

# CSC operations manual version 1.0 2017

The Concrete Sustainability Council Certification System

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# The Concrete Responsible Sourcing Certification System



# VERSION 1.0 is available in the toolbox www.concretesustainabilitycouncil.com

Welcome to the Concrete Responsible Sourcing wiki. For information about Concrete Responsible Sourcing, please contact the coordinator, Stefan van Uffelen, at stefan@concretesustainabilitycouncil.org

We are developing the concrete responsible sourcing certification system. If you would like to help write this system, please email Stefan for a login so you can contribute as well. An organization email address is required.

If you want to experience the certification system, please visit www.concretesustainabilitycouncil.com and try the quickscan.

#### **Responsible sourcing**

The certificate of responsible sourcing shows the level to which an organization operates in an environmentally, socially and economically responsible way and certifies that it produces products that have minimal impact (relative to similar products) on the environment, subject to them meeting other demands placed on the product, for example strength and durability. While the social, economic, management and environmental aspects of certification apply uniformly to all products produced by the **organization**, other environmental aspects of certification may vary across the product range (all products produced in the **plant**) and lead to different levels of certification for different **products**. The Concrete Responsible Sourcing Certification System consists of an operational manual and assessment criteria, with guidance on their application.

- The object of certification is the product.
- The scope of products being certified is "all products produced in a plant".
- The certification system covers the supply chain (aggregates, cement), the organization of the concrete producer and product-specific criteria. It is possible to set the scope of a certificate at a project level (meaning concrete delivered for construction project X).

#### THis WIKI page is a development platform.

Manual version 1.0 is the official manual, no rights can be derived from the version on the WIKI page!

#### Who is involved

See the members of the committees and the associations supporting this development: <u>http://www.concretesustainabilitycouncil.org/index.php?pagina=organization</u>

#### Part 1: Operations Manual

The Concrete Sustainability Council (CSC) **Operations Manual** contains all operational procedures necessary to completing CSC assessments. The Operations Manual covers general CSC procedures.

- 1. Introduction
- 2. Organization
- 3. Certification Scope
- 4. Process
- 5. Annual compliance Validation

#### 6. Weighting and Certification Levels

- 7. <u>Tariffs</u>
- 8. Guidance notes

#### Part 2: Technical Manual - Assessment criteria

The Technical Manual is a version-specific document containing all assessment criteria. It starts with a specific <u>Introduction</u> explaining in detail how to read and apply the criteria.

The criteria section starts with <u>pre-requisites</u> that are mandatory for certification at any level. Two topics are pre-requisites:

- P1: Ethical and Legal Compliance
- P2:<u>Human Rights</u>

No CSC certificate can be issued it the pre-requisites have not been satisfied.

#### Additional cement and aggregate pre-requisites

For aggregates and/or cement, there are additional pre-requisites. The total cement or aggregate score will be zero if all of the following pre-requisite topics are not satisfied by all suppliers.

For mining operations, the following two additional pre-requisites are mandatory for all sites starting operation after 31 December 2019:

- P3:<u>Indigenous People's Rights</u>
- P4:Environmental and Social Impact Assessment

#### Additional concrete pre-requisite

<u>P5:Traced materials</u>

The assessment criteria are divided into four categories:

- 1. Management
  - 1. M1 Sustainable Purchasing Plan
  - 2. <u>M2 Environmental Management</u>
  - 3. M3 Quality Management
  - 4. M4 Health & Safety Management
  - 5. M5 Chain of Custody
  - 6. M6 Benchmarking

#### 2. Environmental

- 1. E1 Environmental Product Information
- 2. E2 Land Use
- 3. E3 Energy & Climate
- 4. E4 Air Quality
- 5. <u>E5 Water</u>
- 6. <u>E6 Biodiversity</u>
- 7. E7 Secondary Materials
- 8. E8 Transport
- 9. E9 Secondary Fuels

## 3. Social

- 1. S1 Health Product Information
- 2. S2 Local Community
- 3. S3 Health & Safety
- 4. S4 Labor Practices

## 4. Economics

- 1. P1 Local Economy
- 2. P2 Ethical Business
- 3. P3 Innovation
- 4. P4 Feedback Procedure

## 5. Supply Chain: Cement

1. <u>C1 Cement</u>

## 6. Supply Chain: Aggregates

1. A1 Aggregates

In total, 25 credits plus 2 pre-requisites, and 2 additional pre-requisites for new sites.

## Part 3: Governance

- 1. Governance Structure
- 2. Roles in the Certification Process
- 3. Complaints Procedure
- 4. Support
- 5. Terms & Conditions
- 6. Glossary of Terms
- 7. Versions
- 8. Innovation
- 9. CSC as a Management System
- 10. Regional Adaptations
- 11. Evidence
- 12. Templates
- 13. Use of CSC Logo
- 14. Regional Operator Requirements
- 15. Certification body requirements

- 16. Global & Local Operations
- 17. Evaluation of Scope
- 18. Confidentiality Agreement
- 19. Membership Conditions
- 20. Statutes
- 21. CSC anti trust code of conduct
- 22. Work programma
- 23. Training
- 24. Alignment with other certification system

#### Part 4: CSC Quality standard

- 1. Credibility
- 2. <u>ISO14024</u>
- 2. Traceability System
- 2. Obligations for Scheme Implementation
- 3. Management of the Assurance
- 4. Knowledge Sharing
- 5. Personnel Compentence
- 6. Consistent Assessment
- 7. Assessment of Portfolio's
- 8. Oversight
- 9. Ongoing Scrutiny
- 10. Document Management
- 11. Code Review Process
- 12. <u>Standard Setting Procedures</u>
- 13. Risk and Impact Management
- 14. Remediations and Sanctions
- 15. Reporting



Concrete Responsible Sourcing Scheme:Books/CSC operations manual version 1.0 2017



# Introduction





In October 2013, a group of international organizations in the concrete and cement sector came together to begin the process of developing an international responsible sourcing certification system for the cement and concrete sector. On 5 February 2014, industry representatives signed an agreement to develop a responsible sourcing certification system for concrete, cement and aggregates during the International Concrete Sustainability Conference in Medellín, Colombia. The following organizations were involved in this project:

- European Concrete Platform (ECP)
- European Federation of Concrete Admixtures Associations (EFCA)
- Federación Iberoamericana de Productores de Áridos (FIPA)
- Federación Iberoamericana del Hormigón Premezclado (FIHP)
- Federación Interamericana del Cemento (FICEM)
- National Ready Mixed Concrete Association (NRMCA)
- Portland Cement Association (PCA)
- Union Européenne des Producteurs de Granulats (UEPG).

By putting in place a certification system for responsibly sourced concrete, cement and aggregates, the industry demonstrates and communicates the role of concrete, cement and aggregates in providing solutions for the built environment.

#### CSC main objectives

1. Improve concrete's sustainable performance2. Improve transparency of the concrete sector3. Get recognition for the sustainable effort in certification rating systems4. Get recognition in green procurement government policies5. Show continuous improvement to the public6. Improve the business case for responsible/sustainable concrete

The responsible sourcing system provides tangible evidence to share with customers, shareholders and other stakeholders supporting internal investment in sustainability initiatives.

This CSC Operations Manual contains all operational procedures necessary to provide a step-by-step guide to completing CSC assessments.

# Organization





This project is the work of a large group of organizations and persons.

First of it is the work of all the committee members:

#### http://www.concretesustainabilitycouncil.org/index.php?pagina=organization

#### We thank the following persons for their help in developing this manual:

Gabriella Araya: YCCYC, Christian Artelt: HeidelbergCement, Gustavo Beltran: FIHP, Francesco Biasioli: ERMCO, James Bogdan: NRMCA, Isabella Bussi: former HeidelbergCement, Cesar Constantino: Titan, Koen Coppenholle: CEMBUREAU, Ruxandra Cracea: CEMBUREAU, Karl Downey: CEMBUREAU, Arjen van der Drift: Kiwa, Hafiz Elhag: BIBM, British Precast, Tzanis Emmanouill: Titan, Dirk Fincke: UEPG, Philippe Fonta: WBCSD-CSI, Richard Frost: CRH Tarmac, Tom Harrison: ECP / ERMCO, Roland Hunziker, WBCSD-CSI, Cristiana Jolivet: WBCSD/CSI, Stefanie Kaufmann: HeidelbergCement, Eric Koehler, Titan America, Manuel Lascarro: FIHP, Mantijn van Leeuwen: NIBE, Ron Leppers: SGS, Lionel Lemay: NRMCA, Yvonne Leung: WBCSD-CSI, Antonio Mesquita: CIMPOR, Kevin Mlutkowski: ACI, Manuela Ojan: HeidelbergCement, Tien Peng: NRMCA, Ron Peters: VOBN, Marie van der Poel: VOBN, Alessio Rimoldi, BIBM, Alexander Röder: CEMEX, Nigel Sagar: Skanska, Moniek Scheffers: CRH, David Shepherd: PCA, Kathleen Carr Smith: NRMCA, Andrew Swain: UEPG, Michael Scharpf: LafargeHolcim, Henk Schuur: BFBN, Mark Tomlinson: UEPG/ LafargeHolcim, Nathaly Triana: FICEM, Stefan van Uffelen: CSC , Wim van Vreeswijk: Kiwa, Amy Wedel: Former HeidelbergCement, Jody Wise: LafargeHolcim; Lydia Yannakopoulou: Titan

**Pilot Feedback**The technical manual was tested during the second half of 2014 and in early 2015 by the following organizations:

- Argos, Colombia
- Bosch Beton, Netherlands
- Cemex, Mexico and Nicaragua
- Consolis/VBI, Netherlands
- Hanson, Australia
- Interbeton, Belgium

The technical manual and the toolbox (www.concretesustainabilitycouncil.com) have been tested from September 2015 until January 2016 by 25 pilot projects:

- Aggregate Industries (US)
- Argos (Colombia and Panama)
- Berks Products (US)
- Bosch Beton (The Netherlands)
- CalPortland (US)
- Cementerie National (Lebanon)
- Cemento Progresso (Guatemala)
- Cemex (US)
- Cemex (Mexico)
- Concrete Supply Co. (US)
- CRH (Ireland)
- Italcementi (Italy, France)
- Kirkpatrick Concrete (National Cement) (US)
- Lehigh Hanson (US)
- Makati Development Corporation (Philippines)
- Mebin (The Netherlands)
- Ocean Concrete (Canada)
- SCG (Thailand)
- Taiheiyo (Japan)
- Titan America (US)

- Tech Ready Mix(US)
- U.S. Concrete (US)

#### External stakeholders

A IUCN led stakeholder process has led and is leading to feedback from:

- International Union for Conservation of Nature (IUCN)
- Birdlife
- Friends of Nature (NFI Naturfreunde International)
- World Wide Fund for Nature (WWF) China
- Downwinders at Risk
- United Nations Environment Programme
- Friends of the Earth
- World Resources Forum
- Indigenous Perspectives

The consolidated feedback report can be downloaded from the IUCN website and the CSC website.

A number of other organizations have given their feedback:

- German Sustainable Building Council (DGNB)
- U.S. Green Building Council (USGBC)
- Building Research Establishment (BRE)
- International Labour Organization (ILO)

For more information and to provide feedback, please write to info@concretesustainabilitycouncil.org

#### Members and founding members

The CSC project is sponsored financially by the following organizations:

See more at: http://www.concretesustainabilitycouncil.org/index.php?

# Process





#### The Certification Process

#### 1:Procurement of a license for the toolbox by the central office or the local company.

The client buys a license (a number of certificate application rights) for the toolbox. Discounts apply for CSC member companies or can potentially apply for association members.

#### 2:Certification project preparation

The client prepares his/her certification in <a href="http://www.concretesustainabilitycouncil.com">http://www.concretesustainabilitycouncil.com</a> ,selects the version available for his/her region. A client or his/her expert uploads evidence in the tool and writes explanations about the evidence. Other collegues can be involved and reports can be generated.

#### 3 Project registration

representatives of an organization, plant, site) submits an application for certification. This is called the project registration. It is not only an administrative step but also a formal and important step because upon registration the certification scope is set.

**4: Selection of the certification body**The client has to select a certification body. This can be done before or after project registration. The certification body appoints an assessor/auditor to your project. The client has to come to an agreement with the certification body about the costs of the audit.

**5:** Validation of the evidenceAn independent CSC Auditor validates the report. The client can improve the evidence. Once this proces is ready, the assessorreport is generated and the project file is frozen.

**6: Final quality check by certificaton body.** The certification body/institute (CI) performs quality assurance activities on the work of the auditor and determines if an additional site visit is required. The minimum amount of site visits is 0,7 times the square root of the amount of plants that are within the scope. In case there is a regional system operator, regional requirements for site visits can apply.

**7: Issuing of the certificate**Once the certification body is satisfied with the content and quality of the report, the certificate will be issued.

In order to maintain the certification standard, a periodic update is required. This also allows the client to further improve its operations in terms of this certification standard and thereby increase the level of certification.

#### Detailed Process discription

#### From Credits to Points

Each sustainability topic covered within the CSC system is called a "credit". For each credit, points can be achieved if the criteria as set out in the Technical Manual have been met. The total number of points achieved will lead to a total percentage that, in its turn, determines the overall score of the certified subject (product, plant, organization).

#### **Minimum Certification Requirements**

In order for a minimum standard to be achieved in each certification, a minimum percentage is required. Below that percentage no certificate will be issued. In addition, there are a number of "pre-requisites" -credits that always need to be satisfied in order to obtain certification.

#### Submission of Assessment Reports

Assessment reports may be submitted more than once, but with a limit to the number of submissions as

agreed with the certification body. Both the client and the auditor should strive for the highest quality from the first submission in order to minimize the administrative process. Fees may apply for multiple submissions.





The CSC scheme is product certification. However the logical scope for concrete production is the plant level or multiple plant level. We strongly advise to select the plantlevel (or multiple plantlevel) as the scope of your certification.

The scope of certification can vary. In principle, the scheme allows for different scopes:

1. One or more products (or ranges of products) from a plant, but not all products2. All products from a plant, but not all plants from an organization, or all products from a number of plants, but not all plants from an organization;3. All plants/sites within a country (regional) organization.

In some cases a number of different assessments could be required. The certification institute has to approve the scope.



# **Weighting and Certification Levels**



The CSC certification system has three parts in the supply chain:

- The aggregate part (weight is 15% of the total concrete score)
- The cement part (weight is 25% of the total concrete score)
- The concrete production part (weight is 60% of the total concrete score)

The core content of the CSC certification is made up of a number of sustainability topics grouped in 4 categories, each with its own weighting percentage:

1	Aggregates	Cement	Concrete
management	11%	10%	11%
environment	52%	60%	24%
social	19%	17%	14%
economical	18%	13%	11%
Cement supply cl	nain		25%
Aggregates suppl	y chain		15%

For each sustainability topic, called a "credit", points can be awarded if the criteria are satisfied.

	Weighting						
		Aggregate available per credit	Weighting	Cement available per credit	Weighting	Concrete available per credit	Weighting
		15%		25%		60%	
	Management	17	11%	23	10%	30	11,2%
M1	Sustainable Purchasing plan	9	5,8%	9	4,1%	9	3,4%
M2	Environmental Management	3	1,9%	3	1,4%	3	1,1%
M3	Quality Management System	2	1,3%	2	0,9%	2	0,7%
M4	Health and safety management	3	1,9%	3	1,4%	3	1,1%
M5	Chain of Custody	0	0,0%	6	2,7%	6	2,2%
M6	Benchmarking	0	0,0%	0	0,0%	7	2,6%
	Environment	80	52%	133	60%	65	24,3%
E1	Product information	3	1,9%	8	3,6%	8	3,0%
E2	Land use	12	7,7%	7	3,2%	2	0,7%
E3	Energy use	7	4,5%	29	13,1%	14	5,2%
E4	Air quality	8	5,2%	28	12,7%	8	3,0%
E5	Water	13	8,4%	12	5,4%	9	3,4%
E6	Biodiversity	27	17,4%	25	11,3%	3	1,1%
E7	Secondary Materials	0	0,0%	12	5,4%	16	6,0%
E8	Transport	10	6,5%	5	2,3%	5	1,9%
E9	Secondary Fuels	0	0,0%	7	3,2%	0	0,0%
	Social	30	19%	37	17%	37	13,9%
S1	Product information	3	1,9%	5	2,3%	6	2,2%
S2	Local community	9	5,8%	14	6,3%	13	4,9%
<b>S</b> 3	Health and Safety	10	6,5%	10	4,5%	10	3,7%
<b>S4</b>	Labour Practices	8	5,2%	8	3,6%	8	3,0%
	Economical	28	18%	28	13%	28	10,5%
P1	Local economy	4	2,6%	4	1,8%	4	1,5%
P2	ethical business	13	8,4%	13	5,9%	13	4,9%
P3	Innovation	8	5,2%	8	3,6%	8	3,0%
P4	P4 Feedback procedure	3	1,9%	3	1,4%	3	1,1%
	Supply chain: cement					67	25%
C1	C1 Cement					67	
	Supply chain: aggregates					40	15%
A1	A1: Aggregates		1			40	
	Total (100%)	155	100,0%	221	100,0%	267	100,0%

This weighting relates to the amount of topics covered in each category in combination with the difficulty to achieve points. The management category also covers social and economic topics, but is about the management of those topics. This means that the weighting does not indicate that economic is less important than social and that environmental is more important than social.

The weighting has been defined by the technical committee based on an average of several scorings followed by a meeting where consensus about the scoring was reached. Several scoring methods where used:

1. List of heavy, medium and light credits to prove2. Number of criteria per category3. List of credits by impact4. List of credits that are difficult to achieve, very ambitious, ambitious and common market practice.

List number 4 was also used to set the different certification levels (certified, silver, gold and platinum).

#### Levels of Certification for concrete

The CSC system has four levels:

1. Bronze: 30%2. Silver: 50%3. Gold: 65%4. Platinum: 80%

To be certified, 30% or more of the points must be achieved and the pre-requisites must be achieved.

#### The concrete score

The concrete score is the average score of the aggregate suppliers (15%), cement suppliers (25%) and concrete producers (60%). In the case that a concrete producers seeks certification without the availablility of scores in the supply chain, a maximum of 60% can be achieved.

	15%	25%	60%	100%	
	Aggregate	Cement	Concrete	Propro	>= 20%
management	12%	11%	19%	Silver	>= 50%
environment	52%	61%	40%	Platinur	m >= 80%
social	17%	14%	22%		
economical	19%	13%	18%		

If the concrete producer has three cement suppliers, the average score of the cement part is made out of the weighting of the three suppliers.

If the concrete producer selects a cement supplier in the tool, and a score is available from the cement supplier, this score X percentage of cement suppliers, is added automatically to the score of the concrete producer.

#### **Mandatory Credits**

At the moment no mandatory credits are defined per level, apart from the pre-requisites for all levels. Once we have more experience with the system, it is possible that mandatory credits will be defined on a local level to reflect the level of local regulations and priorities. It is also possible that we publish a table with mandatory credits that have to be achieved for recognition in other rating systems.

#### Suppliers score

As a reaction to the numerous registrations in the CSC system from suppliers the CSC has introduced with immediate effect Supplier Certificates for major constituents (aggregates, cement, cementitious materials). So far for suppliers of these materials there was only a score, but no certificate. The approach described below is an interim solution; version 2 of the technical framework (to be published in 2018) will define a permanent solution.

#### Why the name Supplier Certificate?

The certification of the supplier covers only part of the supply chain (as opposed to the standard CSC Certificate that is issued to concrete producers and reflects the average performance of the full supply chain). The term Supplier Certificate was therefore chosen to reflect this limited scope and avoid confusion with the CSC Certificates for concrete producers.

For which plants is the Supplier Certificate available?

Supplier Certificates can be issued to suppliers of aggregates, cement, and cementitious materials that have achieved the minimum percentages for the respective levels specified.

Supplier Certificates can also be issued retrospectively, i.e. for suppliers that successfully underwent the CSC verification before the introduction of Supplier Certificates.

#### Are there different levels?

The new Supplier Certificates will be available in different levels (see below); the rationales for defining thresholds for Bronze and Silver is that these are the minimum scores that a standalone concrete plant (i.e. without any supply chain score) needs those scores in order to get to the same level.

- The following levels apply

score <30%:	only a score, no certificate
score >=30%, but <50%:	Certified
score >=50%, but <83%:	Bronze
score >=83%:	Silver

Higher levels are currently not available for suppliers

How does this affect the way suppliers contribute to the score of a concrete plant?

The Supplier Certificates do not affect how the score of a concrete plant is calculated. The calculation will continue to use the exact score of any given supplier. This particularly includes that suppliers with a score below 30% still contribute to the score of their clients in the concrete sector.

What does the Supplier Certificate look like?

The final design of the Supplier Certificate is still pending. It will include elements to clarify the scope of the Supplier Certificate and to avoid confusion with the CSC Certificate for concrete plants.

How can the Supplier Certificate be used?

Organizations that have received a certificate may use the corresponding levels (Certified, Bronze, Silver) for marketing and communication purposes as long as the following rules are respected:

- All communication must explicitly mention that the organization has received a Supplier Certificate (to avoid confusion with the standard CSC Certificates for concrete plants, see above).

- Organizations shall refrain from using graphic representations of the Supplier Certificate until the final design has been approved.

- Organizations may not claim certification levels they have not received; in communications covering plants with different levels misleading language shall be avoided.

Organizations that have achieved a score are able to communicate that they did so.

All suppliers that have successfully undergone the CSC verification process are invited to communicate to their clients and other stakeholders that their score is available in the CSC toolbox.



# Tariffs



#### Please read the fee update page

Throughout the certification process, fees apply to be paid by the organization seeking CSC certification.

Fees apply for:

1) CSC license fee (for CSC costs and software use)

2) Certification and Auditing costs

#### 1 CSC license fee

Using the toolbox for quickscans is free. Once you want to use the toolbox for a pre-assessment or assessment, one or more certification application rights have to be bought.

One certification right is the right to certify one plant. If your scope is 5 plants and a headquarter, 5 certification rights must be bough for all five plants. Together with the certification body you can decide to receive one certificate covering multiple plants (see the section about <u>Certification Scope</u>)

You buy pre-paid bundles.

#### 2017 prices

1	Bundle	of 1 certificicate application (registration right)	€ 1000
5	Bundle	of 5 certificate applications	€ 2.500
10	Bundle	of 10 certificate applications	€ 4.000
20	Bundle	of 20 certificate applications	€ 7.000

Member companies receive a discount of 15%

More than one bundle can be bought (5 + 1 for example). A bundle gives a right to do # certificate applications. These rights have no expiration date. A refund of non-used rights is not possible.

These fees are to cover the costs of the scheme operator: the use of the assessment tool, helpdesk costs. maintenance of the certification system, accreditation, cost of the regional committee or regional scheme operator.

The license fee includes a license to use the software and the posibillity to apply for # of certificates.

In case you want to use the software, without the purpose of certification, a single software license fee can be agreed (€250,- annually for four users)

#### February 2018 prices

1	Bundle	of 1 certificicate application (registration	€ 1000
5	Bundle	right) of 5 certificate applications	€ 4.000

10	Bundle	of 10 certificate	€ 7.000
		applications	
20	Bundle	of 20 certificate	€ 12.000
		applications	

Member companies receive a discount of 15%

### 2. Certification / Auditing costs

The client has to select their preferred certification body in the list in the tool. If the certification body you prefer is not in the list, you can advise this organization to start supporting the CSC system as well by becoming a member.

Depending on the project size and possible additional regional requirements, there is an certification fee for validation and/or a site visit by an auditor.





#### CSC Annual compliance validation procedure

Purpose of the procedure is to define how to perform the compliance validation in the different situations and stages of certification apart from approval (initial certification procedure) or recertification.

According to this procedure the CB validates if a certificate holder is still compliant with the CSC certification system for responsibly sourced concrete after initial approval or recertification.

Responsible sourcing being a continuous activity for a CSC-certified organization, the certificate is valid for a period of three years after approval.

However, underlying evidence of some of the CSC criteria may evolve. Changes need to be reported by the certificate holder on an annual bases followed by an annual compliance validation. The compliance validation is a minor check provided the certificate holder's updated or revised evidence is prepared in a manner that enables efficient validation and that it is conforming to the current certificate.

The process of the annual compliance validation is the following:

1. Two months before the annual validation the CSC system (tool) informs the certificate holder of the upcoming validation;

a. If a certificate holder applies for a re-certification instead of the annual compliance validation, the requirements for re-certification apply.

2. The certificate holder checks and updates the evidence (if applicable) and confirms that the evidence reflects the current situation;

3. The Certification Body does a (remote/desktop) compliance validation of the evidence in question;

a. In case the evidence is not provided before the annual validation, the CB will contact the certificate holder that the annual compliance validation is not possible. The certificate holder should provide the evidence and informs the CB within three months. If the evidence is not provided, the certification body will proceed with the validation and points will be lost on specific criteria.

4. Depending on the outcome of the compliance validation the following may occur:

a. The evidence is compliant and the score of the plant remains within a range of 3% of points à no changes to the certificate needed;

b. The evidence is compliant and the score of the plant increases by more than 3% of points, but stays within its level (bronze, silver, gold, platinum) à On the request of the certificate holder the CB can issue a certificate (new version) with the new score. The validity of the certificate remains the same;

c. The evidence is compliant and the score of the plant increases by more than 3% of points and raises to a higher level (bronze, silver, gold, platinum) à On the request of the certificate holder the CB can issue a new certificate. The validity of the certificate remains the same;

d. The evidence is compliant but the score of the plant decreases by more than 3% of the issued certificate, but stays above the threshold of certification à The certificate will be re-issued by the CB (new version) with the new score. The validity of the certificate remains the same;

e. The score of the plant decreases by more than 3% of the issued certificate and is below the threshold of certification à The certificate holder provides new evidence within a period of 3 months. The CB validates the evidence:

i. If the evidence is sufficient, the certificate will be re-issued (new version)

by the CB with the new score. The validity of the certificate remains the same; or,

ii. If the evidence is insufficient, the CB will suspend the certificate for a maximum of 3 month after which the certificate can be withdrawn if non-compliance persists.

f. Dutch exception M6 benchmark for ready mixed concrete: In case evidence is non-compliant on one or more mandatory credits à The certificate holder provides new evidence within a period of 3 months. The CB validates the evidence:

i. If the evidence is sufficient, the certificate will be re-issued (new version) by the CB with the new score. The validity of the certificate remains the same;

ii. If the evidence is insufficient, the CB will suspend the certificate for a maximum of 3 month after which the certificate can be withdrawn if non-compliance persists.

The costs for the annual compliance validation shall not be borne by the client (with the exception of those mentioned in 3.a, 4.e and 4.f). Any re-submittals of evidence may be subject of additional fees to be borne by the certificate holder.

An administrative re-issuing of a certificate (4.b, 4.c and 4.d) will be charged with an administrative fee of the CB.

Partial recertification is recertification that does not cover all credits, but only a subset selected by the client within an expiration date. A partial recertification shall not result in payment of a new registration fee to CSC as long as it is done together with the annual compliance validation. A partial recertification will have the same expiration date as the original certification.

Full recertification is practically a new certification and it requires payment of full certification fee and has a new validity of three years.

This document reflects the status of April 2017 and will be revised upon need or at least on an annual basis.

CSC credits/criteria that are part of the annual compliance validation

In case criteria from the list are not achieved in the certification auditing process, these criteria will not be part of the annual compliance validation. The client however, can decide to upload evidence for annual criteria that were originally not achieved. If this is the case, a partial recertification must take place.

Area	Торіс	Criteria	Summary
Management	Environmental Management	M2	Automated check if certificates are still valid.
	Quality Management	М3	Automated check if certificates are still valid.
	Health and Safety Management	M4	Automated check if certificates are still valid.
Environmental	E3 – Energy and climate	C6	The organization publicly reports scope 1 and 2 monitoring results on a yearly basis
	E3 – Energy and climate	C9	The organization has

			achieved the previous GHG reduction target or, if the target is in the future, can show that it is on track to meet it.
	E4 – Air quality	C10-2	No more than one incident, receiving iustifiable complaint, in a pre-determined 12-month period.
	E5 - Water	C5	The organization reports water use in terms of quantity, quality of discharged water and reduction measures to its stakeholders on at least an annual basis
	E5 - Water	C6	Water reduction target met or to be met within 12 months
	E6 - Biodiversity	C10	Every year a training
	E7 – Secondary Materials	C3	Annual monitoring
Social	S3 – Health and safety	C1	The organization analyses and controls the health and safety risks involved in its activities at least on an annual basis.
	S3 – Health and safety	С3	The organization records near misses, medical incidents, lost time injuries and fatalities
Supply chain - cement		C1	The weighted average score of the cement supplied, as calculated in the CSC supply chain calculation tool.
Supply chain - aggregates		A1	The weighted average score of the aggregates supplied, as calculated in the CSC supply chain calculation tool.



# **Glossary of Terms**



#### Additions

Supplementary cementitious materials (SCM) such as fly ash, limestone fines and slag.

#### Aggregate

A broad category of coarse particulate material used in concrete, including sand, gravel, crushed stone, slag and recycled concrete.

#### Assessment

The process with which a registered CSC auditor/assessor determines the sustainability performance of a project based on the relevant scheme documents.

The combined processes of audit, review, and decision on a client's conformity with the requirements of a standard (ISEAL Glossary of terms).

#### Assessment tool

A web-based information and communication software tool; the primary means of content communication between project, assessor and certification institute.

#### Auditor/assessor

Qualified person establishing the sustainability qualification of a project, independent from the project.

#### Biodiversity

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

#### **BES6001**

A responsible sourcing scheme developed by the Building Research Establishment (BRE, UK).

**BS8902**A Britisch Standard for responsible sourcing schemes. BES6001 is based on this standard. The CSC manual has reviewed its standard against BS8902.

**Cement plant**A cementplant covers three parts: the limestone quarry, clinker kiln including raw material preparation, and grinding installations.

#### Chain of custody

A system or process used to maintain and document the chronological history and unbroken path that a product takes through a supply chain. For concrete to be responsibly sourced, its main constituents need to be responsibly sourced.

The custodial sequence that occurs as ownership or control of the material supply is transferred from one custodian to another in the supply chain. (adapted from: WB, WWF Alliance for Forest Conservation and Sustainable Use, 2002)

#### Certification institute (CI)

A regional body that performs quality assurance on assessment reports, trains assessors and experts, and issues certificates. It may suggest regional scheme differences to the global scheme operator

Concretea composite material composed of coarse aggregate bonded together with a fluid cement that

hardens over time (source: wikipedia). The concrete score is the CSC system is based on the score of the concrete producer, the aggregate producer and the cement producer. A composite made out of alternative constituents as granulates or alternative binders is also considered to be concrete and can be certified under the CSC certification system.

**Concrete production**In the CSC the concrete producer can achieve a score. The concrete score is the combination of the aggregate (15%), cement (25%) and concrete production score (60%).

#### **Constituent material**

The material component of a product

#### **CSC** auditor

Also called "assessor"; a third party, independent person validating organizations' CSC assessment reports.

#### CSC expert

A person trained on the CSC scheme in order to assist an organization in constituting the assessment report. This is not a formal role in the assessment process. An expert may be internal or external to the organization.

#### Credit

A sustainability topic within the CSC scheme containing the assessment criteria to satisfy in order to achieve points, e.g. M1 - Responsible Sourcing Policy credit.

#### Environmental management system (EMS)

An EMS is generally one part of a larger management system used to establish an environmental policy and to manage the environmental aspects of an organization's activities, products and services.

#### Evidence

Prescribed documentation supporting the claim for achieving points within credits.

#### Fine aggregates

Sand with a size of less than 4.75 mm

#### Fly ash

pulverised fuel ash, an addition or supplementary cementtitious material (SCM)

**Free Prior Informed Consent**The aim of Free Prior Informed consent (FPIC), is to establish bottom up participation and consultation of an Indigenous Population prior to the beginning of a development on ancestral land or using resources within the Indigenous Population's territory.

#### Impact assessment

A systematic, objective and in depth, ex-post assessment of the medium or long-term effects, positive or negative, intended or unintended, of the implementation of a standards system. Impact evaluations employ methodologies that are designed to enable evaluation users to understand the extent to which an observed change can be attributed to the standard system or another intervention. (adapted from 3ie Impact Evaluation Glossary, 2012 and World Bank).

#### Internal assessment

Self assessment / pre-assessment: inspection and review of a sample of group members performed by the Internal Management System.

#### ISO26000

Provides guidance on how businesses and organizations can operate in a socially responsible way. This means acting in an ethical and transparent manner that contributes to the health and welfare of society.

#### Major suppliers / most relevant suppliers

Cement: Most relevant suppliers include suppliers of constituents, fuels, electricity, fly ash, slag.

Concrete: most relevant suppliers include cement, supplementary cementitious materials and aggregates.

If it is unclear what the most relevant suppliers are, the top 5 suppliers in terms of financial value will pertain.

#### Management system

A network of interrelated elements. Elements include responsibilities, authorities, relationships, functions, processes, procedures, practices and resources. A management system uses these elements to establish policies and objectives and to develop ways of applying these policies and achieving these objectives.

#### NRMCA sustainable plantguide

North American Ready Mixed Concrete Assocation's guide to a sustainable plant. This guideline has been used as a reference to develop the CSC scheme.

#### Organization

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.

#### **Operations manual**

This manual. Contains all operational procedures, tariff information, responsibilities, etc. required to properly operate the CSC scheme. Constitutes the operational part of the scheme, together with the Technical Manual.

#### Points

Per credit, points can be achieved. The total number of points determines - among others - the level of certification achieved.

#### Policy

Formal expression of an organization's intent and direction with regards to an issue or set of issues, Source: ISO26000

#### Project

In the context of CSC certification, the project is the object or subject defined for certification; it could be

(part of) an organization, a plant or a product range.

#### Quality management system (QMS)

A set of interrelated or interacting elements that organizations use to direct and control how quality policies are implemented and quality objectives are achieved.

#### Quality assurance (QA)

A set of activities intended to establish confidence that quality requirements will be met. QA is one part of quality management.

#### **Responsible sourcing**

A holistic approach to managing a product from the point at which component materials are mined or harvested, through manufacturing and processing. Source: Building Research Establishment (BRE). Management of sustainable development in the provision or procurement of a product. BS8902

#### **Responsible sourcing certificate**

Shows stakeholders the level to which an organization, plant or product operates in an environmentally, socially and economically responsible way.

#### Robust

One of the criteria for a qualitative certification system is that it has to be robust.

**Scope (certification scope)**The range of products that are part of the certification. Often the plant is chosen as the scope for certification (meaning all products produced in the plant are certified). However CSC is product certification so other scopes are possible. Another scope can be all concrete deliverd for construction product X. The certification body has to approve the scope.

#### Sustainability claims

A message used to set apart and promote a product, process, business or service with reference to one or more of the three pillars of sustainability (social, economic and/or environmental). Claims may be consumerfacing or business to business. Claims which are not clear and accurate may provide the user with misleading or even false information. (source: ISEAL)

#### Scheme operator

Independent body operating globally and maintaining all scheme documents, procedures and requirements necessary to ensure the proper, reliable and effective application and certification against the scheme. The scheme operator has final responsibility for global content and oversees and regulates local adaptations.

#### Small organization

A small or medium-sized enterprise (SME) is defined as follows: micro, small and medium-sized enterprises are enterprises which employ fewer than 250 persons and which have an annual turnover not exceeding 50 million euros and/or an annual balance sheet total not exceeding 43 million euros.

#### Supplementary cementtitious material (SCM)

Additions to concrete or cement such as fly ash, limestone fines and slag.

StakeholderIndividual or group that has an interest in any decision or activity of an organisation (adapted

#### from ISO 26000)

**Standard setting organization**Also called the scheme operator. The organisation responsible for managing the development or revision of a standard.

#### **Technical Manual**

Contains all assessment criteria and constitutes the operational part of the scheme. In order for a company to obtain CSC scheme certification, a minimum of criteria need to be satisfied in addition to mandatory prerequisites.

**Tier 1 suppliers**All suppliers that deliver materials for concrete: aggregate, water, cement, add mixtures and in case of precast also steel. Within the CSC certification system, the aggregate and cement suppliers can be CSC certified. The other materials, need to come from a traceable source.

**Traceability**The completeness of the information about every step in a process chain which allows for verification of origin of the material. (ISEAL Glossary of terms)

#### Common Synonyms (ISEAL GLossary of terms)

Assurance: Certification, verificationAssurance Provider: Certification Institute, Certification body, verification body, conformity assessment body (CAB)Audit: Inspection, evaluation, verification Auditor: Inspector, verifier, assessor Causal Pathway Results chain: impact pathway Certificate Statement of conformity, Assurance StatementClient: Customer, Operator, enterprise, participant, producerScheme Owner: Scheme operator





#### 1: Global Helpdesk

helpdesk@concretesustainabilitycouncil.com

#### 2: Local support

See www.concretesustainabilitycouncil.org for the latest list of Regional System Operators.

#### Europe

- Germany: BTB
- Italy: FederBeton
- Belgium: FedBeton
- The Netherlands: VOBN, http://www.betonbewust-csc.nl/
- Turkey: THBB

#### Middle East

• Grey Matters

#### North America

• NRMCA, Lionel Lemay

#### South America

• FIHP, Gustavo Beltran

#### **3: Certification Bodies**

See the memberlist on www.concretesustainabilitycouncil.org

- FIZ-ZERT (VDZ) (Germany)
- KIWA (Global)
- KGS (Turkey)
- ICMQ (Italy)
- SGS (Global)
- SKG-IKOB (The Netherlands)
- TUV SUD (Global)

# **Guidance notes**





#### Guidance Note1: Ethical Business

The CSC certification system can have minor updates or clarifications without releasing a new version of the certification system. In case of a clarification or minor update, CSC will publish a guidance note.

#### The CSC herewith clarifies the following:

Ethical business aspect is added to the pre-requisite "legal compliance".No criteria are added to the manual but a criteria has become a pre-requisite. This guidance note is binding for the interpretation of the manual. It is also applicable to local versions of the manual.

Geneva, July 4, 2017

Guidance Note2: Supplier score

#### The CSC herewith clarifies the following:

Supplier Certificates can be issued to suppliers of aggregates, cement, and cementitious materials that have achieved the minimum percentages for the respective levels specified.

Supplier Certificates can also be issued retrospectively, i.e. for suppliers that successfully underwent the CSC verification before the introduction of Supplier Certificates.





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# **Guidance Note2: Supplier score**



As a reaction to the numerous registrations in the CSC system from suppliers the CSC has introduced with immediate effect Supplier Certificates for major constituents (aggregates, cement, cementitious materials). So far for suppliers of these materials there was only a score, but no certificate. The approach described below is an interim solution; version 2 of the technical framework (to be published in 2018) will define a permanent solution.

#### Why the name Supplier Certificate?

The certification of the supplier covers only part of the supply chain (as opposed to the standard CSC Certificate that is issued to concrete producers and reflects the average performance of the full supply chain). The term Supplier Certificate was therefore chosen to reflect this limited scope and avoid confusion with the CSC Certificates for concrete producers.

#### For which plants is the Supplier Certificate available?

Supplier Certificates can be issued to suppliers of aggregates, cement, and cementitious materials that have achieved the minimum percentages for the respective levels specified (see below)

Supplier Certificates can also be issued retrospectively, i.e. for suppliers that successfully underwent the CSC verification before the introduction of Supplier Certificates.

#### Are there different levels?

The new Supplier Certificates will be available in different levels (see below); the rationales for defining thresholds for Bronze and Silver is that these are the minimum scores that a standalone concrete plant (i.e. without any supply chain score) needs those scores in order to get to the same level.

- The following levels apply

score <30%:	only a score, no certificate
score >=30%, but <50%:	Certified
score >=50%, but <83%:	Bronze
score >=83%:	Silver

Higher levels are currently not available for suppliers

#### How does this affect the way suppliers contribute to the score of a concrete plant?

The Supplier Certificates do not affect how the score of a concrete plant is calculated. The calculation will continue to use the exact score of any given supplier. This particularly includes that suppliers with a score below 30% still contribute to the score of their clients in the concrete sector.

#### What does the Supplier Certificate look like?

The final design of the Supplier Certificate is still pending. It will include elements to clarify the scope of the Supplier Certificate and to avoid confusion with the CSC Certificate for concrete plants.

#### How can the Supplier Certificate be used?

Organizations that have received a certificate may use the corresponding levels (Certified, Bronze, Silver) for marketing and communication purposes as long as the following rules are respected:

- All communication must explicitly mention that the organization has received a Supplier Certificate (to avoid confusion with the standard CSC Certificates for concrete plants, see above).

- Organizations shall refrain from using graphic representations of the Supplier Certificate until the final design has been approved.

- Organizations may not claim certification levels they have not received; in communications covering plants with different levels misleading language shall be avoided.

Organizations that have achieved a score are able to communicate that they did so.

All suppliers that have successfully undergone the CSC verification process are invited to communicate to their clients and other stakeholders that their score is available in the CSC toolbox.





# Aim

To ensure anti-corruption and compliance with all applicable legal legislation.

This credit is a pre-requisite for certification. No points can be achieved. If evidence is delivered that the organization or the supply chain does not meet these criteria, the CSC can withdraw the certificate.

## Assessment criteria

The following is required to demonstrate compliance:

Aggregates	Cement
Pre-requisite	Pre-requisite

Concrete production Pre-requisite

#### C1: Legal compliance

The organization must declare that all efforts have been made that may reasonably be expected of the organization in order to ensure that all of its operations and suppliers comply with all applicable legal legislation, requirements, regulations, laws and by-laws.

Also declare:

1. The International Labour Organization (ILO) conventions on forced labor (convention 29, 105, 203)

2. The ILO convention on child labor (convention 138 and 182)

3. The ILO convention on fundamental rights at work and international labor (87, 98 appendix D)

4. The ILO convention on discrimination at work (ILO convention 100, 111)

#### C2: Anti corruption

The organization must declare that all efforts have been made that may reasonably be expected of the organization and its suppliers in order to prevent corruption.

The organization expects its suppliers to adhere to the highest standard of moral and ethical conduct, to respect local laws and not engage in any form of corrupt practices such as extortion, fraud, or bribery.

## Evidence

Criteria	Evidence ID	
C1	A	(A) A written declaration by senior management satisfying the assessment criteria explaining how the
	В	organization undertakes, proportionate to the scale and intensity of management activities, an appropriate risk assessment of its compliance with the ILO Declarations and demonstrate due diligence in its monitoring of the suppliers

compliance with the ILO Declarations.

AND

(B)

The Concrete Producer is based in the European Union or states that have declared adherence to the OECD Guidelines for Multinational Enterprises

AND

Aggregates, cement and cementitious materials are - at least to the percentages specified in Prerequisite "5 Traced Materials" acquired from suppliers based in the European Union or states that have declared adherence to the OECD Guidelines for Multinational Enterprises.

# OR

(A) A written declaration by senior management satisfying the assessment criteria explaining how the

organization

undertakes, proportionate to the scale and intensity of management activities, an appropriate risk assessment of its compliance with the ILO Declarations and demonstrate due diligence in its monitoring of the suppliers compliance with the ILO Declarations.

# AND

(B) Company-specific guidelines, directives, policies. Membership of the Ethical Trade Initiative, Membership of the UN Global Compact,

OR

(B) Certification to the Social Accountability International SA8000

		standard.
C2	A	A written declaration by senior management satisfying the assessment criteria explaining how anti-corruption measures are
	В	implemented proportionate to the scale and intensity of management activities and the risk of corruption.
		AND
		Company specific guidelines, directives, policies proportionate to the scale and intensity of management activities and the risk of corruption.
		OR
		P2 Ethical Business C1 or C2 or C4 is achieved.
1		

## Links to other certification systems

#### ISO 26000

The principle: An organization should accept that respect for the rule of law is mandatory.

"The rule of law refers to the supremacy of law and, in particular, to the idea that no individual or organization stands above the law and that government is also subject to the law. The rule of law contrasts with the arbitrary exercise of power. It is generally implicit in the rule of law that laws and regulations are written, publicly disclosed and fairly enforced according to established procedures. In the context of social responsibility, respect for the rule of law means that an organization complies with all applicable laws and regulations. This implies that it should take steps to be aware of applicable laws and regulations, to inform those within the organization of their obligation to observe and to implement those measures.

"An organization should:

- Comply with legal requirements in all jurisdictions in which the organization operates, even if those laws and regulations are not adequately enforced;
- Ensure that its relationships and activities comply with the intended and applicable legal framework;
- · Keep itself informed of all legal obligations; and
- Periodically review its compliance with applicable laws and regulations."

#### FUNDAMENTAL RIGHTS AT WORK AND INTERNATIONAL LABOUR STANDARDS

http://www.ilo.org/wcmsp5/groups/public/@ed\_norm/@normes/documents/publication/wcms\_087424.pdf

**Corruption:** the abuse of entrusted power for private gain

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.

Example of an anti corruption policy (interal policy of ILO):
# Human Rights





## Aim

To ensure compliance with human rights.

This credit is a pre-requisite for certification. No points can be achieved. If evidence is delivered that the organization does not meet these criteria, the CSC can withdraw the certificate.

## Assessment criteria

The following is required to demonstrate compliance:

Aggregates	Cement
Pre-requisite	Pre-requisite

Concrete production Pre-requisite

#### C1: Human Rights

The organization must declare that all efforts have been made that may reasonably be expected of the organization in order to ensure that all of its operations comply with the Universal Declaration of Human Rights (UDHR).

Topics that must be addressed in the declaration are:

- 1. Human rights risk situations;
- 2. Avoidance of complicity;
- 3. Resolving grievances;
- 4. Discrimination and vulnerable groups;
- 5. Civil and political rights;
- 6. Economic, social and cultural rights;
- 7. Fundamental principles and rights at work.

Having an SA8000 certificate will be rewarded in the social category. Social topics are covered in the social category.

- 1. S1 Product Information
- 2. S2 Local Community
- 3. S3 Health & Safety
- 4. S4 Labor Practices

#### Evidence

Criteria	Evidence ID	Description
C1	A	Written declaration by senior management satisfying the requirements or an SA8000 certificate covering the scope of this certification, not older than three years

#### Links to other certification systems

SA8000

#### **UN Declaration of Human Rights**

BS8902: Human rights is a principle in BS8902

#### Additional information

#### ISO 26000

The principle: "An organization should respect human rights and recognize both their importance and their universality."

"An organization should:

- Respect and, where possible, promote the rights set out in the International Bill of Human Rights;
- Respect the universality of these rights, that is, that they are indivisibly applicable in all countries, cultures and situations;
- In situations where human rights are not protected, take steps to respect human rights and avoid taking advantage of these situations; and
- In situations where the law or its implementation does not provide for adequate protection of human rights, adhere to the principle of respect for international norms of behaviour."

#### UN: The International Bill of Human Rights and the Core Human Rights Instruments

"The Universal Declaration of Human Rights (Universal Declaration) was adopted by the UN General Assembly in 1948, and is the most widely recognized human rights instrument. It provides the basis for human rights law, and elements of it represent international customary law binding on all states, individuals and organizations. The Universal Declaration calls on every individual and every organ of society to contribute to securing human rights. The International Covenant on Civil and Political Rights and the International Covenant on Economic, Social and Cultural Rights are treaties adopted by the UN General Assembly in 1966 for ratification by states, and they came into force in 1976. The International Bill of Human Rights consists of the Universal Declaration of Human Rights, the International Covenant on Civil and Political Rights and the International Covenant on Economic, Social Declaration of Human Rights, the International Covenant on Civil and Political Rights and the International Covenant on Economic, Social and Cultural Rights, the International Covenant on Civil and Political Rights and the International Covenant on Economic, Social and Cultural Rights, and the optional Protocols to the Covenants, one of which aims to abolish the death penalty.

"In addition, seven core international human rights instruments form part of international human rights law, dealing with: the elimination of all forms of racial discrimination, elimination of all forms of discrimination against women, measures to prevent and eliminate torture and other cruel, inhuman or degrading treatment or punishment, rights of the child, involvement of children in armed conflict, sale of children, child prostitution and child pornography, protection of migrant workers and their families, protection of all persons from enforced disappearances and rights of persons with disabilities. Taken together, these instruments form the basis for international standards for universal human rights. The instruments are binding on states that ratify them. Some instruments allow for individual complaints to be lodged, subject to procedural rules outlined in optional protocols."





## Aim

To ensure that the rights and way of life of indigenous peoples potentially affected are respected.

### Assessment criteria

The following is required to demonstrate compliance:

Aggregates	Cement	Concrete production
Pre-requisite	Pre-requisite	-

This credit is a pre-requisite for certification. No points can be achieved. If evidence is delivered that the organization does not meet these criteria, the CSC can withdraw the certificate.

# Analysis

### C1 Analysis

An assessment of whether indigenous peoples are potentially affected by the operation.

#### C2: Free, prior and informed consent

If the assessment in C1 indicates that indigenous peoples are potentially affected, a participation process respecting the principle of free, prior and informed consent (FPIC) has to be implemented in the development of the activity, following for example the <a href="http://www.conservation.org/SiteCollectionDocuments/CL\_FPIC-Guidelines-English.pdf">Conservation.org/SiteCollectionDocuments/CL\_FPIC-Guidelines-English.pdf">Conservation.org/SiteCollectionDocuments/CL\_FPIC-Guidelines-English.pdf</a>">Conservation International Guidelines on FPIC</a> or a similar framework.

## Evidence

Criteria	Evidence ID	
C1	A	Copy of the assessment At regional level, additional requirements can be established
C2	В	Documentation of the process and its outcomes At regional level, additional requirements can be established

</h3>

## Links to other certification systems



# Environmental and Social Impact Assessment



## Aim

To ensure that an environmental and social impact assessment (ESIA) has been done before the implementation of the activity.

This credit is a pre-requisite for certification. No points can be achieved. If evidence is delivered that the organization does not meet these criteria, the CSC can withdraw the certificate.

## Assessment criteria

The following is required to demonstrate compliance:

Aggregates	Cement	Concrete production
Pre-requisite	Pre-requisite	-

This credit is a pre-requisite for certification. No points can be achieved. If evidence is delivered that the organization does not meet these criteria, the certification body can withdraw the certificate.

#### Environmental and social impact assessment (ESIA)

C1: An ESIA was conducted before the mining operation started. The ESIA shall (should) in particular identify whether the site is in a karst region and, if so, address the related biodiversity issues.

#### Evidence

Criteria	Evidence ID	
C1	A	Copy of the ESIA

## Links to other certification systems

#### ISO 26000



# **P5:Traced materials**



Aim

To ensure that all materials are from traceable sources.

This credit is a pre-requisite for certification. No points can be achieved. If evidence is delivered that the organization does not meet these criteria, the CSC can withdraw the certificate.

#### Assessment criteria

The following is required to demonstrate compliance:

Maximum number of points available:

Aggregates	Cement	Concrete production
-	-	Pre-requisite

#### C1: Traceability of materials

The company must demonstrate (via EMS or similar) that materials are from traceable sources.

All tier one suppliers are included in the scope.

Bronze:>= 90% of materials must come from traceable sources

Silver: >= 90% of materials must come from traceable sources

Gold/Platinum: >= 98% of materials must come from traceable sources

The materials of all tier 1 suppliers have to be included.

Guidance note 2017/04/05: C1 originally refers to the EMS only but this would prohibit companies from certification if no EMS is available. The material administration can be used to provide evidence even though it is not set up as an EMS.

Criteria	Evidence ID	
C1	A	



# **M1 Sustainable Purchasing Plan**



# Aim

To ensure an embedded long-term focus on, and implementation of, responsible sourcing.

Maximum number of points available:

Aggregates 9 points Cement 9 points **Concrete production** 9 points

## Assessment criteria

The following is required to demonstrate compliance:

### Policy

#### Sustainable purchasing/Responsible sourcing policy

Aggregates 2 points

Cement 2 points **Concrete production** 2 points

**Concrete production** 

2 points

C1. The organization has a sustainable purchasing policy covering the social, environmental, management and economic aspects covered in this system. The policy is current and has been approved by the management responsible for the scope of this assessment.

#### **Responsible sourcing action plan**

Aggregates	Cement	Concrete production
2 points	2 points	2 points

C2. The organization has a sustainable purchasing plan covering the social, environmental, management and economic aspects covered in this system. The plan is current and has been approved by the management responsible for the scope of this assessment.

## Monitoring & reporting

#### Regular reviews

AggregatesCement2 points2 points

C3. The organization carries out regular (at least annual) reviews of the effectiveness of its sustainable purchasing policy and plan. "Effectiveness" is defined here as supporting the aim of this credit, meaning "focus and implementation" of responsible sourcing practices.

#### Action & results

#### Learning and development

Aggregates	Cement	Concrete production
1 point	1 point	1 point
C4 The organization an	onlies learning by and developmen	t of its employees to cover the principles

C4. The organization applies learning by and development of its employees to cover the principles of responsible sourcing in introduction programs and in all relevant professional and functional training.

#### Promoting responsible sourcing

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C5. The organization promotes, where applicable, responsible sourcing in public communications, such as websites and (financial) reporting.

#### Supply chain sustainable procurement criteria

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C6. The organization includes responsible sourcing as a criterion in procurement for at least 50% of the procurement (by mass) pertaining to the primary process.

# Supply chain

Cement producers		
	Applicable assessment criteria	All criteria apply
		C6: Most relevant suppliers include suppliers of constituents, fuels, electricity, fly ash, slag
Aggregate producers		y
	Applicable assessment criteria	C1-C5 apply
Concrete production	<b>.</b>	
	Applicable assessment criteria	All criteria apply
		All criteria apply; most relevant supplie rs include cement, supplementary cementitious materials and aggregates

# Regional

R01	United States	C1: NRMCA
		Sustainable Plant
		Certification,
		particularly credit 1.4:

			Sustainable Purchasing Plan.
R44		United Kingdom	C1: BES6001 3.2.1 is accepted as alternative evidence C2: BES 6001 3.4.9 Employment and skills is accepted within CSC as alternative evidence C3: BES6001 3.4.1, 3.4.2, 3.4.3 are accepted within CSC as alternative evidence C4: 3.2.1 Responsible sourcing policy C6:3.2.4
R31		The Netherlands	C1: If BetonBewust 1.2 a & b (having a compliance program and publishing a sustainability report) are satisfied, then this criterion is met C4: If BetonBewust 1.2a and 1.2b and 1.2c are satisfied, then this criterion is met.
			•

Criteria	Evidence ID	
C1	Α	A copy of the sustainable
		purchasing policy, including
		evidence that senior management
		has formally approved the policy
C2	В	A copy of the sustainable action
		plan
C3	C	Review planning or agenda and
		minutes of meeting
C4	D	Evidence that the learning program
		covers the intended employees and
		contains the intended responsible
		sourcing content

C5	E	Evidence of promotion, for example, website links and copies
		of reports, publications, etc.
C6	F	Substantiation that the required
		percentage is achieved, backed by
		examples of procurement actions
		that contain the required
		responsible sourcing criteria

# Definitions

Responsible sourcing policy = Sustainable purchasing policy

## Link to other certification systems

BetonBewust 1.1 compliance program

BES 6001: 3.2.1. Responsible sourcing policy

NRMCA: Sustainable Plant Guidelines Version 1.1, Credit 1.4: Sustainable Purchasing Plan

## Additional information

BS8902 contains information on principles of responsible sourcing

BRE's Green Book Live: http://www.greenbooklive.com/search/scheme.jsp?i

Examples of responsible sourcing policies and sustainable purchasing plans:

Nestlé Responsible Sourcing Guideline:

http://www.nestle.com/asset-library/documents/library/documents/corporate\_social\_responsibility/nestleresponsible-sourcing-guidelines.pdf

Unilever - How and why we're making sustainable living commonplace:



# **M2** Environmental Management



# Aim

To promote the use of an environmental management systems (EMS) in the supply chain.

Maximum number of points available:

Aggregates 3 points Cement 3 points Concrete production 3 points

# Assessment criteria

The following is required to demonstrate compliance:

## Policy

Environmental management system (EMS)

Aggregates 2 points **Cement** 2 points **Concrete production** 2 points

C1. The organization that is being assessed has an EMS.

The EMS shall include the relevant scope the key processes for raw material extraction and primary material production and/or production of concrete.

## Monitoring & reporting

#### **Certified EMS**

Aggregates 1 point Cement 1 point Concrete production 1 point

C2. The organization that is being assessed has a certified EMS.

The EMS is certified by an accredited organization conforming to ISO 14001, the EU Eco-Management and Audit Scheme, or an equivalent system accepted regionally. Any constituent/raw material supplied under a certified BES 6001 compliant responsible sourcing system can be included. For small and medium-sized organizations, no certificate is required, but having a documented system, under audit compliance with the system by the CSC auditor, is accepted.

## Supply chain

Cement producers		
	Applicable	All criteria apply
	assessment criteria	
	l	l

		Where the product being assessed is a primary raw material (i.e. where there is no supply chain) being extracted or recovered by the organization (e.g. gravel) under the same EMS, it will be deemed to satisfy the requirements
Aggregate producers		
	Applicable assessment criteria	All criteria apply
		Where the product
		being assessed is a
		primary raw material
		(I.e. where there is
		no supply chain)
		recovered by the
		organization (e.g.
		gravel) under the
		same EMS, it will be
		deemed to satisfy the
		requirements
Concrete producers		
	Applicable assessment criteria	All criteria apply
	-	-

# Regional

R01	United States	C2: NRMCA GreenStar (certified EMS) or Sustainable Concrete Plant
		certification is accepted as alternative evidence.
R44	United Kingdom	C1: BES6001 3.3.2 aC2: BES6001 3.3.2 bC3: BES6001 3.3.2 b/c/d

Criteria	Evidence ID	
C1	A	Validation by the auditor that the organization has a documented management system
C2	В	Copy of the EMS certificate or, in the case of a small or medium- sized enterprise, validation by the

auditor that the organization has a
documented management system
conform to ISO 14001 or equivalent

## Definitions

C2 - Europe: A small or medium-sized enterprise (SME) is defined as follows: micro, small and mediumsized enterprises are enterprises that employ fewer than 250 people and that have an annual turnover not exceeding 50 million euros and/or an annual balance sheet total not exceeding 43 million euros.

C2 - Other regions: Each region must define what constitutes a small and medium-sized enterprise and a large organization and the meaning of "an appropriate management system", taking into account the size and maturity of the organization.

## Links to other certification systems

BES 6001: http://www.concretecentre.com/codes\_standards/bes\_6001.aspx

ISO 14001: http://www.iso.org/iso/home/standards/management-standards/iso14000.htm

ISO 14001 for SMEs: http://www.iso.org/iso/home/store/publication\_item.htm?pi PUB100329

NRMCA GreenStar: <u>http://www.nrmca.org/operations/ENVIRONMENT/certifications\_greenstar.htm</u>

NRMCA Sustainable Plant: <u>http://www.nrmca.org/sustainability/Certification/PlantCertification.asp</u>

## Additional information



# **M3 Quality Management**



# Aim

To promote the use of quality management systems in the supply chain.

Maximum number of points available:

Aggregates 2 points **Cement** 2 points **Concrete production** 2 points

## Assessment criteria

The following is required to demonstrate compliance:

Policy

Quality management system (QMS)

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C1. A documented quality management system is in place.

## Monitoring & reporting

Certified quality management system (QMS)

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C2. A documented quality management system such as ISO 9001 or equivalent is in place and certified by an accredited organization. In case the organization is a small or medium-sized company, the QMS does not need to be certified but the auditor must verify that the QMS is according to ISO 9001.

## Supply chain

Applicable All cri assessment criteria	teria apply
Applicable All cri assessment criteria	teria apply
Applicable All cri assessment criteria	teria apply
	Applicable assessment criteriaAll cri assessment criteriaApplicable assessment criteriaAll cri assessment criteriaApplicable assessment criteriaAll cri assessment criteria

# Regional

R01	United States	NRMCA producer
		quality certification
		The quality
		certification focuses
		on management
		commitment to
		quality, qualified
		personnel, properly
		maintained
		production facilities
		(main focus of the
		NRMCA plant
		certification),
		monitoring quality of
		concrete materials
		and the produced
		product and
		measurement
		systems
		Evidence - Certificate
		of conformance
		listing the production
		facilities included in
		the certified entity
R44	United Kingdom	C1 BES6001 3.2.3a
		C2 BES6001 3.2.3b
		C3 BES6001
		3.3.1a/c (CSC does
		have an 80%
		requirement instead
		of 75% requirement
		as BES6001 does)

# Evidence

Criteria	Evidence ID	
C1	A	Validation by the auditor that the
		organization has a documented
		management system conform to
		ISO 9001 or equivalent
C2	В	Copy of the valid certificate of the
		QMS or evidence that the
		organization (scope) is within the
		SME size

# Definitions

C2 - Europe: A small and medium-sized enterprise (SME) is defined as follows: micro, small and mediumsized enterprises are enterprises that employ fewer than 250 people and that have an annual turnover not exceeding 50 million euros and/or an annual balance sheet total not exceeding 43 million euros.

C2 - Other regions: Each region must define what constitutes a small and medium-sized enterprise and a large organization and the meaning of "an appropriate management system", taking into account the size and maturity of the organization.

### Links to other certification systems

BES6001 3.2.3 Quality management system & operational management of responsible sourcing, criteria C1 and C2 are mutually recognized. C1 is compulsory in BES6001.

NRMCA Quality Certification: <u>http://www.nrmca.org/research\_engineering/quality\_certification/default.htm</u>

## Additional information



# M4 Health & Safety Management



# Aim

To promote the use of a health and safety management system.

Maximum number of points available:

Ag	gregates
3 p	oints

Cement 3 points Concrete production 3 points

## Assessment criteria

The following is required to demonstrate compliance:

## Policy

#### Health and safety system

Aggregates	Cement	<b>Concrete production</b>
2 points	2 points	2 points

C1. The organization has a health and safety (H&S) management system in place.

## Monitoring & reporting

#### Certified health and safety management system

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C2. The organization has a health and safety management system in place conform to OHSAS 18001 or ISO 45001, company health and safety management system, the local health and safety management system enforced by the association, or equivalent.

The health and safety management system is certified by an accredited organization as conforming to OSHAS 18001 or an equivalent system accepted regionally. For small and medium-sized organizations, no certificate is required, but having a documented system, in audit compliance with the system by the CSC auditor, is accepted.

## Supply chain

oplicable sessment criteria oplicable	All criteria apply All criteria apply
plicable	All criteria apply
oplicable	All criteria apply
sessment criteria	
pplicable	All criteria apply
р	plicable

# Regional

R01	United States	C2: Sustainable Plant Certification, particularly credit 2.16: Worker Safety
		C1 evidence: Submit written safety program that includes formal safety training for workers and provide incentives for
		workers who maintain safe practices. Also submit a copy of Safety Worksheet and evidence of retaining OSHA 300A forms
R44	United Kingdom	C1: Alternative evidence is BES6001 3.3.3.a C2: Alternative evidence is BES6001 3.3.3 b C3: Alternative evidence is BES6001 3.3.3 b/c/d
R31	The Netherlands	C1: The risk inventory and evaluation (RI&E) assessment is accepted as evidence

Criteria	Evidence ID	
C1	A	Validation of the auditor that the organization has a documented management system conforming to OHSAS 18001 or equivalent
C2	В	OHSAS 18001 or equivalent certificate or, in the case of a small or medium-sized company, validation of the auditor that the organization has a documented

OHSAS 18001 or equivalent.
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## Definitions

C1 - Europe: An SME is defined as follows: micro, small and medium-sized enterprises are enterprises that employ fewer than 250 persons and that have an annual turnover not exceeding 50 million euros and/or an annual balance sheet total not exceeding 43 million euros.

C1 - Other regions: Each region must define what constitutes a small and medium enterprise and a large organization and the meaning of "an appropriate management system" taking into account the size and maturity of the organization.

## Links to other certification systems

In 2016, ISO 45001 Occupational health and safety management systems will be available.

BES 6001 3.3.3 Health and safety management systems in the supply chain

RI&E: http://www.rie.nl/wetgeving/

IHSA Certificate of Recognition: <u>http://www.ihsa.ca/Certificate-of-Recognition&nbsp;</u>

## Additional information



# M5 Chain of Custody



## Aim

To ensure customers that products, constituents and raw materials originate from responsibly operated quarries, plants, manufacturing and/or distribution sites, meaning the complete supply chain.

Maximum number of points available:

Aggregates -	<b>Cement</b> 6 points	Concrete production 6 points
Assessment criteria		
The following is required to demons	strate compliance:	
Policy		
Chain of custody selection criter	ia	
Aggregates -	<b>Cement</b> 1 point	Concrete production 1 point
C1. Document in the related environ (QMS) procedure for purchasing the materials, including the topics cove	nmental management system (EMS e evaluation and selection criteria fo red in this system.	)/quality management system r responsible suppliers of raw
Monitoring & reporting		
Chain of custody administration		
Aggregates -	<b>Cement</b> 2 points	<b>Concrete production</b> 2 points
C2. The organization shall have an materials used for product groups,	d maintain up-to-date records of all s including:	suppliers who are supplying
a) The supplier name(s);		
b) The supplied product types;		
c) The supplied material categories		
d) A list with evaluated and approv	ed suppliers	

## Action plan

#### QMS geared towards chain of custody (CoC)

Aggregates	Cement	Concrete production
-	2 points	2 points

The quality management system includes the following four criteria:

- C3.1. Defined responsibilities concerning CoC;
- C3.2. Documented procedures concerning CoC;
- C3.3. Training on CoC;
- C3.4. A complaints procedure relating to CoC complaints.

## **Implementation & results**

#### Cross check of match between material administration and actual available material

Aggregates	Cement	Concrete production
	1 point	1 point

C4. Random sample by the auditor, defined by the auditor (online or during site visit), to check if a current material available at the location matches with the material list in the administration and that the material can be traced back to its origin.

## Supply chain

Cement producers		
	Applicable assessment criteria	All criteria apply If a cement plant is an integrated plant, including quarrying, these points are awarded by default
Aggregate producers	•	• •
	Applicable assessment criteria	No criteria apply
Concrete producers	·	•
	Applicable assessment criteria	All criteria apply

# Regional

R01	United States	
R44	United Kingdom	
R31	The Netherlands	

Criteria	Evidence ID	
C1	A	Representative extract of the
		records, including a statement by
		the assessor that the records

		satisfy the requirements
C2	В	ISO 9001 certificate or screenshots
		of supplier management system
C3	C	
		Screenshot of the administration
C4	Þ	
		Statement from auditor that
		constituent check has been
		performed and that it matched with
		the constituent list

## Links to other certification systems

FSC-STD-40-004 V3-0 EN - Chain of Custody Certification"

# Additional information



# M6 Benchmarking



# Aim

To participate in international/regional/local industry benchmarking.

Maximum number of points available:

Aggregates -	Cement -	Concrete production 7 points
Assessment criteria	a	
The following is required to d	emonstrate compliance:	
Monitoring & reporting	I	
Benchmark participation		
Aggregates -	Cement -	Concrete production 5 points

C1. The organization participates in benchmarks that cover at least 20% of the market, covering a minimum of five of the topics listed.

Participation in a minimum of 5 topics.

Example list of industry benchmark topics:

- Clinker content;
- % of transport (raw material and or to client) within total emissions;
- Use of secondary materials;
- Use of fossil fuels;
- Use of potable water;
- Carbon dioxide emissions;
- Incidents/injuries/accidents;
- Employee health & well-being.

#### Externally verified data

Aggregates	Cement	Concrete production
	-	2 points

C2. The benchmark data delivered is externally verified.

# Supply chain

Cement producers	

	Applicable assessment criteria	For competitive regulations, this is not included
Aggregate producers	•	
	Applicable assessment criteria	All criteria apply
Concrete producers	•	
	Applicable assessment criteria	All criteria apply

# Regional

R49	Germany	C1: A publically available sustainability report is accepted as alternative evidence if the report covers a similar range of topics as requested by the benchmark. C2: A third party verified sustainability report is accepted as alternative evidence
R31	The Netherlands	For ready mixed producers in The Netherlands, the BetonBewust benchmark is mandatory and has to be updated and verified annually.
R44	United Kingdom	A BES6001 certificate from a supplier is accepted as evidence from a supplier

Criteria	Evidence ID	
C1	A	Evidence that the organization participates in the listed benchmarks
	В	List of topics covered in the benchmark

C2	c	Evidence of external verification; for
		example, the benchmark report is
		produced by the independent third-
		party organization that performs the
		verification

## Additional information

Examples of concrete benchmarks:

Mineral Products Association - Sustainability - http://www.mineralproducts.org/sustainability/



# E1 Environmental Product Information



**Concrete production** 

8 points

# Aim

To provide transparency and to encourage the use of products and materials that have a lower carbon footprint and improved life-cycle impacts

Total points available:

Aggregates	Cement
3 points	8 points

### Assessment criteria

The following is required to demonstrate compliance:

## Implementation and results

#### Contribution to sectoral environmental product declarations (EPDs)

Aggregates	Cement	<b>Concrete production</b>
1 point	2 points	2 points

C1. The organization joins efforts to develop sectoral environmental product declarations (EPDs) for their products that conform to one of the EPD standards accepted in national law and or norms.

#### Company-specific EPDs

Aggregates	Cement	Concrete production
2 points	2 points	2 points

C2.1. Cement: For at least the main cements it supplies, the cement producer provides a EPD (life-cycle assessment LCA).

C2.2. Aggregates: For at least the main aggregate (by tonnage) it supplies for use in concrete, the aggregate producer provides an LCA (EPD).

C2.3. Concrete production: The concrete producer provides, for at least one of the concretes from the plant or on average oneLCA (EPD) per plant. The EPD need not be verified.

#### Verified EPDs

Aggregates	Cement	<b>Concrete production</b>
-	2 points	2 points

C3. A verified EPD. The life-cycle assessment has to be independently verified according to the requirements of one of the following standards: ISO 14025, ISO 21930, EN 15804, ASTM E1991-05 (withdrawn but recent EPDs are accepted), EN-EN 15804, XP P 01-064/CN (2014) (France) or other national equivalents.

#### Reporting on project or client basis

Aggregates	Cement	Concrete production
Aggiegales	Ochicht	concrete production

2 points

2 points

C4. The LCA information (or average CO2 emissions) has been reported in the previous year to all projects or clients who requested this information.

# Supply chain

Cement producers			
		Applicable assessment criteria	All criteria apply except C2.2, C2.3
Aggregate producer	rs	•	
		Applicable assessment criteria	All criteria apply except C2.1, C2.3
Concrete producer		•	
		Applicable assessment criteria	All criteria apply except C2.1, C2.2

# Regional

R01	United States	C1. Evidence of participating in IW- EPD C3. Verified and
		published EPD
R44	United Kingdom	C1. BES6001 3.4.6b is accepted as alternative evidence C2. EPD for concrete product within the scope certified C3. BES6001 reporting: 3.4.1b is accepted as alternative evidence
R31	The Netherlands	

Criteria	Evidence ID	
C1	Α	The industry-wide EPD (or a link)
C2	В	Evidence that the EPD conforms to one of the listed standards or that the standard used is deemed

		"equivalent"
СЗ	С	Evidence that the EPD conforms to
		one of the listed standards or that
		the standard used is deemed
		"equivalent"
C4	D	Evidence that at least two clients
		have received CO2 information or
		the LCA information about the
		concrete or cement delivered.

# Links to other certification systems

LCA standards are:



# E2 Land Use



# Aim

To ensure land is used in a rightful way, that land-use conflicts are minimized, and that the land at the end of use is restored in accordance with the planning consent or, if there are no requirements in the planning consent, restored to a level that meets the approval of the local community.

Total points available:

Aggregates	Cement	Concrete production
12 points	7 points	2 points

## Assessment criteria

The following is required to demonstrate compliance:

#### Policy to avoid certain classes of sites

Aggregates	Cement	<b>Concrete production</b>
1 point	1 point	1 point

C1. Companies have a publicly available policy that prohibits operations in certain areas of potential landuse conflict; the definition of these areas should follow accepted frameworks, for example UNESCO Heritage Sites or International Union for Conservation of Nature (IUCN) categories.

Aggregates	Cement	Concrete production
2 point	1 point	

C2. If mining operations use blasting: continual monitoring of vibrations in nearby communities. If no blasting is done, this credit will be awarded by default.

## **Implementation and Results**

Quarry rehabilitation plan

Aggregates 3 points Cement 3 points Concrete production

C3. A quarry rehabilitation plan that is in line with accepted guidelines in the latest version available at the time of drafting the plan.

#### **Specific actions - Protection from pollution**

Aggregates 3 points Cement 1 point Concrete production 1 point C4. The plant(s) has(have) facilities where chemicals (used on the plant and used for production and fuels) are stored in conditions where any spillage, including accidental, does not contaminate the land.

#### - Reduce impacts on neighboring communities

Aggregates 3 points Cement 1 point **Concrete production** 

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C5. If mining operations use blasting or have used blasting in the past: demonstrable efforts to reduce vibrations in nearby communities (e.g. use of ripping in most sensitive areas, use of pioneering blasting techniques to reduce vibrations beyond the site). If no blasting is used, the credit is awarded by default.

## Supply chain

Cement production		
· ·	Applicable assessment criteria	All criteria apply.
		C2 apply only to integrated cement plants where blasting is used
Aggregate production		
	Applicable	All criteria apply to
	assessment criteria	aggregate sites
		C2 apply only to aggregate plants where blasting is used;
Concrete production	•	
	Applicable	Only C1 and C4
	assessment criteria	apply

Criteria	Evidence ID	
C.1	Α	Copy of policy and proof of
		publication (e.g. URL)
C.2	В	Copy of monitoring protocols or
		confirmation from management of
		the plant that blasting is not done
C.3	С	Copy of the site rehabilitation plan
		or confirmation that an audit
		against the Cement Sustainability
		Initiative (CSI) charter was
		performed within the last four years
C4	Þ	Photographs of storage facilities for

	chemicals and fuels plus a statement by the assessor that the storage is deemed to satisfy the criterion; or the ISO 14001 certificate.
C5	E Depending on action taken, e.g. photo of excavator, copy of
	measuring protocols, etc., or confirmation from management of the plant that blasting is not done

# Regional

R01	United States	C1 & C2 - NRMCA
		Sustainable Plant
		Certification,
		particularly credit 2.7
		& 2.8, and Wildlife
		Habitat Council
		(WHC) Conservation
		Certification.
		C1: Submit photos
		and a copy of the
		plant site plan
		identifying storage
		and containment
		facilities, as well
		as safety measures
		such as emergency
		shut off switches and
		emergency spill kits.
		Retain copies of the
		plant spell
		prevention, control
		and countermeasure
		(SPCC) plan, the
		plant's routine facility
		inspections, SPCC
		inspection checklist,
		ana comprenensive

		site inspections.
		C2 and C3 align with
		Wildlife Habitat
		Council Conservation
		Certification. Any end
		use plan that
		includes seeking
		Wildlife Habitat
		Council (WHC)
		certification will be
		seen as evidence of
		a strong end-use
		plan as WHC
		recognizes operators
		that exceed
		regulatory
		requirements for
		restoration and
		reclamation efforts.
		C2: WHC
		Conservation
		Certification on
		former operational
		sections of sites that
		have been restored
		or reclaimed to
		exceed regulatory
		requirements.
R44	United Kingdom	
R31	The Netherlands	
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## Links to other certification systems

C1 aligns with BES6001 3.4.7 Ecotoxicity.

WBCSD quarry rehabilitation case studies: <u>http://www.wbcsdcement.org/index.php/en/key-issues/biodiversity/quarry-rehabilitation/quarry-rehabilitation-case-studies</u>

Wildlife Habitat Council: <u>http://www.wildlifehc.org/get-certified/</u>

## Additional information

The CSI Guidelines for Environmental and Social Impact Assessments can be found at <a href="
http://wbcsdcement.org/pdf/Guidelines%20for%20Environmental%20&%20Social%20Impact%20Assessment.pdf">

http://wbcsdcement.org/pdf/Guidelines%20for%20Environmental%20&%20Social%20Impact%20Assessme nt.pdf</a>

Further information:



# E3 Energy & Climate



**Concrete production** 

14 points

# Aim

To minimize the use of energy, maximize the use of renewable energy, and minimize greenhouse gas emissions.

Total points available:

Aggregates	Cement
7 points	29 points

## Assessment criteria

The following is required to demonstrate compliance:

## Policy

#### Public greenhouse gas (GHG) reduction target

Aggregates	Cement	Concrete production
1 point	4 points	1 point

C1. The organization or installation has a public CO2 reduction target for its scope 1, 2 and 3 emissions.

Target aligned to science	)	
Aggregates	Cement	Concrete production
-	1 point	1 point

C2. An additional point will be scored if the organization can demonstrate that the target is aligned with science-based targets and has a time horizon of at least 10 years.

#### Target for power consumption and related emissions

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C3. The organization or installation has a target related to power consumption and/or related GHG emissions. This target should comprise at least one of the following elements:

- 1. Electricity consumption per unit of production;
- 2. Share of renewable electricity in the electricity mix;
- 3. GHG emissions from power consumption or in scope 2 per unit of production.

## Monitoring & reporting

#### Monitoring scopes 1 & 2

C4. The organization regularly mor	nitors emissions in scopes 1 and 2.	
Externally verified GHG monitori	ing	
Aggregates —	<b>Cement</b> 3 points	Concrete production 1 point
C5. The GHG reporting has been e href=" <u>http://www.cdp.net</u> ">www.cd level of limited assurance.	externally verified according to accep p.net for a positive list of accept	eted standards (see e.g. <a able standards) and to at least a</a 
Public reporting		
<b>Aggregates</b> 1 point	<b>Cement</b> 3 points	Concrete production 1 point
C6. The organization publicly report prohibit the publication of such info	rts monitoring results on a yearly bas rmation, this criterion does not apply	sis. If applicable law and regulations
Reporting to GNR		
Aggregates —	Cement 3 points	Concrete production —
C7. The organization reports on a gall its cement plants where this is lear reporting to the GNR database is n	yearly basis to the CSI's Getting the egally possible. If an organization co not legally possible, this criterion doe	Numbers Right (GNR) database for ntrols any cement plants where s not apply.
Monitoring of scope 3		
Aggregates —	<b>Cement</b> 1 point	<b>Concrete production</b> 4 points
C8. The organization regularly mor	nitors scope 3 emissions of the prima	ary process.
Implementation & results		
Progress towards GHG reduction	n target	
Aggregates -	Cement 8 points	<b>Concrete production</b> 2 points

Cement

3 points

**Concrete production** 

1 point

Aggregates 2 points

C9. The organization has achieved the previous GHG reduction target or, if the target is in the future, can show that it is on track to meet it.

#### Action plan for energy/power/scope 2 achieved

Aggregates	Cement
2 points	2 points

**Concrete production** 2 points

C10. The organization has achieved the energy savings of the previous target (for example last year) as identified in the action plan (see C3).

# Supply chain

Cement producers		
	Applicable	All criteria apply
	assessment criteria	
Aggregate producers		
	Applicable	Criteria C3, C4, C6,
	assessment criteria	C9 and C10 apply
Concrete producers		
	Applicable	All criteria except C7
	assessment criteria	apply

# Regional

R01	United States	US C3 - NRMCA
		Sustainable
		Plant
		certification,
		particularly
		Prerequisite 3:
		Energy Audit,
		elements of
		credit 2.10:
		Reduced
		Carbon
		Footprint, and
		elements of
		credit 2.11:
		Reduced
		Primary Energy
		Consumption
		Evidence: If not
		included as part
		of the EMS,
		complete an
		energy audit

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R44       United Kingdom C1: BES6001         3.4.2 a is       accepted as         alternative       evidence         C3: BES6001       3.4.2.c is         accepted as       alternative         evidence       C3: BES6001         3.4.2.c is       accepted as         alternative       evidence         C4: BES6001       3.4.1 c is         accepted as       alternative         evidence       C4: BES6001         3.4.1 c is       accepted as         alternative       evidence         R31       The Netherlands				conducted by an independent consultant or energy utility company. Submit a copy of the CO2 Calculator's output page inclusive of material purchases, transportation, purchased energy, and fuel use. Alternative pathway - C1 through C7: Participation in the Carbon Disclosure Project (CDP) with evidence for applicable
3.4.2 a is         accepted as         alternative         evidence         C3: BES6001         3.4.2.c is         accepted as         alternative         evidence         C4: BES6001         3.4.1 c is         accepted as         alternative         evidence         C4: BES6001         3.4.1 c is         accepted as         alternative         evidence         R31         The Netherlands	R44		United Kingdom	sections. C1: BES6001
R31 The Netherlands			<b>J</b>	3.4.2 a is
R31 The Netherlands				accepted as
R31 The Netherlands				alternative
C3: BES6001         3.4.2.c is         accepted as         alternative         evidence         C4: BES6001         3.4.1 c is         accepted as         alternative         evidence         R31         The Netherlands				evidence
R31 The Netherlands				C3: BES6001
R31 The Netherlands				3.4.2.c is
R31 The Netherlands				accepted as
R31 File Netherlands				alternative
R31 C4: BES6001 3.4.1 c is accepted as alternative evidence The Netherlands				evidence
3.4.1 c is         accepted as         alternative         evidence         R31         The Netherlands				C4: BES6001
R31 The Netherlands				3.4.1 c is
R31 The Netherlands				accepted as
R31 The Netherlands				alternative
R31 The Netherlands				evidence
	R31		The Netherlands	
	ļ			

Evidence

Criteria	Evidence ID	
C1	A	Evidence of public statement (e.g.
-		URL)
		- ,
		OR
	В	
		Proof that the organization
		underwent an audit against the CSI
		charter within the last four years
C2	С	Comparison with science-based
		target methodology or certificate
		(from e.g. sciencebasedtargets.org)
C3	D	Copy of target
C4	E	An extract of the monitoring results
		indicating that it satisfies the
		requirements
	В	OR
		Proof that the organization
		underwent an audit against the CSI
		charter within the last four years
C5	F	Copy of verification statement
C6	G	Copy of latest publication/link to
		publication
	n n n n n n n n n n n n n n n n n n n	OR
	В	Droof that the organization
		underwant an audit against the CSU
		charter within the last four vegra
C7		Listed on positive list from DwC
07		(non CSI momber)
		(non-conmember)
		OR
	В	
	B	Proof that the organization
		underwent an audit against the CSL
		Charter within the last four years
C8	I	Copy of monitoring results
C9		Comparison of monitoring results –
	ſ	target, additional analysis if
		required to show progress
C10	К.	Clarification of the auditor that the
	[	target(s) has(have) been met and
		that targets are above industry
		standards

Links to other certification systems
Criteria C1 aligns with BES6001 3.4.2 Energy Use.

NRMCA Sustainable Plant Certification: http://www.nrmca.org/sustainability/Certification/PlantCertification.asp

## Additional information

As specific energy consumption in aggregates businesses tends to be very volatile over time (e.g. opening/closing of pits, different onsite transport distances) long-term targets for GHG emissions are considered of limited value for aggregate plants.

*CSI Guidelines for Co-Processing Fuels and Raw Materials in Cement.* <a href="http://www.wbcsdcement.org/pdf/CSI%20Guidelines%20for%20Co-Processing%20Fuels%20and%20Raw%20Materials%20in%20Cement%20Manufacturing\_v2.pdf"> http://www.wbcsdcement.org/pdf/CSI%20Guidelines%20for%20Co-Processing%20Fuels%20and%20Raw%20Materials%20in%20Cement%20Manufacturing\_v2.pdf</a> – As improper selection, handling, processing and use of alternative fuels can lead to increased emissions of regulated and/or toxic substances, it is highly recommended to strictly follow these guidelines.

GHG Protocol:

http://www.ghgprotocol.org/

<a

href="http://www.ghgprotocol.org/standards/scope-3-standard"> http://www.ghgprotocol.org/standards/scope-3-standard</a>

CSI standard for energy use and GHG emissions: <a href="<u>http://wbcsdcement.org/pdf/tf1\_co2%20protocol%20v3.pdf</u>"> <u>http://wbcsdcement.org/pdf/tf1\_co2%20protocol%20v3.pdf</u></a>

CSI guidance for monitoring and reporting of scope 3 emissions in cement and adjacent sectors: forthcoming

Methodologies for developing and testing science-based targets: <u>http://sciencebasedtargets.org/</u>

No minimum level for reduction targets are set; this is not only to allow for a thorough consideration of local or organization-specific circumstances, but also to avoid penalizing proactive companies that have implemented improvements in the past. On a regional level, for a part of the supply chain, a minimum target may be set.



# E4 Air Quality



# Aim

To minimize emissions of air pollutants, such as NOx, SO2, hydrocarbons, heavy metals, dioxins and furans, and particulate matter from exhaust gases.

Total points available:

Aggregates	<b>Cement</b>	Concrete production
8 points	28 points	8 points
Assessment criteria		

The following is required to demonstrate compliance:

# Policy

#### Emission reduction targets

Aggregates	Cement	<b>Concrete production</b>
-	3 points	-

C1. The organization has a publicly declared goal for the reduction of NOx, SO2 and PM emissions.

# Monitoring & reporting

Monitoring and reporting according to CSI guidance

Aggregates	Cement	<b>Concrete production</b>
-	3 points	-

C2. The organization monitors and reports air emissions in compliance with the CSI Guidelines for *Emissions Monitoring and Reporting in the Cement Industry*.

#### Verification of emission reports

Aggregates	Cement	Concrete production
-	2 points	-

C3. The emissions data have been externally verified according to accepted standards (see e.g. www.cdp.net for a positive list of acceptable standards) and to at least a level of limited assurance.

NOTE: Based upon the European system of emissions monitoring, an additional verification is not required. Normally, the emissions have to be monitored by an independent third party that is accredited according to European standard EN 17025. The same is true for the calibration and/or the annual surveillance tests of installed continuous emissions monitoring systems (CEMS). These procedures have also to be carried out by accredited external bodies. In these cases at least, an additional external verification of the emission reports is not required.

## Actions & results

#### NOx control at clinker kiln

Aggregates	Cement	Concrete production
-	1 or 3 points	-

C4. The clinker kiln is equipped with the following emission control measures:

Primary measures (low NOx burner, flame cooling, stage combustion, etc.) (1 point).

OR

Secondary measures (3 points)

NOTE: If it can be proved that the same level of emissions is achieved (e.g. by comparing monitoring results with literature values for emission reduction devices), the corresponding number of points shall be awarded.

#### SO2 control at clinker kiln

Aggregates	Cement	Concrete production
-	2 points	-

C5. The clinker kiln is equipped with emissions control measures operating at BAT (best available technique) level (2 points).

NOTE: If it can be proved that the same level of emissions is achieved (e.g. by comparing monitoring results with literature values for emissions reduction devices), the corresponding number of points shall be awarded.

#### PM control at clinker kiln

Aggregates	Cement	Concrete production
-	2 or 3 points	-

C6. The clinker kiln is equipped with the emission control measures operating at BAT level (3 points).

NOTE: If it can be proved that the same level of emissions is achieved (e.g. by comparing monitoring results with literature values for emission reduction devices) the corresponding number of points shall be awarded.

#### Other air pollutants at clinker kiln, especially dioxins, furans and heavy metals

Aggregates	Cement	<b>Concrete production</b>
-	1or 3 points	-

C7. The clinker kiln is operating at BAT level (3 points).

NOTE: If it can be proved that the same level of emissions is achieved (e.g. by comparing monitoring results with literature values for emissions reduction devices), the corresponding number of points shall be awarded.

Clean air silos

Aggregates

Cement 1 point Concrete production 3 points C8. Every cement/addition (secondary cementitious material (SCM)) silo has the following control measures:

Silo top baghouse or central vacuum collector system

AND

Silo overfill warning system (high bin indicators)

AND

Pinch valve, alarm system or other high pressure protection system

AND

The control measures are routinely maintained.

#### Process dust reduction measures

Aggregates	Cement	<b>Concrete production</b>
4 points	4 points	2 points

C9. Adequate dust suppression measures have been taken, for example minimizing dust during:

- 1. Transfer of aggregates (e.g. covered or enclosed conveyor belts);
- 2. Weighing and discharging to mixer and mixing of aggregates, cement and additions (SCMs);
- 3. Post-hardening treatment of concrete products (e.g. sawing, grid blasting);
- 4. During cleaning hardened concrete from truck mixers in case of ready-mix production.

#### Fugitive dust emissions

Aggregates	Cement	Concrete production
2 or 4 points	2 or 4 points	3 points

C10.1. Fugitive dust control procedures are defined in the environmental management system (EMS) and they are implemented

#### AND

C10.2. No more than one incident, receiving justifiable complaint, in a pre-determined 12-month period.

# Supply chain

Cement production		
	Applicable	All criteria apply
	assessment criteria	
		C4-C7: If it can be
		proved that the same
		level of emissions is
		achieved (e.g. by
		comparing
		monitoring results
		with literature values
		for emission
		reduction devices),

			the corresponding number of points shall be awarded C4-C7: No points will be awarded if the monitoring does not comply with the CSI guidance for that particular pollutant or class of pollutant; if monitoring results indicate lack of effectiveness of control devices, the corresponding points shall not be awarded
Aggregate production	on		
		Applicable assessment criteria	Only C9 and C10 apply
Concrete productio	n	 •	•
		Applicable assessment criteria	Only C8, C9 and C10 apply
			1
L			

# Regional

Ē

R01	United States	C1-C3 alternative:
		National Ready
		Mixed Cement
		Association
		(NRMCA)
		Sustainable Plant
		Certification
		pertaining to credit
		2.1: Process Dust
		Emissions Control
		and credit 2.2:
		Fugitive Dust
		Emissions
		Suppression
		C1-C2: Submit a
		copy of the
		completed "Dry
		Batch Process
		Emissions" or
		"Central Mix Process
		Emissions"

		worksheet from the Emissions Calculator.
		C3: Submit a copy of the completed "Fugitive Emissions" worksheet from the Emissions Calculator.
R44	United Kingdom	1
R31	The Netherland	s

# Evidence

Criteria	Evidence ID	
C1	A	
	OP	Copy of document or link to website
	UK UK	Copy of document of link to website
	В	
		Proof that the organization underwent an audit against the Cement Sustainability Initiative (CSI) charter within the last four years.
C2	С	Evidence of compliance with CSI
		Guidelines
	OR	
	D	
		Proof that the organization
		underwent an audit against the CSI
		charter within the last four years.
C3	E	Copy of verification statement
C4-C7	F	Performance-level evidence
C8	G	Mining plan including explanation
		of how it reduces emissions
C8.4	Н	Maintainance records
C9	I	Photographic evidence
C10.1	J	Copy of the relevant section(s) of
		the environmental management
		system (EMS)
C10.2	К	Appropriate section of complaints
		handling log

# Links to other certification systems

Additional information





# Aim

To optimize water use and to ensure that discharged water is of a quality that does not harm the environment.

Maximum points available:

Aggregates	Cement	Concrete production
13 points	12 point	9 point

### Assessment criteria

The following is required to demonstrate compliance:

## Analysis

#### Importance of water quality, water quantity and hydrological risks

Aggregates	Cement	Concrete production
2 points	1 point	1 point

C1. In order to get insight in the relevance, risks and materiality, hydrological risks, assess the water scarcity in the area using recognized assessments (e.g. WWF Water Risk Filter or WBCSD Global Water Tool) and assess the sensitivity of extracting water, use of potable water and discharge of water, following guidance provided in the *CSI Good Practice Guidance for Water Accounting*.

If the plant is in a water sensitive area, C2, C3, C5 and C7 are mandatory. If no water is discharged, C5, C6 and C7 are awarded by default.

## Policy

#### Water target

Aggregates	Cement	Concrete production
2 points	2 points	1 point

C2. The organization has at least one publicly declared target related to water use and regularly reports on progress. Possible targets include, but are not restricted to, the key performance indicators defined in the <a href="http://www.wbcsdcement.org/index.php/en/key-issues/water/water-reporting">CSI Protocol for Water Reporting</a>.

## Monitoring & reporting

#### Water monitoring

Aggregates	Cement	Concrete production
2 points	2 points	1 point

C3. The organization monitors and reports according to the <a

*href="http://www.wbcsdcement.org/index.php/en/key-issues/water/water-reporting">CSI Protocol for Water Reporting</a>.* 

#### Verification of water reporting

Aggregates	Cement	Concrete production
2 points	2 points	1 point

C4. The organization carries out assurance at least once every two years using recognized, independent assurance practitioners and the scope of assured data covers at least total water withdrawal by source.

#### Report on water use, discharge, quality and reduction

Aggregates	Cement	Concrete production
2 points	2 points	1 point

C5. The organization reports water use in terms of quantity, quality of discharged water (for aggregates: total suspended solids (TSS) and temperature; for ready-mix and precast: pH and total suspended solids (TSS)) and reduction measures to its stakeholders on at least an annual basis.

### Actions & results

#### Actions for reduction and efficiency

Aggregates	Cement	Concrete production
2 points	2 points	2 points

C6.1. The plant has achieved or is in the process of achieving the water-usage improvement targets from previous years' assessments covering the entire plant. If the project opts for "in the process of achieving", evidence must show a trend line indicating that the target(s) can realistically be met within the 12-month deadline. A realistic reduction target is at least 5% or a lower target if agreed with a local nature group.

OR

C6.2. The plant has taken the following measures to reduce water use and discharge:

1 Rainwater recycling facility;

2 Recycling facility for water from washing trucks;

3 Enhancing water quality through filtration.

#### Maximizing water quality discharged outside the site.

Aggregates	Cement	Concrete production
-	-	2 points

C7. The plant uses a system for removing particulate matter (silt) and that discharges water outside of the site with a pH within the range of 6.5 to 8.5.

Note: "discharge" also includes discharge into the sewerage system.

#### Supplying water to nearby communities

Aggregates	Cement	Concrete production
1 point	1 point	-

C8. The plant provides water to nearby communities.

# Supply chain

Cement production		
	Applicable	All criteria except C7
	assessment criteria	apply
Aggregate production		
	Applicable	All criteria except C7
	assessment criteria	apply
		If no water is discharged, C5, C6 and C7 are awarded by default
Concrete production		
	Applicable	All criteria except C8
	assessment criteria	apply
		If no water is discharged, C5, C6 and C7 are awarded by default

# Regional

R01	Inited States	Evidence for C1-C4
	Officed States	
		is conformance
		documentation
		meeting National
		Ready Mixed
		Concrete Association
		(NRMCA)
		Sustainable Plant
		Certification for
		credits 2.3-2.6.
R44	United Kingdom	C1: BES6001
		3.4.5a is accepted as
		alternative evidence
		C5: BES6001 3.4.5
		supplementary
		credit: share
		knowledge
R31	The Netherlands	

# Evidence

Criteria	Evidence ID	
C1	A	A copy of the analysis
	В	The risk category
C2	С	Copy of or link to the public statement detailing the water- related target
C3	D	Evidence that the organization monitors and reports according to

E	CSI guidelines
	OR
	Evidence that the organization was audited against the CSI Charter within the last four years

C4	F	Certification/assurance report
	E	OR
		Evidence that the organization was audited against the CSI Charter within the last four years
C5	G	Copy of public report or link to corresponding website
C6.1	Н	Evidence that the targets have been met or are in the process of being met and photo evidence of the measures taken
C6.2	I	Photographic evidence of the system or evidence of natural filtration system
C7	J	Monitoring report
C8	К	Suitable evidence, e.g. contracts, etter from community

Links to other certification systems

CSI Protocol for Water Reporting: <a

href="http://www.wbcsdcement.org/index.php/en/key-issues/water/water-reporting"> http://www.wbcsdcement.org/index.php/en/key-issues/water/water-reporting</a>

CSI Good Practice Guidelines on Water

Accounting: <u>http://www.wbcsdcement.org/index.php/en/news-stories/2016/507-water-accounting-guidance-now-available-for-the-cement-sector</u>

NRMCA Sustainable Plant Certification: water

BES 6001: Water abstraction

C1 is the first criterion in BES6001.

C7 is the second criterion in BES6001.

The highest score in BES6001 is reached if the potable water quantity in the benchmark is externally verified.

GRI: water

C5: The client is rewarded in Leadership in Energy and Environmental Design (LEED), hydrological design - storm water management (decrease of volume of water runoff)

## Additional information

The CSI Guidance on Good Practices for Water Accounting (<a href=" http://wbcsdcement.org/pdf/CSI%20Guidance%20on%20good%20practices%20for%20water%20accountin g.pdf"> http://wbcsdcement.org/pdf/CSI%20Guidance%20on%20good%20practices%20for%20water%20accountin a.pdf</a>)



# E6 Biodiversity



# Aim

To maintain or enhance the biodiversity value and the ecosystems throughout the value chain, taking particular consideration of the often unique biodiversity in karst areas.

Maximum points available:

Aggregates 27 points	<b>Cement</b> 25 points	Concrete production 3 points
Assessment criteria		
The following is required to demor	strate compliance:	
Analysis		
Biodiversity baseline study		
Aggregates 2 points	<b>Cement</b> 2 points	Concrete production
C1. A biodiversity baseline study h	as been performed with local expert	s before starting mining operations.
Analysis of biodiversity hotspot	S	
Aggregates 2 points	<b>Cement</b> 2 points	Concrete production
C2. One point: expert determination biodiversity hotspot area as define of Nature (IUCN) categorization.	on of whether a plant is overlapping v d by a recognized framework, e.g. Ir	vith or in close proximity to a nternational Union for Conservation
Policy		
Biodiversity hotspots policy		
Aggregates 2 points	<b>Cement</b> 2 points	Concrete production 1 point
C3. Where relevant, the organizati	on has a public policy including clea	rly defined timelines for:
a. Developing and implementing b sites that are overlapping with or in	iodiversity management plans or bio n close proximity to biodiversity hotsp	diversity action plans at in at least all pot areas.

OR

b. Not having any active mining operations (including non-rehabilitated former mining operations) in sites that are overlapping with or in close proximity to biodiversity hotspot areas.

## Implementation & results

#### Biodiversity assessments

C4. Where relevant, the plan does local experts.	regular (at least every three years)	biodiversity assessments involving
<b>Aggregates</b> 1 point	<b>Cement</b> 1 point	Concrete production
C5. An additional point is rewarded record why a biodiversity assessm	d for publishing the results of the bio lent is not relevant.	diversity assessment or having on
Advanced methodology for bioc	liversity assessment	
Aggregates 2 points	<b>Cement</b> 2 points	Concrete production -
C6. Where relevant, the plan uses	a net positive impact methodology t	o assess its total impact.
Biodiversity management plan		
Aggregates 3 points	<b>Cement</b> 2 points	Concrete production 1 point
C7. The plant has a biodiversity m local experts.	anagement plan or biodiversity actic	on plan that was developed involving
<b>Aggregates</b> 2 points	<b>Cement</b> 2 points	Concrete production 1 point

**Cement** 2 points

**Concrete production** 

-

Aggregates 2 points C8. Where relevant, the plant fulfils C7 and the biodiversity management plan or biodiversity action plan conforms with certain standards for biodiversity management plans, such as *the CSI Guidance on Biodiversity Management Plans* or the *Extraction and Biodiversity in Limestone Areas* guidelines developed by BirdLife International, Fauna & Flora International, the International Union for Conservation of Nature (IUCN) and World Wide Fund for Nature (WWF). Conformity should be the most recent version of the standard at the time of first developing the plan or a revised action plan based on any later version of the standard.

#### Implementation of the biodiversity management plan

Aggregates 2 points **Cement** 2 points **Concrete production** 

C9. Where relevant, the plant shows clear and substantial progress towards the implementation of the biodiversity management plan or biodiversity action plan.

#### Education and integration of stakeholders

Aggregates 2 points **Cement** 2 points Concrete production

C10. The plant has regular (at least one year) events to educate stakeholders about biodiversity or involve them in activities to protect and enhance biodiversity, such as planting of native species. Plants that have static facilities (e.g. a biodiversity path) that are normally accessible to the public also qualify.

Net positive impact

Aggregates 5 points **Cement** 4 points **Concrete production** 

C11. Where relevant, the plant is expected to deliver a net positive biodiversity impact over its full life cycle in accordance with accepted standards.

#### Other conservation projects

Aggregates 2 points **Cement** 2 points **Concrete production** 

C12. The company has biodiversity conservation projects outside its mining areas that:

• Cover at least the same surface as is currently being disturbed by its mining activities

AND

• Are recognized as a conservation project by a local or international environmental nongovernmental organization (NGO) or a public authority.

# Supply chain

Cement production		
	Applicable assessment criteria	C3, C7, C8, C9, C12 apply to all cement plants
		C1, C2, C4, C5, C6, C10, C11 apply only to integrated cement plants.
Aggregate production		
	Applicable assessment criteria	All criteria apply
Concrete production		
	Applicable assessment criteria	Only C3, C7, C8 and C9 apply

### Regional

#### US:

C2: Major suppliers with quarry/pit operations having a biodiversity management plan (BMP) in accordance with WBCSD CSI BMP guidance or having achieved conservation certification through the Wildlife Habitat Council's standard for corporate conservation.

Evidence:

C2: Conservation certification from Wildlife Habitat Council

C3: Conservation certification from Wildlife Habitat Council, with questions answered and scored on participation, alignment and connectivity.

### Evidence

Criteria	Evidence ID	
C1	A	Copy of baseline study

C2	в	Copy of study/expert finding
C3	С	Copy of company policy and proof of public availability (e.g. URL)
C4	D	Copy of latest biodiversity
		monitoring study, clearly identifying
		local experts (individuals or groups,
		e.g. environmental non-
		governmental organizations
		(NGOs))
C5	E	Proof of public availability (e.g.
		URL)
C6	F	A copy of the impact assessment
C7	G	Copy of biodiversity management
		plan (BMP)/biodiversity action plan
		(BAP) clearly identifying experts
		(individuals or groups, e.g.
		environmental NGOs)
C8	н	Written declaration by non-
		company expert (this can be the
		expert involved in the development
		of the BMP/BAP)
		This point is automatically awarded
		if
		- C7 is fulfilled
		The company has undergone
		an audit against the CSI Charter
		within the last 4 years
Ca		List of actions implemented
	J	Proof of at least one action item
		implemented that the verifier
		considers significant, e.g. picture,
		invoice
C10	K	List of events, including dates and
		estimates for numbers of
		participants
	L	Detailed documentation for at least
		one event, including at least a short
		description and other proof (e.g.
		picture, press coverage)
C11	М	Report on impact on biodiversity
C12	N	Documentation of the biodiversity
		project, including at least:
		- Short description of project
		Exact location
		- Size (surface area) of project
		and list of all mining sites, including
		surface area currently mined (Note:
		total surface area of mining sites

can be used as conservative proxy)
- Proof that the company's involvement is crucial for the project
- Proof of recognition by NGO/public authority (e.g. letter, award, certification)

## Definitions

Baseline: inventory and analysis of the biodiversity before development

## Links to other certification systems

WBCSD Cement Sustainability Initiative (CSI) Biodiversity Management Plan (BMP) Guidance

http://wbcsdcement.org/pdf/CSI%20BMP%20Guidance.pdf

Wildlife Habitat Council: http://www.wildlifehc.org/get-certified/

## Additional information

Please note that an environmental and social impact analysis (ESIA) is a pre-requisite for new locations and is covered in E2 Land Use

*Extraction and Biodiversity in Limestone Areas* guidance (by BirdLife International, Fauna & Flora International, IUCN, WWF)

<a

href="http://www.birdlife.org/sites/default/files/Extraction-and-Biodiversity-in-Limestone-Areas.pdf"> http://www.birdlife.org/sites/default/files/Extraction-and-Biodiversity-in-Limestone-Areas.pdf</a>

# **E7 Secondary Materials**





# Aim

1. To reduce the consumption of primary materials by using secondary materials (including recycled materials) where available.

2. To ensure that the use of secondary materials has no significant negative health and safety or environmental impacts during production and on the final product.

3. To ensure that by using secondary materials (including recycled materials) the final product achieves all the intended technical requirements, e.g. for concrete: mechanical properties, durability and stability over the intended working life and at end of life.

4. To contribute to waste reduction.

Maximum points available:

Aggregates

Cement 12 points

# Assessment criteria

The following is required to demonstrate compliance:

## Analysis

#### Assessment of alternatives

Aggregates	Cement	<b>Concrete production</b>
-	2 points	4 points

C1.1. Cement: There is an assessment and documentation on the availability of secondary raw materials for clinker production. The assessment shall include the current use of secondary raw materials in the local market and whether there is a market for cements containing more than one main constituent. This assessment shall be reviewed at least every two years.

C1.2. Concrete production: There is an assessment and documentation on the availability of secondary aggregates, including recycled aggregates and returned concrete.

C1.3. Analyze the availability of Portland cement clinker substitutions, either through cement choice or by using secondary cementitious materials.

## Policy

#### Policy about usage of secondary materials

Aggregates

**Cement** 2 points Concrete production 2 points

**Concrete production** 

16 points

C2.1. A policy shall be prepared that sets out how the objectives given above and any others that are relevant will be achieved or if an objective is not relevant, why it is not relevant.

C2.2. This policy must be reviewed at least every two years.

## Monitoring & reporting

#### Monitoring and reporting of the implementation of the policy

Aggregates	Cement	Concrete production
-	2 points	2 points

C3. Progress made with implementing the policy shall be monitored at least annually and the results reported to shareholders and available to clients and stakeholders on request.

### Implementation & results

#### Reuse or recovery of returned concrete

Aggregates	Cement	<b>Concrete production</b>
-	-	2 points

C4. Concrete production: The plant has and operates a system for the reuse or recovery of returned concrete. Recovery may be as aggregate from crushing rejected precast concrete products or returned concrete that has been allowed to harden, or by separating the returned concrete into aggregates, water and fines.

#### Optimized use of secondary materials

Aggregates	Cement	Concrete production
-	3 points	3 points

C5. Cement and concrete production: The plant has optimized the use of secondary materials in line with the assessment (Criteria 1) during the last three years.

#### Optimized use of secondary materials on a project

Aggregates	Cement	Concrete production
-	3 points	3 points

C6. Cement and concrete production: The plant has optimized the use of secondary materials on a project.

## Supply chain

Cement production		
	Applicable assessment criteria	C1.1, C1.3, C2,1, C2.2, C3, C5 and C6 apply
		Optimized means at least 80% of the amount indicated in the assessment
Aggregate production		
	Applicable assessment criteria	Non of the criteria apply
Concrete production		
	Applicable assessment criteria	C1.2, C1.3, C2.1, C2.2, C3, C4, C5

	and C6 apply
	Optimized means at least 80% of the amount indicated in the assessment.
• •	<b>-</b>

# Regional

R01		United States	C1-C3: National
		Officed Otales	Ready Mixed
			Concrete Association
			(NRMCA)
			Sustainable Plant
			Certification
			particularly credite
			1 1 and 1 2
D11		United Kingdom	C1. BES6001.3 / 32
1/44			is accepted as
			is accepted as
P31		The Netherlands	C5 and C6. The
			amount of secondary
			materials has to be
			nroved with an
			environmental
			product declaration
			(FPD) according to
			ISO 14025 and EN
			1580/ (PCR 2013·2)
			CLIR-Ontwerptool
			Groen Beton can be
			useu
			This criteria is
			required for the
			MIA/VAMIL
			Milieulijst: amount of
			secondary materials
			has to exceed 30%
			and the Curtool has
			to show that this
			level is reached CO2
			neutral compared to
			the scenario that no
			secondary materials
			would have been
			used.

	1	

## Evidence

Criteria	Evidence ID	
C1	A	Copy of assessment, including date
		of issue
C2	В	Copy of the policy
C3	С	Report on the use of secondary
		materials for external stakeholders
C4	D	Photograph of recovery system
C5	E	Evidence of increased use of
		secondary materials
C6	F	Evidence of maximized use of
		secondary materials on at least one
		project
		Evidence of the amount of
		secondary materials used (% of
		granulates, etc.)

### US

Evidence for C1-C3: NRMCA Sustainable Plant Certification documentation, which includes:

Submit letter from company's accountant or corporate officer stating the total quantity of recycled aggregate used and the total quantity of all aggregate used at the plant during the 12-month period. Retain records of the quantity of aggregate reclaimed from returned concrete, recycled aggregate claimed from other sources, and total aggregates. Retain receipts from recycled and virgin aggregate purchases.

Submit letter from company's accountant or corporate officer stating the total quantity of Portland cement used, the total quantity of concrete produced at plant during the 12-month period, and the total quantity of Portland cement used and the total quantity of concrete produced. Retain records of all Portland cement purchased and concrete produced.

### Links to other certification systems

NRMCA Sustainable Plant Certification: <u>http://www.nrmca.org/sustainability/Certification/PlantCertification.asp</u>

### Additional information

#### CUR calculation tool for green concrete:

http://www.sbrcurnet.nl/producten/rekentools/cur-ontwerptool-groen-beton-1?gcli CjwKEAiAyO\_BBRDOgM-K8MGWpmYSJACePQ9C4NjITWnJ4pWJiMxkvlfJbDKefK8mxoNV5YQIL6RD8RoCueXw\_wcB



# E8 Transport



# Aim

To minimize environmental impact of transportation. For each business, transport is defined as "production site (quarry/plant) to customer site".

Maximum number of points available:

Aggregates	Cement	Concrete production
10 points	5 points	5 points

# Assessment criteria

The following is required to demonstrate compliance:

Policy

Transport pollution reduction policy

Aggregates 4 points **Cement** 2 points **Concrete production** 2 points

C1. The organization has implemented a policy for the reduction in environmental impacts of the transport of concrete products and supplied constituents. These impacts include, but are not limited to, non-renewable fossil fuel consumption and emissions of greenhouse gasses, NOx and fine dust particles.

## **Monitoring & reporting**

Transportation management system

Aggregates 4 points **Cement** 2 points Concrete production 2 points

C2. The organization has a transportation management system in place that contains operations-related transportation data in terms of modes of transportation, distances covered, technologies related to fuel consumption, and types and quantities of fuel consumption. All distances traveled by contractors directly related to the organization's operations and directly contracted by the organization are included in the data collection.

## Action & results

#### Assessment of clean technologies and methods

Aggregates 2 point Cement 1 point Concrete production 1 point

C3.1. The organization performs regular assessments, using the data from the transportation management system, geared towards minimizing impacts, including, for example, centralized dispatching systems, information technology tools for route optimization (GPS), training of drivers, awareness training and (real-time) fuel consumption monitoring.

C3.2. The outcomes of the assessments are compared to the industry practice regarding clean transportation technologies and methods.

C3.3. The assessment must be performed at least every three years.

## Supply chain

Cement production		
	Applicable assessment criteria	All criteria apply
Aggregate production		
	Applicable assessment criteria	All criteria apply
Concrete production		
	Applicable assessment criteria	All criteria apply

## Regional

R01	United States	National Ready
		Mixed Concrete
		Association
		(NRMCA)
		Sustainable Plant
		Certification,
		particularly credits
		3.1-3.3

		Applicable transportation evidence for the Carbon Disclosure Project (CDP)
R44	United Kingdom	C1 & C2: BES6001 3.4.8a is accepted as alternative evidence
R31	The Netherlands	

## Evidence

Criteria	Evidence ID	
C1	A	A copy of the transport policy
C2	В	Extract of the transportation
		management system showing that
		it contains the required items
C3 1-3	С	
		Evidence that the assessments are performed according to the requirements

### US

Efficiency improvement – Submit the fleet fuel consumption plan. Submit a letter from company's accountant or corporate officer indicating how many gallons (or liters) of diesel fuel were used for concrete delivery and how many cubic yards (or cubic meters) of concrete were produced at the plant during the 12-month period. Retain a copy of fleet fuel consumption plan on file.

Fleet emissions reduction – Submit letter from company's accountant or corporate officer stating truck engine inventory and age, and the total number of trucks that were assigned to the plant for the 12-month period. Submit a letter from company's accountant or corporate officer indicating the total amount of alternative and diesel fuel purchased for concrete delivery for the plant during the 12-month period. Submit certification numbers for NRMCA-certified trucks assigned to the plant and the total number of trucks assigned to the plant.

Driver training - Submit records of NRMCA CDP certification or equivalent program for all drivers at the plant and the total number of drivers at the plant.

### Links to other certification systems

BREEAM E8 Transport

## Additional information

# **E9 Secondary Fuels**





# Aim

1. To reduce fossil fuel consumption by using secondary fuels where available.

2. To ensure that the use of alternative fuels has no health and safety or environmental impact during sourcing, transportation, handling, production, on the final product and its end of life.

<3. To contribute to waste reduction.

4. To recognize that where waste materials cannot be managed technically or economically by prevention and reduction or reuse, the cement manufacturing process provides a more ecologically sustainable solution compared to landfill or dumping, thanks to its combination of material recycling and energy recovery in the process.

Total points available:

Aggregates -	Cement 7 points	Concrete production
Assessment criteria		
The following is required to demons	strate compliance:	
Use of restricted waste		
Aggregates -	<b>Cement</b> 1 point	Concrete production
C1. The cement suppliers must con <i>Guidelines for Co-Processing Fuels</i>	nmit to not use "commonly restricted and Raw Materials in Cement Man	I waste" as defined in the CSI ufacturing.
Analysis		
Assessment of alternatives		
Aggregates -	<b>Cement</b> 1 point	Concrete production
C2.1. C1 is met		
AND		
C2.2. There is an assessment and	documentation on the availability of	alternative fuels
AND		
C2.3. This assessment must be rev	iewed at least every two years.	

## **Actions & results**

#### Assessment of non-harmful alternative fuels

Total points available:

Aggregates -	Cement 3 points	Concrete production
C3.1. C1 is met		
AND		
C3.2. The cement suppliers using a Processing Fuels and Raw Materia	suppliers using alternative fuels follow the entirety of the CSI Guidelines for ( and Raw Materials in Cement Manufacturing.	

#### Communication and stakeholder involvement

Total points available:

Aggregates	Cement	Concrete production
-	2 points	-

C4.1. C1 is met

AND

C4.2. Evidence that the local community has been involved in the decision-making process for using alternative fuels.

# Supply chain

Cement producers	
A garagete producero	
Aggregate producers	
Concrete producers	
· · · · · · · · · · · · · · · · · · ·	

# Regional

		h	1
R01		United States	
R44		United Kingdom	C1: BES6001 3.4.3a is accepted as alternative evidence
R31		The Netherlands	

# Evidence

Criteria	Evidence ID	
C1	А	Written commitment of the senior plant management
C2	В	Copy of assessment, including date of issue
C3	C	Confirmation that an audit against the CSI charter was performed within the last four years OR Written report from the auditor confirming that the cement supplier is following the CSI Guidelines for Co-Processing Fuels and Raw Materials in Cement Manufacturing
C4	D	Minutes, protocols of stakeholder consultation and alignment processes

# Links to other certification systems

## Additional information

CSI Guidelines for Co-Processing Fuels and Raw Materials in Cement Manufacturing, version 2.0, July 2014:

http://www.wbcsdcement.org/pdf/CSI%20Guidelines%20for%20Co-Processing%20Fuels%20and%20Raw%20Materials%20in%20Cement%20Manufacturing\_v2.pdf



# **S1 Health Product Information**



# Aim

To protect individual human health and well-being.

Maximum number of points available:

A	ggregates	
3	points	

Cement 5 points Concrete production 6 points

## Assessment criteria

The following is required to demonstrate compliance:

Monitoring & reporting

#### Impact on human health - Reporting

Aggregates	Cement	Concrete production
2 points	4 points	3 points

C1.1. The organization has established a formalized process to provide full disclosure of all ingredients in all products, including recycled content, that fall under the certification scope. These disclosures may come in the form of safety data sheets or their equivalent.

C1.2. Current ingredient disclosures conform to criteria established by a third party along the lines of the European Union's REACH (registration, evaluation, authorization and restriction of chemicals) regulation or similar.

## Implementation & results

### Information sharing about minimizing risks of using the products

Aggregates 1 point Cement 1 point **Concrete production** 2 points

C2. The organization makes information on minimizing the risks associated with using the product available freely and publicly available by publishing the information on its corporate website or through other freely

accessible information channels.

Proactive awareness downstream

Aggregates

Cement

Concrete production 1 point

C3. The organization proactively makes downstream users (particularly small builders and do-it-yourself (DIY)) aware of the risks of using the product and how they may be minimized.

# Supply chain

Cement producers
Aggregate producers
Concrete producers

# Regional

R31 [		The Netherlands		
R44 L		United Kingdom		
R01		United States		

## Evidence

Criteria	Evidence ID	
C1.1	A	A copy of the standard operating
		procedure or company-approved
		process (guidance document) to
		create the disclosures
C1.2	В	A copy of the current disclosures
C2	С	A link (URL) to the information
		provided
C3	D	Evidence of the proactive approach
		towards downstream users

## Links to other certification systems

Health Product Declaration website: http://hpdcollaborative.org/

European Chemicals Agency *Guidance on the compilation of safety data sheets*: <u>http://echa.europa.eu/documents/10162/13643/sds\_en.pdf</u>

Official Journal of the European Union, L 133, 31 May 2010: <u>http://eur-lex.europa.eu/legal-content/En/ALL/?ur</u> OJ:L:2010:133:TOC

## Additional information



# S2 Local Community



# Aim

To contribute to higher levels of well-being in the community in which the organization operates.

Maximum points available:

# Aggregates

9 points

**Cement** 14 points Concrete production 13 points

## Assessment criteria

The following is required to demonstrate compliance:

## Policy

#### Policy for local stakeholder involvement

Aggregates	Cement	<b>Concrete production</b>
2 points	4 points	4 points

C1. The organization has a policy in place to engage with local community on a regular basis (at least once every three years if there are no major changes affecting the local community). The policy should include a list of stakeholders directly affected by the operations of the organization.

#### Social investment

Aggregates	Cement	<b>Concrete production</b>
1 point	2 points	2 points

C2. The organization has a written policy to invest resources in initiatives and programs aimed at improving the social aspects of community life through, for example, the following:

- Taking into account the promotion of community development in planning social investment projects;
- Avoiding actions that perpetuate a community's dependence on the organization's philanthropic activities, ongoing presence or support;
- Considering partnering with other organizations, including government, business or nongovernmental organizations (NGOs) to maximize synergies and make use of complementary resources, knowledge and skills;
- Considering contributing to programs that provide access to food and other essential products for vulnerable or discriminated groups and persons with low income.
- Take into account land devaluation and displacement.

## Monitoring & reporting

#### Communication & information

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C3. The organization actively communicates with and informs the local community on all aspects that have or could have significant impact on them, such as increase/decrease of economic activities

(extension/reduction of the plant), pollution (land, air, water, noise) and traffic.

The following may be used to demonstrate compliance:

- Evidence of site visits for the local community and local government;
- Meeting minutes, information session protocols, flyers, folders and other forms of communication that actively seek to reach the local community.

## Action plan

Noise pollution, vibration and odor management plan

Aggregates 1 point Cement 1 point Concrete production 1 point

C4.1. A noise pollution, vibration and odor management plan is in place containing several strategies to reduce inconveniences around the plant(s), including both on- and offsite noise sources (e.g. machinery, production, transportation).

C4.2. Stakeholders representing the local community have been consulted on the viability of the strategies.

Implementation & results

Implementation of the noise pollution, vibration and odor management plan

Aggregates 1 point Cement 2 point **Concrete production** 2 point

C5. The strategies of the noise pollution, vibration and odor plan have been implemented.

#### Safety around site for the local community

Aggregates 2 point Cement 3 points **Concrete production** 2 point

C6. The organization has taken active safety measures such that risks of injuries to passersby are minimized, such as:

- Proper fences around the site;
- Signs that warn of any risks (e.g. swimming, fishing, high voltage);
- Site visits for the local community explaining safety hazards.

#### Transport to and from the site

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C7. Measures are taken to minimize the risk of accidents in the local community related to site transportation, such as:

- Clear routing for trucks to the site(s) (until 500 meters from the site);
- Measures that reduce the risk of accidents (e.g. fences around play areas, accident prevention on trucks).

# Supply chain

Cement producers			
Aggregate producers			

Concrete producers		

# Regional

R01	United States	C3: National Ready Mixed Concrete Association (NRMCA) Sustainable Plant Certification, particularly credit 2 13
R44	United Kingdom	C1: BES 6001 3.4.10 is accepted as alternative evidence C2: BES 6001 3.4.10 is accepted as alternative evidence C7: BES 6001 3.4.10b is accepted as alternative evidence
R31	The Netherlands	

# Evidence

Criteria	Evidence ID	
C1	Α	A copy of the policy,
		including stakeholder
		identification
C2	В	A copy of the policy
C3	С	Evidence of active
		communication and
		information, such as site
		visits for the local
		community and local
		authorities, meetings,

		information sessions, flyers, folders and other forms of communication that actively seek to reach the local community
C4.1	D	Copy of noise pollution management plan or Submit a brief narrative describing the noise
C4.2	E	management plan, including plant protocols governing noise. Submit photos and the plant site plan indicating berms, sound walls and/or vegetation used to reduce noise.
		Evidence of stakeholder consultation, such as minutes of meetings with attendees, their roles/functions and dates
C5	F	Evidence of measures taken, such as photos
C6	G	Evidence (photographs) of the measures taken; for a site visit, evidence that attention to safety hazards is part of the visit
C7	н	Evidence (photographs) of the measures taken

# Links to other certification systems

SA 8000

FSC: Indigenous people's rights

ISO 26000: local community

BS8902: Local community

BES 6001: Local community

## **Additional information**

Definition: Community in this credit refers to residential or other social settlements located in a geographic area that is in physical proximity to an organization's operating sites or within an organization's areas of impact.

Engagement with community is integral to sustainable development.

Organizations that engage in a respectful manner with the community and its institutions reflect and reinforce democratic and civic values. An organization's contribution to community development can help to promote higher levels of well-being in the community. Such development, as generally understood, is an improvement in the quality of life of a population.

Historical and cultural characteristics make each community unique and influence the possibilities of its future. Community development is therefore the result of social, political, economic and cultural features and depends on the characteristics of the social forces involved. Stakeholders in the community may have different – even conflicting – interests. Shared responsibility is needed to promote the well-being of the community as a common objective.

Information on C3 and C4: A noise management plan for plant(s) that outlines appropriate noise levels for specific times of the day should be developed and communicated. Measures should be taken to ensure that noise regulations and goals are met. Consider noise measurements to be taken at different locations and times to form the development of the noise management plan. Landscaping, verges and sound walls can provide effective noise barriers to reduce noise levels outside the plant. Significant noise-generating activities could be reserved for the daytime, or whenever they will least affect the surrounding community. Other operational changes can also be made to minimize noise pollution.

IFC Grievance mechanism for affected communities:

http://www.ifc.org/wps/wcm/connect/topics\_ext\_content/ifc\_external\_corporate\_site/ifc+sustainability/learnin g+and+adapting/knowledge+products/publications/publications\_gpn\_grievances

Main Page
# S3 Health & Safety





## Aim

To ensure the inclusion of workers into occupational safety and health (OSH) matters and the protection of the physical, mental and social well-being of workers, and the prevention of harm to health caused by working conditions.

Maximum points available:

Aggregates	Cement	Concrete production
10 points	10 points	10 points

### Assessment criteria

The following is required to demonstrate compliance:

## Analysis

#### **Risk analyses**

Aggregates	Cement	Concrete production
2 point	2 points	2 points

C1.1. The organization analyses and controls the health and safety risks involved in its activities at least on an annual basis.

C1.2. The organization takes preventive action based on the recordings from C3, reviews the effectiveness of policies and measures, and feeds the results back into policies and measures.

## Policy

#### Occupational safety and health (OSH) policy

Aggregates 2 point **Cement** 2 points **Concrete production** 2 points

C2.1. The organization's occupational safety and health policy includes:

- Training plan for health and safety;
- Frequency of review of toolbox instructions minimum twice a year for operational workers;
- Availability of health and safety instructions;
- · Clear indications of risk zones;
- Regulations and procedures concerning personal protective equipment;
- · Policy for illness and registration of safety incidents;
- A risk and injury action plan.

C2.2. The policy is shared with, and is available to, every employee.

## **Monitoring & reporting**

#### Registration

Aggregates 2 points

Cement 2 points Concrete production 2 points

C3. The organization records:

- Near misses;\*
- Medical incidents;\*
- Lost time injuries;\* and
- Fatalities.\*

(\*) equivalent terminologies may apply

### **Implementation & results**

Health management system

Aggregates 2 point **Cement** 2 points **Concrete production** 2 points

C4. Implement a health management system that follows the CSI Health Management Handbook or similar.

For example, they should:

- Have occupational health services as defined in International Labour Organization (ILO) Recommendation 112;
- Have health surveillance carried out at appropriate intervals and taking risk into account;
- Ensure that an effective health management system is in place at every site.

#### Joint labor-management health and safety committee

Aggregates 2 point **Cement** 2 points **Concrete production** 2 points

C5. The organization has developed a joint labor-management committee as the basis of its health, safety and environment systems, including the participation of the workers concerned and that the organization recognizes and respects the rights of workers.

In case the organization (part/plant) is a small organization (less than 50 employees), joint labor - management cooperation may be ensured in any other form as long as both labor and management are represented.

The following may be used to demonstrate compliance:

- The committee obtains timely, full and accurate information concerning health and safety risks and the best practices used to address these risks;
- Laborers may freely inquire into and be consulted on all aspects of their health and safety as related to their work;
- Laborers may refuse work that is reasonably considered to pose an imminent or serious danger to their life or health or to the lives and health of others;
- The committee may seek outside advice from workers' and employers' organizations and others who have expertise;
- The committee may freely report health and safety matters to the appropriate authorities;
- The committee participates in health and safety decisions and activities, including the investigation of incidents and accidents.

## Supply chain

ement producers
gregate producers
ncrete producers
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# Regional

R01		United States	
R44		United Kingdom	
R31		The Netherlands	BetonBewust chapter 2

## Evidence

Criteria	Evidence ID	
C1	A	Evidence that the analyses take
		place annually and fulfill the
		requirements
C2.1	В	A copy of the policy
C2.2	C	Evidence that the policy is available
		to all employees
C3	D	Evidence that the required
		registration actually takes place
C4	E	Evidence of compliance with
		CSI Health Management
		Handbook or similar
C5	F	A list with members of the
		committee and their functions and
		the roles and responsibilities of the
		committee

## Links to other certification systems

ISO 26000

United Nations Global Compact

Global Reporting Initiative (GRI)

BetonBewust chapter 2

CSI Health Management Handbook

Natural Stone scheme

Additional information



# **S4 Labor Practices**



# Aim

To ensure the fair and equitable treatment of workers.

Maximum points available:

Aggregates	
8 points	

Cement 8 points **Concrete production** 8 points

## Assessment criteria

The following is required to demonstrate compliance:

Policy

#### Social protection

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C1. Where changes in operations would have major employment impacts, the organization has a written commitment to provide reasonable notice to the appropriate authorities and representatives of the workers so that the implications may be examined jointly to mitigate any adverse impact to the greatest possible extent.

## Monitoring & reporting

#### Personal record for all employees

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C2.1. Every employee has a personal record (dossier) with proof of education and safety training relevant to the tasks the employees perform.

C2.2. All personal data and the privacy of the workers are protected against unauthorized access.

C2.3. All employees are granted access to their personal record upon first request.

#### Personal evaluation

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C3. The personal record includes reports of regular evaluation meetings with the employee and an employee signature showing that the employee has seen this record.

#### Training in the workplace

Aggregates 2 points

**Cement** 2 points

**Concrete production** 2 points

C4.1. A profile has been made for every task. The profile includes required job-specific training and education and, where applicable, instructions on undertaking the tasks in a safe manner.

C4.2. All workers at all stages of their work experience are provided with access to skills development, training and apprenticeships, and opportunities for career advancement.

### Implementation & results

#### Personal health, work-life balance

Aggregates	Cement
1 point	1 point

Concrete production 1 point

C5.1. Joint labor-management programs are established that promote health and well-being; yearly (or as frequently as the joint labor-management health and safety committee advises) preventive medical examination for all employees is offered at no cost.

C5.2. Conditions of work permit work-life balance in terms of reasonable working hours (= overtime is voluntary and infrequent), parental leave and child care, and other services.

#### Performance appraisal system

AggregatesCementConcrete production2 points2 points2 points

C6. Presence of a performance appraisal system for all employees

## Supply chain

Cement producers		
Cement producers	Applicable assessment criteria	All criteria apply C1-C6: An SA8000 certificate (not older than 3 years) is valid evidence Random audit: For the S4 criterion, a random check by the auditor for at least 1
		person per plant to see which criteria are met. Evidence is a written statement of the auditor clearly indicating which criteria are met.
Aggregate producers		
	Applicable	All criteria apply

	assessment criteria	C1-C6: An SA8000 certificate (not older than 3 years) is valid evidence Random audit: For the S4 criterion, a random check by the auditor for at least 1 person per plant to see which criteria are met. Evidence is a written statement of the auditor clearly indicating which criteria are met.
Concrete producers	Appliaghla	All oritorio opply
	assessment criteria	All chiena apply
		C1-C6: An SA8000
		than 3 years) is valid
		evidence
		Random audit: For
		the S4 criterion, a
		auditor for at least 1
		person per plant to
		see which criteria are
		met. Evidence is a
		written statement of
		the auditor clearly
		indicating which
	<u> </u>	בחופות מול ווופו.

# Regional

R01	United States	
R44	United Kingdom	
R31	The Netherlands	Aligned with
		BetonBewust criteria
		2.1a and b, 2.2a and
		b

# Evidence

Criteria	Evidence ID	
C1.1	Α	Copy of a formal document
		containing this commitment
C2.1	В	Evidence of the existence of
		personal records for all employees,
		for example a picture of the cover
		of the records of different people
		with different functions, or a letter

C2.2	с	signed by the person responsible for human resources that explains that records are kept for all employees
C2.3	D	Explanation, where possible supported by photographic evidence (e.g. a locked room, filing cabinet or password protected program), of how personal data is protected
	-	Copy of a formal document containing this right to access
C3	E	Cover sheets of at least five current evaluation reports for different employees with different functions
C4.1	F	A copy of a number of function profiles deemed representative by the auditor, both in terms of percentage of total and in content
C4.2	G	Evidence of access to skills development
C5	н	Evidence of a health programs
		Evidence of facilities to allow choices in work-life balance; interviews with employees supporting this suffices
C6	J	A copy of the appraisal procedure

## Links to other certification systems

## Additional information

A fundamental principle in the International Labour Organization's (ILO) 1944 Declaration of Philadelphia is that labor is not a commodity. This means that workers should not be treated as a factor of production and subjected to the same market forces that apply to commodities. The inherent vulnerability of workers and the need to protect their basic rights is reflected in the Universal Declaration of Human Rights and the International Covenant on Economic, Social and Cultural Rights. The principles involved include the right of everyone to earn a living through freely chosen work and the right to just and favorable conditions of work. -- From ISO 26000 6.4.2.1 Principles and 6.4.3/4/5/7 Practices-- From BetonBewust working conditions

SA8000

#### Main Page



# P1 Local Economy



# Aim

To promote the adoption of practices for the economic benefits of the local community.

AggregatesCementConcrete production4 points4 points4 pointsAssessment criteriaConcrete production

The following is required to demonstrate compliance:

## Policy

#### Local sourcing and local business

Aggregates	Cement	Concrete production
4 points	4 points	4 points

C1. The organization gives preference to recruiting local staff and hiring local expertise where suitably qualified or to recruiting and training local people, taking into account the local legal boundaries to such a preference.

# Supply chain

Cement producers		
	Applicable assessment criteria	All criteria apply
Aggregate producers		
	Applicable assessment criteria	All criteria apply
Concrete producers	·	•
	Applicable assessment criteria	All criteria apply

## Regional

R01	United States	
R44	United Kingdom	
R31	The Netherlands	

## Evidence

Criteria	Evidence ID	
C1	A	A copy of the policy given to human resources staff of recruiting agencies

## Links to other certification systems

ISO 26000

C1 aligns with the BES6001 performance criterion option to source personnel from the local community.

## Additional information



# **P2 Ethical Business**



# Aim

To operate the business in a fair and ethical manner.

Maximum points available:

# Aggregates

13 points

Cement 13 points Concrete production 13 points

## Assessment criteria

## Analysis

#### Ethical risk assessment

Aggregates	Cement	Concrete production
3 points	3 points	3 points

C1. The organization conducts and documents risk assessments of its operations focused on the avoidance of bribery and corruption, fair marketing, and respect of property rights, with maximum intervals of three years.

The following may be used to demonstrate compliance:

- Identify the risks of corruption and implement and maintain policies and practices that counter corruption and extortion;
- Ensure its leadership sets an example for anti-corruption and provides commitment, encouragement and oversight for implementation of anti-corruption policies;
- Train employees and representatives in their efforts to eradicate bribery and corruption, and raise the awareness of employees, representatives, contractors and suppliers about corruption and how to counter it;
- Ensure that the remuneration of employees and representatives is appropriate and for legitimate services only;
- Establish and maintain an effective system to counter corruption;
- Encourage employees, partners, representatives and suppliers to report violations of the organization's policies and unethical and unfair treatment by adopting mechanisms that enable reporting and follow-up action without fear of reprisal;
- Work to oppose corruption by encouraging others with which the organization has operating relationships to adopt similar anti-corruption practices.

## Policy

#### Policy and code for ethical business

Aggregates	Cement	Concrete production
3 points	3 points	3 points

C2. The organization has a policy and code of business ethics in place. The policy includes procedures and training that cover anti-corruption, fair competition and marketing, respect for property rights, responsible political involvement and confidential investigation.

#### Policy and code for ethical business that covers suppliers

Aggregates	Cement	Concrete production
2 points	2 points	2 points

C3. The organization has a policy and documented code of business ethics in place with an obligation for the organization's most relevant <a href="/wiki/index.php?titl Glossary\_of\_Terms" targe \_blank">suppliers </a>

## Monitoring & reporting

#### Confidential investigation

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C4. The organization has a mechanism for confidential investigation, resolution and reporting of suspected cases of bribery and/or corruption in place.

## Action plan

#### **Responsible political involvement**

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C5. The organization has training, procedures, policies or other safeguards in place in its pursuit to be free of undue political influence and avoids behavior, such as manipulation, intimidation and coercion, that can undermine the public political process.

The following may be used to demonstrate compliance:

- Train employees and representatives and raise their awareness regarding responsible political involvement and contributions and how to deal with conflicts of interest;
- Be transparent regarding its policies and activities related to lobbying, political contributions and political involvement;
- Establish and implement policies and guidelines to manage the activities of people retained to advocate on the organization's behalf;
- Avoid political contributions that amount to an attempt to control or could be perceived as exerting undue influence on politicians or policy-makers in favor of specific causes;
- Prohibit activities that involve misinformation, misrepresentation, threat or compulsion.

### Implementation & results

#### Fair competition

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C6. The organization pursues fair competition, including (but not limited to): avoiding price fixing, i.e. where parties collude to sell the same product or service at the same price; bid rigging, i.e. where competitors collude to manipulate a competitive bid; and predatory pricing, i.e. selling a product or service at a very low price with the intent of driving competitors out of the market and abusing of a dominant position. The organization conducts its activities in a manner consistent with competition laws and regulations, cooperates with the appropriate authorities, is mindful of the social context in which it operates, and does not take advantage of social conditions, such as poverty, to achieve unfair competitive advantage.

The following may be used to demonstrate compliance:

- Establish procedures and other safeguards to prevent engaging in or being complicit in anticompetitive behavior;
- Train employees to raise awareness of the importance of compliance with competition legislation and fair competition;
- Support anti-trust and fair subsidies, as well as public policies that encourage competition;
- Maintain a reporting tool on this matter.

#### Respect for property rights

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C7. The organization recognizes property rights, both physical and intellectual.

The following may be used to demonstrate compliance:

- Implement policies and practices that promote respect for property rights and traditional knowledge;
- Conduct proper investigations to be confident it has lawful title permitting the use or disposal of property;
- Do not engage in activities that violate property rights, or in counterfeiting and piracy;
- Pay fair compensation for property that it acquires or uses;
- Consider the expectations of society, human rights and basic needs of the individual when exercising and protecting its intellectual and physical property rights.

#### Fair marketing

Aggregates	Cement	Concrete production
1 point	1 point	1 point

C8. The organization has training, procedures, policies or other safeguards in place in its pursuit to not engage in any practice that is deceptive, misleading, fraudulent or unfair, unclear or ambiguous, including the omission of critical information.

## Supply chain

Cement producers		
S1	Applicable	All criteria apply
	assessment criteria	
Aggregate producers		
	Applicable	All criteria apply
	assessment criteria	
Ready mix/mortar producers/onsite producers		
	Applicable	All criteria apply
	assessment criteria	
Precast and concrete product producers		
	Applicable	All criteria apply
	assessment criteria	

## Regional

R01	United States	

R44	United Kingdom	
R31	The Netherlands	BetonBewust 1.1: Compliance
		program

## Evidence

Criteria	Evidence ID	
C1	A	Evidence that a risk assessment
		has been performed less than 3
		years before; this can be a
		confirmation that the auditor has
		seen the assessment or a copy of
		the assessment
C2	В	A copy of the code, proving that
		suppliers are within the scope
C3	С	A copy of the code
C4	D	Evidence that a mechanism for
		confidential investigation is in place
C5	E	Evidence of responsible political
		involvement or a statement signed
		by management that there is no
		political involvement
C6	F	Procedures, training or other
		material proving that fair
		competition is pursued.
C7	G	A policy or statement about
		respecting property rights.
C8	Н	A copy of the fair marketing policy

## Definitions

### Major suppliers / most relevant suppliers

Cement: Most relevant suppliers include suppliers of constituents, fuels, electricity, fly ash, slag.

Concrete: most relevant suppliers include cement, supplementary cementitious materials and aggregates.

If it is unclear what the most relevant suppliers are, the top 5 suppliers in terms of financial value will pertain.

### Links to other certification systems

BS8902 Ethical business

BES6001 3.4.11: Business ethics

ISO 26000: ethical business

## Additional information

ISO 26000: Fair operating practices concern ethical conduct in an organization's dealings with other organizations. These include relationships between organizations and government agencies, as well as between organizations and their partners, suppliers, contractors, customers, competitors, and the associations of which they are members.

Fair operating practice issues arise in the areas of anti-corruption, responsible involvement in the public sphere, fair competition, socially responsible behavior, relations with other organizations, and respect for property rights.

Behaving ethically is fundamental to establishing and sustaining legitimate and productive relationships between organizations. Therefore, the observance, promotion and encouragement of standards of ethical behavior underlie all fair operating practices. Preventing corruption and practicing responsible political involvement depend on respect for the rule of law, adherence to ethical standards, accountability and transparency. Fair competition and respect for property rights cannot be achieved if organizations do not deal with each other honestly, equitably and with integrity.

# **P3 Innovation**





## Aim

To stimulate the development and implementation of new, sustainable, low-carbon solutions, and responsible solutions and services not covered by this certification system, or to deliver exemplary performance against any criterion in this system.

Maximum points available.

Aggregates	Cement	Concrete production
8 points	8 points	8 points
•	·	·

### Assessment criteria

## Implementation & results

#### Innovative solutions and/or exemplary performance

Aggregates	Cement	Concrete production
1-8 points	1-8 points	1-8 points

C1. An independent committee has evaluated one or more innovations according to the innovation procedure in this system and has decided to award one or more additional points, up to a maximum of 8 points.

A higher number of points is awarded if the impact on the criteria is higher (CO2 reduction, biodiversity, etc.)

Innovations may be in the field of product, process, materials, social, etc. *A priori*, there is no restriction to the type of innovation.

Exemplary topics are:

An exemplary performance is an achievement on a credit that is better than asked and that (regionally) illustrates high performance within the industry.

# Supply chain

Cement producers	
S1	Applicable All criteria apply assessment criteria
Aggregate producers	· · ·
S2	Applicable All criteria apply assessment criteria
Concrete producers	
S3	Applicable All criteria apply assessment criteria

## Regional

R01	United States	

R44	United Kingdom	
R31	The Netherlands	

# Evidence

Criteria	Evidence ID	
C1	A	The approval letter of the
		innovation committee, including the
		number of points to be awarded for
		the innovation or exemplary
	В	performance
		Evidence of implementing the
		innovation (photo, report from
		auditor, etc.)

# Links to other certification systems

## Additional information



# **P4 Feedback Procedure**



# Aim

To stimulate the capacity of the local community, employees and customers to provide feedback to the company.

Maximum available points

Aggregates 3 points	Cement 3 points	Concrete production 3 points
Assessment criteri	a	
Implementation & I	results	
Feedback and complai	ints procedure for the local con	nmunity
Aggregates 1 point	<b>Cement</b> 1 point	Concrete production 1 point
C1. A complaint procedunation of the complaints	ure and complaint facility (link on v or the local community is available	website, phone number, responsible person to e.
Feedback and complai	ints procedure for employees	
Aggregates	Cement	Concrete production
1 point	1 point	1 point
C2. A feedback and con	nplaint procedure and complaint fa	acility (link on website, phone number, responsible

### Feedback and complaints procedure for customers

person to handle the complaints) for employees.

Aggregates	Cement	<b>Concrete production</b>
1 point	1 point	1 point

C3. A feedback and complaint procedure and complaint facility (link on website, phone number, responsible person to handle the complaints) for customers.

# Supply chain

Cement producers	
	Applicable All criteria apply assessment criteria
Aggregate producers	
	Applicable All criteria apply assessment criteria
Concrete producers	· · ·
	Applicable All criteria apply assessment criteria

# Regional

R01	United States	
R44	United Kingdom	
R31	The Netherlands	

# Evidence

Criteria	Evidence ID	
C1-C3	Α	A link to the online complaints
		procedure that satisfies the
		requirements

# Links to other certification systems

## Additional information



# C1 Cement



# Aim

To stimulate the use of sustainable and responsible cement.

Maximum available points

Aggregates -	Cement -	Concrete production 67 points
Assessment criteria		
Implementation & results		
The weighted average score of the	ne cement suppliers	
Aggregates -	Cement -	Concrete production 0-67 points

C1. The weighted average score of the cement supplied, as calculated in the CSC supply chain calculation tool. For the percentage of cement supplied from each supplier, data from last calendar year must be used. If this data cannot be supplied, the data of the year before last year must be used.

# Supply chain

Cement producers		
	Applicable assessment criteria	-
Aggregate producers		
	Applicable assessment criteria	-
Concrete producers		
	Applicable assessment criteria	All criteria apply

# Regional

R01	United States	
R44	United Kingdom	
R31	The Netherlands	

## Evidence

Criteria	Evidence ID	
C1	A	The calculationsheet with the weighted average score of the cement suppliers.
		And or a confirmation from the

	that the calculation is
checke	ed and the score is correct.

# Links to other certification systems

Additional information



# A1 Aggregates



# Aim

To stimulate the use of sustainable and responsible aggregates.

Maximum available points

Aggregates -	Cement -	<b>Concrete production</b> 40 points
Assessment criteria		
Implementation & results		
The weighted average score of the	ne aggregate suppliers	
Aggregates -	Cement	Concrete production 0-40 points

C1. The weighted average score of the aggregates supplied, as calculated in the CSC supply chain calculation tool. For the percentage of aggregates supplied from each supplier, data from last calendar year must be used. If this data cannot be supplied, the data of the year before last year must be used.

# Supply chain

Cement producers		
	Applicable assessment criteria	-
Aggregate producers		
	Applicable assessment criteria	-
Concrete producers		
	Applicable assessment criteria	All criteria apply

# Regional

R01	United States	
R44	United Kingdom	
R31	The Netherlands	

## Evidence

Criteria	Evidence ID	
C1	A	The calculationsheet with the weighted average score of the aggregate suppliers.
		And or a confirmation from the

checked and the score is correct.	auditor that the calculation is
	checked and the score is correct.

# Links to other certification systems

Additional information



# **Governance Structure**



The Concrete Sustainability Council is in 2015 still a projectname. The ambition is to found the organization in 2016, meeting the criteria of ISEAL and supporting NGO's.

The structure of the project organization is:

### The Governance Structure



The project is initiated and supported by the WBCSD-CSI.

#### Accreditation

ISEAL: http://www.isealalliance.org/our-work/defining-credibility/codes-of-good-practice



# **CSC** as a Management System



#### CSC management system

The credits are organized by type of content. However, as a management system the criteria can be organized in management proces way as well.

Every step covers the cement quarrying and production, aggregate quarrying and concrete production.

- Step 1: Assessments & analysis
- Step 2: Sustainability and responsible sourcing policies
- Step 3: Monitoring, reporting, management system
- Step 4: Planning for action & community engagement
- Step 5: Implementing the actions / results

#### Step 1: Sustainability and responsible sourcing policy

- A policy needs to be developed that covers the following topics:
- M1: C1 Sustainable purchasing plan



# **Complaints Procedure**



CSC is committed to facilitating consistent and timely evaluation of complaints and appeals raised by stakeholders against decisions, performances or any other issues within the CSC certification system. We prefer that complaints are solved between the parties most directly involved in the issue. Therefore the steps start with the most direct level first.

#### 1 Complaint during the certification process

If you encounter problems during your certification process, the certification body, the regional system operator and CSC look forward to support you. If the support is not satisfying, you have to opportunity to send a complaint.

Step 1: Send the complaint to the assessor.

Step 2: complaint to certification manager of the certification body (see complaints procedure of your CB).

If the complaint is not solved (or the complaint is about the Certification Body):

Step 3: complaint to the regional system operator (if in place in the region)

Step 4: complaint to independent arbitrage committee of CSC. Send the official complaint to stefan@concretesustainabilitycouncil.org

Step 5: Send a complaint to the Executive Committee: secretary is Cristiana Ciaraldi Jolivet: Ciaraldi@wbcsd.org

#### 2 Complaint of abuse of the CSC trademark and logo

For the policy of Logo use, see: Use of CSC Logo

- Step 1: Send your complaint to the relevant certificate holder
- Step 2: Send your complaint to the certification body, mentioned on the certificate
- Step 3: Contact the regional system operator

Step 4: Send your complaint to helpdesk@concretesustainabilitycouncil.com

#### 3 Complaint about the CSC certification system

Step 1: Make clear for which entity within the certification system, the complaint is:

1 The author or person that represents CSC / is your contactperson

2 The certification body, mentioned on the certificate.

3 The Regional System Operator. In many regions, an organization is responsible for the local support and branding of the CSC certification system.

4 The Concrete Sustainability Council: please send an email to helpdesk@concretesustainabilitycouncil.com The Executive Committee, Technical Committee or

Communications Committee will will discuss about your complaint and the CSC office will respond within 60 days.

Step 2: Gather relevant evidence to support your complaint

Step 3: Send the complaint to the relevant person or entity.

Public summary of resolved complaints:

No complaints have been received.

# Evidence





Depending on the number of credits/criteria that are intended to be met, a number of documents need to be uploaded in order to provide evidence that they have been met.

Gathering evidence is made easier with the CSC assessment tool (www.concretesustainabilitycouncil.com).

Each piece of evidence can be uploaded and the uploading can be distributed among many people. Within the software tool there is a button for each criteria; this allows individual colleagues to access only the specified criteria and upload the required evidence. The software tool helps monitor progress.

#### Each credit has criteria.

Assessment: 6-CSC	Pre assessment         50.71%           Final result         50.71%
Sections	M1. Responsible Sourcing Policy
Management	Save     Save
Environmental	
Social	
Economical	To ensure an embedded long-term focus on, and implementation of, responsible sourcing
	M1.1 Criterion 1

Assessment: Co (Global) (1.0 Eng	oncrete Susta glish)	inability Council RSS January 2017 - Concrete	Pre assessment 0.00% Final result 0.00%
Sections		M1 Sustainable Purchasing Plan	Q AVAILABLE
Prerequisites		With oustainable Furchlasing Fian	- PUINTS
Management		图 Save	Add or View Evidence
Environmental			
Social			
Economical		Goal of the credit:	tation of roomonoible
Cement		sourcing	
Aggregates			
		M1.1 Criterion 1 (2 evailable points)	~
		Sustainable purchasing/Responsible sourcing policy C1. The organization has a sustainable purchasing policy covering the social, economic aspects covered in this system. The policy is current and has been	environmental, management and
		responsible for the scope of this assessment.	4pp 0100 0) 110 112 123 110 11
		M1.1.1 Requirement 1 (required) (2 available points)	>
		Explanation	Complies

### M1.2 Criterion 2 (2 available points)

#### Responsible sourcing action plan

C2. The organization has a sustainable purchasing plan covering the social, environmental, management and economic aspects covered in this system. The plan is current and has been approved by the management responsible for the scope of this assessment.

11.2.1 Requirement 1 (required) (2 available points)	~
Explanation	Complies
Explain how the requirements are being met and refer to uploaded evidence.	
Requirements	
C2. The organization has a sustainable purchasing plan covering	
the social, environmental, management and economic aspects covered in this system. The plan is current and has been	
approved by the management responsible for the scope of this assessment.	

Criteria Evi	dence ID	
C1	A	Evidence of public statement (e.g. URL)
		OR
	В	Proof that the organization underwent an audit against the CSI charter within the last four years
C2	с	Comparison with science-based target methodology or certificate (from e.g. sciencebasedtargets.org)
C3	D	Copy of target
C4	E	An extract of the monitoring results indicating that it satisfies the requirements
	в	OR
		Proof that the organization underwent an audit against the CSI charter within the last four years
C5	F	Copy of verification statement
C6	G	Copy of latest publication/link to publication
		OR
	В	Proof that the organization underwent an audit against the CSI charter within the last four years
C7	н	Listed on positive list from PwC (non-CSI member)
		OR
	В	Proof that the organization underwent an audit against the CSI Charter within the last four years
C8	I	Copy of monitoring results
C9	J	Comparison of monitoring results – target, additional analysis if required to show progress
C10	к	Clarification of the auditor that the target(s) has(have) been met and that targets are above industry standards

In detail, the type of evidence is specified for each criteria.

000	KCFinder: /proofFiles/Economical
https://concretesusta	inabilitycouncil.com/assets/9445cbca/browse.php?Ing=en&type=proofFiles
🖃 🚞 proofFiles	Tupload Settings You can upload max 50 files at once.
Economical Environmental Management Prerequisites Social	View: Show: Order by: Name Size Date Order by: Name Type Size Date Descending

## The tool supports uploading the documents, meeting the criteria.

The auditor can verify online in a step-by-step approach.

Social Economical Cement	Goal of the credit: To promote the use of an environmental management systems (EMS) in the supply chain	
Aggregates	M2.1 Criterion 1 (2 available points)	>
	M2.2 Criterion 2 (1 available point)	> >
	Validation Assessor's validation on full credit	~
	Accepted Assessor validation M1-C1: EMS manual july 2014 available	
	M1-C2: Not applicable	
	😫 Save	

Some evidence is required for more than one criterion:

1. Photo report: A number of photos from facilities (re-use of materials, dust reduction, etc.) are requested for a number of credits.

Finally, it is possible to copy a dossier to another project. Many pieces of evidence exist at the company

level, such as policies that are relevant for all entities. If two different plants aim to be certified, it is useful to start with a copy of the dossier of the first plant.

### Exceptions and alternative evidence

It is up to the auditor to evaluate and accept expections and alternative evidence. In case the auditor is uncertain, the CSC technical committee can be asked to review the alternative evidence. The decision of the technical committee will be made available as a guidance note on the CSC WIKI page.


**Regional Adaptations** 



#### Translations

The official language is Engilsh. The English manual is the official language. The other languages are translations of the English manual. In case of inconsistancy or interpretation, we always refer to the English manual.

#### **Regional certification procedures**

Additional to the global certification procedures, it is possible to set regional additional procedures to be aligned with local procurement policies, rating systems etc.

Every credit in the manual has a "Regional" table. For a region (that can be a country, a union of countries, a continent, etc.) specific adaptations can be written. A regional committee can propose changes to the manual for the regional level. Less than 10% can be changed on order to keep a level playing field and global transparancy.

The executive body of the CSC has to accept the regional changes.

#### North American certification procedures

To be defined.

#### Dutch certification procedures

The validity of the CSC/BetonBewust certification system is three years. However, in The Netherlands, participating in the annual benchmark is mandatory for the ready mixed sector. Not meeting this annual requirement will result in a withdrawal of the certificate.



**Global & Local Operations** 



#### **Global and Local Certification**

This scheme has been developed to cover global certification demands seeking one language for the responsible sourcing of concrete. However, at a regional level the scheme may be - within limits - adapted to the local situation due to, for example, different climate zones, the availability of raw materials and the nature of the local market. The global scheme operator will consider any adaptations proposed by a regional scheme operator (RSO) or certification institute (CI). At the same time it will ensure that on a global level the focus remains the same and the CSC brand will continue to stand for the same high level of quality and reliability.

Regionally there may be one or more CIs, but there can only be one RSO (with a regional committee). In certain regions the CI and RSO may be combined, depending on certificate demand and the concentration of CIs.

Any RSO/CI is bound by contractual agreements with the global scheme operator and with which quality and other requirements are formalized.

#### Licensing

The global scheme operator licenses certification institutes to perform their tasks in the global CSC certification scheme. These licenses contain all relevant legal, financial and quality agreements. Quality assurance on assessment reports may only be performed by licensed CIs.

In their turn, CIs license auditors/assessors to enable them to perform assessments within a region according to set quality standards. Assessment reports may only be submitted to CIs by licensed assessors.

Fees apply for licensing; please refer to the tariffs page for details.

#### Multi-region Certification

The industry is a typical global industry with many companies operating worldwide. If such companies wish to certify multi-regional operations, they will encounter regional differences as allowed in this CSC scheme.

Procedure for multi-region certification

- The certification institute (regional) where the initial project registration takes place takes the lead. It will be the single point of contact for the client for global/multi-region issues.
- CI fees from the region under which that country falls will apply.
- This CI is responsible for the registration, the payments by the client and the distribution of the fees to other regions.
- The content (Technical Manual) and certification procedures apply regionally.

Example of multi-region certification

- A company in Spain wants to certify its entire global operations.
- Spain falls under the European CI, hence its fees apply.
- When certifying its plants in the US, Australia or elsewhere, the regional Technical Manual and certification procedures apply.
- The regional audits will be performed by regionally qualified auditors.
- If no CI exists regionally, the global version applies; an auditor qualified on the global version will be required.
- Each local plant will have its own process and certification timeframe; only when all local plants are certified can the Spanish company claim that "its entire global operations" are CSC certified. If different certification levels have been achieved, then this needs to be included in the

#### communications.

#### Fee-structure for multi-regional certification

#### [to follow]

#### Procedure - Global and Regional Versions of the Scheme

At any given moment in time there will be a number of formal versions, co-existing at the same time, against which an organization can be certified. This comes from the fact that a) different regions will require changes from the generic global version and b) different improvements will emerge from use in the regions or the same improvements will emerge at different times.

Versions can be different at different levels, similar to software releases: large differences between versions 1 and 2 and minor differences between versions 2.10 and 2.11. It is up to the CSC Technical Committee (TC) to judge the significance of differences and advise the CSC Steering Committee (SC) as such. A general guideline: if it potentially affects the scoring (credit in or out, weighting, number of points awarded, altered criteria) the change is "significant". Textual alterations only (typos, explanations, examples, references, etc.) are "minor".

All versions need formal approval by the SC because the SC needs to be aware of all versions that exist at any time, anywhere. Obviously, the review will vary.

#### **Review Procedure**

- 1. A CI submits the changes to the TC
- 2. The CI provides its interpretation of the level of changes it suggests: significant or minor
- 3. If the TC agrees with the level of change:
  - Minor: TC can approve, replies to the CI as such, informs the SC of an approved change and administers
  - Significant: TC reviews
- 4. If TC agrees with the change: passes on to SC with advice
- 5. If TC disagrees: returns to CI with comment
- 6. If SC agrees: change is approved

#### After Change Approval

Once a regional change has been approved:

- 1. The global scheme operator will inform all other regions of the accepted change.
- 2. Other regions wanting to adopt the accepted changes will need to submit the request, with evidence/explanation that it applies.
- 3. The global scheme operator may enforce adaptation by regional scheme operators.
- 4. RSOs/CIs regionally release new accepted versions through their own release procedures.
- 5. The global version only changes once every 2 years (except during the first 2 years).
- 6. At the 2-yearly global update, maximum harmonization between different versions is sought.
- 7. Changes in the global version will incorporate regional changes, either as globally applicable or as a regional special in the compliance notes.
- 8. All new releases must always be accompanied by release notes containing all changes from the previous version

#### **Review Criteria for the Technical Committee**

The aims regarding versions are to:

• Keep the differences as small as possible

• But at the same time allow for maximum regional flexibility and adaptability

This leads to the following criteria, to be applied by the TC upon reception of a request for change:

#### **Content Changes (Technical Manual)**

- If a credit is deemed "not applicable" in a region, an alternative on the same topic must be proposed instead; it cannot simply be removed from the credit list. The alternative must have the same maximum number of points to be awarded so that the relative weight of the alternative is the same. A letter from an established regional non-governmental organization (NGO) - deemed competent in the matter - is required, stating that the credit is indeed not applicable and the alternative fits regionally.
- 2. A maximum of 10% of the total number of credits may have a "significant" difference in order to keep the versions internationally comparable.
- 3. A maximum of one new credit per category may be added because it reduces the relative weight of the other credits.
- 4. Category weighting may be proposed to be changed, but only with comprehensive supporting documentation with the support of an NGO (see above).
- 5. The following may not be altered:
- •
- Minimum requirements (pre-requisites, mandatory credits)
- Category names
- The minimum percentages to achieve certification levels
- The number or names of certification levels

**Default credits/points**If credits should be awarded automatically within a region (regulated and enforced by law) or if a credit should be awarded for a group of companies in a region (all members of branche organization X that have signed agreement Y), the regional committee can upload evidence for this list of companies or region. This list of evidence needs to be audited by a CI. A

#### **Release Procedure**

- New releases must be announced with 3-months' notice.
- Auditors must be actively informed.
- Clients with registered projects must be actively informed of the changes and of the possibilities to change their registration to the new version. Change is not mandatory but up to the client.





The certification process has a number of identified roles.

**Client:** The organization that seeks certification for its organization, plant, product (or product range). The client composes a complete assessment report according to the CSC procedures and Technical Manual. In that report it claims points and explains how the assessment criteria have been met, providing the required underlying evidence.

**CSC auditor/assessor:** A person trained according to the requirements of the CSC and the accreditation institute and who is independent from the client. An auditor is appointed by the certification body. The auditor verifies whether the assessment criteria have been met and if the required evidence has been provided, in other words whether the acclaimed certification points may be awarded. The auditor writes a validation report. The certification body determines the final certificate score and issues the certificate.

How to become a CSC auditor

Anyone may seek CSC auditor qualification through a training program offered by a certification body or a regional scheme operator. Such a program includes both in-depth knowledge of the CSC scheme and related procedures, and auditor skills.

The training requirements have been defined and are maintained by the CSC and are transferred to certilication bodies for application.

How to maintain qualification

In order for a CSC auditor to retain qualification, it is necessary to regularly attend update and training sessions and to have completed at least one audit within a period of 5 years.

**CSC expert:** A person trained by the CI to have knowledge on responsible sourcing and to support the certification process. The expert is not an independent role, he/she can be internal or external. The CSC expert holds no formal role in the certification process. It is strongly advised to train at least one person in your organization, but certification can be done without the CSC expert.

**Certification institute (CI)/ Certification body:** The organization that issues certificates in their designated region after quality assurance on the auditors report. A CI is responsible for the quality of the auditors and organizes training for CSC auditors and CSC experts.

**Global scheme operator (GSO):** Is responsible for developing and maintaining the certification system. In principle there is no working relationship between a GSO and a client, only in case of a client's complaint about a CI, a scheme operator or another topic.

**Regional scheme operator (RSO)**: In certain cases it may be practical to have an RSO to cover a a region and make minor addaptation to the regional scheme. The regional scheme operator would be the linchpin between CIs and the global scheme operator, centralizing regional scheme adaptations and other regional matters. An RSO could be a CI itself, representing other regional CIs. Hence, its existence is determined only by practical considerations.

#### Role of CSC, role of local branche and role of Cl's.

#### CSC

- International scheme operator
- · Owner of the scheme (steering committee final vote, decision body)
- Together with technical committee an all parties concerned body.

- · Annual audit of delegated scheme operators and sampling of CI's
- · Organizing international harmonization meetings between CI's
- Set reporting standard for Cl's
- · Define qualification demands for auditors

#### **Regional scheme operator**

- 1 per region
- · Organizes regional committees
- · Demands an annual report from the CI's
- Propose mandatory credits per certification level (to be accepted by CSC)
- · Tailorizes and implements the complaints procedure
- Decides about frequence of site visits (CSC sets a minimum sample)
- · Decide on development and set of a benchmark (and tooling)
- · Organizes training for experts
- Organizes regional harmonisation between CI's

#### CI (certification institutes or certification body)

- More per region (have a licence with both the local and global scheme operators)
- Independent from client (not the advisor)
- Independent from the delegated scheme operator
- · Issues the certificates
- · Performs site visits (sampling or more frequent as demanded by the regional scheme operator)
- · Reports on an annual basis to the regional scheme operator and / or CSC
- Qualification of the auditors is the responsiblity of the CI.

#### **CSC Expert**

- · Informal role
- · Works for the client or advisory company
- · Helps gathering the evidence



## **Terms & Conditions**



#### To the use of the CSC toolbox and CSC certification system, tems & conditions apply.

[[<a titl CSC Terms & Conditions" href="/index.php?pagina=pagina1" targe \_blank">CSC terms & Conditions</a>]]

**Ownership and Use of Data**All documents uploaded by a client are the exclusive property of the client. The documents can only be used for certification purposes upon the specific request of the client. The data will be deleted at any time upon the request of the client. See the

#### **Confidentiality Agreement**

Withdrawal of the certificateIn case serious information is received regarding the entity that is certified and regarding the topics covered in this certification system, the CSC can decide to withdraw a certificate or re-issue the certificate with a lower score. For more information, see the

## Versions





#### The WIKI page

The CSC scheme is being developed on the WIKI page so there are no formal versions of the manual during the development phase. Once a formal version of the scheme is launched, this will become available as a PDF download on www.concretesustainability.org The version on the WIKI page is not a formal version. the WIKI will continue to be a development platform.

#### Version 1.0

The current version open for registration is version 1.0. This can be downloaded as a PDF document from <u>http://www.concretesustainabilitycouncil.org/index.php?pagina=resources</u>

Guidance notes on this version can be found at Guidance notes

#### New versions

**Version 2.0** will be launched in 2018. The new version will be based on research on the performances achieved, feedback from the current certificate holders and an external stakeholder process led by IUCN.

After version 2.0 we aim to release a new version of the scheme every three year. Once a new version is released, all new registrations from that date have to assess according to the newest version. Registrations done before that date, which have not resulted in a certificate yet, have 12 months to finalize their assessment. After 12 months, the new version has to be applied.

The version number is printed on the certificate.

Between the release of two versions, small updates can be done. These will be indicated with version numbers 1.1 and 1.2, 2.1 etc.

Registrations can always decide to upgrade/migrate their assessment to a newer version of the scheme.

#### Previous versions

**Draft version October 30 2015**During the steering committee meeting the draft was accepted as being ready for a feedback or pilot round. The projects have started working with the version of October 30-2015. This version has been uploaded in the assessment tool. In February a Spanish translation of this draft version will be released.

**Draft version February /March 2016**Currently the feedback of the first 8 projects is taken into account. This will result in a version for the second group of pilot projects.

#### Change list of October 2015 version

Credits changed between October 30 2015 and March 2016.

**Draft version May 16th**This version is used for the external stakeholder proces and is uploaded in the tool. New pilots use this version. Existing pilots can copy their assessment to this new version.

Changes after May 16th are:M3: 6 instead of 7 pointsE3: Texts are changed, scope 3 emissions is added S1: Numbering of evidence is improvedS2: Missing piece of evidence is written

#### External stakeholder consultation February -December 2016

Between February 2016 and December 2016 external stakeholders will give feedback on the scheme. Feedback from the second feedback round and the external stakeholders will hopefully result in version 1.0 of the scheme which can be used for certification. change list based on the external stakeholder proces

### Innovation





The CSC scheme aims to promote innovation. Certification helps by prescribes and rewards efforts to be taken in order to be responsible. However there are other approaches to the different topics and there are other things to be done that are responsible and sustainable.

By prescribing certification can block innovation or demotivate if you are doing more on a topic than rewarded in the scheme. A certificate often becomes an objective itself instead of a management instrument that helps you further.

The scheme is flexible in a number of ways:

1 the possibility to add alternative evidence when proven to be about equal with the intended goal of the credit or criteria.

2 Regional flexibility. Although limited, a regional committee can take into account regional differences in climate, work traditions and availability of sources, etc.

3 Examplary performance: If the evidence proves that the plant is performing better that asked for in the scheme, a maximum of 2 extra points can achieved within the innovation credit

4 Innovation: The innovation credit gives the possibility to reward 2 extra points for criteria not covered in the scheme.

If you want to apply for an innovation, please use the CSC application form:

"http://www.concretesustainabilitycouncil.org/index.php?pagina=resources"

**Definition of an Innovation:**Each technology, method or process that demonstrated the sustainability or responsibility within the concrete supply chain and that is not widely distributed in the current practice, and that using this procedure is assessed as 'innovative'.

An innovation: - Must be defined SMART (Specific, Measurable, Achievable, Realistic, Time-bound); - May not yet be widely applied;

- Can not be in the credit list of the relevant scheme in the form submitted; - Must demonstrate the sustainability of the project contributions, and preferably:

- After application can be made widely known for the purpose of the learning effect for other projects; -

Have the potential to be able to be widely used in the future in order

The last two aspects 'broad announced' and 'widely used in future developments' are not required, but will contribute to a positive assessment of the innovation. They are not mandatory since long-term effects can not be estimated with certainty.

### Contents

- <u>1 Rationale</u>
- <u>2 Procedure</u>
- <u>3 Resources</u>
- <u>4 Reporting Rules and Requirements</u>
- <u>5 Disclaimer</u>

### Rationale

The Concrete Sustainability Council (CSC) Certification System for Concrete awards points to innovative processes or solutions in the responsible sourcing of concrete. This document describes the procedure to obtain points for Innovation as defined in P3 Innovation Credit of the CSC Certification System.

### Procedure

1. Petition for scoring points in P3 Innovation shall be made to the CSC Innovation Committee (IC), together with explanation and evidence.

2. Petitions to the IC shall be made by the auditor or plant seeking certification to the secretary of the IC via email and in English language. Copies shall be sent to the auditor, the plant seeking certification and, if applicable, the Regional System Operator (RSO).

Petitions can be submitted after project registration.

The petition shall detail at the minimum:

a. Plant name, plant address, name of the operator / owner, name of the corresponding RSO (if applicable), name, email address and telephone number of contact person (the auditor or the plant contact person).

b. For each innovation that points are sought for:

- i. A short but descriptive name of the innovative process or solution;
- ii. A short explanation of the solution (service / technology / process) etc. in

question;

iii. A description why the solution is considered an innovation including, if applicable, supporting evidence, as mentioned in the Innovation Credit uidelines attached hereto<a nam \_ftnref2" href="#\_ftn2">[</a>.

3. The secretary of the IC will acknowledge receipt of the petition at his or her earliest convenience and forward them to the IC for a decision.

4. The IC will take decisions in phone calls or via e-mail. In case there is no unanimous decision, the single majority of votes will decide. In the case of a tie the corresponding petition shall be considered denied.

5. The IC will take its decision based on the P3 Innovation Credit Guidelines attached hereto

6. All petitions shall be answered with a clear justification of the IC's decision within five weeks of the date the petition was sent to the CSC.

7. If the IC finds that the information provided by the petitioner is insufficient, they shall ask the petitioner for more information. The petitioner has two weeks for replying. The IC shall review the petition within five weeks after reception of the amended petition. If the IC finds after two amendments that the information is still insufficient they may deny the points.

8. The plant seeking the certification has the right to appeal the IC's decision by e-mail to the IC secretary. The IC secretary will transmit the petition to the CSC Executive Committee (ExCo), which will take a final decision during the following scheduled meeting.

### Resources

9. CSC Innovation Committee

Composition: The Innovation Committee shall be composed of at least 4 members<a styl mso-footnote-id: ftn4;" nam \_ftnref4" href="#\_ftn4">[4]</a>, including:

- a. A Member of the CSC ExCo,
- b. A regular participant in the CSC Technical Committee (preferably its Chair),
- c. A secretariat representative,
- d. A representative of civil society organization (on availability)
- e. A member from Academia (on availability)

The CSC secretariat representative serves as the secretary of the IC.

Technical expertise: The Innovation Committee shall make sure that it has enough expertise to judge whether a process or solution qualifies as innovation at regional and / or global level.

In case regional expertise is required, the Innovation Committee should nominate regional experts as permanent members of the Innovation Committee. Regional experts have full voting right for all topics related to the region they represents.

Balanced representation: No specific terms apply to the IC members. However, the IC shall strive for a good balance of continuity of membership and regular integration of new members.

10. Members of the IC shall declare all conflicts of interest; examples include but are not restricted to:

a. if a member of the IC works for the same group company as the plant seeking certification,

b. if a member of the IC works for a company that provides substantial input in the proposed innovation, such as know-how or key materials.

In these cases the members of the IC may participate in the discussion on the proposed innovations, but are not allowed to vote.

If the number of voting members drops to 3 or less because of conflicts of interest additional persons shall be invited to participate in the corresponding discussion and vote. If this leads to a delay of the response beyond the times set out below the secretary of the IC shall inform the petitioner.

### **Reporting Rules and Requirements**

11. No details about the IC voting shall be shared with the auditor and the plant seeking certification.

12. The secretary of the IC will make sure that all IC decisions are properly documented, including at least: the original petition, the composition of the IC, the voting score (number of for / against / abstentions), the reply to the petitioner.

13. Potentially commercially sensitive information must not be published at any time unless authorized in writing by the original owner of that information or if required by law. Generic rules on confidentiality and competitiveness such as applicable laws or the CSCs Anti-trust Code of Compliance shall be respected at any time. All participants in the IC process shall sign a non-disclosure agreement with the CSC before having access to potentially sensitive information.

### Disclaimer

These Procedure document has been drawn up in the initial phase of the CSC Certification System. It shall be reviewed and amended to a final version based upon the learnings out of the system launch.

The IC members shall not be liable for any consequential damages that are directly or indirectly related to the provided assessment and scoring.

The applicant shall be informed of the jury composition and the opportunity them there to object within two weeks.





Templates that support the certification process

#### 1 List of criteria that can be answered at group level

E6 Biodiversity C3 Collaboration and participationE7 Secondary materials C1 Research on alternativesE7 Secondary materials C3 Report on use of secondary materials

#### 2 Plant specific criteria

E1 EPD (in case of the scope of plant certification)E2 Land UseE4 Air qualityE5 Water useE7 Seondary materials C2 reuse of materials

#### 3 Evidence asked to your supplier

E6 Biodiversity C1 Compensation maesuresE6 Biodiversity C2 Biodiversity management plan



## Use of CSC Logo



The CSC logo (trademark) is a guarantee to clients that the products they buy come from responsible sources.

To maintain the integrity of the system, it is important that the CSC logo and trademarks are used correctly.

The CSC certificate register: https://concretesustainabilitycouncil.com/certifiedProjects

#### Logo/Trademark Misuse

If you think trademarks are being misused, please report this immediately by sending an email to helpdesk@concretesustainabilitycouncil.com or fill in the contact form at <a href="http://www.concretesustainabilitycouncil.org/index.php?pagina=contact">http://www.concretesustainabilitycouncil.org/index.php?pagina=contact</a>

Please verify the CSC reference number in the CSC register and collect and provide evidence of the false claim. We will use all information confidential and the whistleblower will stay anonymous. The CSC trademarks are registered and will be protected. See the Trademark Protection Strategy.

#### Guidelines for use of the logo and trademark

CSC has a comprehensive system for authorizing the use of CSC logo and takes infringements of our trademarks very seriously.

There are two sets of CSC logos/trademarks:

-Certificate logos for products an

-Founding member and member logos.

#### Certificate Logo requirements

A company is allowed to use their CSC certified logo, taking into account the CSC requirements for using the logo.

A: Use of the logo must relate to the certified product. The logo must be used within the limits of the scope of the certificiation. If a plant is certified, this means that all products from this plant are certified. The plant is allowed to use the logo. If the logo is used on a truck that deliveres concrete from both certified and non-certified plants, it is not a good use of the logo. The scope of the certificate determines which products may be labeled with that logo. If, for example, a full plant receives the certificate, all products leaving that plant may carry the logo. But if, for example, only one type of product is covered by the scope, then only this product may carry the logo. The organization's certificate clearly indicates the scope.

*B: Use the logo with the unique number*.Each certificate logo is uniquely identified by a number, constituted as follows: Unique number + CSC + two-digit version number + year of issue.



This number will be listed in the register on the concretesustainabilitycouncil website, which is publicly available.

https://concretesustainabilitycouncil.com/certifiedProjects

Any use of CSC logos that are not currently listed in the register is strictly prohibited. It is important that the client can easily verify the CSC claim.

C: Explain the claimAppropriate to use and means of the logo, explain to the client what the logo

means. For example 'Responsibly sourced concrete'. When relecant, add the scope of the certification to the claim: *All our plants in Belgium are certified at CSC level Gold.* 

*D:* Add a reference to the specific webpagePublish a webaddress for more information and use the unique certificate number so the claims can easily be verified or add a link to the CSC register: www.concretesustainabilitycouncil.com

*E:* Do not use the logo in combination with own brandingPrevent misleading claims by using the logo in combination with other branding. The CSC claim must be clearly differentiated from other branding claims.

*F:* Ask permission for other purposes for the use of the logo with CSCThe name Concrete Sustainability Council, the acronym CSC and the CSC logo are all registered trademarks and may not be used without prior authorization.

*G:* Inform CSC on complaints from clients regarding the use of the logoThis will help us improve the quidelines and further improve the certification system.

*H:* DO not create CSC related brandnames, websites or URL's without permissionRules for the use of the CSC label and logo pertain to both the use of the label on individual products and to claims made on websites or brochures (e.g. "we sell CSC-certified concrete"). The CSC label (including the CSC abbreviation) may not be used in brand names, company names or domain names (URLs).

#### Additional advices for use of the logo

A: Add advice for behaviour change of the clientWhat can the client do to improve the positive impact. Share information that helps consumers understand their role in improving product performance and the impact of their consumption. Provide simple guidance on how consumers can alter or improve their consumption behaviour. For example advise on the quantitity to be used for good quality and to safe CO2 emissions. Advise for safe use. Advise on how to return unused concrete or cement, etc. Use the opportunity to educate the client. Specially in the case of bagged cement and concrete.

*B: Communicate about the three demensions of CSC*The environmental impact, social impact and economic impact.

The principles are based on the guidelines for communication to customers on products are published by the UNEP:

C: Make it easy to access more informationFor example add a QR code on the product.

*D:* Add information on the most relevant claimsCSC covers many topics. What claims of improvement are most relevant to the client in the local market? Add this information for the client. For example amount of water saved, percentage renewable energy used, CO2 saved, CO2 needed for production, etc.

*E: Talk about major improvements — in areas that matter*Highlight product characteristics or innovations that really make a difference to the overall sustainability performance of the product

*F:* Add information on the reliabilityThird party verified, CSC certification is an independent, third party verification, add the logo of the certification body in additional information.

The guidelines are based on the UN 0yfp guidelines: <u>File:Guidelines.pdf</u>In the document you can find good and bad examples of sustainable claims and use of the logo.

#### Founding Member and Member Logos

Organizations that are CSC founding members or members may use the designated member logo in all of their communication and marketing.



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The founding member logo

The list of (founding) members of CSC can be found here:

http://www.concretesustainabilitycouncil.org/index.php?pagina=members

#### **CSC Trademark Protection Strategy**

The CSC logo (trademark) is a guarantee to clients that the products they buy come from responsible sources. An infringement can bring severe damage to the brand and to the public opinion on the sector as a

#### whole.

Our trademark protection strategy aims to identify anyone infringing our intellectual property rights and take legal action against them. We do actively search on the use of the CSC logo. Also our founding members search on the use of CSC/Concrete Sustainability Council.

We prefer that the trademark is protected at the most direct level first:

Step 1: The certificate holder or entity that does a false claim is contacted by the corresponding certification body or regional system operator first.

The certification body has the right to revoke the certificate. The regional system operator has the right to request the organisation to correct the false claim in an appropriate way.

*Step 2:* In case no appropriate action is taken by the organization that did the false claim, the case is discussed in the Executive Committee of CSC. The Executive Committee will take the most appropriate action needed to protect the trademark.

Step 3: The issue of the false claim will be listed on the CSC website and will be summarized in the CSC annual risk report.



## **Regional Operator - Requirements**



Between regions, limited CSC certification system differences may exist at both the operational level (the certification process) and at the content level (Technical Manual). Differences have to be accepted by the CSC.

In a region, or the global manual applies, or the regional manual applies if a regional system operator is available.

#### Qualification requirements for regional system operators (ISO 17067):

Regional system operators shall fulfill the following requirements:

- be independent of the certified clients and/or the certification bodies within its region of operation (1)
- be a legal entity

• be able to take on full responsibility for the objectives, the content and the integrity of the system within its region of operation.

· maintain the system and provide guidance when required

• make arrangements to protect the confidentiality of information provided by the parties involved in the system

· evaluate and manage the risks/liabilities arising from its activities

• have adequate arrangements (e.g. insurance or reserves) to cover liabilities arising from its regional activities. Arrangements should be appropriate e.g. for the range of activities and system undertaken and in the geographic regions in which the system operates.

• have the financial stability and resources required for it to fulfill its role in the operation of the system.





Qualification requirements for Certification Bodies:

Auditors and other personnel involved in the certification process shall be qualified in line with the accreditation standard (ISO 17021 or ISO 17065) for which the certification body is accredited. As part of the qualification process the certification body shall demonstrate to apply the following principles:

- Impartiality
- Confidentiality and openness
- · Responsiveness to complaints and appeals
- · Responsibility
- · Competence

In addition certification bodies must have knowledge of aggregate, cement and concrete production to the extent that they are able to:

· Explain the CSC certification methodology and terminology

• Explain the risk factors of the aggregate, cement and concrete production process in relation to the CSC certification methodology

- · Explain what is meant by individual CSC certification requirements
- · draw conclusions about the fulfillment of individual CSC certification requirements by the client.

In case of an audit team these requirements apply to the audit team as a whole and not to the individual auditors.





#### 1. Introduction

The Concrete Sustainability Council (the CSC) is a trade association that believes in, and strongly promotes, fair competition. Fair competition stimulates innovation and ensures that customers have access to the best products at most favourable conditions. The CSC is therefore fully committed to govern its activities by the standards of applicable anti-bribery and competition laws.

CSC's purpose is to foster innovation, the improvement of workers' conditions and the responsible use of resources in the concrete sector. CSC's objectives thus do not concern the cement sector. The CSC does not pursue commercial purposes and, accordingly, its activities are not expected to involve competitively sensitive information. Nevertheless, as an association that includes competing companies, the CSC appreciates the need to be particularly vigilant as regards competition law compliance.

In pursuit of this objective, the CSC has adopted the Antitrust Code of Conduct (the Code). The Code provides its members (the Members) and staff with guidance to ensure that they do not engage in conduct that could give rise to a breach of bribery and competition laws. If CSC's activities lead to or encourage an infringement of such laws, both the CSC and the Members risk facing serious consequences, both financial and reputational. Criminal liability (in certain countries) and damage claims against Members and the individuals involved are also possible.

This Code is relevant to all persons involved in the activities of the CSC. All Members and staff are required to be familiar with this Code and to strictly abide by it.

Nevertheless, nothing in this Code should discourage Members from actively participating in CSC's activities. On the contrary, the Code, if adhered to, provides its Members the assurance that they can interact within the CSC in line with applicable laws.

CSC staff and Members should consult with the Compliance Officer as to any question relating to the Code.

#### 2. Role of Compliance Officer

The CSC will assign to a Compliance Officer (CO) the responsibility of monitoring and ensuring strict adherence to this Code by the Members and CSC's staff. The CO should be an external competition lawyer or an in-house competition or dedicated lawyer of one of the members.

#### 3. Prohibition of bribery & corruption

The CSC and anybody acting on its behalf shall comply with all applicable anti-corruption laws and regulations and, to this effect, has adopted a zero tolerance policy towards any form of bribery, corruption, extortion and embezzlement. In particular, the CSC shall not pay bribes or make any other inducement (including kickbacks, facilitation payments, excessive gifts and hospitality, grants or donations) in relation to the business dealings with relevant stakeholders and public officials. The CSC and its staff are expected to perform all business dealings transparently and these dealings shall be accurately reflected on the CSC's business books and records. In addition, the CSC shall not hire third parties do something it or its Members are not allowed to do themselves, like paying bribes.

#### 4. Prohibition of anti-competitive agreements and concerted practices

The CSC must not facilitate and its Members must not enter into (i) any agreement that has the object or effect of restraining competition, including formal or informal, written or oral, and signed or

unsigned agreements; and (ii) any informal co-operation that falls short of an actual agreement but amounts to an unspoken 'understanding' and which has the effect or object of restraining competition (so-called "concerted practice"). Agreements that have the object or effect of fixing prices (including components of price), reducing output, allocating markets or customer groups, regulating the manner in which Members participate in bidding processes and define a collective action against a member, market competitor,

supplier or customer are strictly prohibited.

The CSC does not adopt positions or make "recommendations" or "suggestions" or "disguised inferences" to Members on competitively sensitive topics, especially related to Members' future competitive conduct. Members make their own unilateral business decisions as to how they will conduct business on the market. Except as cleared by the CO, the CSC and the Members do not agree to take joint industry action on any competitively sensitive issue.

#### 5. No disclosure/exchange of competitively sensitive information

The exchange of competitively sensitive information between Members in the framework of the CSC's activities is strictly prohibited. CSC will not be a channel for, or otherwise facilitate, the sharing of such information.

For these purposes competitively sensitive information includes:

Current (i.e. less than one year old) and/or future legal or commercial trading terms with individual customers or suppliers;

Current and/or future pricing/pricing strategies or margin information/ profitability targets;

Less than one year old/current/future sales volumes, prices or margins for individual customers or suppliers (including discounts);

Current/future supply or product-specific input costs;

Turnover and profit data relating to individual sites;

Names of top customers and/or suppliers;

Future plans relating to capacity changes/ strategic, business or marketing/advertising plans; Company bids on contracts for particular products. In case of doubt, the CO will advise on whether a type of information is of a competitively sensitive nature.

#### 6. Legitimate sharing of data

Notwithstanding the above prohibition under Section 4, in certain cases confidential information may be exchanged within the CSC under the following conditions:

The exchange is intended to advance the legitimate objectives of CSC;

The information does not include any forward-looking data or any information that might signal one or more Member's future pricing or volume decisions;

An independent third party bound by a confidentiality agreement creates the appropriate firewalls between the CSC and the Members and collects, aggregates and redacts the





The CSC is officially founded on November 14th 2016.

For a download of our statutes:

File:Statutes only signed.pdf



# **Membership Conditions**



## **Evaluation of Scope**





#### Scoping Check by the Auditor

It is the clients' responsibility to properly define the certification scope and properly register the project accordingly.

Once involved in the project, the auditor will validate the evidence on a credit-by-credit basis and during the process get a feel for the correctness of the scope: "correctness" in terms of how realistic it is and to what extent it is in line with the intent of the scheme. Is it, for example, realistic to have the following scope: "1% ready-mix from this plant is CSC responsibly sourced"? Can this 1% actually be distinguished physically and administratively? Even though on a credit-by-credit basis this project could accumulate points and possibly achieve certification, an auditor should still be critical of the scope.

As a guideline, the auditor should verify the scope along these lines:

- Is the scope realistic in terms of administrative segregation of the certified product?
- Is the scope realistic in terms of physical segregation?
- Will the certified end product realistically represent the sustainability level indicated?

**Product certification**The CSC scheme is product certification. But the scope of certification can vary. In principle, the scheme allows for different scopes:

1. One or more products (or ranges of products) from a plant, but not all products2. All products from a plant, but not all plants from an organization, or all products from a number of plants, but not all plants from an organization;3. All plants/sites within a country (regional) organization.

In some cases a number of different assessments could be required. The certification institute has to approve the scope.

The most logical scope is 'all products from a plant'.

Most credit criteria and corresponding evidence are identical for different scopes, but for a limited number of credits, criteria and evidence depend on the scope of certification. Where relevant, this is explained within the credit in the Technical Manual. Examples are secondary materials, land use and air quality.

A set of criteria are defined for evaluation and accepting the scope. These are defined below.

#### Scope in the Supply Chain

The first version of this scheme has been developed for the concrete sector. Only products from concrete companies and concrete plants can be certified. From a concrete perspective, this scheme is:

- 1. About the organization
- 2. About its upstream activities do the suppliers have an environmental management system (EMS), quality management system (QMS), etc.
- 3. About its downstream activities delivery to the client, advice on safety, use of secondary materials, etc.

This scheme supports the principles behind the circular economy (keeping material sources in the loop as long as possible), but its current version is mainly cradle-to-gate/client. It will evolve in the future to incorporate more circular aspects.

#### **Certification of Product or Plant or Organization**

When or how to choose the certification scope?

It is always the client who determines the scope of CSC certification. The certification institute, doing the

auditing, has to accept the scope if it meets the criteria. The following may help in determining that scope. Note that incorrect scoping may result in not achieving the sought after certification. If the auditor or quality assessment (QA) finds incorrect scoping, then the certification process comes to a halt and would have to be restarted with the proper scope.

#### Product

If in the context of this manual the term "product" is applied, it does not necessarily mean an end product and generally represents a product range. The project seeking certification will need to clearly identify in the project definition what it means by "product".

#### Product examples

- 1. A production plant has several production lines for different markets and with different products. All or most organizational credits in this Manual cover all production lines (the responsible sourcing policy would generally cover all sourcing). However, the environmental product declaration only matches the CSC criteria for one of these product lines since it is further developed than the others. Also, that line uses a higher percentage of renewable energy and treats its wastewater in a more sustainable manner. Because of these differences the organization chooses to certify that range sooner than the others or chooses to certify one product range higher than another.
- 2. A plant does not produce end products but concrete mortar, and that in many different variations. If, in the context of this CSC scheme, a group of different variations are "the same", then it may be regarded as one "product". It would be necessary to indicate this in the assessment report and to convince the auditor that all these variations do indeed satisfy all CSC requirements for which points are sought. In practice, this means that the quality management system, for example, (assuming these points are sought after) covers all these variations, as do the chain of custody, the transport requirements, etc.

#### Plant

If a complete plant/site is uniform in terms of satisfying the sought after points for all aspects, then that plant may be certified as a whole. This means that all CSC topics are equally applicable to all products and product ranges as covered by the CSC scheme.

If an organization has only one plant/site, then product certification for the plant and for the organization are the same. The client would then opt for product certification assessment at the organization level.

We focus on permanent plants and not on temporary plants.

#### Organization

It is possible to get a consolidated certificate for the company. This is an average score of the plants from the company. The average is based on volume produced. 90% of production from permanent plants must be covered by the different plant certificates.

A temporay plant is a plant set up on or close to a construction site with the prime purpose of supplying that site with concrete.

In that case, concrete produced in temporary plants is covered in the certification automatically (as long as temporary production volulme is less than 20% of the total volume of production). The scope must be regional. Logically it are plants within a country but if there are no significant regulatory differences and the same certification institute supports, a scope can cross country borders.

The certification institute has to approve the scope of production covered in the certification.

#### **Communication Consequences and Restrictions**

A CSC certificate is issued to an organization, as a legal entity, but it remains a product certification where the scope on the certificate defines the breadth of products certified. An organization may, for example, receive a certificate with a product scope of, for example, "all products from production line 1 at plant A". If the organization chooses to label products with the CSC logo, then only products covered by the scope may be labeled as such.

It is therefore theoretically possible for products from one organization to be labeled in different ways: range 1 at plant A = "CSC Certified Silver"; range 2 on plant B = "CSC Certified Gold" and no CSC logo for other ranges.



Certificate Maintainance and Withdrawal



1: The holder of the certificate CSC complies with the conditions and requirements associated with the obtained level (bronze, silver, gold, Platinum) of the CSC scheme. The CSC scheme can be find on www.concretesustainabilitycouncil.org including a version mark.

Requirements and conditions to which the CSC logo must meet and the way in which the CSC logo may be used are also to be find on www.concretesustainabilitycouncil.org

The certification institute has the right to withdraw the right of the use of the CSC certificate including the use of the logo or to reduce the obtained level if the conditions regarding the use of certification mark and logo are not complied with or if the certificate holders is proven not to be operating according the level the company/plant(s) is certified.

2. In case of a conflict an Arbitration Committee (CSC mark), consisting of at least two (to be appointed) external members and a staff member of the CSC scheme operator, gives a binding decision.

The external members are not affiliated to CSC. The Arbitration Committee meets at least once a year and gives a public report about the cases and the solutions in that year.

3. The Arbitration Commission shall have the power to examine whether the holder of the certificate meets all the requirements. The Arbitration Committee and the holder of the certificate are committed in this context to the following method:

• the Arbitration Committee can do research if necessary if the holder of the certificate meets all obligations belonging to the label of the certificate;

• The holder of the certificate agrees to such a study and gives all cooperation needed;

• The holder of the certificate is given the opportunity to take note of the results of the research and may provide his comments in writing before the research is completed and reported;

Based on the findings of the investigation the CSC scheme operator decides in writing if the holder of the certificate may keep using the certificate, or whether the certificate shall be withdrawn;

• Before to withdraw the certificate, the holder of the certificate gets by means of a written letter three months the opportunity still to meet on the conditions and requirements of the label.

• The report or part of the report of the investigation, may not be used for publication by the (ex-)holder of the certificate.





**CONFIDENTIALITY AGREEMENT** 

**THIS CONFIDENTIALITY AGREEMENT** (this "Agreement") is made and effective this 3th day of October 2015, by and between Stefan van Uffelen (coordinator of the CSC project, WBCSD/CIS and the organizations that perform pilots and are sometimes referred to herein individually as a "Party" and together as the "Parties".

**Whereas** the development of the Concrete Sustainability Council ("CSC") Responsible Sourcing Certification for Concrete ("CSC Certification") is a project initiated by the Cement Sustainability Initiative ("CSI"), a program of the World Business Council for Sustainable Development ("WBCSD").

Whereas the CSI is a voluntary partnership between currently 24 cement companies from around the world committed to integrating sustainable development into their business management practices. Whereas the WBCSD commissioned the Dutch Green Building Council with the development of a software for the purpose of conducting assessments according to the method of the CSC ("CSC Certification Software").

**Whereas** all rights in the CSC Certification Software belong to the Dutch Green Building Council, a Software License Agreement was entered into between the WBCSD and the Dutch Green Building Council on 17 June 2015 granting a non-exclusive license to enable the WBCSD to organize the CSC Certification project ("Project"). Whereas the pilot phase of the Project has been initiated by the WBCSD.

**Whereas** the CSC Certification Software functions as an online platform through which concrete manufacturers can upload data of relevance to demonstrate their performance in certain defined key areas. Whereas the data contributed by the cement manufacturers as users of the CSC Certification Software ("Users") may include the disclosure of Confidential Information (as defined below).

Whereas the Parties wish to define their rights and responsibilities with respect to Confidential Information and to protect such Confidential Information during the pilot phase of the Project. Whereas it is anticipated that this Agreement will be replaced by a contractual framework for the Project upon completion of the pilot phase.

Now, Therefore, in consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, each of the Parties hereby agrees as follows:

**1. Confidential Information.** All of a User's ("Discloser's") information and/or materials that are furnished or shared by Discloser, or Discloser's directors, officers, employees, Affiliates (as defined in paragraph 10.C below), agents or representatives, and advisers (including but not limited to legal, financial, commercial, environmental, and tax advisers, and finance providers) and their directors, officers,

employees (collectively, Discloser's "Representatives"), with the other Party ("Recipient"), or Recipient's Representatives, during and with regard to the Project shall be "Confidential Information" for the purposes of this Agreement. Notwithstanding the foregoing, the following shall not be considered Discloser's Confidential Information: (A) information which is or becomes publicly available other than as a result of a disclosure by Recipient or Recipient's Representatives in breach of this Agreement, (B) information which is or becomes available to Recipient on a non-confidential basis from a source which is to the best of the Recipient's knowledge not prohibited from disclosing such information to Recipient by a legal, contractual or fiduciary obligation to Discloser, (C) information that is known to Recipient at the time of receipt from Discloser as reflected in contemporaneous tangible evidence of such knowledge, or (D) information which is independently developed by Recipient, Recipient's Representatives or third parties without use of Discloser's Confidential Information as reflected in contemporaneous tangible evidence of such knowledge.

2. Non Disclosure Obligation. Recipient hereby undertakes and will instruct Recipient's Representatives (A) to keep the Discloser's Confidential Information confidential and not to (except as required by applicable law, regulation or legal process, and only after compliance with paragraph 3 below), without Discloser's prior express written consent, disclose any of Discloser's Confidential Information in any manner whatsoever, and (B) not to use any of Discloser's Confidential Information other than in connection with the Project. Recipient shall inform all of Recipient's Representatives who have access to Discloser's Confidential Information of the confidential nature of Discloser's Confidential Information and will instruct Recipient's Representatives to observe the terms of this Agreement. Recipient hereby agrees to be responsible for any breach of this Agreement by any of Recipient's Representatives unless such Representative has agreed to be bound by the confidentiality obligations substantially in the form hereof and be directly liable vis-à-vis the Discloser. Further, Recipient agrees to be liable for a violation of the terms of a confidentiality acknowledgement to guidelines on information exchange by Recipient's Representatives as defined in such guidelines to be agreed upon from time to time by the Parties.

3. Legally Compelled Disclosures. In the event that Recipient or any of its Representatives are requested pursuant to, or required by, applicable law, regulation or legal process to disclose any of Discloser's Confidential Information, to the extent legally permissible, Recipient will notify Discloser promptly so that Discloser may seek a protective order or other appropriate remedy or, in Discloser's sole discretion, waive compliance with the terms of this Agreement. In the event that no such protective order or other remedy is obtained, or that Discloser waives compliance with the terms of this Agreement, Recipient will furnish only that portion of the Discloser's Confidential Information which Recipient is legally required.

4. Ownership and Return of Confidential Information. All of Discloser's Confidential Information shall be and shall remain at all times the sole property of Discloser, and any of Discloser's Confidential Information in the possession of Recipient shall be deemed to have been loaned to the Recipient by Discloser. All of Discloser's Confidential Information, and all physical embodiments thereof, that are in the possession of Recipient shall at the Recipient's discretion either be destroyed or returned to the Discloser within thirty (30) days after Discloser's Confidential Information for its destruction or return, except that the Recipient may retain one (1) copy of Discloser's Confidential Information that is saved in automatic electronic back-up systems of the Recipient or its Representatives. Such destruction or return of Confidential Information and physical embodiments thereof will not affect Recipient's obligation to otherwise maintain the confidentiality of the Discloser's Confidential Information in accordance with the terms hereof.

5. No License to Confidential Information. Notwithstanding the foregoing, and except as otherwise

expressly provided herein, Recipient agrees that no license under Discloser's Confidential Information (including but not limited to any patent, copyright, trademark, service mark or any inventions, or other technical information or property of Discloser) is granted to Recipient by this Agreement.

6. No Warranty; No Liability. ALL CONFIDENTIAL INFORMATION IS PROVIDED "AS IS." NEITHER PARTY MAKES ANY WARRANTIES, EXPRESS, IMPLIED OR OTHERWISE, REGARDING THE ACCURACY, COMPLETENESS OR PERFORMANCE OF ANY CONFIDENTIAL INFORMATION, OR WITH RESPECT TO NON-INFRINGEMENT OR OTHER VIOLATION OF ANY INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY OR OF RECIPIENT. Neither Party shall be entitled to rely on the Confidential Information or any statement, promise, agreement or understanding, whether oral or written, shared by the Parties in the course of the PROJECT. Except for the non-disclosure obligations outlined in this Agreement, neither Party will have any liability or obligation arising out of the PROJECT and/or any materials shared by the Parties related to the Parties experience, policies and/or positions disclosed in the course of the PROJECT.

**7. No Obligation.** This Agreement does not, and shall not be construed to, impose any obligation on either Party to initiate, continue or complete any negotiations, discussions, assessments, exchanges, business or transactions of any kind or nature, including, without limitation, the Project, or enter into any agreement or arrangement for any purpose whatsoever.

**8. Term of Confidentiality.** The non-disclosure obligations of the Parties shall expire at the earlier of (i.) thirty-six (36) months from the Effective Date or (ii.) the consummation of a comprehensive contractual arrangement as contemplated in the Project.

**9. Injunctive Relief.** Each Party acknowledges that its failure to comply with the provisions of this Agreement may cause irreparable harm and damage to the other Party for which no adequate remedy may be available at law. The Recipient therefore agrees that, the Discloser will have the right, in addition to its other rights and remedies, to seek injunctive relief for any breach or threatened breach or intended breach of this Agreement.

#### 10. Miscellaneous.

A. Choice of Law. The validity, interpretation, terms, enforcement and performance of this Agreement shall be governed by, and construed in accordance with the laws of Switzerland without regard to conflicts of laws principles. The competent courts of Geneva, Switzerland, shall have exclusive jurisdiction for all disputes arising out of or in connection with this Agreement (including but not limited to matters of validity, conclusion, binding effect, interpretation, construction, performance or non-performance and remedies), subject to appeal, if any.

B. Severability. Each of the covenants of the Parties contained in this Agreement shall be deemed and shall be construed as a separate and independent covenant and should any provision of any such covenants be held or declared invalid, illegal or unenforceable by any court of competent jurisdiction, such invalidity, illegality or unenforceability shall in no way render invalid or unenforceable any other part or provision thereof or any other covenant of the Parties not held or declared invalid and this Agreement shall be construed as if such invalid, illegal or unenforceable provision were not contained herein. Furthermore, it is the intention of the Parties hereto that such provision determined to be illegal, invalid or otherwise unenforceable, to the extent possible, shall be reformed and construed in a manner which would be valid and enforceable to the maximum extent of the law.

C. Affiliates/Control. An "Affiliate" of a Party means any entity controlling, controlled by or under common control with, such Party. An entity is controlled (i) by ownership, directly or indirectly, of more than 50% of the outstanding stock entitled to vote for election of directors or persons performing a similar function if such entity is a corporation, (ii) by ownership, directly or indirectly, of more than 50% of the outstanding general partnership interests if such entity is a general or limited partnership, or (iii) by ownership, directly or indirectly, of more than 50% of the outstanding membership interests, or by being, or controlling, the manager, if such entity is a limited liability company.

D. Assignment. This Agreement may not be assigned by either Party without the express written consent of the other Party and any such attempted assignment is null and void. Notwithstanding the foregoing, either Party shall have the right, without approval, to assign this Agreement to any present or future Affiliate or to the purchaser of substantially all the assets related to this Agreement, in either case so long as the assignee expressly assumes such assigning Party's obligations and responsibilities hereunder.

E. Joint Preparation. This Agreement shall be deemed to have been prepared jointly by the Parties. Any ambiguity shall not be interpreted against either Party and shall be interpreted as if each of the Parties hereto had prepared this Agreement.

F. Headings. The headings contained in this Agreement are for the convenience of the Parties and shall not be construed to limit, alter, or modify this Agreement in any regard.

G. Counterparts. This Agreement may be executed in any number of counterparts, all of which constitute one and the same instrument, and any Party hereto may execute this Agreement by signing and delivering one or more counterparts.

**IN WITNESS WHEREOF**, this Agreement is signed by the Parties' respective duly authorized representatives on the date written above.

ir. E.J. (Stefan) van Uffelen



# Alignment with other certification

system



#### Alignment with existing systems

The CSC certification systems refers to a number of other certificates:

**ISO14001:** This certificate is evidence for M2:C2

http://www.concretesustainabilitycouncil.org/wiki/index.php?titl M2\_Environmental\_Management

**ISO9001:** This certificate is required evidence for M3:C2

http://www.concretesustainabilitycouncil.org/wiki/index.php?titl M3\_Quality\_Management

OSHAS18001/ISO45001: This certificate is required evidence for M4:C2

http://www.concretesustainabilitycouncil.org/wiki/index.php?titl M4\_Health\_%26\_Safety\_Management

The CSC certification content has been, to a certain extent, aligned with a number of existing international systems and guidelines.

#### BES6001

BES6001 is a responsible sourcing system developed by the Building Research Establishment (BRE, UK). It is focused on the product level, although almost all criteria are about the organization. It mainly has an environmental focus. For an organization to be aligned with BES6001, about 60 points need to be achieved.

#### ISO for the supply chain

Currently under development, ISO for the supply chain will have an impact on the CSC system. The ambition is to align the two.

#### ISO26000

ISO26000 is a social responsibility guideline. Organizations cannot certify against this guideline. The Concrete Sustainability Council has used this guideline as a reference for the CSC system and tailored it where applicable to the concrete sector. ISO26000 focusses primarily on social aspects.

The categories in ISO26000 are:

- 1. Governance Topics are in a number of CSC credits
- 2. Human rights Topics are in a number of CSC credits
- 3. Labor practices Topics are covered in labor practices credit
- 4. Environment The number of topics is limited and topics are covered in the environmental category
- 5. Fair operating practices The topics are covered in the economics category
- 6. Consumer issues Product information, local community and economics credits cover these topics

7. Community involvement - The topics are more tailored to the concrete industry and are covered in the local community and economics credits category.

#### SA8000

The <a href="http://sa-intl.org/ data/n\_0001/resources/live/SA8000%20Standard%202014.pdf" targe \_blank">SA8000 Standard</a> is the central document of work at Social Accountability International (SAI). It is one of the world's first auditable social certification standards for decent workplaces, across all industrial sectors. It is based on the United Nations (UN) Declaration of Human Rights, International Labour Organization (ILO) conventions, and UN and national law, and spans industry and corporate codes to create a common language to measure social performance. It takes a management systems approach by setting out the structures and procedures that companies must adopt in order to ensure that compliance with the standard is continuously reviewed. Those seeking to comply with SA8000 have adopted policies and procedures that protect the basic human rights of workers.

#### **United Nations Global Compact**

The United Nations (UN) Global Compact is an initiative to encourage businesses worldwide to adopt sustainable and socially responsible policies and to report on their implementation. The UN Global Compact is a principle-based framework for businesses, laying out ten principles in the areas of human rights, labor, the environment and anti-corruption.

The 10 principles are:

#### Human Rights

- Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and
- Principle 2: make sure that they are not complicit in human rights abuses.
- Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- Principle 4: the elimination of all forms of forced and compulsory labor;
- Principle 5: the effective abolition of child labor; and
- Principle 6: the elimination of discrimination in respect of employment and occupation.

#### Environment

- Principle 7: Businesses should support a precautionary approach to environmental challenges;
- Principle 8: undertake initiatives to promote greater environmental responsibility; and
- Principle 9: encourage the development and diffusion of environmentally friendly technologies.

#### Anti-Corruption

• Principle 10: Businesses should work against corruption in all its forms, including extortion and bribery.

All principles but 7 and 9 are, to a certain extent, covered by the CSC system.

#### Forest Stewardship Council (FSC)



## Credibility



#### 1. Sustainability

Six primary objectives for developing a responsible sourcing certification system were set out:

- 1. Improve the sustainable use of concrete by promoting responsible practices throughout the value chain and incentivizing continuous improvement;
- 2. Improve transparency in the concrete sector by making sustainable initiatives more visible and enable organizations to demonstrate leadership;
- 3. Obtain recognition for the sustainable effort in certification rating systems by getting credits for responsibly sourced concrete in green building rating systems such as LEED, BREEAM, DGNB, GreenStar, HQE, etc.;
- 4. Obtain recognition in "green procurement" government policies and policies for social procurement;
- 5. Improve public opinion of both the concrete product and the sector;
- 6. Improve the business case for responsible/sustainable concrete.

The responsible sourcing system provides tangible evidence to share with customers, shareholders and other stakeholders supporting internal investment in sustainability initiatives.

An abstract with our objectives can be downloaded from our website:

http://www.concretesustainabilitycouncil.org/index.php?popupdoen=download&p=csc\_introduction.pdf

Each credit has the same structure (when applicable):

- 1 Analysis criteria (risk assessment)
- 2 Policy criteria
- 3 Monitoring & reporting
- 4 Implementation & Results

Example criteria about use of E7 secondary materials:

• Transparancy/reporting:

C3. Progress made with implementing the policy shall be monitored at least annually and the results reported to shareholders and available to clients and stakeholders on request.

• Criteria reward sustainable actions and performance. For example:

C4. Concrete production: The plant has and operates a system for the reuse or recovery of returned concrete. Recovery may be as aggregate from crushing rejected precast concrete products or returned concrete that has been allowed to harden, or by separating the returned concrete into aggregates, water and fines.

C5. Cement and concrete production: The plant has optimized the use of secondary materials in line with the assessment (Criteria 1) during the last three years.

The topics covered in the CSC certification have been selected through a number of meetings and analysis:

1 A list of topics covered in existing responsible sourcing systems2 Topics required in the responsible sourcing standard: BS8901 3 Topics required in building rating systems4 Topics covered in existing systems in the concrete supply chain (Green Plant Guide, BetonBewust)

The criteria are selected through a materiality analysis by the technical committee. The criteria are
reviewed during the external stakeholder consultation, technical committee meetings. Evidence required is tested through three pilot rounds.

Impact is monitored on an annual basis through a research on current certificate holders.

#### 2. Continuous Improvement

#### 2a. Standard setting

The impact of the certification system is evaluated on an annual basis. The certification institutes have to provide an annual report. The consolidated report is discussed in the Executive Committee and the report and actions are published at www.concretesustainabilitycouncil.org

The CSC certification system will be updated at least within two years. See the <u>Code Review Process</u>. The CSC manual is improved during the pilot- and consultation phase. A number of versions have been tested. On the WIKI page the development of version 2.0 has started.

### All schemes

#### + Add scheme

#### Displaying 1-11 of 11 results.

Name	Version	Start date	End date	Last update
	4	Q.		
Concrete Sustainability Council RSS Januari 2017 - Cement (NL)	1.0 Nederlands	Jan 1, 2017	Jul 31, 2018	Feb 21, 2017
Concrete Sustainability Council RSS Januari 2017 - Toeslagmaterialen (NL)	1.0 Nederlands	Jan 1, 2017	Jul 31, 2018	Feb 20, 2017
Concrete Sustainability Council RSS August 2015 English Old Version	0.1	Aug 31, 2015	Dec 31, 2015	Feb 10, 2017
Concrete Sustainability Council RSS Januari 2017 - Beton (NL)	1.0 Nederlands	Jan 1, 2017	Jul 31, 2018	Feb 6, 2017
Concrete Sustainability Council RSS January 2017 - Concrete (Global)	1.0 English	Jan 1, 2017	Jul 31, 2018	Feb 6, 2017
Concrete Sustainability Council RSS January 2017 - Cement (Global)	1.0 English	Jan 1, 2017	Jul 31, 2018	Feb 6, 2017
Concrete Sustainability Council RSS January 2017 - Aggregates (Global)	1.0 English	Jan 1, 2017	Jul 31, 2018	Feb 6, 2017
Concrete Sustainability Council RSS August 2015 (oud)	0.1 Nederlands	Aug 31, 2015	Dec 31, 2015	Feb 6, 2017
Concrete Sustainability Council RSS August 2015	0.1 Portuguese	Aug 31, 2015	Dec 31, 2015	Oct 11, 2016
Concrete Sustainability Council RSS May 2016	0.2	Jan 1, 2016	Mar 4, 2016	May 16, 2016
Concrete Sustainability Council RSS August 2015	0.1 Español	Aug 31, 2015	Dec 31, 2015	Feb 11, 2016

#### 

#### versions of the certification system

#### 2b Standard content

The certification system challenges the certificate holders to improve their performance continuously. The scheme works with multiple levels. The first level (bronze) is the baseline level. With this level a company (and the industry) can show their minimal sustainable and responsible performance. This level requires transparancy on the performance.

The further levels show the performance and challenge organizations to do more. The highest level (platinum) must not be achieved by more than 5% of the certificates. If this percentage is reached, the requirements need to be made more challenging.

For more info about previous, current and future versions, see the <u>Versions</u> page.

#### 2c. Assurance

With the certification bodies harmonization meetings are held to improve the clarity oaf evidence requested. CSC publishes guidance notes if a clarification is agreed during the harmonization meetings.

#### 2d. Claims and labelling

The height of the scores are evaluated by the executive committee on an annual basis. Part of the analysis is if the thresholds for bronze, silver, gold and platinum have to be changed. Based on the pilot results the treshold for bronze was increased from 30% to 35%.

2e. GovernanceGovernance is a standard agenda item on the ExCo conference call. Since the number and type of members increases, the governance model is further developed. On the annual general assemble changes to the governance structure are proposed and new members are selected.

2f. ImpactOn an annual basis the impact is measured. The impact model is still under development. We will use sustainable development goals as a basis for reporting the impact. See also the <u>Risk and Impact</u> <u>Management</u> page.

**3. Relevance**Concrete is the most used building material world wide. It is estimated that on average 9 kilogram of concrete is produced per world inhabitant per day.

Concrete is the largest waste stream. Improving the amount of re-use of concrete is a large step to a circular economy. The CSC certification system focusses on the re-use concrete.

The concrete supply chain is responsible for 5-7.5% of global CO2 emissions. Reducing these emissions is very relevant to reach Paris 2050 goals. Use of secondary fuels, product LCA that reward concrete with low CO2 emissions, low transport emissions, reduction of energy use, etc. etc. are promoted and rewarded with CSC.

This certification system is about responsible sourcing and covers the wide range of environmental, social, managerial and economic topics. The topics align with other responsible sourcing certification systems where there is a bias in CSC on CO2 reduction. Performance on CO2 reduction and other emmissions is the focus of the LCA instruments. The responsible sourcing system promotes and rewards having LCA's. The responsible sourcing system is covering a much larger amount of topics and is complmenting product LCA's.

#### 3a. Standard setting

The certification system follows standards on responsible sourcing (BS8901) and is bases on a comparison of a number of responsible sourcing schemes. For a download of the comparison of schemes, go to <a href="http://www.concretesustainabilitycouncil.org/index.php?pagina=resources">http://www.concretesustainabilitycouncil.org/index.php?pagina=resources</a>

#### 3b. Standard setting

The weight of the credits and the criteria is based on an impact assessment. Beside the CSC certification, products should also have an LCA. The CSC system focusses therefor on the impacts, not covered in the LCA and promotes/ rewards having LCA's.See the <u>Weighting and Certification Levels</u> page for the topics covered and how the points are distributed.

#### 3c. Assurance

During the pilot phase, all pilots have been asked what they consider the most irrelevant criteria in the certification system. Based on this feedback, the scheme has been adjusted and for some criteria, the option to provide evidence that the criteria is irrelevant, is added.

#### 3d. Claims and Labelling

The certified level has been removed because this level could be perceived by the market as being the only available level. Managing the CSC brand is a key topic for the executive committee.

#### 3e. Governance

The certification system has specific criteria for SME's. For the EMS, QMS and HSM credit, for SME's external verified certification is not required.

#### 3f. Impact

The annual impact analysis measures the impact and relevance of the CSC system.

**4. Rigour**The criteria are being developed in SMART way and are externally verified by independent certification bodies working according to accredition standard ISO17025. All evidence is uploaded in the CSC assessment tool and will be audited by independent bodies and is available for audits.

Each topic in the CSC certification system has the same structure:

Aim:how this topic adds to the level of sustainability and responsibility

Assessment Criteria: detailed explanation on what has to be achieved. The assessment criteria are structured by: risk assessments, policies, monitoring and reporting and actions and results.

Evidence required: for each assessment criteria the evidence is defined.

Criteria E	idence ID	
C1	A	Evidence of public statement (e.g. URL)
		OR
	В	Proof that the organization underwent an audit against the CSI charter within the last four years
C2	с	Comparison with science-based target methodology or certificate (from e.g. sciencebasedtargets.org)
C3	D	Copy of target
C4	E	An extract of the monitoring results indicating that it satisfies the requirements
	в	OR
		Proof that the organization underwent an audit against the CSI charter within the last four years
C5	F	Copy of verification statement
C6	G	Copy of latest publication/link to publication
		OR
	В	Proof that the organization underwent an audit against the CSI charter within the last four years
C7	н	Listed on positive list from PwC (non-CSI member)
		OR
	В	Proof that the organization underwent an audit against the CSI Charter within the last four years
C8	I	Copy of monitoring results
C9	L	Comparison of monitoring results – target, additional analysis if required to show progress
C10	к	Clarification of the auditor that the target(s) has(have) been met and that targets are above industry standards

## specific defined evidence requirements

This evidence must be uploaded in the assessmenttool together with guidance and explanation for the assessor.

Sections		M1 Sustainable Burebasing Blan		AVAILABLE
Prerequisites		Mil. Sustainable Furchasing Flan		POINTS
Management	~	Upload/link evidence		
Environmental	~	Browse		
Social				
Economical		Evidence for this credit		
		Management /Stefan van Uffelen_MVO_Nederland_4.jpg	(Feb 9, 2017)	• x =

### 日

all evidence online

The assessor must write his/her validation and accept or deny the evidence. The certification manager has to accept the validations and set the amount of site visits.

		M1 Sustainable Purchasing Plan	AVAILABLE
Prerequisites	1	Mil. Sustainable Furchasing Flam	POINTS
Management	1	🕒 Save	d or View Evidence
Environmental		_	
Social			
Economical		To ensure an embedded long-term focus on, and implemental sourcing	tion of, responsible
		M1.1 Criterion 1 (2 available points)	
		Sustainable purchasing/Responsible sourcing policy	
		C1. The organization has a sustainable purchasing policy covering the social, eleconomic aspects covered in this system. The policy is current and has been a responsible for the scope of this assessment. M1.1.1 Requirement 1 (required) (2 available points)	nvironmental, management and pproved by the management
		C1. The organization has a sustainable purchasing policy covering the social, e economic aspects covered in this system. The policy is current and has been a responsible for the scope of this assessment. M1.1.1 Requirement 1 (required) (2 available points) Explanation	nvironmental, management and pproved by the management



Criteria

Once a certificate is issued, it is valid for three years. Annually the certifiate holder must state that the evidence is still valid. 5% of the certificates receive an annual audit to verify conformity of the claims.

**5. Engagement**The scheme is being developed by representatives from the concrete sector, respresentatives from the supply chain (aggregates, cement, add mixtures) and construction companies. The project is managed by the WBCSD-CSI. The development is open source to be transparant and invite other stakeholders to join. Any organization in the supply chain can become a member of the CSC and join the committees. A number of external stakeholder workshops have been held:

- 2015 and 2016: Meetings with Green Building Rating System owners: USGBC, DGNB, BRE
- May 2015: Conference call with Material Technical Advisory Committee from the USGBC with representatives from architects, recycling companies, and consultancy companies
- May 2016: external stakeholder conference call led by IUCN with WWF China, WWF, IUCN, Birdlife, Friends of Nature, Indigenous People Rights India, Downwinders at risk, UNEP.
- May 2016: Meeting with ILO
- June 2016: DGNB workshop with FSC, Natural Stone and Nature Plus about aiignment with DGNB.
- July 2016: Three day workshop led by IUCN with 7 external <a titl IUCN stakeholder process" href="https://www.iucn.org/theme/business-and-biodiversity/our-work/business-platforms/concretesustainability-council">https://www.iucn.org/theme/business-and-biodiversity/our-work/businessplatforms/concrete-sustainability-council</a> In July 2016, 10 representatives from civil society

organisations (including BirdLife International, Friends of Nature Lebanon and WWF China) and independent environmental experts gathered at IUCN's headquarters in Gland, Switzerland, to provide comments on the scheme. The meeting report providing an overview of input and recommendations on the CSC certification scheme is now available <a href="https://www.available.com">https://www.available.com</a>

https://www.iucn.org/sites/dev/files/content/documents/concrete\_sustainability\_council\_stakeholder \_\_\_\_\_\_consultation\_meeting\_report\_final\_5-09-16.pdf" targe \_\_blank">here</a>.

- October 2016: Conference call with the CSO's discussion the amended version of the manual.
- November 2016 Februari 2017: Alignment process with BREEAM.
- Januari 2017: Acceptance by the Dutch Government of CSC as a requirement for sustainable concrete on the national environmental list. Clients that use CSC certified concrete with at least 30% recycled content receive fiscal benefits.<a href="http://www.vobn-beton.nl/nieuws/nieuwsberichten/duurzaam-beton-opgenomen-in-nieuwemilieulijst-voor-mia-en-vamil">http://www.vobn-beton.nl/nieuws/nieuwsberichten/duurzaam-beton-opgenomen-in-nieuwemilieulijst-voor-mia-en-vamil">http://www.vobn-beton.nl/nieuws/nieuwsberichten/duurzaam-beton-opgenomen-in-nieuweopgenomen-in-nieuwe-milieulijst-voor-mia-en-vamil</a>
- Februari 2017: DGNB workshop about responsible sourcing and alignment of CSC.

More details about the Stakeholder Consultation.

#### 6. Impartiality

The project has started as an initiative from the concrete supply chain. The aggregate sector, cement sector, ready mixed sector, precast sector and construction sector are involved. Independent certification institutes are involved from an early stage to help with setting good standards and governance. A number of certification institutes have become founding members (SGS, KIWA, IMCQ). The scheme is developed with support from associations and companies from Latin America, North America, Europe and the Middle East. In the pilot phase the support has expanded to the Asia and Australia as well.

#### Governance

The executive committee consists of 4 categories. The 4 categories would be represented in the ExCo in the following %:

- o For profit enterprise (or private companies) 35% (up to 7 members)
- o Not for profit organisation (or trade associations) 25% (up to 5 members)
- o Civil society organisation 30% (up to 6 members)
- o Certification institutes 10% (up to two members)

For more information see the <u>Governance Structurepage</u>.

**7. Transparency**The scheme is being developed in a transparant way on a WIKI page.

Page Discussion

# Talk:M1 Sustainable Purchasing Plan

Supply chain part removed for concrete certification because aggregates and cement have their own certification

One to Four point: Resources used to manufacture the products are from suppliers with a sustainable purchasing plan

C2. The most relevant suppliers have a responsible sourcing policy that satisfies C1.

Points are awarded if the following suppliers have a sustainable purchasing plan that satisfies C1:

One point: Fine aggregate suppliers (at least 80% by mass);

One point: Coarse aggregate suppliers (at least 80% by mass);

One point: Cement suppliers (at least 80% by mass);

One point: Supplementary cementitious materials suppliers (at least 80% by mass).

#### General comment on the above proposals

In the above points are awarded for both cements and additions. Some concrete producers may not use additions, but they may use cements that contain the equivalent to an addition. It does not seem fair that in this case they lose potential points. I would favour a NOTE in the form:

NOTE: If the concrete producer does not use additions, these points may be added to the cement points provided the cements used include cements with a second main constituent.

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#### discussion page

All pages have discussion pages as well where discussions about criteria are being published. The manual and all procedures are freely available online.

8. AccessibilityWIKI page: <u>http://www.concretesustainabilitycouncil.org/wiki/</u>Website: <u>http://www.concretesustainabilitycouncil.org&nbsp</u>;Toolbox: <u>http://www.concretesustainabilitycouncil.com&nbsp</u>;

#### 9. Truthfulness

The certified products must give clients and other stakeholders confidence that these products come from a responsible source. It is our aim to develop a scheme that guides the concrete supply chain to continuously improve their products and sets standards higher and higher. We are continuously seeking feedback and look for areas to improve.

#### 10. Efficiency

The CSC seeks alignment with building and infrastructure schemes. We are seeking harmonization with existing responsible sourcing schemes (BES6001, BetonBewust, NRMCA Sustainable Plant Guide) and we align with ISO14001, ISO9001, ISO26000, GRI, etc.

Short supply chain: Because the concrete supply chain is relatively short (in terms of travel distances and

amount of levels) and the number of suppliers is limited, we have agreed to a validity of three years. Every year the certificate holder must state that the certificate is still valid. (see the <u>Annual compliance Validation</u>)).

*Concrete is a local product*: Therefor we have developed a model where we work with regional system operators (RSO's) that are close to the client. The RSO is responsible for making a local translation.

*Online assessment* with site visits: to be efficient and keep the cost relatively low, we have developed an online platform where the expert, assessor and certification manager work on the certification process.



**Code Review Process** 



#### A: System Review

To ensure continuing integrity, adequacy, and effectiveness, the CSC certification system is reviewed at least every year. In practice there is a continuous review process with compliance notes..

The review process takes care of the following elements

- Analysis of current certificate holders. (Systematic review of client assessments (audits); for example percentage of certificate holders that achieve a criterion (per certificate level bronze, silver, gold, platinum). This gives insight in (too) easy criteria that either should be rewarded less, set mandatory, erased of additional more challenging criteria should be added to the credit.
- 2. Feedback obtained from a broad range of stakeholders stakeholder stakeholders including , including
  - 1. The outcome of the annual reports provided by certification bodies and regional system operators.
  - 2. Customer and public surveys
- 3.
- 4. Innovations awarded

The evolution of other responsible sourcing, product and other rating systems A CSC-system review can also include:

• Chain-of-custody checks;

#### B: Code Update process

CSC version 1.0 was launched January 1st 2017.

A new version can be a major update (version X.0) or a limited update (version 1.X).

An update is the result of the finding of the review process.

The technical committee has to decide if an update is a minor or major update.

Indicative criteria for a minor update:

- Criteria have been adjusted or changed
- Weighting of credits and criteria is changed
- Up to one credit has been included or omitted
- · Older certificates are comparable with the previous version
- Alignment with other certification systems does not need to reviewed

Indicative criteria for a major update are:

- You cannot compare the old certificate to the new one
- Several additional credits are included or omitted
- The structure of the scheme is changed
- The weight between the different part in the system (aggregate, cement and concrete production) is changed.

•

See the <a titl Versions" href="/wiki/index.php?titl Versions">versions</a> page for more information on the

relation between certificate holders and updates.

Criteria are typically undergoing a review process if:

- More than 10% of certificate holders achieve platinum level Note: For version 1.0 platinum level is not available yet.
- 90 % or more of the certificate holders achieve a given criterion. Possible actions include
  - $\circ\,$  the criterion is awarded with less points
  - it becomes mandatory
  - it is removed from the system
  - or the criterion hosting credit is complemented by an additional, more challenging criterion.
- RSO suggest local adaptions
- Alignment requirements from Green Building- and other rating systems have been raised but/and are not yet met.
- Requirements from public authorities need to be met.

#### C: Update Process for a minor and major updates

- Step 1: The Executive Committee (ExCo) decides that a new version will be developed
- Step 1b: A major update is additionally approved by the General Assembly.
- · Step 2: Gather the feedback and available review documentation
- Step 3: The technical committee will develop a "draft update"

• Step 4: The draft update will be discussed within the Executive Committee and returned to the technical committee for adjustment or validated as being ready for public consultation.

- Step 5: Public consultation
- Step 6: Adjustment of the draft update according to the feedback obtained
- The (revised) update will be validated by the ExCo



# Work programma



The CSC project is started by Initiated by the Cement Sustainability Initiative (CSI) - operating under the umbrella of the World Business Council for Sustainable Development (WBCSD) - concrete industry partners from Europe, USA, Latin America and Asia initiated the development of a responsible sourcing certification system to make the concrete and cement sector more sustainable and to improve transparency.

The CSC certification system is available online since 1 January 2017.

The Concrete Sustainability Council (CSC) is launching a global responsible sourcing certification system which is designed to help concrete, cement and aggregate companies obtain insight in the level to which a company operates in an environmentally, socially and economically responsible way. The CSC certification system covers the raw materials, its source or provenance, its manufacture and a range of economical, social and environmental impacts.

The CSC certification system has been developed together with a large group of the industry as well as certification institutes. IUCN convened a consultation process with environmental experts and representatives from civil society focused on providing feedback on the system's environmental and social criteria. The revised technical manual addresses some of the feedback received and aims for continuous improvement. In this respect, CSC intends to continue the dialogue with civil society organizations and other stakeholders.



### 물

**Development History** 

#### Next steps

Version 1.0 is the first official version. Based on the feedback from the first certificates holders, the auditors and external stakeholders, the development of version 2.0 has started. The WIKI page reflects version 2.0.

- Set up innovation & complaints committees: March 2017
- First certification projects and signing of first Certification Body agreements and Regional System

Operator agreements: April- June 2017

- Set up harmonization process and guidance process: June 2017
- Annual report with analysis of first certificates: January 2018
- Second external stakeholder review process: summer 2018
- Launch of version 2.0: Early 2019





1: The holder of the certificate CSC complies with the conditions and requirements associated with the obtained level (bronze, silver, gold, Platinum) of the CSC certification system. The CSC certification system can be find on www.concretesustainabilitycouncil.org including a version mark.

Requirements and conditions to which the CSC logo must meet and the way in which the CSC logo may be used are also to be find on www.concretesustainabilitycouncil.org

The certification body has the right to withdraw the right of the use of the CSC certificate including the use of the logo or to reduce the obtained level if the conditions regarding the use of certification mark and logo are not complied with or if the certificate holders is proven not to be operating according the level the company/plant(s) is certified.

2. In case of a conflict an Arbitration Committee (CSC mark), consisting of at least two (to be appointed) external members and a staff member of the CSC (regional) system operator, gives a binding decision.

The external members are not affiliated to CSC. The Arbitration Committee meets at least once a year and gives a public report about the cases and the solutions in that year.

3. The Arbitration Commission shall have the power to examine whether the holder of the certificate meets all the requirements. The Arbitration Committee and the holder of the certificate are committed in this context to the following method:

• the Arbitration Committee can do research if necessary if the holder of the certificate meets all obligations belonging to the label of the certificate;

• The holder of the certificate agrees to such a study and gives all cooperation needed;

• The holder of the certificate is given the opportunity to take note of the results of the research and may provide his comments in writing before the research is completed and reported;

Based on the findings of the investigation the CSC scheme operator decides in writing if the holder of the certificate may keep using the certificate, or whether the certificate shall be withdrawn;

• Before to withdraw the certificate, the holder of the certificate gets by means of a written letter three months the opportunity still to meet on the conditions and requirements of the label.

• The report or part of the report of the investigation, may not be used for publication by the (ex-)holder of the certificate.



# **Risk and Impact Management**



The CSC standards system evaluates and measures the impact and riks on an annual basis. See also the <u>Reporting</u> page. The Annual Risk Analysis and The Annual Impact Analysis are:

- published on the CSC website as a download
- · Summarized and linked in the CSC newsletter
- send to the participants of the external stakeholder proces

#### 1 The CSC Annual Risk Analysis

This is a list of risks regarding the integrety of the CSC certification system. The analysis includes a plan for how CSC is addressing the risks to the integrity of the CSC assurance system. The plan includes list of the most significant risks in the CSC system:

1 Conflict of interest -> governance structure and participation2 Quality differences between CB's -> harmonization meetings3 Regional differences in interpretation (including language differences)4 Conflicting local regulations and regional differences5 False CSC claims6 ISEAL principles

The annual risk analysis includes a summary of the results and conclusions of each annual audit performed by CSC including a summary of the accreditation audit on the licensed certification bodies. This summary does take into account the confidentiallity agreement between CSC, the certification bodies and the certificate holders.

The annual audits will be performed in January of each year. The Annual Risk Analysis will be published in March of each year.

#### 2 The CSC Annual Impact Analysis

The impact analysis gives a summary of the CSC workplan and budget. Also the businesscase of certification will be summarized (cost breakdown of the certification process). The impact of the certification system will be monitored. First in terms of credits achieved per category per region and type of certificate holder. The total impact will reported based on the sustainable development goals (SDG's). The CSC Annual Impact Analysis will be published each summer.

THe CSC system relates to the SDG's in the following way:

(this part is still under construction)

#### 1 End poverty

The local economy credit adresses the topic of involving local employees. P1 Local Economy

#### 2 End hunger

Within CSC the certified companies must declare and demonstrate alignment with the universal declarations of human rights.

#### P2 Ethical Business

3 Ensure healthy lives & Well being S3 Health & Safety S1 Health Product Information

- 4 Ensure inclusive and equitable learningS4 Labor Practices
- 5 Gender equalityP1:Ethical and Legal ComplianceP2:Human Rights
- 6 Water<u>E5 Water</u>

#### 7 Sustainable energy E3 Energy & Climate

8 Sustainable economic growth and decent work<u>S3 Health & SafetyP1 Local EconomyP2 Ethical Business</u> S2 Local Community

#### 9 Build resilient infrastructure

Concrete is a durable product. It is the only product that gives a 100 year warranty. Durability aspects are not part of the CSC certification systems. The CSC covers the supply chain from the source until the product concrete. The downstream aspects as resilience are covered in the building rating systems that we allign with. (water storage, green roofs, etc.)

10 Reduce inequality among countriesP4:<u>Environmental and Social Impact Assessment</u>P3:<u>Indigenous</u> <u>People's RightsP5:Traced materials</u>

11 Make sustainable citiesE7 Secondary MaterialsE4 Air Quality

12 Ensure sustainable consumption and production patterns<u>M1 Sustainable Purchasing PlanM2</u> Environmental ManagementM3 Quality ManagementM4 Health & Safety ManagementM5 Chain of Custody M6 Benchmarking

13 Combat climate changeE1 Environmental Product InformationE3 Energy & ClimateE8 TransportE9 Secondary Fuels

14 Conserve marine resourcesE5 WaterE2 Land Use

15 Halt biodiversity lossE6 BiodiversityE2 Land UseP4:Environmental and Social Impact Assessment

16 Provide access to justice for allS4 Labor PracticesP1:Ethical and Legal ComplianceP2:Human Rights

17 Strengthen global partnership





#### (Regional) System Operator Requirements

Employees of the regional system operator have:

- knowlegde of the local concrete sector and supply chain
- an extinsive network in the sector
- Good contacts with (local) goverments
- Understand the certification proces
- Are trained to use the CSC toolbox
- Meet ISO17025 Basic requirements

More information can be read on the <a titl Regional Operator - Requirements" href="/wiki/index.php?titl Regional\_Operator\_-\_Requirements">Regional Operator - Requirements</a> page or in the Regional System Operator license.

#### **Certification body requirements**

More details about the certification body requirements can be read on the <a titl Certification body requirements" href="/wiki/index.php?titl Certification\_body\_requirements">Certification body requirements</a> page or in the <a titl Lisense Agreement Certification Institutes" href="/wiki/index.php?titl Lisense\_Agreement\_Certification\_Institutes">Lisense\_Agreement\_Certification\_Institutes</a>

**Auditor requirements**Auditors and other personnel involved in the certification process shall be qualified in line with the accreditation standard (ISO 17021 or ISO 17065) for which the certification body is accredited. As part of the qualification process the certification body shall demonstrate to apply the following principles:

- · Impartiality
- · Confidentiality and openness
- · Responsiveness to complaints and appeals
- · Responsibility
- · Competence

In addition certification bodies must have knowledge of aggregate, cement and concrete production to the extent that they are able to:

• Explain the CSC certification methodology and terminology

• Explain the risk factors of the aggregate, cement and concrete production process in relation to the CSC certification methodology

- · Explain what is meant by individual CSC certification requirements
- · draw conclusions about the fulfillment of individual CSC certification requirements by the client.

In case of an audit team these requirements apply to the audit team as a whole and not to the individual auditors.

The auditors must have knowledge and understanding of:

• The intent of each requirement in the standard, to

- assist in interpreting the standard(s) in different contexts;
- Conducting qualitative interviews;
- Weighing conflicting statements from stakeholders;
- Performing sampling tasks;
- Technical writing skills;
- Assessment process;
- · Collecting monitoring and evaluation data; and
- Guidelines and limits on providing information and advice during an audit.



# **Traceability System**



Traceabiliity is a key topic in a responsible sourcing certification system. CSC adressess this topic in a number of different ways.

#### 1 Pre-requisite defining the minimum percentage of materials to be traceable per level

If more than 10% of materials used by a certificate holder cannot be traced, certification is not possible.

For the higher levels more than 90% (silver) or 98% (gold) must be from traceable sources.

#### P5:Traced materials

#### 2 Demanding an environmental management system

The CSC certification system rewards having an environmental management system that covers the supply chain. <u>M2 Environmental Management</u>

Certificate holders are rewarded for having an ISO14001 or similar certified management system.

#### 3 Awarding a more developed Chain of Custody System

#### M5 Chain of Custody

#### 4 Reward CSC certification in the supply chain

40% of the CSC score is the weighted average of the CSC scores of the cement, aggregate, cementitious materials and secondary materials suppliers.

#### Why 10% untraced materials?

Since the CSC certification is new in the market, we have agreed that 10% untraced materials as a maximum is accepted to give new clients in new markets a possibility to certify even if their supply chain is not using the CSC certification system yet. There are a number of regions where it will not be easy to trace all sources on the short term.

**For example:**1 Secondary materials: most regions are inmature in using secondary materials. High traceability claims will hinder the update of the use of secondary materials.

2 Fragmented aggregate markets: many regions have a fragmented aggregate market with many small suppliers. Since aggregates are 80% of the content of concrete, a traceability system will be very challenging in those regions.

3 Unsecure cement supply: for many reasons, a cement supply can become instable in a region. The producer will depend in that case more heavily on traded cement that will be harder to trace.

4 Add mixtures: 0%-3% of the constituents of concrete are addmixtures.

For percentages of addmixtures in concrete<a titl PCA addmixtures guide" href="<u>http://www.rdso.indianrailways.gov.in/uploads/files/1296815485110-page\_3.pdf</u>">: PCA</a>



# Reporting



The concrete Sustainability Council issues a number of reports:

1 Annual reports2 The certification process reports

#### **1** Annual reports

CSC publishes on the CSC website and reports to external stakeholders, including all parties involved in stakeholder processess, the following reports:

#### A: CSC Annual Impact analysis

Based on the Sustainable Development goals, we will analys and report the impact of the CSC certification system on these goals. In 2018 we will develop a CSC benchmark system to further develop impact reporting. See for more details <u>Risk and Impact Management</u>

*B: Annual risk analysis* THis report includes a summary of the annual audit of each of the licensed certification bodies. See for more details <u>Risk and Impact Management</u>

#### 2 The certification process reports

The certification process results in a number of documents / reports:

Before starting a certification procedure, the client can generate a quickscan report after generating a free account in the CSC toolbox. The quickscan report is a two page report, summarizing and visualizing the results of your quickscan. Once a license is obtained, a pre-asessessmentreport can be generatered.

#### A: The expert report

The organization under assessment, can generate an expert report. The client has some options regarding the expert report defining the amount of detail.

Assessment: 19-	CSC17-2	017		Pre assessment 34.77% Final result 34.77%
Sections		Generate reports		
Prerequisites	<ul> <li>Image: A second s</li></ul>	denerate reports		
Management		Report type *	<ul> <li>Expert report</li> </ul>	
Environmental		Show information Project	0	
Social	<b>~</b>	Show credit explanations	0	
conomical		Text		
Cement	~			
Aggregates	-			
		Generate		lb
				Created by F

## **Expert Report Generator Panel**

This is a summary of the credits you want to achieve and the explanations by the client.



## Credit overview

The following pages contain the credit scores sorted by section. Credits inapplicable for this assessment are filtered from the list.

## Summary Pre assessment score

Secti	ions	Section score		Weighting		Result
R	Prerequisites	0.00%	x	0.30%	=	0.00%
м	Management	56.67%	x	11.18%	=	6.33%
E	Environmental	43.08%	x	24.25%	=	10.45%
s	Social	86.49%	x	13.87%	=	12.00%
Ρ	Economical	57.14%	x	10.48%	=	5.99%
С	Cement	0.00%	x	24.95%	=	0.00%
A	Aggregates	0.00%	x	14.97%	=	0.00%
Inno	vation points + Exemplary pe	erformance				0.00%
Pre-a	assessment qualification					34.77%



Page 4 of 63 | Expert report

Created by Paint X

Expert Report Summary

#### B: The assessor report

The assessor report is generated by the assessor. In includes the expert report and the validation of the assessor including the result of the assessment. The assessorreport is available as a download by the client, the assessor, the certification manager and CSC.

M3 - Qua	ality Man	ager	nent	
Section of	the credit			Validation:
Manageme	ent			×
Goal of the	e credit:			Score reached: 1 from 2
To promot	e the use o	of qua	lity management systems in the supply chain	
Credit crite	eria:			
There can	only be ear	med a	a maximum of 2 points in the following way:	
Criterium	Points	Expla	anation	
M3.1	1	Qual is in	ity management system (QMS) C1. A documented quality r place.	nanagement system
M3.2	1	Certi syste orga does ISO 9	fied quality management system (QMS) C2. A documented m such as ISO 9001 or equivalent is in place and certified by nization. In case the organization is a small or medium-sized not need to be certified but the auditor must verify that the 2001.	quality management y an accredited l company, the QMS e QMS is according to
Explanation	n of the crit	erion	requirements	
M3.1	at Deer		Descent in little of Furgert	
M3.1.1	Yes	lired	M3.1 See attached OMS file	
M3.2 Requireme	nt Requ	iired	Responsibility of Expert	
M3.2.1			_	
Validate as	sessor			
M3-C1: Cl -manual at	neck QMS-s	syster	n: QMS - Version 2.0 date: 06/01/17	
M3-C2: no	es ot applicabl	e		Created by Paint X

Example page of an assessorreport

The assessor-reports are used by CSC for the annual audit of the certification bodies. The client can use it to improve the current or future assessment and for internal education purposes. The assessor-report is not published for external stakeholders because it contains competitive information like a supplier list with percentages, etc. It is allowed for compliance reasons to publish this information.

#### C: The certificate

The client will receive a certificate generated by the certification body. The full certificate and the assessorreport is also available as a download for the client.

Organisation	
Project	Ready Mix
Scheme	Concrete Sustainability Council RSS January 2017 - Concrete (Global) (1.0 English)
Certification Body	
Assessor	
Assessment type	registered
Status	Certified
Date of certification	July 27, 2017
Date of certificate publication	August 10, 2017
Certificate	57-CSC17-2017 Certificate.pdf
Assessor report	57-CSC17-2017 Assessment report 2017-12-18-14-52.pdf
Pre assessment score	34.77% (details)
Final result	34.77% ( <u>details</u> )
Score	1 ster (Bronze)
Created	May 12, 2017, 12:02 AM
Creator	
Date Updated	July 27, 2017, 5:21 PM
Changed by	ir Stefan van Uffelen
Authorized experts	View Project

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download page for certificate and assessorreport

The full certificate contains four pages.

Page 1 is the actual certificate. It contains the level achieved, etc.



Certificate Page 1

# Page 1 of a Dutch certificate (including the logo of the regional system operator (VOBN/BetonBewust)

Page 2 is a more detailed page with the percentages achieved per category. It also contains more information from the certification body.

Endresultant: 34.57 1 fubecore per category seamer in substance on the sea		JHON S	
ingen 1% Index 1% Index 1% Index 1%			
anter 15 Arthours 05 Antonio data 05		 	
telluring 0.5 the 0.5			
the U.S.			
included in which it is			
the second se			
transmitt With			
tates Lanash 1876-			
teler, Trailigeneriden 14			



Certificate Page 2

#### Page 2 of a certificate with the scores per category

Page 3 is the table with the points achieved. This can be a required evidence if a customer or government regulation requires achievement of a specific credit.

Page 4 is a high res picture of the plaque with the unique certification number on it, for us by the client in publications etc.

Page 1 and 2 are available as a download on the CSC website: <a href="https://concretesustainabilitycouncil.com/certifiedProjects">https://concretesustainabilitycouncil.com/certifiedProjects">https://concretesustainabilitycouncil.com/certifiedProjects</a>