

BRE Environmental & Sustainability Standard

BES 6001: ISSUE 3.2

Framework Standard for Responsible Sourcing

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

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STAKEHOLDER ORGANISATIONS

Aggregate Industries	Risktech Ltd
Association for Specialist Fire Protection (ASFP)	Siniat Ltd
Association of British Insurers (ABI)	SN Maia
Association of Insurance Surveyors	Sustainability + Architecture
BASF	Sustainable by Design
BEAMA	TATA Steel
Brett Landscaping & Building Products	Tarmac
British Automatic Fire Sprinkler Association (BAFSA)	The British Constructional Steelwork Association Ltd
British Ceramic Confederation	The British Precast Concrete Federation (BPCF)
British Glass Manufacturers' Confederation	The Quality Scheme for Ready Mixed Concrete
British Gypsum	Timber Trade Federation
British Property Federation (BPF)	UK Cares
British Standards Institution	UK Cementitious Slag Makers Association
British Woodworking Federation	UK Contractors Group
CEMEX	Weinerberger Ltd
Chief Fire Officers' Association (CFOA)	Wood Panel Industries Federation
Construction Industry Council (CIC)	WRAP
Construction Products Association	
Crossrail	
Eco-Reinforcement	
Fire Industry Association (FIA)	
Grigoriou Interiors	
Guardian Glass	
H+H UK Limited	
Heathrow	
Holcim Romania	
Home Builders Federation (HBF)	
Homes & Communities Agency	
HS2	
Kingspan Insulation Limited	
Knauf	
Lafarge Holcim	
Loughborough University	
Marshalls	
MPA – The Concrete Centre	
PEFC UK	
Responsible Solutions	
RICS	

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FOREWORD

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

- To promote responsible sourcing of products;
- 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 within the Materials sections of the Home Quality Mark and the BREEAM family of certification schemes (and the Code for Sustainable Homes where relevant).

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. Industry sectors are encouraged to prepare specific requirements addressing the framework principles defined in this Standard.

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.

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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.

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).

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1 SCOPE

This Standard specifies requirements for organisational management, supply chain management and management of sustainability issues in order to allow organisations to demonstrate an on-going commitment to the principles of responsible sourcing in relation to the provision of a specific product.

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

2 DEFINITIONS

In this Standard, the following verbal forms are used:

- “shall” indicates a requirement;
- “should” indicates a recommendation;
- “may” indicates a permission;
- “can” indicates a possibility or a capability.

2.1 accreditation

third-party attestation related to a conformity assessment body conveying formal demonstration of its competence to carry out specific conformity assessment tasks

[BS EN ISO/IEC 17011:2004]

2.2 accreditation body

authoritative body that performs accreditation (2.1)

[BS EN ISO/IEC 17011:2004]

2.3 benchmark

reference value against which relative performance can be judged

2.4 biodiversity

degree of variation of life forms within a given species, ecosystem, biome, or planet

2.5 by-product

material that is not deliberately produced in a production process but may or may not be a waste

[Defra, Guidance on the legal definition of waste and its application, August 2012, publication PB 13813]

2.6 chain of custody

system or process (2.23) used to maintain and document the chronological history and unbroken path that a product (2.21) takes through a supply chain (2.33)

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2.7 community reuse and recycling

typically a social enterprise charity supporting organisations and communities working to manage resources sustainably, especially through waste prevention, reuse and recycling

2.8 commodity

good for which there is a market demand and which is supplied without qualitative differentiation

NOTE Commodity classes relevant to the products sector include, but are not limited to, fossil resources; precious metals; industrial metals; minerals; natural rubber; biomass; and commodity chemicals.

NOTE Some materials are traded via commodity exchanges and may be physically and virtually bought and sold many times before they become an input to a physical process.

NOTE Some commodity materials may be supplied in bulk via common infrastructure shared by several supplier organisations.

2.9 constituent material

material component of a product (2.21)

NOTE Water is excluded from the requirements that apply to constituent materials in this Standard.

2.10 corruption

the abuse of entrusted power for private gain

NOTE Corruption includes practices such as bribery facilitation payments, fraud, extortion, collusion, and money laundering. It also includes an offer or receipt of any gift, loan, fee, reward, or other advantage to or from any person as an inducement to do something that is dishonest, illegal, or a breach of trust in the conduct of the enterprise's business. This may include cash or in-kind benefits, such as free goods, gifts, and holidays, or special personal services provided for the purpose of an improper advantage or that may result in moral pressure to receive such an advantage.

[Transparency International 2011, Global Reporting Initiative G4 Guidelines]

2.11 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

2.12 environmental stewardship

the responsible planning and management of natural resources through conservation and sustainable use including biodiversity considerations

2.13 freely and publically available

can be readily obtained without payment and without the need to request permission from the owner

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2.14 impact

positive or negative effect of one thing on another

2.15 intensity (in relation to energy, GHG)

amount per unit of output or function, a measure of efficiency

2.16 metric

parameter used for measurement

2.17 objective

stated aim, or desired outcome, of a policy (2.19) or action

2.18 organisation

company, corporation, firm, enterprise, authority or institution, or part or combination thereof, whether incorporated or not, public or private, that has its own functions and administration

[BS EN ISO 14001:2004]

2.19 policy

formal expression of an organisation's (2.19) intent and direction with regards to an issue, or set of issues

2.20 priority species / habitat

species or habitat that is the subject of an action plan that is endorsed by a local, national or supra-national governmental body

2.21 product

the result of a process (2.23)

[EN ISO 9000:2005]

2.22 procedure

specified way to carry out an activity or a process (2.23)

[BS EN ISO 14001:2004]

2.23 process

set of interrelated or interacting activities which transforms inputs into outputs

[EN ISO 9000:2005]

2.24 raw materials

unprocessed materials that are acquired from nature for subsequent use in the realisation of a product (2.21)

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2.25 recycled material

material derived from an operation, the principle result of which is waste serving a useful purpose by replacing other materials which would otherwise have been used to fulfil a particular function

[Directive 2008/98/EC [4], Article 3, 17]

2.26 recovered material

material derived from a recovery operation in which waste materials are reprocessed into products, materials or substances whether for the original or other purposes

[Directive 2008/98/EC [4], Article 3, 15]

2.27 responsible sourcing

management of sustainable development in the provision or procurement of a product (2.21)

[BS 8902:2009]

2.28 risk

effect of uncertainty on objectives

[BS ISO 31000:2009]

NOTE Risk is often characterised as a combination of the likelihood of something occurring and the impacts associated with it occurring.

NOTE Objectives may be social, environmental and/or economic.

2.29 significant

threshold level at which meaning is attained

NOTE A significant risk (2.28) requires mitigation.

NOTE An issue is significant if, in the view of senior management and those charged with governance, it is of such relevance and importance that it could substantively influence the organisation's ability to create value over the short, medium and long term.

2.30 small organisation

organisation with less than 50 employees and a turnover or balance sheet total of less than €10 million

NOTE: Current exchange rates may be used to estimate equivalent criteria in other currencies.

[European Commission Recommendation 2003/361/EC]

2.31 stakeholder

individuals, groups and/or organisations (2.18) who either affect, or could be affected by, an organisation's activities, products (2.21) or services and associated performance

2.32 supplier

organisation (2.18) that provides a product (2.21)

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2.33 supply chain

system of organisations (2.18) involved in the realisation of a product (2.21), from the extraction of raw materials (2.24) to the point of sale

2.34 sustainability aspect

element of an organisation's activities or products (2.21) or services that can interact with the environment and/or socio-economic systems

NOTE A significant sustainability aspect may have a meaningful impact on the ability of future generations to meet their needs.

2.35 sustainability issue

area of influence/impact related to the pursuit of an enduring, balanced approach to economic activity, environmental responsibility and social progress

[adapted from BS 8900:2006, BS 8902:2009]

NOTE Sustainability issues may be interrelated.

2.36 traceability

ability to trace the history, application or location of an object.

(BS EN ISO 9000:2015, clause 3.6.13, page 20)

2.37 waste

substance or object which the holder discards or intends or is required to discard

[Directive 2009/98/EC [4], Article 3, 1]

2.38 water abstraction

temporary or permanent removal of water from the hydrological cycle

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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 Section 4.

The requirements and associated actions have been structured into three components:

- Organisational Management Requirements
- Supply Chain Management Requirements
- Requirements related to the management of sustainable development

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 and supplementary credits are allocated to the voluntary elements of the requirements. The scoring methodology is explained in Section 5

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 8900-1.

Where requirements refer to an accredited body it shall be a signatory of the International Accreditation Forum (IAF).

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3.2 Organisational Management Requirements

3.2.1 Responsible sourcing policy

	Description	Performance Rating
a)	<p>The organisation shall have a written policy appropriate to the purpose and activities of the organisation, to address the responsible sourcing principles described in Section 4 of this standard. The policy shall be approved and monitored by the organisation's senior management.</p> <p>An independent responsible sourcing policy is not necessary, if principles are covered in existing policies e.g. sustainability policy</p>	<p>Compulsory 1</p>

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"> • to identify and have access to all specific, relevant and applicable local, national and ratified international laws and regulations by which the organisation is bound, and • to determine how these laws and regulations apply to the implementation of its policy established in clause 3.2.1(a). <p>The organisation shall ensure that these laws and regulations are adhered to when establishing, implementing and maintaining its management systems/processes.</p>	<p>Compulsory 1</p>

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3.2.3 Quality management system & operational management of responsible sourcing

	Description	Performance Rating
a)	The organisation shall have in place a documented quality management system, following the fundamentals of ISO 9001 to implement its quality and responsible sourcing procedures, and which includes in its scope the assessed product.	Compulsory 1
b)	To achieve a higher performance rating, the organisation shall have a quality management system that conforms 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.	2

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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 for approval of its suppliers. The management system shall reference the policy established in clause 3.2.1 of this Standard.</p> <p>AND</p> <p>The organisation shall maintain a list of approved suppliers of constituent materials in the assessed product.</p> <p>AND</p> <p>Where the organisation under assessment acquires constituent materials from any supplier based outside the UK, 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 its monitoring of the supplier's compliance with the ILO Declaration on Fundamental Principles and Rights at Work.</p> <p>Where the assessed organisation is responsible for the extraction of a raw material at source, the organisation shall demonstrate traceability from the source of the raw material to the assessed product through any subsequent processes of product realisation.</p> <p>If any constituent material is sourced from a supplier based outside the UK/EU/OECD, risk assessments and due diligence shall be provided for 98% of constituent materials.</p>	<p>Compulsory</p> <p>1</p>

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3.3 Supply Chain Management Requirements

For each of the following sub-sections, constituent materials shall be traceable to the supplier(s) responsible for:

- The extraction of raw materials; or
- The recovery of recycled materials; or
- The production of by-products; or
- The processing of commodity traded materials

The % performance rating for each sub-section should be based on any ONE of a number of criteria e.g. volume OR mass OR cost, whichever is most appropriate for the product being assessed. This choice must be clearly defined and justified at assessment. Whichever metric is used it must be the same basis for all 3.3 clauses in this standard.

3.3.1 Material traceability through the supply chain

	Description	Performance Rating
a)	<p>A minimum of 60% of constituent material(s) in the assessed product shall be traceable to supplier(s).</p> <p>The following mechanisms shall be considered appropriate for demonstrating traceability:</p> <ul style="list-style-type: none"> • 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 • Equivalent documented evidence of traceability as documented in guidance notes. <p>Where there is already an established industry benchmark this shall be taken as the 'compulsory' level.</p> <p>An independently audited full chain of custody scheme to the raw materials source of the constituent material(s) satisfies the requirement for traceability.</p>	Compulsory 1
b)	<p>To achieve a higher performance rating, 75% of the constituent material(s) in the assessed product shall be traceable to supplier(s) with a certificated quality management system.</p>	2
c)	<p>To achieve the highest performance rating, 90% of the constituent material(s) in the assessed product shall be traceable to supplier(s) with a certificated quality management system.</p>	3

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3.3.2 Environmental management systems in the supply chain

	Description	Performance Rating
a)	<p>A minimum of 60% of constituent material(s) in the assessed product shall be traceable to supplier(s) with an environmental management system (EMS).</p> <p>The EMS shall follow the fundamentals of ISO 14001 and shall include within its scope key processes of raw material extraction and primary material production, where appropriate to the scope of its operations.</p> <p>The organisation under assessment shall also have an EMS.</p> <p>Constituent materials which are recycled materials or by-products shall be deemed to satisfy this requirement without further verification.</p>	<p>Compulsory</p> <p>1</p>
b)	<p>To achieve a higher performance rating, at least 60% of the constituent material(s) in the assessed product shall be traceable to supplier(s) (including the organisation under assessment) with an EMS certificated by an accredited organisation to ISO 14001, EU Eco-Management and Audit Scheme (EMAS); or an equivalent documented EMS which is independently assessed (as documented in the guidance notes).</p> <ul style="list-style-type: none"> • For SMEs, 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 (or equivalent). 	2
c)	<p>To achieve an even higher performance rating, 75% of the constituent material(s) in the assessed product shall be traceable to supplier(s) with a certificated EMS.</p>	3
d)	<p>To achieve the highest performance rating, 90% of the constituent material(s) in the assessed product shall be traceable to supplier(s) with a certificated EMS.</p>	4

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3.3.3 Health and safety management systems in the supply chain

	Description	Performance Rating
a)	<p>A minimum of 60% of constituent material(s) in the assessed product shall be traceable to supplier(s) with a health and safety management system.</p> <p>The organisation under assessment shall also have a health and safety management system.</p> <p>The health and safety management system shall be compliant with local legislation and shall incorporate the recording of:</p> <ul style="list-style-type: none"> • Near miss incidents • Time loss incidents • Fatal incidents 	<p>Compulsory</p> <p>1</p>
b)	<p>To achieve a higher performance rating, at least 60% of the constituent material(s) in the assessed product shall be traceable to supplier(s) (including the organisation under assessment) with a health and safety management system certificated by an accredited organisation to OHSAS 18001 or ISO 45001; or an equivalent documented health and safety management system which is independently assessed (as documented in the guidance notes).</p>	<p>2</p>
c)	<p>To achieve an even higher performance rating, at least 75% of the constituent material(s) in the assessed product shall be traceable to supply chain organisation(s) with a certificated health and safety management system.</p>	<p>3</p>
d)	<p>To achieve the highest performance rating, at least 90% of the constituent material(s) in the assessed product shall be traceable to supply chain organisation(s) with a certificated health and safety management system.</p>	<p>4</p>

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3.4 Requirements related to the management of sustainable development

General Requirements

To avoid repetition, the phrases ‘establish a policy, supported by a documented management system’, ‘report to its stakeholders’ and ‘external verification’ shall be understood to require the following actions where used in the requirements of clause 3.4.

Establish a policy, supported by a documented management system

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.

An independent policy may not be necessary, if principles are covered in existing policies e.g. a sustainability policy.

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.

Procedural aspects related to the requirement shall be documented and controlled within a management system.

Report to its stakeholders

The organisation shall 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. Data that is aggregated and presented as an industry average is not acceptable as a ‘report to its stakeholder’ unless it is product/product group and company specific. Data may be reported through a relevant representative organisation (e.g. a Trade Association) but it shall be product, and company specific to satisfy the requirements.

External verification

The organisation shall provide for external verification that the data and information that it communicates to stakeholders fulfils its stated purpose and is accurate. This shall be undertaken by an independent, competent third party.

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3.4.1 Greenhouse gas emissions

	Description	Performance Rating
a)	<p>According to the principles of ISO 14064-1, the organisation shall quantify the:</p> <ul style="list-style-type: none"> • emissions and removals of greenhouse gases (GHG) related to its direct operations; and • indirect emissions and removals of GHG related to energy use in its direct operations. <p>AND</p> <p>The organisation shall establish a policy, supported by a documented management system, for the monitoring and reduction of the GHG intensity of its operations. This aspect may be managed within the scope of an existing management system.</p> <p>NOTE: refer to ISO 14064-1 for definitions.</p> <p>Emissions calculations using other internationally recognised standards are accepted as defined in the guidance notes.</p>	<p>Compulsory 1</p>
b)	<p>To achieve a higher performance rating, the organisation shall report to its stakeholders on the emissions and removals of greenhouse gases, according to the principles of ISO 14064-1.</p> <p>If legal requirements related to competition mean that reporting cannot be legally conducted at company level then the information shall be reported at sector level. This may be via a trade body.</p> <p>Where sector specific standards for GHG reporting exist, these are acceptable methods for reporting.</p>	<p>3</p>
c)	<p>To achieve the highest performance rating, the organisation shall have external verification of the information and data reported above.</p>	<p>5</p>

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3.4.2 Energy use

	Description	Performance Rating
a)	<p>The organisation shall establish a policy, supported by a documented management system, for the monitoring and reduction of the energy intensity* of those operations over which the organisation has financial and/or operational control.</p> <p>Certification to ISO 50001 or compliance to ESOS meets this requirement.</p> <p>*energy intensity is the amount of energy required for each unit of output</p>	1

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3.4.3 Resource use

	Description	Performance Rating
a)	<p>The organisation shall establish a policy, supported by a documented management system, for the efficient use of constituent materials, as appropriate to the product under assessment. Examples include:</p> <ul style="list-style-type: none"> • Use of renewable and/or abundant materials over non-renewable and/or scarce materials • Material resource efficiency – using less material to achieve a given function • Reuse of materials • Use of recycled materials and/or by-products • Use of recyclable materials 	Compulsory 1
b)	<p>To achieve a higher performance rating the organisation shall demonstrate at least two of the following:</p> <ul style="list-style-type: none"> • Actions taken to improve future resource use at end-of-life, including any post-consumer retrieval schemes in place • Actions to extend the lifetime of the assessed product, such as provision of refurbishment, maintenance or repair services • Staff and supply chain engagement activities to promote behavioural change and share best practice 	3
c)	<p>To achieve the highest performance rating the organisation shall report to its stakeholders on its performance against the above.</p>	5

	<p>A supplementary point may be awarded if the organisation provides any externally verified evidence of environmental stewardship at the source of raw material. The environmental stewardship shall follow material specific, appropriate and recognised principles (including protection of the natural environment and conservation of Biodiversity).</p>	1
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3.4.4 Waste Prevention and Waste Management

	Description	Performance Rating
a)	<p>The organisation shall establish a policy, supported by a documented management system, for the diversion of waste from landfill or incineration without energy recovery in accordance with the waste hierarchy.</p> <p>AND</p> <p>The organisation shall provide evidence that all controlled waste arising from its operations is stored, transported and treated such that risks to human health and the environment are minimised and that all local regulatory requirements are fulfilled.</p>	<p>Compulsory</p> <p>1</p>
b)	<p>To achieve a higher performance rating, the organisation shall report to its stakeholders its performance in terms of waste prevention and waste management. This shall include:</p> <ul style="list-style-type: none"> • levels of waste production relative to output set against targets for reduction over time, and thereafter reported on an annual basis, as a minimum; and • comparison to industry benchmarks, where available, or comparison to company benchmarks if industry benchmarks aren't available 	2
c)	<p>To achieve the highest performance rating, the organisation shall have external verification of the information and data reported above.</p>	3

	<p>A supplementary point may be awarded if, the organisation reports to its stakeholders on at least two of the following aspects:</p> <ul style="list-style-type: none"> • Overview on the relevant sector and its typical levels of waste production (relative to output), reuse, recycling, recovery and disposal • Actions being taken to encourage post-consumer reuse, recycling and recovery of the assessed product • Actions being taken to improve future reuse, recycling and recoverability of the assessed product <p style="text-align: right;">Continued...</p>	1
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	<ul style="list-style-type: none"> • Levels of community reuse and recycling of waste produced by the organisation • Levels of waste production relative to output set against targets for reduction over time, and thereafter reported on an annual basis, as a minimum • Staff and supply chain engagement activities to promote behavioural change and share best practice 	
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3.4.5 Water abstraction or usage

	Description	Performance Rating
a)	<p>The organisation shall establish a policy, supported by a documented management system, for the reduction of the intensity* of its operations with respect to water abstraction (or water usage when the company does not abstract water)</p> <p>The scope of the policy and management system may exclude:</p> <ul style="list-style-type: none"> • seawater; • water removed and then returned to the same source with no change in water quality (water lost through evaporation shall be included in this category); • water stored in holding lakes on site for recirculation; and • rainwater collected, stored or used as part of the production process. <p>* intensity is the amount of water abstraction/usage that is required for a unit of output.</p>	Compulsory 1
b)	To achieve a higher performance rating, the organisation shall report to its stakeholders on the information and data reported above.	2
c)	To achieve the highest performance rating, the organisation shall provide external verification of the information and data reported above.	3

	A supplementary point may be awarded if, the organisation provides evidence it has promoted the reduction of water usage or abstraction. This could include staff and supply chain engagement to promote behavioural change and share best practice in water use reduction.	1
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3.4.6 Lifecycle assessment (LCA)

	Description	Performance Rating
a)	The organisation shall use life cycle thinking and/or life cycle assessment (LCA) methods to identify significant environmental aspects and impacts throughout the product lifecycle, and shall have in place a documented approach for continual improvement of life cycle environmental performance.	Compulsory 1
b)	To achieve a higher performance rating, the organisation shall provide evidence that it has participated in a freely and publicly available LCA study that complies with the requirements of ISO 14040 and ISO 14044.	2
Part c is not cumulative to part b and can be scored on the basis of meeting part a).		
c)	To achieve the highest performance rating, the organisation shall provide an independently verified Environmental Product Declaration (EPD) that conforms to the requirements of ISO 14025, and ISO 21930 or EN 15804.	3

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3.4.7 Ecotoxicity

	Description	Performance Rating
a)	<p>The organisation shall undertake a hazard assessment of chemicals procured for making the assessed product. The scope of the assessment shall include all:</p> <ul style="list-style-type: none"> • Substances in Annex XIV "Authorisation List" of UK REACH and EU REACH; and • Substances on the Candidate List of substances of very high concern for Authorisation of EU REACH and UK REACH.. 	1

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3.4.8 Transport impacts

	Description	Performance Rating
a)	<p>The organisation shall establish a policy, supported by a documented management system, for continually reducing environmental impacts associated with the transport of materials, goods and people involved in its operations.</p> <p>The policy shall identify appropriate, significant, direct environmental impacts associated with the modes of transport used by the organisation and shall include mitigation strategies for significant environmental impacts.</p> <p>The methodology used to identify significant environmental impacts shall be documented.</p>	<p>Compulsory</p> <p>1</p>
b)	<p>To achieve a higher performance rating, the organisation shall extend the scope of its transport policy and metrics to cover the supply of traceable constituent material(s) in the assessed product.</p> <p>Where the assessed organisation is responsible for the constituent material(s) at the source, the scope and boundaries of the policy shall cover all transport modes used, from the source of the constituent material(s) to the assessed product(s).</p>	<p>3</p>
	<p>A supplementary point may be awarded if the organisation reports performance against its transport policy and objectives to its stakeholders, on at least two of the following aspects:</p> <ul style="list-style-type: none"> • Methodology for identifying significant environmental impacts • Significant environmental impacts identified by the organisation • Mitigation strategies • Performance against targets 	<p>1</p>

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3.4.9 Employment and skills

	Description	Performance Rating
a)	The organisation shall establish a policy, supported by a documented management system, for the learning and development of its employees and carry out regular reviews of its performance. Responsible Sourcing awareness/training shall be evidenced in all relevant professional and functional training. This aspect may be managed within the scope of an existing management system.	Compulsory 1
b)	To achieve a higher performance rating, the organisation shall report to its stakeholders on its performance relating to the learning and development of its employees. OR The organisation shall establish a policy, supported by a documented management system, for enhancing the diversity and inclusiveness of its workforce and carry out regular reviews of its performance. This aspect may be managed within the scope of an existing management system.	2
c)	To achieve the highest performance rating, the organisation shall have external verification of the information above.	3

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3.4.10 Local communities

	Description	Performance Rating
a)	<p>The organisation shall establish a policy, supported by a documented management system, to identify and consult with local community stakeholders directly affected by the activities and operations of the organisation;</p> <p>AND</p> <p>The organisation shall have written procedures to record all complaints from local community stakeholders and any subsequent and associated actions including prosecutions.</p>	<p>Compulsory</p> <p>1</p>
b)	<p>To achieve a higher performance rating, the organisation shall carry out regular reviews of its performance in terms of local community relationships, stakeholder engagement and complaints incidents.</p> <p>AND one of the following:</p> <p>The organisation shall report to its stakeholders on its performance in terms of local community relationships, stakeholder engagement and complaint incidents.</p> <p>OR</p> <p>The organisation shall have a written policy to use local sourcing and local business where appropriate and practical.</p>	<p>2</p>
c)	<p>To achieve the highest performance rating, the organisation shall have external verification of the information and data reported above.</p>	<p>3</p>

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3.4.11 Business ethics

	Description	Performance Rating
a)	<p>The organisation shall have in place a policy and documented code of business ethics. Adherence with the code of business ethics shall be an obligation for all employees of the organisation;</p> <p>AND</p> <p>The organisation shall conduct and document a risk assessment of its operations focussed on the avoidance of bribery and corruption. The risk assessment shall be reviewed regularly, as appropriate to the operations of the organisation;</p> <p>AND</p> <p>The organisation shall have in place a mechanism for the confidential reporting, investigation and resolution of suspected cases of bribery and/or corruption.</p>	1

	A supplementary point may be awarded if, the organisation provides evidence it has an Anti-Trafficking and Slavery statement that demonstrates a commitment to continuous improvement	1
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4 PRINCIPLES OF RESPONSIBLE SOURCING

4.1 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.

4.2 Ethics

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

4.3 Legal compliance

Comply with all applicable laws and regulations.

4.4 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.

4.5 Supply chain management

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

4.6 Stakeholder engagement

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

4.7 Complaints and prosecutions

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

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

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4.9 Health and safety

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

4.10 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.

4.11 Resource use

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

4.12 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.

4.13 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.

4.14 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.

4.15 Transport impacts

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

4.16 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.

4.17 Local communities

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

4.18 Financial stability

Manage for long term financial performance. Provide stability and enable long term investment in social and environmental aspects which underpin the economy.

4.19 Contribution to the built environment

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

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5 SCORING METHODOLOGY (NORMATIVE)

5.1 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.

5.2 Methodology

Assessment against the Standard is divided into three sections:

- 3.2 Organisational Management Requirements
- 3.3 Supply Chain Management Requirements
- 3.4 Requirements related to the management of sustainable development

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').

Supplementary points are available for some criteria and can be awarded in addition to compulsory points regardless of any/all 'higher performance rating' achieved. For example, in 3.4.5 Water abstraction, a supplementary point can be awarded in addition to the Compulsory level (a) score. Or, a supplementary point can be awarded in addition to the score from (b) or the score from (c). This approach makes the maximum points available 4.

A summary of all available points is shown in Table 1.

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Table 1 Performance Ratings

	Requirements	a	b	c	d	Supplementary credits
3.2.1	Responsible sourcing policy	1				
3.2.2	Legal compliance	1				
3.2.3	Quality management system	1	2			
3.2.4	Supplier management system	1				
3.3.1	Material traceability through the supply chain	1	2	3		
3.3.2	Environmental management systems in the supply chain	1	2	3	4	
3.3.3	Health and safety management systems in the supply chain	1	2	3	4	
3.4.1	Greenhouse gas emissions	1	3	5		
3.4.2	Energy management	1				
3.4.3	Resource use	1	3	5		1
3.4.4	Waste prevention and waste management	1	2	3		1
3.4.5	Water abstraction	1	2	3		1
3.4.6	Life Cycle Assessment (LCA)	1	2	3		
3.4.7	Ecotoxicity	1				
3.4.8	Transport impacts	1	3			1
3.4.9	Employment and skills	1	2	3		
3.4.10	Local communities	1	2	3		
3.4.11	Business ethics	1				1
	Key					
	Compulsory					

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	Excellent	Very Good	Good	Pass
Total score in 3.2. & 3.3.	13	11	9	Compulsory
Total score in 3.4	32	23	15	Compulsory

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6 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).

6.1 Normative references

EN ISO 9000:2005	Quality Management Systems – Fundamentals and Vocabulary
BS EN ISO 9001:2015	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 14001:2015	Environmental Management Systems – Requirements with Guidance for Use
BS OHSAS 18001:2007	Occupational Health and safety management Systems – Requirements
BS EN ISO 14021:2001	Environmental labels and declarations – Self-declared environmental claims (Type II environmental labelling)
BS EN ISO 14024:2001	Environmental labels and declarations – Type I environmental labelling – Principles and procedures
BS ISO 14025:2006	Environmental labels and declarations – Type III environmental declarations – Principles and procedures
BS ISO 14064-1:2006	Greenhouse gases — Part 1: Specification with guidance at the organization level for quantification and reporting of greenhouse gas emissions and removals
BS ISO 14064-3:2006	Greenhouse gases -- Part 3: Specification with guidance for the validation and verification of greenhouse gas assertions
BS ISO 21930:2007	Sustainability in building construction – Environmental declaration of building products
SAI SA8000:2001	Social Accountability International; Social Accountability 8000 standard

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EN 15804: 2012	Sustainability of construction works — Environmental product declarations — Core rules for the product category of construction product
ISO 14044:2006	Environmental management - Life cycle assessment - Requirements and guidelines
ISO 14040:2006	Environmental management - Life cycle assessment - Principles and framework

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

6.2 Informative references

BS 8900:2006	Guidance for managing sustainable development
ISO 26000: 2010	Guidance on Social Responsibility

BS EN ISO/IEC 17011:2004 Conformity assessment. General requirements for accreditation bodies accrediting conformity assessment bodies

BS ISO 31000:2009 Risk management. Principles and guidelines

European Directive 2008/98/EC [4], Article 3 (in relation to waste and resources)

European Commission Recommendation 2003/361/EC (in relation to SMEs)

Global Reporting Initiative (GRI) Sustainability Reporting Guidelines version 4 (general)

Transparency International <http://www.transparency.org/> (in relation to business ethics)

BS 13500:2013 Code of practice for delivering effective governance of organizations

BS 10500:2011 Specification for an anti-bribery management system

EU Commission 'Interpretative Communication on waste and by-products' defines a 'production residue'

For undated references please refer to the latest published issue.