not acceptable. Please see our Single-Use Plastics Policy. ✗ PVC or PVDC must not be used. ✗ Brominated Flame Retardants, Bisphenol-A & VOC's (see section on Toxic Chemicals) are not permitted. ✗ Must not contain EDCs (Endocrine Disrupting Chemicals) in product or packaging. ✗ Polycarbonate, or epoxy resins must not be used. 	<p>Use caution when purchasing biodegradable plastic - be sure to check the material is a natural, biodegradable material and not simply normal plastic with an additive designed to break it down faster. Check it is truly biodegradable and not just 'degradable'.</p> <p>When there is no alternative to a plastic product then we look for items that are reusable or will have a long life. They should be made from recycled plastic wherever possible and should be recyclable e.g. PET.</p> <p>Bisphenol A is not permitted and is the monomer used to make these polymers (polycarbonate and epoxy resin).</p>
<p>Products from wildlife sources</p>	<ul style="list-style-type: none"> ✗ Anything on the CITES Appendix 1 must not be used or bought. ✗ Products or ingredients made from unsustainable or illegal wildlife sources are not acceptable e.g. coral, mollusc shells, etc. ✗ Products containing materials from endangered plant or animal species are unacceptable (see Plants & Peat section). ✗ Herbal, homeopathic and aromatherapy products containing endangered medicinal plants are not acceptable. 	

Rubber & Silicone	<ul style="list-style-type: none">✓ Latex must be made from natural rubber and FSC certified where possible.✗ Silicone must be avoided where possible and natural rubber alternatives sought instead.	Synthetic rubber and silicone are derived from petrochemicals and create air pollution and carbon emissions in the production process. They also do not break down in the natural environment, lasting longer than many plastics, and cannot be recycled.
------------------------------	--	---

<p>Toiletries & Cosmetics</p>	<ul style="list-style-type: none"> ✘ Products must not be tested on animals. Look for certification evidence such as Leaping Bunny or Cruelty Free. ✘ Products containing synthetic or natural musk are not acceptable. ✘ Products must not contain hazardous chemicals - see 'chemicals' section. ✘ Must not contain microplastics. <p>Look for products that:</p> <ul style="list-style-type: none"> • Are fragrance-free, or use essential oils where fragrance is required – see 'essential oils' section • Are certified organic (Soil Association, COSMOS Organic, or similar) • Have recyclable and recycled packaging (see 'packaging' section for more details) • Do not contain phthalates, parabens or triclosan • Do not contain palm oil, or if essential then it must be RSPO certified • Are Fairtrade, WFTO (World Fair Trade Organisation) or Fair for Life certified • Are organically grown primary substances and active ingredients from renewable sources • Do not contain synthetic fragrance or 'naturally derived' ingredients <p>The following chemicals will be treated with extreme caution and considered on a case-by-case basis: dioxin, phosphates, synthetic conserving agents, dyes, emulsifiers, stabilisers, halogenic-organic substances and formaldehyde (found in some foaming products).</p> <p>See 'essential oils' and 'wax' sections for more advice.</p>	<p>Testing on animals conflicts with our conservation of the natural world messaging. If toiletries and cosmetics follow our policy by consisting of natural ingredients, these can be tested on humans without risk, with no need to test on animals.</p> <p>Synthetic musk is not acceptable due to the presence of Endocrine Disrupting Chemicals (EDCs) and other toxins which are harmful to human health and the environment.</p> <p>Parabens are linked to hormone disruption, reproductive toxicity, immunotoxicity, neurotoxicity and skin irritation. The EU has placed restrictions on quantities of parabens that can be included in products due to its negative effects.</p> <p>Triclosan is classified as a pesticide and can affect the body's hormone systems, especially thyroid hormones, and may disrupt normal breast development. The EU classifies triclosan as irritating to the skin and eyes, and as very toxic to aquatic organisms with risk of long-term damage.</p> <p>Phthalates are hormone-disrupting chemicals that are mostly used to make PVC as well as synthetic fragrances. Exposure to phthalates has been linked to breast cancer.</p>
--	--	--

<p>Treatments: glazes, varnishes, dyes, glues, gloss coatings, bleaching & paints</p>	<ul style="list-style-type: none"> ✘ UV varnishes are not acceptable. ✘ Products must not contain hazardous chemicals - see 'chemicals'. ✘ Chlorine based bleaches and dyes are not acceptable - oxygen and water-soluble bleaching processes are acceptable. ✘ Paints and varnishes containing VOCs, solvents and heavy metals (including lead) are not acceptable. ✘ Asbestos-based paints and oil-based paints are not permitted. ✘ Lead, zinc, cadmium compounds, chromium, mercury, nickel, arsenic and vanadium are not permitted. ✘ Solvent-based glues must be avoided. <p>Check for chemicals used as finishing treatments e.g. formaldehyde is used to produce 'easy-care' cotton (see 'chemicals').</p> <p>Products should be unbleached where possible.</p> <p>Water based paints and varnishes are preferred.</p>	<p>Asbestos-based paints and oil-based paints contain chemicals and heavy metals in trace elements.</p> <p>These are heavy metals which are hazardous to health and cause environmental damage when leached into water and soil.</p> <p>Solvent-based glues release toxic emissions (VOC's) during the production, use and disposal phase.</p> <p>For information on timber treatments and paper coatings refer to the Paper, Print and Timber Procurement Policy.</p>
<p>Vehicles</p>	<p>Electric vehicles are preferred as they are more environmentally friendly from a whole life cycle perspective.</p>	<p><u>Life-cycle analysis of vehicles</u> <u>Whole-life carbon emissions</u></p>

<p>Wax</p>	<p>✓ Waxes made from natural sources are acceptable.</p> <p>✗ Petroleum based paraffin wax is not acceptable.</p> <p>Beeswax should be 100% natural, not mixed with synthetic wax.</p> <p>Palm oil used in wax must be RSPO (Roundtable on Sustainable Palm Oil) certified.</p> <p>Soybean oil used in wax must be RTRS or ProTerra certified (if not available ask about other certification schemes for soy such as those specified under the FEFAC soy sourcing guidelines).</p>	
-------------------	---	--

Services and suppliers advice

<p>All suppliers and service providers</p>	<p>Preference is shown to companies that have been certified to the following environmental management standards: EMAS and ISO14001, and companies that have been set up social and ethical accounting systems in accordance with SA8000 or AA1000.</p> <p>Companies that have an environmental policy and an environmental management system in place and/or produce an annual environmental report, will also be given preference.</p> <p>We prefer organisations which take an active approach to reducing their business carbon emissions and subsequently offset any which are created. Look for service providers who are certified for being carbon neutral or setting carbon reduction targets, e.g. Carbon Neutral, Carbon Reduction Label).</p> <p>Certified B-Corporations are also preferable as B-Corporations must meet high environmental and social standards as well as being open and transparent with their information and activities.</p> <p>Blue Angel is a recognised environmental standard for services.</p> <p>Look for companies that are:</p> <ul style="list-style-type: none"> • Fair Tax Mark certified • Living Wage Employers • ETI (Ethical Trading Initiative) members • 1% For the Planet members • Social enterprises and charities • Local, small, independent business
<p>Film, TV and advertising</p>	<p>Look for production companies which carry the Albert certification scheme and have actively taken steps to improve the environmental sustainability of their productions.</p> <p>For advertising production, the AdGreen standard must be used to reduce the environmental impact of the production.</p>
<p>Printing companies</p>	<p>See our Paper and Timber Policy</p>