

Chain of Custody & EUTR Policy Commitment

Havelock is a key player in the interiors market, both in the UK and internationally. Creating solutions for the public sector, retail and lifestyle brands and corporate services, our expert teams apply the latest thinking from consultation to completion. We deliver an end-to-end range of services from design, manufacture and installation to complete design & build contracting services.

We are committed to the purchase of timber sourced from legal and sustainable sources.

The company will purchase certified timber in preference to non-certified timber, where it is viable to do so. The company operates a multi-site scheme at two sites: Mitchelson, Kirkcaldy (Manufacturing), Mansfield (Project Management) and Dysart (Distribution).

The Head of Health, Safety, Environmental and Quality has overall responsibility for this system. The company may enlist the services of a technical expert if deemed necessary. Responsible employees and subcontractors are trained and assessed for competency. All records associated with this policy will be held for a minimum of five (5) years. The company will comply with trademark controls.

The company is committed to working with its suppliers towards a full chain of custody system across its products including those suppliers of minor components. Established systems are in place to ensure compliance with legal requirement including European Union Timber Regulations (EUTR) health, safety and environmental regulations is mandatory. The company will endeavor not to purchase any timber related products from countries under UN sanctions. The company complies with ILO guidelines.

The company's Scope of registration is defined as:

- The purchase, manufacture, storage and sales of certified retail and educational furniture and associated components.
- All certified products will be sold under either the transfer control system (FSC) or Physical Separation Method (PEFC).

George McAdam
Chief Executive Officer



2 April 2019