

ACRS Sustainable Constructional Steels (SCS) Processors and Traders Certification Scheme

Operational Assessment Schedule



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	Annex 1 - Self-assessment and workbook	Separate document
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Amendment Control Table

Section	Amendment	Date of Issue
All Sections	Initial Issue (v00a)	April 2025

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1. About ACRS

ACRS is the leading and most technically rigorous, internationally aligned steel certifier to Australian and New Zealand Standards for constructional steels. An independent, not-for-profit certification body gives users of assurance truly impartial, expert certification. ACRS understands the steel supply chain and the needs of the construction market. Created and supported by peak local technical bodies such as AusRoads, Engineers Australia, and SRIA (see our website for more information), we provide steel specifiers, designers, and customers confidence in the sourcing of materials and the supply of finished steel delivered to the construction site – independent of the steel supplier.

ACRS' organisational structure ensures impartiality, confidentiality and technical competence and is accredited by JASANZ to ISO 17065. Our Board is independent and represents a broad range of construction industry participants, including private and public sector specifiers, users and suppliers. ACRS members endorse ACRS certification through their organisations and practice and represent the balanced interests of the construction value chain stakeholders.

ACRS operates through openness, transparency, integrity, individual contribution, group decision making and commitment to continuous improvement. We exist to provide for the continued manufacture and supply of reliable, safe, consistent quality, and responsibly sourced construction steel materials and associated products to Australian and New Zealand standards.

2. Scope of this certification

The upstream value chain means producers of Steel Reinforcing Bar, Structural Steels Hot-Rolled Bars, Structural Steel Sections, Cold-formed Structural Steel Hollow Sections, Prestressing Steel Bar/Wire/Strand and/or other steel standards acceptable to ACRS. The upstream is covered by our product certification, traceability and quality management schemes. Additionally, ACRS/CARES Sustainable Constructional Steels Scheme (SCS) for producers meets the highest global environmental, social and ethical standards, using independent certification of sustainability criteria and performance indicators and is already used by many producers which supply into the Australian and New Zealand markets.

Upstream producers are outside of the scope of this scheme.

This operational assessment schedule is applicable to the following downstream steel value chain organisations:

- Processors and Distributors of Structural Steels, Steel Reinforcing Bar, Coil and Mesh including couplers to AS/NZS 4671, AS 3600, AS 5100.5, NZS 3109 and/or other standards acceptable to ACRS
- Traders of Constructional and Other Steels - Purchase and supply, including utilisation of sub-contracted transportation, warehousing, stocking, and distribution facilities, in accordance with the ACRS Traceability Scheme and/or other schemes acceptable to ACRS
- Other steel products and/or processes made to a standard acceptable to ACRS

This certification is designed to align with and build on the principles of the Green Building Council of Australia (GBCA) Responsible Product Framework, tailored for processors and traders. It allows these parties to demonstrate to clients, specifiers, engineers, contractors and other stakeholders responsible practices and how to gain credits under the GBCA Green Star rating system. The Green Star rating system uses criteria to assess the performance of building products in relation to; carbon emission reduction, circularity of materials, broader environmental impacts, transparency and respect for human and labour rights. Demonstrating conformance to these criteria enables up to 25% of the rating tool points to be awarded to products that have achieved certification which is recognised by GBCA and has been awarded a Responsible Products Value (RPV). Not all scores are relevant or applicable to

processors and traders and we have added a small number of criteria which we believe are relevant and useful to enable an effective approach to govern, manage, deliver performance improvements and to report on these outcomes and to provide pathways for improvement

This scheme takes a pragmatic approach, recognising available resources and material impacts of processors, distributors and traders differ significantly from those of steel producers, therefore it is designed to be efficient to apply and accessible to small and medium-sized organisations to achieve certification.

Its objective is to support a responsible and sustainable constructional steel product value chain in the Australian and New Zealand markets. The scheme's scope and extent will be reviewed biennially to ensure that the market's needs are being met and that the measurables reflect market requirements.

3. How to use this document

This Operational Assessment Schedule, hereafter referred to as, 'This Schedule' describes:

- Mandatory sustainability management system requirements that the organisation *shall* demonstrate to gain certification.
- Performance credits, which are voluntary requirements enabling better levels of performance to be demonstrated and recognised that an organisation *should* try to meet.

It relates to:

- The purchase and receipt of feedstock (e.g. wire rod, structure steels) commencing with the drawing, mesh-making, processing (fabrication), stocking and distribution of finished steel products and the trading of such products.

This Schedule may only apply to organisations possessing feedstock/constructional steels which have:

- a valid product certification certificate or a product conformity certificate or a traceability certificate acceptable to ACRS.

Processors and Traders seeking certification under the scheme shall use the *Annex 1 - Self-Assessment and Audit Workbook* to complete their self-assessment, which will be reviewed and form the basis of the audit documentation under an independent third-party audit conducted by ACRS approved and competent specialist auditors. Further guidance is available in the guidance document.

Criteria that are not applicable to traders are noted.

The procedures relevant to this Schedule in operation at the time of the audit leading to approval shall be documented and maintained in *Annex 2 - Schedule of Operations*.

4. Certification Requirements

Summary requirements to meet the defined ACRS certification levels are listed below.

There are differentiated requirements for Processors (P) and Traders (T). Where a requirement is not directly relevant to a trader it is either marked as n/a or the trader is required to pass on evidence of the requirement being met.

Level 1 is the mandatory expectation to be certified under this scheme. Credit can be obtained by meeting the Level 2 - Well Managed, and Level 3 – Best Practice requirements.

Category	Criterion number	Criterion	Level 1 - Mandatory		Level 2 – Well Managed		Level 3 – Best Practice	
Responsible Practices	4.1	Responsible Practices						
	4.1.1	Accountability	P	T	P	T	P	T
	4.1.2	Responsible Business Conduct	P	T	P	T	P	T
	4.1.3	Stakeholder Engagement	P	T	P	T	P	T
	4.1.4	Communications, competence and training	P	T	P	T	P	T
	4.1.5	Risk based approach to responsible business conduct	P	T	P	T	P	T
	4.1.6	Transparency and reporting			P	T	P	T
Environmental Responsibility	4.2	Environmental Responsibility						
	4.2.1.1	Environmental Management System	P	T	P	T	P	T
	4.2.1.2	Environmental Management System certification					P	T
	4.2.2.1	Decarbonisation strategy	P	T	P	T	P	T
	4.2.2.2	Renewable energy use	P	T	P	T	P	T
	4.2.3.1	Transport impacts			P	T	P	T
	4.2.3.2	Transport impacts reporting					P	T
	4.2.4.1	Environmental Product Declaration (EPD)	P	T	P	T	P	T
	4.2.4.2	Carbon footprint	P	T	P	T	P	T
	4.2.4.3	Carbon footprint Verification					P	T
Healthy	4.3	Healthy						
	4.3.1.1	Occupational Health and Safety (OHS) Management System	P	T	P	T	P	T
	4.3.1.2	OHS Management System certification					P	T
	4.3.1.3	Worker compensation	P	T	P	T	P	T
	4.3.1.4	Safety Reporting			P	T	P	T
	4.3.2	Paints and coatings	P	T	P	T	P	T
	4.3.3.1	Chemicals disclosure	P	T	P	T	P	T
	4.3.3.2	Chemicals substitution			P	T	P	T
	4.3.4	Health impacts declaration	P	T	P	T	P	T
	4.3.5	Socially accountable			P	T	P	T
Positive	4.4	Positive						
	4.4.1	Customer service	P	T	P	T	P	T

	4.4.2	Responsible sourcing and traceability						
	4.4.2.1	Product conformity	P	T	P	T	P	T
	4.4.2.2	Traceability	P	T	P	T	P	T
	4.4.2.3	Provenance			P	T	P	T
	4.4.3	Supplier management systems and approvals						
	4.4.3.1	OHS management systems			P	T	P	T
	4.4.3.2	Certified OHS management systems					P	T
	4.4.3.3	Environmental management systems			P	T	P	T
	4.4.3.4	Certified Environmental management systems					P	T
	4.4.3.5	Labour and human rights management systems			P	T	P	T
	4.4.3.6	Modern Slavery	P	T	P	T	P	T
	4.4.3.7	Anti-bribery and corruption			P	T	P	T
	4.4.3.8	Certified Anti-bribery and corruption system					P	T
Circular	4.5	Circular						
	4.5.1.1	Circularity principles	P	T	P	T	P	T
	4.5.1.2	Resource management plan	P	T	P	T	P	T
	4.5.1.3	Resource reporting			P	T	P	T
	4.5.1.4	Waste reduction			P	T	P	T
	4.5.2	Recycled content	P	T	P	T	P	T

4.1. Responsible Practices

4.1.1 Accountability

Accountability for ensuring responsible product principles and policies are implemented, and sustainability and responsible performance is monitored and improved shall be assigned to the sites Directors or most senior oversight body and documented.

Guidance: This can be through implementing and documenting an approval process for all policies and procedures as well as documenting at least an annual review of management and performance by the accountable party(ies).

4.1.2 Responsible Business Conduct

The organisation shall document and publish a responsible business policy and/or code of conduct.

The policy and/or Code of Conduct shall cover, at a minimum, the organisations commitments to:

- Minimise negative environmental, health and safety, employee wellbeing and mental health impacts and maximise positive outcomes
- Engage with stakeholders to understand their concerns, risks and opportunities
- Understand the most material (significant and relevant) impacts of its operations
- Comply with applicable legislation, regulations and voluntary compliance commitments and obligations
- Respect human and labour rights including avoiding and remedying modern slavery where identified in value chains
- Monitor and minimise negative impacts of water use, energy use, business travel and where relevant operational transport and maximise material efficiency. Decarbonise all operations
- Operate with integrity, adopt and follow ethical business practices and good corporate governance to avoid bribery and corruption
- Contribute to employment and to a diverse and stable local economy
- Adopt continual performance improvement goals which should be aligned to globally and nationally accepted long-term responsible business aspirations
- *and for the most material (significant and relevant) impacts*, define and document short- and medium- term objectives, targets and actions to achieve them and corrective action plans if these are not met when reviewed at least annually
- Adopt and follow ethical supply chain practices (Responsible Sourcing) including the fair treatment of suppliers
- Documenting and acting on any breaches to this policy and/or code and providing evidence that the organisation has addressed any concerns and complaints.

Guidance: A commitment to compliance shall be documented. Any non-compliances shall be documented. The Responsible Business Policy and Code of Conduct can be one or more documents, which need to be dated and approved by the most senior decision maker or body. They should be periodically reviewed to ensure they reflect the most important potential and actual impacts of the organisation and its responsible sourcing practices.

Human and labour rights are defined by the United Nations Guidance on Responsible Business Conduct and the core International Labour Organisation (ILO) conventions.

Organisations may document a compliance register to help them understand applicable legislation and regulations.

Long-term globally and nationally accepted aspirations vary by impact area but are codified through initiatives like the UN Sustainable Development Goals (SDG's), Australia and New Zealand's Nationally Determined Contributions (towards meeting the Paris Agreement on Climate Change – 1.5 degree Celsius threshold) and Zero Harm health and safety approaches, for example.

Short-term is defined as 1-5 years, medium-term 6-15 years.

4.1.3 Stakeholder Engagement

The organisation shall engage with stakeholders to understand their concerns, risks and opportunities

Guidance: Effective stakeholder engagement includes an inclusive and open mindset to identify the range of stakeholders who impact the organisation or are impacted by it. This can include employees and contractors, suppliers, local communities, regulators, civil society and non-governmental organisations and others. Organisations should determine the best channels, tools, frequency of the engagements and format of engagements with specific stakeholders. Feedback and information should be provided to stakeholders in relation to the organisations response to stakeholder areas of interest and/or concern.

References:

AA1000 Stakeholder Engagement Standard (AA1000SES) 2015

4.1.4 Communications, competence and training

4.1.4.1 The organisation shall ensure its employees are made aware of and trained in the Responsible Business Policy and Code of Conduct expectations. Engagement with business partners to communicate and support training to ensure awareness shall be completed.

4.1.4.2 Employees shall have defined and documented responsibilities, relevant to their roles, and pertinent improvement objectives and targets.

4.1.4.3 They should be allocated sufficient resources and time to enable them to make the determined improvements.

Guidance: The Responsible Business Policy and Code of Conduct shall be published and made easily available in all languages used by employees at work. It should be shared with employees and business partners and supported by communications which should promote its existence and expectations. This should happen at inductions, during contract negotiations and should be periodically repeated, including if any changes are made to the policy or code.

An assessment of competence should be completed and training shall be provided to enable employees to meet their responsibilities.

4.1.5 Risk based approach to responsible business conduct

The organisation shall assess and document its adverse impacts (risks) and beneficial impacts (opportunities). It should consider these using a life cycle perspective, the degree of influence or control it has over the impacts, stakeholder expectations and periodically update them should it identify a change.

Guidance: Not all impacts are significant and relevant (material) to every organisation. Not all impacts can be influenced by the organisation. In the constructional steels value chain the most material impacts are typically at the steel producer. However, processors, distributors and traders have influence and control over many relevant impacts and can contribute to delivering responsible business practices and improved performance over the life-cycle. For example, although energy use and associated Greenhouse gas emissions are most material at the steel mill, processors use significant electricity and potentially heat/cooling and have opportunities to make this more efficient and to use renewable sources.

Conducting this exercise also means that the organisation can demonstrate which impacts are insignificant to its operations and therefore where it should not invest time and resources towards delivering immaterial improvements.

4.1.6 Transparency and reporting

The organisation should publicly report strategies, management practices and performance of its material responsible business impacts.

The organisation should receive credit if it supplies on or has directly had independent third-party verification of its reported information and data.

Guidance: The organisation should determine methods to increase transparency, which might include publishing an annual update or report, alongside any financial reporting the organisation publishes. It may also use other communications and engagement approaches to share information with relevant stakeholders and to receive their feedback.

Third-party verification may be appropriate for the most material impacts of the constructional steels, such as the Global Warming Potential (GWP) of the steel. This third-party verification may be provided by the steel producer and may be supplemented by third-party verification of the processors impacts, such as a carbon footprint report.

Larger organisations may seek verification of a broader range of their impacts and their approaches to manage them.

4.2. Environmental Responsibility

4.2.1 Environmental Management System

4.2.1.1 The organisation shall implement and maintain a documented environmental management system which is aligned to the requirements of ISO 14001:2015/Amd 1:2024 (or equivalent). The scope and formality of the system shall be appropriate to the size of the organisation and the nature of its risks.

4.2.1.2 Environmental Management System certification - The organisation should be credited for seeking and maintaining certification to ISO 14001 (or equivalent) by an accredited third-party certification body.

Guidance: The Environmental Management System should enable the organisation to meet its legal obligations and meet recognised guidance.

The scope of the system shall enable the organisation to monitor and minimise negative impacts of its material impacts including water use, energy use, transport and maximise material efficiency.

4.2.2 Operational decarbonisation

4.2.2.1 Decarbonisation strategy - The organisation shall monitor its energy types and use and take steps to decarbonise its operations by 2050 on a 1.5-Degree Celsius trajectory, with reductions to be ongoing and documented with evidence of interim actions before 2030.

4.2.2.2 Renewable energy use - The organisation shall increase the amount of renewable energy used in its operations to a minimum of 40% of its manufacturing operations by 2030.

Guidance: The organisation should seek to align to or move quicker than decarbonisation pathways as defined by national legislation, regulations and guidance.

Renewable energy includes heat and electricity and can be directly generated or based on market contracts of certified sources acceptable to ACRS.

4.2.3 Transport impacts

4.2.3.1 The organisation should monitor and minimise transport impacts, implement a process to minimise transport impacts.

4.2.3.2 The organisation should publicly report on its transport impacts.

Guidance: Processors and traders have significant control over its own transport/haulage impacts and should seek ways to ensure efficient vehicles and transportation modes are used whenever possible and that transport impacts are reduced over time as part of decarbonisation and air quality improvements.

4.2.4 Environmental Product Declaration

4.2.4.1 Environmental Product Declaration - The organisation shall obtain and pass on in a chain of custody to its customers and other interested parties a third-party verified Environmental Product Declaration (EPD) to EN 15804:2012+A2:2019 as published by the steel producer (steel mill and roller).

4.2.4.2 Carbon footprint - The organisation shall produce a carbon footprint or equivalent.

4.2.4.3 Verification - The organisation carbon footprints should be verified by an independent third-party.

Guidance: An EPD provides a standardised way of communicating the life-cycle environmental impacts of a product according to a defined standard. Provision of an EPD allows clients and contractors to understand the embodied carbon of the constructional steel products specified and to introduce thresholds and targets to reduce them over time. Processors and Traders shall ask their steel mill suppliers to publish a third-party verified EPD to EN 15804. The processor and trader shall provide an estimate of tonnes of CO_{2e} emissions per tonne of constructional steel product based on accepted international norms if one is not currently available. Any environmental claims should be based on ISO 14021:2016.

References: EN 15804:2012+A2:2019 Sustainability of construction works – Environmental product declarations – Core rules for the product category of construction products.

ISO 14021:2016 Environmental Labels and Declarations – ‘Self-Declared Environmental Claims’ (Type II Environmental Labelling) requirements.
ISO 14025:2016 Environmental labels and declarations. Type III environmental declarations. Principles and procedures

4.3. Healthy

4.3.1 Manufacturing Health and Safety

4.3.1.1 Occupational Health and Safety (OHS) Management System - The organisation shall implement and maintain a documented health and safety management system which is aligned to the requirements of ISO 45001:2018/Amd 1:2024 (or equivalent). The scope and formality of the system shall be appropriate to the size of the organisation and the nature of its risks.

4.3.1.2 OHS Management System certification - The organisation should be credited for seeking and maintaining certification to ISO 45001 (or equivalent) by an accredited third-party certification body.

4.3.1.3 Worker compensation - The organisation shall have workers' compensation insurance which supports an appropriate workers compensation scheme.

4.3.1.4 Safety Reporting - The organisation should measure and report on its Lost Time Injury Frequency Rate (LTIFR) - "Injuries/million hours worked" and shall publicly report its performance.

Guidance: The requirements of an effective Health and Safety Management system include publishing and maintaining an Occupational Health and Safety Policy, implementing a documented system to identify, assess and control hazards to employee and visitor health and safety, making employees and visitors aware of health and safety hazards and management measures, training employees on pertinent health and safety procedures and practices, provision of suitable Personal Protective Equipment and resources to avoid and reduce risks to health and safety, periodic management review of the system and its outcomes and evidence of continual improvement of the system.

Useful resources include:

ISO 45001:2018 - Occupational health and safety management systems.

WHS Codes of Practice can be found here:

<https://www.comcare.gov.au/scheme-legislation/whs-act/codes-of-practice>

WHS guidance for Small to Medium Enterprises (Safe Work Australia):

<https://www.safeworkaustralia.gov.au/safety-topic/industry-and-business/small-business>

4.3.2 Paints and coatings

The organisation shall ensure that any paints and coatings will not emit Volatile Organic Compounds (VOC's) or other chemicals that are detrimental to air quality and health once installed.

Guidance: Paints and coatings applied to steel products shall comply with the requirements of the GBCA's Green Star Buildings v1 Exposure to Toxins credit, which specifies low-VOC (Volatile Organic Compound) products.

4.3.3 Chemicals of concern

4.3.3.1 Chemicals disclosure - The organisation or its supplier(s) shall publicly report the chemical ingredients within the product, with a particular view to ensuring harmful chemicals and chemicals of concern are disclosed. This includes harmful to the environment (ecotoxicity and impacts on biodiversity) and people.

4.3.3.2 Chemicals substitution - The organisation or its supplier(s) should take action to substitute out identified Chemicals of concern and harmful chemicals for those with reduced impact.

Guidance: An EPD provides a suitable break down of the chemical ingredients with constructional steels. Disclosure sheets should follow the Globally Harmonised System of Classification and Labelling of Chemicals (GHS) requirements.

4.3.4 Health impacts declaration

The organisation or its supplier(s) shall obtain a Product Declaration of Health Impacts and publicly disclose the impact of the feedstock and finished steel product on human health and wellbeing from a recognised product certification scheme.

Guidance: The Health Impacts Declaration is provided to disclose any potential risks from the physical and chemical characteristics of the product across relevant life-cycle stages. It should include any mitigating actions, instructions to users and safeguards and should be prepared to a recognised standard.

References: Health Product Declaration Collaborative (HPDC) HPD Open Standard v2.3

<https://www.hpd-collaborative.org/hpd-2-3-standard/>

4.3.5 Socially accountable

The organisation should have a policy or code of conduct which commits the organisation to provide employment and/or training to minority groups (ethnic, national, gender, disabled, religious) students and apprentices. The policy or code should support pathways to employment, internships or training programmes for students or apprentices and the organisation should seek to offer employment to these groups.

4.4. Positive

4.4.1 Customer service

The organisation's customer service provision shall include, at a minimum:

- Customer enquiry procedures
- Customer complaints procedures
- Product and service literature
- Risk control measures

4.4.2 Responsible sourcing and traceability

4.4.2.1 Product conformity - The organisation shall ensure that any feedstock or constructional steel materials purchased or traded have valid product conformity certification that is acceptable to ACRS.

4.4.2.2 Traceability - The organisation shall ensure that the material is fully traceable to the steel producer which manufactured the initial cast/heat and created the steel product and that is demonstrated through a certifications or system that is acceptable to ACRS.

4.4.2.3 Provenance - The organisation should ensure that any constructional steel feedstock or traded material is supplied from an ACRS/CARES Sustainable Constructional Steel scheme certified producer or from organisations possessing an equivalent valid sustainability certificate acceptable to ACRS.

4.4.3 Supplier management systems and approvals

4.4.3.1 OHS management systems - The organisation should assess their suppliers to ensure they are effectively managing OHS risks. This should include physical, chemical and biological risks to supplier employees, visitors and contractors.

4.4.3.2 Certified OHS management systems - The organisation should assess and document if their upstream steel producers hold a valid ISO 45001 OHS Management Systems certificate.

4.4.3.3 Environmental management systems (EMS) - The organisation should assess their suppliers to ensure they are effectively managing environmental risks at an operational level and in their supply chain.

4.4.3.4 Certified Environmental management systems - The organisation should assess and document if their upstream steel producers hold a valid ISO 14001 EMS certificate.

4.4.3.5 Labour and human rights management systems - The organisation should assess their suppliers to ensure they are effectively managing labour and human rights across their operation and their supply chain. This is to include risks to employee rights and modern slavery risk.

4.4.3.6 Modern Slavery - Where obligated the organisation shall conduct a risk assessment, release and register a modern slavery statement in accordance with the relevant legislation, such as Australian Federal Legislation (Modern Slavery Act 2018) or equivalent.

4.4.3.7 Anti-bribery and corruption - The organisation should assess their suppliers to ensure they are effectively managing bribery and corruption and ethical business practices across their operation and their supply chain.

4.4.3.8 Certified Anti-bribery and corruption system - The organisation should assess and document if their upstream steel producers hold a valid ISO 37001:2016 Anti-bribery management system certificate.

Guidance: The organisation should aim for zero harm, minimal environmental impact and respect for human and labour rights and ethical business practices across its upstream and downstream value chain and take steps to collaborate with its business partners to reduce risk and improve performance.

A modern Slavery statement should be approved by the most senior decision maker or governance body in the organisation and shall describe the risk assessment process, any identified risks and how these risks will be avoided, mitigated and remedied.

Assessment of suppliers should include requirement for them to publish their third-party certifications to internationally accepted Management system standards.

References:

ISO 9001:2015/Amd 1:2024 Quality Management Systems (QMS)

ISO 14001:2015/Amd 1:2024 Environmental Management Systems (EMS)

ISO 45001:2018/Amd 1:2024 Occupational Health and Safety Management Systems (OHSMS)

Modern Slavery Act 2018: <https://www.legislation.gov.au/Details/C2018A00153>

Registry for Modern Slavery Statements: <https://modernslaveryregister.gov.au/>

Resources for managing Modern Slavery risks (Federal Government), including supplier questionnaires : <https://modernslaveryregister.gov.au/resources/>

Learning resources Modern Slavery (School Supply Chain of Sustainability): <https://www.supplychainschool.org.au/learn/topics/modern-slavery/>

4.5. Circular

4.5.1 Resource management

4.5.1.1 Circularity principles - The organisation shall follow circularity principles seeking to avoid, reduce, reuse, recycle, compost materials used at its operations and shall monitor and measure its resource streams.

4.5.1.2 Resource management plan - The organisation shall introduce a resource management plan and minimise waste going to landfill and incineration.

4.5.1.3 Resource reporting - The organisation should report publicly on its resource management approach and performance.

4.5.1.4 Waste reduction – The organisation should reduce waste generated by the products manufacture on a year-by-year basis when averaged over 5 years, or the organisation reuses or recycles more than 80% of all wastes generated by the operation.

4.5.2 Recycled content

The organisation shall measure, document and report the recycled content in accordance with ISO 14021:2016.

Guidance: Recycled content should be available in EPD provided by steel producer or can be requested from them.

Reference: ISO 14021:2016 Environmental Labels and Declarations – 'Self-Declared Environmental Claims' (Type II Environmental Labelling) requirements.

5. Appendices

Definitions

Bribery - the offering, promising, giving, accepting or soliciting of an advantage as an inducement for an action which is illegal or a breach of trust

Corruption - the abuse of entrusted power for private gain

Document procedure - description of a prescribed course of action or process in a written format

Documented policy - intentions and direction of an organisation as formally expressed by its top management in a written format

Documented information - information required to be controlled and maintained by an organisation and the medium on which it is contained in a written format

Environmental aspect - element of an organisation's activities or products or services that can interact with the environment

Environmental impact - any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organisation's environmental aspects

Environmental product declaration (EPD) - a standardised (ISO 14025 / EN 15804) and life cycle assessment based quantified information to communicate verifiable, accurate, non-misleading environmental performance of a product or service

Ethical Business - Ethical business practices relate to business conduct, ethics, anti-corruption, anti-bribery, responsible sourcing in the supply chain and responsible market practices

Human Rights – are rights that all humans have and includes but is not limited to: Freedom from Slave Labour (Modern Slavery) and Child Labour, Fair and just Workers' Conditions, Freedom to join Trade Unions (Freedom of Association), Equality in respect of Gender, Ethnicity, Religion, Political Persuasion, Sexuality, Disability. The foundations of which were laid down in the Universal Declaration of Human Rights and the International Bill of Rights.

Indicator - measurable representation of the condition or status of operations, management or conditions.

Labour Rights – relate to but is not limited to maintaining; Fair Treatment, Fair Wages, Employment Equality, Fair Working Hours, Overtime and Holidays. The foundation principles of which are defined by the International Labour Organisation (ILO) Standards.

Published or Publicly available - means that the relevant sustainability information shall be effectively communicated, made freely and publicly accessible on-line (e.g. web page, statement in policy, Annual Report or Sustainability Report) AND shall be available in other formats (e.g. printed) if requested. It needs to be readily available to employees, contractors and other workers on site as well as to all interested external stakeholders in a format and languages that are appropriate to stakeholders.

Responsible sourcing / Sustainable procurement - the systematic management of sustainability aspects and impacts associated with the provision or procurement of materials in the supply-chain. It is also called sustainable sourcing, sustainable procurement, sustainable supply chain and other terms.

Sustainability aspect - element of an organisation's activities or products or services that can interact with the environment, society, community, economy

Sustainability impact - any change to a sustainability aspect whether adverse or beneficial