



General Conditions - The Monaco Charter on Wood



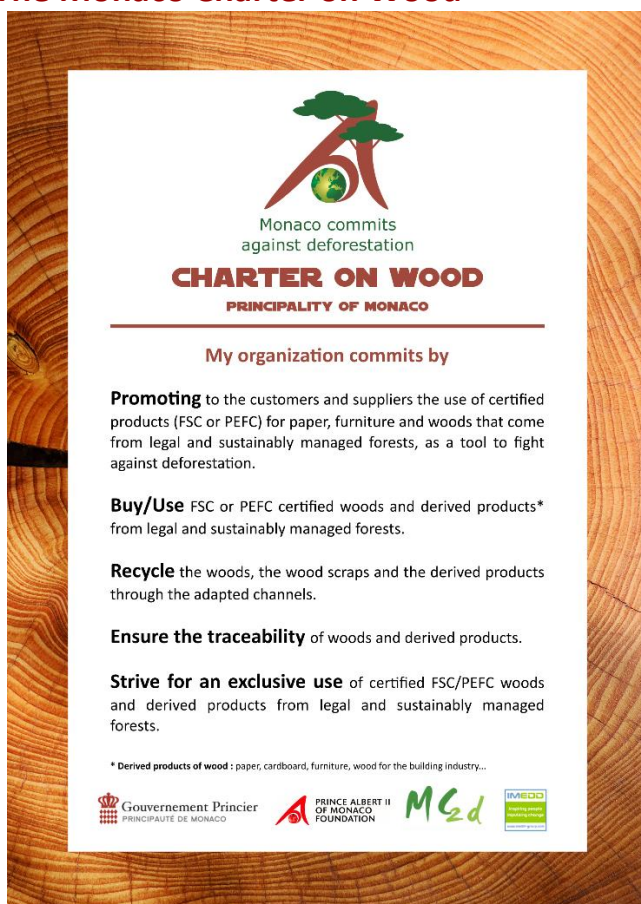
Presentation of the Monaco Charter on Wood

In 2010, during the International Year of Forests, H.S.H Prince Albert II of Monaco recognized the preservation of forests as a national cause and a means to fight against climate change. Thus, was born the initiative **Monaco commits against deforestation**, the commitment of the Principality of Monaco for the preservation of forests.

The Monaco Charter on Wood is one branch of the initiative **Monaco commits against deforestation**. The Monaco Charter on Wood is held by the **Monaco's Government**, the **Prince Albert II of Monaco Foundation**, the Monaco NGO **MC2D** and the **IMEDD** whose goal is to empower businesses to commit to the use of woods and derived products that are **certified FSC or PEFC**.

The text was co-written with the first companies that participated in the initiative and is recognized as the **Monaco Businesses Commitment to commit against deforestation**.

The Monaco Charter on Wood



The Charter on Wood concerns the following fields:

- Paper
- Cardboard
- Furniture
- Wood and all derived products

Each company that joins the Charter on Wood undertakes its sustainable plan of actions at its own rhythm.

The goal is to improve each year:

- Tend to an exclusive consumption of FSC or PEFC certified products;
- Select suppliers of proximity (in Monaco or the cities around) to limit the CO2 emissions due to the deliveries.
- Correctly treat all the waste (sorting and collecting).



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Composition and role of the Board

The Monaco Charter on Wood is proposed by four organizations:

- **The Monaco's Government**
- **The Prince Albert II of Monaco Foundation**
- **The Monaco NGO for environment and sustainable development: MC2D**
- **The IMEDD** (an independent research institute in environment and sustainable development)

Those organizations compose **the Board of the Monaco Charter on Wood** that entrusted to the IMEDD the organization and the management of the project with the companies concerning the researches, the monitoring of the companies CSR plans, the information and communication.

The Board's roles are the following:

- Encouraging the companies to the use of FSC/PEFC certified paper, furniture and woods
- Informing about the Monaco solutions to facilitate the issues of paper, furniture and woods
- Sharing the best practices of the companies
- Providing information, doing communication
- Organizing federative events

The display of the Monaco Charter on Wood

To demonstrate its commitments, the company can display the Monaco Charter on Wood inside its own offices, on its website or on any material or immaterial communication tools to be published in Monaco or internationally.

The company also informs its staff, suppliers and customers of its membership to the Monaco Charter on Wood.

Becoming a signatory of the Monaco Charter on Wood

Becoming a signatory of the Monaco Charter on Wood is a free and voluntary initiative.

Your company must fill in the form available here: <http://www.imedd-group.com/CHARTE-SUR-LE-BOIS/MONACO-CHARTER-ON-WOOD-ADHESION-FORM.docx>

This form must be sent by email at: imeddgroup@gmail.com.





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Confirmation of membership

The board meets to study and analyse the actions undertaken by the company and assess each request for membership. If needed, some complementary information may be asked to the company.

Communication / Image of the Monaco Charter on Wood

The company's commitment for a sustainable use of wood, paper and furniture is represented by the possibility of use of **the logo of the Monaco Charter on Wood**, which is the sign of the Monaco's commitments for the forests.

The board allows each signatory of the Monaco Charter on Wood a right of use of the logo.

The company can use the logo of the Monaco Charter on Wood on all documents or communication tools (on-line or off-line) related to its sustainability commitments and can mention:

« *[Name of the company] is part of the initiative « Monaco commits against deforestation ».*

« *[Name of the company] is signatory of the « Monaco Charter on Wood ».*

The logo must mainly be used on the front pages of the documents, on photos or any communication tools.

The use of the logo of the Monaco Charter on Wood means that the signatory company participates in the Monaco Charter on Wood process and is committed to the initiative "**Monaco commits deforestation**".

The logo of the Monaco Charter on Wood is not a sign of certification of a product.

The company cannot assign the right to use the logo of the Monaco Charter on logo to a partner, supplier or subcontractor. If third parties to the company wished to use the Wood Charter logo, they should themselves approach the Board to discuss the possibility.

Communication on the signatory company

The Board of the Monaco Charter on Wood invites the signatory company to send its own logo. It will be used, in the framework of the project, to communicate about the company's commitment for a sustainable management of the woods, paper and furniture in Monaco and at international on all types of communication tools.

If the company does not want to communicate its logo, the Board must be informed.



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Yearly assessment on the use of paper, furniture and woods

On the request of the Board of the Monaco Charter on Wood, the signatory company provides a yearly assessment of its actions undertaken for a virtuous use of paper, furniture and woods.

The company is invited by email to answer **an on-line questionnaire about its actions**. The data collecting is processed by the IMEDD, which uses the data to write in an overall and anonymous statistical report for the Board of the Monaco Charter on Wood, to follow the evolution of the signatory companies through time.

Directory of the Monaco Charter on Wood

The signatory company will be added to the directory of the Monaco Charter on Wood.

Information

The signatory company informs the Board of the Monaco Charter on Wood of each event that could lead to a termination of its participation in the Charter.

Termination

The signatory company can decide to terminate its membership to the Monaco Charter on Wood at any time by informing the Board with a written document.

The Board of the Monaco Charter on Wood can terminate the membership of the signatory company and remove the right of use of the logo:

- In case of non-acceptance of the above listed obligations
- In case of violation of the image of the Monaco Charter on Wood
- In case of violation of the image of H.S.H Prince Albert II of Monaco or any other partners committed to the initiative "Monaco commits against deforestation".

In the case of termination, the company immediately stops all its communication actions.



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Use of the collected data

In accordance with the law No. 1.165 of the 23rd of December 1993 on the protection of personal information, the data requested are necessary for the management of the membership of the company, which may request access and / or rectification to its data.

The Board of the Monaco Charter on Wood keeps the confidentiality of the collected data for the needs of the project and doesn't not cease the data to third parties.



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Annex 1:

Examples of initiatives undertaken by the signatories of the Monaco Charter on Wood since 2011.

Here is a list of examples that can be undertaken as part of the company's commitments to the Monaco Charter on Wood. The company is free to commit to other actions too.

- Using FSC or PEFC certified paper.
- Identifying the woods, paper and furniture products and verify the certification logos (FSC or PEFC).
- Creating a list of the types of wood used.
- Creating a file of the quantities of woods and paper.
- Ordering FSC or PEFC certified timber or timber products (furniture, objects, etc.) from sustainably managed suppliers.
- Asking the suppliers for the certification and geographical origin documents for timber and timber products.
- Prioritizing the purchases of certified woods FSC or PEFC with a short transport circuit (proximity of suppliers to limit the carbon footprint of the deliveries).
- Reusing and sorting the paper, collecting waste and the wood waste.
- Ensuring the disposal of wood waste by a recycling organization.
- Requesting electronic documents for the traceability of the removal of the wood waste and archiving the documents.
- Promoting the commitment to the Monaco Charter on Wood to the staff, customers and suppliers.
- Affirming the commitment to the Monaco Charter on Wood on the website or communication documents of the company (especially in the "Corporate Social Responsibility" or "Sustainable Development" section).
- Promote the initiative "Monaco commits against deforestation"



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Annex 2 :

The certifications' logos for wood, paper, cardboard and furniture.

The FSC logo: <https://www.fsc.org/en>



The PEFC logo : <https://www.pefc.org/>



Annex 3:

The management of the waste in Monaco related to paper, furniture and woods

The SMA company (Société Monégasque d'Assainissement) proposes to help the companies on the sorting of waste.

The contact is: <https://www.sma.mc/>

The Monaco Charter on Wood is the country's commitment for the forests based on the virtuous management of the paper, furniture and woods

