

Date	Version no	Change
May 2008	1.0	Introduction of Best Practice specifications and criteria for virgin fibre being sourced from a sustainably managed forest
May 2009	2.0	Introduction of the UK Timber Procurement Policy

IMPACT AREA	MANDATORY
General use	Must have 100% recycled content for general use.
Mailing system use	Must have 60% recycled content for mailing system use (i.e. automated envelope stuffing). Of the non-recycled content (40% or less), any virgin pulp used must be purchased in accordance with UK timber procurement policy. Only timber and timber products originating either from independently verified legal and sustainable sources or from a licensed Forest Law Enforcement Governance and Trade (FLEGT) partner can be purchased.

IMPACT AREA	BEST PRACTICE
General use	Same as the mandatory standard.
Mailing system use	Brown (manila) envelopes have 100% recycled content for mailing system use - using "Genuine waste" as defined by the National Association of Paper Merchants (NAPM).

### See also

- [UK TIMBER PROCUREMENT POLICY](#)  
See details of the UK timber procurement policy
- [NATIONAL ASSOCIATION OF PAPER MERCHANTS \(NAPM\)](#)  
See details of the NAPM's waste definition