



## Responsibly Managed Peatlands

*A Veriflora® Standard for Responsible Horticultural Peat Moss Production*

**Version 1-0  
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**SCS**global  
SERVICES

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# 1. Overview of the Standard

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## 1.1 Purpose and Goals

The purpose of the Standard is to establish a comprehensive framework and common set of environmental, social, and quality requirements by which to identify and encourage responsible horticultural peat moss production practices and to stimulate continuous improvement in the peat moss industry. The major goals of this Standard are:

- To encourage a growing segment of the peat moss production sector to implement best management practices in terms of environmental, social and quality performance;
- To stimulate innovation and promote continuous improvement over time;
- To provide a uniform standard and assessment matrix that can be applied when evaluating the performance of a diverse array of responsible peatland management approaches;
- To reduce the environmental footprint of peat moss production and enhance the degree to which peat moss production operations restore carbon accumulating wetland ecosystems;
- To promote sound and responsible working conditions and ensure adequate health and safety measures for workers' protection;
- To encourage peat moss producers to be good neighbors in their engagement with the surrounding community;
- To raise public awareness about the issues and solutions associated with peat moss production; and
- To stimulate consumer purchases that reinforce responsible peatland management.

## 1.2 Scope of the Standard

The Standard applies to all processes and inputs under the Producer's management related to the harvesting and handling of horticultural peat moss, including facilities involved in the screening of peat materials and creation of peat mixes. Horticultural peat moss includes peat moss products that are used as a soil amendment or growing medium for horticulture or the production of other crops. The scope of this Standard covers all stages of peat harvesting, including peatland opening, harvesting, and restoration or rehabilitation activities that occur after cessation of harvesting activities. The Peat Moss Production Operation may include several non-contiguous areas that are in different locations or sites. All sites that are part of the Peat Moss Production Operation are included in scope, including all open peatlands, closed peatlands, and adjacent land designated as buffer zones, donor sites and/or HEV areas. If the certified peat moss is labeled with a certification claim at the point of sale, then applicable sections of the Standard (e.g., traceability, fair labor practices, resource management) must be evaluated for facilities in the supply chain, regardless of whether they are under the Producer's management or not, until the point where the product is in its final state (e.g., bale or bag).

### 1.3 Intended Users

Intended users of this Standard are peat moss producers of all sizes, located around the globe. Any producer of horticultural peat moss may apply for Responsibly Managed Peatlands certification. In this Standard, the term “Producer” refers to the person or entity that is legally responsible for the harvesting and sale of the horticultural peat moss within the scope of certification.

### 1.4 Responsibly Managed Peatlands Framework

The framework set forth in this Standard covers a full spectrum of responsible peat moss production issues summarized under the following sections (Table 1):

<b>Table 1. Responsibly Managed Peatlands Framework</b>	
<b>General</b>	<ul style="list-style-type: none"> <li>▪ Legal Compliance</li> <li>▪ Administrative Requirements</li> <li>▪ Traceability/Chain of Custody</li> </ul>
<b>Responsible Peat Moss Production</b>	<ul style="list-style-type: none"> <li>▪ Responsible Peatland Management</li> <li>▪ Agrochemical Inputs</li> <li>▪ Restoration and Rehabilitation</li> </ul>
<b>Ecosystem Management and Protection</b>	<ul style="list-style-type: none"> <li>▪ Ecosystem Monitoring</li> <li>▪ Ecosystem Protection</li> </ul>
<b>Resource Conservation and Energy Efficiency</b>	<ul style="list-style-type: none"> <li>▪ Energy Resource Management</li> <li>▪ Resource Conservation</li> </ul>
<b>Integrated Waste Management</b>	<ul style="list-style-type: none"> <li>▪ Management of Hazardous Chemicals and Wastes</li> <li>▪ Management of Organic and Inorganic Wastes</li> </ul>
<b>Fair Labor Practices</b>	<ul style="list-style-type: none"> <li>▪ Hiring and Employment Practices</li> <li>▪ Workplace Conditions</li> <li>▪ Benefits and Access to Services for Workers and their Families</li> </ul>
<b>Community Benefits</b>	<ul style="list-style-type: none"> <li>▪ Addressing Local and Regional Community Impact</li> <li>▪ Providing Local and Regional Community Support</li> </ul>
<b>Product Quality</b>	<ul style="list-style-type: none"> <li>▪ Product Quality</li> </ul>

### 1.5 Voluntary Standard

This Standard is voluntary. It is not intended to replace the legal or regulatory requirements of any country in which peat moss products are produced, handled, or sold.

## 2. Conformance

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### 2.1 Conformance Requirements

In order to be considered conformant to this Standard, the Producer must comply with 100% of the applicable requirements according to the year of certification. The majority of the Standard requirements must be met by the time of initial certification (Year 0). The remaining requirements must be met within one or two years from the initial certification audit, and are designated as “Year 1” (applicable by the time of the first annual surveillance audit) or “Year 2” (applicable by the time of the second annual surveillance audit). All requirements in the Standard are applicable starting at the time of the second annual surveillance audit and for all years thereafter.

### 2.2 Additional Relevant Documents

Additional documents are available for Producers seeking certification, either on the SCS website or delivered once the certification process has been initiated. Documents include, but are not limited to:

- **Certification Manual:** Describes the procedures for achieving and maintaining certification.
- **SCS Kingfisher Certification Mark Labeling and Language Guide:** Provides guidelines on use of the SCS Kingfisher Certification Mark, the SCS name, and messaging pertaining to the certification

## 3. General Requirements

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### 3.1 Legal Compliance

#### 3.1.1 Legal Compliance

- 3.1.1.1 The Producer shall comply with all applicable laws and regulations of the country and state/province in which the Peat Moss Production Operation is located.
- 3.1.1.2 The Producer shall have all necessary permits, certificates, and/or licenses required by applicable laws and regulations.
- 3.1.1.3 The Producer shall demonstrate legal tenure for the land and legal permission for peatland harvesting.
- 3.1.1.4 The Producer shall demonstrate compliance with payment of all applicable taxes, royalties, or fees associated with its permit(s).

### 3.2 Administrative Requirements

#### 3.2.1 Recordkeeping

- 3.2.1.1 Documents and records shall be stored securely, and shall be accessible for review for a period of at least three years, or for a duration of time in line with local legal requirements, whichever is greater.

### 3.2.2 Peat Moss Production Plan

- 3.2.2.1 The Producer shall establish and maintain a written Peat Moss Production Plan, to be reviewed annually and updated as necessary, which describes its operations as a means of ensuring that the product conforms to the requirements of this Standard.
- 3.2.2.2 The Plan shall provide, at a minimum, descriptions of:
- i. Management objectives, including goals for improving environmental, social, and economic performance;<sup>1</sup>
  - ii. Most recent known prior use of the land currently now being used or planned for use in the Peat Moss Production Operation;
  - iii. Each step in the production process related to the harvesting and handling of the Peat Moss product(s);
  - iv. Description of peat resources, including peat type (e.g., *Sphagnum* peat, sedge peat), degree of decomposition, and other peat moss conditions (e.g., peat depth);
  - v. Mapping of all past, present, and future harvesting areas (see 3.2.3);
  - vi. Estimation of total harvestable peat and annual harvest volumes for each mapped harvested area; and
  - vii. Description of harvesting techniques.

### 3.2.3 Mapping of the Operation

- 3.2.3.1 The Producer shall provide maps and information about the operation addressing the following elements:
- i. Production area boundaries, including features that extend at least 0.25 km outside of the area of operation, and a legend illustrating the major ecological and anthropogenic features;
  - ii. Restoration and rehabilitation areas;
  - iii. Buffer zones;
  - iv. Donor sites;
  - v. HEV areas;
  - vi. Surface and groundwater sources (e.g., ponds, rivers, and streams) with indication of water flow direction;
  - vii. Drainage ditches, including functional, non-functioning, and proposed, with indication of water flow direction;
  - viii. Other cultural activities that affect or could affect the environment of the operation;
  - ix. Air quality, including locations where air concerns have been raised as well as locations of air quality monitoring stations such as sediment traps (if applicable); and

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<sup>1</sup> The Producer should take into consideration “wise use” decision-making values and framework in planning for new peatland and mire harvesting areas [Ref. 17].



- x. Access roads.

### 3.3 Traceability / Chain of Custody

#### 3.3.1 Traceability / Chain of Custody

3.3.1.1 The Producer shall ensure traceability of product during all steps of production and post-harvest handling, processing and storage, until the point where the Producer no longer owns the product, or the point where activities are no longer under the Producer's management. The traceability system shall include the following elements, at minimum:

- i. Auditable records of the amount and types of certified product harvested, the amount in storage inventory, and sales of certified product;
- ii. Auditable shipping records (e.g., purchase order numbers, shipping invoices, bills of lading, order documents) indicating the types and volumes of peat products shipped, including separate accounting or designation of certified and non-certified products, where applicable;
- iii. Physical separation between certified and non-certified products in storage, during transfer to shipping, and in shipping; and
- iv. In no case shall the Producer fill orders for certified peat moss products with non-certified peat moss products.

3.3.1.2 If the certified peat moss is labeled with a certification claim at the point of sale, then traceability must be demonstrated until the point where the product is in its final state (e.g., bale or bag) for all facilities in the supply chain, including those outside of Producer's management.

## 4. Responsible Peat Moss Production

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### 4.1 Responsible Peatland Management

#### 4.1.1 Water Quality Management and Drainage

4.1.1.1 The Producer shall develop and implement a written Water Quality Management Plan for all areas, which adheres to applicable federal and state/provincial legal requirements, at minimum, and takes into account the life cycle of the peatland<sup>2</sup> and the future needs for restoration, rehabilitation, and the surrounding wetland environment. The plan shall include at least the following:

- i. Water quality goals for each area of operation, including parameters such as pH and suspended solids;
- ii. Drainage policies and procedures that serve as a primary technical aid in the design and implementation of the Rehabilitation Plan, with consideration for the relative sequence of rewetting different sections of the peatland for rehabilitation or restoration activities;

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<sup>2</sup> Life cycle of the peatland includes opening, harvesting, and restoration or rehabilitation.

- iii. Concrete strategies to mitigate the operational impacts on water quality;
- iv. Clear argumentative support for the choice(s) of the mitigation strategies for each area of operation;
- v. Flow diagram, maps and/or description of practices and procedures used to ensure that water quality goals are achievable;
- vi. Timetable and methods for achieving water quality goals for each area of operation;
- vii. Monitoring plan that includes sampling and analysis procedures; and
- viii. Written design and operational criteria for mitigating the operational impacts on water quality, including methods such as sediment basins and overland flow.

4.1.1.2 The Producer shall demonstrate that its personnel are qualified to carry out their responsibilities in accordance with the Water Quality Management Plan.

4.1.1.3 The Producer shall initiate water quality monitoring prior to peatland opening, continue monitoring during the harvesting time period, and monitor the water quality at decreasing intervals over the life cycle of the peatland, provided that the water quality goals are being met.

4.1.1.4 The Producer shall maintain auditable records of water quality monitoring that are based upon a written protocol for water sampling and analysis. The sampling protocol(s) shall emphasize more frequent sampling at the opening of the peatland and a reduced sampling frequency commensurate with water quality improvements over successive years.

#### **4.1.2 Air Quality Management (Year 1)**

4.1.2.1 The Producer shall develop and implement written air quality management policies and procedures in order to limit the impacts on air quality during peatland harvesting activities. At a minimum, these policies and procedures shall address the following elements:

- i. Particulate matter controls in the plant and in the fields;
- ii. Air quality monitoring procedures (meeting local or regional regulations, as applicable); and
- iii. Where real or perceived public impacts have been noted, a written plan with Standard Operating Procedures (SOPs) shall be instituted for operators to remediate impacts on air quality.

#### **4.1.3 Weed Control in the Harvested Area (Year 1)**

4.1.3.1 The Producer shall develop and implement written weed control policies and procedures that contain at least the following elements:

- i. Monitoring for detection of weeds, including the frequency of monitoring activities; and
- ii. A weed control plan that favors non-chemical methods.

#### **4.1.4 Fire Prevention and Emergencies (Year 1)**

4.1.4.1 The Producer shall develop and implement a written fire prevention and emergency contingency plan for protecting peat resources and plants from fire. At a minimum, the plan shall address:

- i. Goals for peatland and plant protection;
- ii. Identification and training of human resources in case of a fire event;
- iii. Measures to limit the risk of fire (e.g., equipment inspection, water storage, checking wind speed at harvesting, and public awareness);
- iv. Procedures for monitoring the temperatures of harvested peat to avoid spontaneous combustion;
- v. An assessment of the area effectively covered by the fire prevention policies and procedures; and
- vi. Description of the use of firefighting resources, including but not limited to:
  - a. Access roads;
  - b. Water sources;
  - c. Human resources;
  - d. Firefighting equipment;
  - e. Communications;
  - f. Emergency preparedness; and
  - g. Community and/or regional interagency cooperation.

## 4.2 Agrochemical Inputs

### 4.2.1 Agrochemical Input Records

- 4.2.1.1 For each agrochemical input used for peatland management (e.g., as part of rehabilitation activities, for weed control), the Producer shall maintain auditable records regarding dosage, timing, application intervals, re-entry times, and product information contained on the label or material safety data sheet (MSDS).

### 4.2.2 Soil Fertilization and Additives

- 4.2.2.1 If synthetic or non-synthetic fertilizers are used for peatland management (e.g., as part of rehabilitation activities), the Producer shall:
- i. Provide a written justification for use of any synthetic fertilizer as opposed to non-synthetic alternatives; and
  - ii. Implement a program to monitor runoff, accumulation, and leaching, with documented dosage, timing, intervals of application, and release properties tied to any monitoring activities.

### 4.2.3 Pest/Disease Management

- 4.2.3.1 The Producer shall only apply pesticides that are legally allowed for use within the government jurisdiction in which the peat moss is produced.
- 4.2.3.2 The Producer shall not use pesticides containing active ingredients listed in Appendix 1.
- 4.2.3.3 For any pesticides, not including herbicides, used in the Peat Moss Production Operation, the Producer shall submit a written and implemented procedure whereby:

- i. Biological, mechanical and cultural pest/disease control methods are favored over chemical treatment approaches;
- ii. Biological and/or economic action thresholds are established; and
- iii. Monitoring of pests and diseases is carried out by qualified personnel on a routine basis.

## 4.3 Restoration and Rehabilitation

### 4.3.1 Requirements for Rehabilitation Plan

- 4.3.1.1 The Producer shall have a written Rehabilitation Plan prior to opening of any new peatland area as well as for all currently harvested areas and closed areas.
- 4.3.1.2 The Rehabilitation Plan shall be reviewed annually and updated as necessary.
- 4.3.1.3 Restoration or *Sphagnum* farming on all harvested areas is required. Other rehabilitation techniques may be allowed if one or more of the following conditions apply:
  - i. National or state/provincial law or regulation requires other rehabilitation techniques; and/or
  - ii. The peatland was opened before 2000.
- 4.3.1.4 The Plan shall include, at a minimum:
  - i. The goals for the restoration or rehabilitation, including measurable targets for vegetation species composition and cover;
  - ii. Clear argumentative support for the choice or choices of the restoration or rehabilitation goals based on current scientific research, site specific characteristics (e.g., presence of fen plant species reestablishment, topography), and, in the case of peatlands that are to be closed or near the end of extraction activities, consideration of remnant peat conditions (e.g., physio-chemical properties);
  - iii. Description of practices and procedures used to ensure restoration or rehabilitation success;
  - iv. Details on management of drainage ditches following cessation of harvesting activities;
  - v. Timetable for cessation of harvesting activities;
  - vi. Timetable and methods for restoration or rehabilitation; and
  - vii. Estimated yearly costs of establishment and final costs for restoration or rehabilitation for each planned area.

### 4.3.2 Implementation and Progress of Restoration and Rehabilitation

- 4.3.2.1 The Producer shall demonstrate that restoration and rehabilitation activities commence as soon as technically achievable following cessation of harvesting activities.
- 4.3.2.2 The Producer shall monitor the area(s) targeted for restoration or rehabilitation in order to demonstrate progress towards meeting the goals of the Rehabilitation Plan. Monitoring of the area(s) targeted for restoration or rehabilitation shall include, at minimum:

- i. Evaluation of water levels at least annually for the first five years following cessation of harvesting activities, with consideration for spatial and temporal variability of the water table; and
- ii. Vegetative surveys, beginning the third year following commencement of restoration or rehabilitation activities, with a regular frequency thereafter.

4.3.2.3 The Producer shall review and update the Rehabilitation Plan based on monitoring data, if required.

4.3.2.4 The Producer shall demonstrate that personnel in charge of restoration and rehabilitation activities are qualified to carry out their responsibilities.

4.3.2.5 The Producer shall ensure, to the extent possible, that the Rehabilitation Plan is fully executed, even in the situation where the Producer will no longer play a role in the management of the site.

4.3.2.6 When the area of operation has been fully restored or rehabilitated according to the goals of the Rehabilitation Plan, it no longer falls under the purview of the Rehabilitation Plan requirements of this Standard, provided that the Producer has documented evidence that the goals have been met.

### 4.3.3 Donor Sites

4.3.3.1 The Producer shall demonstrate that it has established a donor site(s) representing at least 10% of the peatland harvested areas. In cases where the donor site(s) represents less than 10% of the peatland harvested areas, then the Producer must provide written justification and evidence demonstrating that they have sufficient diaspores for restoration or rehabilitation (e.g., from a new site that will be opened).

4.3.3.2 The donor sites shall have the following characteristics:

- i. Do not include the HEV areas;
- ii. May include donor sites that have already been used, or *Sphagnum* farming sites;
- iii. May be included in the buffer zones;
- iv. Species composition supports the restoration or rehabilitation goals; and
- v. Provide diaspores in sufficient quantity and viability.

4.3.3.3 The Producer shall monitor the continued viability of donor sites to provide sufficient diaspores needed for restoration or rehabilitation in accordance with the timetable established in the Rehabilitation Plan.

4.3.3.4 If monitoring reveals that the donor site viability is insufficient, the Producer shall take steps to expand the donor site or select alternative sites.

4.3.3.5 With the exception of cases where donor material is taken from a peatland site that is in the process of being opened, the Producer shall manage donor sites in such a way that ensures the continued integrity of the site's vegetation and species composition.

## 5. Ecosystem Management and Protection

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### 5.1 Ecosystem Monitoring

#### 5.1.1 Baseline Description of Flora and Fauna

5.1.1.1 The Producer shall provide a baseline description of flora and fauna within the boundaries of the operation prior to peatland opening, or, if operations are ongoing, a baseline representing the time of the initial certification.

#### 5.1.2 HEV Areas and Listed Habitats and Species

5.1.2.1 The Producer shall provide a description of areas of High Ecological Value (HEV) and a list of any threatened or endangered habitats or species within the property boundaries of and bordering the Peat Moss Production Operation, as listed by applicable laws and by international organizations, (e.g., the Red List of the International Union for the Conservation of Nature) and federal and state/provincial agencies.

5.1.2.2 The Producer shall not clear areas of High Ecological Value (HEV) or engage in other activities that negatively impact the identified threatened or endangered habitats or species.

#### 5.1.3 Ongoing Monitoring of Impacts on Surrounding Ecosystem (Year 2)

5.1.3.1 The Producer shall develop and implement written monitoring policies and procedures, which include, at minimum:

- i. Status of and impact on non-exploited peatlands and other wetland types designated as buffer zones, donor sites and/or HEV areas, at least every five years;
- ii. Vegetation surveys, including specification of any changes to plant species composition of the surrounding ecosystem from the baseline description. The frequency of the vegetative surveys shall be established by the Producer and justified in writing; and
- iii. Status of erosion control and ongoing monitoring of areas subject to erosion (e.g., steep slopes, gullies, roads).

5.1.3.2 Based on the documented impacts, the Producer shall provide a description of any mitigation efforts undertaken in response to these impacts to date.

### 5.2 Ecosystem Protection

#### 5.2.1 Buffer Zones

5.2.1.1 The Producer shall maintain buffer zones adjacent to water bodies in watershed recharge zones, and between peat operations and High Ecological Value (HEV) areas.

- 5.2.1.2 The characteristics of the buffer zones shall adhere to applicable federal and state/provincial legal requirements, at minimum.
- 5.2.1.3 The Producer shall establish and implement a monitoring program to determine buffer effectiveness in protecting water quality and reducing soil erosion, as well as in providing other benefits such as wildlife corridors, as applicable.

## **5.2.2 Contaminant Discharges (Year 1)**

- 5.2.2.1 The Producer shall develop and implement written policies and procedures for identifying and tracking its principle sources of contaminants (e.g., oil, hydraulic fluid, organic matter leachates).
- 5.2.2.2 The Producer shall provide a description of current or historic land use practices that present risks for the discharge of contaminants into surrounding water bodies, as well as the buildup in soils and run-off into surface water or percolation into groundwater.
- 5.2.2.3 The Producer shall implement policies and procedures to minimize the potential for contamination and to remediate potential contaminants. The procedures shall include a monitoring program, including water testing and soil testing (if applicable) with an adequate frequency for proper monitoring and documentation.
- 5.2.2.4 If media mixes involve organic or synthetic materials with moderate or greater risk to the environment, the Producer shall demonstrate that the operations do not discharge these materials from the blending/product mixing facilities to the environment.

## **5.2.3 Carbon Stabilization and Sequestration (Year 1)**

- 5.2.3.1 The Producer shall provide a description of its approach for increasing the level of terrestrial carbon stabilization and sequestration resulting from production processes including, for example, maintenance of forested wetlands, maintenance of buffer zones or planting of windbreaks, restoration, rehabilitation, or through off-site carbon stabilization strategies.
- 5.2.3.2 The Producer shall demonstrate that the approach is supported by scientifically tested methods and is in line with the strategies to achieve the set GHG target (see 6.2.1).

# **6. Resource Conservation and Energy Efficiency**

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## **6.1 Energy Resource Management**

### **6.1.1 Consumption Activities**

- 6.1.1.1 The Producer shall provide a summary of electricity and fuel consumption activities and records of fuel and electricity used for production processes, screening and mixing operations, and administrative facilities.

## 6.1.2 Energy Efficiency (Year 1)

6.1.2.1 The Producer shall develop and implement written protocols and procedures to reduce energy consumption in operations (e.g., fuel, electricity, transportation), including energy efficiency targets and timetables.

## 6.2 Resource Conservation

### 6.2.1 Greenhouse Gas Inventory and Target (Year 1)

6.2.1.1 The Producer shall develop an accurate baseline GHG inventory, expressed in terms of metric tons of carbon dioxide equivalent (CO<sub>2</sub>e), as indicated in the “Responsibly Managed Peatlands – Greenhouse Gas Inventory Policy and Reference Guide.”

6.2.1.2 The Producer shall use the baseline GHG inventory as the basis to develop a GHG target and strategies to reduce the GHG emissions and/or increase GHG sequestration, with timetables for implementation.

6.2.1.3 The Producer shall track and document progress toward meeting the GHG target.

### 6.2.2 Packaging Summary

6.2.2.1 The Producer shall provide a summary of materials used for product packaging and shipping and auditable records indicating the volumes or weights of packaging materials used by type.

### 6.2.3 Packaging Resource Minimization (Year 1)

6.2.3.1 The Producer shall provide information, when available, about the degree to which packaging components are reused, made from recycled sources, made to be compostable, or made from sustainably sourced materials.

6.2.3.2 The Producer shall develop a plan to minimize packaging-related waste<sup>3</sup>, including timelines and performance benchmarks, by one or more of the following methods:

- i. Reducing the volume of packaging per unit of product delivered;
- ii. Increasing the use of certified recycled or compostable materials; and
- iii. Obtaining materials from certified sustainable sources.

### 6.2.4 New and Emergent Technologies (Year 2)

6.2.4.1 The Producer shall demonstrate the use of effective new technologies that improve operational efficiencies and/or reduce the environmental footprint of the operation.

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<sup>3</sup> Packaging wastes include an estimate of those materials that the downstream end user will landfill, re-use or recycle. These materials are not those wastes that are generated in the production and packaging of products, which are considered in the Integrated Waste Management requirements.



## 7. Integrated Waste Management

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### 7.1 Management of Hazardous Chemicals and Wastes

#### 7.1.1 Hazardous Materials Storage

- 7.1.1.1 The Producer shall site and construct hazardous materials storage buildings in compliance with local and national building codes and guidelines.
- 7.1.1.2 Buildings shall not be sited in areas subject to flooding or environmentally sensitive areas. Exceptions may be made where the Producer can demonstrate that hazardous materials storage facilities meet complete containment performance standards.
- 7.1.1.3 The Producer shall ensure that areas where hazardous materials are stored and mixed are clearly marked and signed appropriately, and are equipped with readily accessible emergency equipment that includes, at a minimum:
- i. Sawdust, sand or other appropriate absorbent material for spills;
  - ii. Empty containers and bags to repack damaged or leaking containers;
  - iii. Spade and brush;
  - iv. Fire extinguisher;
  - v. Emergency protective gear;
  - vi. Water supply;
  - vii. An eyewash kit; and
  - viii. Posted emergency procedures.
- 7.1.1.4 Hazardous materials are stored in their original marked containers or otherwise properly labeled and identified, and are segregated to facilitate proper storage, handling, transportation, and disposal.
- 7.1.1.5 The Producer shall maintain auditable inventory control records.
- 7.1.1.6 Hazardous materials drums and containers shall be arranged from oldest to newest (i.e., first in first out) to prevent obsolete stock from accumulating.
- 7.1.1.7 Visibly damaged, leaking or weathered packing materials shall be removed from storage areas and contents shall be transferred to empty containers, which shall be labeled accordingly and noted on inventory control records.
- 7.1.1.8 Hazardous material storage shall be locked and access limited to qualified personnel with training in the handling of hazardous materials.

## 7.1.2 Handling of Hazardous Substances

- 7.1.2.1 The Producer shall identify one or more individuals who shall be responsible for the storage and handling of hazardous materials as well as employee training.
- 7.1.2.2 Transport of hazardous materials shall be conducted by trained workers and in a way that prevents contamination risk to workers or worker equipment not designed specifically for hazardous material use, and avoids damage to containers.
- 7.1.2.3 The Producer shall dispose of used chemical containers that may contain hazardous residues in accordance with label instructions.
- 7.1.2.4 The Producer shall only use landfills or dumpsites, whether on-site or off-site, that have appropriate lining, warning signage, and restricted access.
- 7.1.2.5 Appropriate corrective action shall be taken for all incidents involving any hazardous material that could negatively impact workers or the environment (e.g., spills) consistent with the Producer's emergency procedures.

## 7.2 Management of Organic and Inorganic Wastes

### 7.2.1 Integrated Waste Management Annual Report (Year 1)

- 7.2.1.1 The Producer shall provide a quantitative annual report detailing the volumes or weights of residual materials,<sup>4</sup> industrial, construction, and other production wastes that are recycled, re-used, and/or sent to landfill.

### 7.2.2 Disposition of Residual Materials (Year 2)

- 7.2.2.1 The Producer shall develop and implement written policies and procedures to minimize the residual materials sent to the landfill, including the identification of opportunities to reuse and recycle residual materials.
- 7.2.2.2 The Producer shall identify quantitative goals and timelines for compliance, with results to be reported annually.

### 7.2.3 Inorganic Waste Material

- 7.2.3.1 The Producer shall properly segregate inorganic wastes to facilitate recovery (e.g., plastics, paper, cardboard, wood, metal, other solid wastes) for recycling, reuse, repurposing, or disposal in appropriate designated facilities either on or off-site.

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<sup>4</sup> Residual materials include but are not limited to small branches, roots, perlite dust, plastic, and pallets.

- 7.2.3.2 The Producer shall store segregated inorganic waste intended for future use in a manner that does not negatively impact the Peat Moss Production Operation or the surrounding environment (e.g., leaching, waste dispersion) and is consistent with applicable local and national laws and regulations.
- 7.2.3.3 The Producer shall dispose inorganic wastes that are not recovered in accordance with local/national regulations. Onsite waste dumpsites shall be located at least 50 meters from any water body.

## **7.2.4 Industrial, Construction, and Domestic Wastes**

- 7.2.4.1 The Producer shall dispose of industrial wastes, construction debris or rubble, excavation materials, debris from land clearing, and domestic wastes in accordance with local and/or national regulations.
- 7.2.4.2 In the absence of regulations, the Producer shall dispose of wastes in a manner that does not negatively impact the surrounding environment or pose a risk to human health.
- 7.2.4.3 Pressure-treated lumber construction debris and wastes shall be handled as hazardous wastes and not burned, composted, or mulched.

## **8. Fair Labor Practices**

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### **8.1 Hiring and Employment Practices**

#### **8.1.1 Hiring Practices**

- 8.1.1.1 The Producer shall have written work agreements (e.g., employment contract) describing the terms of hire with all workers before they enter into employment, in a language that is understandable by the worker.
- 8.1.1.2 The Producer shall not require HIV, genetic, or pregnancy tests as a condition of hire, or thereafter.
- 8.1.1.3 The Producer shall not retain identity papers or other original personal documents or require workers to pay deposits as a condition of employment.
- 8.1.1.4 The Producer shall post, or otherwise make accessible to all workers (e.g., in an employee handbook or manual), written policies pertaining to hiring and employment, occupational health and safety, non-discrimination and sexual harassment, grievances, child labor, workplace conditions, freedom of association, and collective bargaining.
- 8.1.1.5 Workers shall have the right to terminate their employment after reasonable notice.
- 8.1.1.6 The Producer shall maintain auditable records in personnel files describing causes for termination and shall be able to demonstrate that any termination of worker employment has been carried out in accordance with local and national laws.

### 8.1.2 Contract Labor

- 8.1.2.1 The Producer shall only use licensed labor intermediaries that are compliant with legal requirements, as well as applicable regulations in the workers' country(ies) of origin, consistent with ILO Convention 143 [Ref. 11].
- 8.1.2.2 The Producer shall not engage in recruitment and hiring practices in a manner designed to avoid obligations to workers under applicable labor or social security laws and regulations.
- 8.1.2.3 When contract labor is used, the Producer shall develop a written policy requiring its contractors to uphold the practices outlined in 8.1 of this Standard.

### 8.1.3 Non-Discrimination

- 8.1.3.1 The Producer's hiring and employment policy shall ensure equal opportunity and non-discrimination on the basis of race, color, gender, pregnancy, sexual orientation, marital status, religion, political opinion, nationality, social class or other personal characteristics [Ref. 11].
- 8.1.3.2 The Producer shall provide workers equal pay for equal work, regardless of gender, unless contracts stipulate otherwise (e.g., based on seniority), as per ILO Convention 100 [Ref. 11].

### 8.1.4 Wages

- 8.1.4.1 The Producer shall pay workers at least the cash equivalent of the national minimum legal wage or a wage that is consistent with local industry standards, whichever is greater. If workers are paid by production, an objective appraisal of the amount of work to be performed shall be conducted as per ILO Convention 100, and the resultant wages shall meet the above requirements [Ref. 11]. An exception shall be made for migrant workers if national wage laws dictate an alternative wage scale, or allow for partial in-kind payments in accordance with ILO Convention 110 [Ref. 11].
- 8.1.4.2 Consistent with ILO Convention 110, the Producer shall make wage deductions only under conditions and to the extent prescribed by national laws or regulations or fixed by collective agreement. Workers shall be informed of the conditions under which and the extent to which such deductions may be made [Ref. 11].
- 8.1.4.3 The Producer shall pay workers on a regular basis in accordance with national law, in cash or cash equivalent (check, direct deposit).
- 8.1.4.4 The Producer shall ensure that payments of wages are made in cash in the local currency, or cash equivalent (e.g., direct deposit), directly to workers, or through legitimate services (e.g., banks, payroll companies).
- 8.1.4.5 The Producer shall issue written pay records to workers that clearly state the wages, taxes and other withholding deductions.
- 8.1.4.6 The Producer shall provide workers with access to their complete personal earnings records and other employment records.

- 8.1.4.7 The Producer shall maintain complete written earning records for workers, regardless of whether they are being paid on an hourly or piece-rate basis, which at a minimum itemizes all wages and deductions in a form that can be audited.
- 8.1.4.8 The Producer shall establish policies for worker pay increases and promotions that take into consideration work performance, seniority, and level of training on an equitable basis.

### **8.1.5 Working Hours and Overtime**

- 8.1.5.1 The Producer shall not require workers to work more than the maximum total hours per week specified by applicable national laws. If there are no national laws specifying hours of work, then the Producer shall not require workers to work more than 48 hours per work week, excluding overtime, except when a written agreement exists between the Producer and its workforce specifying an upper limit.
- 8.1.5.2 The Producer shall compensate workers for overtime hours at a rate specified by local or national laws, or as determined by a Collective Bargaining Agreement (CBA), when applicable.
- 8.1.5.3 Overtime work shall be voluntary and not requested on a routine basis, and if workers are unable or unwilling to work overtime, they shall not be discriminated against or denied employment.
- 8.1.5.4 The Producer shall demonstrate and workers confirm that overtime does not exceed 12 hours per week, or amount to 16 consecutive total work hours in a 24-hour period.
- 8.1.5.5 The Producer shall permit workers, at a minimum, 24 consecutive hours off in every seven day period or what is required by local law, whichever is greater, except during peak harvest periods, provided such a period does not exceed 30 days and that workers are paid for overtime.
- 8.1.5.6 The Producer shall demonstrate the implementation, frequency and duration of breaks during working hours.

### **8.1.6 Freedom of Association, Right to Organize, and Collective Bargaining**

- 8.1.6.1 The Producer shall acknowledge in writing the workers' right to freedom of association, in accordance with ILO Convention 87 [Ref. 11].
- 8.1.6.2 The Producer shall state in writing that both the employer and workers shall each have the right to establish organizations, to draw up the rules of the organizations, to elect representatives, and to formulate programs and activities aimed at benefiting workers and their families, in accordance with ILO Convention 98 [Ref. 11].
- 8.1.6.3 The Producer shall acknowledge in writing the workers' right to collective bargaining, in accordance with ILO Convention 98 [Ref. 11].
- 8.1.6.4 The Producer shall not terminate or enact punitive measures against any worker for involvement in union organization activities, or engage in anti-union activities, in accordance with ILO Conventions 98 and 135 [Ref. 11]. Any workers who have been subject to punitive action or terminated for such activities shall be reinstated or receive appropriate compensation.

- 8.1.6.5 The Producer shall not subject worker representatives to discrimination, harassment, or administrative oversight, and shall provide worker representatives with access to all workplaces necessary to enable them to carry out their representation functions, as per ILO Conventions 98 and 135 [Ref. 11].
- 8.1.6.6 The Producer shall ensure the right of workers to gather to discuss workplace grievances without fear of reprisal or other negative consequences.
- 8.1.6.7 The Producer shall demonstrate a process through which workplace issues and the negotiation of working conditions are resolved in a timely manner.
- 8.1.6.8 The Producer shall recognize a democratically elected workers' association, if such an association has been formed.

### 8.1.7 Child Labor

- 8.1.7.1 The Producer shall not accept employment of any persons under the age of 15 or whatever age is required under local or national law, whichever is older, in accordance with ILO Convention 138 [Ref. 11].<sup>5</sup>
- 8.1.7.2 The Producer shall demonstrate that age verification is required at the time of hire.
- 8.1.7.3 The Producer shall not allow workers under the age of 18 to handle potentially harmful chemicals, or undertake jobs that inherently have the potential to jeopardize health and safety as per ILO Convention 138 [Ref. 11].
- 8.1.7.4 The Producer shall observe all legal requirements for the work of authorized minors, including, but not limited to, those pertaining to hours of work, wages, and minimum education and working conditions.
- 8.1.7.5 The Producer shall maintain the following documentation for all workers who are legal minors under the age of 18:
- i. Name;
  - ii. Date of birth;
  - iii. Current address;
  - iv. Name of parents or legal guardian;
  - v. Employment authorization signed by parents or legal guardian;
  - vi. Type of work being conducted;
  - vii. Number of hours assigned and worked; and
  - viii. Salary.

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<sup>5</sup> Exceptions to this requirement may be made for family businesses that do not regularly employ hired workers, to be evaluated on a case-by-case basis.

### 8.1.8 Voluntary Labor

- 8.1.8.1 The Producer shall not engage in the use of forced labor, compulsory labor, trafficked labor, slave labor, bonded labor, indentured labor and involuntary convict labor.
- 8.1.8.2 All work shall be voluntary, without threat of penalty or sanction.
- 8.1.8.3 The Producer shall assure that workplace and worker-provided housing safety and security policies do not impinge upon workers' freedom of movement (i.e., ability to come and go).
- 8.1.8.4 The Producer shall demonstrate and workers confirm that remediation actions are implemented when non-compliances are observed related to forced, bonded, indentured, and compulsory prison labor.
- 8.1.8.5 That Producer shall not require workers to surrender any part of their salary, benefits, property, or identity papers as a means of forced employment or as a disciplinary measure, or to make deposits or financial guarantees to secure employment.

## 8.2 Workplace Conditions

### 8.2.1 Worker-Provided Housing, Potable Water and Sanitary Facilities

- 8.2.1.1 The Producer shall provide workers with a clean, safe and litter-free working environment that includes, but is not limited to, convenient access to toilet facilities in adequate numbers, adequate lighting, access to clean eating areas, convenient access to potable water, sufficient ventilation and/or heating, and access to first aid kits and equipment for emergencies.<sup>6</sup>
- 8.2.1.2 The Producer shall label potable and non-potable water sources to assure worker protection. If water supply is not maintained by relevant government authorities, then potability shall be documented through regular chemical analysis to WHO potability<sup>7</sup> or national standards, whichever are higher.
- 8.2.1.3 The Producer shall provide workers and their families living on-site with access to clean, safe and litter-free habitable dwellings located outside of area of production. Worker housing shall be sited sufficiently far from production areas to prevent hazardous chemical exposure.
- 8.2.1.4 The Producer shall arrange for waste collection from worker housing.

### 8.2.2 Workplace Health and Safety

- 8.2.2.1 The Producer shall enforce proper use of equipment safety guards and personal protective gear.

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<sup>6</sup> Bath/washroom installations are scaled to the size and complexity of the Peat Moss Production Operation. The Producer shall make the following provisions: toilets (1 per 30 men and 1 per 20 women); showers (1 per 40 men and 1 per 40 women); wash basins (1 per 40 men and 1 per 40 women) and stocked cleansing solutions (e.g., soap and water, hand-wipes) and disposable towels or hand-driers.

<sup>7</sup> [http://www.who.int/water\\_sanitation\\_health/publications/2011/dwq\\_guidelines/en/](http://www.who.int/water_sanitation_health/publications/2011/dwq_guidelines/en/)

- 8.2.2.2 The Producer shall require workers or others who may be exposed to hazardous chemicals, airborne particulates, or other physical workplace risks, to wear appropriate clothing and additional protective equipment when mixing and applying chemical and biological agents or operating machinery.<sup>8</sup> Such protective equipment shall be provided at no cost to all applicable workers, and may include: respirators, goggles or face shields, head protection, non-permeable overalls or ponchos, aprons, gloves, rubber boots, hearing protection, etc. [Ref. 11].
- 8.2.2.3 The Producer shall maintain protective equipment in good working order, meeting local occupational health and safety standards. Such equipment shall be replaced by the Producer when deemed necessary, based on corroborated worker reports or external audits.
- 8.2.2.4 The Producer shall enforce the workers' rights to remove themselves from situations involving the use of chemicals or equipment when they have reasonable justification to believe that there is an imminent and serious risk to their safety or health, consistent with ILO Convention 170 [Ref. 11].
- 8.2.2.5 The Producer shall ensure that work equipment that is potentially hazardous to operate is: i) maintained in good working condition; ii) stored safely and clean; and iii) equipped with safety devices, including the use of protective guards placed over moving parts when available. The Producer shall make operating instructions for safe use available to workers.
- 8.2.2.6 The Producer shall prepare a summary report of occupational accidents, injuries and deaths at least annually, and shall include a description of the nature of the incident, and where and how the event occurred.

### **8.2.3 Health and Safety Committee (Year 1)**

- 8.2.3.1 The Producer shall institute a Health and Safety Committee which provides an assessment of workplace hazards, establishes a hazard risk rating for all jobs, and develops a written job hazard policy with Standard Operating Procedures (SOPs). The Health and Safety Committee seeks input from workers, worker representatives, and management representatives in developing the written job hazard policy with SOPs.
- 8.2.3.2 The Health and Safety Committee periodically reviews and analyzes the records of occupational accidents, injuries, and deaths to detect any trends and implement solutions.

### **8.2.4 Worker Training**

- 8.2.4.1 The Producer shall provide training to all workers on employer responsibilities to workers, including non-discrimination, harassment, personal safety and hygiene, and other applicable operational policies.
- 8.2.4.2 The Producer shall provide training to workers who are involved in the operation of equipment and machinery, or who are asked to perform inherently dangerous tasks, in the use of protective equipment and proper operational procedures.

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<sup>8</sup> In accordance with ILO Convention 170, the UN FAO Pesticide Storage and Stock Control Manual, and the FAO Guidelines For Personal Protection When Working With Pesticides In Tropical Climates.



- 8.2.4.3 The Producer shall provide training to workers who are in contact with hazardous chemicals or other potentially hazardous substances in:
- i. The use of proper clothing and additional protective equipment;
  - ii. Safe handling of hazardous materials, chemicals and biological agents;
  - iii. Understanding of chemical labels and chemical safety data sheets;
  - iv. The operation of application and mixing equipment (consistent with ILO Convention 170 [Ref. 11]);
  - v. Re-entry procedures; and
  - vi. Cleaning and/or disposing of contaminated materials and clothing.
- 8.2.4.4 The Producer shall include in its worker training program a discussion of emergency procedures, contingency plans and procedures that have been developed to address potential emergencies, consistent with ILO Convention 155 [Ref. 11], such as fire, flood, workplace accidents and other disasters.
- 8.2.4.5 The Producer shall maintain a written record documenting instructors, materials and attendance for all worker trainings.
- 8.2.4.6 Trainings shall be provided free of charge, occur during regular working hours, and in a manner understandable to workers.

## **8.2.5 Safe Use of Chemicals**

- 8.2.5.1 The Producer shall develop and enforce written policies and procedures governing the safe use of chemicals in the workplace, consistent with US Worker Protection Standards [Ref. 5] and ILO Convention 170 [Ref. 11].
- 8.2.5.2 The Producer shall maintain the appropriate supplies and equipment to address major medical emergencies associated with occupational health risks, including a first-aid kit, an eye flush and/or shower facility for accidental exposure to hazardous chemicals and irritants.
- 8.2.5.3 The Producer shall not put workers in a situation that would result in exposure to chemicals any longer than allowable under law.
- 8.2.5.4 The Producer shall ensure that hazardous chemicals are properly labeled or otherwise identified, that MSDS sheets for hazardous chemicals are available, and that records of use are accessible to all workers concerned and their representatives, as per US Worker Protection Standards and ILO Convention 170 [Ref. 5, Ref. 11].
- 8.2.5.5 The Producer shall only assign workers who are trained and authorized to apply chemical and biological agents and operating machinery to such tasks.
- 8.2.5.6 The Producer shall prohibit workers under the age of 18 and pregnant women from handling, mixing or applying chemical and biological agents.
- 8.2.5.7 In the case of pregnancy, the Producer shall reassign a worker to a position that does not involve heavy lifting, protracted bending or other inappropriate physical activities, without any reduction in pay.

- 8.2.5.8 The Producer shall monitor and record the exposure of workers to hazardous chemicals when this is necessary to safeguard their safety and health or as may be prescribed by a government authority, in accordance with ILO Convention 170 [Ref. 11].
- 8.2.5.9 The Producer shall ensure workers the right to confidentiality in terms of their medical files, except that: i) summary findings of initial and annual medical examinations shall be made available to the Producer to ensure that the worker does not have a medical condition that disqualifies him or her from handling hazardous chemicals or performing arduous tasks; and ii) biomonitoring test results conducted at the expense of the Producer to comply with this Standard shall be reported to the Producer.
- 8.2.5.10 The Producer shall have an enforced policy prohibiting the presence of any person under age 15 in any place on the property other than a designated suitable area (e.g., child care) or for specific family oriented events. Such areas shall be located away from any chemical spraying, mixing or transporting operations to avoid any potential for exposure.

## **8.2.6 Decontamination Procedures**

- 8.2.6.1 The Producer shall provide all workers who handle, mix, or apply hazardous chemicals with access to decontamination supplies including eye baths, hand washing and showers with soap and single use towels. Decontamination supplies shall be available within ¼ mile (400 meters) of the handling/mixing site (including portable spray units) [Ref. 5].
- 8.2.6.2 The Producer shall provide workers who are using protective equipment (e.g., boots, gloves, masks, suits) to handle, mix, or apply hazardous chemicals or other hazardous materials with a clothes changing station where contaminated clothing can be stored separately from street clothes.
- 8.2.6.3 The Producer shall require that clothing worn during the handling, mixing and application of hazardous chemicals be removed on-site, and not be taken home by workers. Laundering shall be the responsibility of the Producer. Such clothes shall be washed and stored separately from other clothes.

## **8.2.7 Risk Mitigation and Emergency Preparedness**

- 8.2.7.1 The Producer shall site and design work areas in a manner intended to promote worker safety and prevent risks to the environment, including such considerations as:
- i. Unobstructed access for workers and work vehicles;
  - ii. Adequate ventilation and lighting;
  - iii. Readily cleanable walls, floors, and surfaces;
  - iv. Clearly marked emergency exits and pathways free from obstructions;
  - v. Proper containment and storage space for hazardous materials;
  - vi. Proper warning signage; and
  - vii. Access to emergency equipment such as fire extinguishers.

- 8.2.7.2 The Producer shall take mitigation steps to prevent worker exposure to excessively high noise levels, temperatures, dehydration risk, and dust and other contaminants.
- 8.2.7.3 The Producer shall establish written safety procedures to be followed in the event of accidents or exposure to hazardous materials.
- 8.2.7.4 The Producer shall have transportation and care procedures in place in case of medical emergency.
- 8.2.7.5 The Producer shall develop contingency plans, in cooperation with worker representatives (if applicable), based upon a risk assessment of potential emergency situations that could arise, including but not limited to personal medical emergencies, fire, workplace accidents, chemical exposure, and natural disasters, consistent with ILO Convention 155 [Ref. 11].

## **8.2.8 Human Resources Management**

- 8.2.8.1 The Producer shall provide all workers with access to all relevant employment policies, including but not limited to hiring, termination, conditions of employment, workplace conditions, working hours, benefits, pay schedule, holidays, sick leave, non-discrimination, sexual harassment, and unacceptable behavior.
- 8.2.8.2 The Producer shall implement a policy to address worker grievances, including but not limited to issues related to compensation and receipt of benefits, sexual harassment and other gender-related grievances. The policy shall describe the means by which workers can communicate grievances to designated management representatives, guarantee no reprisals, and describe disciplinary actions and the right to appeal.
- 8.2.8.3 The Producer shall communicate and provide written grievance policies and disciplinary procedures, with the right to appeal, to all workers.
- 8.2.8.4 The Producer shall ensure that worker complaints are fully investigated and that proper disciplinary action is taken where warranted.

## **8.3 Benefits and Access to Services for Workers and their Families**

### **8.3.1 Worker Benefits**

- 8.3.1.1 The Producer shall provide workers with the benefits required by applicable national or local law, whichever offers greater protection.

### **8.3.2 Access to Health Services**

- 8.3.2.1 The Producer shall allow workers unpaid time off for illnesses or other health issues that require medical, dental, or other professional attention during normal working hours.
- 8.3.2.2 The Producer shall ensure that workers' immediate family, which may include spouse and children, have access to health care, in accordance with applicable laws.

8.3.2.3 The Producer shall provide full-time workers paid sick leave and worker's compensation program that meets or exceeds the local or nationally mandated minimum.

8.3.2.4 The Producer shall include in its worker training program an orientation to relevant company policies and health services available to employees.

#### **8.3.4 Vacation**

8.3.4.1 The Producer shall provide full-time workers with a vacation plan that meets national or local law, including national holidays, under which paid vacation days are accrued.

#### **8.3.5 Maternity Leave**

8.3.5.1 Once a female worker has completed a minimum probationary period established by the Producer of no more than six months, the Producer shall provide maternity leave with compensation in accordance with applicable local or national standards, with a guarantee of return to the same or equivalent position at the same or higher wage at the end of the maternity leave.

#### **8.3.6 Access to Education**

8.3.6.1 The Producer shall ensure that workers' children have access to education. In remote locations with no access to schools, the Producer shall provide school-aged children of workers housed on-site with access to formal education consistent with minimum national requirements.

#### **8.3.7 Access to Transportation**

8.3.7.1 The Producer shall assess the transportation needs of its workers, including availability of services and costs.

8.3.7.2 When transportation is provided, the Producer shall ensure that drivers are licensed, vehicles are inspected, and the number of passengers does not exceed vehicle capacity.

## **9. Community Benefits**

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### **9.1 Addressing Local and Regional Community Impact**

#### **9.1.1 Impacts on Areas of Historical, Religious or Cultural Interest**

9.1.1.1 The Producer shall recognize indigenous and other customary rights (e.g., related to fishing, hunting, collection, cultural sites) and work to ensure that the operation does not negatively affect cultural community resources.

## 9.1.2 Environmental Issues

9.1.2.1 The Producer shall work to ensure that the operation does not negatively affect the community's natural resources (e.g., surface and groundwater quantity and quality, soil quality degradation, air quality) or contribute to significant issues of community concern (e.g., noise, transportation impacts).

## 9.1.3 Community Engagement (Year 1)

9.1.3.1 The Producer shall conduct at least one meeting with local community representatives every three years, or when significant changes to the operation would impact the community (whichever is more frequent), to discuss the Producer's work plan, any public concerns related to current and planned operational activities, and fire and emergency preparedness.

9.1.3.2 The Producer shall ensure that community meetings include sufficient representation from different stakeholders within the local community, including local/regional authorities and environmental experts from both government and non-government organizations, as applicable.

9.1.3.3 The Producer shall maintain auditable records of community engagement meetings, including an attendance list, and details regarding the topics covered.

9.1.3.4 The Producer shall demonstrate a process for addressing any feedback received during community engagement.

## 9.2 Providing Local and Regional Community Support

### 9.2.1 Description of Current Policies

9.2.1.1 The Producer shall provide a summary of current policies regarding preferences for local hiring, procurement from regional sources, and contribution to community infrastructure maintenance.

9.2.1.2 The Producer shall maintain auditable records related to community support, including local employment statistics, as well as details related to philanthropic acts or donations.

## 9.3 Economic Viability

### 9.3.1 Financial Stability

9.3.1.1 The Producer shall provide documentation (e.g., annual balance sheet, profit/loss statement, and annual financial plan) to substantiate that the Peat Moss Production Operation is financially able to operate in accordance with its Peat Moss Production Plan, and that financial exigencies do not lead to decisions that compromise environmental protection and social responsibility objectives.

### 9.3.2 Investment

9.3.2.1 The Producer shall demonstrate that investment and reinvestment decisions support management objectives with respect to environmental protection and social responsibility.

### 9.3.3 Efficient Utilization of Production

9.3.3.1 The Producer shall demonstrate a commitment to maximizing the use of production resources (e.g., development of new markets).

### 9.3.4 Efficient Utilization of By-Products

9.3.4.1 The Producer shall maintain an auditable registry of peat moss by-products sold or used in its operations on-site or off-site.

## 10. Product Quality

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### 10.1 Product Quality

#### 10.1.1 Recordkeeping

10.1.1.1 The Producer shall provide auditable records related to its current product quality assurance practices.

#### 10.1.2 Packaging, Labeling and Shipping

10.1.2.1 The Producer shall develop minimum specifications for packaging and labeling of its peat moss product(s), including but not limited to the following elements:<sup>9</sup>

- i. Material Content: Product contents shall be accurately represented and labeled;
- ii. Packaging: The product shall be packed, wrapped and presented in such a manner as to protect it from mechanical damage;
- iii. Accompanying Information: Instructions, recommendations and warnings (as applicable) shall be provided along with the product for use in retail sales, in accordance with current provincial and federal regulations;
- iv. Weight and measurement: The product shall comply with applicable regulations; and
- v. Shipping Documents: The product must conform to international shipment requirements (e.g., Canadian and USA).

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<sup>9</sup>Specifications must be determined by using the recognized testing methods according to current standards, regulations and/or laws. Products sold in bulk are not bound by this requirement.

### 10.1.3 Contamination

- 10.1.3.1 The Producer shall demonstrate effective measures to reduce or avoid contamination of its peat moss product(s) throughout the process.
- 10.1.3.2 The Producer shall separate and discard all contaminated material.
- 10.1.3.3 If sales or customer records indicate product contamination has occurred at any of the Producer's sites, then the Producer shall identify any sources of contamination and maintain a corrective action log for three years.

### 10.1.4 Quality Management System (Year 1)

- 10.1.4.1 The Producer shall design, document, implement, and maintain a Quality Management System including but not limited to the following:
  - i. A written Quality Manual that includes:
    - a. Process steps, their sequences and interactions, including justifications for any exclusions;
    - b. The criteria and/or methods needed for effective operation and control of such processes;
    - c. Procedures for implementation, maintenance and documentation of the QMS;
    - d. Record-keeping procedures;
    - e. Procedures for controlling documents and records; and
    - f. A Quality Policy (appropriate to the purpose, size, and complexity of the Producer's operation).
  - ii. Monitoring and analysis of the processes addressed in the Quality Manual to determine conformance with procedures, identify opportunities for continuous improvement, and identify preventative and corrective actions needed.
  - iii. Demonstration of management commitment to the QMS, including:
    - a. Assignment of a management representative to take primary responsibility for the QMS and and the Veriflora® Responsibly Managed Peatlands Standard;
    - b. Designation of management responsibilities and chain of command in the development, review, update and approval of QMS procedures; and
    - c. Provision of resources and information needed to support the QMS.

### 10.1.5 Product Integrity (Year 1)

- 10.1.5.1 The Producer shall develop product specifications and document that its products meet these specifications. Documentation shall include:
  - i. Auditable records of the ingredients used in mixes; and
  - ii. Methods to ensure that the quality of the mixes for professional growers meets client expectations.

### **10.1.6 Customer Service (Year 1)**

10.1.6.1 The Producer shall maintain customer service tracking reports, including records of customer complaints, returns, credits, and corrective and preventative actions.

### **10.1.7 Storage (Year 2)**

10.1.7.1 The Producer shall develop and implement written policies and procedures to manage temperature during the stockpiling of peat in the fields, including but not limited to the following:

- i. Systematic monitoring of the temperature;
- ii. Procedures to avoid deterioration due to overheating; and
- iii. Procedures to handle peat that has overheated.

### **10.1.8 Transportation (Year 2)**

10.1.8.1 The Producer shall develop specifications for transportation of its bulk or packaged products(s), including but not limited to:

- i. Requirements to avoid contamination during bulk transportation; and
- ii. Requirements for the safe transportation and storage of its packaged peat products.



## Appendix 1. Prohibited Pesticide List

Active Ingredient	H330 [Ref. 22]	WHO Ia [Ref. 33]	WHO Ib [Ref. 33]	PAN 12 [Ref. 23]	PIC [Ref. 27]	POP [Ref. 30]
2,4,5-T				PAN	PIC	
3-CHLORO-1,2-PROPANEDIOL			Ib			
ABAMECTIN (AKA AVERMECTIN)	H330					
ACROLEIN	H330		Ib			
ACTINOLITE ASBESTOS					PIC	
ALACHLOR					PIC	
ALDICARB	H330	Ia		PAN	PIC	
ALDRIN				PAN	PIC	POP
ALLYL ALCOHOL			Ib			
ALPHA HEXACHLOROCYCLOHEXANE						POP
ALUMINIUM PHOSPHIDE	H330					
AMOSITE ASBESTOS					PIC	
ANTHOPHYLLITE					PIC	
AZINPHOS-ETHYL			Ib			
AZINPHOS-METHYL	H330		Ib		PIC	
AZOCYCLOTIN	H330					
BETA HEXACHLOROCYCLOHEXANE						POP
BETA-CYFLUTHRIN	H330		Ib			
BINAPACRYL					PIC	
BLASTICIDIN-S			Ib			
BRODIFACOUM		Ia				
BROMADIOLONE		Ia				
BROMETHALIN		Ia				
BROMOXYNIL	H330					
BUTOCARBOXIM			Ib			
BUTOXYCARBOXIM			Ib			
CADUSAFOS			Ib			
CALCIUM ARSENATE			Ib			
CALCIUM CYANIDE		Ia				
CAPTAFOL		Ia			PIC	
CARBOFURAN	H330		Ib			
CARBOSULFAN	H330					
CHLORDANE				PAN	PIC	POP
CHLORDECONE						POP
CHLORDIMEFORM				PAN	PIC	

CHLORETHOXYFOS		la				
CHLORFENVINPHOS			lb			
CHLORMEPHOS		la				
CHLOROBENZILATE				PAN	PIC	
CHLOROPHACINONE		la				
CHLOROPICRIN	H330					
CHLOROTHALONIL	H330					
COMMERCIAL OCTABROMODIPHENYL ETHER (INCLUDING HEXABROMODIPHENYL ETHER AND HEPTABROMODIPHENYL ETHER)					PIC	
COMMERCIAL PENTABROMODIPHENYL ETHER (INCLUDING TETRABROMODIPHENYL ETHER AND PENTABROMODIPHENYL ETHER)					PIC	
COUMAPHOS			lb			
COUMATETRALYL			lb			
CROCIDOLITE					PIC	
CYFLUTHRIN			lb			
DBCP (DIBROMOCHLOROPROPANE)				PAN		
DDT				PAN	PIC	POP
DEMETON-S-METHYL			lb			
DICHLORODIPHENYL TRICHLOROETHANE (DDT)						POP
DICHLORVOS	H330		lb			
DICROTOPHOS			lb			
DIELDRIN				PAN	PIC	POP
DIFENACOUM		la				
DIFETHIALONE		la				
DINITRO-ORTHO-CRESOL (DNOC) AND ITS SALTS (SUCH AS AMMONIUM SALT, POTASSIUM SALT AND SODIUM SALT)					PIC	
DINOSEB AND ITS SALTS AND ESTERS					PIC	
DINOTERB			lb			
DIPHACINONE		la				
DIQUAT (DIBROMIDE)	H330					
DIQUAT (DICHLORIDE)	H330					
DISULFOTON		la				
DNOC	H330		lb			
DUSTABLE POWDER FORMULATIONS CONTAINING A COMBINATION OF BENOMYL AT OR ABOVE 7%, CARBOFURAN AT OR ABOVE 10% AND THIRAM AT OR ABOVE 15%					PIC	
EDB				PAN	PIC	
EDIFENPHOS			lb			

ENDOSULFAN	H330				PIC	
ENDRIN				PAN		POP
EPN		la				
ETHIOFENCARB			lb			
ETHOPROPHOS	H330	la				
ETHYLENE DICHLORIDE					PIC	
ETHYLENE OXIDE					PIC	
FAMPHUR			lb			
FENAMIPHOS	H330		lb			
FENBUTATIN OXIDE	H330					
FENPROPATHRIN	H330					
FENTIN ACETATE	H330					
FENTIN HYDROXIDE	H330					
FLOCOUMAFEN	H330	la				
FLUCYTHRINATE			lb			
FLUROACETAMIDE			lb		PIC	
FORMETANATE	H330		lb			
FURATHIOCARB	H330		lb			
HCH				PAN	PIC	
HEPTACHLOR				PAN	PIC	POP
HEPTENOPHOS			lb			
HEXABROMOBIPHENYL						POP
HEXABROMOCYCLODODECANE						POP
HEXABROMODIPHENYL ETHER AND HEPTABROMODIPHENYL ETHER (COMMERCIAL OCTABROMODIPHENYL ETHER)						POP
HEXACHLOROBENZENE		la			PIC	POP
ISOXATHION			lb			
LAMBDA-CYHALOTHRIN	H330					
LEAD ARSENATE			lb			
LINDANE				PAN	PIC	POP
MAGNESIUM PHOSPHIDE	H330					
MECARBAM			lb			
MERCURIC CHLORIDE		la				
MERCURIC OXIDE			lb			
MERCURY COMPOUNDS, INCLUDING INORGANIC MERCURY COMPOUNDS, ALKYL MERCURY COMPOUNDS AND ALKYLOXYALKYL AND ARYL MERCURY COMPOUNDS					PIC	
METHAMIDOPHOS	H330		lb		PIC	
METHIDATHION			lb			
METHIOCARB			lb			

METHOMYL			lb			
MEVINPHOS		la				
MIREX						POP
MONOCROTOPHOS	H330		lb		PIC	
NICOTINE			lb			
OMETHOATE			lb			
OTHER INORGANIC MERCURY COMPOUNDS	H330					
OXAMYL	H330		lb			
OXYDEMETON-METHYL			lb			
PARAQUAT	H330			PAN		
PARATHION	H330	la		PAN	PIC	
PARATHION-METHYL	H330	la		PAN	PIC	
PARIS GREEN			lb			
PERFLUOROOCCTANE SULFONIC ACID					PIC	POP
PENTACHLOROENZENE						POP
PENTACHLOROPHENOL	H330		lb	PAN	PIC	
PHENYLMERCURY ACETATE		la				
PHORATE		la				
PHOSPHAMIDON		la			PIC	
PHOSPHINE	H330					
POLYBROMINATED BIPHENYLS (PBBS)					PIC	
POLYCHLORINATED BIPHENYLS (PCBS)					PIC	POP
POLYCHLORINATED DIBENZOFURANS (FURANS)						POP
POLYCHLORINATED DIBENZO-P-DIOXINS(DIOXINS)						POP
POLYCHLORINATED TERPHENYLS (PCTS)					PIC	
POTASAN	H330					
PROPETAMPHOS			lb			
PYRAZOXON	H330					
SODIUM ARSENITE			lb			
SODIUM CYANIDE			lb			
SODIUM FLUOROACETATE	H330	la				
STRYCHNINE			lb			
SULFOTEP		la				
TCMTB	H330					
TEBUPIRIMFOS		la				
TECHNICAL ENDOSULFAN AND ITS RELATED ISOMERS						POP
TEFLUTHRIN			lb			
TERBUFOS		la				

TETRABROMODIPHENYL ETHER AND PENTABROMODIPHENYL ETHER (COMMERCIAL PENTABROMODIPHENYL ETHER)						POP
TETRAETHYL LEAD					PIC	

## Appendix 2. Glossary of Terms

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1. **Accredited Third-Party Certification Body.** Either SCS, or an independent auditing entity accredited by SCS to conduct auditing and certification activities in connection with this Standard.
2. **Action Threshold.** In pest management, the level of pest or disease activity affecting a plant below which no responsive action is necessitated, and above which pest/disease control is triggered.
3. **Agrochemical.** A chemical substance or plant extract used in production systems to maintain or build soil fertility, control weeds, combat pests, stimulate or regulate growth, or preserve products.
4. **Anthropogenic Features.** Buildings, factories, transportation networks, communication systems, and other objects in the environment resulting from human activity.
5. **Best Management Practice.** A production technique that may be regionally and habitat specific, and that has been demonstrated to have the least environmental and human health impacts of the currently available methods to accomplish a given production outcome, while being economically viable.
6. **Biodiversity.** The variability among living organisms from all sources and the ecological complexes of which they are part; this includes diversity within species, between species and of ecosystems.
7. **Biological Controls.** Methods of controlling pest populations or disease vectors that rely on biological organisms, such as beneficial insects or fungi, or biopesticides derived from natural materials such as animals, plants, bacteria, and certain minerals.
8. **Bog.** A peatland primarily derived from decomposed *Sphagnum* moss that is typically isolated from surface and ground water interaction.
9. **Buffer Zone.** A physical strip of land, typically vegetated, preserved or created to prevent damage to plants, soil, or the environment from pests, weeds, disease, wind, and other agents by preventing activities on one side of the zone from impacting the area on the other side. In the context of peat operations, this typically refers to a strip of land surrounding the harvest area with conserved or enhanced habitat designed to mitigate the effects of peat harvesting operations on the neighboring areas, including HEV, wetland and riparian zone areas.
10. **Carbon Footprint.** The degree to which an entity's inputs and activities have a direct or indirect effect on climate change.
11. **Carbon Sequestration.** The biochemical process by which atmospheric carbon dioxide is taken up by living organisms, such as trees, grasses, *Sphagnum* mosses, and other plants through photosynthesis and stored as carbon in biomass (e.g., trunks, branches, foliage, and roots), peat, and soils.
12. **Carbon Stabilization.** The stabilization of atmospheric carbon dioxide through climate change mitigation strategies at a level that would prevent dangerous anthropogenic interference with the climate system.

13. **Certified Product.** Plants and the products derived from them, produced in accordance with the applicable requirements of this Standard.
14. **Chain of Custody.** The network of entities that take legal and/or physical possession of a product from its point of production to the end consumer.
15. **Child Labor.** Any work performed by a person under the age of 15, or the minimum employment age required under local or national law, whichever is older, in accordance with ILO Convention 138.
16. **Claim.** Oral, written, implied, or symbolic representation, statement, or advertising or other form of communication presented to the public or buyers of peat moss products that relates to the certification status as Responsibly Managed Peatlands certified.
17. **Complaint.** A statement that a situation is unsatisfactory, unacceptable, or otherwise not up to normal standards.
18. **Compost.** A mixture of decaying organic matter, as from leaves and manure, used to improve soil structure and provide nutrients.
19. **Compostable.** The ability of a product to break down into natural elements in a compost environment, leaving no toxicity in the soil.
20. **Cultural Controls.** Planting, tillage and other non-chemical cultivation techniques for controlling pest establishment, reproduction, dispersal and survival, such as crop rotation, culling, cover crops, intercropping and compost spreading.
21. **Diaspore.** Any parts of a plant capable to grow as a new plant, such as seeds and spores, roots, stems, leaves, branches, etc.
22. **Discharge.** A liquid, gaseous, sludge or solid substance that is released, emitted, or excreted into the surrounding environment and is considered to have ecological and/or human health impacts (e.g., excess nutrients, pesticides).
23. **Disease Vectors.** Plants or animals that harbor or transmit disease organisms or pathogens that may attack plants.
24. **Discrimination.** The unfair or unequal treatment of a person based on the basis of race, color, gender, pregnancy, sexual orientation, disability, marital status, age, religion, political opinion, national extraction, social origin, or other personal characteristics.
25. **Donor Site.** A designated area of the peatland assigned specifically for collecting *Sphagnum* moss or other plant material(s) to be used for restoration or rehabilitation activities described in the Rehabilitation Plan.
26. **Drift.** The unintended physical movement of agrochemicals beyond their intended targets by forces of water or wind.
27. **Drought-Prone Areas.** Geographic areas where volume of annual precipitation over the production site is higher than annual volume of water consumed by the Peat Moss Production Operation.
28. **Ecological Damage.** Water pollution, land contamination, damage to biodiversity or other types of damage that

adversely affect ecosystem health.

29. **Economic Threshold.** The level of infestation or pest attack beyond which some control should be exerted to prevent further economic loss.
30. **Ecological Features.** Wildlife habitats, wetlands, and other natural landscapes providing ecological services.
31. **Ecosystem.** A biological community of organisms, including plants, animals and micro-organisms, interacting in a physical environment within a defined geographic area (e.g., streams, ponds, wetlands, forests, grasslands).
32. **Energy Efficiency.** The relative amount of electricity or fuel used per unit of peat moss product produced.
33. **Environmentally Sensitive Areas.** Areas of special environmental concern as identified by the regulator or regional specialists.
34. **Equal Opportunity.** The policy of treating job applicants or employees equally without regard to the person's race, color, gender, pregnancy, sexual orientation, disability, marital status, age, religion, political opinion, national extraction, social origin, or other personal characteristics.
35. **Excessively High Noise Level.** A noise level capable of causing permanent damage to the ears. 85 decibels (dB) or higher is considered dangerous with extended exposure (e.g., 8 hours); 100 dB can cause damage after 15 minutes; and 120 dB can cause damage immediately.
36. **Fen.** A peatland primarily derived from decomposed sedges and Sphagnum or brown moss with the water table usually at or above the surface.
37. **Fertilizer.** A substance containing one or more recognized plant nutrient(s) that is used primarily for its plant nutrient content and which is designed for use or claimed to have value in promoting plant growth.
38. **Forced Labor.** Any work or service that a person is coerced into performing, under involuntary servitude or otherwise under the threat of punishment.
39. **Greenhouse Gas Emissions.** Any gaseous emission that affects net global radiative forcing and contributes to climate change, including carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons and Sulphur hexafluoride.
40. **Grievance.** A complaint raised by a worker about a workplace-related issue or incident.
41. **Handle.** The act of mixing, screening, packing, storing, processing, shipping, or selling peat moss products.
42. **Hazardous Material.** Any material that has the potential to cause harm to humans, animals or the environment if not properly managed, treated, stored and disposed of.
43. **Heavy Metals.** Cadmium, mercury, selenium, arsenic and other metals that either occur naturally in the environment or are introduced into the environment through industrial activities. Mining, manufacturing and the use of synthetic



products can result in heavy metal contamination of urban and cultivated soils.

44. **High Ecological Value (HEV).** Areas that possess one or more of the following attributes:
- Containing globally, regionally or nationally significant concentrations of biodiversity (e.g., rainforest);
  - Are in or contain rare, threatened or endangered ecosystems;
  - Provide basic services of nature (e.g., watershed protection or erosion control) in critical situations;
  - Fundamental to meeting the basic needs of local communities (e.g., subsistence or health);
  - Critical to local communities' traditional cultural identity (areas of significance identified in cooperation with such local communities); and
  - Contain threatened or endangered species.
45. **Humification.** The process by which organic matter decomposes to form humus.
46. **Living Wage.** A level of compensation for work performed during regular working hours that meets the worker's basic needs, including healthcare, education and housing, and is sufficient to maintain a safe, decent standard of living for the worker and worker's dependents.
47. **Material Safety Data Sheet (MSDS).** A document providing detailed information about the properties and uses of a chemical product or formulation, the nature of the product's hazards, appropriate safe handling procedures and emergency instructions. May also be referred to as Chemical Safety Data Sheet.
48. **Mechanical Controls.** Methods of controlling pest populations that kill or deter pests directly without the use of chemicals.
49. **Mitigation.** Minimizing or offsetting ecological damage caused by an alteration in landscape resulting from peat moss production activity through subsequent habitat restoration or rehabilitation, or through equitable compensation by means of land set-asides or other mechanisms.
50. **Monitoring.** To test or sample, especially on a regular or ongoing basis, to evaluate compliance with a given standard or regulation.
51. **Native.** Refers to flora or fauna that are indigenous to a given geographic area or bio-geographic province.
52. **Natural Resources.** Features, materials or substances in the natural environment such as minerals, trees, water, soil, and streams that can be used to support ecosystems and human needs.
53. **Nonrenewable Energy.** Any naturally occurring source of energy such as coal, gas or oil that, once consumed, cannot be replenished within a timeframe relevant to human endeavors.
54. **Nutrient Management.** The process of managing the amount, source, application, and timing of plant nutrients and soil amendments.
55. **Ozone Depleting Substances (ODS).** Substances that deplete ozone in the stratosphere, which are subject to

prohibitions or severe use restrictions under international treaty agreements. ODSs have been widely used in refrigerators, air conditioners, electrical equipment, and as fumigants.

56. **Particulate Matter.** A complex mixture of extremely small particles and liquid droplets, made up of any of a number of components, including acids (such as nitrates and sulfates), organic chemicals, metals, and soil or dust particles. Particulate matter includes dust and smoke, or can be formed in the atmosphere from other pollutants, such as ammonia, nitrous oxides, and volatile organic compounds.
57. **Peat.** Sedimentarily accumulated material consisting of at least 30% (dry weight) dead and partially decomposed organic material. Also, a heterogeneous mixture of more or less decomposed plant (humus) material that has accumulated in a water-saturated environment and in the absence of oxygen.
58. **Peatland.** An ecosystem dominated by moss species, especially *Sphagnum*, as the principle life form, and in which the production of biomass exceeds its decomposition, resulting in the accumulation of organic matter from plant debris. Also, an area with or without vegetation, with a naturally accumulated peat layer at the surface.
59. **Peat Moss.** A type of peat consisting primarily of various mosses of the genus *Sphagnum*, accumulating in peatlands.
60. **Peat Moss By-Products.** Roots, wood, dust, peat moss sift residues and other low-value or non-horticultural products.
61. **Peat Moss Production Operation.** The enterprise engaged in the production of the horticultural peat moss intended for commercial sale.
62. **Peat Moss Production Plan.** The written document, or collection of documents, that describes the protocols and procedures used by the Peat Moss Production Operation in carrying out its functions.
63. **Peat Moss Products.** A number of individual products derived from peat moss that can be packaged and commercially marketed or blended with other material to create media for planting or growing plants and for other biological and biomechanical uses.
64. **Personal Protective Equipment (PPE).** Clothing, masks, boots, hats, or equipment that is effective in limiting an individual's risk of injury or exposure to hazardous chemicals.
65. **Pesticide.** Any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating the damage from any pest or disease vector. The term "pesticide" is used as an umbrella term to include insecticides, herbicides, fungicides, fumigants, miticides, rodenticides, nematocides, repellants, algicides, molluscicides, defoliants, desiccants, inoculants, bactericides, virucides, insect growth regulators, and other substances used to protect the product from deterioration during storage and post-harvest handling.
66. **Piece-Rate Wage.** A fixed regular payment to a worker on a per-unit or per-action performed basis, irrespective of time.
67. **Policy.** The plan, approach, or course of action adopted by the Peat Moss Production Operation to demonstrate responsible peatland management in accordance with this Standard.

68. **Potable Water.** Drinking water that is free from microorganisms, chemical substances and radiological hazards at levels that constitute a threat to a person's health, and is of an acceptable color, odor and taste, as defined by applicable laws, or by the international norms of WHO, whichever are more stringent.
69. **Practices.** Tangible methods and techniques used to complete a task associated with the production or handling of peat moss.
70. **Procedures.** The steps identified by a Producer for implementing policies related to responsible peatland management in accordance with this Standard.
71. **Processing.** The transformation of raw ingredients into products, including cooking, baking, curing, heating, drying, mixing, grinding, churning, separating, extracting, cutting, fermenting, distilling, preserving, dehydrating, freezing, chilling.
72. **Producer.** The Producer is the legal entity responsible for the harvesting and restoration and/or rehabilitation of peatlands and the production of peat moss product(s). A Producer may also be involved handling functions, including product packaging, blending and shipping operations.
73. **Records.** Any information in written, visual, or electronic form that documents the activities undertaken by a Producer to demonstrate conformance with this Standard.
74. **Rehabilitation.** The rebuilding of ecosystem structure and processes such as productivity and environmental services, that may or may not involve the re-establishment of the pre-existing biotic integrity in terms of species composition and community structure.
75. **Rehabilitation Plan.** A plan that outlines peatland rehabilitation activities to be undertaken including restoration, rewetting, wetland and wildlife management, tree and shrub planting, and other means of rehabilitation.
76. **Restoration.** The process of returning ecosystems or habitats to their original structure and species composition. In the case of peatland restoration, the goal is to re-establish self-regulatory mechanisms that will lead back to a functional peat accumulating ecosystems.
77. **Riparian.** Transition zone characterized by vegetation or geomorphology adjacent to rivers, streams, lakes, wetlands and other water bodies.
78. **Renewable Energy.** Any naturally occurring and theoretically inexhaustible source of energy, such as wind, solar, tidal, and hydroelectric power.
79. **Soil Erosion.** The breakdown, detachment, transport, and redistribution of soil particles by forces of water, wind or gravity.
80. **Standard Operating Procedure (SOP).** The step-by-step instructions compiled by the Peat Moss Production Operation to help employees carry out routine operations.

81. **Sphagnum Farming.** The cultivation of *Sphagnum* mosses from peatlands to produce biomass of non-decomposed *Sphagnum* fibers on a cyclic and renewable basis.
82. **Stakeholder.** Any person, organization, company or other party interested in or concerned with peatland management and the handling and use of peat and peat-related products.
83. **Standard.** When capitalized, refers to this Veriflora® Responsibly Managed Peatlands Standard.
84. **Surface Water.** Lakes, rivers, streams, wetlands, ponds, and other water collected at the ground surface.
85. **Threatened or Endangered Species.** Flora or fauna species that have been listed as threatened or endangered by the legal state or provincial jurisdiction within which peat moss harvesting is being conducted, as well as in international listings, such as the Red List of the International Union for the Conservation of Nature or NatureServe<sup>10</sup>.
86. **Trafficked Labor.** Any work performed by a person who has been recruited, transported, harbored or obtained by means of the use of threat, force, coercion or deception for the purpose of exploitation.
87. **Waterbodies.** Bodies of water that exist naturally, such as lakes, ponds, lagoons, rivers, streams, and all wetland types (swamps, bogs, fens, marshes, and shallow open water wetlands).
88. **Water Channel.** The bed of a stream, river, or other waterway.
89. **Water Quality Management Plan.** A plan that outlines water quality management activities to be undertaken by the Producer including goals, mitigation strategies, description of practices and timetables, and a monitoring plan.
90. **Wastewater.** Water that has been adversely affected in quality during the course of the peat moss production activities.
91. **Watershed.** An area of land that feeds water to a river, draining through the landscape into tributaries and main river channels. Also known as catchments, drainage basins or river basins.
92. **Wetland.** Seasonally or permanently water-logged areas characterized by vegetation adapted for life in saturated or flooded conditions, including forested, shrubby or open and include bogs, fens, swamps, marshes and shallow open water areas. Wetlands can be stagnant systems (e.g., bogs), slow flowing (e.g., fens, swamps) or have fluctuating water levels (e.g., marshes, shallow open water).
93. **Worker.** Any person, whether employed directly by the Peat Moss Production Operation or contracted, who performs activities directly relating to the production, harvesting, and handling of peat moss on behalf of the operation.

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<sup>10</sup> <http://www.natureserve.org/>

## Appendix 3. References

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The following documents have been consulted in the development of this Standard.

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