



## **Annex 4**

# **SFI Definitions**

**[www.sfiprogram.org](http://www.sfiprogram.org)**

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**1. Certified Program Participant:**

**1.1** A forest landowner, *primary producer* or *secondary producer* operating in the United States or Canada who participates in the SFI program through a contractual agreement to abide by the SFI 2005-2009 Standard, and who has been certified by an accredited *SFI certification body* to be in conformance with the SFI 2005-2009 Standard.

**1.2** An organization that has been certified by an accredited *SFI certification body* to be in conformance with the SFI Chain-of-Custody Standard and Associated Labels (Annex 2).

**2. Certified Content:** Raw material that can count towards the calculation of *certified content* percentages in chain-of-custody tracking. Below are the acceptable *certified content* sources.

**2.1 Certified Forest Content:** Raw material from lands third-party certified to *acceptable forest management standards*.

**Acceptable Forest Management Standards:** These standards are all endorsed in North America by the Program for the Endorsement of Forest Certification schemes (PEFC).

**2.1.1** SFI 2005-2009 Standard (objectives for land management)

**2.1.2** Canadian Standards Association (CAN/CSA-Z809)

**2.1.3** American Tree Farm System (ATFS) individual and group certification

**2.2 Post-Consumer Recycled Content:** Material generated by households or by commercial, industrial and institutional facilities in their role as end-users of the product, which can no longer be used for its intended purpose.

**2.2.1** *Post-consumer recycled content* can count towards the calculation of *certified content* percentages but must always be communicated as *post-consumer recycled content* and not *certified forest content*.

**2.2.2** Any claims about *post-consumer recycled content* by *program participants* and *label users* shall be accurate and consistent with applicable law. *Program participants* and *label users* are encouraged to consult the U.S. Federal Trade Commission's guidelines on environmental claims in product advertising and communication and the guidelines on environmental labeling and advertising issued by the Fair Business Practices Branch of Industry Canada's Competition Bureau, as appropriate, and to seek additional information and direction from national accreditation bodies, national standards bodies, and national, state and provincial consumer protection and competition laws.

**3. Controversial Sources:** Use of *controversial sources* are not allowed in SFI-labeled products. *Controversial sources* include *illegal logging* and *fiber sourced from areas without effective social laws*.

**3.1 Illegal Logging:** the theft of timber or logs and cutting in parks, reserves, or other similar areas where otherwise precluded by law. See Annex 1 (Appendix 2) and Annex 2 (Appendix 4) for SFI Inc.'s policy on illegal logging.

**3.2 Fiber Sourced From Areas Without Effective Social Laws:** The United States and Canada have a strong legal framework. Fiber from countries without effective laws addressing the following will need a risk assessment:

1. workers' health and safety;
2. fair labor practices;
3. indigenous peoples' rights;
4. antidiscrimination and anti-harassment measures;
5. prevailing wages; and
6. workers' right to organize.

4. **Conversion Sources:** Roundwood and/or chips produced from conversion of forestland to other land uses. Manufacturers can use this wood to avoid wasting it but cannot include it when calculating *certified forest content* component.
5. **Label Users:** Any *certified program participant*, label licensee, secondary manufacturer, publisher, printer, retailer or distributor who has obtained a license to use the label; met the SFI Responsible Fiber Sourcing Standard and Associated Labels (Annex 1) or the SFI Chain-of-Custody Standard and Associated Labels (Annex 2); and obtained approval from the SFI *Office of Label Use and Licensing* to use the SFI on-product label for at least one product or manufacturing unit.
6. **Neutral Sources:** Raw material that is not counted towards or against the calculation of the *certified content* percentages in chain-of-custody tracking or *responsible fiber sources* tracking in SFI Annex 1. Below are the acceptable *neutral sources*.
  - 6.1 **Agricultural Sources:** Agricultural products (e.g. cotton or other non-wood fibers and biomass from wood fiber legally classified as agricultural by state, provincial or local government) and agricultural residues.
  - 6.2 *Post-consumer recycled content* may be tracked as a *neutral source* when not making post-consumer claims about the product.
7. **Office of Label Use and Licensing:** Provides administrative support and oversight of the SFI on-product labeling program, and serves as the depository for SFI 2005-2009 Standard certificates, SFI Annex 1 certificates, SFI Annex 2 certificates and PEFC U.S. chain-of-custody Annex 4 certificates, and other documents that must be submitted to receive approval for use of the SFI on-product labels and claims.
8. **Origin:** The attributes of the raw material used in the product. This can be *certified forest content*, *responsible fiber sources* or *post-consumer recycled content*.

**9. Other Credible Chain-of-Custody Standards:** Standards capable of tracking fiber back to a forest certified to the SFI 2005-2009 Standard or other acceptable standards recognized by the SFI program. They include:

- Program for the Endorsement of Forest Certification schemes (PEFC) Chain of Custody of Forest Based Products Requirements, Normative Document, Annex 4, dated June 17, 2005 including normative amendments of Oct. 27, 2006 and Oct. 5, 2007

Additional programs may apply for similar recognition or be recognized by the SFI program in the future. The criteria used to assess other chain-of-custody standards can be found in SFI Annex 2 (Appendix 5).

**10. Primary Producers:** Manufacturing units that manufacture forest products and source 50% or more (by weight) of their wood-based raw materials directly from *primary sources*. *Primary producers* can include companies that manufacture roundwood, wood chips, and/or composite products.

**10.1 Primary Sources:** Roundwood (logs or pulpwood) and wood chips. Wood chips include:

**10.1.1** Field Manufactured Chips - chips produced from roundwood in the forest.

**10.1.2** Primary Chips - chips produced from roundwood other than in the forest or as residuals from production of other wood products.

**10.1.3** Mill Residual Chips - chips produced from slabs or other residuals from a primary operation.

**11. Program Participant:** A forest landowner, *primary producer* or *secondary producer* operating in the United States or Canada who participates in the SFI program through a contractual agreement to abide by the SFI Standard. *Program participants* cannot use the SFI on-product label or make claims their products are certified.

**12. Responsible Fiber Sources:** Raw material that can count towards the calculation of the Certified Fiber Sourcing label or certified fiber sourcing tagline in the X% label. An *SFI certification body* must confirm *responsible fiber sources*:

**12.1** From *certified forest content*, which includes content from specific forest tracts that are third-party certified to conform with the SFI 2005-2009 Standard or other *acceptable forest management standards* (e.g. CAN/CSA-Z809 and ATFS).

**12.2** Through a procurement system certified to conform with the SFI 2005-2009 Standard.

**12.3 Pre-Consumer Recycled Content:** Material diverted from the waste stream during a manufacturing process. It does not include materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process.

**12.3.1** *Pre-consumer recycled content* can count towards the calculation of *responsible fiber sources*.

**12.3.2** Any claims about *pre-consumer recycled content* by *program participants or label users* shall be accurate and consistent with applicable law. *Program participants and label users* are encouraged to consult the U.S. Federal Trade Commission's guidelines on environmental claims in product advertising and communication and the guidelines on environmental labeling and advertising issued by the Fair Business Practices Branch of Industry Canada's Competition Bureau, as appropriate, and to seek additional information and direction from national accreditation bodies, national standards bodies and national, state and provincial consumer protection and competition laws.

**12.4** *Post-consumer recycled content* may be counted as a *responsible fiber source* towards the calculation of the Certified Fiber Sourcing label. See definition 2.2 for guidance on *post-consumer recycled content*.

**13. Secondary Producers:** Manufacturing units that produce forest products and source 50% or more (by weight) of their wood-based raw materials from *secondary sources*. *Secondary producers* can include manufacturers of finished forest products, such as plywood, furniture, windows, magazines, printers or catalogs, and manufacturers using market pulp.

**13.1 Secondary Sources:** Semi-finished solid wood, paper, market pulp, recycled wood fiber, or composite products obtained from a *primary producer* and/or a *secondary producer*.

**14. SFI Certification Body:** an independent third party that is accredited by:

- ANSI-ASQ National Accreditation Board (ANAB) as being competent to conduct certifications to the SFI 2005-2009 Standard.
- American National Standards Institute (ANSI) as being competent to conduct certifications to the SFI Chain-of-Custody Standard.
- Standards Council of Canada (SCC) as being competent to conduct certifications to the SFI 2005-2009 Standard and the SFI Chain-of-Custody Standard.

A list of all SFI certification bodies can be found under resources at [www.sfiprogram.org](http://www.sfiprogram.org).