

PAPER PURCHASING GUIDELINES

Butler and Tanner recognise the impact of its business on the environment and is committed to take all practical steps to reduce any negative impacts.

Our main raw material purchase is paper and as part of our commitment to sustainability the following paper purchasing guidelines have been agreed.

Wherever practicable Butler and Tanner will:

- promote the use of recycled paper and paper from sources certified to be well managed or operating accredited environmental management systems e.g. FSC.
- work with suppliers to develop new, commercially viable, recycled grades of paper
- not knowingly purchase any paper containing illegally logged trees
- keep up to date with new developments and technology by engaging with suppliers and associated parties
- periodically verify supplier claims on environmental issues
- supply, on request, environmental information regarding paper stock to enable customers to make informed choices

These guidelines have been approved by the Manufacturing Director and communicated to the relevant people at all levels of the business.

These guidelines will be made available to stakeholders, the general public, customers and suppliers on request to the head office and via the Company website.

Issued by the Purchasing Manager
and Environmental Management Representative's

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