

## ATIBT CODE OF CONDUCT

This ATIBT Code of Cond supplements the ATIBT Articles of Association (and may eventually be incorporated into the Rules of Procedure), and is specifically intended to clarify a number of points that were not initially included in either the Articles of Association or the Rules of Procedure.

ATIBT members are aware that, given the importance of tropical forests for the future of the planet, the sector in which they operate requires them to be beyond reproach in economic, environmental and social terms.

The purpose of this ss is to help ATIBT members uphold and improve practices within the sector by assuring all their partners that they are dealing with reputable companies.

Membership of ATIBT confirms that the member adheres to this Code, as well as to its Articles of Association and Rules of Procedure.

### *The principles*

The Code of Conduct does not contain exhaustive guidelines, but sets out the principles that members must follow with common sense, honesty and integrity, in keeping with the spirit of the Code of Conduct. All members also adhere to the Code of Conduct on sustainability.

Thus, each member:

- Adheres to ATIBT's values, and in particular the association's commitments to combating illegal trade and corruption, and to supporting forest certification;
- Complies with applicable laws in a fair and responsible manner;
- Acts at all times with integrity, responsibility and care in the day-to-day conduct of the company's business;
- Takes all reasonable measures with suppliers to comply with legal requirements, in particular regarding the European Timber Regulation (Regulation 995/2010, in force since 3 March 2013) as well as the application of and compliance with EN standards;
- Does not make any deliberately misleading or distorted statements to customers regarding the goods or services provided;
- Respects confidential information provided in the course of business;
- Trains its staff and agents so that they are familiar with the contents of this Code. The member requires staff and agents to carry out their duties in the spirit of this Code;

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- ATIBT’s instructions, guidelines and advice shall be followed where applicable;
  - Publicises the existence of this Code and makes it accessible and, where necessary, provides details of the disciplinary procedure;
  - Bring to the attention of ATIBT any cases that could have a negative impact on the reputation of the timber sector or the association;
  - Cooperates fully with any legislative or statutory body and with ATIBT in the investigation and verification of complaints lodged against such bodies or against the association;
  - Provides clear and accurate information to all commercial or institutional partners;
  - Establishes clear, responsive and user-friendly procedures for their company to handle complaints and comply with these procedures;
  - Respects and complies with the decisions of the ATIBT Executive Committee and Board of Directors.

This code applies to companies managing concessions, or companies and/or individuals placing timber or timber products on the market for the first time. ATIBT members who are producers, traders and processors falling within this definition shall follow the due diligence system. Where appropriate or necessary, they shall be affiliated with a monitoring organisation recognised by the European Commission.

European importers who are members of ATIBT undertake to comply with the obligations of the European Union Timber Regulation.

Non-European importers who are members of ATIBT undertake to comply with the chain of custody for the legality of their purchases, which they have previously established.

It is essential to clarify the timber procurement policies of companies that trade in or process tropical timber. *Where possible*, companies should commit to sourcing only timber that is certified as sustainably managed or legally sourced. Any procurement policy must prioritise certified timber, and moving towards a policy of sourcing 100% certified timber must be one of the company’s long-term objectives.

As in the previous case, members can rely on the association, which seeks to use the means at its disposal to facilitate the market for certified tropical timber and works actively to ensure that it is better valued in the markets.

Beyond these obligations or commitments, all ATIBT members who import and process timber and trade in tropical timber or related products must adopt and comply with this Code of Conduct so that the code can be used as a public and promotional document.

The code aims to help members promote their companies’ efforts to supply correctly marked and labelled products and to ensure that those who do not comply with the code are exposed for mislabelling or knowingly marking their products incorrectly.

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