



# Concrete Sustainability Council

## Technical Manual

Concrete Sustainability Council Certification Manual 2.0 (Recycled Aggregate)

The Concrete Sustainability Council (CSC)

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Switzerland

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## Table of Contents

<b>Table of Contents</b>	<b>1</b>
<b>Prerequisites</b>	<b>2</b>
P1 - Ethical and Legal Compliance	2
P2 - Human Rights	4
P5 - Traced Materials	7
<b>Management</b>	<b>8</b>
M1 - Sustainable Purchasing	8
M2 - Environmental Management	11
M3 - Quality Management	12
M4 - Health & Safety Management	13
M5 - Benchmarking	14
<b>Environmental</b>	<b>16</b>
E1 - Life Cycle Impact	16
E2 - Land Use	18
E3 - Energy & Climate	20
E4 - Air Quality	24
E5 - Water	25
E8 - Transport	30
<b>Social</b>	<b>32</b>
S1 - Local Community	32
S3 - Occupational Health & Safety	37
S4 - Labor Practices	44
<b>Economics</b>	<b>49</b>
B1 - Local Economy	49
B2 - Ethical Business	50
B3 - Innovation	53
B4 - Feedback Procedure	54



# Prerequisites

## P1 - Ethical and Legal Compliance

### Aim

To ensure compliance with all applicable legislation.

This credit is a prerequisite for certification. No points can be achieved.

Total points achievable for this credit		
<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate:</b> 0.03 points

### P1.01 Legal Compliance

**Criterion Type**  
Company

**Points achievable for this criterion**  
**Concrete:**      **Cement:**      **Aggregate:** 0.03 points

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate	x	x	x	x

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 all applicable legal legislation, requirements, regulations, laws and by-laws.

**Required evidence**  
Written declaration by senior management satisfying the assessment criteria.



## P1.02 Anti Corruption

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 0 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate	x	x	x	x

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.

### Required evidence

1: Written declaration by senior management satisfying the assessment criteria.

AND

2A: Company specific guidelines, directives, policies addressing the risk of corruption.

OR

2B: B2 Ethical Business 'B2.01 Ethical risk assessment' or B2.02 'Policy or code for ethical business' is achieved.



## P2 - Human Rights

### Aim

To ensure compliance with human rights. This credit is a prerequisite for certification. No points can be achieved.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 0.03 points



## P2.01 Human rights

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 0.03 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate	x	x	x	x

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:

- Human rights risk situations
- Avoidance of complicity
- Resolving grievances
- Discrimination and vulnerable groups (ILO convention 100, 111)
- Civil and political rights
- Economic, social and cultural rights
- Fundamental principles and rights at work (ILO convention 87, 98, appendix D)
- Child labor (ILO convention 138 and 182)
- Forced labor (ILO convention 29, 105, 203)

See the annex for additional information. For countries listed in the annex the provision of evidence is waived. This waiver applies to: A: cement and aggregates plants in those countries, B: Concrete plants that are in such countries, C: Concrete plants that receive at least the percentages of main materials (cement and aggregates) specified in P5 Traced Materials for the targeted certification level from such countries. D: For countries that have legal frameworks that conflict with one of the listed ILO conventions, plants have to deliver alternative evidence (see the annex).

### Required evidence

Written declaration by senior management satisfying the requirements

OR

an SA8000 certificate covering the scope of this certification, not older than three years.



## P2.02 Fair wages

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**        **Cement:**        **Aggregate:** 0 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate	x	x	x	x

In order to address the topics mentioned in ILO Convention 131 wages and salaries paid by the organization must meet the following requirements:

- Wage and salary rates
  1. Wage and salary rates in all circumstances meet or exceed legal minimum rates, where such rates exist.
  2. Wherever applicable, wage and salary rates meet or exceed: i. minimum concrete, cement or aggregates industry, respectively, minimum standards; or ii. other recognized industry wage agreements; or iii. living wages if these are higher than legal minimum wages.
  3. When no minimum wage levels exist, wages are established through culturally appropriate engagement with workers and/or formal and informal workers organizations.
- Wages and salaries are paid on time.

### Required evidence

Written declaration by senior management satisfying the assessment criteria.



## P5 - Traced Materials

### Aim

To ensure that all materials are from traceable sources.

This credit is a prerequisite for certification. No points can be achieved for this credit.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 0.02 points

### P5.01 Traceability of materials

#### Criterion Type

Plant

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 0.02 points

#### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate	x	x	x	x

The plant must demonstrate (via Environmental Management System, material listing or similar) that incoming material flows (by mass) intended for recycling are from traceable sources.

The materials of all tier one suppliers have to be included in the scope.

CSC Bronze/Silver:  $\geq 90\%$  of materials must come from traceable sources

CSC Gold/Platinum:  $\geq 98\%$  of materials must come from traceable sources

#### Required evidence

Exemplary material list giving an overview on the suppliers

AND

Written declaration by senior management satisfying the assessment criteria.





# Management

## M1 - Sustainable Purchasing

### Aim

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

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 14 points

### M1.01 Purchasing Policy

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company has a purchasing policy covering social and environmental aspects. The policy is valid & operational and has been approved by the management responsible for the scope of this assessment.

#### Required evidence

A copy of the purchasing policy, with reference to social and environmental aspects including evidence that senior management has formally approved the policy.

### M1.02 Supplier assessment

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company has a process of assessing its main suppliers regarding the social, and environmental aspects in the sense of this system (by online tool/on site audit or similar).

#### Required evidence

Documentation that the process has taken place (e.g. minutes, assessment results, used tools or similar).



## M1.03 Monitoring performance of suppliers

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company can provide evidence that the performance of its suppliers regarding the social and environmental aspects of this system are being maintained or improving.

### Required evidence

Documentation of the results of an assessment process (e.g. minutes, assessment results, used tools or similar).

## M1.04 Training on responsible sourcing

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company 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.

### Required evidence

Evidence that the principles of responsible sourcing (e.g. content of criteria M1.01 to M1.03) are communicated to relevant employees.

## M1.05 Promotion of responsible sourcing

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

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

### Required evidence

Evidence of promotion, for example, website links and copies of reports, publications, etc.



## M1.06 Responsible sourcing as a criterion in the procurement process

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company includes responsible sourcing as a criterion in its procurement process.

### Required evidence

Evidence of practical implementation of the purchasing policy/plan

## M1.07 Sample check

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

Random sample by the auditor, defined by the auditor, on the site(s) visited, to check if one 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. In case of a multiple site assessment, the criteria is awarded for all plants in the scope of assessment.

### Required evidence

Statement from the auditor/assessor that constituent check has been performed and that it matches with the constituent list.



## M2 - Environmental Management

### Aim

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

### Total points achievable for this credit

<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate:</b> 3 points
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### M2.01 Environmental management system (EMS)

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

#### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The company has a documented EMS in place. The EMS shall include the relevant scope: the key processes for raw material extraction and primary material production and/or production of concrete.

#### Required evidence

Validation by the auditor that the company has a documented EMS.

### M2.02 Certified environmental management system (EMS)

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 1 point

The company has a certified EMS in place (see the annex).

#### Required evidence

Copy of the valid EMS certificate.



## M3 - Quality Management

### Aim

The company has a documented quality management system in place.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 3 points

### M3.01 Quality management system (QMS)

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company has a documented quality management system in place.

#### Required evidence

Validation by the auditor that the company has a documented quality management system.

### M3.02 Certified quality management system (QMS)

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 1 point

A certified quality management system is in place (see the annex).

#### Required evidence

Copy of the valid QMS certificate.



## M4 - Health & Safety Management

### Aim

To promote the use of health and safety management systems.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 3 points

### M4.01 Health and safety system

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company has a health and safety management system in place.

#### Required evidence

Validation by the auditor that the company has a documented health and safety management system

### M4.02 Certified health and safety management system

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 1 point

The company has a certified health and safety management system in place (see the annex).

#### Required evidence

Copy of the valid Health & Safety certificate



## M5 - Benchmarking

### Aim

Publish actual performance data.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 5 points

### M5.01 Publishing annual performance data (KPIs)

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 3 points

The company publishes annual performance data (KPIs) on a regular basis by publishing a sustainability report or by joining an industry benchmark.

The performance data must be covering the relevant topics with a minimum of five of the listed topics:

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

#### Required evidence

The latest sustainability report, not older than three years, or evidence of participation in a benchmark providing evidence that data is being published on an annual basis.



## M5.02 Externally verified KPI's

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**        **Cement:**        **Aggregate:** 2 points

The KPI's are externally verified.

### Required evidence

Evidence of external verification

OR

Evidence that the company has been audited against the CSI Charter within the last five years.





# Environmental

## E1 - Life Cycle Impact

### Aim

Provide transparency and encourage the use of products and materials with an improved life-cycle impact.

Total points achievable for this credit		
<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate:</b> 6 points

### E1.01 Sectoral environmental product declaration

**Criterion Type**  
Company

**Points achievable for this criterion**  
**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company joins efforts to develop in the region of the assessed plant(s) sectoral environmental product declarations (EPD's) for their products, contributing to the collection of representative average LCA data. The EPD's are conforming to national EPD standards.

**Required evidence**

Evidence confirming that the company has contributed - by providing data - to the generation of at least one industry-wide concrete/Cement/Aggregate EPD in the country where the plant requesting certification is located. The EPD needs to be either valid or in the preparation phase. The requested evidence needs to be issued or confirmed by the party that is / was coordinating the generation of the industry-wide EPD.

OR

If the local sector association confirms that no EPD is available or in the preparation phase in the country where the plant requesting certification is located, E1.01 is achieved if E1.03 is fulfilled.



## E1.02 Implementation of life cycle assessment (LCA)

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**        **Cement:**        **Aggregate:** 2 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The company performs LCA's

### Required evidence

Evidence is provided via the subscription and demonstrated use of the CSI tool

OR

Evidence is provided of the subscription or ownership and use of other LCA-tools (see the annex)

OR

E1.03 is fulfilled.

## E1.03 Release of environmental product declarations (EPDs)

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**        **Cement:**        **Aggregate:** 2 points

The company has released at least one EPD. The EPD follows international or national standards and is third party verified (see the annex).

### Required evidence

Electronic copy of the EPD

OR

Publically available internet link to the EPD.



## E2 - Land Use

### Aim

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

Total points achievable for this credit		
<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate: 4 points</b>

### E2.03 Responsible land use

**Criterion Type**  
Plant

**Points achievable for this criterion**  
**Concrete:**      **Cement:**      **Aggregate: 3 points**

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The plant ensures the responsible use of land.

**Required evidence**

**Concrete:**  
Site layout showing the locations of the main plant installations including roadways, stormwater drains, retention basins, etc., including an explanation why/how the site layout enables using the land in a particularly efficient way (e.g. efficient traffic flow, stormwater management, efficient storage / processing of materials).

**Cement / Aggregates:**  
A quarry development plan is in place which includes the extraction plan and reclamation plan (see the annex).

AND  
Evidence that progressive reclamation is pursued where reasonably practical and permitted under local requirements (see the annex).



## E2.04 Protection from pollution

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The plant has facilities where chemicals (including fuels) are stored in conditions where any spillage, including accidental, does not contaminate the land.

### Required evidence

Photographs of the storage facilities for chemicals and fuels

OR

The plant is ISO 14001 certified.

OR

The criterion is awarded by default if no chemicals and fuels are used and stored on the site.



## E3 - Energy & Climate

### Aim

To promote the responsible use of energy and the reduction of Greenhouse Gas (GHG) emissions.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 11 points

### E3.01 Energy & climate policy

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**

**Cement:**

**Aggregate:** 1 point

The company is committed to measuring, reporting and reducing its GHG emissions.

#### Required evidence

Publicly available policy / commitment to measuring, reporting and reducing the company's greenhouse gas emissions.

OR

Membership to a sector organization (e.g. CSI) that is publicly committed to measuring, reporting and reducing GHG emissions, and were committing to these principles is required to join the organization.

AND

Evidence for the commitment to measure GHG emissions is automatically covered via a reporting commitment.



## E3.02 Monitoring of GHG emissions

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 2 points

The company monitors its relevant GHG emissions.

**Concrete:** GHG emissions relating to own operations and concrete delivery.

**Cement:** GHG emissions as defined in the CSI protocol or equivalent (see the annex).

**Aggregates:** GHG emissions relating to own operations and aggregate delivery.

### Required evidence

Extract of the monitoring results and the related GHG emission calculations.

OR

Proof that the Company was successfully audited against the CSI charter within the last five years

## E3.03 Public reporting of monitoring results

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

The company reports monitoring results on a yearly basis.

### Required evidence

Copy of the latest publication / link to the latest publication (not older than 1 year) available upon certification.

OR

Proof that the Company was successfully audited against the CSI charter within the last five years.



### E3.04 Externally verified reporting of GHG emissions

**Criterion Type**

Company

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 1 point

The GHG reporting has been externally verified according to accepted standards (see the annex) and to at least a level of limited assurance.

**Required evidence**

Copy of the verification statement

### E3.08 Energy reduction potentials

**Criterion Type**

Plant

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 2 points

The plant has identified potential actions to reduce its energy consumption.

**Required evidence**

Energy audit report or own analysis of energy consumption and energy reduction potentials.

OR

ISO 50001 certificate

### E3.10 Implementation of energy reduction potentials

**Criterion Type**

Plant

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 3 points

The plant has implemented at least one of the energy reduction potentials identified in E3.08

**Required evidence**

Proof of implementation including an evaluation of the (expected) energy savings.



## E3.11 Energy saving awareness creation

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

Relevant workers have been made aware of

- the biggest drivers for energy (thermal/electricity) consumption
- and how they can contribute to reducing energy consumption.

### Required evidence

Copy of relevant e-mail, notice or other information channel.





## E4 - Air Quality

### Aim

To minimize emissions of air pollutants and particulate matter from exhaust gases.

Total points achievable for this credit		
<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate:</b> 4 points

**E4.09 Process and fugitive dust reduction measures**

**Criterion Type**  
Plant

**Points achievable for this criterion**  
**Concrete:**      **Cement:**      **Aggregate:** 4 points

Dust suppression measures (see the annex) have been implemented to effectively reduce process and fugitive dust emissions.

**Points achievable for this criterion:**

<ul style="list-style-type: none"> <li>• <b>Concrete</b></li> </ul> <p><b>up to 4:</b></p> <ul style="list-style-type: none"> <li>• <b>2 for one measure</b></li> <li>• <b>4 as of two measures implemented</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Cement</b></li> </ul> <p><b>up to 4:</b></p> <ul style="list-style-type: none"> <li>• <b>2 for one measure</b></li> <li>• <b>4 as of two measures implemented</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Aggregates</b></li> </ul> <p><b>up to 4:</b></p> <ul style="list-style-type: none"> <li>• <b>2 for one measure</b></li> <li>• <b>4 as of two measures implemented</b></li> </ul>
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**Required evidence**  
Photographic evidence of one measure taken.  
Photographic evidence of second measure taken.



## E5 - Water

### Aim

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

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 14 points

### E5.01 Water scarcity and impact

#### Criterion Type

Plant

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

#### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

For the area of the plant, water scarcity is assessed using recognized assessments (see the annex).

#### Required evidence

A copy of the water scarcity analysis incl. risk category.

OR

A copy of the ESIA including a water assessment.



## E5.02 Water monitoring

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The company monitors and reports water consumption according to the CSI Protocol for Water Reporting or an equivalent water protocol (see the annex).

### Required evidence

Proof that the company monitors and reports according to the CSI Protocol for Water Reporting or an equivalent water protocol

OR

Proof that the company was successfully audited against the CSI charter within the last five years.



## E5.03 Water target

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

### Prerequisite to obtain, if the plant is located in water scarce areas according to E5.01.

The company has at least one publicly declared improvement target related to water use and regularly reports on its implementation progress. Possible targets include, but are not restricted to, the key performance indicators defined in the CSI Protocol for Water Reporting or an equivalent water protocol (see the annex).

### Required evidence

Copy of a non-confidential document stating the target or link to the public statement detailing the water related target (mandatory in water scarce areas according to E5.01).

## E5.04 Verification of water reporting

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company carries out assurance at least once every three years using recognized, independent assurance practitioners and the scope of assured data covers at least the total water withdrawal according to the CSI Protocol for Water Reporting or an equivalent water protocol (see the annex).

### Required evidence

Certification / Assurance report

OR

Proof that the company was successfully audited against the CSI charter within the last five years.



## E5.05 Report on water use and quality of discharged water

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 2 points

The plant reports water in terms of quantity of use, quality of the discharged water to its stakeholders on at least an annual basis.

The criterion is also awarded if - at the exception of sanitary water - no water is discharged.

### Required evidence

**Copy of the public report or link to the public website**

**OR**

Minutes, letters or similar of the communication to stakeholders.

**OR**

Evidence that - at the exception of sanitary water - no water is discharged.

## E5.06 Action for reduction of water consumption

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company has achieved the previous water improvement target (E5.03) or, if the target is in the future, can show that it is on track to meet it.

OR

The plant has a recycling facility, which treats rainwater and water from washing trucks.

The criterion is also awarded if - at the exception of sanitary water - no water is discharged.

### Required evidence

Proof that the target has been met, or, if the target is in the future, proof that the plant is on track to achieve it (=at least linear progress must be demonstrated)

OR

Evidence that a recycling facility for rainwater and water from washing trucks is in place, e.g.

- Photographic evidence
- Water flow diagrams
- Stormwater management plan incl. the reference to the recycling plant

OR

Evidence that - at the exception of sanitary water - no water is discharged.

## E5.07 Action for improving the quality of discharged water

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The plant has a system in place to enhance the quality of water discharged, e.g. by filtration or sedimentation.

The criterion is also awarded if - at the exception of sanitary water - no water is discharged.

### Required evidence

Relevant evidence (e.g. photographic) that a system to enhance water quality is in place .

OR

Evidence that - at the exception of sanitary water - no water is discharged.



## E8 - Transport

### Aim

To minimize environmental impact of transportation.

### Total points achievable for this credit

<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate:</b> 12 points
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### E8.01 Transport policy

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 4 points

The organizations has a policy that addresses the environmental impacts of the transport of materials and products to customers.

#### Required evidence

**A copy of the policy.**

### E8.02 Transport management system

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 4 points

#### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The plant has a dispatching system in place that contains e.g. operations related transportation data in terms of modes of transportation and distances covered. Distances travelled by contractors directly related to the organization's operations and directly contracted by the organization are also covered.

#### Required evidence

Extract of the transportation management system (or logistical disposition system) showing that it contains the required items.



## E8.03 Assessment of clean technologies and methods

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 4 points

The organization performs regular assessments geared towards minimizing impacts, including, for example, centralized dispatching systems, information technology tools for optimizing routes (GPS), training of drivers, awareness training and (real time) fuel consumption monitoring. The assessment must be performed at least every three years.

### Required evidence

Evidence that the assessments are performed according to the requirements.





# Social

## S1 - Local Community

### Aim

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

Total points achievable for this credit		
<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate:</b> 10 points

S1.01 Policy	
<b>Criterion Type</b>	Company
<b>Points achievable for this criterion</b>	
<b>Concrete:</b>	<b>Cement:</b> <b>Aggregate:</b> 2 points
<p>The company 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).</p>	
<b>Required evidence</b>	A copy of the policy.



## S1.02 Social investment

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 2 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The company 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 company's philanthropic activities, ongoing presence or support;
- partnering with other organizations, including government, business or non-governmental organizations (NGOs) to maximize synergies and make use of complementary resources, knowledge and skills;
- contributing to programs that provide access to food and other essential products for vulnerable or discriminated groups and persons with low income;
- taking into account land devaluation and displacement;
- improving the local infrastructure

### Required evidence

A copy of the policy



## S1.03 Communication & information

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

The plant actively communicates with and informs local community on all aspects that have or could significant impact on them, such as increase/decrease of economic activities (extension/reduction of the plant), pollution (land, air, water, noise) and traffic.

### Required evidence

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.

## S1.04 Noise management plan

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

- A noise and/or vibration management plan is in place.
- Stakeholders representing the local community have been consulted when establishing the plan, unless no residential areas are affected.

### Required evidence

Copy of the noise management plan

OR

equivalent evidence such as e.g. national law or a building/operational permit with a reference to noise limits and/or noise management

Evidence of the stakeholder consultation

OR

equivalent evidence such as e.g. building/operational permit in case a dialogue is part of the requirements and if noise protection is covered by national law

OR

evidence that no residential areas are affected by noise from the plant (e.g. zoning plan or other suitable maps)



## S1.05 Implementation of the noise pollution, vibration and/or management plan

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

The strategies of the noise pollution, vibration and/or management plan have been implemented.

### Required evidence

Evidence that measures taken, such as photos

## S1.06 Safety around site for the local community

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 2 points

The plant has taken active safety measures such that risks of injuries to passerby are minimized, such as:

- proper fences around the site;
- signs to warn of any risks (e.g. swimming, fishing, high voltage)
- site visits for the local community explaining safety hazards

### Required evidence

Evidence (photographs) of the measures taken; for a site visit, evidence that attention to safety hazards is part of the visit



## S1.07 Transport to and from the site

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

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)
- measures that reduce the risk of accidents (e.g. fences around play areas, accident prevention on trucks)

### Required evidence

Evidence (photographs) of the measures taken



## S3 - Occupational Health & Safety

### Aim

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

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 18 points

### S3.01 Risk analysis

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

#### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The company analyses and controls the health and safety risks involved in its activities at least on an a bi-annual basis.

#### Required evidence

Evidence of the analysis - not older than two years at the moment of certification. The credit is obtained at company level, but evidence should indicate that the analysis is performed at every single plant, e.g. by providing exemplary documents covering plants within the scope of certification.



## S3.02 Risk analysis at least on an annual basis

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

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

### Required evidence

Evidence of the analysis - not older than one year at the moment of certification.

## S3.03 Preventive actions

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 2 points

The company takes preventive actions based on the findings of S3.01 and S3.02.

### Required evidence

Evidence that shows implementation actions, e.g. photographs of new equipments, educational documents, other documents providing evidence that measures have been taken



## S3.04 Occupational health and safety policy

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The company has an OHS policy in place which for example refers to:

- the scope of the policy
- training for health and safety;
- toolbox instructions;
- health and safety related measures;
- registration of illness and safety incidents;
- responsibilities

### Required evidence

Copy of the policy





### S3.05 Availability of the OHS policy

**Criterion Type**

Company

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 1 point

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate			x	x

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

**Required evidence**

Evidence that the policy is available to all employees.

### S3.06 Access to medical treatment

**Criterion Type**

Plant

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 1 point

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The plant ensures quick access to medical treatment.

AND

If the plant has regularly more than five employees per shift on site, there should be at least one trained first aider in each shift.

**Required evidence**

Evidence about the availability of 1st aid or medical treatment within reasonable proximity.

Evidence that there is at least one trained first aider in each shift (e.g. shift plans, number of trained first aiders)

OR

Evidence that normally not more than five employees per shift are on site (e.g. shift plans).



### S3.07 Access to clean drinking water

**Criterion Type**

Plant

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 1 point

Access to clean drinking water and sanitation for the workforce must be guaranteed.

**Required evidence**

Evidence about the access to clean drinking water and sanitation, e.g. signed WASH pledge or photographs of facility or water quality report of municipality.

### S3.08 Training on health and safety

**Criterion Type**

Plant

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 2 points

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate			x	x

The employees are regularly trained on health and safety issues related to their work. For example:

- by instructions
- meetings with employees addressing health and safety issues

**Required evidence**

e.g. minutes of trainings, scripts of educational trainings not older than one year at the moment of certification.



## S3.09 Recording of incidents

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The company records:

- near misses\*;
- medical incidents\*;
- lost time injuries\*;
- fatalities\*

(\*) equivalent terminologies may apply

### Required evidence

Record/statistics of incidents not older than one year at the moment of certification.

## S3.10 Corrective actions based upon fatal incidents

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 2 points

The company analyses fatal incidents and implements corrective actions.

### Required evidence

- Documentation of corrective actions taken after a fatal incident incl. internal communication
- In case no fatal incident has occurred, documentation of a reporting & implementation procedure



### S3.11 No lost time injuries (LTI) during last three years

**Criterion Type**

Plant

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 1 point

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate				x

The plant has had no LTI during the last three years at the moment of certification.

**Required evidence**

Evidence in the record/statistics that no LTI incidents have occurred at the plant during the last three years at the moment of certification.

### S3.12 No fatality during last three years

**Criterion Type**

Plant

**Points achievable for this criterion**

**Concrete:**            **Cement:**            **Aggregate:** 1 point

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate				x

The plant has had no fatality during the last three years at the moment of certification.

**Required evidence**

Evidence in the record/statistics that no fatal incidents have occurred at the plant during the last three years at the moment of certification.



## S4 - Labor Practices

### Aim

To ensure the fair and equitable treatment of workers.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 8 points

### S4.01 Policy on social protection

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**

**Cement:**

**Aggregate:** 1 point

Where changes in operations would have major employment impacts, the company 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.

#### Required evidence

Copy of a formal document containing this commitment

OR

local law in case this fulfills the requirement.



## S4.02 Personal record for all employees

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

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

AND

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

### Required evidence

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 signed by the person responsible for human resources that explains that records are kept for all employees.

OR

Relevant local laws.

Explanation, where possible supported by photographic evidence (e.g. a locked room, filing cabinet or password protected program), of how personal data is protected.

OR

Relevant local laws.

## S4.03 Access to personal record for all employees

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

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

### Required evidence

Copy of a formal document containing this right to access.

OR

Relevant local laws



## S4.04 Personal evaluation

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

An appraisal procedure is in place which foresees regular evaluation meetings with the employee; the results of the meeting being signed off by the employee.

### Required evidence

Representative sample of cover sheets of current evaluation reports for different employees with different functions

AND

A copy of the appraisal procedure.

## S4.05 Availability of job profiles

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

A profile has been made for every job

### Required evidence

A copy of a number of representative function profiles.

## S4.06 Training in the workplace

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

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

### Required evidence

Evidence of access to skills development



## S4.07 Preventive medical examination

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

Regular preventive medical examination is offered to all employees at no cost at least every three years as recommended in the CSI health management handbook.

### Required evidence

Evidence of preventive medical examination no older than three years.

## S4.08 Work-life balance

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

### Prerequisite to obtain

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate				x

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.

### Required evidence

Evidence that choices in work-life balance are possible, such as evidence of facilities, voluntary contractual agreements

OR

Evidence (e.g. exemplary time sheets), that working hours comply with contract or locals laws





## S4.09 (EP) External control of social standards and compliance with human rights

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

Exemplary Performance criteria:

There is a reasonable level of external control of social standards and compliance with human rights via a dedicated external adequacy audit.

### Required evidence

Adequacy investigation comprising the following elements of human rights management:

1. Culture (includes "tone from the top")
2. Objectives
3. Risks (includes risk assessments, reporting, KPIs)
4. Programme (includes policy, whistleblowing, case management, sanctions)
5. Organisation
6. Communication (includes communication concept and trainings)
7. Controls (includes audits)



# Economics

## B1 - Local Economy

### Aim

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

Total points achievable for this credit		
<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate:</b> 4 points

### B1.01 Local Economy

**Criterion Type**  
Plant

**Points achievable for this criterion**  
**Concrete:**      **Cement:**      **Aggregate:** 4 points

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The plant serves the needs of- and supports the local economy.

**Required evidence**  
Evidence where the local economy is supported, e.g. by local hire, local training, suppliers, involvement of local businesses etc., taking into account the legal boundaries.



## B2 - Ethical Business

### Aim

To operate the business in a fair and ethical manner.

Total points achievable for this credit		
<b>Concrete:</b>	<b>Cement:</b>	<b>Aggregate: 9 points</b>

**B2.01 Ethical risk assessment**

**Criterion Type**  
Company

**Points achievable for this criterion**  
**Concrete:**      **Cement:**      **Aggregate: 3 points**

**Prerequisite to obtain**

	Bronze	Silver	Gold	Platinum
Concrete				
Cement				
Aggregate		x	x	x

The company 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.

**Required evidence**  
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.



## B2.02 Policy or code for ethical business

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 3 points

The company has a policy (or a number of policies) or code of business ethics (or a number of codes) in place. The policy (policies, code/codes) includes procedures that cover anti-corruption, fair competition and marketing, respect for property rights, responsible political involvement and confidential investigation.

### Required evidence

A copy of the code, proving that suppliers are within the scope.

## B2.03 Confidential investigation

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

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

### Required evidence

Evidence that a mechanism for confidential investigation (on company level) is in place. E.g.:

- a company hotline
- a publicly available telephone number to submit a complaint

## B2.04 Responsible political involvement

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

The company has trainings in place to secure the ethical business behaviour of its relevant employees.

### Required evidence

Evidence of the training procedure, program, exemplary certificates or similar.



## B2.05 Respect for property rights

### Criterion Type

Company

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

The company recognizes property rights, both physical and intellectual.

### Required evidence

A policy or statement addressing respecting property rights.



## B3 - Innovation

### Aim

To stimulate

- the development and implementation of new solutions that contribute to the sustainability of the operations, its products, its suppliers or other parts of the value chain,
- execution of best practices in the field of sustainability that are not covered by this certification systems, and
- exemplary performance under any criterion in this system.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 9 points

### B3.01 Innovative solutions and/or exemplary performance

#### Criterion Type

Company

#### Points achievable for this criterion

**Concrete:**      **Cement:**      **Aggregate:** 9 points

The company develops, tests and/or implements innovative practices/products or demonstrates exemplary performance in the field of responsible sourcing in the sense of this CSC system and beyond.

#### Required evidence

The approval letter of the Innovation Committee, including the number of points to be awarded for the innovation or exemplary performance.

The formal process of applying for the Innovation Credit is described in the Innovation Credit Guidelines (see the annex).



## B4 - Feedback Procedure

### Aim

To establish a channel that allows the local community, employees and customers to provide feedback to the company.

### Total points achievable for this credit

**Concrete:**

**Cement:**

**Aggregate:** 3 points

### B4.01 Feedback and complaints procedure for the local community

#### Criterion Type

Plant

#### Points achievable for this criterion

**Concrete:**

**Cement:**

**Aggregate:** 1 point

A feedback and complaint procedure and complaint facility is in place for the local community.

#### Required evidence

Link on website

OR

phone number

OR

Email address

OR

contact details of a responsible person to handle the complaints.

The contact can also be on company level, as long as it covers local complaints/grievance.



## B4.02 Feedback and complaints procedure for employees

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

A feedback and complaint procedure and complaint facility is in place for employees.

### Required evidence

Link on website

OR

phone number

OR

Email address

OR

contact details of a responsible person to handle the complaints. The contact can also be on company level, as long as it covers local complaints/grievance.

## B4.03 Feedback and complaints procedure for customers

### Criterion Type

Plant

### Points achievable for this criterion

**Concrete:**            **Cement:**            **Aggregate:** 1 point

A feedback and complaint procedure and complaint facility is in place for customers.

### Required evidence

Link on website

OR

phone number

OR

Email address

OR

contact details of a responsible person to handle the complaints. The contact can also be on company level, as long as it covers local complaints/grievance.