

SCS Salvaged Wood & Fiber Standard

A Introduction

The SCS Salvaged Wood & Fiber Program was designed to meet the needs of the marketplace in defining the responsible recovery of un-utilized wood and other cellulosic biomaterial resources. This Standard intends to consider the recognition, evaluation, and verification of sound practices pertaining to the recovery, salvaging, and reuse of such resources.

B Scope

This Standard is applicable to all organizations that make *product claims* with respect to the recovery of wood and other qualifying cellulosic biomaterial resources determined to have been abandoned (i.e., not utilized).

C Effective Date of Standard

This Standard is effective from August 27, 2015. Audits against a draft version of this Standard are permitted provided that the draft status of the Standard is made clear.

C References

This Standard references the following documents, important for both the application and understanding of the scope of this Standard:

- FSC-STD-40-004 FSC Standard for Chain of Custody Certification
- FSC-STD-40-007 FSC Standard: Sourcing Reclaimed Material for use in FSC Product Groups or FSC Certified Projects

D Terms and Definitions

Agricultural waste material: Cellulosic biological waste produced as a result of various agricultural operations that would generally go unutilized or used for energy generation. Examples include crop residues, orchard wood, wheat straw, bagasse, and other plant fibers.

Aquatic salvage: Legally recovered wood resources that have been submerged, lost or abandoned as a result of dam or reservoir construction/removal or during waterway transport, including submerged logs and standing underwater trees, as well as driftwood from water sources and along shores.

Authorization(s): Legal documents granting a right to *salvaged wood*, such as permits, deeds, titles, demolition contracts, and other suitable documentation.

Chain of Custody (FSC definition, modified): The path taken by *salvaged wood* materials from the site of the *Salvaged Wood Operation* to the consumer, including each stage of processing, transformation, manufacturing, storage and transport where progress to the next stage of the supply chain involves a change of ownership (independent custodianship) of the materials or the products.

County of Origin: The country in which the wood was salvaged.

Dead down wood: Wood (trees, branches, boles) dead and downed by wind, insect damage, ice, disease, and other natural cause.

Entity: A legally recognized person or organization that is seeking verification or has been awarded verification to this Standard.

Fire-killed wood: Wood *legally sourced* from woody plants that have been killed due to natural or human-caused fire events and is standing dead or down.

Insect-killed wood: Wood *legally sourced* from woody plants that have been killed due to natural or invasive exotic insect outbreaks and is dead standing or down.

Legally recovered or legally sourced: To hold or obtain legal ownership of *salvaged wood*, particularly through documented evidence.

Orchard waste: Cellulosic or woody biomass derived from trees on land devoted to the production of fruit or nut trees that are deemed unproductive and slated for harvest/replacement with new crop trees.

Post-consumer reclaimed material: (FSC definition) Material that is reclaimed from a consumer or commercial product that has been used for its intended purpose by individuals, households, or by commercial, industrial and institutional facilities in their role as end-users of the product.

Pre-consumer reclaimed material: (FSC definition) Material that is reclaimed from a process of secondary manufacture or further downstream industry, in which the material has not been intentionally produced, is unfit for end use and not capable of being re-used on-site in the same manufacturing process that generated it.

Product claim: Claim made on sales and delivery documents for *salvaged wood* materials that specifies their *product class*.

Product class or product classification: A general description of inputs based on a categorization or classification system of *salvaged wood* that includes products defined in the sub-indicators of indicator 1.1 of this standard.

Reclaimed material: (*FSC definition, modified*) Material that demonstrably would have otherwise been disposed of as waste or used for energy recovery, but has instead been collected and reclaimed as input material, in lieu of virgin material, for re-use, recycling, re-milling in a manufacturing process or other commercial application. Inputs of the following *product classes* are categorized as *reclaimed material*:

- a) *Post-consumer reclaimed material*;
- b) *Pre-consumer reclaimed material*.

Salvaged Wood & Fiber Operator: The *entity* under evaluation for verification based on its recovery of salvaged wood or other cellulosic biomaterial.

Salvaged wood: Wood that has been felled or downed for reasons other than obtaining its use as a commercial or consumer product, or which was extracted for its use as such product and subsequently lost or abandoned. All SCS *salvaged wood* must meet one of the input *product classes* listed in this standard and be *legally sourced* or *legally recovered*.

Silvicultural waste: Cellulosic or woody biomass material typically generated as a byproduct of commercial logging operations in managed forests or plantations, or other forms of waste materials *legally sourced* from a forest or agricultural operation under certain conditions. Examples of silvicultural waste materials include biomass from pre-commercial thinnings, logging slash, stumps, branches, twigs, or roots in excess of those amounts that are necessary to maintain onsite to avoid adverse soil impacts (see “Reclaimed Material) and fauna habitat.

Supplier: A legally recognized person or organization, as well as the facilities or places under its control, that supplies any *salvaged wood* or other material qualifying under this standard to be collected or harvested. Synonymous with *resource owner*.

Urban wood: Wood *legally sourced* from trees and other woody plants contained within the boundaries of a municipality or equivalent jurisdiction, including trees along streets, parks and greenspaces, abandoned infrastructure, the property of private citizens, and other areas where natural forest ecosystem processes have been interrupted due to medium- or long-term human intervention.

E Requirements for the Assessment of Salvaged Wood & Fiber Resources

Principle 1: The *Entity* has a system for determining the eligibility and *product classification* of *salvaged wood* materials.

- 1.1. The *Entity* ensures that all materials (including those *legally sourced* through suppliers) with a *salvaged wood* or other qualifying cellulosic biomaterial *product claim* meet one of the following *product classifications*:

- 1.1.1. *Agricultural waste material*;

- 1.1.2. *Aquatic salvage;*
- 1.1.3. *Dead down wood;*
- 1.1.4. *Fire-killed wood:* Woody plants killed directly or indirectly due to actions of the *Entity* shall not qualify unless said actions were the result of normal fire-fighting or -suppression duties. *Fire-killed wood* that is the direct result of criminal actions or negligence on the part of the *Entity* shall normally not qualify.
- 1.1.5. *Forestry salvage;*
- 1.1.6. *Insect-killed wood:* Woody plants killed directly or indirectly due to actions of the *Entity* shall not qualify unless said actions were the result of normal pest control duties. *Insect-killed wood* that is the direct result of criminal actions or negligence shall normally not qualify.
- 1.1.7. *Orchard waste:* Full removal of orchard trees from a site must also meet best management practices for soil health and structure.
- 1.1.8. *Post-consumer reclaimed material;*
- 1.1.9. *Pre-consumer reclaimed material;*
- 1.1.10. *Silvicultural waste material:* Materials derived from agricultural and forestry waste must also meet the following conditions: 1) removal cannot contribute to the degradation of the soil structure; and 2) removal cannot appreciably remove the humus content of the soil.
- 1.1.11. *Urban wood;*
- 1.2. The *Entity* shall collect source and tracking information on each *salvaged wood* component sufficient to prove compliance with the requirements of this Principle.
- 1.3. Source information shall be sufficient to ensure the described *salvaged wood* material has been correctly classified as per the eligible *product classes* under 1.1.
- 1.4. Source information shall be sufficient to ensure the *salvaged wood* material is eligible for the SCS *salvaged wood product claim*.
- 1.5. Wood material that does not fall under one of the *product classes* under 1.1, or wood for which source information is absent or unattainable, rendering the source incomplete, or wood that has been illegally obtained, shall be ineligible.
- 1.6. All source information shall be made available to the audit team.

Principle 2: The *Entity* is a legitimate organization authorized to conduct business in accordance with legal requirements of the country and locality where it operates. The *Entity* shall maintain and demonstrate legal operations across all business areas.

- 2.1. The *Entity* is registered with all relevant government authorities.
 - 2.1.1. The *Entity* is formally registered as a business and shall provide properly authorized documentation showing that the *Entity* legally exists.
 - 2.1.2. The *Entity* has a tax registration number and/or form if required.
- 2.2. The *Entity* operates in accordance with the pertinent laws and regulations governing their operations.
 - 2.2.1. The *Entity* keeps an up-to-date register of all applicable business registration, tax, transport, and export laws and maintain records of their compliance.
 - 2.2.2. The *Entity* has a documented history of legal compliance and is not associated with criminal activities related to the management, transportation, export or sale of *salvaged wood* products.
 - 2.2.3. The *Entity's* activities have not been suspended as a result of administrative or judiciary action by a governmental body in the country in which it operates.
 - 2.2.4. Any current legal challenges by any recognized legal authority as to the *Salvaged Wood Operation* of the *Entity* have been resolved or are in the process of being resolved through a credible resolution process.
- 2.3. Subsidiary *Entities*, companies, contractors and subcontractors involved in the salvage and transportation of *salvaged wood* materials on behalf of the *Entity* are registered according to national/local legislation and regulations and have a valid license to operate.
 - 2.3.1. The *Entity* provides authorized documentation showing that all contracting bodies legally exist and meet the legal requirements to undertake wood salvaging activities.

Principle 3: The *Entity* has the necessary *authorizations* to conduct wood salvage related activities at all locations under operation. Proper *authorizations* demonstrate the right to the salvaged resource and the *Entity* maintains these rights by paying associated taxes, royalties or fees relevant to the salvage of wood resources.

- 3.1. The *Entity* has clear, documented and secure legal access and rights to conduct *Salvaged Wood Operations* and operate on the lands from which the materials are *legally sourced* according to national legislation and regulations.

- 3.1.1. The *Entity* has legal title to the lands on which it operates and to the *salvaged wood* resource or documented *authorization* from the *resource owner* (including persons with customary resources rights where legally recognized).
- 3.1.2. The *Entity* holds a legal harvesting or salvage document (permit or license) issued in concurrence with the laws and regulations governing forest management or harvesting of forest resources or *Salvaged Wood Operations*, whichever best applies.
- 3.1.3. If the country in which the *Entity* operates is a signatory to The Convention on International Trade in Endangered Species (CITES), permission to trade CITES-listed species is documented.
- 3.2. The *Entity* demonstrates that its approvals (e.g., permits, licenses and transportation/export documents) for *Salvaged Wood Operations* and other related operations were properly obtained, contain accurate information, and are maintained and up to date.
 - 3.2.1. The *Entity* documents the process and procedures involved in obtaining approvals to conduct *Salvaged Wood Operations*.
 - 3.2.2. Documents submitted for approval are factually correct – approval documents do not present conflicting information.
- 3.3. All applicable and required taxes, fees, royalties, or other charges are paid within the prescribed time period.
 - 3.3.1. Written acknowledgement of receipt of royalties, fees, or dues by beneficiaries are provided to the audit team.
 - 3.3.2. Documents relating to payments of fees and taxes from relevant agencies and the *Entity* are in agreement.
 - 3.3.3. Records of revenue from all *salvaged wood* sales are accurately kept and made available to the audit team.

Principle 4: The *Entity* complies with all relevant local and national laws and regulations governing the specific *Salvaged Wood Operation*. The *Entity* identifies, assesses, and mitigates the impacts from *Salvaged Wood Operations* to the extent required by local law and regulation.

- 4.1. A plan describing the *Salvaged Wood Operation* and annual operating plans exist and are followed.
 - 4.1.1. The salvage methods are documented in summary form in the *Entity's* operating procedures.

- 4.1.2. Where required by law or regulations, the *Entity* holds and follows a current operational plan approved for a given time period by the relevant authorities.
- 4.1.3. Permitted salvage and/or production quotas are clearly documented in the relevant plan. The *Entity* shall be able to demonstrate that actual *salvaged wood* volumes are within legal limits.
- 4.1.4. The geographic area over which the *Salvaged Wood Operation* is conducted is clearly marked both in the field and on maps, and is done so in accordance with relevant local or national laws where applicable.
- 4.1.5. The *Entity* demonstrates, both on maps and in the field, that all salvage activities are implemented in accordance (spatially and temporally) with plans, permits and regulatory requirements.
- 4.2. The *Entity* demonstrates compliance with national and local laws and legally binding codes of practice relating to specific *Salvaged Wood Operations*.
 - 4.2.1. The *Entity* complies with all legally required specifications on salvaging restrictions such as those on timing, weather, equipment use, species and harvest methods, if applicable.
 - 4.2.2. When legally required, all necessary notifications are made prior to the start of operations, and done so according to required timeframes.
 - 4.2.3. The *Salvaged Wood Operation* is conducted within the authorized boundaries and shall not occur in designated parks, forest reserves, or any other officially protected areas within which it is prohibited.
- 4.3. The *Entity* provides evidence of compliance with applicable laws regulating the environmental or social impacts of the *Salvaged Wood Operation*.
 - 4.3.1. If legally required, the *Entity* completes environmental impact assessments which identify and analyze potential environmental impacts of the *Salvaged Wood Operation* and identify mitigation measures.
 - 4.3.2. If legally required, the *Entity* completes social impact assessments which identify and analyze potential social impacts of the *Salvaged Wood Operation* (including potential impacts to cultural or historical sites) and, identify mitigation measures.
 - 4.3.3. The *Entity* ensures that worker safety conditions associated with the salvaging of the wood resources meet all applicable local, national, and international legal requirements.
 - 4.3.4. If legally required, the *Entity* mitigates any negative environmental and/or social impacts through implementation of mitigation measures identified in the impact assessments.

Principle 5: The *Entity* implements a quality system pertaining to the requirements of this standard, which includes measures to maintain up-to-date records on *salvaged wood* resources distributed and/or sold with an SCS *product claim* and implement a chain of custody system for these products.

5.1 The *Entity* implements a quality system pertaining to the requirements of this Standard.

5.1.1 The quality system shall include the following elements: Assigning one person overall responsibility for compliance to this Standard;

- b) Ensuring all applicable requirements of this Standard are addressed in documented procedures and/or work instructions;
- c) Examples of forms, records and documents along with instructions for completing and filing them;
- d) A process for annually reviewing and updating procedures to current practices.

5.1.2 The *Entity* maintains complete and organized documents and records demonstrating compliance to all sections of this Standard for at least 3 years.

5.2 The *Entity* employs a *chain of custody* system for *salvaged wood* resources and complies with all applicable wood transport and export regulations.

5.2.1 The *Entity* maintains a description of each product(s) sold with an SCS claim and its method of recovery.

5.2.2 For each product sold with an SCS claim, the *Entity* records the country of origin of each *salvaged wood* resource.

5.2.3 The *Entity* has in place an identification system for *salvaged wood* that permits traceability both pre and post-harvest/salvage, from the salvage site to the point of sale.

5.2.4 The *Entity* provides evidence of all required transport documents from the salvage site to the point of sale. Log transport documents shall be authorized by the required official.

5.2.5 All invoices and transport documents (including those from suppliers) shall include a valid *salvaged wood product claim* and the *salvaged wood* unique verification code linked to the product description and quantity of product shipped. For description of the Salvage Wood claim and code, please see Appendix 1.

5.2.6 The validity of *salvaged wood* verification codes from suppliers shall be confirmed with SCS prior to purchase.

Appendix 1: Communication of SCS Salvaged Wood Claims and Off-Product Promotion

Verification to the SCS Salvaged Wood Standard allows companies to make off-product claims according to this Appendix. On-product claims or labeling in reference to any salvaged wood product is strictly prohibited except for the use of a participant's unique verification code to link a product or invoice to a participant's verified products. The following provides the terms of use.

A. General promotion of SCS Salvaged Wood Standard

Promotional claims in advertisements, brochures, media releases, websites and other general promotional outlets regarding the entity's verification to the SCS Salvaged Wood Standard shall:

- a. Not mislead the public that the program provides any guarantees of legality. Instead it can be conveyed that participation demonstrates a systematic approach towards significantly lowering the risk of trading in illegally salvaged wood materials;
- b. Always include the entity's unique verification code;
- c. Adhere to the SCS Licensing Agreement when making any claim associated with the SCS name or trademarks.
- d. Receive prior approval from SCS before printing or posting promotional material with SCS trademarked names and logos by submitting a proof or example of the claim or statement to SCS and maintaining a record of the approval.

B. On-product, transport, and invoice use of verification codes

- a. SCS Salvaged Wood verification codes shall read: SCS-SAL-XXXX where:
 - i. "SAL" signifies that the product has met the requirements of the SCS Salvaged Wood Standard and come through an unbroken verified supply chain under the standard requirements; and
 - ii. "XXXX" signifies a unique, four-digit code supplied by SCS to the client.
- b. Invoices and shipping documents that include Salvaged Wood products that are part of the entity's tracking system under this program shall contain its unique verification code and ensure it is linked to the line item description per Principle 5 of this Standard.