

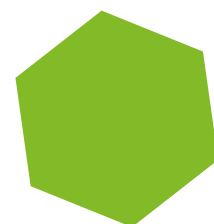


Forest Stewardship Council®

**FSC® FURNITURE AWARDS 2021**

# **FSC celebrates sustainable furniture.**

**2021 GUIDELINES**



## FSC FURNITURE AWARDS 2021

# FSC® announces the third edition of the FSC Furniture Awards

## 1. INTRODUCTION

### 1.1. What is FSC®?

The Forest Stewardship Council® (FSC®) is a global, not-for-profit, membership organization dedicated to the promotion of responsible forest management worldwide. Diverse membership is represented by environmental and social groups, Indigenous Peoples, forest owners, industries that work and trade in wood, and scientists and technicians who work together to improve forest management around the world.

The FSC label identifies finished products containing forest-based materials originating from well-managed forests, managed according to strict environmental, social, and economic standards, or from recycled sources. Each FSC-certified forest of origin is independently audited and monitored following forest management standards based on the FSC Principles and Criteria, established and approved by the Forest Stewardship Council through the participation and consent of interested stakeholders.

### 1.2. FSC and the furniture sector

Although furniture production is not considered the leading cause of deforestation in the world (agriculture, grazing, and plantations established in place of primary forests are the activities with the highest impact), the furniture industry still carries responsibility in ensuring the legal and sustainable origin of the forest-based materials and products it uses.

The most credible solution, at an international level, that ensures the responsible sourcing of wood and other forest-based materials is provided by the Forest Stewardship Council - an organization that has been operating internationally for more than 25 years to protect forests worldwide.

We pursue our mission by defining strict standards governing good forest management practices and establishing the environmental, social, and economic requirements that certified organizations must comply with. FSC chain of custody certification assures that FSC certification extends along the entire supply chain, to the point where the product is sold with an FSC claim and/or is finished and FSC labelled.

The furniture value chain is of strategic importance for FSC and since 2019 we have been implementing specific actions to develop FSC certification and procurement in this sector.

There are over 10,000 FSC-certified companies worldwide in the furniture sector. In Europe, most certified furniture companies are located in Germany, Italy, Netherlands, Poland and United Kingdom.

### 1.3. FSC Furniture Awards

With this initiative, we want to promote the procurement of FSC-certified material and the use of FSC certification and licensing in the furniture sector. The purpose of the contest is to focus the attention of producers on the origin of the wood used as input material, stimulating architects, designers, and industries to design and produce FSC-certified wooden furniture.

The FSC Furniture Awards is a contest that was established in Italy in 2019 to recognize the commitment of FSC-certified Italian companies producing and supplying products and collections with the use of FSC-certified wood for indoor furniture.

From the second edition held in Italy in 2020, FSC-certified companies from the outdoor furniture sector were also included in the competition.

In 2021 FSC launches the contest at the European level involving the following countries in the furniture value chain: Austria, Bosnia and Herzegovina, Croatia, Czech Republic, Germany, Italy, Poland, San Marino, Serbia, Slovenia, and United Kingdom.

The official organizer of the FSC Furniture Awards 2021 is FSC ITALY – GFR Servizi S.r.l. (VAT 04894270281), a private organization located in Via Ugo Foscolo, 12 - 35131 Padova (PD), Italy - T +39 049 8762749 - <https://it.fsc.org/it-it> - [a.schrott@it.fsc.org](mailto:a.schrott@it.fsc.org)

We hope that this contest will become widely recognized and promoted within the European region, so that in the future we may include more European countries as well as retailers and companies that produce furniture made with forest-based materials other than wood.

## 2. RULES

### 2.1. Participation requirements

Participation is free of charge. The 2021 FSC Furniture Awards aim to identify and reward FSC-certified companies that:

- a) have their headquarters in the following countries:
- Austria
  - Bosnia and Herzegovina
  - Croatia
  - Czech Republic
  - Germany
  - Italy
  - Poland
  - San Marino
  - Serbia
  - Slovenia
  - United Kingdom

FSC Italy will verify this requirement by checking the company's data in the FSC public database <https://info.fsc.org/certificate.php>

**and**

- b) have product groups W12 (indoor furniture) or W13.1 (garden furniture), or W13.7 (other outdoor furniture and garden products) within the scope of their certificate.

*NOTE: Participation is also open for companies producing semi-finished products, as long as they fall into one of the categories listed above*

FSC Italy will verify this requirement by checking the company's data in the FSC public database <https://info.fsc.org/certificate.php>

W12 - INDOOR FURNITURE		W13 - OUTDOOR FURNITURE	
W 12.1	Cabinet	W 13.1	Garden furniture
W 12.2	Custom furniture	W 13.7	Other furniture and garden products
W 12.3	Tables		
W 12.4	Beds		
W 12.5	Couches and armchairs		
W 12.6	Chairs and stools		
W 12.7	Office Furniture		
W 12.8	Institutional casework		
W 12.9	Wardrobes		
W 12.10	Cupboards and chests		
W 12.11	Kitchen countertops		
W 12.12	Part of furnitirue		
W 12.13	Shelves		

and

- c) have produced and sold with an FSC claim (on the invoice) at least one FSC-certified wooden indoor or outdoor furniture product during the last three years. To demonstrate that this requirement is met, at least one invoice, featuring an FSC claim, must be provided (sensitive data shown on the invoice, such as price and quantities, can be redacted).

**Participants must meet the requirements of (a), (b) and (c) for their entry to be valid.**

## **2.2. Categories of participation**

Companies can compete in only one of the following categories.

### **Indoor furniture**

1. Home-Living (furniture for kitchens, dining room, living room, bedroom, bathrooms, etc)
2. Home-Office (office furniture used for home working)
3. Office furniture (furniture for small and large workspaces)
4. Retail furniture (furniture for retail, shops, stores, exhibitions, events etc)
5. Public spaces furniture (furniture for theatres, libraries, hotels, etc)

### **Outdoor furniture**

1. Outdoor furniture for home (furniture for private gardens)
2. Outdoor furniture for public spaces (furniture for public areas such as squares, parks, and gardens of public institutions or hotels).

## **2.3. How to participate - application requirements**

The official language of the FSC Furniture Awards is English.

Candidates must fill in the online form in English accessible at the following link <https://form.jotform.com/210403564615347> , filling out the form with the requested information (a) and uploading the materials required (b) **by 12pm (CEST) on October 14<sup>th</sup> 2021**.

When completing the online form, the following information will be requested:

### **a) Information about the company**

1. Name and address of the company, FSC licence code, contact details of the person in charge of the FSC Furniture Award entry in the company
2. Yearly turnover of the company (in Euro) in 2021, 2020, and 2019
3. Percentage of FSC sales (products sold with FSC claim on invoices) on the total turnover (Euro) of the company in 2021, 2020 and 2019
4. The volume of FSC products sold by the company in 2021, 2020 and 2019 (products sold with FSC claim on invoices)
5. The category and special award (optional) in which the company wants to compete.

## **b) Information about the participant's nominated FSC product**

When completing the online form, it is required to give the following product information and to upload the following documents about the FSC-certified product being entered in the competition:

1. Indicate the name of the product, if the product carries the FSC Label, if the product was part of a LEED, BREEAM or Public Administration Project and in which channels and countries it was sold
2. Upload a technical data sheet of the product (name, designer's name, description, list of FSC-certified components)
3. Upload 3-5 photographs (can include studio, lifestyle and detail shots)
4. Upload at least 1 sales invoice of the product cleaned of sensitive data (price and quantities can be redacted), which demonstrates that the product was sold as FSC-certified, with an FSC claim (in compliance with the requirement 5.1 of the FSC-STD- 40-004 V3-0)
5. If the product carries a FSC on-product label (*100%, Mix or Recycled*) it is necessary to upload photos/images of the product label to demonstrate its placement on the product and/or on the hangtags or in other informative product material (such as cards, flyers, technical product sheet...). This allows the company to also to compete for the Special Award FSC Labelling (see point 2.5-4).

The above mentioned information shall be stated in the online form and is considered a self-declaration. FSC reserves the right to require further information and verify the application with the support of the company's certification body.

## **2.4. Evaluation criteria and FSC Committee**

Applications received before the deadline set out in point 2.3 will be evaluated by a Committee specially identified by FSC Italy, composed of staff of each FSC National Office/FSC Representative of the countries participating in the award (Austria, Bosnia and Herzegovina, Croatia, Czech Republic, Germany, Italy, Poland, San Marino, Serbia, Slovenia, United Kingdom).

One of the members of the committee will take up the role of President. The work will be documented through minutes. A member of FSC Italy secretariat will act as a secretary, with no right to vote.

The evaluation will be carried out by the Committee on the basis of the following criteria: (this information will be asked in the online form and will be treated as confidential):

1. If the company has achieved sales of FSC-certified products in at least 2 of the last 3 years
2. Percentage of FSC sales (with FSC claim) on the total turnover (Euro) of the company in 2021, 2020 and 2019;
3. The volume of FSC products sold (with FSC claim) by the company in 2021, 2020 and 2019
4. If the FSC-certified product carries the FSC label and how it is used (where it is placed, if it is visible, if it is only on the product or also in informative material such as hangtags etc)
5. Accuracy of the submitted documents (application is submitted with all required information, level of accuracy of the documents, etc).

The FSC Committee will judge the entries based on the above criteria and will select a winning company for each of the categories listed in point 2.2.

The FSC Committee will check the validity of certificate status of each selected winner with their certification body. If the certificate of the company is suspended or terminated during the FSC Furniture Awards 2021, the company will be excluded from the list of applicants.

If there are no applications for a specific award category, no winner shall be selected.

If none of the entries are deemed valid, no winner shall be selected.

If some of the applications do not meet the rules of the contest, are incomplete, or if there are no suitable applicants, FSC reserves the right not to issue an award.

Participation does not assign any rights to the participants and FSC Italy reserves the right to suspend or cancel the contest in its unquestionable judgment.

The Committee assessment is unique and unquestionable. Decisions of the Committee shall be taken by a majority of votes; in the event of a tie, the assessment of the President of the Committee will be decisive.

## **2.5. Special awards**

All companies participating in the FSC Furniture Awards according to the requirements of point 2.1, beside to the chosen category, can also participate to win a special award, providing specific supporting documentation and evidence.

### **1. CSR (Corporate Social Responsibility) Award**

This special award will evaluate the company's environmental commitment, verifying its possession of third-party certificates (such as ISO14000, ISO 5001, SA8000, ISO9000, etc). Additionally, other environmental commitments of the company will be assessed, to gain a general overview of its environmental impact.

### **2. FSC Green Award**

This special award will evaluate the company's use of FSC-certified materials: whether the packaging of the product entered in the FSC Furniture Awards is FSC certified, whether the informative material is FSC certified (tags, flyers, stickers, postcards...), etc.

### **3. FSC Communication Award**

This special award will evaluate the company's FSC promotional and communication activities/campaigns (B2C or B2B). Activities carried out over the past 1-3 years will be evaluated.

### **4. FSC Labelling Award**

This special award will evaluate the use of the FSC on-product labels, following the requirements of the standard FSC-STD-50-001 V2-0 (Requirements for use of the FSC® trademarks by certificate holders).

It will be evaluated:

- where the FSC product label is used (on product and/or on packaging and/or on informative materials (tags, flyers, stickers, postcards, ...) and where it is placed to see if it is easily visible
- if the FSC brand Forests For All Forever is also being used

### **5. Small Business Award**

This special award will evaluate who among the applicants, presented the best application according to requirements of article 2.3 while at the same time fulfilling the country-specific characteristics of a "small" company according to the requirements of the standard FSC-STD-40-003 V2-1 (Chain of Custody Certification of Multiple Sites)

## 2.6. **Winners, awards, and final event ceremony**

An FSC-certified company can win a maximum of one category and one special award.

If none of the entries are deemed valid, no winner shall be selected.

The winning companies will be awarded with:

- ✓ **Participation in an FSC “surprise” initiative involving an FSC-certified forest**
- ✓ **Wooden statuette as a symbol of their commitment to the protection of forests**
- ✓ **Visibility in the online communication channels of FSC national/representing offices where the company is located and FSC International**

A final event will be organized during which the winners will be revealed. All the companies that participated in the contest, and other FSC stakeholders will be invited to join the event.

The aim is to organize a conference with the FSC key account stakeholders from the furniture sector at the beginning of the event, with the topic of Sustainable Furniture, and promptly after the award ceremony will take place. Due to the pandemic, it is still not decided whether the ceremony will be held online or with a physical presence.

The final event will be held in English at the end of November 2021 (date to be confirmed).

## 3. **CALENDAR**

- ✓ **18<sup>th</sup> of May 2021:** Public announcement and opening of registrations
- ✓ **14<sup>th</sup> of October 2021 (12pm CEST):** Deadline for submitting applications by completing the form and uploading requested materials
- ✓ **End of November 2021:** Final event (date to be confirmed)

## 4. **COPYRIGHT, INDUSTRIAL PROPERTY RIGHTS, AND ANY OTHER PRODUCT RIGHTS**

Participants guarantee that the product they submit for entry in the FSC Furniture Awards 2021 does not impose rights of any kind in favour of third parties, and personally and exclusively assume all responsibility concerning the information presented in connection with any violations of industrial property rights and copyrights or other rights belonging to third parties.

The participants, therefore, release FSC Italy (the official organizer of the contest) from any liability towards third parties that may arise for any reason as a result of the use of the project presented for this contest.

The participants fully authorize FSC to use images and information about submitted products for communication and/or promotional purposes.

## 5. **OFFICIAL INFORMATION**

The official information about the FSC Furniture Awards is published in English on the following website <http://www.fscfurnitureawards.org/>

If you would like to receive assistance in the explanation and/or translation of the rules, please contact the FSC National Office/Representative based in your country and listed below:

- FSC Austria & Germany, Julia Koeberl, [julia.koeberl@at.fsc.org](mailto:julia.koeberl@at.fsc.org)
- FSC Representative for Adria-Balkan region, Ivan Hederic, [i.hederic@it.fsc.org](mailto:i.hederic@it.fsc.org)
- FSC Czech Republic, Jakub Fabík, [info@czechfsc.cz](mailto:info@czechfsc.cz)
- FSC Italy & San Marino, Alexia Schrott, [a.schrott@it.fsc.org](mailto:a.schrott@it.fsc.org)
- FSC Poland, Michał Knaflewski, [m.knaflewski@fsc.org](mailto:m.knaflewski@fsc.org)
- FSC United Kingdom, Tallulah Chapman, [tallulah@fsc-uk.org](mailto:tallulah@fsc-uk.org)

Information and clarifications on the contest shall be provided if requested at least 5 days before the deadline for the submission of applications.

## **6. CONFIDENTIALITY AND PROCESSING OF PERSONAL DATA (“GDPR”)**

FSC Italy (the official organizer of the contest) is obliged to keep the information, data, and documentation relating to the participants, of which it will become aware during the organization and implementation of the contest, confidential and will not disclose it to third parties, or use it, directly or indirectly, for reasons not strictly related to the organization and implementation of the contest.

By participating in the contest, the companies agree to transfer all rights relating to the publication and communication of both the product and the participant's name to FSC Italy free of charge. Failure to consent to the processing of personal data by candidates leads to exclusion from the contest.

FSC Italy will keep the received information about the company's sales data confidential and will not publish it, rather it will be kept internally.

The personal data provided for participation in the contest will be used exclusively for this purpose in compliance with the privacy legislation and EU Regulation 2016/679 (“GDPR”).

The processing of personal data will take place through manual, IT and telematic tools, however suitable to guarantee the security and confidentiality of the data themselves. The collection and processing of data takes place in compliance with the principles of lawfulness, correctness, transparency, relevance, completeness and not in excess of the purposes for which they are collected and the legal bases of the processing mentioned above. The personal data may be communicated to the members of the Committee, who will undertake GDPR Regulation.

Participants have the right to access their data, to request their correction, integration, and any other rights contemplated in art. 15 to 21 of the GDPR.

Data controller is FSC ITALY – GFR Servizi Srl (VAT 04894270281), Via Ugo Foscolo, 12 - 35131 Padova (PD), Italy - T +39 049 8762749 - <https://it.fsc.org/it-it> - [a.schrott@it.fsc.org](mailto:a.schrott@it.fsc.org)





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Representative based in your country:

**Austria & Germany** Julia Koeberl, [julia.koeberl@at.fsc.org](mailto:julia.koeberl@at.fsc.org)  
**Representative for Adria-Balkan region** Ivan Hederic, [i.hederic@it.fsc.org](mailto:i.hederic@it.fsc.org)  
**Czech Republic** Jakub Fabík, [info@czechfsc.cz](mailto:info@czechfsc.cz)  
**Italy & San Marino** Alexia Schrott, [a.schrott@it.fsc.org](mailto:a.schrott@it.fsc.org)  
**Poland** Michał Knaflewski, [m.knaflewski@fsc.org](mailto:m.knaflewski@fsc.org)  
**United Kingdom** Tallulah Chapman, [tallulah@fsc-uk.org](mailto:tallulah@fsc-uk.org)