



# BRE Environmental and Sustainability Standard

BES 6001: Issue 4.0

## 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 construction products

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## FOREWORD

This Standard provides 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;
- 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 Code for Sustainable Homes and 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. 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](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).

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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 construction product.

The requirements of this Standard provide a framework against which all construction products may be assessed (construction products and products with similar or related material supply chains). 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

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]

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## **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)

## **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 construction products sector include, but are not limited to, fossil resources; precious metals; industrial metals; minerals; natural rubber; bio-mass; 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

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### **2.13 freely and publicly available**

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

### **2.14 impact**

positive or negative effect of one thing on another

### **2.15 intensity**

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 (2.18) 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 (through documentation) to link one production stage with another

### **2.37 waste**

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

[Directive 20098/98/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 0.

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

- Organisational Management Requirements
- Supply Chain Management Requirements
- Requirements related to the sustainable manufacture of construction products

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.

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 member of IAF (International Accreditation Forum).

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### 3.2 Organisational Management Requirements

#### 3.2.1 Responsible Sourcing Policy

	Description	Performance Rating
3.2.1.1	<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 0 of this standard.</p> <p>The policy shall be approved by senior management, be reviewed and updated appropriately on a regular basis, be integrated into the organisation's management system(s) and be effectively communicated to employees and stakeholders.</p> <p>An independent responsible sourcing policy is not necessary if principles are covered in existing policies.</p>	Compulsory

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### 3.2.2 Legal Compliance

	Description	Performance Rating
3.2.2.1	<p>The organisation shall establish, implement and maintain a procedure(s)</p> <ul style="list-style-type: none"> <li>to identify and have access to all applicable local, national and ratified international laws and regulations by which the organisation is bound, and</li> <li>to determine how these laws and regulations apply to the implementation of its policy established in clause 3.2.1.1.</li> </ul> <p>The organisation shall ensure that the relevant requirements of these laws and regulations are adhered to when establishing, implementing and maintaining its management systems.</p>	Compulsory

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### 3.2.3 Management Systems & Operational Management of Responsible Sourcing

	Description	Performance Rating
3.2.3.1	<p>The organisation shall have in place a documented management system(s) to implement its responsible sourcing procedures, and which includes in its scope the assessed product.</p> <p>AND</p> <p>The organisation can demonstrate that it operates a risk management process and an audit programme; and where risk management activities leave a residual risk to the organisation there are plans to mitigate or manage the risk in the future.</p>	Compulsory
3.2.3.2	<p>The organisation can demonstrate that its management system(s) are certified to a recognised standard (e.g. ISO based or otherwise) by a third-party certification body (or Conformity Assessment Body) accredited for that standard by an accreditation body that is a member of the IAF (International Accreditation Forum).</p>	1
3.2.3.3	<p>The organisation can demonstrate that its management system(s) includes reviewable actions for going beyond minimum legal compliance.</p>	2

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### 3.2.4 Procurement and Supplier Management

	Description	Performance Rating
3.2.4.1	<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.</p> <p>The management system shall reference the policy established in clause 3.2.1 of this Standard and the supplier approval process shall review supplier commitments to address the responsible sourcing principles as described in Section 0 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>	Compulsory
3.2.4.2	<p>The organisation can demonstrate that it has reviewed its procurement processes against ISO 20400 and that its procurement processes and function are in line with the principles for sustainable procurement as set out in the guidance standard.</p> <p>AND</p> <p>The organisation has a published Code of Conduct for its suppliers. Adherence with the code shall be an obligation for all suppliers. The code will be regularly reviewed and approved by senior management.</p>	1
3.2.4.3	<p>The organisation can demonstrate that it supports training within its supply chain on the principles of responsible sourcing.</p>	2

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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 construction 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.

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### 3.3.1 Material Traceability Through the Supply Chain

	Description	Performance Rating
3.3.1.1	100% of the constituent material(s) of the assessed product(s) shall be traceable to Tier 1 suppliers.	Compulsory
3.3.1.2	The organisation has mapped its supply chain for the assessed product(s) beyond Tier 1 and carries out regular risk assessments in relation to the potential for environmental and social risks.	1
3.3.1.3	The organisation has mapped its supply chain for the assessed product(s) to the maximum traceability boundary and carries out regular risk assessments in relation to the potential for environmental and social risks.	2

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### 3.3.2 Quality Management Systems in the Supply Chain

	Description	Performance Rating
3.3.2.1	<p>A minimum of 60% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with quality management system(s) certified to a recognised standard (e.g. ISO based or otherwise) by a third-party certification body (or Conformity Assessment Body) accredited for that standard by an accreditation body that is a member of the IAF (International Accreditation Forum).</p> <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
3.3.2.2	75% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with a certificated quality management system.	1
3.3.2.3	90% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with a certificated quality management system.	2
3.3.2.4	60% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 2 suppliers with a certificated quality management system.	3

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### 3.3.3 Environmental Management Systems in the Supply Chain

	Description	Performance Rating
3.3.3.1	<p>100% of constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with an environmental management system (EMS). 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>Constituent materials which are recycled materials or by-products shall be deemed to satisfy this requirement without further verification.</p>	Compulsory
3.3.3.2	A minimum of 60% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with an environmental management system(s) certified to a recognised standard (e.g. ISO based or otherwise) by a third-party certification body (or Conformity Assessment Body) accredited for that standard by an accreditation body that is a member of the IAF (International Accreditation Forum).	1
3.3.3.3	75% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with a certificated environmental management system.	2
3.3.3.4	90% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with a certificated environmental management system.	3
3.3.3.5	60% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 2 suppliers with a certificated environmental management system.	4

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### 3.3.4 Health and Safety Management Systems in the Supply Chain

	Description	Performance Rating
3.3.4.1	<p>100% of constituent material(s) in the assessed product(s) shall be traceable to supplier(s) with 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"> <li>• Near miss incidents</li> <li>• Time loss incidents</li> <li>• Fatal incidents</li> </ul>	Compulsory
3.3.4.2	A minimum of 60% of the constituent material(s) in the assessed product(s) shall be traceable to suppliers with a health and safety management system certified to a recognised standard (e.g. ISO based or otherwise) by a third-party certification body (or Conformity Assessment Body) accredited for that standard by an accreditation body that is a member of the IAF (International Accreditation Forum).	1
3.3.4.3	75% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with a certificated health and safety management system.	2
3.3.4.4	90% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 1 supplier(s) with a certificated health and safety management system.	3
3.3.4.5	60% of the constituent material(s) in the assessed product(s) shall be traceable to Tier 2 suppliers with a certificated health and safety management system.	4

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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
3.4.1.1	<p>The organisation shall establish a policy, supported by a documented management system, for the monitoring and reduction of the greenhouse gas 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>AND</p> <p>According to the principles of ISO 14064-1, the organisation shall quantify:</p> <ul style="list-style-type: none"> <li>• direct greenhouse gas emissions; and</li> <li>• indirect greenhouse gas emissions</li> </ul> <p>Emissions calculations using other internationally recognised standards are accepted as defined in the guidance notes.</p>	Compulsory
3.4.1.2	<p>The organisation has targets for the reduction of direct and indirect greenhouse gas emissions, relative to output over time. Targets are approved by senior management and progress against targets is reviewed regularly.</p>	1
3.4.1.3	<p>The organisation reports performance against targets to stakeholders according to the principles of ISO 14064-1.</p> <p>Reporting shall include levels of direct and indirect greenhouse gas emissions relative to output set against targets for reduction over time, and thereafter reported on an annual basis.</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>	2
3.4.1.4	<p>The organisation has external verification of the information and data reported above.</p>	3

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### 3.4.2 Energy Use

	Description	Performance Rating
3.4.2.1	<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 it has financial and/or operational control.</p> <p>Energy management system(s) certified to ISO 50001 by a third-party certification body (or Conformity Assessment Body) accredited for that standard by an accreditation body that is a member of the IAF (International Accreditation Forum); or compliance to ESOS or equivalent audit obligation meets this requirement.</p> <p>*energy intensity is the amount of energy required for each unit of output</p>	Compulsory
3.4.2.2	The organisation has targets for the reduction of energy usage, relative to output over time. Targets are approved by senior management and progress against targets is reviewed regularly.	1
3.4.2.3	The organisation reports performance against targets to stakeholders. Reporting shall include levels of energy usage relative to output set against targets for reduction over time, and thereafter reported on an annual basis.	2
3.4.2.4	The organisation has external verification of the information and data reported above.	3

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### 3.4.3 Resource Use and Product Circularity

	Description	Performance Rating
3.4.3.1	The organisation shall establish a policy, supported by a documented management system for the efficient use of constituent materials and for the development of products for a circular economy, as appropriate to the product(s) under assessment.	Compulsory
3.4.3.2	The organisation can demonstrate at least two of the following: <ul style="list-style-type: none"> <li>• Actions taken to improve future resource use at end-of-life of the assessed product(s)</li> <li>• Actions to extend the lifespan of the assessed product(s)</li> <li>• Declaration of recycled content in accordance with ISO 14021 or recognised sector standard of the assessed product(s)</li> <li>• A product development approach to design products for a circular economy</li> <li>• The assessed product(s) have independent certification against established product circularity standards</li> </ul>	1
3.4.3.3	The organisation reports to stakeholders on its performance against the above.	2

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#### 3.4.4 Waste Prevention and Waste Management

	Description	Performance Rating
3.4.4.1	<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>	Compulsory
3.4.4.2	<p>The organisation reports performance against targets to stakeholders.</p> <p>Reporting shall include levels of waste production relative to output set against targets for reduction over time, and thereafter reported on an annual basis.</p> <p>AND</p> <p>Comparison to industry benchmarks where available, or comparison to company benchmarks if industry benchmarks are not available.</p>	1
3.4.4.3	<p>The organisation has external verification of the information and data reported above.</p>	2

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### 3.4.5 Water Usage or Abstraction

	Description	Performance Rating
3.4.5.1	<p>The organisation shall establish a policy, supported by a documented management system, for the reduction of the intensity* of water usage or abstraction.</p> <p>The scope of the policy and management system may exclude:</p> <ul style="list-style-type: none"> <li>• seawater;</li> <li>• 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;</li> <li>• water stored in holding lakes on site for recirculation; and</li> <li>• rainwater collected, stored or used as part of the production process.</li> </ul> <p>The organisation shall quantify the intensity of water usage or abstraction related to its operations.</p> <p>Water footprint calculation in accordance ISO 14046 may automatically fulfil this criteria.</p> <p>* intensity is the amount of water usage/abstraction that is required for a unit of output.</p>	Compulsory
3.4.5.2	The organisation has targets for the reduction of water usage, relative to output over time. Targets are approved by senior management and progress against targets is reviewed regularly.	1
3.4.5.3	The organisation reports performance against targets to stakeholders. Reporting shall include levels of water usage relative to output set against targets for reduction over time, and thereafter reported on an annual basis.	2
3.4.5.4	The organisation has external verification of the information and data reported above.	3

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#### 3.4.6 Life Cycle Assessment (LCA)

	Description	Performance Rating
3.4.6.1	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
3.4.6.2	The organisation has participated in a freely and publicly available LCA study that complies with the requirements of ISO 14040 and ISO 14044.	1
3.4.6.3	The organisation has independently verified Environmental Product Declaration(s) (EPD) that conform to the requirements of ISO 14025 and either ISO 21930 or EN 15804 for the assessed products. The EPDs are valid and publicly available on the EPD Scheme operator's website.	2

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### 3.4.7 Toxicity

	Description	Performance Rating
3.4.7.1	<p>The organisation shall undertake a hazard assessment of chemicals procured for manufacturing the assessed product. The scope of the assessment shall include all:</p> <p>Substances in Annex XIV "Authorisation List" of UK REACH and EU REACH;</p> <p>AND</p> <p>Substances on the Candidate List of substances of very high concern (SVHC) for Authorisation of EU REACH and UK REACH.</p>	Compulsory
3.4.7.2	The organisation has independently verified Health Product Declaration(s) for the assessed product(s).	1

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### 3.4.8 Transport Impacts

	Description	Performance Rating
3.4.8.1	<p>The organisation shall establish a policy, supported by a documented management system, for the continual reduction of environmental and social impacts associated with the transport of materials, goods and people involved in its operations.</p> <p>The procedures for identification of appropriate, significant, direct environmental and social impacts and mitigation strategies shall be documented.</p>	Compulsory
3.4.8.2	<p>The organisation shall extend the scope of its transport policy and metrics to cover the supply of 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>	1
3.4.8.3	<p>The organisation has targets for the reduction of environmental and social impacts associated with the transport of materials, goods and people involved in its operations. Targets are approved by senior management and progress against targets is reviewed regularly.</p>	2
3.4.8.4	<p>The organisation reports performance against targets to stakeholders.</p> <p>Reporting shall include significant environmental and social impacts identified by the organisation, mitigation strategies and performance against targets for reduction over time, and thereafter reported on an annual basis.</p>	3

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### 3.4.9 Biodiversity & Site Stewardship

	Description	Performance Rating
3.4.9.1	The organisation shall establish a policy, supported by a documented management system, for managing the risks and potential impacts of the organisation's activities on biodiversity and ecosystems and carry out regular reviews of its performance.	1
3.4.9.2	The organisation carries out regular biodiversity assessments and has developed and implemented a biodiversity management plan to enhance the natural environment and biodiversity. The plan shall include controls to minimise impacts, remediation measures and actions to increase biodiversity.	2
3.4.9.3	The organisation reports regularly to stakeholders on demonstrable actions taken in line with the strategy and plan.	3
3.4.9.4	The organisation can provide externally verified evidence of environmental stewardship at the source of the raw material.  The environmental stewardship shall follow material specific, appropriate and recognised principles, including protection of the natural environment and conservation of biodiversity.	4

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### 3.4.10 Human Rights

	Description	Performance Rating
3.4.10.1	<p>The organisation shall establish a policy, supported by a documented management system appropriate to the purpose and activities of the organisation and its supply chain to respect human rights and protect workers.</p> <p>The policy shall be approved at board level and be in accordance with Guiding Principle 16 of the UN Guiding Principles on Business and Human Rights.</p> <p>AND</p> <p>The organisation shall have in place a documented due diligence process to identify and act upon actual and potential human rights risks for workers and other stakeholders in its operations, supply chains and the services it uses.</p> <p>The organisation shall regularly review the effectiveness of the policy and procedures.</p>	Compulsory
3.4.10.2	The organisation has a human rights action plan or due diligence strategy and reports regularly to stakeholders on demonstrable actions taken in line with the strategy or action plan.	1

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### 3.4.11 Business Ethics and Modern Slavery

	Description	Performance Rating
	<p>The organisation shall have in place a documented code of business ethics/conduct. Adherence with the code of business ethics/conduct shall be an obligation for all employees of the organisation;</p> <p>AND</p> <p>The organisation shall have in place a documented risk assessment of its internal 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 policy and mechanism for the confidential reporting, investigation and resolution of suspected cases of bribery and/or corruption.</p> <p>The policy shall be communicated widely and protect the whistle-blower from harassment or victimisation; and the organisation shall have an accessible grievance process in place.</p>	Compulsory
	The organisation publishes an annual Modern Slavery and Human Trafficking statement which goes beyond the requirements of the Modern Slavery Act and demonstrates continual improvement.	1
	The organisation has independent verification or certification of its ethical labour practices and can demonstrate a commitment to continuous improvement.	2

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### 3.4.12 Employment and Skills

	Description	Performance Rating
3.4.12.1	<p>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.</p> <p>Responsible Sourcing awareness/training shall be evidenced in all relevant professional and functional training; and the organisation operates an induction programme which refers explicitly to legal requirements related to human rights, sustainability, and corporate responsibility and ethics.</p> <p>AND</p> <p>The organisation shall have clear &amp; transparent human resource practices for recruitment, contract, fair wages &amp; working hours and the procedures shall comply with all legislative requirements.</p>	Compulsory
3.4.12.2	The organisation has targets for the learning and development of its employees. Targets are approved by senior management and progress against targets is reviewed regularly.	1
3.4.12.3	<p>The organisation reports on an annual basis to stakeholders on its performance relating to the learning and development of its employees.</p> <p>OR</p> <p>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.</p>	2
3.4.12.4	The organisation has external verification of the information and data reported above.	3

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### 3.4.13 Local Communities

	Description	Performance Rating
3.4.13.1	<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>AND</p> <p>The organisation shall carry out regular reviews of its performance in terms of local community relationships, liaison activities and complaints incidents.</p>	Compulsory
3.4.13.2	<p>The organisation reports on local community engagement, liaison activities and complaint incidents to stakeholders on an annual basis.</p> <p>OR</p> <p>The organisation shall establish a policy, supported by a documented management system to promote local sourcing of products and services; and the use of local staff and local expertise where appropriate and practical.</p>	1
3.4.13.3	The organisation has external verification of the information and data reported above.	2

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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,

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

#### **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.

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#### 4.19 Contribution to the built environment

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

## 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

EN ISO 9000:2015	Quality Management Systems – Fundamentals and Vocabulary
BS EN ISO 9001:2015	Quality Management Systems – Requirements
BS 8555:2016	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 EN ISO 14021:2016	Environmental labels and declarations – Self-declared environmental claims (Type II environmental labelling)
BS EN ISO 14024:2018	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 EN ISO 14064-1:2019	Greenhouse gases — Part 1: Specification with guidance at the organization level for quantification and reporting of greenhouse gas emissions and removals

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BS EN ISO 14064-3:2019

Greenhouse gases -- Part 3: Specification with guidance for the validation and verification of greenhouse gas assertions

BS ISO 21930:2017

Sustainability in building construction – Sustainability in Buildings and Civil Engineering Works — Core Rules for Environmental Product Declarations of Construction Products and Services

BS 8900:2006

Guidance for managing sustainable development

SAI SA8000:2014

Social Accountability International Social Accountability 8000 standard

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

ISO 45001:2018

Occupational Health and Safety Management Systems - Requirements with Guidance for Use

BS EN ISO 50001:2011

Energy Management Systems – Requirements with Guidance for Use

BS ISO 20400: 2017

Sustainable Procurement - Guidelines

International Labour Organisation (ILO) Declaration on Fundamental Principles and Rights at Work

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Organisation for Economic Cooperation and Development (OECD) Guidelines for Multinational Enterprises revision 2000

The UN Guiding Principles on Business and Human Rights

## 5.2 Informative references

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.