



# HP environmentally preferable paper policy

HP recognizes that climate change is one of the greatest environmental and economic challenges that we face in modern history. Forests play a critical role in mitigating climate change and in the health of the planet. They absorb carbon dioxide, support biodiversity, provide ecosystem services, and contribute to livelihoods of people around the globe.

As part of our commitment to environmental leadership, we are dedicated to reducing the environmental impact throughout our supply chain by adopting an environmentally preferable paper policy—a comprehensive policy on buying, selling, and using paper. We actively support policy efforts to mitigate climate change impacts, including those associated with deforestation and forest degradation, and to promote responsible forestry management.

It is HP's intent that by demonstrating our commitment to the environment, both in policy and actions, we will lead our suppliers, resellers, licensees, and customers to do the same.

The HP environmentally preferable paper policy defines the global environmental criteria and principles that HP follows when buying, selling, or using paper and product packaging. It incorporates six guiding principles:

- Efficient use of raw materials
- Responsible forestry practices
- Responsible and low carbon production
- Waste reduction
- Community and human well-being
- Environmental leadership and management

## Climate change

We actively support policy efforts to mitigate climate change impacts, including those associated with deforestation and forest degradation, and to promote responsible forestry management.

These guiding principles apply to the materials used to produce and package the products that we sell, as well as internal and external office, commercial, and production printing. This policy applies to all HP employees and businesses worldwide.

## Efficient use of raw materials

We strive to use raw materials efficiently, such that fewer resources are needed per unit of output. We strive to reduce the tonnage of paper used in our operations, increase the use of paper made from recycled materials, and reduce paper waste. We assess the use of recycled fiber across products and packaging and establish metrics and goals that aim to maximize the use of recycled materials while reducing material usage and optimizing shipping densities.

We encourage paper manufacturers to support innovative technological and procedural advancements that extend the life of limited resources and reduce the overall impact paper manufacturing has on the environment.

## Ecologically sustainable forestry practices and responsible forest management

The foundation of any environmentally conscious paper cycle must start with the initial harvesting from responsibly managed forests and the recognition that deforestation is a contributor to climate change, loss of biodiversity and ecosystem services.

We prefer suppliers that demonstrate environmental values and a commitment to sourcing from responsibly managed forests. In addition, we require all of our suppliers to eliminate the use of wood fiber from any unwanted sources, high conservation value (HCV) forests, and endangered forests.

The HP principles for responsibly managed forestry practices include:

- Maintaining or enhancing ecological integrity, biodiversity, and other HCVs
- Maintaining productivity of the forest through harvesting, growing, and regeneration or reforestation
- Preserving soil, air, and water quality
- Respecting the ownership and use rights of local communities and indigenous peoples in alignment with local and international law

In support of these principles, we:

- Seek to understand the source of wood fiber, including compliance with legal due diligence requirements.
- Develop appropriate timelines and benchmarks to phase out the use of fiber from any unwanted sources, HCV forests, and endangered forests.

### Efficient use of raw materials

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### Responsible forestry practices

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- Rely on widely-recognized forest certifications, with preference given to those providing the most robust ecological and social criteria and integrate controlled wood standards within the chain-of-custody certification or otherwise provide assurance of the protection of HCVs, as a tool to help validate fiber sources. The certification standard that currently provides such assurance is the Forest Stewardship Council (FSC).
- Expect suppliers to ensure indigenous and forest peoples have provided their free and prior informed consent for activities on their ancestral lands or lands affecting their livelihoods.
- Expect suppliers to operate in compliance with relevant regulations and laws and apply these requirements to wood fibers procured through their suppliers, traders, brokers, distributors, auctions, and similar entities or activities.

We rely on partnerships with forestry and conservation experts and stakeholders for guidance in defining, maintaining, and updating our principles for responsible forestry management. The credibility of certification programs will be evaluated based upon responsible forestry management principles and stakeholder input.

## Responsible and low carbon production

Maintaining air and water quality and reducing greenhouse gas (GHG) emissions are essential to reducing the key life cycle impacts of paper production.

We support the monitoring of GHG emissions, effluent discharge, and effects on air quality that can result from paper production and encourage our suppliers to pursue a continuous improvement cycle with respect to these impacts in their operations and supply chains. In addition, we value transparency from paper manufacturers.

Through partnerships with suppliers and outside nonprofit organizations, we participate in initiatives that support the advancement of research, technology, and production practices that reduce environmental impact and contribute to climate stability.

## Waste reduction

We seek to reduce waste and the climate impact associated with waste by extending the life of wood fiber in forestry products and encouraging efficient paper usage by our customers, suppliers, and employees. This includes encouraging customers, suppliers, and employees to recycle paper and fiber-based packaging at the end of use, recover recyclable materials, and responsibly use paper products.

We also create innovations that help our employees and customers reduce their impact on the environment, including implementing duplex printing as a default standard; creating HP Managed Print Services, which enable customers to more efficiently use paper; and improving our ability to recycle paper and packaging. We also strongly encourage suppliers, resellers, and

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customers to include 'recycle' references on boxes and paper products delivered to or purchased from HP.

## Community and human well-being

Basic human rights must be maintained and respected in communities where HP and our suppliers operate. We require suppliers to adhere to all applicable labor and human rights laws and regulations. See the [HP Supplier Code of Conduct](#) for additional information.

Suppliers should not adversely impact the social and economic stability of the area in which they operate.

### Community and human rights

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## Environmental leadership and management

We consistently engage in partnerships with outside stakeholders and organizations that share our environmental objectives.

- Support of non-governmental environment partners – HP functions and business groups that buy, sell, and use paper-based products continue to engage with and support environmental non-governmental organization (NGO) partners in endeavors that benefit the environment.
- Business partner encouragement – We continue to support and encourage suppliers, resellers, and licensees to align with our environmental values and principles.
- Measured adoption – To enhance transparency in our supply chain, we monitor the performance of our suppliers based on the principles highlighted in this policy.

We are committed to ensuring the principles outlined in this policy are fully integrated into our business operations. This includes conducting assessments and defining performance goals and metrics to support this integration and policy implementation. We shall continue to publicly report on our continual improvement in areas covered by this policy, and shall seek independent verification of our reporting metrics.

## Definitions

Term	Definition
Endangered forests	Areas of biodiversity that are distinct, rare, or ecologically important that industrial use would be incompatible with maintaining these values.
Unwanted source	A source that falls within one or more of the following categories: <ul style="list-style-type: none"><li>• The source forest is known or suspected of containing HCVs, except where:<ul style="list-style-type: none"><li>○ The forest is certified or in progress to certification under a credible certification system ensuring responsible management practices, or</li><li>○ The forest manager can otherwise demonstrate that the forest and/or surrounding landscape is managed to ensure those values are maintained.</li></ul></li></ul>

- The source forest is being actively converted from natural forest to a plantation or other land use, unless the conversion is justified on grounds of net social and environmental gain, including the enhancement of HCVs in the surrounding landscape.
- The timber was illegally harvested or traded.
- The timber is conflict timber (i.e., it was traded in a way that drives violent armed conflict or threatens national or regional stability).
- The harvesting or processing entity, or a related political or military regime, is violating human rights.
- The timber is from genetically-modified trees.
- The source forest is unknown.

**High conservation value forests**

- Forest areas containing globally, regionally, or nationally significant concentrations of biodiversity values (such as endemism, endangered species, and refugia).
- Forest areas containing globally, regionally, or nationally significant large landscape level forests contained within, or containing, the management unit where viable populations of most if not all naturally occurring species exist in natural patterns of distribution and abundance.
- Forest areas that are in or contain rare, threatened, or endangered ecosystems.
- Forest areas that provide basic services of nature in critical situations (such as watershed protection and erosion control).
- Forest areas fundamental to meeting basic needs of local communities (such as subsistence and health).
- Forest areas critical to local communities' traditional cultural identity (areas of cultural, ecological, economic, or religious significance identified in cooperation with such local communities).

**Learn more at**

[hp.com/sustainability](http://hp.com/sustainability)

[HP Zero Deforestation Program Description](#)

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