

Chain of Custody Policy

Company: Walstead Press Group
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1. General statement of policy

The management and all who work within Walstead Press Group and its subsidiary manufacturing sites Walstead Peterborough, Walstead Roche and Walstead Bicester are committed to good environmental performance and the use of certified paper from responsible sources.

The systems cover:

- *The examination of suppliers and their certification.*
- *Specification and purchasing of certified material where required.*
- *The control of certified materials through to despatch and invoicing.*
- *The provision of appropriate despatch and invoicing documentation.*
- *The examination of areas where this system could fail, with appropriate corrective action.*
- *The training of personnel who could affect the system's processes.*

2. Material Categories

Our chain of custody system includes the following materials:

FSC Mix x%	Paper that is either; 1. FSC-certified as 70% Mix or higher (as an input) 2. A product consisting of various FSC-certified materials, such as: • FSC Mix (lowest denominator), FSC 100% and/or FSC Recycled
FSC Recycled x%	Paper made exclusively of FSC-certified reclaimed material.
PEFC Certified (as '70% PEFC Certified')	70% PEFC-certified material or higher

3. Product Groups

Our chain of custody system is certified for use against the following:

FSC Product Group	FSC Product Specification	FSC Product Type and Code	Material Input Categories	Control System
Printed Products	FSC Mix x%	LEVEL I	FSC Mix x% / FSC Mix Credit	Transfer system
	FSC Recycled x%	P8 Printed materials	FSC Recycled x%	Transfer system

PEFC Product Group	PEFC Product Specification	Product Type	Material Input Categories	Control System
Printed Products	X% PEFC Certified	Printed paper products	PEFC Certified	Physical Separation