

# BRE Environmental & Sustainability Standard



**BES 6001: ISSUE 1.0**

## Framework Standard for the Responsible Sourcing of Construction Products

This BRE Environmental & Sustainability Standard describes the organisational governance, supply chain management and environmental and social aspects to be addressed in the certification and approval of the responsible sourcing of construction products

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## **PARTICIPATING ORGANISATIONS**

The requirements of this Standard have been defined through consultation with stakeholders including:

- Government Departments
- Trade Associations
- Designers
- Manufacturers
- Product retailers
- Building assessors

The process included three consultation workshops with the Construction Product Association Members and two open website consultations. This standard was approved by the BRE Global Sustainability Board. The following organisations participated in the preparation of this standard:-

Mendip District Council  
Olympic Delivery Authority  
Feilden Clegg Bradley  
Land Securities Trillium  
Beyond Green  
UK Green Building Council  
The Housing Corporation  
Academy for Sustainable Communities  
English Partnerships  
WWF-UK  
Home Builders Federation  
Co-op Banking  
British Property Federation  
NHBC  
Inbuilt Ltd  
Construction Products Association  
Arup  
Forum for the Future  
Stanhope plc

## **REVISION OF BRE ENVIRONMENTAL & SUSTAINABILITY STANDARDS**

BRE Environmental & Sustainability Standards will be revised by issue of revised editions or amendments. Details will be posted on our website at [www.GreenBookLive.com](http://www.GreenBookLive.com).

Technical or other changes which affect the requirements for the approval or certification of the product or service will result in a new issue. Minor or administrative changes (e.g. corrections of spelling and typographical errors, changes to address and copyright details, the addition of notes for clarification etc.) may be made as amendments.

The issue number will be given in decimal format with the integer part giving the issue number and the fractional part giving the number of amendments (e.g. Issue 3.2 indicates that the document is at Issue 3 with 2 amendments).

Users of BRE Environmental & Sustainability Standards should ensure that they possess the latest issue and all amendments.

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## FOREWORD

This Standard has been prepared to provide a framework for the assessment of responsible sourcing and to give a route to certification of construction products. The key objectives of this standard are:

- To promote responsible sourcing of construction products through the provision of a set of requirements;
- To give clear guidance on the sustainability aspects that should be addressed;
- To provide confidence that materials and products are being responsibly sourced; and
- To provide a route to obtaining credits for the BREEAM family of certification schemes.

This Standard has been structured so that compliance can be demonstrated through a combination of meeting the requirements of other recognised certification schemes, establishing written policies, setting objectives and targets and engaging with relevant stakeholders. It is anticipated and encouraged that industry sectors will prepare specific requirements addressing the framework principles defined in this Standard.

The standard is aimed primarily at the certification of responsibly sourced products for construction that are not wholly covered under current recognised standards and codes.

This scheme is reviewed by the BRE Sustainability Board which is a stakeholder technical board operated by BRE Global.

The Standard shall be used in conjunction with BRE Global Scheme Document SD 186.

NOTES: Compliance with this BES standard does not of itself confer immunity from legal obligations. Users of BRE Environmental & Sustainability Standards should ensure that they possess the latest issue and all amendments.

BRE Global welcomes comments of a technical or editorial nature and these should be addressed to “the Technical Director” at [enquiries@breglobal.co.uk](mailto:enquiries@breglobal.co.uk).

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Listed products and services appear in the BRE Global “List of Approved Products and Services” which may be viewed on our website:- [www.GreenBookLive.com](http://www.GreenBookLive.com) or obtained in hard copy or CD by telephoning +44 (0) 1923 664100.

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## 1 SCOPE

This Standard sets out the requirements of BRE Global Ltd. for a product to be classified as being responsibly sourced.

The requirements of this Standard provide a framework against which all construction products may be assessed. The framework comprises a number of criteria setting out the requirements of an organisation in managing the supply of construction products in accordance with a set of agreed principles of sustainability, the precise scope of which is determined by stakeholder engagement.

## 2 DEFINITIONS

This Standard makes use of the term 'shall' to prescribe a requirement or procedure that is intended to be complied with in full and without deviation.

### **accredited organisation**

A United Kingdom Accreditation Service (UKAS) accredited certification body or other certification body which is a member of the European co-operation for Accreditation (EA) or International Accreditation Forum (IAF) or Multilateral Recognition Agreement (MLA).

### **assessed product**

The product assessed according to the requirements of this Standard.

### **benchmark**

The practices of those recognised as industry leaders.

### **biodiversity**

The variety of life on earth which includes all species, animal, plants, fungi, algae, bacteria and the habitats that they depend upon.

### **chain of custody**

The process used to maintain and document the chronological history of the unbroken path a product takes to the consumer, including all stages of manufacturing and distribution.

### **constituent material(s)**

The raw material(s) and/or component(s) used in the manufacture and/or assembly of the assessed product.

*NOTE 1: water is excluded from the requirements that apply to constituent materials in this Standard.*

### **due diligence**

The performance of relevant and appropriate investigations and monitoring of an organisation's supply chains so that the actions of those supply chains do not compromise the organisation's commitments to responsible sourcing.

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**ethical principles**

Principles of right or good conduct in the context of a particular situation which are consistent with international norms of behaviour.

**ethics**

The ethical principles an organisation upholds in making and implementing decisions in pursuit of its objectives.

**organisation**

The organisation seeking certification of its product(s) to this Standard.

**responsible sourcing**

The promotion and support of responsible practices throughout the supply chain demonstrated by actions and behaviour consistent with responsible sourcing principles.

**responsible sourcing principles  
principles of responsible sourcing**

The principles an organisation upholds in making and implementing decisions with respect to its purchasing practices in accordance with Sub-clause 4.1. It is logically and ethically consistent that these principles apply equally to the organisation making these purchasing decisions as well as its supply chains.

**senior management**

The organisation's leadership or governing body.

**source**

The point of extraction and acquisition of raw materials, or the point of recovery of recycled materials, or the point of production of by-products or production residues.

**stakeholder**

Individuals, groups and/or organisations who affect and/or could be affected by an organisation's activities, products or services and associated performance.

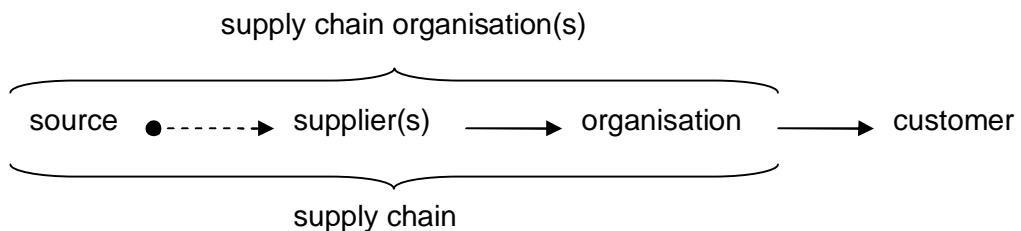
**supplier(s)**

The immediate supplier(s) of the constituent material(s) of the assessed product to the organisation.

**supply chain**

**supply chain organisation(s)**

System of individuals, organisations and resources involved in developing the different elements of a product.



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*NOTE 1: the supply chain, according to the current requirements of this Standard, refers to stages of production, processes or activities for delivery of products that occur before the organisation takes major responsibility for the product, and stages of production, processes or activities for delivery of products undertaken by the organisation.*

**sustainable development**

Development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

**traceability**

The ability to trace and follow a constituent material intended to be, or expected to be incorporated into a construction product, through all stages of production, processing and distribution;

*NOTE 1: 'stages of production, processing and distribution' means any stage from and including the source of the constituent material, up to and including its storage, transport, sale or supply to the organisation.*

**Type III Environmental Declaration**

Environmental declaration based on lifecycle assessment (LCA) providing quantified environmental data using predetermined parameters and, where relevant, additional environmental information

*NOTE 1: The predetermined parameters are based on the ISO 14040 series of standards, which is made up of ISO 14040 and ISO 14044.*

*NOTE 2: The additional environmental information may be quantitative or qualitative.*

**water extraction**

All water extraction, except:

- Seawater
- Water extracted and then returned to the same source with no change in water quality (water lost through evaporation would be included in the category)
- Water stored in holding lakes on site for recirculation ('top-up' water from other sources is included)
- Rainwater collected, stored and/or used as part of the production process

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### **3 REQUIREMENTS**

#### **3.1 General**

The requirements of the Standard consist of actions to be taken to demonstrate adoption of the principles of responsible sourcing as described in Sub-clause 4.1. The requirements and associated actions have been structured into three components:

- Organisational Management Requirements
- Supply Chain Management Requirements
- Environmental and Social Requirements

Certain requirements, or elements of the requirements, are considered compulsory for organisations applying for certification against this Standard. This is indicated in the description of the requirement. Furthermore, additional Performance Ratings (on a scale of 0 to 7) are allocated to the voluntary elements of the requirements. The scoring methodology is explained in Sub-clause 4.2.

Throughout this Standard, where the requirements refer to consultation with stakeholders, the organisation shall consult with its stakeholders, and take appropriate actions as a result of that consultation, in accordance with the guidance given in BS 8900:2006. In some circumstances it may be appropriate for a relevant and representative organisation (e.g. a Trade Association) to undertake consultation with stakeholders on behalf of the organisation seeking certification.

It is recognised that the requirements of this Standard are not fully encompassing of the principles of responsible sourcing described in Sub-clause 4.1. Whilst the requirements reflect what is currently considered good practice, it is expected this Standard will evolve in subsequent revisions to reflect changes in expectations and as other issues come to be seen as important in the future. Specifically, it is anticipated that in contributing to the built environment an organisation should demonstrate innovative practices.

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### 3.2 Organisational Management Requirements

#### 3.2.1 Responsible sourcing policy

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | The organisation shall have a written policy, appropriate to the purpose and activities of the organisation, to address the responsible sourcing principles described in Sub-clause 4.1. The policy shall be approved by the organisation's senior management. | Compulsory         |

#### 3.2.2 Legal compliance

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | <p>The organisation shall establish, implement and maintain a procedure(s)</p> <ul style="list-style-type: none"> <li>o to identify and have access to the applicable legal requirements to which the organisation subscribes, and</li> <li>o to determine how these requirements apply to the implementation of its policy established in Sub-clause 3.2.1(a).</li> </ul> <p>The organisation shall ensure that these applicable legal requirements to which the organisation subscribes are taken into account in establishing, implementing and maintaining its management systems.</p> | Compulsory         |

#### 3.2.3 Quality management system

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | The organisation shall have in place a documented quality management system, following the principles of ISO 9001, to implement its quality and responsible sourcing procedures, and which includes in its scope the assessed product.   | Compulsory         |
| b) | To achieve a higher 'Performance Rating', the organisation shall have a quality management system to ISO 9001 or equivalent, certificated by an accredited organisation, to implement its quality and responsible sourcing procedures, and which includes in its scope the assessed product. | 1                  |

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### 3.2.4 Supplier management system

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | <p>The organisation shall have in place, appropriate to the purpose and activities of the organisation and its products, a documented management system for its purchasing process and approval of its suppliers to implement the policy established in Sub-clause 3.2.1 of this Standard. This shall follow the principles of Sub-clause 7.4 of ISO 9001 and be integrated in the organisation's quality management system.</p> <p>The organisation shall maintain a list of the suppliers that provide constituent materials in the assessed product.</p> <p>Where supply chain organisation(s) source constituent materials outside of the EU, or from states that have not declared adherence to the OECD Guidelines for Multinational Enterprises, the organisation shall undertake an appropriate risk assessment and demonstrate due diligence in monitoring compliance with the ILO Declaration on Fundamental Principles and Rights at Work. For example, the following established schemes shall be considered appropriate mechanisms for demonstrating due diligence:</p> <ul style="list-style-type: none"> <li>○ Membership of the Ethical Trade Initiative</li> <li>○ Membership of the United Nations Global Compact</li> <li>○ Certification to the Social Accountability International SA8000 standard</li> </ul> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>○ Where an organisation seeking certification of its product(s) to this Standard is responsible for the constituent material(s) at the source, the organisation shall demonstrate traceability from the source of the constituent material(s) to the assessed product(s) through any subsequent processes of product realisation.</li> </ul> | Compulsory         |

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### 3.3 Supply Chain Management Requirements

#### 3.3.1 Material traceability through the supply chain

|    | Description   | Performance Rating |
|----|---|--------------------|
| a) | <p>60% of the constituent material(s) in the assessed product shall be traceable to the supply chain organisation(s) in the supply chain responsible for:</p> <ul style="list-style-type: none"> <li>○ The extraction and acquisition of raw materials; or</li> <li>○ The recovery of recycled materials; or</li> <li>○ The production of by-products or production residues</li> </ul> <p>As appropriate to the source of the constituent material(s).</p> <p>The 60% threshold shall satisfy all of the following:</p> <ul style="list-style-type: none"> <li>○ 60% of the volume of constituent materials in the assessed product</li> <li>○ 60% of the mass of constituent materials in the assessed product</li> <li>○ 60% of the value of constituent materials in the assessed product, according to the relative value of the constituent materials</li> </ul> <p>The following mechanisms shall be considered appropriate for demonstrating traceability:</p> <ul style="list-style-type: none"> <li>○ The identification and traceability of constituent material(s) is managed at each stage of the supply chain to the source of the constituent material(s) through Sub-clause 7.5.3 of ISO 9001, and implemented at each exchange of responsibility for the constituent material(s) through Sub-clause 7.4 of ISO 9001. The organisation responsible for the constituent material(s) at each stage of the supply chain shall be certificated by an accredited organisation to ISO 9001; or</li> <li>○ Equivalent documented evidence of material traceability.</li> </ul> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>○ Where there is already an established industry benchmark this shall be taken as the 'compulsory' level.</li> <li>○ An independently audited chain of custody scheme to the source of the constituent material(s) satisfies the requirement for traceability.</li> </ul> | Compulsory         |
| b) | To achieve a higher 'Performance Rating', 75% of the constituent material(s) in the assessed product shall be traceable according to the criteria described above.  | 1                  |
| c) | To achieve a higher 'Performance Rating', 90% of the constituent material(s) in the assessed product shall be traceable according to the criteria described above.  | 2                  |

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### 3.3.2 Environmental management systems in the supply chain

|    | Description   | Performance Rating |
|----|---|--------------------|
| a) | <p>The traceable constituent material(s) in the assessed product (as established in Sub-clause 3.3.1) shall be traceable to supply chain organisation(s) with a documented environmental management system (EMS) for all processes associated with raw material extraction and acquisition, energy and material production and manufacture in the supply chain.</p> <p>The EMS shall follow the relevant principles of ISO 14001.</p> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>○ These requirements apply to the entire supply chain including the organisation.</li> </ul>   | Compulsory         |
| b) | To achieve a higher 'Performance Rating', 60% of the constituent material(s) in the assessed product shall be traceable to supply chain organisation(s) with an EMS certificated by an accredited organisation to ISO 14001 or EU Eco-Management and Audit Scheme (EMAS) or, for 'small companies', confirmation that the company EMS is structured in compliance with BS 8555 (or equivalent) and the EMS has completed phase audits one to four as outlined in BS 8555. This evidence can be found from company documentation demonstrating the process and typical outputs from phase four audits such as an EMS manual/paperwork and guidance to staff. Where independent certification exists to demonstrate these phases, it can be used as evidence. | 1                  |
| c) | To achieve a higher 'Performance Rating', 75% of the constituent material(s) in the assessed product traceable according to the criteria described in Sub-clause 3.3.1 achieving the above.   | 2                  |
| d) | To achieve a higher 'Performance Rating', for 90% of the constituent material(s) in the assessed product traceable according to the criteria described in Sub-clause 3.3.1 achieving the above.   | 3                  |

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### 3.3.3 Health and safety management systems in the supply chain

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | <p>The traceable constituent material(s) in the assessed product (as established in Sub-clause 3.3.1) shall be traceable to supply chain organisation(s) with a documented health and safety management system for all processes associated with raw material extraction and acquisition, energy and material production and manufacture in the supply chain.</p> <p>The health and safety management system shall be compliant with local legislation and incorporate the recording of:</p> <ul style="list-style-type: none"> <li>○ Near miss incidents</li> <li>○ Time loss incidents</li> <li>○ Fatal incidents</li> </ul> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>○ These requirements apply to the entire supply chain including the organisation.</li> </ul> | Compulsory         |
| b) | To achieve a higher 'Performance Rating', 60% of the constituent material(s) in the assessed product shall be traceable to supply chain organisation(s) with a health and safety management system certificated by an accredited organisation to BS OHSAS 18001 (or equivalent).   | 1                  |
| c) | To achieve a higher 'Performance Rating', 75% of the constituent material(s) in the assessed product traceable according to the criteria described in Sub-clause 3.3.1 achieving the above.  | 2                  |
| d) | To achieve a higher 'Performance Rating', for 90% of the constituent material(s) in the assessed product traceable according to the criteria described in Sub-clause 3.3.1 achieving the above.  | 3                  |

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### **3.4 Environmental and Social Requirements**

#### **3.4.1 General**

To avoid repetition, the phrases 'establish a policy and metrics', 'have objectives and targets and review performance', 'report to its stakeholders' and 'external verification' shall be understood to require the following actions where used in the requirements of Sub-clause 3.4.

##### **Establish a policy and metrics**

The organisation shall have a written policy approved by the organisation's senior management to address the requirement. The policy shall be compatible with current industry practice and the organisation shall establish appropriate metrics for measuring its performance according to the policy.

##### **Have objectives and targets and review performance**

The organisation shall have objectives and targets approved by the organisation's senior management for the requirement, and shall consult with stakeholders, including supply chain organisations, in setting these objectives and targets. The organisation shall review its performance against relevant industry benchmarks according to the requirement at appropriate intervals.

##### **Report to its stakeholders**

The organisation shall consult and report to its stakeholders on its performance against the requirement. The report shall be freely and publicly available and allow the information contained within it to be compared on a year-to-year basis.

##### **External verification**

The organisation shall undertake or provide for external verification of the data and information that it communicates to stakeholders.

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### 3.4.2 Greenhouse gas emissions

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | The organisation shall establish a policy and metrics for the reduction of emissions of greenhouse gases in line with Government and industry aspirations. The policy shall address the processes of extraction and acquisition of raw materials, and/or energy and material production, and/or manufacture of its assessed product, as appropriate to the purpose and activities of the organisation. | Compulsory<br>1    |
| b) | To achieve a higher 'Performance Rating', the organisation shall have objectives and targets for the reduction of emissions of greenhouse gases and review its performance.  | 3                  |
| c) | To achieve a higher 'Performance Rating', the organisation shall report to its stakeholders on the emissions of greenhouse gases associated with processes of extraction and acquisition of raw materials, and energy and material production, and manufacture of its assessed product.  | 5                  |
| d) | To achieve a higher 'Performance Rating', the organisation shall have external verification of the information and data reported above.  | 7                  |

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### 3.4.3 Resource use

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | <p>The organisation shall establish a policy and metrics in line with industry aspirations for the use of primary materials:</p> <ul style="list-style-type: none"> <li>○ For constituent materials which are renewable resources, environmental stewardship shall be demonstrated at the source.</li> <li>○ For constituent materials which are non-renewable resources, that the extraction and acquisition of non-renewable resources (resources that exist in a fixed amount and are not replenished on a human time scale) demonstrates environmental stewardship at the source of the constituent material.</li> </ul> | Compulsory<br>1    |
| b) | <p>To achieve a higher 'Performance Rating', 60% of the constituent material(s) in the assessed product are traceable to a source that provides verification that the policy above is implemented.</p> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>○ Constituent materials which are recycled materials or by-products or production residues are considered to satisfy this requirement without further verification.</li> </ul>   | 3                  |
| c) | To achieve a higher 'Performance Rating', 75% of the constituent material(s) in the assessed product achieving the above.  | 5                  |
| d) | To achieve a higher 'Performance Rating', 90% of the constituent material(s) in the assessed product achieving the above   | 7                  |

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#### 3.4.4 Waste management

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | <p>The organisation shall establish a policy and metrics for the diversion of waste from landfill or incineration without energy recovery in accordance with the waste hierarchy. The policy shall address the processes of extraction and acquisition of raw materials, and/or energy and material production, and/or manufacture of its assessed product, as appropriate to the purpose and activities of the organisation.</p> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>○ The waste hierarchy promotes waste management in the following order of preference: waste reduction; re-use; recycling and/or materials recovery such as composting; energy recovery; final disposal to landfill or incineration without energy recovery. This includes measures such as provision of takeback schemes for surplus/offcut product and its packaging (with subsequent re-use, recycling or recovery); design of product to improve disassembly, and the ability to re-use, recycle or recover; and avoidance of hazardous and non-recyclable/recoverable materials in the product or its packaging, or otherwise identifying resource/waste management facilities to recycle or recover products.</li> <li>○ The organisation shall measure performance against industry benchmarks where appropriate.</li> </ul> | 1                  |
| b) | To achieve a higher 'Performance Rating', the organisation shall have objectives and targets for waste management and review its performance.  | 2                  |
| c) | To achieve a higher 'Performance Rating', the organisation shall report to its stakeholders on waste management.   | 3                  |
| d) | To achieve a higher 'Performance Rating', the organisation shall have external verification of the information and data reported above.  | 4                  |

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### 3.4.5 Water extraction

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | <p>The organisation shall establish a policy and metrics for the reduction of water extraction. The policy shall address the processes of extraction and acquisition of raw materials, and/or energy and material production, and/or manufacture of its assessed product, as appropriate to the purpose and activities of the organisation.</p> <p><b>Note:</b></p> <p>Water extraction includes:</p> <ul style="list-style-type: none"> <li>○ Mains water supply.</li> <li>○ Water extracted from the source. Water returned to the same source is excluded from this requirement.</li> </ul> | 1                  |
| b) | To achieve a higher 'Performance Rating', the organisation shall have objectives and targets for the reduction of water extraction and review its performance.   | 2                  |
| c) | To achieve a higher 'Performance Rating', the organisation shall report to its stakeholders on water extraction associated with processes of extraction and acquisition of raw materials, and energy and material production, and manufacture of its assessed product.   | 3                  |
| d) | To achieve a higher 'Performance Rating', the organisation shall have external verification of the information and data reported above.  | 4                  |

### 3.4.6 Lifecycle assessment (LCA)

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | The organisation shall provide data to support the development of generic LCA data for construction products.  | 3                  |
| b) | To achieve a higher 'Performance Rating', the organisation shall have an independent, peer-reviewed Type III Environmental Declaration of its assessed product.                                    | 4                  |
| c) | To achieve a higher 'Performance Rating', the organisation shall report to its stakeholders on the lifecycle environmental impacts and Type III Environmental Declaration of its assessed product. | 5                  |

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### 3.4.7 Transport impacts

|    | Description   | Performance Rating |
|----|---|--------------------|
| a) | The organisation shall establish a policy and metrics for reducing the adverse social and environmental impacts of transport associated with the delivery of its assessed product to its customers;<br>and<br>The organisation shall have in place a documented system to record the supply of traceable constituent material(s) in the assessed product (according to the criteria described in Sub-clause 3.3.1), the distances and types of transport used to deliver the constituent material(s) from the source, and the distances transported to deliver the assessed product to its customers and types of transport used. | 1                  |
| b) | To achieve a higher 'Performance Rating', the organisation shall have objectives and targets for reducing the adverse social and environmental impacts of transport associated with the supply of constituent materials and delivery of its assessed product to its customers and review its performance.   | 2                  |
| c) | To achieve a higher 'Performance Rating', the organisation shall report to its stakeholders on the transport impacts of its assessed product, including the distances and types of transport used to deliver the constituent material(s) from the source, and the distances transported to deliver the assessed product to its customers and types of transport used.   | 3                  |
| d) | To achieve a higher 'Performance Rating', the organisation shall have external verification of the information and data reported above.   | 4                  |

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#### 3.4.8 Employment and skills

|    | Description  | Performance Rating |
|----|--|--------------------|
| a) | The organisation shall establish a policy and metrics for the learning and development of its employees. The policy shall include an objective to clearly outline the organisation's vision for sustainable development in its recruitment and induction programmes, and in all relevant professional and functional training. | 1                  |
| b) | To achieve a higher 'Performance Rating', the organisation shall have objectives and targets for the learning and development of its employees and review its performance.   | 2                  |
| c) | To achieve a higher 'Performance Rating', the organisation shall report to its stakeholders on the learning and development of its employees.  | 3                  |
| d) | To achieve a higher 'Performance Rating', the organisation shall have external verification of the information and data reported above.  | 4                  |

#### 3.4.9 Local communities

|    | Description   | Performance Rating |
|----|---|--------------------|
| a) | The organisation shall establish a policy and metrics to identify and consult with local community stakeholders affected by extraction and acquisition of raw materials, and/or energy and material production, and/or manufacture of its assessed product, as appropriate to the purpose and activities of the organisation; and<br>The organisation shall have written procedures to record all complaints from local community stakeholders and any subsequent prosecutions and associated corrective actions. | 1                  |
| b) | To achieve a higher 'Performance Rating', the organisation shall have objectives and targets for local community liaison activities and complaint incidents and review its performance.   | 2                  |
| c) | To achieve a higher 'Performance Rating', the organisation shall report to its stakeholders on its local community liaison activities and complaint incidents.  | 3                  |
| d) | To achieve a higher 'Performance Rating', the organisation shall have external verification of the information and data reported above.   | 4                  |

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## **4 ADDITIONAL GUIDANCE DOCUMENTATION**

### **4.1 Principles of responsible sourcing (informative)**

#### **General**

The purchasing decisions of a single organisation can affect society and the environment well beyond the immediate impact of its own operations. Responsible sourcing involves the promotion and support of broader-scale adoption of responsible practices throughout the supply chain. This can stimulate demand for socially and environmentally-preferable products.

There is no comprehensive list of what constitutes 'responsible practice' when selecting and approving suppliers. The principles described below reflect what is considered good practice and it is logically and ethically consistent that the principles apply equally to the organisation making these purchasing decisions as well as its suppliers.

The principles reflect current expectations, however other issues may come to be seen as important in the future and it is expected this Standard will evolve to reflect these changes in subsequent revisions.

#### **Ethics**

Recognise the need to adopt and apply standards of ethical behaviour appropriate to the purpose and activities of the organisation.

#### **Legal compliance**

Comply with all applicable laws and regulations.

#### **Management systems**

Have systems in place to operate in a legal, efficient and financially sustainable manner with continual improvement in the management of quality, health and safety, the environment and human resources.

#### **Supply chain management**

Communicate and work constructively with the supply chain to deliver sustainable policies and practices.

#### **Stakeholder engagement**

Identify stakeholders affected by the activities of the organisation and its supply chains and be responsive to their needs.

#### **Complaints and prosecutions**

Operate with transparency and record and report all complaints and prosecutions and associated corrective actions.

#### **Fundamental rights at work**

Respect international norms concerning human rights and labour practices and recognise fundamental rights at work including the abolition of child labour, forced or

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compulsory labour, the rights of freedom of association and collective bargaining, and the elimination of discrimination.

#### **Health and safety**

Operate in a responsible manner to protect employees, contractors and visitors.

#### **Climate change and energy**

Use energy efficiently in the production of materials and products and minimise the emission of greenhouse gases associated with these processes. Reduce fossil fuel consumption and utilise renewable sources of energy.

#### **Resource use**

Recognise the need to use all materials in the most appropriate and sustainable manner.

#### **Site stewardship**

Be responsible stewards of sites used by preventing pollution and recognising the importance of national heritage, ecological value and biodiversity during use and after the end of life of each site.

#### **Water**

Use water efficiently to minimise demand on potable water supplies, and treat process water and site run-off effectively to mitigate against pollution risks.

#### **Waste management**

Manage all waste streams effectively by adopting the waste reduction hierarchy and minimise waste incinerated and disposed of to landfill without energy or material recovery.

#### **Transport impacts**

Recognise the social and environmental impacts of transportation and the need to adopt appropriate strategies to reduce adverse impacts.

#### **Employment and skills**

Continue to support sustainable communities by providing employment and economic activity through fair operating practices, and recognise the importance of developing a skilled and competent workforce.

#### **Local communities**

Liaise effectively with the local community and strive to develop mutual understanding and respect.

#### **Contribution to the built environment**

Develop products that improve the quality and sustainability of the built environment.

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## **4.2 Scoring Methodology (normative)**

### **Overview**

An organisation that meets the requirements of the Standard receives an Overall Assessment Score and a corresponding Performance Rating as detailed in Table 2.

The organisation must satisfy all compulsory elements and achieve additional levels of compliance within the (voluntary) requirements of the Standard to achieve a performance rating. The Overall Assessment Score is recorded on the Certificate.

### **Methodology**

Assessment against the Standard is divided into three sections:

- 3.2      Organisational Management Requirements
- 3.3      Supply Chain Management Requirements
- 3.4      Environmental and Social Requirements

Each section consists of a number of requirements.

Each requirement may have a number of elements.

Each element is either voluntary (in which case it is assigned a number of 'points') or it is compulsory (in some cases it is assigned a 'point').

A summary of available points is shown in Table 1.

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**Table 1 Performance Ratings**

**3.2 Organisational Management Requirements**

| Section | Requirement                 | Element           |     |     |     | Performance Rating |
|---------|-----------------------------|-------------------|-----|-----|-----|--------------------|
|         |                             | (a)               | (b) | (c) | (d) |                    |
| 3.2.1   | Responsible sourcing policy | (Compulsory)<br>0 |     |     |     |                    |
| 3.2.2   | Legal compliance            | (Compulsory)<br>0 |     |     |     |                    |
| 3.2.3   | Quality management system   | (Compulsory)<br>0 | 1   |     |     |                    |
| 3.2.4   | Supplier management system  | (Compulsory)<br>0 |     |     |     |                    |

**3.3 Supply Chain Management Requirements**

| Section | Requirement  | Element           |     |     |     | Performance Rating |
|---------|--|-------------------|-----|-----|-----|--------------------|
|         |  | (a)               | (b) | (c) | (d) |                    |
| 3.3.1   | Material traceability through the supply chain           | (Compulsory)<br>0 | 1   | 2   |     |                    |
| 3.3.2   | Environmental management systems in the supply chain     | (Compulsory)<br>0 | 1   | 2   | 3   |                    |
| 3.3.3   | Health and safety management systems in the supply chain | (Compulsory)<br>0 | 1   | 2   | 3   |                    |

**3.4 Environmental and Social Requirements**

| Section | Requirement                | Element           |     |     |     | Performance Rating |
|---------|----------------------------|-------------------|-----|-----|-----|--------------------|
|         |                            | (a)               | (b) | (c) | (d) |                    |
| 3.4.2   | Greenhouse gas emissions   | (Compulsory)<br>1 | 3   | 5   | 7   |                    |
| 3.4.3   | Resource use               | (Compulsory)<br>1 | 3   | 5   | 7   |                    |
| 3.4.4   | Waste management           | 1                 | 2   | 3   | 4   |                    |
| 3.4.5   | Water extraction           | 1                 | 2   | 3   | 4   |                    |
| 3.4.6   | Lifecycle assessment (LCA) | 3                 | 4   | 5   |     |                    |
| 3.4.7   | Transport impacts          | 1                 | 2   | 3   | 4   |                    |
| 3.4.8   | Employment and skills      | 1                 | 2   | 3   | 4   |                    |
| 3.4.9   | Local communities          | 1                 | 2   | 3   | 4   |                    |

The Overall Assessment Score depends on:

- The total score achieved in the requirements of sections 3.2 and 3.3 combined; and
- The total score achieved in section 3.4

And is given by the lowest score achieved in either the combined sections 3.2 & 3.3, or 3.4 as shown in Table 2 (e.g. if an organisation achieves a 'Very Good' in 3.2 & 3.3 but only achieves a 'Good' in 3.4, then it will receive an Overall Assessment Score of 'Good').

**Table 2 Threshold scores required to achieve an Overall Assessment Score in the Standard**

| Section                  | Overall Assessment Score |                  |            |                              |
|--------------------------|--------------------------|------------------|------------|------------------------------|
|                          | Excellent<br>****        | Very Good<br>*** | Good<br>** | Pass<br>*                    |
| Total score in 3.2 & 3.3 | 8                        | 5                | 3          | Meet compulsory requirements |
| 3.4                      | 36                       | 26               | 16         | 7                            |

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## **5 PUBLICATIONS REFERRED TO:**

This Standard incorporates provisions from other publications. For dated references, subsequent amendments to, or revisions of, any of these publications apply to this Standard only when incorporated into it by amendment or revision. For undated references the latest edition of the publication referred to applies (including amendments).

### **5.1 Normative references**

|                      |   |
|----------------------|---|
| BS EN ISO 9001:2000  | Quality Management Systems – Requirements   |
| BS 8555:2003         | Environmental management systems – Guide to the phased implementation of an environmental management system including the use of environmental performance evaluation |
| BS EN ISO 14001:2004 | Environmental Management Systems – Requirements with Guidance for Use   |
| BS OHSAS 18001:2007  | Occupational Health and safety management Systems – Requirements  |
| BS ISO 14025:2006    | Environmental labels and declarations – Type III environmental declarations – Principles and procedures   |
| BS ISO 21930:2007    | Sustainability in building construction – Environmental declaration of building products  |
| BS 8900:2006         | Guidance for managing sustainable development   |
| SAI SA8000:2001      | Social Accountability International Social Accountability 8000 standard   |
|                      | International Labour Organisation (ILO) Declaration on Fundamental Principles and Rights at Work  |
|                      | Organisation for Economic Cooperation and Development (OECD) Guidelines for Multinational Enterprises revision 2000   |

### **5.2 Informative references**

Global Reporting Initiative (GRI) Sustainability Reporting Guidelines version 3.0

For undated references please refer to the latest published issue.

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**Amendments Issued Since Publication**

| DOCUMENT NO. | AMENDMENT DETAILS | SIGNATURE | DATE |
|--------------|-------------------|-----------|------|
|              |                   |           |      |