

Good prospects for timber

Policy Plan NTTA (Netherlands Timber Trade Association) 2003 - 2005



Vereniging Van Nederlandse Houtondernemingen
Netherlands Timber Trade Association



**NETHERLANDS T IMBER T RADE
ASSOCIATION N TTA**

P.O. Box 1380

1300 BJ Almere

Westeinde 6

1334 BK Almere-Buiten

Telephone +31(0)36-5321020

Fax +31(0)36-5321029

Internet

www.centrum-hout.nl/vvnh/vvnh.html

E-mail

Info@vvnh.nl

Contents

I	Introduction	2
II	Mission and code of conduct	3
III	Responsible entrepreneurship as a guiding policy principle	5
IV	Sound management	8
V	Sustainable forestry	12
VI	Environmental care	15
VII	Treating people with care	17
VIII	From year to year	19
IX	Conclusion	21

Appendices

1.	System of sanctions	22
2.	Report form	23



I Introduction

With 300 wholesale timber company members the Netherlands Timber Trade Association (NTTA) is the umbrella organisation for this sector. These companies employ the majority of all employees in this branch of trade. The NTTA protects the interests of the companies as well as the employees.

Timber is generally appreciated as a beautiful, good and reliable product with many applications. As a renewable resource, it is indispensable in the building trade. The Government stimulates the use of timber in the building industry. The consumer feels attracted to timber because of its warmth and beauty and likes to work with it. At the same time, timber is the subject of a wide public debate. This discussion mainly focuses on the production of timber. The management of wooded areas, harvesting the timber and the consequences of biodiversity are ever-returning subjects in the media. While timber from sustainably managed forests¹ is amply available on the Dutch market, its recognisability and the demand for the certified product by consumers and the building trade are still often insufficient.

The NTTA intends to contribute constructively towards the sustainable production, processing and handling of timber. It aims to realise this by focusing on the interests of the employees, the environment and the member enterprises. In its mission, the NTTA explains how it plans to make this

contribution. This mission has been worked out in detail in a members' code of conduct. All members will subscribe to this code, which will be the start of a 'recognised timber trade'. In the coming year the NTTA intends to further develop such rules for recognition.

In this policy plan, adopted by the general meeting of members of November 21, 2002, the NTTA presents its mission and code of conduct. In chapter 3 the Association sets out its attitude towards sound entrepreneurship as the most important guiding principle for the coming years. The NTTA aims to achieve accurate, straightforward and transparent communication. The following chapters will deal with sound management (chapter 4), promotion of sustainable forestry (chapter 5), improvement of the environment (chapter 6) and the thorough handling of the interests of employees (chapter 7). Each chapter will consider the current situation, the objectives of the NTTA and how the NTTA intends to realise these objectives. Chapter 8 outlines the activities from year to year.

Finally, the NTTA is very much interested in receiving reactions to this policy plan. On page 21 you will find a reply form with which you can pass on your reaction to the NTTA.

On behalf of the Committee, Section Boards and Management of the NTTA.

Cees Boogaerdt, chairman



¹ Where this policy plan mentions sustainably managed forests, reference is made to the Memorandum Timber Certification and Sustainable Forest Management (Ministry of Agriculture Nature Management and Fisheries, February 1997)

II Mission and code of conduct

In the mission described below the NTTA indicates how it intends to contribute to the developments of the timber sector. Here a distinction should be made between the main objective, how it is to be achieved and the values and standards pursued in this connection. These values and standards have been worked out in further detail in a code of conduct with 7 clauses for the Dutch timber enterprises, in other words, for the members of the NTTA.

THE MISSION OF THE NTTA

The Netherlands Timber Trade Association (NTTA) is pursuing a strong and positive image for timber and timber products and a financially sound position of the timber sector in the Netherlands.

The NTTA promotes trade in timber demonstrably originating from sustainably managed forests and sees to it that its members take the interests of the employees and the environment in the Netherlands as well as in the producing countries into account.

The NTTA stimulates the use of timber by investing in innovations, new applications, lesser-known timbers, training courses and education.

The NTTA performs its interest-promoting task by a proactive, transparent and constructive attitude.

The NTTA applies a binding code of conduct for all member companies and introduces a recognition arrangement based on this code.



THE CODE OF CONDUCT FOR NTTA MEMBERS

1. NTTA members shall exclusively bring timber on the Netherlands market in conformity with current legislation (agreed nationally as well as internationally).
2. NTTA members shall preferably deal in timber demonstrably originating from sustainably managed forests.
3. NTTA members shall dedicate themselves constructively to developments that will lead to more certified timber on the Netherlands market.
4. NTTA members shall search for new production areas with sustainable forestry.
5. The attitude of NTTA members regarding matters such as origin, tree- felling, development of wooded areas, biodiversity and other topical subjects shall be transparent, constructive and straightforward.
6. NTTA members shall exert themselves to maintain the high level of labour situations and conditions in the Netherlands.
7. NTTA members shall endorse the interest of sound communication and the promotion of timber and shall supply information on request.

All NTTA members shall subscribe to the NTTA policy and shall comply with the provisions of this code of conduct. The NTTA has a system of sanctions² in case members fail to observe one or more provisions.

All members shall report³ their activities each year to the secretariat of the NTTA. On the basis of these reports the NTTA produces an annual social report. An evaluation of the annual social reports and possibly a reorientation of the policy will take place in 2005.



² For the basic provisions of the system of sanctions see appendix 1 which provides a full description of the system in the Association's articles of incorporation.

³ For these reports the report form contained in Appendix 2 should be used.

III Responsible entrepreneurship as a guiding policy principle

There is an increasing social demand for responsible entrepreneurship. Socially delicate subjects, such as the production of timber, demand to be accounted for in an open and transparent manner. Therefore the NTTA pursues a proactive and constructive policy in the field of responsible entrepreneurship.

Organisation

The NTTA has a national secretariat specialised in financial, legal, social, technical and environmental subjects. Furthermore the Association has access to the well-appointed databank and helpdesk of Centrum Hout, the Timber Information Centre. The NTTA manifests itself in the field of responsible entrepreneurship in

society. According to NTTA's own investigation⁴ the social parties find that NTTA is insufficiently involved in complex and delicate social subjects, as a result of which the opinion and vision of the Association are insufficiently visible. The media⁵ mainly report the activities of the social parties and only rarely the initiatives of the timber sector. The NTTA constructively intends to strive for a re-adjustment of its image with the social parties and the media. Also the NTTA wants to get a grip on subjects of current interest around timber by assuming a proactive attitude. This means that the NTTA wants to introduce a number of improvements in the organisational as well as communicative field.



⁴ Social study: NTTA in the field, September 2002

⁵ Mediascan: timber in the news, September 2002

Policy for socially sound entrepreneurship

Socially sound entrepreneurship has a long tradition in the Netherlands. Its appearance and the discussions go hand in hand with social development. The present form is principally based on the so-called 'triple P': Profit, economic yield, People, result for the people within and outside the enterprise, and Planet, effects on the natural environment. Socially sound enterprises dedicate themselves in an open and transparent way to the improvement of all three Ps.

'Triple P' is also the guiding principle in the advice of the SER (Social Economic Council)⁶ and the memorandum from the Ministry of Economic Affairs⁷. All companies should have an ambition of socially sound entrepreneurship. Companies should take, and be accountable for, their own responsibility. The advice of the Social Economic Council reserves an important role for the trade organisations in that they should hold their members accountable for their social management, at the same time offering concrete support in that connection. The NTTA policy plan links up with this.

In line with socially sound entrepreneurship the NTTA communicates openly about results achieved, possible problems and lends its ear to both employees as well as social parties. The NTTA is also actively

searching for opportunities to collaborate with social parties promoting sound business management, careful handling of people, sustainable forestry and other relevant subjects.

IMPLEMENTATION

Strengthening the internal organisation

In 2003 the NTTA will reinforce the internal organisation in order to improve its decisiveness, alertness and visibility.

Improvement relationship social environment

The NTTA is actively distributing the policy plan among a large number of social and political parties, asking them for a reaction. Moreover the NTTA will start, in 2003, the structural dissemination of information to the social environment about its vision and activities. In this connection a Website is being considered, a regularly issued (electronic) newsletter and an annual meeting on topical issues with relevant political parties.



⁶ SER advice: *The Profit of Values* (December 2000)

⁷ Ministry of Economic Affairs: *Socially sound entrepreneurship: the Government perspective* (March 2001)

Improvement visibility in the media

The NTTA is building up a relationship with journalists of the national and regional press, regularly supplying these journalists with information on various aspects of timber in the media.

In this way the NTTA will keep the journalists active and constantly aware of initiatives, innovations, etc. The start of the journalists' network will be made at the time the policy plan is distributed.

IV Sound management

In recent years the total quantity of imported and sold timber and panel products has remained reasonably steady. But there are differences between the various timbers. Some kinds of hardwood will become scarcer in the coming years. On the other hand the lesser-known species that have been produced under sustainable forestry will make their appearance on the market. A matter of concern for the NTTA is the negative image of sustainably produced timber, illegal felling and the disappearance of biodiversity.

The market

The following table shows that the imports of timber have been reasonably steady in the last few years, fluctuating between 5,500 and 5,800 cubic metres of imported timber and panel products. In 2001 the total of imports fell to the level of 1997. It is noticeable that this fall does not apply to panel products. Figures for 2002 will show whether this fall is of a consistent or temporary nature.

There are a number of reasons for a possible future fall in the use of timber. In the first place timber may lose some ground in the professional market in relation to such building materials as concrete, steel and synthetic materials. Owing to the traditional nature of timber the technical specifications were neglected in the past. To some extent information on various timbers is available by now, but the consumer lacks sufficient recognisability and access to this information. Secondly, the number of initiatives to open up new markets is insufficient (e.g. new applications of timber in road construction). Thirdly, it is clear that too little attention is being paid to product development (e.g. regarding sheet material) as well as to research and the promotion of timber from new sources of supply. Through well-directed activities the NTTA intends to increase the share of timber in relation to other building and construction materials (steel, synthetic materials, concrete) by 10% in 2005 as compared to 2002. The NTTA intends to reach this goal by

Timber and panel products imported in the Netherlands in cubic metres (× 1000)

	1997	1998	1999	2000	2001
Softwood	3,106	3,199	3,096	3,128	2,954
Hardwood	807	876	981	1,059	857
Panel products	1,653	1,698	1,740	1,650	1,750
TOTAL	5,566	5,773	5,817	5,837	5,561

Source: NTTA, CBS (Central Bureau of Statistics)





means of an information campaign, actively supporting the current government policy, actively distributing the technical specifications and by emphasising renewability as one of the principal selling points of timber.

The image

All timber materials have a wide range of applications. They are of a consistent quality, can be easily processed, offer a wide choice and are available at competitive prices. In a consumer survey of the image of timber⁸ quality, properties and a great diversity of applications of timber score very well. In contrast to this positive appreciation the image of timber as a product is under pressure. From a

social investigation⁹ it appears that nearly all social parties have negative feelings about the production of timber (damage to biodiversity, illegal felling, disappearance of virgin forests) but they do see timber as an important building material because of its renewability.

The NTTA considers it necessary to focus specifically on the environmental and quality image of timber. Not only does the NTTA intend to emphasise the strong points of timber to improve the attitude towards timber, in its policy the association also wishes to focus on the environment and sustainability for the purpose of actually improving the 'quality' of timber in the Dutch market.

Education and training

In recent years interest in timber as element of education has diminished, which has caused pupils to think less in terms of timber. Consequently techniques and insights into timber are falling into oblivion. Also the influx of expert personnel in the labour market is decreasing.

The NTTA wants to invest in timber training courses so as to be assured of well-trained employees. Furthermore the NTTA deems it important that pupils and students pay more attention to timber as an important (building) material.

⁸ Image investigation: *The image of timber*, November 2000

⁹ See footnote 4



IMPLEMENTATION

Professionalisation of enterprises

Improving the professional basis for the management of the member companies can strengthen their market position. In communications with purchasers the NTTA focuses on the technical specifications, including a classification of the strengths of the various timber products. To this end the NTTA will make a summary of the technical specifications of all relevant timbers in 2003. The NTTA wants a considerable portion of construction timber to bear the (European) CE mark by 2005. In this way the NTTA wishes to improve the comparability with alternative building materials.

Stimulating innovations

From 2004 on the NTTA will institute an innovation prize for students of relevant training courses, which will be awarded to the most original and innovative (graduation) project. Together with other interested organisations the NTTA will continue its search for lesser-known species. To that end the NTTA will start a follow-up study of six lesser-known kinds of wood for timber façades in 2004. Furthermore in that same year the NTTA is planning to investigate the feasibility of organising a Lesser-known Species Working Group intended for other applications than timber façades. In 2003, in preparation of this the NTTA will investigate the possibility of developing a long-term study into new timber applications together with research organisations.

Image-strengthening

In the coming years the NTTA will launch a campaign for strengthening the image of timber, with both professional users and consumers. The campaign will highlight the most important aspects of timber (as shown in the diagram below). The campaign will be supported by relevant policy activities.

Education and training courses

In collaboration with Centrum Hout the NTTA will draw up a report in 2003 on the current education and training situation. In addition to describing the current situation this report will focus on the possible chances of including timber in the training and education



curriculum. On the basis of the outcome of this report specific activities will be undertaken in 2004.

APPRECIATION OF TIMBER		CAMPAIGN	
		Professional	Consumer
Emotion	Warm, beautiful, attractive		
Environment	Durable, renewable resource, little damage to the environment		
Use	Flexible, varied uses, wide choice, great diversity, broad range		
Handling	Easy, good, pleasant		
Price	Competitive, inexpensive, low labour costs (panel products)		
Availability	Continuously (panel products, softwood), depending on kind of timber (hardwood)		
<div></div> The relative campaign will focus on these aspects.			



V Sustainable forestry

Timber is a renewable and environment-friendly resource. In the past the NTTA has achieved a number of results that are contributions to the environment-friendly image of timber. In this connection the forming of Stichting Keurhout and forestry management projects in Malaysia, Scandinavia and other countries may be mentioned. At the same time the NTTA is faced with a number of social issues for which no satisfactory results have been reached as yet.

The NTTA participated in the establishment of the Stichting Keurhout in 1996. The foundation ensures that only reliable certificates are used on the Netherlands market. After inspection of the certificate as to its content and reliability the timber receives an unambiguous hallmark: the Keurhout mark. Good examples of contributions made by the NTTA and its members to sustainable forestry are projects in Malaysia, Finland, Canada and the United States. In these countries approximately 36.7 million hectares of woodlands have been assessed and approved by the Stichting Keurhout¹⁰. Unfortunately, through lack of demand for demonstrably sustainably produced timber, this has not led to a considerable increase in the supply of sustainably produced timber in the Netherlands.

The Government intends to promote the use of renewable resources (Policy Plan Sustainable Building 2000-2004). The sustainable production of timber is

one of the spearheads. In 2005 the Government wants 25% of the (construction) timber to come from sustainably managed forests. The minimum requirements laid down by the Government define sustainable forestry as forestry in which demonstrably sufficient attention is paid to guarantees for the integrity of the ecological functions and the continuity of the social economic and social cultural functions. The NTTA expects that – in spite of the low demand – the supply of sustainably produced timber in the Dutch market will show a verifiable increase in the coming three years, and wishes to contribute to this aim. The NTTA-members will opt, where possible and available, for demonstrably sustainably produced timber. They too are searching for production areas oriented towards sound forestry management.

A considerable obstacle in promoting sustainable forestry lies in the fact that the certification and the certificates accompanying sustainably produced timber offer insufficient clarity to the professional purchaser as well as the consumer. The NTTA and other social parties consider this an undesirable situation which they are trying to improve. The NTTA is constructively seeking to produce a system of certification that may rely on sufficient social support.

The negative image of (hard)wood caused by the association with the disappearance of tropical forests, the



¹⁰ Source: Website of the Stichting Keurhout: www.stichtingkeurhout.nl

absence of sustainable forestry management and illegal tree-felling, does not contribute to the improvement of the general image of timber with the Dutch market parties. By implementing the code of conduct, which makes it possible to sanction or even expel members (by which they lose the designation 'registered timber dealer') the NTTA hopes to increase the imports of sustainably produced timber. This will also ensure the legality of the tree-felling.

IMPLEMENTATION

Improved certification

The NTTA strongly advocates clarity in the certification of sustainable forestry as regards the obtaining of certificates, their verification and the communication to the professional user and consumer. In consultation

with other social parties the NTTA intends to realise an open and transparent system. The NTTA proposes the introduction of a phased system that provides an objective qualification of the progress made in the forests in the various production countries. It is important for the system to be adequately supported socially. The system should stimulate producers and importers to continue on the path of improvement to a higher level.

Helpdesk for members

To stimulate the use of, and trade in, certificated timber the NTTA intends to establish a helpdesk where members can find answers to questions about standards for sustainable forestry, certificates and other subjects in this field. In 2003 the NTTA will develop expertise needed to advise members who are doubtful as to the origin of



certain supplies of timber. Where necessary the NTTA will strengthen its ties with sister organisations in production countries.

Book of projects

The NTTA expressly invites its members to furnish information for a book of projects. This book will contain ten projects of sustainable forestry. These projects should be contributed by NTTA members and verified by local embassies or social

parties. The book of projects will serve as an illustration for social parties and media and as an example for other timber enterprises.

Initiating sustainable forestry projects

In 2004 the NTTA will start new projects to stimulate sound forestry and to increase the imports of sustainably produced timber, preferably in consultation with social parties.



VI Environmental care

Sustainable forestry is only one of the environmental aspects that the NTTA has to deal with directly or indirectly. Environmental aspects within the enterprise and the company activities, such as the preservation of timber, are other points of special interest for the NTTA.

In recent years the environment has had a lower priority in public opinion, but that does not alter the fact that companies find themselves faced with all sorts of environmental problems. Thus timber companies fall under the Building and Timber Companies Decree, which subjects all ecologically relevant company activities to regulations ranging from waste separation and the economical use of energy up to and including the storage of timber.

The preservation of timber and preserved timber have suffered much

from a negative image. This has led to a limitation of the number of outdoor applications. In recent years much has been done to improve existing techniques and to introduce new means and methods.

The NTTA will dedicate itself to the promotion of the use of responsibly preserved timber.

IMPLEMENTATION

Environment-aware companies

Within the scope of the aforementioned decree the NTTA will survey and optimise the relevant environmental points of interest for its members in 2003. On the basis of these detailed environmental points of interest the NTTA will start a number of projects in 2004.



Timber preservation according to the latest viewpoints

The NTTA intends to promote the effective preservation treatment of timber if this is necessary for the application of such timber. This also means that environmental aspects and labour conditions will be taken into account.



VII Treating people with care

Socially the NTTA has achieved much in recent years. In collective labour agreements the quality of the labour conditions and the training of personnel are important aspects. The NTTA has an employment conditions package that amply satisfies the requirements of this time. This does not alter the fact that the NTTA is constantly striving for improvements.

On several fronts the NTTA has devoted its attention to the improvement of employment conditions. During the last few years the association has made great efforts to reduce wood dust on the shop floor, handling dangerous materials, physical strain on the shop floor and a reduction of noise pollution. In this

field protocols, brochures and folders have been developed.

However, the processing and treatment of timber and sheet material still present specific problems. Among these are noise pollution and dust. Also the necessary treatment of softwood and panel products can produce problems (such as harmful materials in glueing, painting, impregnating).

In the coming years the NTTA intends to solve these problems with timber companies in the Netherlands. Together with the Government and the Trade Unions the NTTA wishes to narrow down the labour risks, physical stress, pressure of work, harmful noise and wood dust and to reduce absenteeism due to illness and



disablement. The agreements will be laid down in a covenant¹¹ with quantitative objectives. The activities, which are laid down in the action plan, will start in 2003. With these efforts the NTTA wishes to contribute to the image of its members as attractive employers.

IMPLEMENTATION

Action plan

In 2003, the NTTA together with the Government and trade unions wishes to launch a large number of activities to realise the objectives. This includes an information campaign, the composition of books of solutions, the development of a test case, the development of an absenteeism registration system and the organisation of a Knowledge and Reintegration Centre.

Pilot project

In 2003 one of the NTTA members will initiate a pilot project to test the technical and commercial feasibility of the measures. The NTTA will distribute the results of this project among its members.

Motivation campaign

The NTTA finds that employees in the timber trade sector are aware of the good and challenging aspects of 'their' trade. Besides offering training courses and improving labour conditions the NTTA also wishes to start an internal campaign motivating the employees. A biennial publication for all 9000 employees is under consideration, which will put timber, the sector and the workers in the limelight.



¹¹ Draft Arbo (Occupational Health and Safety Act) Timber Trade, September 3, 2002.

VIII From year to year

2003

- Reinforcing the internal organisation
- Contacting the press
- Annual meeting with relevant social parties
- Implementation socially accepted system of certification
- Preparing recognition regulations
- Developing expertise for members re the origin of timber
- Composing book of projects 2003
- Developing a Website and electronic newsletter
- Preparing an image-improving campaign for the professional and consumer markets
- Drawing up and publishing a report on timber in training courses and education
- Investigating possibility of a long-term programme for the development of new timber applications
- Summarising and making operational environmental points of interest in the Building and Timber Companies Decree relevant to the NTTA.
- Starting up a pilot project and drafting action Arbo (Occupational Health and Safety Act) covenant for the timber trade
- Starting motivation campaign employees
- Starting to draw up lists of technical specifications of all relevant timbers
- Preparing projects stimulating sound forestry

- Stimulating European CE mark for construction timber
- Annual social report (report form)

2004

- Setting up an innovation prize for students
- Starting projects on environmental points of interest Building and Timber Companies Decree relevant to the NTTA.
- Contacting the press
- Annual meeting with relevant social parties
- Stimulating an EC mark for construction timber
- Stimulating search for environment-friendly alternatives for wood preservation
- Image campaign for professional and consumer market
- Starting activities aimed at training courses and education
- Implementing arrangements under Arbo (Occupational Health and Safety Act) covenant
- Introduction of recognition regulations
- Setting up helpdesk on sustainable forestry and certification
- Investigation six lesser-known timbers for façade carpentry
- Investigating usefulness and necessity of instituting Working Group Lesser-known Species aimed at applications other than façade carpentry
- Starting up projects stimulating sound forestry
- Annual social report (report form)



2005

- Annual innovation prize for students
- Follow-up activities in relation to training and education
- Annual meeting with relevant social parties
- Implementation arrangements under working conditions covenant Timber Trade
- Follow-up projects stimulating sound forestry
- Follow-up projects environmental points of interest Decree on Building and Timber Companies relevant to the NTTA
- Contacting the press
- Composing book of projects 2005
- Substantial part of construction timber bearing European EC mark
- Annual social report (report form)
- Assessment of reports and possibly reorientation of the policy



IX Conclusion

With this policy plan the NTTA has laid down its vision, objectives and plans for the coming two years. This does not mean to say that the NTTA is not receptive to new ideas, suggestions or criticism.

The NTTA will be pleased to receive a reaction from you. Please let us know what you think of the policy plan using the enclosed reply coupon.

REPLY COUPON

Organisation: _____

Name: _____

Address: _____

Postcode and city/town: _____

My reaction:

Please send this coupon to NTTA, attention André de Boer, P.O. box 1380,
1300 BJ ALMERE, the Netherlands
E-mail: info@vvnh.nl
Telephone +31(0)36-532 10 20



Appendix 1 *System of sanctions*

A code of conduct – especially when linked to accreditation regulations – should be linked to a system of sanctions. It should be possible to subject members who fail to comply with the code of conduct with sanctions.

The following sanction system is effective:

- Members can report an alleged violation to the Board.
- The Board can also act as a screen and, for example, see if consultation with the party concerned can lead to an acceptable solution. The complaint must be substantiated by documents and the Board may ask the complainant for a financial contribution to the investigation of the complaint.
- The Board decides if in principle a reported violation deserves a sanction and reports the matter to the Binding-Advice Committee. This Committee then reaches a decision after a standard procedure involving hearing both sides.

For the sanctions as such the following proposal is made:

- If a violation is established, the member in question will be informed and will be offered an opportunity to defend himself. If this defence is inadequate a warning will follow.
- After a second violation a warning cannot be sufficient. This time a fine will be imposed. The articles of incorporation offer the possibility of taking binding resolutions on non-compliance, which may be punished with a maximum fine of € 45,377.00. The code of conduct and sanction system will then have to be established in a binding resolution to be taken in a meeting of members with a majority of at least four fifths of the votes.
- A subsequent violation will lead to expulsion.



Appendix 2 Report form

CORPORATE DATA

Company name: _____

Address: _____

Postcode: _____ Signature: _____

Telephone number: _____

Form completed by: _____

Date: _____

GENERAL

Total volume of trade 2003: _____ m³ timber

Subdivided according to principal country of origin and kinds of timber:

Country of origin	m ³	Kinds of timber
-------------------	----------------	-----------------

1.		
----	--	--

2.		
----	--	--

3.		
----	--	--

4.		
----	--	--

5.		
----	--	--

ARBO (OCCUPATIONAL HEALTH AND SAFETY ACT) AND TRAINING

Total number of employees: _____

Influx of employees 2003-2004 number: _____

Outflow of employees number: _____

Number of accidents 2003-2004: _____ Target 2004-2005: _____

Absenteeism 2003-2004: _____ Target 2004-2005: _____

Most important Health & Safety measures: 1. _____

2. _____

3. _____

Employees attended course: yes / no *

Number employees following course: <20 / 20-40 / 40-60 / 60-80 / 80> *

Course aimed at*: innovation / arbo / teamwerk / other: _____

* encircle what is applicable.



INNOVATION

Total quantity lesser-known species: _____ m³

Per kind of timber: 1. _____ m³

2. _____ m³

3. _____ m³

4. _____ m³

Acquisition new machines: yes / no Type of machine: _____

Quantity preserved wood: _____ m³

Preservation method(s): _____

CERTIFICATION

Present percentage certificated timber: _____ m³

Target in 3 years: _____ m³

Certificates

Other certificates (please complete)

FSC: _____ m³ in 3 years: _____ m³ _____ m³ in 3 years: _____ m³

Keurhout: _____ m³ in 3 years: _____ m³ _____ m³ in 3 years: _____ m³

PEFC: _____ m³ in 3 years: _____ m³ _____ m³ in 3 years: _____ m³

_____ m³ in 3 years: _____ m³

EXTERNAL COMMUNICATION*

Company promotion performed (e.g. brochure): yes / no

by means of: _____

Featured in the media: yes / no

How often in 2003: _____

Which medium: television / radio / newspaper / trade journal /

other: _____

Attention: positive / neutral / negative

Subject(s): _____

Bureau NNTA involved: yes / no

**encircle what is applicable, several answers possible*

You may fax, post or e-mail the report form and possible remarks to:

VVNH (NTTA)

P.O. box 1380

1300 BJ Almere

The Netherlands

Telephone: +31(0)36 – 5321020

Telefax: +31(0)36 – 5321029

E-mail: p.vandenheuvel@vvnvh.nl



Publication:

Netherlands Timber Trade Association
Almere

Realised and edited by

Schuttelaar & Partners
The Hague

Photography:

Centrum Hout
Almere

Design and print:

De Bussy Ellerman Harms BV
Amsterdam



Westeinde 6, 1334 BK Almere-Buiten
P.O. Box 1380, 1300 BJ Almere
Telephone +31 36-5321020, telefax +31 36-5321029
E-mail info@vvnh.nl